



REGULAR CITY COUNCIL MEETING AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
March 5, 2024
6:30 PM

Mayor: Leon Garcia
Vice Mayor: David Oro
Councilmembers: Mariam Aboudamous, Mark Joseph, Pierre Washington

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.

City Council and other public meetings will be conducted in person at City Hall, 4381 Broadway, Suite 201, American Canyon, CA 94503. This meeting is also available via Zoom Teleconferencing as a convenience for public participation. This meeting will be broadcast live to residents on Napa Valley TV, on our website [here](#) and on YouTube [here](#). Should technical issues with Zoom occur, please select another viewing option.

PUBLIC PARTICIPATION

Oral comments, during the meeting: Oral comments can be made in person during Open and Closed Session. A Zoom Webinar has been established for public comments made via zoom, during Open Session only. To give your public comment via zoom, connect via the below Zoom link and use the "raise your hand" tool, or call into the zoom meeting at 408-638-0968 and press *9 to "raise your hand" when the item is called. To avoid confusion, all hands raised outside of Public Comment periods will be lowered.

Written comments, via eComments: Please submit written comments through the eComments link, located on the Meetings & Agendas page of our website [here](#). Comments will be available to council members in real time. To allow for review of comments, eComments will close at 3:00 pm on the day of the meeting. All comments received will be posted online and become part of the meeting record.

Zoom Meeting Link: [Click here](#).
Webinar ID: 862 3299 1024 **Passcode:** 12345

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@cityofamericancanyon.org.

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.cityofamericancanyon.org.

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@cityofamericancanyon.org. 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.

5:30 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

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 American Canyon v. Leon Dale Schmidt* (Napa County Superior Court Cases No. 22CV001041 and 23PR00161).
 - c. *Center for Biological Diversity v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV000511).
 - d. *Golden State Environmental Justice Alliance v. City of American Canyon et al.* (Napa Superior Court Case No. 23CV000510).
 - e. *City of Vallejo v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV000517).
 - f. *City of Vallejo v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV001600).

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

PLEDGE OF ALLEGIANCE

ROLL CALL - OPEN SESSION

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

PROCLAMATIONS AND PRESENTATIONS

3. [Proclamation - American Red Cross Month](#)
4. [Proclamation - International Women's Day and Women's History Month](#)
5. [Proclamation - Acknowledging the Muslim Holiday of Ramadan](#)

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

6. [Minutes of February 20, 2024](#)
Recommendation: Approve the minutes of the Regular City Council meeting of February 20, 2024.
7. [Report Upon Return from Closed Session](#)
Recommendation: Approve the Report Upon Return from Closed Session for the meeting of February 20, 2024.
8. [State and Federal Highway Grant Agreements](#)
Recommendation: Adopt a Resolution authorizing the Public Works Director to sign all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and any amendments thereto for State and Federal Highway Funded Transportation Projects with the California Department of Transportation.
9. [Quarterly Investment Report for City and Fire District for Fiscal Year 2023-24 Quarter 2](#)
Recommendation: Receive and file the City and Fire District's Treasurer's Report for the quarter ended December 31, 2023.

PUBLIC HEARINGS

There are no Public Hearing items.

BUSINESS

10. **Elections Code Section 9212 Report Regarding Measure K**

Recommendation: Staff recommends the City Council receive and file the Elections Code Section 9212 Report regarding Measure K and then take one of the following actions:

1. Adopt Measure K, without alteration; or
2. Submit Measure K, without alteration, to the voters.

11. **American Canyon Police Department Annual Report**

Recommendation: Receive and file the American Canyon Police Department's 2023 Annual Report.

12. **2023 Annual Communications Report**

Recommendation: Receive and file the Annual Communications Report for 2023.

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.

a) Report out from the February 21 Napa Valley Transportation Authority Board Meeting (Garcia/Joseph).

b) Report out from the February 23 Napa Countywide Climate Action Committee Meeting (Garcia/Joseph).

FUTURE AGENDA ITEMS

13. **Future Agenda Items of Note:**

March 19, 2024; 6:30 p.m.

Presentation - ACHS Link Crew

Proclamation - Acknowledging Holi on March 24, 2024

Presentation - Transportation Sales Tax to Replace Measure T (NVTA)

GIR Project (TR 16-0700): Consor Amendments, Financing Team/Schedule

National Community Survey

Housing Element: Annual Report and Zone Change

Parks and Recreation Department Fee Schedule

Environmental Compliance Presentation

April 2, 2024; 6:30 p.m.

Proclamation National Fair Housing Month

Proclamation April Arts Month

Proclamation Sexual Assault Awareness

Utility Rate Protest Hearing

**Traffic Calming Program Update
New Sustainability Goal, Strategies, and 2024 Key Initiatives**

April 16, 2024; 6:30 p.m.

Proclamation - April Volunteer Week

Proclamation - Earth Day

Proclamation - National Building Safety Month

AB481 Military Equipment Use Policy Update

NSO Police Services Agreement Amendment 20

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 PROCLAMATION



AMERICAN RED CROSS MONTH, 2024

Whereas, during American Red Cross Month in March, we recognize the compassion of people in American Canyon and reaffirm our commitment to care for one another in times of crisis.

Whereas, this generous spirit is woven into the fabric of our community and advances the humanitarian legacy of American Red Cross founder Clara Barton — one of the most honored women in our country’s history — who nobly dedicated herself to alleviating suffering.

Whereas, today, kindhearted individuals in American Canyon exemplify Barton’s commitment as they step up through the Red Cross in the Northern California Coastal Region to provide a beacon of hope for our neighbors in need. Through their voluntary and selfless contributions, they make a lifesaving difference in people’s darkest hours — whether it’s delivering shelter, food and comfort during disasters; providing critical blood donations for hospital patients; supporting military families, veterans and caregivers through the unique challenges of service; saving lives with first aid, CPR and other skills; or delivering aid and reconnecting loved ones separated by global crises.

Whereas, we hereby recognize this month of March in honor of all those who lead with their hearts to serve people in need, and we ask everyone to join in this commitment to strengthen our community.

Now, therefore, I, Leon Garcia, Mayor of American Canyon, by virtue of the authority vested in me by the laws of the City of American Canyon and the State of California, do hereby proclaim March 2024 as Red Cross Month. We encourage all citizens of American Canyon to reach out and support its humanitarian mission.

In witness whereof, that I, Leon Garcia, Mayor of the City of American Canyon, on behalf of the American Canyon City Council, do hereby proclaim March 2024 as American Red Cross Month.

Dated: March 5, 2024

Leon Garcia, Mayor

CITY OF AMERICAN CANYON PROCLAMATION



NATIONAL WOMEN’S HISTORY MONTH MARCH 2024

WHEREAS, since 1987, the United States has formally recognized March as National Women’s History Month, setting aside March to inspire those globally to learn about Women’s History; and

WHEREAS, National Women’s History Month celebrates the collective power of women and girls, pays tribute to their achievements, and recognizes the remaining challenges to further efforts for women’s rights and gender equality, encouraging and mobilizing all people to contribute to positive change; and

WHEREAS, the City of American Canyon honors the accomplishments and visionary women and girls who have helped build our country, including those whose contributions have not been adequately recognized and celebrated; and

WHEREAS, the City of American Canyon pays tribute to the trailblazers from the recent and distant past for daring to envision a future for which no past precedent existed, and for building a Nation of endless possibilities for all its women and girls; and

WHEREAS, currently, women are serving locally in leadership positions, inspiring the continued work in advancing the rights, opportunities, and full participation of women and girls of all backgrounds; and

WHEREAS, Women in American Canyon have continued to transform and enhance our community in a wide range of fields, including through elected and appointed public office, city and county government, local businesses, agricultural, military services, education, medicine, the arts, community service, philanthropy, and nonprofit organizations; and

WHEREAS, American Canyon residents are encouraged to celebrate National Women’s History Month and to educate and pass on learned wisdom regarding the extraordinary contributions women have made within our community and county, and recognize that continued progress is still needed to reach equality; and

NOW, THEREFORE, BE IT RESOLVED, that I, Leon Garcia, Mayor of American Canyon, do hereby proclaim March 8, 2024, as International Women’s Day and proclaim the month of March 2024 as National Women’s History Month.

Dated: March 5, 2024

Leon Garcia, Mayor

CITY OF AMERICAN CANYON PROCLAMATION



Acknowledging the Muslim Holiday of Ramadan

WHEREAS, Islam is one of the world’s major religions and part of our shared human heritage; and

WHEREAS, California’s Muslim community is one of the most diverse in the nation with ethnic and cultural backgrounds that span the globe; and

WHEREAS, Muslims have a long history in the United States, spanning back to the slave trade, in which 10 to 15 percent of the enslaved African woman and men were said to be Muslim; and

WHEREAS, Muslims have long served in the nation’s armed forces and fought in all major United States wars, from the American Revolutionary War to modern conflicts today, with some Muslim Americans making the ultimate sacrifice in combat; and

WHEREAS, Muslims have contributed to social movements throughout the history of the United States to work toward justice and fair inclusion for all; and

WHEREAS, From the early days of the pioneers to our present-day leaders, Muslim Americans have played a significant role in the history of this state’s economic, cultural, spiritual, and political development; and

WHEREAS, There are approximately one million Muslim Americans across this state, contributing to its economy, social fabric, and multicultural and pluralistic traditions; and

WHEREAS, The Muslim residents of this state, with their hard work and contributions to medicine, science, information technology, education, police, military, and many other fields, have benefited from and enriched the state’s open, tolerant, and economically vibrant environment; and

WHEREAS, Ramadan is a holy month of fasting; a time to reflect spiritually, build communally, and aid those in need and marks an annual spiritual renewal for each individual, a reason to celebrate and express gratitude in this month; and

WHEREAS, The observance of the Muslim holy month of Ramadan commences at dusk on March 10, 2024, and continues for one lunar month, from sunrise to sunset each day;

NOW THEREFORE BE IT RESOLVED, that in observance of, and out of respect for the commencement of Ramadan, the American Canyon City Council acknowledges the onset of Ramadan and expresses its deepest respect to Muslims across California and throughout the world on this significant occasion.

Dated: March 5, 2024

Leon Garcia, Mayor

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

ACTION MINUTES
February 20, 2024

5:30 P.M. – CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The City Council meeting was called to order at 5:31 p.m.

ROLL CALL - CLOSED SESSION

Present: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Absent: None

Excused: None

PUBLIC COMMENTS - CLOSED SESSION ITEMS

Mayor Garcia called for public comments. Written comments: none. Oral comments: none. The public comments period was closed.

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

Council convened 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 American Canyon v. Leon Dale Schmidt (Napa County Superior Court Cases No. 22CV001041 and 23PR00161).
- c) Center for Biological Diversity v. City of American Canyon et al. (Napa County Superior Court Case No. 23CV000511).
- d) Golden State Environmental Justice Alliance v. City of American Canyon et al. (Napa Superior Court Case No. 23CV000510).
- e) City of Vallejo v. City of American Canyon et al. (Napa County Superior Court Case No. 23CV000517).
- f) City of Vallejo v. City of American Canyon et al. (Napa County Superior Court Case No. 23CV001600).

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 Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Absent: None

Excused: None

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

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

PROCLAMATIONS AND PRESENTATIONS

There were no proclamation or presentation items.

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

Mayor Garcia called for public comments. Written comments: Barry Christian. Oral comments: Barry Christian was called to speak; Arvind Nischal was called to speak. The public comments period was closed.

AGENDA CHANGES

There were no changes to the agenda.

CONSENT CALENDAR

Action: Motion to adopt CONSENT CALENDAR made by Vice Mayor David Oro, seconded by Councilmember Pierre Washington, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

3. Minutes of February 2, 2024

Action: Approved the minutes from the Regular City Council meeting of February 2, 2024.

4. Minutes of February 6, 2024

Action: Approved the minutes from the Regular City Council meeting of February 6, 2024.

5. Report Upon Return from Closed Session

Action: Approved the Report Upon Return from Closed Session for the City Council meeting of February 6, 2023.

6. Contract Amendment #2 with Robert Half International Inc. for Temporary Staffing Services

Action: Adopted Resolution 2024-13 authorizing the City Manager to execute Amendment #2 (Agreement 2024-19) to Agreement No. 2022-A148 with Robert Half International Inc.

7. Paoli/Watson Lane Annexation Rezoning

Action: Waived final reading, read by title only, and adopted Ordinance 2024-01 by the City Council of the City of American Canyon approving Pre-Zoning from Agriculture to Paoli Light Industrial, Paoli Commercial Overlay District, Residential Estate, and Railroad Right-of-Way for the Paoli/Watson Lane Annexation Project, approximately 83 acres, located within the City of American Canyon Sphere of Influence in unincorporated Napa County east of State Route (SR-29) and Paoli Loop Road; and an approximately 3-acre Rezoning within the City of American Canyon between SR-29 and Paoli Loop Road from Light Industrial to Paoli Light Industrial with a Paoli Commercial Overlay District; and the addition of American Canyon Municipal Code Section 19.10.050(F) Special Development Requirements for the Residential Estate Zoning District on Watson Land and Paoli Loop Road.

8. Ordinances Establishing Industrial Use Sustainability Standards and Greenhouse Gas Emissions Standards.

Action: Waived final reading, read by title only, and adopted the following:

Ordinance 2024-02 of the City Council of the City of American Canyon, State of California, adopting an Ordinance to implement Industrial Use Greenhouse Gas Standards; and

Ordinance 2024-03 of the City Council of the City of American Canyon, State of California, adopting an Ordinance to implement Industrial Commerce Centers Sustainability Standards.

PUBLIC HEARINGS

There were no Public Hearing items.

BUSINESS

9. Solid Waste Hauling and Disposal Agreement

Council received a staff report from Environmental Services Manager Pam Philips with General Manager Derek Nelson of Recology American Canyon. Mayor Garcia called for public comments. Written comments: none. Oral comments: none. The public comments period was closed.

Action: Motion to adopt Resolution 2024-14 authorizing the City Manager to enter into an Amended and Restated Franchise Agreement (Agreement 2024-20) between City of American Canyon and Recology American Canyon for Solid Waste, Recyclables, and Organic Waste Collection, Processing, and Disposal Services, as amended by Council to include future city facilities at no charge made by Vice Mayor David Oro, seconded by Councilmember Mark Joseph, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

10. Napa River Ecology Center at American Canyon Wetlands

Action: Motion to appoint Councilmember Mark Joseph as Presiding Officer for Item 10 made by Councilmember Pierre Washington, seconded by Councilmember Mariam Aboudamous, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

Mayor Leon Garcia and Vice Mayor David Oro recused themselves from Item 10 and exited the Council Chamber.

Council received a staff report from City Manager Jason Holley with Executive Director Janelle Sellick, American Canyon Community Parks Foundation. Mayor Garcia called for public comments. Written comments: Nick Cheranich submitted a comment; Raffi Boloyan submitted a comment. Oral comments: Barry Christian was called to speak; Beth Marcus was called to speak; Fran Lemos was called to speak; Justin Hamilton Hole was called to speak; Janelle Sellick was called to speak. The public comments period was closed.

Action: Motion to adopt Resolution 2024-15 approving a Lease Agreement (Agreement 2024-21) with the American Canyon Community and Parks Foundation for development of the 'Napa River Ecology Center at the American Canyon Wetlands' at the former City Corporation Yard (205 Wetlands Edge Road) and appropriating \$1,000,000 towards site improvements related to stormwater detention and flood protection, and pollutant remediation on the property made by Councilmember Pierre Washington, seconded by Councilmember Mariam Aboudamous, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington

Nays: None

Abstain: Vice Mayor David Oro, Mayor Leon Garcia (*recused*)

Absent: None

Excused: None

Mayor Leon Garcia and Vice Mayor David Oro returned to the Council Chamber.

11. Fiscal Year 2023-24 Mid-Year Budget Amendments

Council received a staff report from Finance Director Juan Gomez. Mayor Garcia called for public comments. Written comments: none. Oral comments: Beth Marcus was called to speak. The public comments period was closed.

Action: Motion to adopt Resolution 2024-16 approving Mid-Year Budget Amendments to Fiscal Year 2023-24 Budget. made by Councilmember Mariam Aboudamous, seconded by Councilmember Mark Joseph, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

MANAGEMENT AND STAFF ORAL REPORTS

12. Maintenance and Utilities Department, Water Operations Update

Council received a staff report and presentation from Water Systems Manager Dominic Patrick.

Council received an oral update from Parks & Recreation Director Alexandra Ikeda.

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

Councilmembers commented on items of community interest.

FUTURE AGENDA ITEMS

13. Future Agenda Items of Note:

March 5, 2024, Regular City Council Meeting. 6:30 p.m.

Proclamation National Women's History Month

Proclamation American Red Cross Month

Annual Police Report

Annual Communications Report
Measure K Election Code 9212 Report*

March 19, 2024, Regular City Council Meeting. 6:30 p.m.

Proclamation Acknowledging Ramadan
National Community Survey
Housing Element: Annual Report and Zone Change
Parks and Recreation Department Fee Schedule

April 2, 2024, Regular City Council Meeting. 6:30 p.m.

Proclamation National Fair Housing Month
Proclamation April Arts Month
Proclamation Sexual Assault Awareness
Utility Rate Protest Hearing

Action: Motion to add to a future agenda a presentation on CalGreen Building Standards made by Councilmember Mark Joseph, seconded by Councilmember Mariam Aboudamous, and CARRIED by roll call vote.

Ayes: Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember Pierre Washington, Vice Mayor David Oro, Mayor Leon Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

ADJOURNMENT

Meeting adjourned at 8:15 p.m.

CERTIFICATION

Respectfully Submitted,

Taresa Geilfuss, CMC City Clerk

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

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
www.lawross.com

Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 199/6

February 27, 2024

VIA E-MAIL

The Honorable Leon Garcia, 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 February 20, 2024

Dear Mayor Garcia 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 Meeting of February 21, 2024, consistent with Government Code Section 54957.1.

Mayor Leon Garcia called the meeting to order in Open Session at 5:31 p.m. and after ascertaining that there were no public comments on Closed Session matters, the Council then adjourned to Closed Session at 5:32 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 American Canyon v. Leon Dale Schmidt*, (Napa County Superior Court Case No. 22CV001041 and 23PR00161);
 - c. *Center for Biological Diversity v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV00051 I);

- d. *Golden State Environmental Justice Alliance v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV000510);
- e. *City of Vallejo v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV000517); and,
- f. *City of Vallejo v. City of American Canyon et al.* (Napa County Superior Court Case No. 23CV001600).

2 Conference with Legal Counsel - Anticipated Litigation
Authorized Pursuant to Government Code Section No. 54956.9(d)(2)
Three Matters.

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

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

With respect to Closed Session Agenda Item No. 1.c. through 1.e., there was reportable action with respect to Agenda Item No. 1.d., in that Petitioner Golden State had dismissed its Petition effective February 16, 2024. Also, with respect to Closed Session Agenda Item No. 1.e., Vallejo had filed its Opening Brief, which was attached and distributed to Council. Except as indicated, there was no other reportable action under the common law attorney-client on that provided by Government Code Section 54956.9(d)(1).

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

With respect to Closed Session Agenda Item No. 2., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(2) with respect to the three matters considered.

Your Council concluded the Closed Session at 6:27 p.m.

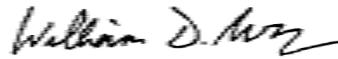
In Open Session, it was indicated that a written report upon return from Closed Session consistent with Government Code Section 54957.1, would be prepared concerning the matters agendaized for Closed Session.

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

The Honorable Leon Garcia, Mayor
and Members of the City Council
February 27, 2024
Page 3

Should you have questions concerning this Report, it may be taken off the Consent calendar when agendized in the future, or our office may be contacted in the interim.

Very truly yours,



William D. Ross
City Attorney

WDR:kt

cc: Jason B. Holley, City Manager
Maria Ojeda, Assistant City Manager
Taresa Geilfuss, City Clerk
Cherri Walton, Deputy City Clerk



TITLE

State and Federal Highway Grant Agreements

RECOMMENDATION

Adopt a Resolution authorizing the Public Works Director to sign all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and any amendments thereto for State and Federal Highway Funded Transportation Projects with the California Department of Transportation.

CONTACT

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

BACKGROUND & ANALYSIS

The City is eligible to receive Federal Highway Administration and/or State of California Transportation Funds that are administered through the California Department of Transportation (Caltrans). One of the processes to receive grant reimbursement is to execute a Master Funding Agreement and a Program Supplemental Agreement per grant funded project.

The City originally entered into State Funded Master Agreement No. 5470 in 1997. Caltrans is requesting a new State Master Agreement to be executed as it has been revised to incorporate various changes in regulations and policies. In addition, Caltrans is recommending a new blanket resolution be adopted that includes additional fund exchange and fund transfer agreements and any amendments that Caltrans may include in the future on specific projects.

City Council has previously authorized the Public Works Director to sign all state and federal grant fund agreements and the recommended action is to continue this delegation. However, City Council will retain numerous financial control over the capital projects, including prioritization through the budget process, awarding of bids and acceptance of the completed projects.

The City currently has a \$280,000 State funded Highway Safety Improvement Program Grant for the American Canyon Road East Guardrail, Capital Project No. TR23-0300 and a \$1 million Federal funded One Bay Area Grant for the Green Island Road Class I Trail (Green Island Road Reconstruction and Widening), Capital Project No. TR16-0700.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Transportation: "Improve the transportation network within the City to alleviate congestion and enhance the quality of life for the community."

FISCAL IMPACT

The recommended action will ensure that the City will be reimbursed after executing the required funding agreements and submitting timely invoices of eligible expenditures to Caltrans.

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](#)
- [2. Caltrans Master Agreement 04-5470S21](#)
- [3. Program Supplemental Agreement 5470017](#)

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AUTHORIZING THE PUBLIC WORKS DIRECTOR TO SIGN ALL MASTER AGREEMENTS, PROGRAM SUPPLEMENTAL AGREEMENTS, FUND EXCHANGE AGREEMENTS, FUND TRANSFER AGREEMENTS AND ANY AMENDMENTS THERETO FOR STATE AND FEDERAL HIGHWAY FUNDED TRANSPORTATION PROJECTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the City of American Canyon is eligible to receive Federal and/or State grant funding for certain Transportation Projects, through the California Department of Transportation (Caltrans); and

WHEREAS, Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements need to be executed with the California Department of Transportation before such funds can be claimed; and

WHEREAS, the City originally entered into State Funded Master Agreement No. 5470 in 1997 and Caltrans is requesting an updated Master Agreement to be executed as it has been revised to incorporate various changes in regulations and policies; and

WHEREAS, the City wishes to continue delegating authorization to execute these agreements and any amendments to the Public Works Director for all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and Fund Transfer Agreements with the California Department of Transportation; and

WHEREAS, City Council will retain numerous financial control over the capital projects, including prioritization through the budget process, awarding of bids and acceptance of the completed projects.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the Public Works Director to sign all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and any amendments thereto with the California Department of Transportation.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 5th day of March, 2024 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

MASTER AGREEMENT
ADMINISTERING AGENCY-STATE AGREEMENT
STATE-FUNDED PROJECTS

04	City of American Canyon
-----	-----
District	Administering Agency

Agreement No. 04-5470S21

This AGREEMENT, is entered into effective this _____ day of _____, 20____, by and between the City of American Canyon, hereinafter referred to as "ADMINISTERING AGENCY," and the State of California, acting by and through its Department of Transportation (Caltrans), hereinafter referred to as "STATE", and together referred to as "PARTIES" or individually as a "PARTY."

RECITALS:

1. WHEREAS, the Legislature of the State of California has enacted legislation by which certain State funds are made available for use on local transportation related projects of public entities qualified to act as recipients of these state funds; and
2. WHEREAS, ADMINISTERING AGENCY has applied to the California Transportation Commission (CTC) and/or STATE for funding from a State-funded program (herein referred to as STATE FUNDS), as defined in the Local Assistance Program Guidelines (LAPG) and/or in the respective CTC Guidelines, for use on local authorized transportation related projects as a local administered project(s), hereinafter referred to as "PROJECT"; and
3. WHEREAS, said PROJECT will not receive any federal funds; and
4. WHEREAS, before STATE FUNDS will be made available for PROJECT, ADMINISTERING AGENCY and STATE are required to enter into an agreement to establish terms and conditions applicable to the ADMINISTERING AGENCY when receiving STATE FUNDS for a designated PROJECT facility and to the subsequent operation and maintenance of that completed facility.

NOW, THEREFORE, the PARTIES agree as follows:

ARTICLE I - PROJECT ADMINISTRATION

1. This AGREEMENT shall have no force or effect with respect to any program project unless and until a project- specific Program Supplement to this AGREEMENT for state funded projects, hereinafter referred to as "PROGRAM SUPPLEMENT", has been fully executed by both STATE and ADMINISTERING AGENCY.

2. The State approved project-specific allocation notification letter and approved CTC allocation documentation designate the party responsible for implementing PROJECT, type of work, and location of PROJECT for projects requiring CTC allocation by PROJECT component of work.

3. The PROGRAM SUPPLEMENT sets out special covenants as a condition for the ADMINISTERING AGENCY to receive STATE FUNDS from/through STATE for designated PROJECT. The PROGRAM SUPPLEMENT shall also show these STATE FUNDS that have been initially encumbered for PROJECT along with the matching funds to be provided by ADMINISTERING AGENCY and/or others. Execution of PROGRAM SUPPLEMENT by the PARTIES shall cause ADMINISTERING AGENCY to adopt all the terms of this AGREEMENT as though fully set forth therein in the PROGRAM SUPPLEMENT. Unless otherwise expressly delegated in a resolution by the governing body of ADMINISTERING AGENCY, and with written concurrence by STATE, the PROGRAM SUPPLEMENT shall be approved and managed by the governing body of ADMINISTERING AGENCY.

4. ADMINISTERING AGENCY agrees to execute and return each project-specific PROGRAM SUPPLEMENT. The PARTIES agree that STATE may suspend future allocations, encumbrances and invoice payments for any on- going or future STATE FUNDED PROJECT performed by ADMINISTERING AGENCY if any project-specific PROGRAM SUPPLEMENT is not returned, unless otherwise agreed by STATE in writing.

5. ADMINISTERING AGENCY further agrees, as a condition to the release and payment of STATE FUNDS encumbered for the PROJECT described in each PROGRAM SUPPLEMENT, to comply with the terms and conditions of this AGREEMENT and all the agreed-upon Special Covenants or Remarks incorporated within the PROGRAM SUPPLEMENT, and Cooperative/Contribution Agreement where appropriate, defining and identifying the nature of the specific PROJECT.

6. STATE FUNDS will not participate in any portion of PROJECT work performed in advance of the effective date of allocation by CTC, or by STATE for allocations delegated to STATE by CTC, for said PROJECT.

7. Projects allocated with STATE FUNDS will be administered in accordance with the current CTC STIP Guidelines, applicable chapter(s) of the LAPG, LAPM and/or any other instructions published by STATE.

8. ADMINISTERING AGENCY agrees to ensure compliance with all relevant State laws and requirements for work related to PROJECT, including the California Environmental Quality Act (CEQA).

9. ADMINISTERING AGENCY's eligible costs for preliminary engineering work includes all preliminary work directly related to PROJECT up to contract award for construction, including, but not limited to, environmental studies and permits (E&P), preliminary surveys and reports, laboratory work, soil investigations, the preparation of plans, specifications and estimates (PS&E), advertising for bids, awarding of a contract and project development contract administration.

10. ADMINISTERING AGENCY's eligible costs for construction engineering include actual inspection and supervision of PROJECT construction work; construction staking; laboratory and field testing; and the preparation and processing of field reports, records, estimates, final reports, and allowable expenses of employees/consultants engaged in such activities.

11. Unless the PARTIES agree otherwise in writing, ADMINISTERING AGENCY's employees or its contracted engineering consultant shall be responsible for all PROJECT engineering work.

12. ADMINISTERING AGENCY shall not proceed with final design of PROJECT until final environmental approval of PROJECT. Final design entails the design work necessary to complete the PS&E and other work necessary for a construction contract but not required earlier for environmental clearance of that PROJECT.

13. If PROJECT is not on STATE-owned right-of-way, PROJECT shall be constructed in accordance with Chapter 11 of the LAPM that describes minimum statewide design standards for local agency streets and roads. The design standards for projects off the National Highway System (NHS) allow STATE to accept either the current Caltrans Highway Design Manual standards, the current FHWA-adopted American Association of State Highway and Transportation Officials (AASHTO) A Policy on Geometric Design of Highways and Streets standards, or the approved geometric design standards of ADMINISTERING AGENCY. Additionally, for projects off the NHS, STATE will accept ADMINISTERING AGENCY-approved standard specifications, standard plans, materials sampling and testing quality assurance programs that meet the conditions described in the then current Local Assistance Procedures Manual.

14. If PROJECT involves work within or partially within STATE-owned right-of-way, that PROJECT shall also be subject to compliance with the policies, procedures and standards of the STATE Project Development Procedures Manual and Highway Design Manual and where appropriate, an executed cooperative agreement between STATE and ADMINISTERING AGENCY that outlines the PROJECT responsibilities and respective obligations of the PARTIES. ADMINISTERING AGENCY and its contractors shall each obtain an encroachment permit through STATE prior to commencing any work within STATE rights-of-way or work which affects STATE facilities.

15. When PROJECT is not on the State Highway System (SHS) but includes work to be performed by a railroad, the contract for such work shall be prepared by ADMINISTERING AGENCY or by STATE, as the PARTIES may hereafter agree. In either event, ADMINISTERING AGENCY shall enter into an agreement with the railroad providing for future maintenance of protective devices or other facilities installed under the contract.

16. ADMINISTERING AGENCY shall comply with the provisions of sections 4450 and 4454 of the California Government Code, as well as other Department of General Services guidance, if applicable, for the contract PS&E for the construction of buildings, structures, sidewalks, curbs and related facilities for accessibility and usability. Further requirements and guidance are provided in Title 24 of the California Code of Regulations.

17. ADMINISTERING AGENCY shall provide a full-time public employee to be in responsible charge of each PROJECT. ADMINISTERING AGENCY shall provide or arrange for adequate supervision and inspection of each PROJECT. ADMINISTERING AGENCY may utilize consultants to perform supervision and inspection work for PROJECT with a

fully qualified and licensed engineer. Utilization of consultants does not relieve ADMINISTERING AGENCY of its obligation to provide a full-time public employee to be in responsible charge of each PROJECT.

18. Unless otherwise provided in the PROGRAM SUPPLEMENT, ADMINISTERING AGENCY shall advertise, award, and administer the PROJECT construction contract or contracts.

19. The cost of maintenance, security, or protection performed by ADMINISTERING AGENCY or contractor forces during any temporary suspension of PROJECT or at any other time may not be charged to the PROJECT.

20. ADMINISTERING AGENCY shall submit PROJECT-specific award information to STATE's District Local Assistance Engineer, within sixty (60) days after contract award.

21. ADMINISTERING AGENCY shall submit the final report documents that collectively constitute a "Final Project Expenditure Report", LAPM Exhibit 17-M, within one hundred eighty (180) days of PROJECT completion. Failure by ADMINISTERING AGENCY to submit a "Final Project Expenditure Report", within 180 days of project completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the Local Assistance Procedures Manual.

22. ADMINISTERING AGENCY shall comply with the Americans with Disabilities Act (ADA) of 1990 that prohibits discrimination on the basis of disability and all applicable regulations and guidelines issued pursuant to the ADA.

23. The Governor and the Legislature of the State of California, each within their respective jurisdictions, have prescribed certain nondiscrimination requirements with respect to contract and other work financed with public funds. ADMINISTERING AGENCY agrees to comply with the requirements of the FAIR EMPLOYMENT PRACTICES ADDENDUM, attached hereto as Exhibit A and further agrees that any agreement entered into by ADMINISTERING AGENCY with a third party for performance of work connected with PROJECT shall incorporate Exhibit A (with third party's name replacing ADMINISTERING AGENCY) as parts of such agreement.

24. ADMINISTERING AGENCY shall include in all contracts and subcontracts awarded when applicable, a clause that requires each subcontractor to comply with California Labor Code requirements that all workers employed on public works aspects of any project (as defined in California Labor Code sections 1720-1815) be paid not less than the general prevailing wage rates predetermined by the Department of Industrial Relations as effective at the date of contract award by the ADMINISTERING AGENCY.

ARTICLE II - RIGHTS-OF-WAY

1. No contract for the construction of a STATE FUNDED PROJECT shall be awarded until all necessary rights of way have been secured. Prior to the advertising for construction of PROJECT, ADMINISTERING AGENCY shall certify and, upon request, shall furnish STATE with evidence that all necessary rights-of-way are available for construction purposes or will be available by the time of award of the construction contract.

2. The furnishing of rights of way by ADMINISTERING AGENCY as provided for herein includes, and is limited to, the following, unless the PROGRAM SUPPLEMENT provides otherwise.

(a) Expenditures of capital and support to purchase all real property required for

PROJECT free and clear of liens, conflicting easements, obstructions and encumbrances, after crediting PROJECT with the fair market value of any excess property retained and not disposed of by ADMINISTERING AGENCY.

(b) The cost of furnishing of right-of-way as provided for herein includes, in addition to real property required for the PROJECT, title free and clear of obstructions and encumbrances affecting PROJECT and the payment, as required by applicable law, of damages to owners of remainder real property not actually taken but injuriously affected by PROJECT.

(c) The cost of relocation payments and services provided to owners and occupants pursuant to Government Code sections 7260-7277 when PROJECT displaces an individual, family, business, farm operation or nonprofit organization.

(d) The cost of demolition and/or the sale of all improvements on the right-of-way after credit is recorded for sale proceeds used to offset PROJECT costs.

(e) The cost of all unavoidable utility relocation, protection or removal.

(f) The cost of all necessary hazardous material and hazardous waste treatment, encapsulation or removal and protective storage for which ADMINISTERING AGENCY accepts responsibility and where the actual generator cannot be identified, and recovery made.

3. ADMINISTERING AGENCY agrees to indemnify and hold STATE harmless from any liability that may result in the event the right-of-way for a PROJECT is not clear as certified by ADMINISTERING AGENCY, including, but not limited to, if said right-of-way is found to contain hazardous materials requiring treatment or removal to remediate in accordance with Federal and State laws. ADMINISTERING AGENCY shall pay, from its own non- matching funds, any costs which arise out of delays to the construction of PROJECT because utility facilities have not been timely removed or relocated, or because rights-of-way were not available to ADMINISTERING AGENCY for the orderly prosecution of PROJECT work.

ARTICLE III - MAINTENANCE AND MANAGEMENT

1. ADMINISTERING AGENCY will maintain and operate the property acquired, developed, constructed, rehabilitated, or restored by PROJECT for its intended public use until such time as the parties might amend this AGREEMENT to otherwise provide. With the approval of STATE, ADMINISTERING AGENCY or its successors in interest in the PROJECT property may transfer this obligation and responsibility to maintain and operate PROJECT property for that intended public purpose to another public entity.

2. Upon ADMINISTERING AGENCY's acceptance of the completed construction contract or upon contractor being relieved of the responsibility for maintaining and protecting PROJECT, ADMINISTERING AGENCY will be responsible for the maintenance, ownership, liability, and the expense thereof, for PROJECT in a manner satisfactory to the authorized representatives of STATE and if PROJECT falls within the jurisdictional limits of another Agency or Agencies, it is the duty of ADMINISTERING AGENCY to facilitate a separate maintenance agreement(s) between itself and the other jurisdictional Agency or Agencies providing for the operation, maintenance, ownership and liability of PROJECT. Until those agreements are executed, ADMINISTERING AGENCY will be responsible for all PROJECT operations, maintenance, ownership and liability in a manner satisfactory to the authorized representatives of STATE. If, within ninety (90) days after receipt of notice from STATE that a PROJECT, or any portion thereof, is not

being properly operated and maintained and ADMINISTERING AGENCY has not satisfactorily remedied the conditions complained of, the approval of future STATE FUNDED PROJECTS of ADMINISTERING AGENCY will be withheld until the PROJECT shall have been put in a condition of operation and maintenance satisfactory to STATE. The provisions of this section shall not apply to a PROJECT that has been vacated through due process of law with STATE's concurrence.

3. PROJECT and its facilities shall be maintained by an adequate and well-trained staff of engineers and/or such other professionals and technicians as PROJECT reasonably requires. Said operations and maintenance staff may be employees of ADMINISTERING AGENCY, another unit of government, or a contractor under agreement with ADMINISTERING AGENCY. All maintenance will be performed at regular intervals or as required for efficient operation of the complete PROJECT improvements.

4. ADMINISTERING AGENCY shall comply with all applicable law, including but not limited to, all applicable legal authority regarding construction standards.

ARTICLE IV - FISCAL PROVISIONS

1. All contractual obligations of STATE are subject to the appropriation of resources by the Legislature and the allocation of resources by the CTC.

2. STATE'S financial commitment of STATE FUNDS will occur only upon the execution of this AGREEMENT, the execution of each project-specific PROGRAM SUPPLEMENT and/or STATE's approved finance letter.

3. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices in arrears for reimbursement of allowable PROJECT costs at least once every six months commencing after the STATE FUNDS are encumbered on either the project-specific PROGRAM SUPPLEMENT or through a project-specific finance letter approved by STATE. STATE reserves the right to suspend future allocations and invoice payments for any on-going or future STATE FUNDED project performed by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period

4. Invoices shall be submitted on a standardized billing summary template, in accordance with Chapter 5 of the LAPM to claim reimbursement by ADMINISTERING AGENCY. For construction invoices, pay estimates must be included.

5. ADMINISTERING AGENCY must retain at least one copy of supporting backup documentation for allowable costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.

6. Payments to ADMINISTERING AGENCY can only be released by STATE as reimbursements of actual allowable PROJECT costs already incurred and paid for by the ADMINISTERING AGENCY.

7. Indirect Cost Allocation Plans/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to the Inspector General - Independent Office of Audits and Investigations for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of

indirect cost incurred within each fiscal year being claimed for reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the LAPM, and the ICAP/ICRP approval procedures established by STATE.

8. STATE will withhold the greater of either two (2) percent of the total of all STATE FUNDS encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.

9. The estimated total cost of PROJECT, the amount of STATE FUNDS obligated, and the required matching funds may be adjusted by mutual consent of the PARTIES with a finance letter, and an allocation notification letter when applicable. STATE FUNDING may be increased to cover PROJECT cost increases only if such additional funds are available and the CTC and/or STATE concurs with that increase in the form of an allocation and finance letter.

10. When such additional STATE FUNDS are not available, ADMINISTERING AGENCY agrees that any increases in PROJECT costs must be defrayed with ADMINISTERING AGENCY's own funds.

11. ADMINISTERING AGENCY shall use its own non-STATE FUNDS to finance the local share of eligible costs and all PROJECT expenditures or contract items ruled ineligible for financing with STATE FUNDS. STATE shall make the final determination of ADMINISTERING AGENCY's cost eligibility for STATE FUNDED financing with respect to claimed PROJECT costs.

12. ADMINISTERING AGENCY will reimburse STATE for STATE's share of costs for work performed by STATE at the request of ADMINISTERING AGENCY. STATE's costs shall include overhead assessments in accordance with section 8755.1 of the State Administrative Manual.

13. STATE FUNDS allocated by the CTC and/or STATE are subject to the timely use of funds provisions approved in CTC Guidelines and State procedures approved by the CTC and STATE.

14. STATE FUNDS encumbered for PROJECT are available for liquidation only for a limited period from the beginning of the State fiscal year when those funds were appropriated in the State Budget. STATE FUNDS not liquidated within these periods will be reverted unless a Cooperative Work Agreement (CWA) is submitted by ADMINISTERING AGENCY and approved by the California Department of Finance in accordance with Section 16304 of the Government Code. The exact date of fund reversion will be reflected in the STATE signed PROJECT finance letter.

15. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid to rank and file STATE employees under current California Department of Human Resources (CalHR) rules unless a Cooperative Work Agreement (CWA) is submitted by ADMINISTERING AGENCY and approved by the California Department of Finance in accordance with Government Code section 16304. If the rates invoiced by ADMINISTERING AGENCY are in excess of CalHR rates, ADMINISTERING AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand.

16. ADMINISTERING AGENCY agrees to comply with California Government Code 4525-4529.14. Administering Agency shall undertake the procedures described in California Government Code 4527(a) and 4528(a). Administering Agency shall also comply with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, excluding 2 CFR Part 200.318-200.326.

17. ADMINISTERING AGENCY agrees and will assure that its contractors and subcontractors will be obligated to agree that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items. Every recipient and sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, excluding 2 CFR Part 200.318-200.326 Governments. ADMINISTERING AGENCY agrees to comply with the provisions set forth in 23 CFR Parts 140, 645 and 646 when contracting with railroad and utility companies.

18. Every recipient and sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR 200 excluding 2 CFR Part 200.318-200.326, 48 CFR Chapter 1, Part 31, LAPM, Public Contract Code (PCC) 10300- 10334 (procurement of goods), PCC 10335-10381 (non-A&E services), California Government Code 4525-4529.5 including 4527(a) and 4528(a), and other applicable STATE regulations.

19. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be questioned, disallowed, or unallowable under 2 CFR, Part 200, 48 CFR, Chapter 1, Part 31, 23 CFR Parts 140, 645 and 646, LAPM, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), California Government Code 4525-4529.5 including 4527(a) and 4528(a), and other applicable STATE regulations are subject to repayment by ADMINISTERING AGENCY to STATE and may result in STATE imposing sanctions on ADMINISTERING AGENCY as described in Chapter 20 of the Local Assistance Procedures Manual.

20. Should ADMINISTERING AGENCY fail to refund any moneys due upon written demand by STATE as provided herein or should ADMINISTERING AGENCY breach this AGREEMENT by failing to complete PROJECT without adequate justification and approval by STATE, then, within thirty (30) days of demand, or within such other period as may be agreed to in writing between the PARTIES hereto, STATE, acting through the State Controller, the State Treasurer, the CTC or any other public entity or agency, may intercept, withhold and demand the transfer of an amount equal to the amount paid by or owed to STATE for each PROJECT, from future apportionments, or any other funds due ADMINISTERING AGENCY from the Highway Users Tax Fund or any other sources of funds, and/or may also withhold approval of future STATE FUNDED projects proposed by ADMINISTERING AGENCY.

21. Should ADMINISTERING AGENCY be declared to be in breach of this AGREEMENT or otherwise in default thereof by STATE, and if ADMINISTERING AGENCY is constituted as a joint powers authority, special district, or any other public entity not directly receiving funds through the State Controller, STATE is authorized to obtain reimbursement from whatever sources of funding are available, including the withholding or transfer of funds, from those constituent entities comprising a joint powers authority or by bringing of an action against ADMINISTERING AGENCY or its constituent member entities, to recover all funds provided by STATE hereunder.

22. ADMINISTERING AGENCY acknowledges that the signatory party represents the ADMINISTERING AGENCY and further warrants that there is nothing within a Joint Powers Agreement, by which ADMINISTERING AGENCY was created, if any exists, that would restrict or otherwise limit STATE's ability to recover STATE FUNDS improperly spent by ADMINISTERING AGENCY in contravention of the terms of this AGREEMENT.

ARTICLE V

AUDITS, THIRD PARTY CONTRACTING, RECORDS RETENTION AND REPORTS

1. STATE reserves the right to conduct technical and financial audits of PROJECT work and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by paragraph three (3) of Article V.

2. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices sent to or paid by STATE.

3. ADMINISTERING AGENCY, ADMINISTERING AGENCY's contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States, all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts, and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above-referenced parties shall make such AGREEMENT and PROGRAM SUPPLEMENT materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years, or 35 years for Prop 1B funds, from the date of final payment to ADMINISTERING AGENCY.

4. ADMINISTERING AGENCY shall not award a construction contract over \$25,000 on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. All contracts awarded by ADMINISTERING AGENCY intended or used as local match credit must meet the requirements set forth in this AGREEMENT regarding local match funds.

5. ADMINISTERING AGENCY shall comply with Chapter 10 (commencing with Section 4525) Division 5 of Title 1 of the Government Code and shall undertake the procedures described in California Government Code 4527(a) and 4528(a). Administering Agency shall comply with Chapter 10 of the LAPM for AE Consultant Contracts.

6. ADMINISTERING AGENCY shall comply with Government Code Division 5 Title 1 sections 4525-4529.5 and shall undertake the procedures described in California Government Code 4527(a) and 4528(a) for procurement of professional service contracts. Administering Agency shall follow Public Contract Code Section 10335-10381 for other professional service contracts.

7. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain all of the provisions of Article IV, FISCAL PROVISIONS, and this ARTICLE V, AUDITS, THIRD-PARTY CONTRACTING, RECORDS RETENTION AND REPORTS and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as PROJECT costs only after those costs are incurred and paid for by the subcontractors.

8. To be eligible for local match credit, ADMINISTERING AGENCY must ensure that local match funds used for a PROJECT meet the fiscal provisions requirements outlined in ARTICLE IV in the same manner that is required of all other PROJECT expenditures.

9. Except as provided in this Article, this AGREEMENT is solely between and for the benefit of the PARTIES and there are no third-party beneficiaries.

ARTICLE VI - MISCELLANEOUS PROVISIONS

1. ADMINISTERING AGENCY agrees to use all PROJECT funds reimbursed hereunder only for transportation purposes that are in conformance with Article XIX of the California State Constitution and other California laws.

2. ADMINISTERING AGENCY shall conform to all applicable State and Federal statutes and regulations, and the Local Assistance Program Guidelines and Local Assistance Procedures Manual as published by STATE and incorporated herein, including all subsequent approved revisions thereto applicable to PROJECT unless otherwise designated in the project-specific executed PROJECT SUPPLEMENT.

3. This AGREEMENT is subject to any additional restrictions, limitations, conditions, or any statute enacted by the State Legislature or adopted by the CTC that may affect the provisions, terms, or funding of this AGREEMENT in any manner.

4. ADMINISTERING AGENCY and the officers and employees of ADMINISTERING AGENCY, when engaged in the performance of this AGREEMENT, shall act in an independent capacity and not as officers, employees or agents of STATE.

5. Each project-specific PROGRAM SUPPLEMENT shall separately establish the terms and funding limits for each described PROJECT funded under this AGREEMENT and that PROGRAM SUPPLEMENT. No STATE FUNDS are obligated against this AGREEMENT.

6. ADMINISTERING AGENCY certifies that neither ADMINISTERING AGENCY nor its principals are suspended or debarred at the time of the execution of this AGREEMENT, and ADMINISTERING AGENCY agrees that it will notify STATE immediately in the event a suspension or a debarment occurs after the execution of this AGREEMENT.

7. ADMINISTERING AGENCY certifies, by execution of this AGREEMENT, that no person or selling agency has been employed or retained to solicit or secure this AGREEMENT upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by ADMINISTERING AGENCY for the purpose of securing business. For breach or violation of this warranty, STATE has the right to annul this AGREEMENT without liability, pay only for the value of the PROJECT work actually performed, or in STATE's discretion, to deduct from the price of PROGRAM SUPPLEMENT consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

8. In accordance with Public Contract Code section 10296, ADMINISTERING AGENCY hereby certifies under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against ADMINISTERING AGENCY within the immediate preceding two (2) year period because of ADMINISTERING AGENCY's failure to comply with an order of a federal court that orders ADMINISTERING AGENCY to comply with an order of the National Labor Relations Board.

9. ADMINISTERING AGENCY shall disclose any financial, business, or other relationship with STATE that may have an impact upon the outcome of this AGREEMENT or any individual PROJECT encompassed within a PROGRAM SUPPLEMENT. ADMINISTERING AGENCY shall also list current contractors who may have a financial interest in the outcome of a PROJECT undertaken pursuant to this AGREEMENT. These disclosures shall be delivered to STATE in a form deemed acceptable by the STATE prior to execution of this AGREEMENT.

10. ADMINISTERING AGENCY hereby certifies that it does not have, nor shall it acquire, any financial or business interest that would conflict with the performance of any PROJECT initiated under this AGREEMENT.

11. ADMINISTERING AGENCY certifies that this AGREEMENT was not obtained or secured through rebates, kickbacks or other unlawful consideration either promised or paid to any STATE employee. For breach or violation of this warranty, STATE shall have the right, in its sole discretion, to terminate this AGREEMENT without liability, to pay only for PROJECT work actually performed, or to deduct from a PROGRAM SUPPLEMENT price or otherwise recover the full amount of such rebate, kickback, or other unlawful consideration.

12. Any dispute concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by the STATE's Contract Manager, who shall be identified to ADMINISTERING AGENCY at the time of execution of this AGREEMENT and, as applicable , any time that Contract Manager changes during the duration of this AGREEMENT who may consider any written or verbal evidence submitted by ADMINISTERING AGENCY. The decision of the Contract Manager, issued in writing, shall be conclusive and binding on the PARTIES on all questions of fact considered and determined by the Contract Manager.

13. Neither the pendency of a dispute nor its consideration by the Contract Manager will excuse the ADMINISTERING AGENCY from full and timely performance in accordance with the terms of this AGREEMENT and each PROGRAM SUPPLEMENT.

14. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under or in connection with any work, authority or jurisdiction of ADMINISTERING AGENCY arising under this AGREEMENT. It is understood and agreed that ADMINISTERING AGENCY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims and suits or actions of every name, kind and description brought forth under, including but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under this AGREEMENT.

15. Neither ADMINISTERING AGENCY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE, under or in connection with any work, authority or

jurisdiction arising under this AGREEMENT. It is understood and agreed that STATE shall fully defend, indemnify and save harmless the ADMINISTERING AGENCY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this AGREEMENT.

16. In the event of (a) ADMINISTERING AGENCY failing to timely proceed with effective PROJECT work in accordance with the project-specific PROGRAM SUPPLEMENT; (b) failing to maintain any applicable bonding requirements; and (c) otherwise materially violating the terms and conditions of this AGREEMENT and/or any PROGRAM SUPPLEMENT, STATE reserves the right to terminate funding for that PROJECT upon thirty (30) days' written notice to ADMINISTERING AGENCY.

17. No termination notice shall become effective if, within thirty (30) days after receipt of a Notice of Termination, ADMINISTERING AGENCY either cures the default involved or, if the default is not reasonably susceptible of cure within said thirty (30) day period the ADMINISTERING AGENCY proceeds thereafter to complete that cure in a manner and time line acceptable to STATE.

18. Any such termination shall be accomplished by delivery to ADMINISTERING AGENCY of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this AGREEMENT and the applicable PROGRAM SUPPLEMENT is terminated and the date upon which such termination becomes effective, if beyond thirty (30) days after receipt. During the period before the effective termination date, ADMINISTERING AGENCY and STATE shall meet to attempt to resolve any dispute. In the event of such termination, STATE may proceed with the PROJECT work in a manner deemed proper by STATE. If STATE terminates funding for PROJECT with ADMINISTERING AGENCY for the reasons stated in paragraph sixteen (16) of ARTICLE VI, STATE shall pay ADMINISTERING AGENCY the sum due ADMINISTERING AGENCY under the PROGRAM SUPPLEMENT and/or STATE-approved finance letter prior to termination, provided, however, ADMINISTERING AGENCY is not in default of the terms and conditions of this AGREEMENT or the project-specific PROGRAM SUPPLEMENT and that the cost of any PROJECT completion to STATE shall first be deducted from any sum due ADMINISTERING AGENCY.

19. In the case of inconsistency or conflicts with the terms of this AGREEMENT and that of a project-specific PROGRAM SUPPLEMENT and/or Cooperative Agreement, the terms stated in that PROGRAM SUPPLEMENT and/or Cooperative Agreement shall prevail over those in this AGREEMENT.

20. Without the written consent of STATE, this AGREEMENT is not assignable by ADMINISTERING AGENCY either in whole or in part.

21. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the PARTIES, and no oral understanding or agreement not incorporated herein shall be binding on any of the PARTIES.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officer.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

City of American Canyon

By _____

By _____

Chief, Office of Project Management
Oversight
Division of Local Assistance

City of American Canyon

Representative Name & Title
(Authorized Governing Body
Representative)

Date _____

Date _____

EXHIBIT A - FAIR EMPLOYMENT PRACTICES ADDENDUM

1. In the performance of this Agreement, ADMINISTERING AGENCY will not discriminate against any employee for employment on account of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. ADMINISTERING AGENCY will take affirmative action to ensure that employees are treated during employment without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Such action shall include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. ADMINISTERING AGENCY shall post in conspicuous places, available to employees for employment, notices to be provided by STATE setting forth the provisions of this Fair Employment section.

2. ADMINISTERING AGENCY, its contractor(s) and all subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, 12900 et seq.), and the applicable regulations promulgated thereunder (Cal. Code Regs., Title 2, 11000, et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12900(a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full. Each of the ADMINISTERING AGENCY'S contractors and all subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreements, as appropriate.

3. ADMINISTERING AGENCY shall include the nondiscrimination and compliance provisions of this clause in all contracts and subcontracts to perform work under this AGREEMENT.

4. ADMINISTERING AGENCY will permit access to the records of employment, employment advertisements, application forms, and other pertinent data and records by STATE, the State Fair Employment and Housing Commission, or any other agency of the State of California designated by STATE, for the purposes of investigation to ascertain compliance with the Fair Employment section of this Agreement.

5. Remedies for Willful Violation:

(a) STATE may determine a willful violation of the Fair Employment provision to have occurred upon receipt of a final judgment to that effect from a court in an action to which ADMINISTERING AGENCY was a party, or upon receipt of a written notice from the Fair Employment and Housing Commission that it has investigated and determined that ADMINISTERING AGENCY has violated the Fair Employment Practices Act.

(b) For willful violation of this Fair Employment Provision, STATE shall have the right to terminate this Agreement either in whole or in part, and any loss or damage sustained by STATE in securing the goods or services thereunder shall be borne and paid for by ADMINISTERING AGENCY and by the surety under the performance bond, if any, and STATE may deduct from any moneys due or thereafter may become due to ADMINISTERING AGENCY, the difference between the price named in the Agreement

and the actual cost thereof to STATE to cure ADMINISTERING AGENCY's breach of this Agreement.

PROGRAM SUPPLEMENT NO. 00000A441
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 04-5470S21

Adv. Project ID 0424000244
Date: January 31, 2024
Location: 04-NAP-0-AMCN
Project Number: HSIPSL-5470(017)
E.A. Number:
Locode: 5470

This Program Supplement, effective 1/24/24, hereby adopts and incorporates into the Administering Agency-State Agreement No. 04-5470S21 for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of _____ and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION: American Canyon Rd from Flosden Rd to 400' East of Via Firenze

TYPE OF WORK: Upgrade/replace existing guardrail systems. **LENGTH:** 0.0(MILES)

Estimated Cost	State Funds		Matching Funds	
	STATE		LOCAL	OTHER
\$50,100.00	\$45,090.00		\$5,010.00	\$0.00

CITY OF AMERICAN CANYON

By _____
 Title _____
 Date _____
 Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Implementation
Division of Local Assistance
 Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer



Date 02/01/2024

\$45,090.00

SPECIAL COVENANTS OR REMARKS

1.
 - A. This PROJECT has received STATE funds from Highway Safety Improvement Program (HSIP). The ADMINISTERING AGENCY agrees to administer the PROJECT in accordance with the Highway Safety Improvement Program (HSIP) Guidelines, the Local Assistance Procedures Manual (LAPM), the Local Assistance Program Guidelines (LAPG), and this PROGRAM SUPPLEMENT.
 - B. The STATE funds for this PROJECT may be provided under one or more phases, which are Preliminary Engineering (PE), Right-of-Way (R/W) and Construction (Con).

A phase-specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the phase identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per phase. Unless otherwise determined, the effective date of the phase-specific allocation will constitute the start of reimbursable expenditures for the phase. The STATE funds available for reimbursement will be limited to the amount allocated by the STATE for the phase.
 - C. At the time of the first fund allocation approval for the Project, this PROGRAM SUPPLEMENT, a STATE-approved Allocation Letter and STATE Finance Letter are prepared to allow reimbursement of eligible PROJECT expenditures for the phase allocated.
 - D. STATE and ADMINISTERING AGENCY agree that any additional fund allocations made after the execution of this PROGRAM SUPPLEMENT, for the phase that has been authorized in the first fund allocation approval or for a new phase, will be encumbered on this PROJECT by use of a STATE-approved Allocation Letter and a STATE Finance Letter and are subject to the terms and conditions thereof.
 - E. This PROJECT is subject to the delivery requirements enacted by the HSIP guidelines. The delivery requirements may be accessed at: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/delivery-requirements-status-approved-projects>.
 - F. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract. Failure to do so will cause a delay in the State processing of invoices for the construction phase.
 - G. The ADMINISTERING AGENCY shall invoice STATE for PE, R/W and CON costs no later than 180 days after the end of expenditure the phase. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion or contract acceptance to make the final payment to the contractor, prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and

SPECIAL COVENANTS OR REMARKS

payment.

H. ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current LAPM provisions.

I. ADMINISTERING AGENCY agrees to comply with the requirements in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (applicable to Federal and State Funded Projects).

J. By executing this PROGRAM SUPPLEMENT, ADMINISTERING AGENCY agrees to provide the STATE, upon request, with the information related to the PROJECT for the purpose of project evaluation or other purposes.

K. The ADMINISTERING AGENCY shall construct the PROJECT in accordance with the scope of work presented in the application and approved by the State. Any changes to the approved PROJECT scope without the prior expressed approval of the State are ineligible for reimbursement and may result in the entire PROJECT becoming ineligible for reimbursement.



TITLE

Quarterly Investment Report for City and Fire District for Fiscal Year 2023-24 Quarter 2

RECOMMENDATION

Receive and file the City and Fire District's Treasurer's Report for the quarter ended December 31, 2023.

CONTACT

Juan Gomez, Finance Director

BACKGROUND & ANALYSIS

The City's Investment Policy requires; the Treasurer to submit a quarterly investment report to the City Council. The report (Attachment 1) for the quarter ended December 31, 2023, includes investment transactions for both the City and Fire District. The report shows the City's cash and investment book balance, including debt reserves and unspent proceeds, was \$75,508,603. The Fire District's book balance was \$5,674,180.

- The City's diversified portfolio includes \$22.3 million invested in the California State Treasurer's Office Local Agency Investment Fund (LAIF), \$20.3 million invested in the California Asset Management Program and \$24.3 million managed by Chandler Asset Management. The funds managed by Chandler are invested in U.S. Treasury Notes, Federal Agency Securities, Asset Backed Securities, U.S. Corporate Notes, Supranational Securities, and FDIC insured Corporate Notes. The lower market value to book value is due to the rising interest rate environment. That is an unrealized number, since the City normally holds investments to maturity. The increasing rate environment also offers an opportunity to invest to achieve higher returns.
- The Fire District maintains cash and investment accounts separately from the City. The book value of the District's total portfolio is \$5.67 million. All cash not needed to meet the current operational requirements of the Fire District is invested with Local Agency Investment Fund (LAIF).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The recommended action will have no impact on the city's budget.

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

[Investment Report December 31, 2023](#)

**Investment Report
For the Quarter Ended
December 31, 2023**

City of American Canyon



<u>Operating and Capital Funds</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Book Yield</u> ⁽¹⁾	<u>% of Portfolio</u>
Cash - Petty	\$ 2,300	\$ 2,300		0.00%
Cash - Westamerica Bank	6,734,379	6,734,379	0.30%	9.14%
Local Agency Investment Fund	22,260,729	22,116,994	4.00%	30.22%
California Asset Management Program	20,320,327	20,320,327	5.55%	27.59%
Asset Backed Securities	2,137,411	2,115,538	3.07%	2.90%
Federal Agency Securities	4,347,991	4,223,698	1.94%	5.90%
Collateral Mortgage Obligations	603,558	596,195	3.66%	0.82%
Corporate Notes	6,161,333	5,951,890	2.67%	8.36%
Money Market Fund	37,363	37,363	4.94%	0.05%
Supranational	1,135,617	1,105,248	1.11%	1.54%
U.S. Treasury Notes	9,917,360	9,642,913	2.39%	13.46%
TOTAL OPERATING CASH	73,658,368	72,846,845		100.00%

Debt Reserves and Proceeds

Debt Service Reserves				
602 - American Canyon Road	355,206	355,206		
603 - CFD	840,469	840,469		
Capital Reserve				
601 - 2004 Reassessment	347,860	347,860		
360 - AmCyn Road East	306,699	306,699		
TOTAL DEBT & CAPITAL RESERVES	1,850,235	1,850,235		

TOTAL CASH AND INVESTMENTS - CITY \$ 75,508,603 \$ 74,697,080

(1) The weighted average yield as operating and capital funds for the month ended 12/31/2023 was 3.57%.

**Investment Report
For the Quarter Ended
December 31, 2023**



American Canyon Fire Protection District

Description	<u>Book Value</u>	<u>Market Value</u>	<u>Book Yield</u> ⁽²⁾	<u>% of Portfolio</u>
Cash - Westamerica Bank	\$ 3,085,006	3,085,006	0.30%	54.37%
Local Agency Investment Fund	2,589,174	2,572,456	4.00%	45.63%
TOTAL CASH AND INVESTMENTS - FIRE DISTRICT	\$ 5,674,180	\$ 5,657,462		100.00%

(2) The weighted average yield for the month ended 12/31/2023 was 1.99%.

The investments, as shown above, are in conformance with the Investment Policy or bond agreements
There are sufficient funds to meet the City's budgeted financial obligations for the next six months.

Submitted,



 Juan Gomez
 Finance Director/Treasurer



TITLE

Elections Code Section 9212 Report Regarding Measure K

RECOMMENDATION

Staff recommends the City Council receive and file the Elections Code Section 9212 Report regarding Measure K and then take one of the following actions:

1. Adopt Measure K, without alteration; or
2. Submit Measure K, without alteration, to the voters.

CONTACT

William D. Ross, City Attorney
Taresa Geilfuss, City Clerk

BACKGROUND & ANALYSIS

Executive Summary

Measure K is a voter-led initiative measure establishing a new temporary ministerial permitting process for development of certain warehouse facilities within the City of American Canyon ("City"). This new process is memorialized by adopting a new Ordinance amending the American Canyon Municipal Code.

Background

On October 20, 2023, American Canyon registered voter Francis Lemos submitted a "notice of intention" to circulate a petition for an ordinance initiative entitled "*An Initiative Measure Establishing a Ministerial Permitting Process for Development of Certain Warehouse Facilities by Amending the City of American Canyon Municipal Code*".

As required by law, the City Attorney then prepared the official "ballot title and summary" for the proposed initiative. As shown below, the ballot title and summary are a neutral description of the initiative and were utilized by the proponents when circulating the petition.

Ballot Title

The official ballot title is as follows:

"AN INITIATIVE MEASURE ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE."

Summary

The official ballot summary is as follows:

"This Initiative Measure would establish by amendment to the City of American Canyon (City) Municipal Code, a ministerial, nondiscretionary permitting process to incentivize development of sustainable, energy-efficient warehouse facilities (Projects).

To qualify as a sustainable, energy-efficient Project, the following would need to be determined by the City Community Development Director:

- 1) Compliance with landscape, site design, and design guidelines that promote "green building" design, water conservation, and energy conservation, including affordable and economic passive solar technology; and*
- 2) Mitigation of significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources; and*
- 3) Preservation of biologically sensitive on-site areas as open space where feasible.*

The Initiative Measure indicates that a Project would not require review under the California Environmental Quality Act because it establishes a ministerial review and permitting process for Projects. Projects would be exempt from design review under the City Municipal Code. Objective standard conditions of approval may be imposed.

Ministerial approval does not preclude imposition of standard conditions of approval for lighting, air quality, wildlife (after biological studies of impacts on Swainson's Hawk, Golden Eagle, Northern harrier, short-eared owl and burrowing owl), wetlands (there shall be no net-loss of wetlands), cultural resources (after assessment of Archeologists, Coroner/Medical Examiner and the Native American Heritage Commission), geology, greenhouse gas emissions (including best management practices), stormwater, noise, and landscaping.

The Initiative Measure establishes minimum standards and protections for design and appearance, sustainability including stormwater and drainage, collection of recyclable materials, waste management, tobacco smoke control, light pollution reduction, water efficiencies, low volatile organic compounds, structuring, electric vehicle charging stations, bicycle parking, preservation of open space and wetlands, and greenhouse gas emissions and energy.

The Initiative Measure also provides current detailed requirements for building and safety, fire protection, and public works. Prior to issuance of certain permits and certificates of occupancy, the developer will be required to submit documentation to confirm specific conditions have been met.

If the Initiative Measure receives 10% of valid registered voter signatures, it would be forwarded to the City Council for adoption or placement on the ballot at a date to be determined. If approved, the Initiative Measure will become effective at the earliest date authorized by law.

The Initiative Measure indicates that it may not be amended or repealed until January 1, 2029, after that it may be amended or repealed by a majority vote of the City Council."

Sufficiency of Petition

On January 4, 2024, proponents filed the signed petition with City Clerk. Following a review by the City Clerk and City Attorney, the petition was delivered to the Napa County Clerk Ex-Officio Registrar of Voters ("Registrar") for signature verification.

On January 12, 2024, the Registrar returned a Certificate of Sufficiency. On February 6, 2024, the Council accepted the certification of the Registrar as to the sufficiency of the initiative petition (Resolution 2024-11).

Elections Code 9212 Report

After accepting the Registrar's certification, the Council had three options: 1) adopt Measure K, without alteration; 2) submit Measure K, without alteration, to the voters; or 3) order an Elections Code Section 9212 Report (Report). On February 6, 2024, the Council directed staff to prepare a Report (Attachment 3).

Consideration of the Report and next steps

Tonight, the Council has only two options - both of which are considered ministerial acts; either:

1. Adopt a Resolution adopting Measure K (Attachment 1); or
2. Adopt a Resolution submitting Measure K to the voters (Attachment 2).

Importantly, neither of these options provide the Council with the opportunity to alter the initiative in any manner. Thus, even if the Council wanted to make changes to the initiative (whether it be in response to public comment or its own idea), it is barred from doing so.

Also, if the Council takes no action, Measure K automatically becomes law.

If the Council chooses Option 2 (submit Measure K to the voters), it must further determine whether A) to submit it for the November 5, 2024, General Election or B) to call for a Special Election prior to the November 5 General Election.

Staff recommends the Council solicit public comment and the take one of the afore-mentioned actions.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Economic Development and Vitality: "Attract and expand diverse business and employment opportunities."

FISCAL IMPACT

The fiscal impacts of Measure K

Option 1 (adopt Measure K without alteration) has no fiscal impact.

Option 2a (submit Measure K without alteration to the voters for the November 5 General Election) will cost approximately \$64,000. The cost is borne by the City. If this option is chosen, funds will be included in the upcoming FY 24/25 Budget.

Option 2b (submit Measure K without alteration to the voters for a forthcoming Special Election) will cost \$100,000. The cost is borne by the City. If the Council sets a Special Election date prior to the end of the current fiscal year (June 30, 2024), then staff will bring back an item to appropriate sufficient funds (as they are not included in the FY 2023/24 Budget). If the Council sets a Special Election date after June 30, 2024, then sufficient funds will be included in the upcoming FY 24/25 Budget.

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 Adopting Measure K](#)
- [2. Resolution Submitting Measure K to Voters](#)
- [3. Measure K 9212 Report](#)

PRESENTED AS ALTERNATIVE 1 IN STAFF REPORT

RESOLUTION NO. 2024-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON ADOPTING A CITY INITIATIVE ORDINANCE (MEASURE K) ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE

WHEREAS, on October 20, 2023, a Notice of Intention to circulate a petition for an ordinance initiative entitled "An Initiative Measure Establishing a Ministerial Permitting Process for Development of Certain Warehouse Facilities by Amending the City of American Canyon Municipal Code" ("Initiative") was submitted to the City, and

WHEREAS, the Initiative establishes a ministerial permitting process for development of certain warehouse facilities by amending the City of American Canyon Municipal Code, and

WHEREAS, on January 4, 2024, the City Clerk delivered the Initiative Petition to the Napa County Clerk Ex-Officio Registrar of Voters ("Registrar") for signature verification, and

WHEREAS, on January 12, 2024, the Registrar returned a Certificate of Sufficiency regarding the Initiative Petition using a random sample verification process authorized by the California Election Code, and

WHEREAS, on February 6, 2024, the City Council accepted the certification of the Registrar as to the sufficiency of the Initiative Petition, and

WHEREAS, on February 6, 2024, the City Council ordered an Elections Code section 9212 Report, and

WHEREAS, on March 5, 2024, the City Council received and reviewed the Elections Code section 9212 Report, and

WHEREAS, pursuant to Election Code section 9215, the City Council is authorized to adopt the Initiative measure, without alteration, when the Report is presented to the City Council or within 10 days thereafter, and

WHEREAS, based on the record and substantial evidence contained therein, the City Council finds and declares that its consideration of, and decision regarding, the citizen sponsored Initiative Petition, attached as Exhibit A, is a ministerial act, and therefore is exempt from the California Environmental Quality Act pursuant to *Native American Sacred Site & Environmental Protection Assn. v. City of San Juan Capistrano* (Pueblo Serra) (2004) 120 Cal.App.4th 961, and

WHEREAS, it is in the best interests of the City and its citizens to avoid unnecessary expenditure of staff time and any expense in submitting the subject Initiative to the ballot.

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The recitals above are true and correct and are hereby made part of this Resolution.

Section 2. The City Council hereby adopts the "Initiative Measure Establishing a Ministerial Permitting Process for Development of Certain Warehouse Facilities by Amending the City of American Canyon Municipal Code," attached hereto as Exhibit A, without alteration, and directs City staff to take all actions necessary to implement the Municipal Code Amendment and Ordinance set forth in the Initiative without delay.

Section 3. The reading of the entire ordinance set forth in the Initiative is hereby waived and shall be considered adopted by title only, namely the "Establishment of a Ministerial Permitting Process for Development of Certain Warehouse Facilities by Amending the City of American Canyon Municipal Code."

PASSED, APPROVED and ADOPTED at a Regular Meeting of the City Council of the City of American Canyon held on the 5th day of March 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

RESOLUTION NO. 2024-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON ORDERING THE SUBMISSION TO THE QUALIFIED VOTERS OF THE CITY INITIATIVE ORDINANCE (MEASURE K) RELATING TO ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 5, 2024 AND INCREASING THE ELECTIONS BUDGET 100-10-130-42160 BY \$80,000 TO COVER THE ESTIMATED ELECTION EXPENSES RELATED TO THE MEASURE

WHEREAS, a General Election will be held on Tuesday, November 5, 2024, and

WHEREAS, the City also desires to submit to the voters at the election a question relating to establishing a ministerial permitting process for development of certain warehouse facilities by amending the City of American Canyon Municipal Code (Measure K), and

WHEREAS, the estimated expense of adding Measure K to the ballot is \$80,000 based on an estimate provided by the Napa County Clerk Recorder.

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the City Council, pursuant to its right and authority, does hereby order submitted to the voters at the November 5, 2024 General Municipal Election the following question:

Shall Measure K, establishing a ministerial permitting process for development of certain warehouse facilities by amending the City of American Canyon Municipal Code be adopted?	YES
	NO

Section 2. The proposed measure title and summary is as follows:

AN INITIATIVE MEASURE ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE

This Initiative Measure would establish by amendment to the City of American Canyon (City) Municipal Code, a ministerial, nondiscretionary permitting process to incentivize development of sustainable, energy-efficient warehouse facilities (Projects).

To qualify as a sustainable, energy-efficient Project, the following would need to be determined by the City Community Development Director:

- 1) Compliance with landscape, site design, and design guidelines that promote "green building" design, water conservation, and energy conservation, including affordable and economic passive solar technology; and

2) Mitigation of significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources; and

3) Preservation of biologically sensitive on-site areas as open space where feasible.

The Initiative Measure indicates that a Project would not require review under the California Environmental Quality Act because it establishes a ministerial review and permitting process for Projects. Projects would be exempt from design review under the City Municipal Code. Objective standard conditions of approval may be imposed.

Ministerial approval does not preclude imposition of standard conditions of approval for lighting, air quality, wildlife (after biological studies of impacts on Swainson's Hawk, Golden Eagle, Northern harrier, short-eared owl and burrowing owl), wetlands (there shall be no net-loss of wetlands), cultural resources (after assessment of Archeologists, Coroner/Medical Examiner and the Native American Heritage Commission), geology, greenhouse gas emissions (including best management practices), stormwater, noise, and landscaping.

The Initiative Measure establishes minimum standards and protections for design and appearance, sustainability including stormwater and drainage, collection of recyclable materials, waste management, tobacco smoke control, light pollution reduction, water efficiencies, low volatile organic compounds, structuring, electric vehicle charging stations, bicycle parking, preservation of open space and wetlands, and greenhouse gas emissions and energy.

The Initiative Measure also provides current detailed requirements for building and safety, fire protection, and public works. Prior to issuance of certain permits and certificates of occupancy, the developer will be required to submit documentation to confirm specific conditions have been met.

If the Initiative Measure receives 10% of valid registered voter signatures, it would be forwarded to the City Council for adoption or placement on the ballot at a date to be determined. If approved, the Initiative Measure will become effective at the earliest date authorized by law.

The Initiative Measure indicates that it may not be amended or repealed until January 1, 2029, after that it may be amended or repealed by a majority vote of the City Council.

Section 3. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 4. That the notice of time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form and manner and required by law.

Section 5. That the City of American Canyon recognizes that additional cost will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs that are not reimbursed by the State.

Section 6. That the estimate of the expense of Measure K is \$80,000 and authorization is given to increase the City election budget 100-10-130-42160 by adding \$80,000 from the unassigned general fund to cover the expense of Measure K and authorizing the City Manager to sign those related invoices as they are presented for payment.

Section 7. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Elections Division of Napa County.

Section 8. Consistent with Elections Code Section 9280, the City Attorney is directed to prepare an impartial analysis of Measure K.

PASSED, APPROVED and ADOPTED at a Regular Meeting of the City Council of the City of American Canyon held on the 5th day of March 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



Elections Code Section 9212 Report

Measure K

An Initiative Measure Establishing a Ministerial
Permitting Process for Development of Certain
Warehouse Facilities by Amending the City of
American Canyon Municipal Code

March 5, 2024

4381 Broadway Street, Suite 201
American Canyon, California 94503

TABLE OF CONTENTS

1. Introduction1

2. Background.....1

3. Summary of Report Analysis.....2

4. General impacts.....3

 a. Fiscal Impacts [9212(a)(1)]..... 3

 b. Attracting and Retaining Business and Employment [9212(a)(5)] 3

5. Community Development – Land Use Impacts.....4

 a. Sustainability [9212(a)(8)]..... 4

 b. Impact on Availability and Location of Housing and Regional Housing Needs Assessment [9212(a)(3)]..... 6

 c. Consistency Between Planning and Zoning [9212(a)(2)] 6

 d. Impact of Measure K on Council Ability to Rezone General Industrial Parcels [9212(a)(8)] 6

 e. Land Use of Vacant Parcels [9212(a)(6)]..... 6

 f. Impact of Measure K on Ability to Establish a Habitat Conservation Plan [9212(a)(8)]..... 7

 g. Impact on Agricultural Lands, Open Space, Traffic Congestion, Existing Business Districts, and Developed Areas Designated for Revitalization [9212(a)(7)]..... 7

6. Public Works – Infrastructure Impacts8

 a. Transportation, Schools, Parks, and Open Space. [9212(a)(4)] 8

 b. Increased Infrastructure Costs or Savings, Including Costs of Infrastructure Maintenance, to Residents and Businesses [9212(a)(4)] 8

7. Legal Impacts.....9

 a. General And Specific Plan Consistency, Including Housing Element [9212(a)(2)] 9

 b. Limitations on City Actions [9212(a)(2)] 10

 c. Administrative Appeals Process [9212(a)(8)] 10

Exhibits11

 A. Initiative Measure K..... 11

 B. City Attorney Ballot Title and Summary 11

 C. A spreadsheet of vacant and underdeveloped parcels. 11

 D. Map of Vacant and Underdeveloped Parcels Zoned GI..... 11

1. Introduction

This report analyzes the impacts of Measure K – An Initiative Measure Establishing a Ministerial Permitting Process for Development of Certain Warehouse Facilities by Amending the City of American Canyon Municipal Code (“Measure K”), consistent with the California Elections Code Section 9212 (“9212”). Measure K is applicable to any qualifying warehouse facility project (“QWFP”) in the General Industrial (“GI”) zoning district of the City of American Canyon (“City”) that meets Measure K’s specifications.

2. Background

On October 20, 2023, City registered voter Francis Lemos submitted a "notice of intention" to circulate a petition for Measure K titled the “Net-Zero Energy Facilities Initiative.”

Thereafter, consistent with Elections Code Section 9208, the City Attorney prepared and provided an official ballot title and summary for Measure K for use by the proponents to publish and circulate the petition. The full text of Measure K’s ballot title and summary are shown in Exhibit 1.

On January 4, 2024, proponents filed the circulated and signed petition with the City Clerk. The entirety of Measure K is contained in Exhibit 2.

Following a review by the City Clerk and City Attorney, the petition was delivered to the Napa County Clerk Ex-Officio Registrar of Voters ("Registrar") for signature verification. On January 12, 2024, the Registrar returned a Certificate of Sufficiency. On February 6, 2024, the Council accepted the certification of the Registrar as to the sufficiency of the initiative petition (Resolution 2024-11).

Upon the Council's acceptance of the Registrar's certification, the Council had three options: 1) adopt Measure K, without alteration; 2) submit Measure K, without alteration, to the voters; or 3) order a 9212 Report.

On February 6, 2024, the Council, by Resolution, referred Measure K to City staff for a 9212 Report including:

- Its fiscal impact;¹ and,
- Its effect on the internal consistency of the city’s general and specific plans, including the housing element, the consistency between planning and zoning, and the limitations on city actions;² and,

¹ Elections Code Section 9212(a)(1).

² Elections Code Section 9212(a)(2).

- Its effect on the use of land, the impact on the availability and location of housing, and the ability of the city to meet its regional housing needs;³ and,
- Its impact on funding for infrastructure of all types, including, but not limited to, transportation, schools, parks, and open space. The report may also discuss whether the measure would be likely to result in increased infrastructure costs or savings, including the costs of infrastructure maintenance, to current residents and businesses;⁴ and,
- Its impact on the community’s ability to attract and retain business and employment;⁵ and,
- Its impact on the uses of vacant parcels of land;⁶ and,
- Its impact on agricultural lands, open space, traffic congestion, existing business districts, and developed areas designated for revitalization;⁷ and,
- The following additional matters the City Council requested:⁸
 - If the Community Development director cannot sign off, does the property owner have the same Administrative Appeal process as normal. What is the Administrative Appeal process?
 - Does the initiative preclude the Council’s ability to rezone general industrial parcels? Into light-industrial? Would that circumvent the measure, or would it be covered?
 - What if the Council wanted to proceed with a habitat conservation plan? Would it preclude City ability to offer a moratorium as we go through this?

The report is required to be presented to the City Council by March 6, 2024.⁹

3. Summary of Report Analysis

Below is a summary of the content provided in this Report in the order that it is presented.

General Impacts. The initiative modifies the current City discretionary approvals for QWFP. The report considers and analyzes public comments received.

Community Development – Land Use. Measure K proposes a new type of design permit entitlement, aiming to streamline certain design permits. A review of the City's existing sustainability measure is compared to Measure K’s. Measure K does not affect rezoning of parcels. Vacant and underdeveloped land within the GI district is analyzed, suggesting potential for future development. Measure K provisions acknowledge federal and state law supremacy over it and does not preclude the necessity of obtaining other state and federal permits.

³ Elections Code Section 9212(a)(3).
⁴ Elections Code Section 9212(a)(4).
⁵ Elections Code Section 9212(a)(5).
⁶ Elections Code Section 9212(a)(6).
⁷ Elections Code Section 9212(a)(7).
⁸ Elections Code Section 9212(a)(8).
⁹ Elections Code Section 9212(b).

Public Works – Infrastructure. Measure K requires fair share contributions to the City’s infrastructure. Measure K requires traffic demand management programs and traffic studies to determine any impact on the City’s traffic demand. Mandatory fees imposed by state law, such as school fees remain unaffected. Separate taxes and fees imposed by other legal entities, such as community facilities districts by the American Canyon Fire Protection District would still apply.

Legal. Measure K would prevent CEQA litigation as the design review permitting process is not discretionary, and therefore exempt from CEQA. All projects must comply with the City’s General and Specific Plans. The consistency of a QWFP with the City’s General Plan cannot be assessed until a submission is reviewed. Measure K would not be amendable or repealable until 2029, unless a future initiative modifies or repeals it. Since a design permit issued under Measure K is ministerial it does not allow for an administrative appeals process. Any appeal from the with the Community Development Director’s decision would be subject to litigation in the form of a Writ of Mandate

4. General impacts

Measure K’s language provides that permit issuance for a QWFP is ministerial, or non-discretionary. As such, provisions standard to City approvals have been modified in Measure K to remove discretion from City project reviewers, usually the Planning Director, Planning Commission and/or City Council.

This Report may address written Public Comment submitted to the City prior to the issuance of the Report, including Public Comment received by the land use law firm of Remy Moose Manley (“RMM”) received on February 26, 2024 (“RMM Comment Letter”) and by American Canyon Fire Protection District (“ACFPD”) Chief Geoff Belyea received on February 15, 2024 (“ACFPD Comment Letter”) or verbal Public Comments received at the February 6, 2024 City Council meeting.

a. Fiscal Impacts [9212(a)(1)]

The anticipated Measure K fiscal impacts are discussed in each section as they occur.

b. Attracting and Retaining Business and Employment [9212(a)(5)]

Measure K specifically requires that at least one contractor having a business location in the City be used for the project construction. It also requires a minimum of 10% of building materials used for project construction be sourced from local suppliers. Further analysis as to the impacts of Measure K on attracting or retaining of businesses or employment would be speculative.

5. Community Development – Land Use Impacts

All new structures (except single family detached dwellings and their attendant accessory structures) require approval of an entitlement (“Design Permit”).¹⁰ During the entitlement review process, City staff review documentation provided by the applicant and prepare findings and “conditions of approval”. Design Permit applications are discretionary and, with limited exceptions, are subject to the California Environmental Quality Act (“CEQA”). Findings made by the City demonstrate integrity of the Design Permit approval because they document compliance with Planning, Zoning, and Engineering standards as well as environmental regulations consistent with CEQA.

Measure K establishes that QWFPs may receive a “Sustainable, Energy-Efficient Warehouse Design Permit” (“SEEWDP”) entitlement under the *new* ACMC 19.54. If adopted, City staff would approve a QWFP ministerially. A ministerial approval is one which requires a governmental agency to act without discretion.¹¹ Said differently, when presented with a QWFP application for a SEEWDP, City staff would only consider whether the application included all conditions identified in newly enacted ACMC 19.54. If met, then City staff would approve the SEEWDP, without any discretion, including imposition of additional conditions of approval (or mitigation measures) *other* than those contained in Measure K.

a. Sustainability [9212(a)(8)]

Consistent with General Plan Goal 1U, regarding Greenhouse Gas (“GHG”) emissions, and Objective 1.37, initiatives to reduce GHG emissions from new development, on February 6, 2024, the City Council adopted two ordinances: Industrial GHG standards, and Industrial Commerce Centers Sustainability Standards. These ordinances recognize that Industrial land uses like freight, warehouse, and logistics centers often emit substantial GHG emissions. The two Industrial Warehouse GHG Reduction Ordinances demonstrate the City’s environmental leadership that meets the highest standards of environmental sustainability.

Oral Public Comment heard on February 6, 2024 expressed concerns regarding the recently adopted GHG standards for warehouse facilities. Because Measure K establishes a procedure for ministerial approval of QWFP, a SEEWDP would not be subject to either ordinance, as they specifically apply to a CEQA analysis associated with a discretionary development approval.

Even so, as noted in the RMM Comment Letter, Measure K establishes requirements regarding sustainability and GHG emissions:

¹⁰ City Municipal Code (“ACMC”) Section 19.41.

¹¹ CEQA Guidelines Section 15369.

City GHG and Sustainability Standards	Measure K GHG and Sustainability Standards
<p>“The project will not include natural gas appliances or natural gas plumbing (in both residential and nonresidential development)”¹²</p>	<p>“To the extent permitted by federal law, the project shall be designed without the use of natural gas-fueled appliances or natural gas plumbing”</p>
<p>“The project will not result in any wasteful, inefficient, or unnecessary energy use as determined by the analysis required under Public Resources Code Section 21100(b)(3) and Section 15126.2(b) of the State CEQA Guidelines”</p>	<p>“Project applicants shall incorporate GHG-reducing construction best management practices (BMPs), including use of alternative fueled construction vehicles and equipment, the use of local building materials, and the recycling and reuse of construction waste”</p>
<p>“The project will achieve compliance with off-street electric vehicle requirements in the most recently adopted version of CALGreen”</p>	<p>“California Green Building Code compliant electric vehicle charging stations must be provided”</p> <p>“Parking areas for passenger automobiles and trucks shall be designed and constructed to accommodate electric vehicle (EV) charging stations ... equal to the Tier 2 Nonresidential Voluntary Measures of the California Green Building Standards Code, Section A5.106.5.3.2”</p> <p>“At least 15 percent of the construction fleet for each project phase shall be alternatively fueled or electric”</p>
<p>No airborne emissions may be produced that cause damage to humans, animals, or vegetation.</p> <p>No odorous gases or material shall be produced that can be detected off-site by an average person.</p>	<p>“Environmental tobacco smoke control” is mentioned however Measure K does not list specific standards for adherence. Other airborne emissions and odorous gases are not addressed.</p>
<p>Requires rooftop solar panels to supply 100% of the power needed to operate all non-refrigerated portions of the facility including the parking areas.</p>	<p>“Electricity demand will be satisfied with 100 percent carbon-free electricity sources, through means such as on-site solar panels through the year 2045.”</p>

¹² City standards regarding natural gas are permissive, not mandatory. *See, Cal. Rest. Ass’n v. City of Berkeley*, (9th Cir. 2024) 89 F.4th 1094.

Vehicle miles traveled (“VMT”) based on the CEQA Environmental Impact Report	“VMT for the project shall be 15 percent or more below the regional average.”
Each loading dock must be outfitted with at least one 240 -volt outlet to accommodate truck and Transport Refrigeration Unit (TRU) charging and/or electrical power connection while trucks are loading and unloading goods.	Requirement omitted.

b. Impact on Availability and Location of Housing and Regional Housing Needs Assessment [9212(a)(3)]

Measure K applies only to GI zoning. Therefore, any impact on the availability of housing, along with the City’s ability to meet its Regional Housing Needs Assessment, is expected to be minimal, if any.

c. Consistency Between Planning and Zoning [9212(a)(2)]

Measure K itself provides zoning procedures for applicants submitting a QWFP for a SEEWDP in the GI district. City Planners would use the express zoning standards set forth in Measure K to evaluate QWFP seeking a SEEWDP in the GI district.

d. Impact of Measure K on Council Ability to Rezone General Industrial Parcels [9212(a)(8)]

Measure K streamlines SEEWDP procedures. Upon the Property Owner’s request, rezoning GI Parcels to light industrial, or other zoning, could be accomplished by the Council. Stated differently, Measure K does not preclude zone changes from GI to other zoning types, as Measure K only applies to QWFPS seeking to obtain a SEEWDP – a decision of the underlying property owner applicant.

e. Land Use of Vacant Parcels [9212(a)(6)]

There are currently 261 *vacant* acres in the City’s GI district: 207 acres for the Giovannoni property; 28 acres belonging to the Napa Vallejo Waste Management Authority (“NVWMA”); 23 acres owned by the Lemos family; and 2.3 acres for the approved Bell Products site.

There are 100 underdeveloped acres in the GI district: 20 acres for Copart; 13 acres for Central Valley Building Materials; 10 acres for All Bay Lumber; 8 acres for Kolkka furniture; and 5.75 acres for Crown Hill Supply.

The remaining parcels are mostly under two acres. *See*, Exhibit C, a spreadsheet of vacant and underdeveloped parcels and Exhibit D, a mapping of the above parcels.

Measure K does not carve out any exceptions for parcels that are *currently* developed, where a property owner could elect to have existing development removed, thereby allowing a QWFP to be built in its place. Therefore, Measure K is an *option* that current GI zoned parcel owners could pursue. Whether, pragmatically, this will actually occur, would be speculation.

f. Impact of Measure K on Ability to Establish a Habitat Conservation Plan [9212(a)(8)]

An applicant/property owner in the GI zone who does not elect the streamlined procedures of Measure K could advance a Habitat Conservation Plan (“HCP”) to the requisite governing agencies. It is recognized that a HCP is the product of the Endangered Species Act (“ESA”)¹³ with implementing regulations and can only be applicable to a private project as opposed to governmental projects.

The City and implementing federal and State regulations require an extensive biological assessment and a procedure to authorize a “take” of an endangered species or its habitat. This results from consultation with all involved agencies, including the U.S. Army Corps of Engineers, the United States Fish and Wildlife Service, the State Department of Fish and Game as well as others. Assuming this process is completed, a HCP could be established for a defined area by an owner or developer of GI land.

Measure K lacks a description of how a HCP could be combined with a QWFP, referencing only that an applicant can utilize qualified experts to present evidence on that issue. Federal law is supreme over state and local law; and, state law can preempt any inconsistent local laws, including provisions of Measure K. Stated differently, consistent with well-established law, Measure K specifically articulates that if any provision violates federal or state law, that provision of Measure K does not apply.

Thus, if an applicant for QWFP requires a Habitat Conservation Plan under the federal Endangered Species Act or wetland permits under either the federal Clean Water Act or the state Porter-Cologne Water Quality Control Act, all such permits will have to be obtained from the regulating agency, not the City, and would be independent of Measure K.

The fact that Measure K would make City permits ministerial does not mean that applicants might not need discretionary approvals from state and federal agencies depending upon the specific property involved.

g. Impact on Agricultural Lands, Open Space, Traffic Congestion, Existing Business Districts, and Developed Areas Designated for Revitalization [9212(a)(7)]

Measure K only applies to GI zoned parcels, therefore Measure K is not anticipated to have an effect on agricultural lands, Open Space, existing business districts, nor developed areas designated for revitalization that are not zoned GI. Traffic congestion is addressed in the Public

¹³ 16 United States Code Sections 1531–1534.

Works – Infrastructure section below.

6. Public Works – Infrastructure Impacts

a. Transportation, Schools, Parks, and Open Space. [9212(a)(4)]

i. Transportation

Measure K has specified transportation procedures that must be determined by applicant experts, which is different from existing procedures.

Traffic congestion in the City, especially on Highway 29 and major arterials, is chronic. The City has recently applied Traffic Demand Management (“TDM”) that encourage warehouse employee shift changes to non-peak traffic periods and limits trips generated determined from the project’s Environmental Impact Report (“EIR”). As Measure K provides a process that is exempt from CEQA, transportation mitigation would have to be a part of the QWFP application consistent with the substance of Measure K.

Measure K calls for TDM programs to be based on a traffic study prepared by a qualified transportation engineer which addresses whether the proposed project is consistent with the City's traffic level of service (LOS) policy as set forth in Guiding Policy 1.6 of the Circulation Element of the City of American Canyon General Plan which is to "achieve and maintain a Multimodal LOS D or better for roadways and intersections during peak-hours where possible and as long as possible."

There is concern that Measure K applies a Guiding Policy for a TDM Agreement that is inapplicable to certain roadways (i.e. LOS “D” on Highway 29). Measure K does specify that a QWFP “applicant shall retain a transportation planning/engineering consultant to analyze the effectiveness of the TDM program in a written report” and “the TDM Report shall be submitted to the City on a periodic on-going basis and it shall form the basis of on-going determinations as to the effectiveness of the TDM program.” Measure K does not limit City staff’s input on the matter, but rather its final determination of the matter. Further Measure K outlines a process for remedying an ineffective TDM program to achieve consistency with Guiding Principal 1.6, potentially including the payment of Traffic Impact Fees, enhancements, or additions to the measures included in the original TDM Program.

ii. Schools

Any requirement that an applicant pay mandatory school fees required by the Napa Valley Unified School District would not be impacted by Measure K, since the School District is a separate legal entity from the City and those fees are a requirement of State law.

b. Increased Infrastructure Costs or Savings, Including Costs of Infrastructure Maintenance, to Residents and Businesses [9212(a)(4)]

Under Measure K, a QWFP's fair share contributions for impacts to transportation facilities are "determined by the City Engineer with input from the applicant and the applicant's traffic consultant." Measure K also requires a fair share contribution for impacts to the City's wastewater system, but is silent as to who makes a final determination regarding that contribution.

A property owner seeking a SEEDP would still be subject to any special taxes, assessments, or fees of separate legal entities from the City with independent powers to impose such fees or community facilities districts ("CFD"), including the ACFPD and NVUSD. However, any City-imposed fees conditioning an existing development approval for the benefit of the ACFPD would be precluded by Measure K. The property owner proceeding with a Measure K application would have the ability to supplement its application to address fire and life safety impacts.

Measure K establishes that a qualified engineer determines if there is an identified service deficiency.¹⁴ Measure K's language also articulates the applicant shall "take whatever additional steps (e.g., the formation of a [CFD] or similar financing mechanism) to make up such deficiency,"¹⁵ While the City's current process ensures service agencies are made whole through project Conditions of Approval, nothing in Measure K precludes the City (or other agency, such as ACFPD) from expressing its disagreement with the qualified engineer's preliminary determination of what is needed to avoid service deficiencies.

7. Legal Impacts

As mentioned in Measure K, ministerial decisions are exempt from CEQA,¹⁶ which means if Measure K is adopted, the ministerial QWFP approval would preclude CEQA litigation, or as the RMM Comment Letter states, "approved projects would not be subject to extended litigation over the adequacy of either a Mitigated Negative Declaration (MND) or Environmental Impact Report (EIR) prepared by the City" to comply with CEQA.

a. General And Specific Plan Consistency, Including Housing Element [9212(a)(2)]

Measure K must be consistent with the City's General Plan.¹⁷ All zoning ordinances must be consistent with that General Plan. Typically, consistency means "compatible with the objectives, policies, general land uses, and programs specified in such a plan."¹⁸ Stated differently, if a zoning ordinance would essentially repeal a general plan, the general plan stands.

¹⁴ Measure K's provisions often list that a "qualified" individual makes a determination, yet omits definition of how a person is "qualified" in their field.

¹⁵ As applied to other Measure K provisions, this means relevant Departments (such as Community Development, Public Works, or the City Police Department) have input.

¹⁶ CEQA Guidelines Section 15002.

¹⁷ See, *Leshar Communications, Inc. v. City of Walnut Creek* (1990) 52 Cal.3d 531, 544.

¹⁸ Government Code Section 65860 (a)(ii); *Leshar, supra*, 52 Cal.3d at 536.

A zoning ordinance that is inconsistent with the general plan is invalid when passed.¹⁹

Specific Plans implement and must be consistent with all facets of the general plan, including the policy statements. In turn, zoning, subdivisions, and public works projects must be consistent any applicable specific plans.²⁰ As Specific Plans implement the General Plan, it follows that an initiative measure like Measure K must be consistent with any City Specific Plans.

The ultimate question of the meaning of particular General Plan policies (and thus any proposed project’s consistency with them) lies with the City Council as the elected legislative body of the City. Over the years, an entire body of law has developed on the subject of how General Plans should be interpreted and applied. Key principles are set forth below.

As the courts have recognized, the language found in general plans is sometimes susceptible to varying interpretations. Reasonable minds can differ as to what the language actually means and requires.

Courts have recognized that, because general plans often contain numerous policies adopted to effect differing or competing legislative goals, a development project may be “consistent” with a general plan, taken as a whole, even though the project appears to be inconsistent or arguably inconsistent with some specific policies within a given general plan.²¹ Furthermore, courts strive to “reconcile” or harmonize” seemingly disparate general plan policies to the extent reasonably possible.²²

Based on this standard, Measure K would be consistent with the City General Plan

b. Limitations on City Actions [9212(a)(2)]

Measure K specifies that if adopted, it may not be amended or repealed until January 1, 2029, whether adopted by the Council or the voters. This prevents future City Council action, prior to that date, should unforeseen impacts of Measure K come to light after adoption. However, this *would not* preclude another initiative modifying or repealing Measure K in part or in whole.

Measure K provides that if any provision conflicts with the City’s Municipal Code, Measure K supersedes any conflicting provision. A conflict may arise before or after Measure K’s adoption, but any conflict between the two would be resolved in Measure K’s favor.

¹⁹ *Id.*, at 535.

²⁰ Government Code Sections 65450, 65454, 65455.

²¹ *See, Sequoyah Hills Homeowners Association v. City of Oakland* (1993) 23 Cal.App.4th 704, 719.

²² *See, No Oil, Inc. v. City of Los Angeles* (1987) 196 Cal.App.3d 223, 244.

c. Administrative Appeals Process [9212(a)(8)]

Measure K provides ministerial approval for QWFPs, which requires a governmental agency to act without discretion.²³ There is no right to appeal any City ministerial decision.²⁴ Measure K does not provide a mechanism by which a Community Development Director can deny a QWFP a SEEWDP that complies with Measure K standards. Since the SEEWDP approval is ministerial, the Community Development Director must either approve or deny based on the criteria outlined in a Measure K application. If denied, the Property Owner has no right to appeal. If the Property Owner disagrees with the Community Development Director's decision.

Exhibits

- A. Initiative Measure K*
- B. City Attorney Ballot Title and Summary*
- C. A spreadsheet of vacant and underdeveloped parcels*
- D. Map of Vacant and Underdeveloped Parcels Zoned GI*

²³ CEQA Guidelines Section 15369.

²⁴ ACMC Section 2.04.080.

EXHIBIT “A”

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

The city attorney has prepared the following title and summary of the chief purpose and points of the proposed measure:

AN INITIATIVE MEASURE ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE

This Initiative Measure would establish by amendment to the City of American Canyon (City) Municipal Code, a ministerial, nondiscretionary permitting process to incentivize development of sustainable, energy-efficient warehouse facilities (Projects). To qualify as a sustainable, energy-efficient Project, the following would need to be determined by the City Community Development Director: 1) Compliance with landscape, site design, and design guidelines that promote “green building” design, water conservation, and energy conservation, including affordable and economic passive solar technology; 2) Mitigation of significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources; and 3) Preservation of biologically sensitive on-site areas as open space where feasible. The Initiative Measure indicates that a Project would not require review under the California Environmental Quality Act because it establishes a ministerial review and permitting process for Projects. Projects would be exempt from design review under the City Municipal Code. Objective standard conditions of approval may be imposed. Ministerial approval does not preclude imposition of standard conditions of approval for lighting, air quality, wildlife (after biological studies of impacts on Swainson’s Hawk, Golden Eagle, Northern harrier, short-eared owl and burrowing owl), wetlands (there shall be no net-loss of wetlands), cultural resources (after assessment of Archeologists, Coroner/Medical Examiner and the Native American Heritage Commission), geology, greenhouse gas emissions (including best management practices), stormwater, noise, and landscaping. The Initiative Measure establishes minimum standards and protections for design and appearance, sustainability including stormwater and drainage, collection of recyclable materials, waste management, tobacco smoke control, light pollution reduction, water efficiencies, low volatile organic compounds, structuring, electric vehicle charging stations, bicycle parking, preservation of open space and wetlands, and greenhouse gas emissions and energy. The Initiative Measure also provides current detailed requirements for building and safety, fire protection, and public works. Prior to issuance of certain permits and certificates of occupancy, the developer will be required to submit documentation to confirm specific conditions have been met. If the Initiative Measure receives 10% of valid registered voter signatures, it would be forwarded to the City Council for adoption or placement on the ballot at a date to be determined. If approved, the Initiative Measure will become effective at the earliest date authorized by law. The Initiative Measure indicates that it may not be amended or repealed until January 1, 2029, after that it may be amended or repealed by a majority vote of the City Council.

NOTICE OF INTENT TO CIRCULATE PETITION

Notice is hereby given by the person whose name appears hereon of her intention to circulate the petition within the City of American Canyon for the purpose of enacting an ordinance relating to warehouse facilities in the City. A statement of the reasons of the proposed action as contemplated in the petition is as follows:

The people of the City of American Canyon (“City”) find and declare that the streamlined development of sustainable energy-efficient warehouse facilities, as provided for in the Net-Zero Energy Facilities Initiative, would:

- 1) Promote the use in new warehouse facilities of sustainable energy sources, including solar photovoltaic power.
- 2) Provide that such new warehouse facilities be subject to design and site guidelines and conditions of approval that promote “green building” design, water conservation, and energy conservation, including affordable and economic passive solar.
- 3) Preserve biologically sensitive on-site areas as open space where feasible.
- 4) Mitigate significant impacts on the environment through implementation of feasible mitigation measures.
- 5) Promote economic growth in the City by attracting new industries.
- 6) Streamline development that generates net positive tax revenues for the City by generating more in new tax revenues than are consumed by City expenditures on services provided to the development.
- 7) Create new employment opportunities for residents of the City, Napa County, and the surrounding region.
- 8) Improve the City’s job-housing ratio by adding new employment opportunities.
- 9) Further the goals and policies of the City’s General Plan by developing land contemplated to support urban development to its highest and best use.

/s/ Frances L. Lemos
Fran Lemos

TO THE HONORABLE CLERK OF THE CITY OF AMERICAN CANYON:

We, the undersigned, registered, qualified voters of California, residents of the City of American Canyon, hereby propose an ordinance relating to warehouse facilities in the City, and petition you to immediately submit this initiative to the City Council for adoption without alteration, or alternatively for immediate submission to the voters of the City of American Canyon at a special election or the next regular municipal election for which it qualifies, pursuant to Elections Code section 9215. The proposed ordinance reads as follows:

INITIATIVE MEASURE

The people of the City of American Canyon do ordain as follows:

Section 1. Title.

This initiative measure shall be known as the “Net-Zero Energy Facilities Initiative” (the “Initiative”).

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

Section 2. Findings and Purpose.

A. Findings. The people of the City of American Canyon (“City”) find and declare that the streamlined development of sustainable energy-efficient warehouse facilities, as provided for in the Net-Zero Energy Facilities Initiative, would:

- 1) Promote the use in new warehouse facilities of sustainable energy sources, including solar photovoltaic power.
- 2) Provide that such new warehouse facilities be subject to design and site guidelines and conditions of approval that promote “green building” design, water conservation, and energy conservation, including affordable and economic passive solar.
- 3) Preserve biologically sensitive on-site areas as open space where feasible.
- 4) Mitigate significant impacts on the environment through implementation of feasible mitigation measures.
- 5) Promote economic growth in the City by attracting new industries.
- 6) Streamline development that generates net positive tax revenues for the City by generating more in new tax revenues than are consumed by City expenditures on services provided to the development.
- 7) Create new employment opportunities for residents of the City, Napa County, and the surrounding region.
- 8) Improve the City’s job-housing ratio by adding new employment opportunities.
- 9) Further the goals and policies of the City’s General Plan by developing land contemplated to support urban development to its highest and best use.

B. Purpose. The purpose of this Initiative ordinance is to establish a ministerial, non-discretionary review and permitting process to incentivize development of sustainable, energy-efficient warehouse projects. Eligible projects would be required, at a minimum, to:

- 1) Comply with landscape, site design, and design guidelines that promote “green building” design, water conservation, and energy conservation, including affordable and economic passive solar.
- 2) Mitigate significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources.
- 3) Preserve biologically sensitive on-site areas as open space where feasible.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

Section 3. Code Amendment.

The following chapter would be added to the City's municipal code.

Chapter 19.54 SUSTAINABLE, ENERGY-EFFICIENT WAREHOUSE DESIGN PERMIT

Section 19.54.010 Purpose and applicability.

This chapter establishes a new City development entitlement known as the Sustainable, Energy-Efficient Warehouse Design Permit, which is ministerial and thus is not subject to the California Environmental Quality Act (CEQA). This chapter establishes a non-discretionary review and permitting process designed to encourage landowners to seek the development of eligible projects, which will by necessity include design features and conditions of approval intended to facilitate sustainability and minimize the projects' environmental effects. This chapter applies to warehouse projects located in the GI (general industrial) district meeting the requirements of this chapter. Any requirements found outside this chapter (19.54) for projects in the GI district that are inconsistent with the requirements and streamlining provisions of this chapter (19.54) shall not apply to sustainable, energy-efficient warehouse projects that satisfy the requirements of this chapter (19.54) and therefore qualify for the benefits of its streamlined review and permitting process.

Section 19.54.020 Review.

A project shall be approved pursuant to the provisions of this chapter and all applicable and objective development standards in the zone in which the development occurs that are not inconsistent with the requirements and streamlining provisions of this chapter (19.54). Upon confirmation that the project meets the requirements of this chapter, the community development director will approve the application and issue a ministerial permit. Projects meeting the requirements of this chapter and subject to the standard conditions of approval set forth herein shall be exempt from design review under Chapter 19.41.

Section 19.51.030 Design and appearance.

(A) Warehouse buildings shall be of Type VB construction, site cast, tilted concrete panels with a variety of architectural elements.

(B) Typical wall panels shall be enhanced with reveals and a textured elastomeric, multicolored coating system.

(C) Areas around building entries must be enhanced with tinted glazing in aluminum frames with overhead steel-framed painted canopies. Placement of these enhancements should be focused on those locations most visible from the public roadways.

(D) Rooftop mechanical equipment for heating, ventilation, and air conditioning systems shall be screened with a roof parapet and/or with roof screens equal in height to the mechanical equipment.

Section 19.51050 Sustainability standards.

Eligible projects must include design elements or features that meet the following sustainability standards set forth in this section.

(A) Stormwater and drainage. A stormwater pollution prevention plan to minimize contamination, erosion, and dust pollution during construction. All stormwater runoff from impervious surfaces (roofs and paving) must be routed through a specially designed water quality detention and treatment basin. On-site detention must be provided to meet the City of American Canyon standards.

(B) Storage and collection of recyclable materials. Provide readily accessible areas that serve the entire building and are identified for the depositing, storage and collection of nonhazardous materials for recycling.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(C) Construction waste management, including recycling. A minimum of 65 percent diversion of construction and demolition waste from landfills. All of trees, stumps, rocks and associated vegetation and soils resulting from land clearing shall be reused or recycled.

(D) Environmental tobacco smoke control.

(E) Light pollution reduction.

(1) All exterior site lighting, including mounted building lighting and lighting within the parking areas and along walkways shall provide a minimum of 1-foot candle illumination in these areas.

(2) Lighting shall be shielded as appropriate and avoid light spillage or glare from the project site.

(3) Exterior light fixtures on buildings shall be shielded to return potential light glare and impacts.

(F) Water-efficient landscaping.

(1) The project shall be landscaped using plants adapted to the of American Canyon climate. Low-water-use plants shall be primarily used, with moderate water use plants used at accent points, such as driveways and building entries.

(2) The project shall comply with Section 8.20.110 of the City of American Canyon Municipal Code, known as the Model Water Efficient Landscape Ordinance (MWELo).

(3) The landscape palette shall not include oleander.

(4) 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 evapotranspiration/automatic (or smart) (ET/SMART) irrigation controller.

(G) Water use reduction methods.

(1) The project shall comply with the City's Zero Water Footprint policy adopted by the City Council on October 23, 2007. In this policy, "Zero Water Footprint" is defined as "no loss in reliability or increase in water rates for existing water service customers due to new demand for water within the City's Water Service Area.

(2) All buildings shall be dual plumbed to use recycled water for non-potable uses.

(H) Use of low volatile organic compound (VOC) emitting sealants, adhesives, coatings, floorings, and wood materials.

(1) "Low-VOC" architectural coatings used during project construction shall not exceed 50 grams of reactive organic gases (ROG) or VOC per liter of product.

(I) Roof structures that are designed to accommodate additional weight for roof-top photovoltaic electricity generation panel arrays.

(J) California Green Building Code compliant electric vehicle charging stations must be provided as follows:

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(1) Parking areas for passenger automobiles and trucks shall be designed and constructed to accommodate electric vehicle (EV) charging stations. At a minimum, the parking shall be designed to accommodate a number of EV charging stations equal to the Tier 2 Nonresidential Voluntary Measures of the California Green Building Standards Code, Section A5.106.5.3.2 (or a successor section as it exists at the time of project approval).

(2) According to California Building Code section 11B-228.3.2.1, the applicable number of electric vehicle charging stations (EVCS) and van accessible EVCS spaces for the employee parking lot must be provided.

(K) Application of United States Green Building Council Leadership in Energy and Environmental Design (LEEDTM) techniques and practices to the project design and construction.

(L) Covered parking for bicycles.

(M) Preservation of open space and wetlands either onsite or offsite.

(N) Greenhouse gas emissions and energy.

(1) Buildings shall be designed and constructed to, at a minimum, the Tier 2 advanced energy efficiency requirements of the Nonresidential Voluntary Measures of the California Green Building Standards Code, Division A5.2, Energy Efficiency, as outlined under Section A5.203.1.2.2.

(2) Parking areas for passenger automobiles and trucks shall be designed and constructed to accommodate electric vehicle (EV) charging stations. At a minimum, the parking shall be designed to accommodate a number of EV charging stations equal to the Tier 2 Nonresidential Voluntary Measures of the California Green Building Standards Code, Section A5.106.5.3.2.

(3) Electricity demand will be satisfied with 100 percent carbon-free electricity sources, through means such as on-site solar panels, through the year 2045.

(4) To the extent permitted by federal law, the project shall be designed without the use of natural gas-fueled appliances or natural gas plumbing. If, in the judgment of the City Attorney at the time of City review of a proposed project, the City Attorney determines that the City is precluded by the federal Energy Policy and Conservation Act (42 U.S.C. § 6291 et seq.) from using its police power or building code(s) to prohibit the proposed project from using natural gas, the applicant may seek to obtain the streamlining benefits of this Chapter (19.54) by voluntarily foregoing the use of natural gas in its proposed qualifying project. Such a voluntary proposal shall be reflected in the submission of project documents and plans showing an absence of natural gas piping and other infrastructure.

(5) Project applicants shall incorporate GHG-reducing construction best management practices (BMPs), including use of alternative fueled construction vehicles and equipment, the use of local building materials, and the recycling and reuse of construction waste.

(6) Vehicle miles traveled (VMT) for the project shall be 15 percent or more below the regional average. As part of the project application, the applicant shall submit a transportation study prepared by a qualified transportation engineer or consultant demonstrating that VMT for both anticipated employee trips and anticipated truck trips associated with project operations will be at least 15 percent below the regional average, with the affected "region" being the nine-county geographic area (Bay Area) subject to the planning jurisdiction of the Metropolitan Transportation Commission.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS
Section 19.51.060 Standard Conditions of Approval.

Approval of a ministerial permit pursuant to this Chapter (19.54) does not preclude imposition of the objective standard conditions of approval set forth in this section. These include objective process requirements related to issuance of a building permit. Any further approvals, such as demolition, grading, and building permits shall be issued on a ministerial basis subject to the objective standards set forth herein, compliance with which shall be required as conditions of approval included in the Sustainable, Energy-Efficient Warehouse Design Permit approved by the City pursuant to this chapter (19.54).

The conditions of this permit shall be printed on the first sheet of each plan set submitted for a building or other ministerial permit pursuant to this Sustainable, Energy-Efficient Warehouse Design Permit. This permit will be enforced pursuant to Chapter 19.02.

(A) Lighting. Prior to issuance of building permits for the project, the project applicant shall prepare and submit a photometric plan to the City of American Canyon for review and approval. The proposed plan shall demonstrate that all exterior light fixtures would be directed downward or employ full cut-off fixtures to minimize light spillage and avoid interference with aviation operations at the Napa County Airport. The approved plan shall be incorporated into the project.

(B) Air quality.

(1) The following best management practices (BMPs), as recommended by the Bay Area Air Quality Management District (BAAQMD), shall be included in the design of the project and project approval documents, and shall be implemented during construction.

- a. All active construction areas shall be watered at least two times per day.
- b. All exposed non-paved surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and access roads) shall be watered at least three times per day and/or non-toxic soil stabilizers shall be applied to exposed non-paved surfaces.
- c. All haul trucks transporting soil, sand, or other loose material off-site shall be covered and/or shall maintain at least 2 feet of freeboard.
- d. All visible mud or dirt tracked out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- e. All vehicle speeds on unpaved roads shall be limited to 15 miles per hours. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
- f. Idling time shall be minimized either by shutting equipment off when in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485 of California Code of Regulations). Clear signage regarding idling restrictions shall be provided for construction workers at all access points.
- g. All construction equipment shall be maintained and properly tuned in accordance with manufacturer specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- h. The prime construction contractor shall post a publicly visible sign with the telephone number and person to contact regarding dust complaints. The City and the construction contractor shall take corrective action within 48 hours. The BAAQMD phone number shall be visible to ensure compliance with applicable regulations.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(2) Prior to issuance of grading or building permits, the project applicant shall provide the City with documentation demonstrating the use of “Low-VOC” architectural coatings during project construction. “Low-VOC” architectural coatings shall not exceed 50 grams of reactive organic gases (ROG) or VOC per liter of product.

(3) Prior to issuing the certificate of occupancy for the project, the project applicant shall provide the City with documentation demonstrating the use of a truck fleet that complies with the California Air Resources Board’s On-Road Heavy-Duty Regulations (Cal. Code Regs., title 13, div. 3, ch. 1, art. 4.5, § 2025 et seq.) or superseding subsequently-enacted CARB regulations addressing the same subject matter. If the project applicant does not own the truck fleet that would be used during operation of the project, the project applicant shall provide the City with documentation from the truck fleet owner or operator demonstrating that trucks utilized for operation of the project will comply with these requirements. If any change occurs where a new truck fleet is utilized during operation of the project, the project applicant shall provide the City with documentation demonstrating that the new truck fleet meets or exceeds these requirements.

To monitor and ensure that truck fleet complies with the California Air Resources Board’s On-Road Heavy-Duty Regulations (Cal. Code Regs., title 13, div. 3, ch. 1, art. 4.5, § 2025 et seq.) or superseding subsequently-enacted CARB regulations addressing the same subject matter, the fleet operator shall maintain records available to the City upon request. Alternatively, the City may require periodic reporting and provision of written records by operators and conduct regular inspections of the records.

(4) Prior to issuance of the certificate of occupancy for a building with dock doors, signage shall be posted identifying idling restrictions and contact information to report violations to the building manager.

(5) Prior to the issuance of a certificate of occupancy, as part of future lease agreements, the project proponent shall provide all future tenants at the project site information on available California Air Resources Board and BAAQMD incentive programs, such as the Carl Moyer Program and the Voucher Incentive Program, that support upgrading truck fleets to clean air technology equipment.

(C) Wildlife.

(1) Swainson’s hawk.

a. The applicant must provide a biological study from a qualified biologist evaluating the project site for the presence of ecologically valuable hawk foraging habitat. The study must include conclusions as to whether any loss of habitat due to the project would create a significant environmental effect requiring mitigation, applying the significance threshold found in California Code of Regulations, title 14, section 15065, subdivision (a)(1) (whether the project would substantially reduce the number or restrict the range of the hawk). Any significant environmental effect to Swainson’s hawk habitat identified in a study prepared by a qualified biologist would be mitigated through off-site preservation of habitat at a 1:1 ratio. A specific strategy for how to achieve such off-site preservation shall be prepared by the qualified biologist and submitted to the City.

b. Pre-construction surveys for Swainson’s hawk shall be conducted in the project site vicinity prior to initiation of project construction activities. Agency protocol for conducting nesting surveys for Swainson’s hawk requires that three surveys be conducted during the nesting season, with the first one between March 20 and April 5, the second one between April 5 and April 20, and the third one between June 10 to July 30. Surveys shall be conducted each year following initiation of construction if project activities are delayed or discontinued for seven or more days prior to the first required survey period (March 20 to April 5) and are scheduled to recommence during the second survey period or before August 1. These pre-

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

construction surveys shall include investigation of all potential nesting trees within a half-mile radius around all project activities and shall be completed for at least two survey periods immediately prior to commencement of project construction. Surveys shall be conducted in accordance with “Recommended timing and methodology for Swainson’s Hawk Nesting Surveys in California’s Central Valley” issued by the California Department of Fish and Wildlife (CDFW) (then the California Department of Fish and Game) in 2000 (or as updated) to maximize the potential for locating nesting Swainson’s hawk and reduce the potential for nest failures due to project activities and/or disturbances.

c. If no nesting Swainson’s hawk are found during the first or second required survey period starting March 20 and extending to April 20, then project construction may commence. If during the third surveys (June 10 to July 30) Swainson’s hawk are found to be nesting in the project vicinity and construction has commenced, it shall be assumed the Swainson’s hawk commenced nesting and thus the Swainson’s hawk are habituated to the ambient level of noise and disturbance emanating from the project site.

d. If Swainson’s hawk are found to be nesting within 0.25 miles of the project site, a non-disturbance buffer shall be established to keep all construction activities a minimum of 0.25 miles from the nest site. CDFW shall be consulted regarding the adequacy of the buffer established by the qualified Raptor Biologist. At that time the necessity for acquiring a Fish and Game section 2081 Incidental Take Permit (ITP) authorization would be determined. An ITP authorization shall be required if there were a valid concern the project activities would result in the “take” of an adult Swainson’s hawk, eggs, or nestlings.

e. Surveys and the biological study shall be conducted by a qualified raptor biologist with at least a minimum of a 4-year college degree in wildlife biology or related environmental science, familiarity with Swainson’s hawk and its local ecology, and 2 years of experience surveying for and detecting Swainson’s hawk pursuant to “Recommended timing and methodology for Swainson’s Hawk Nesting Surveys in California’s Central Valley” survey protocol. No disturbance such as construction or earthmoving activity shall occur within the established buffer zone until it is determined by a qualified Raptor Biologist that the young have fledged or that the nesting cycle is complete based on the monitoring of the active nest by a qualified Raptor Biologist.

(2) Golden eagle.

a. No more than 30 days prior to the first ground disturbance activity, pre-construction golden eagle nesting surveys shall be conducted in the project vicinity by a qualified raptor biologist. The qualified raptor biologist shall have a minimum of a 4-year college degree in wildlife biology or related environmental science and at least 2 years of experience surveying for and detecting nesting golden eagles and its local ecology. Preconstruction surveys shall include investigation of all potential nesting trees within a survey area determined by the qualified raptor biologist, but no less than a 1.0-mile radius around all project activities.

b. If active golden eagle nests are identified within any trees within the survey areas in a 1.0-mile radius of the project site, a qualified raptor biologist shall establish a protection buffer of approximately 1.0 mile that is adequate to ensure noise or activity from the project would not cause nest disturbance of young or adult bird mortality. Buffer zones may vary in size as some golden eagles are more acclimated to disturbance than others. Size of buffer zone may be modified by the qualified raptor biologist considering the type of construction activity that may occur and the behavioral factors and extent that golden eagle may have acclimated to disturbance.

c. No construction or earth moving activity shall occur within the established buffer zone until it is determined by a qualified raptor biologist that the young golden eagles have fledged or that the nesting cycle is complete based on monitoring of the active nest by the qualified raptor biologist.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(3) Northern harrier and short-eared owl.

a. Prior to ground disturbance, a pre-construction nesting survey shall be conducted for northern harrier and short-eared owl by a qualified raptor biologist if construction is scheduled during the nesting season (February 1 through September 1). The qualified raptor biologist shall have at least 2 years of experience surveying for and detecting nesting northern harrier and short-eared owl.

b. To determine whether northern harrier or short-eared owl is nesting on-site, a qualified Raptor Biologist(s) shall conduct walking transects through the project site grassland habitat searching for nests within a minimum 500-foot radius from the project site. Where the survey area encroaches onto private property not accessible to the public (e.g., fenced in commercial property, residential backyard, etc.), the qualified raptor biologist shall either contact the property owner for permission to physically access the property or conduct a visual survey of adjacent areas by scanning with binoculars or a spotting scope.

c. An active northern harrier or short-eared owl nest must be protected by implementing a minimum 500-foot radius buffer zone around the nest marked with orange construction fencing. If an active nest is located outside of the project site, the buffer shall be extended onto the project site and demarcated where it intersects the project site. Size of buffer zone could be increased considering the type of construction activity that may occur, physical barriers between the construction site and active nest, and the behavioral factors and extent that northern harrier or short-eared owl may have acclimated to disturbance.

d. No construction or earthmoving activity shall occur within the established buffer zone until it is determined by a qualified raptor biologist that the young have fledged or that the nesting cycle is otherwise determined to be complete based on monitoring of the active nest by a qualified raptor biologist.

(4) Burrowing owl. Prior to any ground disturbance, pre-construction surveys for burrowing owl shall be conducted within a minimum of 150 meters of the project site. Where the survey area encroaches onto private property not accessible to the public (e.g., fenced in commercial property, residential backyard, etc.), the qualified biologist shall either contact the property owner for permission to physically access the property or conduct a visual survey of adjacent areas by scanning with binoculars or a spotting scope. The pre-construction surveys shall be conducted by a qualified biologist following CDFW 2012 staff report survey methods and biologist qualifications to establish the status of burrowing owl on the project site.

a. If burrowing owl are found to occupy the project site during the nonbreeding season (September 1 to January 31), occupied burrows shall be avoided by establishing a no-disturbance buffer zone to a minimum of 100 feet around the burrow. Buffers may be adjusted to address site-specific conditions using the impact assessment approach described in the CDFW 2012 staff report. If a qualified Raptor Biologist determines the location of an occupied burrow(s) may be impacted even with the 100-foot buffer, or the burrow(s) are in location(s) on the project site where a buffer cannot be established without preventing the project from moving forward, then a passive relocation effort may be instituted to relocate the individual(s) out of harm's way pursuant to a Burrowing Owl Exclusion Plan prepared in accordance with the CDFW 2012 staff report.

b. If burrowing owl are found to be present during the breeding season (February 1 to August 31), the proposed project ground-disturbing activities shall follow the CDFW 2012 staff report recommended avoidance protocol whereby occupied burrows shall be avoided with a no-disturbance buffer.

c. If burrowing owls are ultimately found on the site and burrow eviction/relocation of burrowing owls during the non-nesting season is a selected strategy to move forward with the project without direct impacts to burrowing owl individuals, the applicant

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

shall coordinate this effort with CDFW and provide habitat mitigation consistent with the 2012 CDFW Staff Report on burrowing owl.

(5) If construction occurs during the breeding season of migratory and resident birds (February 1 to August 31), a qualified Biologist shall conduct a pre-construction breeding bird survey in areas of suitable habitat within 7 days prior to the onset of construction activity. Surveys shall be conducted within the project footprint and 100 feet from the construction limits for nesting passerines, 250 feet from the construction limits for nesting accipiters and a minimum of 500 feet from the construction limits for nesting raptors. If the survey area is found to be absent of nesting birds, no further mitigation would be required. However, if construction activities are delayed by more than 7 days, an additional nesting bird survey shall be performed. If bird nests are found, appropriate buffer zones shall be established around all active nests to protect nesting adults and their young from direct or indirect impacts related to project construction disturbance. Size of buffer zones shall be determined per recommendations of the qualified Biologist based on site conditions and species involved, but typical buffers around active nests are 500 feet for large raptors such as buteos, 250 feet for small raptors such as accipiters, and 100 feet for passerines (songbirds) and other bird species. For special status species, a 0.25-mile shall be established for nesting Swainson's hawk; 1.0 mile for golden eagle; and a 500-foot buffer for nesting tricolored blackbirds. If an active nest is located outside of the project site, the buffer shall be extended onto the project site and demarcated where it intersects the project site. Buffer zones shall be maintained until it can be documented that either the nest has failed, or the young have fledged.

(D) Wetlands.

(1) There shall be no net loss of wetlands as a result of the project, as determined by a qualified aquatics resource specialist. Lost wetland functions must be restored through a mitigation process, devised by the qualified aquatics resource specialist, of creating new wetlands or preserving existing wetlands either onsite or offsite and enhancing their functionality prior to the occurrence of impacts to the onsite wetlands. The project applicant shall also obtain any permits for filling wetlands required by the U.S. Army Corps of Engineers (USACE), the United States Fish and Wildlife Service, the California Regional Water Quality Control Board for the San Francisco Region (San Francisco RWQCB), or the California Department of Fish and Wildlife.

(2) The project applicant shall submit to the City a jurisdictional delineation and report prepared by a qualified aquatics resource specialist for wetlands subject to jurisdiction of the USACE and/or San Francisco RWQCB identifying temporary and permanent impacts to wetlands resulting from the project and recommending a compensatory mitigation ratio (not less than 1:1) to minimize impacts that cannot be avoided. The mitigation ratio and any other recommendations in the report shall be incorporated into the project plans and all applicable construction-related permits.

(3) Prior to issuance of grading permits, the project applicant shall submit to the City a conceptual Wetland Mitigation and Monitoring Plan prepared by a qualified aquatics resource specialist in accordance with Subpart J – Compensatory Mitigation for Losses of Aquatic Resources outlined in the State Water Resources Control Board Procedures, and in accordance with the State Water Resources Control Board Implementation Guidance dated April 2020 and in accordance with the USACE Compensatory Mitigation Rule (33 Code of Federal Regulations Part 332). The Wetland Mitigation and Monitoring Plan shall address the loss wetlands impact as a result of the project.

(4) Prior to issuance of grading permits, the project applicant shall apply for and obtain a Nationwide Permit from the San Francisco District of the USACE for discharge within wetlands/waters of the United States under Clean Water Act section 404 jurisdiction. For the USACE permit to be valid, the applicant shall apply for and obtain the accompanying Section 401 Water Quality Certification from the San Francisco Bay RWQCB. The applicant shall apply for and obtain a separate Waiver of Waste Discharge Requirements from the San Francisco

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

RWQCB for impacts to wetlands/waters of the State. The applicant shall implement the terms of the approved permit(s).

(5) Prior to issuance of a grading permit, the Wetland Mitigation and Monitoring Plan shall be submitted to the San Francisco Bay RWQCB for review as part of the process for obtaining a permit from the agency, if one is required.

(6) The Wetland Mitigation and Monitoring Plan shall include in irrevocable instrument (e.g., deed restriction or conservation easements) that shall restrict use of created/established wetlands. The Wetland Mitigation and Monitoring Plan shall also include a long-term endowment that would be fully funded by the proposed project to manage any open space preserve and created wetlands in perpetuity. The basic objective of the Wetland Mitigation and Monitoring Plan is to ensure that project wetland impacts, and compensatory mitigation proposed to offset the wetland impacts, shall provide a no-net-loss of area of wetlands, and wetlands established/created shall be in-kind to the wetlands impacted. In summary, the Wetland Mitigation and Monitoring Plan shall at a minimum:

a. Provide financial assurances to ensure a high level of confidence that the compensatory mitigation shall be successfully completed, in accordance with applicable performance standards.

b. Design ecological performance standards to assess whether the Wetland Mitigation and Monitoring Plan is achieving the overall objectives, so that it can be objectively evaluated to determine whether it is developing into the desired resource type (vernal pool, seasonal wetland e.g.), and attaining any other applicable metrics such as acres, number of native plant species, water saturation and/or ponding depth etc.

c. Monitor the site for a duration of time determined to be necessary by the qualified aquatics resource specialist, the United States Army Corps of Engineers, and/or the San Francisco Regional Quality Control Board to determine whether the Wetland Mitigation and Monitoring Plan is meeting the performance standards. This monitoring period may be extended if performance standards are not met due to how the wetlands were constructed or natural events such as severe droughts.

d. Protect preserved and created wetlands in perpetuity using an irrevocable instrument (e.g., deed restriction or conservation easement) and provide an endowment sufficient to fund the Long-Term Management Plan.

e. An overall assessment of the condition of the wetlands that shall be permanently impacted by the proposed project shall be conducted using the California Rapid Assessment Method (CRAM) for depressional wetlands, or a hybrid approach based on CRAM. Each similar wetland type that may be impacted shall be assessed to describe the floristic community and record the native and non-native dominant plants within the vernal pool and palustrine emergent wetlands. Physical structure such as topographic complexity and physical features that may provide habitat for aquatic species (e.g., boulders, woody debris etc.) shall be recorded and used to design the created/established wetlands. The purpose of this assessment is to ensure the design of the wetlands shall provide habitat that is similar to the wetlands being impacted to ensure the impacted wetlands are mitigated in-kind.

(E) Cultural Resources.

(1) Appropriate buffer zones shall be determined per recommendations of an Archaeologist who meets the Secretary of the Interior's Professional Qualifications Standards (qualified Archaeologist to avoid or minimize disturbance of archaeological resources).

(2) An Archaeologist who meets the Secretary of the Interior's Professional Qualification Standards for archaeology shall be present on-site during all earth disturbing

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

activities. If prehistoric or historic-period archaeological resources are encountered, all construction activities within 100 feet of the find shall halt and the City of American Canyon shall be notified. Prehistoric archaeological materials may include obsidian and chert flaked stone tools (e.g., projectile points, knives, scrapers) or toolmaking debris; culturally darkened soil ("midden") containing heat-affected rocks, artifacts, or shellfish remains; and stone milling equipment (e.g., mortars, pestles, hand stones, or milling slabs); and battered stone tools, such as hammerstones and pitted stones. Historic-period materials might include stone, concrete, or adobe footings and walls; filled wells or privies; and deposits of metal, glass, and/or ceramic refuse.

(3) The Archaeologist shall inspect the findings within 24 hours of discovery. If it is determined the project could damage a historical resource or a unique archaeological resource (as defined pursuant to the CEQA Guidelines), mitigation shall be implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), this may be accomplished through planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If avoidance is not feasible because it would preclude the construction of important structures or infrastructure or require exorbitant expenditures, as determined by the applicant, a qualified Archaeologist shall prepare and implement a detailed treatment plan. Treatment of unique archaeological resources shall follow the applicable requirements of Public Resources Code Section 21083.2. Treatment for most resources would consist of (but would not be limited to) sample excavation, artifact collection, and site documentation, with the aim to target the recovery of important scientific data contained in the portion(s) of the significant resource to be impacted by the proposed project. The treatment plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and State repositories, libraries, and interested professionals.

(4) In the event of the accidental discovery or recognition of any human remains, CEQA Guidelines Section 15064.5, Health and Safety Code Section 7050.5, and Public Resources Code Sections 5097.94 and Section 5097.98 shall be followed. If during project construction, there is accidental discovery or recognition of any human remains, the following steps shall be taken:

a. There shall be no further excavation or disturbance within 100 feet of the remains until the County Coroner is contacted to determine whether the remains are Native American and if an investigation of the cause of death is required. If the Coroner determines the remains to be Native American, the Coroner shall contact the Native American Heritage Commission (NAHC) within 24 hours, and the NAHC shall identify the person or persons it believes to be the Most Likely Descendant (MLD) of the deceased Native American. The MLD may make recommendations to the landowner or the person responsible for the excavation work within 48 hours, for means of treating or disposing of, with appropriate dignity, the human remains, and any associated grave goods as provided in Public Resource Code Section 5097.98.

b. Where the following conditions occur, the landowner or authorized representative shall rebury the Native American human remains and associated grave goods with appropriate dignity either in accordance with the recommendations of the MLD or on the project site in a location not subject to further subsurface disturbance:

- i. The NAHC is unable to identify an MLD or the MLD failed to make a recommendation within 48 hours after being notified by the commission.
- ii. The descendant identified fails to make a recommendation.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

- iii. The landowner or authorized representative rejects the recommendation of the descendant, and mediation by the NAHC fails to provide measures acceptable to the landowner.

(5) The project applicant must make reasonable efforts to consult with representatives of any California Native American Tribe, as defined in Public Resources Code section 21073 (e.g., the Yocha Dehe Wintun Nation), that might be interested in the project site based on the historical homelands of such tribes. The applicant must submit to the City written evidence of such reasonable efforts to conduct such consultation. Where the applicant has successfully engaged with an interested California Native American Tribe and has received input therefrom, the applicant shall offer to allow a tribal monitor representing the interested California Native American Tribe to be present during all project-related ground disturbance. The project applicant shall offer to follow the California Native American Tribe's treatment protocol for Tribal Cultural Resources (TCRs) meeting the definition found in Public Resources Code section 21074, if such a protocol exists and is made available to the applicant, except where compliance with such a protocol would preclude the construction of important structures or infrastructure or require exorbitant expenditures, as determined by the applicant.

a. Human Remains: Any human remains which are found in conjunction with projects on lands culturally affiliated with a California Native American Tribe that has engaged in consultation with the project application shall be treated in accordance with any applicable and reasonably available Tribal protocol for the disposition or treatment of such remains.

b. Inadvertent Discovery of Native American Human Remains: Whenever Native American human remains are found during the course of a project, the determination of Most Likely Descendant (MLD) under California Public Resources Code Section 5097.98 will be made by the Native American Heritage Commission (NAHC) upon notification to the NAHC of the discovery of said remains at a project site. If the location of the site and the history and prehistory of the area is culturally affiliated with the Tribe, the NAHC contacts the Tribe; a Tribal member will be designated by the Tribe to consult with the landowner and/or project proponents.

c. Treatment of Native American Remains: In the event that Native American human remains are found during development of a project and a California Native American Tribe or a member of such a Tribe is determined to be MLD, the following provisions shall apply. The Medical Examiner shall immediately be notified, ground-disturbing activities in that location shall cease and the Tribe shall be allowed, pursuant to California Public Resources Code Section 5097.98(a), to (1) inspect the site of the discovery and (2) make determinations as to how the human remains and grave goods shall be treated and disposed of with appropriate dignity. The Tribe shall complete its inspection and make its MLD recommendation within 48 hours of getting access to the site. The Tribe shall have the final determination as to the disposition and treatment of human remains and grave goods. Said determination may include avoidance of the human remains, reburial on-site, or reburial on tribal or other lands that will not be disturbed in the future. The Tribe may wish to rebury said human remains and grave goods or ceremonial and cultural items on or near the site of their discovery, in an area which will not be subject to future disturbances over a prolonged period of time. Reburial of human remains shall be accomplished in compliance with the California Public Resources Code Sections 5097.98(a) and (b). The term "human remains" encompasses more than human bones because the Tribe's traditions call for the burial of associated cultural items with the deceased (funerary objects), and/or the ceremonial burning of Native American human remains, funerary objects, grave goods, and animals. Ashes, soils, and other remnants of these burning ceremonies, as well as associated funerary objects and unassociated funerary objects buried with or found near the Native American remains are to be treated in the same manner as bones or bone fragments that remain intact.

d. Non-Disclosure of Location of Reburials: Unless otherwise required by law, the site of any reburial of Native American human remains shall not be disclosed and will

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

not be governed by public disclosure requirements of the California Public Records Act, California Government Code Section 6250 et seq. The Medical Examiner shall withhold public disclosure of information related to such reburial pursuant to the specific exemption set forth in California Government Code Section 6254(r). Any involved California Native American Tribe may require that the location for reburial be recorded with the California Historic Resources Inventory System (CHRIS) on a form acceptable to the CHRIS center. The Tribe may also suggest the landowner enter into an agreement regarding the confidentiality of site information that will run with title on the property.

e. Treatment of Cultural Resources: Treatment of all cultural items, including ceremonial items and archaeological items will reflect the religious beliefs, customs, and practices of any California Native American Tribe with whom the project applicant has successfully consulted. All cultural items, including ceremonial items and archaeological items, that may be found at a project site shall, if requested by the Tribe, be turned over to the Tribe for appropriate treatment, unless ordered by a court or agency of competent jurisdiction. The project proponent shall waive any and all claims to ownership of Tribal ceremonial and cultural items, including archaeological items, which may be found on a project site in favor of the Tribe. If any intermediary (for example, an Archaeologist retained by the project proponent) is necessary, said entity or individual shall not possess those items for longer than is reasonably necessary, as determined solely by the Tribe.

f. Inadvertent Discoveries: If additional significant sites or sites not identified as significant in a project environmental review process, but later determined to be significant, are located within a project impact area, such sites will be subjected to further archaeological and cultural significance evaluation by the project proponent, the Lead Agency, and the Tribe to determine whether additional mitigation measures are necessary to treat sites in a culturally appropriate manner consistent with CEQA requirements for mitigation of impacts to cultural resources. If there are human remains present that have been identified as Native American, all work will cease for a period of up to 30 days in accordance with Federal Law.

(F) Geology.

(1) Where a project site lies astride, or immediately adjacent to, the West Napa Fault, the project applicant shall, prior to the issuance of any building permits, submit plans to the City of American Canyon that demonstrate a minimum 50-foot setback between the West Napa Fault and each building. The approved plans shall be incorporated into the proposed project.

(2) Prior to the issuance of building permits for any phase of the project, the project applicant shall submit a design-level Geotechnical Investigation to the City of American Canyon for review and approval. The investigation shall be prepared by a qualified engineer and identify grading and building practices necessary to achieve compliance with the latest adopted edition of the California Building Standards Code (CBC) geologic, soils, and seismic requirements, including abatement of expansive soil conditions. The report shall also determine the final design parameters for walls, foundations, foundation slabs, and surrounding related improvements (e.g., utilities roadways, parking lots, and sidewalks). The measures identified in the approved report shall be incorporated into the project plans and all applicable construction-related permits.

(3) If potential fossils are discovered during project implementation, all earthwork or other types of ground disturbance within 100 feet of the find shall stop immediately until a qualified professional Paleontologist can assess the nature and importance of the find. Based on the scientific value or uniqueness of the find, the Paleontologist shall either record the find and recommend that the applicant allow work to continue or recommend salvage and recovery of the fossil. The Paleontologist shall, if required, propose modifications to the stop-work radius based on the nature of the find, site geology, and the activities occurring on the site. If treatment and salvage is required, recommendations will be consistent with Society of Vertebrate Paleontology guidelines and currently accepted scientific practice. If necessary, treatment for fossil remains

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

shall include preparation and recovery of fossil materials so that they can be housed in an appropriate museum or university collection, and, if required, shall also include preparation of a report for publication describing the finds.

(G) Greenhouse gas emissions.

(1) Prior to the issuance of any grading permits, the project applicant shall provide the City of American Canyon with documentation (e.g., site plans) demonstrating project construction will include the following construction Best Management Practices (BMPs):

a. At least 15 percent of the construction fleet for each project phase shall be alternatively fueled or electric.

b. At least 10 percent of building materials used for project construction shall be sourced from local suppliers.

c. At least 65 percent of construction and demolition waste materials shall be recycled or reused.

d. At least one contractor that has a business location in American Canyon shall be contracted for project construction.

e. All construction contracts shall include language that requires all off-road equipment with a power rating below 19 kilowatts (e.g., plate compactors, pressure washers) using during construction be electrically powered.

f. Architectural coatings used for project construction shall be “Low-VOC,” containing no greater than 50 grams of volatile organic compounds (VOC) per liter of product.

g. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure [ATCM] Title 13, Section 2485 of California Code of Regulations). Clear signage regarding idling restrictions shall be provided for construction workers at all access points.

h. All construction equipment shall be maintained and properly tuned in accordance with manufacturer’s specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.

i. The prime construction contractor shall post a publicly visible sign with their telephone number and contractor to contact. The construction contractor shall take corrective action within 48 hours. The BAAQMD’s phone number shall also be identified and visible to ensure compliance with applicable regulations.

(2) Prior to issuance of any building permits, the project applicant shall demonstrate to the satisfaction of the City of American Canyon (e.g., shown on-site plans), that the proposed buildings are designed and will be built to, at a minimum, the Tier 2 advanced energy efficiency requirements of the Nonresidential Voluntary Measures of the California Green Building Standards Code, Division A5.2, Energy Efficiency, as outlined under Section A5.203.1.2.2.

(3) Prior to issuance of any building permits, the project applicant shall demonstrate to the satisfaction of the City of American Canyon (e.g., shown on site plans), that the proposed parking areas for passenger automobiles and trucks are designed and will be built to accommodate electric vehicle (EV) charging stations. At a minimum, the parking shall be designed to accommodate a number of EV charging stations equal to the Tier 2 Nonresidential

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

Voluntary Measures of the California Green Building Standards Code, Section A5.106.5.3.2.

(4) Prior to the issuance of any building permit for a proposed project, the project applicant shall provide the City with documentation (e.g., site plans) demonstrating that the electricity demand will be satisfied with 100 percent carbon-free electricity sources, through means such as on-site solar panels, through the year 2045.

(H) Stormwater.

(1) Prior to issuance of grading permits for the proposed project, the applicant shall submit to the City of American Canyon a Storm Water Pollution Prevention Plan (SWPPP) in accordance with the requirements of the statewide Construction General Permit (Order No. 2009-0009-DWQ as amended) and stamped by a professional engineer with at least three years of experience in preparing stormwater plans (qualified stormwater engineer). The SWPPP shall be designed to address the following objectives: (1) all pollutants and their sources (e.g., runoff), including sources of sediment associated with construction, construction site erosion, and all other activities associated with construction activity, are controlled; (2) where not otherwise required to be under a RWQCB permit, all non-stormwater discharges are identified and either eliminated, controlled, or treated; (3) site Best Management Practices (BMPs) (e.g., silt fencing, street sweeping, routine inspection, etc.) are effective and result in the reduction or elimination of pollutants in stormwater discharges and authorized non-stormwater discharges from construction activity; and (4) stabilization BMPs are installed to reduce or eliminate pollutants after construction are completed. The SWPPP shall be prepared by a qualified SWPPP developer. The SWPPP shall include the minimum BMPs required for the identified Risk Level. BMP implementation shall be consistent with the BMP requirements in the most recent version of the California Stormwater Quality Association (CASQA) Stormwater Best Management Handbook—Construction or the California Department of Transportation (Caltrans) Stormwater Quality Handbook Construction Site BMPs Manual. The SWPPP shall be implemented during construction.

(2) Prior to the issuance of building permits, the project applicant shall submit a Stormwater Control Plan to the City of American Canyon signed and stamped by a qualified stormwater engineer. The plan shall be developed using the California Stormwater Quality Association (CASQA) “New Development and Redevelopment Handbook” and include applicable provisions of Section C.3 of the San Francisco Bay Regional Water Quality Control Board (RWQCB) Municipal Regional Permit (Order No. R2-2015- 0049, NPDES Permit No. CAS612008 (or more recent permit). The Stormwater Control Plan shall identify pollution prevention measures and Best Management Practices (BMPs) to control stormwater pollution from operational activities and facilities and provide maintenance in perpetuity. The Stormwater Control Plan shall include Low Impact Development (LID) design concepts, as well as concepts that accomplish a “first flush” objective that remove contaminants from the first 2 inches of stormwater before it enters area waterways. The project applicant shall also prepare and submit an Operations and Maintenance Agreement to the City, identifying procedures to ensure stormwater quality control measures work properly during operations.

(I) Noise.

(1) Implementation of the following multi-part mitigation measure is required to reduce potential construction period noise impacts:

a. The construction contractor shall ensure that all equipment driven by internal combustion engines shall be equipped with mufflers that are in good condition and appropriate for the equipment.

b. The construction contractor shall ensure that unnecessary idling of internal combustion engines (i.e., idling in excess of 5 minutes) is prohibited.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

c. The construction contractor shall utilize “quiet” models of air compressors and other stationary noise sources where technology exists.

d. At all times during project grading and construction, the construction contractor shall ensure that stationary noise- generating equipment shall be located as far as practicable from sensitive receptors and placed so that emitted noise is directed away from adjacent residences.

e. The construction contractor shall ensure that the construction staging areas shall be located to create the greatest feasible distance between the staging area and noise-sensitive receptors nearest the project site.

(2) The construction contractor shall ensure that all on-site construction activities, including the operation of any tools or equipment used in construction, drilling, repair, alteration, grading, or demolition work, are limited to between the daytime hours of 7:00 a.m. to 7:00 p.m. Monday through Saturday. No construction shall be permitted on Sundays and federal holidays.

(J) Landscaping.

(1) Prior to building permit issuance, Landscape plans must comply with the State of California Water Efficient Landscape Ordinance. A landscape architect shall document and attest to the compliance with the State ordinance on the landscape plans.

(2) All trees shown on the landscape plans must be 15 gallons in size or larger

(3) The landscape plans must provide cross sections for landscaping areas showing trees, landscaping, etc. that ensure that proposed trees would not be planted above proposed utilities or inappropriately planted in bio-retention areas. Landscape plans must be reconciled with any civil plans and continue to provide a robust tree palette.

(4) Prior to issuance of a certificate of occupancy, the project landscape architect shall certify that all plant materials have been installed in accordance with the landscape plan submitted with the application materials.

(5) 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.

(6) 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 vision triangles.

(7) 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 ensure continued compliance with applicable landscaping requirements. Required irrigation systems shall be maintained in sound operating conditions with heads periodically cleaned and replaced when missing to insure continued regular watering of landscaped areas, and health and vitality of landscape materials.

(K) Building and Safety.

(1) Construction and grading activities on the site shall be limited to between 7:00 a.m. and 6:00 p.m. Monday through Friday. Work between the hours of 6:00 p.m. and 7:00 a.m. and work on weekends and holidays requires prior written approval from the Building Official. If weekends and holiday work is approved construction and grading activities on the site 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 State and federal holidays.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(2) 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.

(3) Prior to the final inspection, the applicant or developer shall submit a letter of certification to the Building Official from the project architect, civil engineer, and landscape architect certifying that all improvements have been constructed in accordance with the approved building plans. A Certified Access Specialist (CASP) shall also submit a letter certifying that all improvements have been constructed in compliance with applicable State and federal accessibility standards. Determination of consistency shall be subject to the review and approval of the Building Official.

(4) Prior to issuance of a building permit, the applicant shall submit a Construction Waste Management Plan for the diversion of at least 65 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.

(L) Fire Protection.

The following conditions shall be satisfactorily addressed on the building permit submittal:

(1) Prior to issuance of any building permits, the project applicant shall pay Fire Impact Fees (see current Standards Fees and Charges adopted by resolution).

(2) Where a qualified engineer determines that the payment of Fire Impact Fees will not be sufficient to compensate the American Canyon Fire Protection District (ACFPD) for any identified fire service deficiencies attributable solely to the proposed project, the project applicant shall, prior to the issuance of building permits, take whatever additional steps (e.g., the formation of a Mello-Roos Community Facilities District or similar financing mechanism) to make up for such deficiency.

(3) There shall be no deferred submittals for fire protection equipment and related utilities. Fire protection plans shall not be attached to or bound with the building plan submittal package. This includes but is not limited to Automatic Fire Sprinkler, Fire Alarm, Fixed Fire Protection, and Civil plans.

(4) All fire-related underground piping and fire appurtenances shall be shown on the Civil plan submittal, at least one (1) plan set under separate cover shall be submitted to the Building Division for routing to the Fire Protection District detailing all underground piping and related fire appurtenances including but not limited to underground piping, underground sweep detail, underground trench details showing depth of burial, type of backfill, manufacturer's specifications of piping, valve joints, fittings and calculated size and locations of thrust blocks, hydrant locations (designate public or private), gate shut-off valves, PIVs, FDCs, fire pumps, fire pump and/or riser rooms. The applicant will need to submit all related fire information on a separate plan for fire review. The fire-related portions of the Civil plan shall not be bound with the building plan.

(5) Prior to issuance of a building permit, the underground utility contractor, architect, and fire sprinkler contractor shall coordinate the location of risers and control valves.

(6) 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. The square footage of each building and the required fire flow information must be demonstrated on the plan submittal. The number and spacing of onsite fire hydrants shall meet requirements of the California Fire Code.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

- (7) 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, City standards and nationally recognized standards.
- (8) The fire protection equipment shall be located within an interior room having an approved exterior access door or in an exterior enclosure attached to the building, specifically, for the purpose of housing such equipment.
- (9) Prior to issuance of a building permit, a fire department circulation plan using the City's ladder struck and demonstrating clear turning movements into and out of the project shall be provided. The final design of fire department access components shall be reviewed and approved by the Fire Marshal prior to installation. The circulation plan must show how a fire apparatus can position near the building on either side, with the ability to turn the apparatus around to leave the project site.
- (10) 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 City and the applicable Public Works Standard.
- (11) 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". Such roads shall have an all-weather paved surface capable of supporting a GVW of 71,000 pounds.
- (12) Fire apparatus access roads shall be completed with all-weather surfaces prior to the stockpiling of combustible materials or beginning combustible construction. Fire apparatus access shall be provided to within 150 feet of the most remote portions of all buildings from an approved exterior route. If this cannot be achieved, fire apparatus turn-arounds will be needed.
- (13) Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. Vertical traffic calming in the form of speed bumps, humps or dips are prohibited along fire access roads without prior approval from the Fire Code Official. The minimum width and clearances established in Section 503.2.1 shall be maintained at all times.
- (14) 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.
- (15) Where applicable, plan submittals shall include locations of fire lane red curbing and fire lane signage. Please refer to and include City Public Works Standard FP-2A & 2B with plan submittals for permitting.
- (16) The City requires that a fire hydrant be in service within 250 feet of the furthest point of construction prior to the stockpiling of combustible materials for the beginning of construction.
- (17) The Fire Department Connections (FDCs) shall be located not more than 100ft. from the nearest fire hydrant.
- (18) Plans submitted for permit shall include City of American Canyon "Underground" standards, detail drawings and the applicable City of American Canyon Public Works Standard detail (W-7A, B, C or D) for Fire Service double detector check installations. A separate set of plans shall be submitted detailing all related underground fire utilities and appurtenances including but not limited to, all underground piping, type, sizes, depth of burial, fittings, thrust blocks, risers, pumps, hydrants, FDCs, etc.
- (19) System Protection Area Limitations NFPA 13-8.2.1 Maximum floor area on any one floor to be protected by sprinklers supplied by any one sprinkler system riser or combined system riser shall be as follows.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

- a. Light Hazard – 52,000 sf – per riser
- b. Ordinary Hazard - 52,000 sf – per riser
- c. *Extra Hazard – Hydraulically calculated - 40,000 sf – per riser
- d. Storage – High-piled storage (as defined in 3.9.1.16) and storage covered by other NFPA standards – 40,000 sf – per riser

(M) Public Works.

(1) The applicant shall be responsible for all City 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.

(2) 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.

(3) All new utilities to serve the project, shall be placed underground with the exception of surface-mounted transformers, pedestal mounted terminal boxes, and meter cabinets.

(4) 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.

(5) A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted. The report shall address, at a minimum, potential for liquefaction, R-values, expansive soils, and seismic risk. The applicant's Building Permit Plan Set (including grading, utility, landscape, and building plans) shall incorporate all design and construction criteria recommended in the Geotechnical Report.

(6) A drainage report prepared by a California Registered Civil Engineer shall be submitted with the initial submittal of the Building Permit Plan Set. 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.

(7) A final detailed post-construction Stormwater Control Plan (SWCP) that identifies and sizes all permanent post-construction stormwater treatment BMPs shall be prepared and submitted to the City Engineer. 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).

(8) A Post Construction Stormwater Operations Maintenance Plan meeting the definition found in Chapter 14.28 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 signed and stamped by a qualified stormwater engineer and submitted to the City Engineer. 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 BMPs.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(9) 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.

(10) 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 first enters 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 the 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.

(11) The applicant shall submit the Building Permit Plan Set, prepared by a registered Civil Engineer, to the City's Public Works Department. This is a separate submittal from the building permit application. 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 Building Permit Plan Set has been approved. The applicant shall not begin clearing, grubbing, or rough grading prior to the approval of the Building Permit Plan Set, unless explicitly approved by the City through the standard grading and utilities only permit process. An Encroachment Permit is required for any work within City right-of-way. Encroachments Permits will not be issued prior to the approval of the Improvement Plans.

(12) All public water service laterals or services (domestic, recycled, and fire water) shall include approved backflow prevention devices.

(13) Cathodic protection shall be provided for all water valves, fittings, hydrants, meters, backflow devices and other metal appurtenances, regardless of the findings of any soils corrosivity analysis.

(14) The applicant shall keep adjoining public and private streets free and clean of project, direct, mud, materials, and debris during the construction period in accordance with SWPPP using appropriate BMPs and as is found necessary by a qualified professional civil engineer.

(15) 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.

(16) 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.

(17) 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 Investigation Report shall be submitted for approval by the City Engineer.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(18) 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.

(19) Prior to placing the final lift of asphalt, all public storm drains 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.

(20) All streets, curbs, gutters, sidewalks or other public facilities damaged in the course of construction associated with the project shall be the responsibility of the applicant and shall be repaired to the satisfaction of the City at the applicant's expense.

(21) After all 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.

(22) All construction stormwater pollution prevention BMPs 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 SWPPP, and the City's Erosion and Sediment Control Plan in accordance with the City's MS4 Permit. All stormwater BMPs shall be maintained to the satisfaction of the Qualified SWPPP Developer (QSD) and Qualified SWPP Practitioner (QSP).

(23) 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.

(24) Plans submitted to Public Works shall be tied to the State of California coordinate system.

(25) The applicant shall construct all of the on-site private streets, water, recycled water, sewer, storm drainage and stormwater quality Private Improvements described below. All private street, water, recycled water, sewer, storm drainage and stormwater quality improvements shall be designed in accordance with City Standards, except as specifically noted otherwise in these Standard Conditions.

a. 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 percent of the undeveloped peak flow from the 24-hour, 100-year event. The storm drains and detention facilities shall be substantially consistent with any preliminary plans. The sizing of all storm drains and detention facilities shall be determined by the approved final drainage report.

b. Stormwater Quality Facilities: Permanent on-site private post-construction stormwater treatment BMPs shall be designed and constructed in accordance with the approved final SWCP.

c. Recycled Water Services: Separate recycled water services shall be provided for domestic non-potable uses and irrigation uses.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

(26) The applicant shall reimburse the City for the project's fair share of the costs for improvements to transportation facilities needed to handle traffic associated with the project within City level of service (LOS) requirements, as determined by the City Engineer with input from the applicant and the applicant's traffic consultant.

(27) The applicant shall reimburse the City for the project's fair share of the costs for any improvements to of the City's wastewater treatment pipeline system and treatment plant needed to handle wastewater generated by the project.

(28) Prior to submittal of the Building Permit Plan Set, the applicant shall:

a. Submit to the City a Building Permit Plan Set modeled on the City's "Improvement Plan Checklist."

b. Pay an initial cash deposit for City plan check services in an 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.

c. Provide the following:

- i. Public Street Repair Plan
- ii. Utility Plan and Joint Trench Plan
- iii. SWPPP and City Erosion and Sediment Control Plan
- iv. Drainage Report
- v. Post-Construction SWCP
- vi. Geotechnical Report
- vii. Construction Traffic Control Plan
- viii. Traffic Impact Study
- ix. Application for Water and Sewer Service

(29) 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.

(30) Prior to approval of the Building Permit Plan Set, the applicant shall:

a. Provide written acknowledgement by the Geotechnical Engineer of Record that the plans incorporate all design and construction criteria specified in the Geotechnical Report.

b. Furnish proof of 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.

c. Furnish proof that all permits that may be required by the California Department of Fish & Wildlife, State and Regional Water Quality Control Board, U.S. Army Corps of Engineers and any other regulatory agencies with jurisdiction over the proposed construction have been obtained.

d. Fill out 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.

e. Submit a copy of the Notice of Intent and Wastewater Discharge Identification Number (WDID#) for coverage under the State Water Resources Control Board's

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

General Construction Permit for Stormwater Discharge Associated with Construction and Land Disturbance Activities (Order 2009-0009-DWQ).

(31) Prior to commencement of construction activities, the applicant shall:

- a. Pay off all current account balances with the City.
- b. Pay an inspection fee in an amount to be determined at the time of commencement for the City's inspection of the Public Improvements.
- c. Conduct a pre-construction meeting with representatives of the City whereby the applicant, the Legally Responsible Party (LRP), Qualified SWPPP (QSP), Qualified SWPPP Developer (QSD), and/or the Contractor provides the following:
 - i. Six (6) full-size bond copies of the approved Building Permit Plan Set for the City's use.
 - ii. One (1) job-site copy of the latest edition of the City Standards for the Contractor's use.
 - iii. One (1) job-site copy of the SWPPP for use by the LRP, QSP, QSD, and Contractor.
 - iv. Electronic copies of Building Permit Plan Set and SWPPP.

(32) Prior to approval of a building permit, the applicant shall 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, Wastewater Capacity, Zero Water Footprint Mitigation, and Affordable Housing Nexus.

(33) Prior to issuance of the first building permit, the applicant shall enter into a Recorded Transportation Demand Management Program Agreement (TDM Agreement) encompassing the entire project. The TDM Agreement shall be based on a traffic study prepared by a qualified transportation engineer. The study shall address whether the proposed project is consistent with the City's traffic level of service (LOS) policy as set forth in Guiding Policy 1.6 of the Circulation Element of the City of American Canyon General Plan, which is to "[a]chieve and maintain a Multimodal LOS D or better for roadways and intersections during peak-hours where possible and as long as possible," and shall include the components set forth in paragraphs a and b below.

a. Where the traffic study shows that a TDM agreement is necessary to achieve consistency with Guiding Policy 1.6, the TDM Agreement shall include a financial guarantee to the City in order to ensure the effectiveness of the TDM Agreement in achieving consistency with the Guiding Policy. Depending on the results of the traffic study, this guarantee may address the need to achieve specific AM peak-hour volumes and/or specific PM peak-hour volumes attributable to the project.

b. The TDM program shall be implemented at the applicant's cost, with no cost to the City, regardless of the eventual mix of uses and shall at a minimum include a permanent vehicle counting station at each public access point. The TDM program shall include a requirement to start and end workday shifts during off-peak hours (i.e., not between 7:00 a.m. to 9:00 a.m. or 3:00 p.m. to 6:00 p.m.).

In addition to requiring off-peak workday shift changes, additional examples of measures that may be considered as part of an effective TDM program include but are not limited to the following:

- i. Implement shuttle service to key employment centers or park-and-ride lots in the area for those employees whose workday shift start during peak hours.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

- ii. Car-share program
- iii. Shuttles to regional transit
- iv. Transit subsidies
- v. Carpool/vanpool subsidies
- vi. Employer-owned/sponsored vanpools
- vii. Flex-time and telecommute programs
- viii. Use of rail to transport employees and/or the delivery of goods

c. The applicant shall retain a transportation planning/engineering consultant to analyze the effectiveness of the TDM program in a written report. The TDM Report will include data collected from the permanent vehicle counting station and a determination of employee commute methods, which shall be informed by surveying all employees working at the site. The TDM Report shall be submitted to the City on a periodic on-going basis and it shall form the basis of on-going determinations as to the effectiveness of the TDM program.

d. If at any point the TDM program is not effective in achieving consistency with Guiding Principle 1.6, the applicant shall take additional steps in order to achieve such consistency. Possible steps could include the payment of Traffic Impact Fees or enhancements or additions to the measures included in the original TDM Program.

(34) Prior to occupancy of any building, the applicant shall:

a. Restore all adjacent off-site road surfaces to pre-project conditions (if applicable).

b. Submit a certification by the Geotechnical Engineer of Record that all work has been completed in substantial conformance with the recommendations in Soils Investigation/Geotechnical Report.

c. Provide a mylar and digital copy of the Building Permit Plan Set that includes all as-built or field changes, digital (.pdf) and AutoCAD (.dwg) format, compatible with the City's current version, and tied to the City's coordinate system.

d. Provide a letter stating that all of the Standard Conditions of Approval set forth in this section have been met.

e. 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.

f. Enter and record a post-construction Stormwater Operations and Maintenance Agreement with the City.

Section 4. Effective Date.

This initiative measure shall be binding and effective as of the earliest date allowed by law.

Section 5. Severability.

If any section, subsection, sentence, phrase, or clause of this initiative is declared invalid by a court of competent jurisdiction, the remaining sections, subsections, sentences, phrases and clauses shall remain valid and enforceable. The voters declare that they would have passed all sections, subsections, sentences, phrases and clauses of this initiative without the section, subsection, phrase or clause declared invalid by a court of competent jurisdiction.

Section 6. Conflicts with State and Federal Law.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

The provisions of this initiative measure shall not apply to the extent that they would violate state or federal laws.

This initiative shall not be applied in a manner that would result in an unconstitutional taking of private property.

Section 7. Relationship to Municipal Code.

If any provision of this initiative conflicts with other provisions contained in the City of American Canyon Municipal Code, the provisions of the initiative ordinance shall supersede any other conflicting provision. This initiative ordinance does not alter, modify, or eliminate any zoning or other requirements of the City of American Canyon Municipal Code other than the new chapter (19.54) created by the initiative.

Section 8. Amendments.

No provision of this initiative ordinance may be amended or repealed until January 1, 2029. After that date, the City Council shall have the power to amend or repeal the ordinance.

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

The city attorney has prepared the following title and summary of the chief purpose and points of the proposed measure:

AN INITIATIVE MEASURE ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE

This Initiative Measure would establish by amendment to the City of American Canyon (City) Municipal Code, a ministerial, nondiscretionary permitting process to incentivize development of sustainable, energy-efficient warehouse facilities (Projects). To qualify as a sustainable, energy-efficient Project, the following would need to be determined by the City Community Development Director: 1) Compliance with landscape, site design, and design guidelines that promote “green building” design, water conservation, and energy conservation, including affordable and economic passive solar technology; 2) Mitigation of significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources; and 3) Preservation of biologically sensitive on-site areas as open space where feasible. The Initiative Measure indicates that a Project would not require review under the California Environmental Quality Act because it establishes a ministerial review and permitting process for Projects. Projects would be exempt from design review under the City Municipal Code. Objective standard conditions of approval may be imposed. Ministerial approval does not preclude imposition of standard conditions of approval for lighting, air quality, wildlife (after biological studies of impacts on Swainson’s Hawk, Golden Eagle, Northern harrier, short-eared owl and burrowing owl), wetlands (there shall be no net-loss of wetlands), cultural resources (after assessment of Archeologists, Coroner/Medical Examiner and the Native American Heritage Commission), geology, greenhouse gas emissions (including best management practices), stormwater, noise, and landscaping. The Initiative Measure establishes minimum standards and protections for design and appearance, sustainability including stormwater and drainage, collection of recyclable materials, waste management, tobacco smoke control, light pollution reduction, water efficiencies, low volatile organic compounds, structuring, electric vehicle charging stations, bicycle parking, preservation of open space and wetlands, and greenhouse gas emissions and energy. The Initiative Measure also provides current detailed requirements for building and safety, fire protection, and public works. Prior to issuance of certain permits and certificates of occupancy, the developer will be required to submit documentation to confirm specific conditions have been met. If the Initiative Measure receives 10% of valid registered voter signatures, it would be forwarded to the City Council for adoption or placement on the ballot at a date to be determined. If approved, the Initiative Measure will become effective at the earliest date authorized by law. The Initiative Measure indicates that it may not be amended or repealed until January 1, 2029, after that it may be amended or repealed by a majority vote of the City Council.

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DECLARATION OF CIRCULATOR: (To be handwritten by the circulator after above signatures have been obtained)
 I, _____, am 18 years of age or older. I reside at the following address:
(printed name)

(residence address, including street and number, city, state and zip)

I circulated this section of the petition and witnessed each of the appended signatures being written. Each signature on this petition section is, to the best of my information and belief, the genuine signature of the person whose name it purports to be. All signatures on this document were obtained between the dates of _____ and _____.
(month, day, year) (month, day, year)

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
 Signed _____ of _____, at _____, CA. SIGNATURE: _____
(month, day) (year) (city)

EXHIBIT “B”

Per California Elections Code section 9203(b) the heading of the proposed measure shall be in a boldface type in substantially the following form:

INITIATIVE MEASURE TO BE DIRECTLY SUBMITTED TO THE VOTERS

The city attorney has prepared the following title and summary of the chief purpose and points of the proposed measure:

AN INITIATIVE MEASURE ESTABLISHING A MINISTERIAL PERMITTING PROCESS FOR DEVELOPMENT OF CERTAIN WAREHOUSE FACILITIES BY AMENDING THE CITY OF AMERICAN CANYON MUNICIPAL CODE

This Initiative Measure would establish by amendment to the City of American Canyon (City) Municipal Code, a ministerial, nondiscretionary permitting process to incentivize development of sustainable, energy-efficient warehouse facilities (Projects).

To qualify as a sustainable, energy-efficient Project, the following would need to be determined by the City Community Development Director:

- 1) Compliance with landscape, site design, and design guidelines that promote "green building" design, water conservation, and energy conservation, including affordable and economic passive solar technology;
- 2) Mitigation of significant impacts on the environment, including emissions of greenhouse gases and vehicle miles traveled, through implementation of feasible mitigation measures and use of renewable energy sources; and
- 3) Preservation of biologically sensitive on-site areas as open space where feasible.

The Initiative Measure indicates that a Project would not require review under the California Environmental Quality Act because it establishes a ministerial review and permitting process for Projects. Projects would be exempt from design review under the City Municipal Code. Objective standard conditions of approval may be imposed.

Ministerial approval does not preclude imposition of standard conditions of approval for lighting, air quality, wildlife (after biological studies of impacts on Swainson's Hawk, Golden Eagle, Northern harrier, short-eared owl and burrowing owl), wetlands (there shall be no net-loss of wetlands), cultural resources (after assessment of Archeologists, Coroner/Medical Examiner and the Native American Heritage Commission), geology, greenhouse gas emissions (including best management practices), stormwater, noise, and landscaping.

The Initiative Measure establishes minimum standards and protections for design and appearance, sustainability including stormwater and drainage, collection of recyclable materials, waste management, tobacco smoke control, light pollution reduction, water efficiencies, low volatile organic compounds, structuring, electric vehicle charging stations, bicycle parking, preservation of open space and wetlands, and greenhouse gas emissions and energy.

The Initiative Measure also provides current detailed requirements for building and safety, fire protection, and public works. Prior to issuance of certain permits and certificates of occupancy, the developer will be required to submit documentation to confirm specific conditions have been met.

If the Initiative Measure receives 10% of valid registered voter signatures, it would be forwarded to the City Council for adoption or placement on the ballot at a date to be determined. If approved, the Initiative Measure will become effective at the earliest date authorized by law.

The Initiative Measure indicates that it may not be amended or repealed until January 1, 2029, after that it may be amended or repealed by a majority vote of the City Council.

[Note: This title and summary must also be printed across the top of each page of the petition whereon signatures are to appear.]

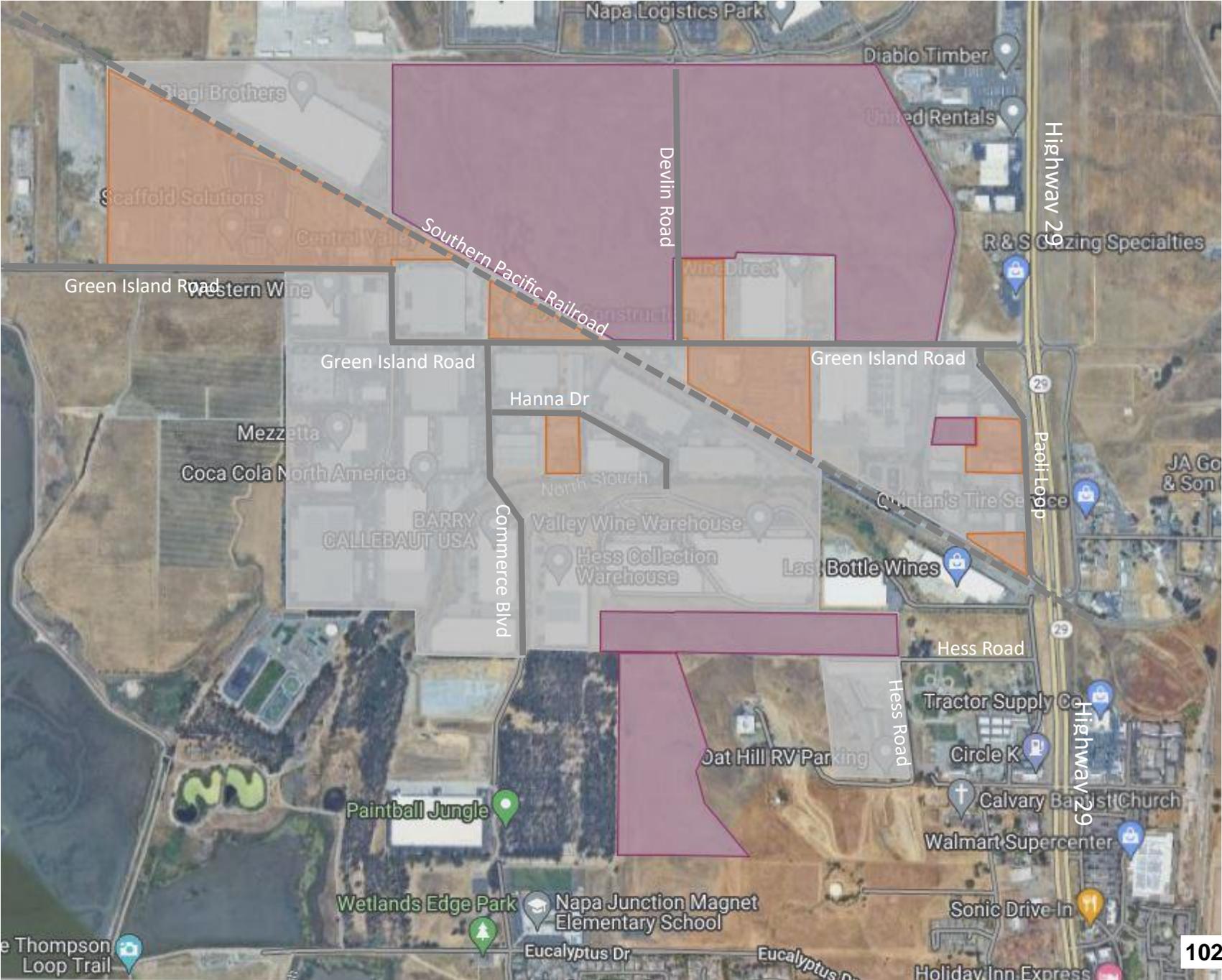
EXHIBIT “C”

Measure K General Industrial Acreages

Category	Parcel Acreage	APN	Business	Address	Property Owner
General Industrial	4,179				
Developed	3,819				
Vacant					
Vacant	36.4	057-130-036	Buzz Oates		RIGHT FROM THE START
Vacant	57.67	057-130-034	Buzz Oates		RIGHT FROM THE START
Vacant	113.03	057-090-008	Buzz Oates		RIGHT FROM THE START
Vacant	2.29	057-160-014			CAMPANA-NAPA LLC
Vacant	28.09	058-030-016			Napa Vallejo Waste Management
Vacant	11.86	058-030-058			LEMON MANUEL ANTHONY & TANIS
Vacant	11.22	058-030-059			LEMON FRANCES L TR
Subtotal Vacant	261				
Underutilized	15.47	058-070-019	Copart	1660 Green Island Road	Copart Inc.
Underutilized	5	058-070-020	Copart	1578 Green Island Road	Copart Inc.
Underutilized	4.87	058-070-021	Calif Auto Dismantling	1554 Green Island Road	SCHMITZ BRUCE J & MIRANDA J
Underutilized	10	058-070-022	Scaffold Solutions	1500 Green Island Road	PFISTER GREGORY J & KRISTINE M TR
Underutilized	13.04	058-070-023	Central Valley Building Materials	1386 Green Island Road	1386 GREEN ISLAND RD LLC
Underutilized	8.05	058-070-024	Kolkka	1330 Green Island Road	KOLKKA JOHN AND STEPHANIE
Underutilized	4.5	058-070-025	M&M Sanitary	1208 Green Island Road	MCMAHON CURTIS D TR ETAL
Underutilized	1.56	058-330-010		1190 Green Island Road	IBARRA ROBERT
Underutilized	1.97	058-330-009		876 Green Island Road	RAMOS JOY E & DANIEL H
Underutilized	0.93	058-330-004	DHR Construction	860 Green Island Road	RAMOS DANIEL H & JOY E
Underutilized	0.71	058-330-006		850 Green Island Road	KUHN RONETTE
Underutilized	0.18	058-330-005		860 Green Island Road	RAMOS DANIEL H & JOY E
Underutilized	1.88	058-330-007		834 Green Island Road	SHARMA PANKAJ & SUSHMA TR
Underutilized	5.75	057-130-001	Crown Hill Supply	650 Green Island Road	SIDHU NARINDERPAL SINGH & SARABJEET KAUR
Underutilized	2	057-160-006	Baily Brothers	4901 Paoli Loop	BAILEY FRED AND SHELBY ETAL
Underutilized	2.61	057-160-007	D&L Supply	4841 NAPA VALLEJO HWY	SKIKOS PROPERTIES LLC
Underutilized	2.22	057-160-023	Paoli Loop Storage	4711 Paoli Loop	BRAZEAL DENISE & SEAN ETAL
Underutilized	5	057-160-002	Kreysler & Associates	501 Green Island Road	GREEN ISLAND INVESTMENTS LLC
Underutilized	10.25	057-160-029	All Bay Lumber	405 Green Island Road	SSF LLC
Underutilized	3.6	058-420-034	Morrow Equipment	833 Hannah Drive	WESTPAC INVESTMENT COMPANY
Subtotal Underutilized	100				

EXHIBIT “D”

Measure K General Industrial Area Warehouse Development Potential



Legend

- Vacant
- Underutilized
- Developed



TITLE

American Canyon Police Department Annual Report

RECOMMENDATION

Receive and file the American Canyon Police Department's 2023 Annual Report.

CONTACT

Rick Greenberg, Police Chief

BACKGROUND & ANALYSIS

The American Canyon Police Department - a division of the Napa Sheriff's Office - provides high-quality law enforcement services in response to community needs.

In January, a Lieutenant was added and in October, a traffic enforcement Sergeant was added in furtherance of these services.

As American Canyon grows, additional resources are contemplated.

Statistics

The Annual Report (Attachment A) showcases all of the services provided. A summary of 2023 is below:

- Over 4,100 Neighborhood Watch Sign Ups (up from >3,600 in 2022).
- A slight decrease in vehicle theft (65) and in burglaries (24) (from 70 and 29 in 2022 respectively)
- Zero (0) homicides
- One (1) fatal traffic accident
- Total collisions on local roads (67) were down significantly in 2023 (from 107 in 2022).
- Responded to 15,294 calls for service, booked 607 people into jail and booked 60 firearms into property.

The California Department of Justice's 2022 "clearance rate" statewide was 41% for violent crime and 7.2% for property crime.

In contrast, ACPD's clearance rate for violent crimes was 76% and property crimes was 43%.

(Note: 2023 DOJ statistics are not available at the time of this report)

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Public Safety: "Ensure American Canyon remains a safe community."

FISCAL IMPACT

In 2019, the City and County entered into an updated agreement for the continuation of police services. The fixed-fee amount of the contract for FY 2023/24 is \$8,473,148. Sufficient funds exist in the FY 23/24 Budget to cover this expense.

The agreement expires on June 30, 2024. City staff are currently reviewing a proposal from the Napa Sheriff's Office for the next agreement - the costs of which will be incorporated into the FY 24/25 Budget.

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:

[2023 American Canyon Police Department Report](#)



AMERICAN CANYON POLICE DEPARTMENT

2023 ANNUAL REPORT

Published March 2024



TABLE OF CONTENTS

- 2 Message from the Chief
- 3 Department Overview
- 3 Communications
- 4 Department Directory
- 5 Community Resource Officer
- 7 Community Engagement
- 9 K-9 Unit
- 11 School Resource Officers
- 12 Police Records and Technicians
- 13 Traffic Data
- 15 Crime Statistics
- 17 Additional Resources
- 22 Animal Services



MESSAGE FROM THE CHIEF

As we reflect on the past year, I am pleased to present the 2023 American Canyon Police Department Annual Report. It is with great pride that I share the accomplishments and initiatives undertaken by our dedicated officers and staff to ensure the safety and well-being of our community.

One of our primary focuses in 2023 was strengthening our bond with the community through robust community policing efforts. We believe that fostering positive relationships and open lines of communication between law enforcement and the public is essential for creating a safer and more secure environment for all.

We actively participated in various local events throughout the year, reinforcing our presence and accessibility. Through consistent involvement in community activities, we aim to break down barriers and create an environment where everyone feels comfortable approaching us. We believe that a collaborative approach is key to addressing the challenges and opportunities our community faces. Your input and perspectives play a crucial role in shaping our policing strategies to better serve our community's unique needs.

National Night Out, an annual community building initiative that promotes police-community partnerships and neighborhood camaraderie, was a resounding success. We also continued our "Coffee with the Cops" program, which provides an opportunity for informal conversations with our officers over a cup of coffee.



We recognize that effective policing goes hand in hand with strong community relationships and these gatherings allow us to engage with you on a personal level — addressing concerns, answering questions and building trust.

I extend my deepest gratitude to each member of our community for your support, enthusiasm and commitment to making American Canyon a wonderful place to live, work and play! We look forward to the journey ahead, standing side by side as partners in the shared responsibility of community safety.

Thank you for entrusting ACPD with the privilege of serving you.

– Chief Rick Greenberg

COMMUNITY SNAPS



DEPARTMENT OVERVIEW

The City of American Canyon was incorporated in 1992. Prior to that, as an unincorporated area of Napa County, the area was policed by Napa County Sheriff's deputies and California Highway Patrol (for traffic enforcement). In 1992, when the area became an incorporated city, the new City elected to contract with the Napa County Sheriff's Office for all municipal police services.

In 2019, the City and County entered into a new three-year agreement to continue this service. The 2023/24 contract with Napa County is \$8,473,148. The current 3-year agreement expired on June 30, 2022, with two additional option years for an eventual agreement expiration of June 30, 2024. When drafting these agreements, the City of American Canyon and the Napa County Sheriff's Office plan for cost projections and anticipated future expenses.

COMMUNICATIONS

AMERICAN CANYON POLICE DEPARTMENT

911 Donaldson Way East
American Canyon, CA 94503

Our lobby is open Monday – Friday, from 8:30am – 5pm

In Case of an Emergency: Dial 911
Business Office: (707) 551-0600
Report Suspicious Activity: (707) 253-4451
CityofAmericanCanyon.org/Police

Subscribe to receive our monthly Neighborhood Watch newsletters at CityofAmericanCanyon.org/Email

FOLLOW US ON SOCIAL MEDIA



[@American.Canyon.Police.Department](https://www.facebook.com/American.Canyon.Police.Department)



[@amcanpd](https://www.instagram.com/amcanpd)

SOCIAL MEDIA

	2023	2022
Facebook # of Followers	10,462	9,533
Instagram # of Followers	1,263	-

DURING EMERGENCIES

In a continuing effort to keep Napa County residents safe and informed, the Napa County Office of Emergency Services transitioned in 2023 to a new, more robust countywide notification system called Alert Napa County. Alert Napa County is the enhanced platform from the Nixle system. Anyone who had opted-in to receive messages by Nixle was automatically enrolled into Alert Napa County (without customization features) and will continue to receive emergency notifications as they always have. ACPD primarily uses the Napa County Sheriff's Office notification account. Visit <https://ReadyNapaCounty.org/> to sign up and find all the details about Alert Napa County.

Sirens are an additional part of our emergency alert system. In times of an emergency, our officers will drive through neighborhoods, activating their sirens to provide the emergency alert. If you hear a siren, please do not call 911. Check our website, Alert Napa County notification, on your mobile device or listen to local radio stations (KVYN and KVON). Any of these sources should be able to give you additional details regarding the purpose of the alert. A siren alert could indicate a number of situations, such as the need to evacuate or shelter in place.

A NOTE ABOUT REACHING US

Nextdoor is a popular site for local residents, but the Police Department is not able to monitor it. We cannot see the messages you post. If you are reporting a crime or want to get a message to us, Nextdoor is not the way to do that! The phone is still the best way to contact the police department. If you would like to sign up to connect with your neighbors, visit www.Nextdoor.com.



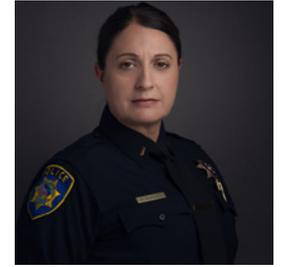
AMERICAN CANYON POLICE DEPARTMENT



911 Donaldson Way East
American Canyon, CA 94503
CityofAmericanCanyon.org/Police



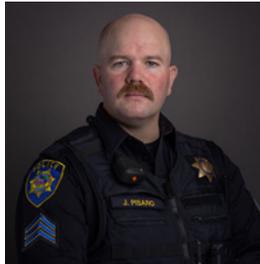
Chief R. Greenberg



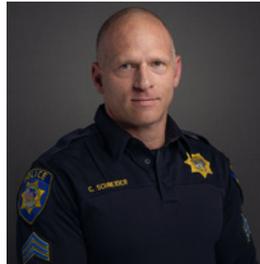
Lt. N. Dudley



Sgt. T. Kvamme



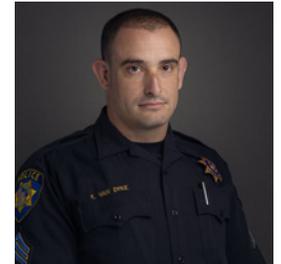
Sgt. J. Pisaro



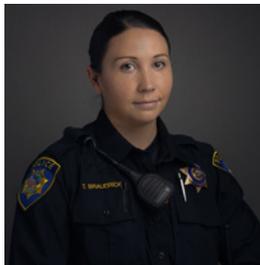
Sgt. C. Schneider



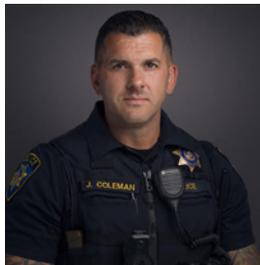
Sgt. J. Scott



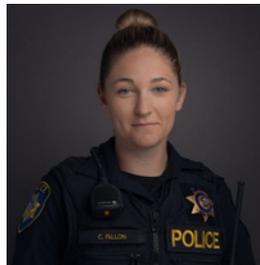
Sgt. K. Van Dyke



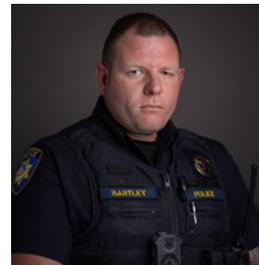
T. Braudrick



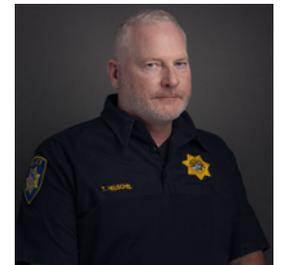
J. Coleman



C. Fallon



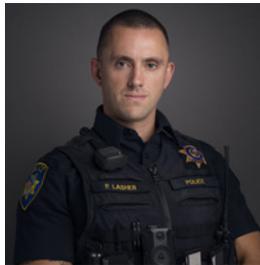
J. Hartley



T. Heuschel



M. Hudson



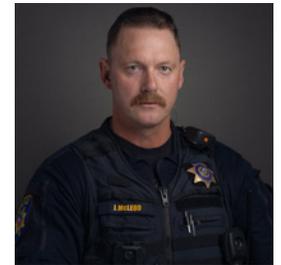
P. Lasher



A. Lecount



A. Maldonado



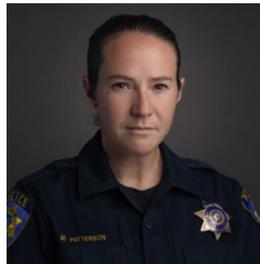
J. McLeod



E. Mijares



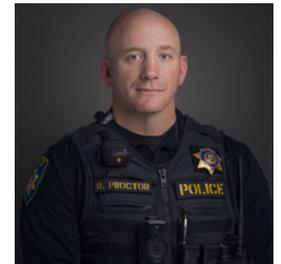
M. Morgan



M. Patterson



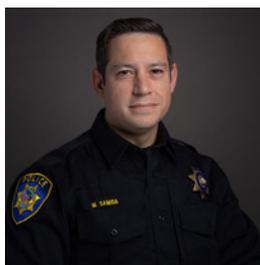
K. Piceno



R. Proctor



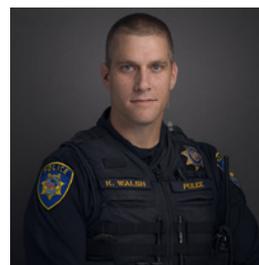
C. Roberts



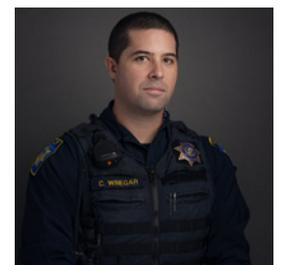
M. Samida



A. Srinivas



K. Walsh



C. Winegar

COMMUNITY RESOURCE OFFICER

ACPD features a dedicated Community Resource Officer (CRO), Maureen Patterson, whose efforts significantly contribute to fostering community connections, proactively preventing crime and providing numerous other benefits to the community.

In addition to supporting her partner, Lobo, in various engagements and fanfare, the CRO oversees the following responsibilities:

Over 4,100 Neighborhood Watch Sign Ups (up from >3,600 in 2022)



- Coordinating American Canyon's Neighborhood Watch (NW) Program
 - ACPD introduced the ACPD-specific NW Mascot, "Lobo: Weapon of Crime Destruction," in May 2018. In Lobo's inaugural year, NW enrollment surged from 150 to over 500 residents. By the end of 2020, enrollment had surpassed 1,600; currently, it stands at over 4,100.
 - Join the Neighborhood Watch Program today at www.cityofamericancanyon.org/lobospack
- Coordinating the Home Surveillance Camera Registry Program: Residents can register their home video surveillance through the city website, enabling the police department to be aware of addresses with cameras. This database facilitates officers in contacting homeowners to see if their footage could aid in solving crimes. Currently, 153 residents are part of the NW Camera Registry, up from 127 last year.
- Reviewing new housing and commercial development plans with a Crime Prevention through Environmental Design lens.
- Educating the public about crime trends, offering tips on securing homes or businesses and assisting neighborhoods in setting up their NW groups.
- Conducting monthly meetings with managers of multifamily housing complexes to share information on property-related crime and suggest improvements.
- Facilitating the Crime-Free Multi-Housing Program, allowing property managers to add a crime-free addendum to leases, simplifying the eviction process for tenants engaged in criminal activities.
- Collaborating with local businesses to access and utilize their security surveillance cameras for crime resolution and business protection. Providing crime prevention strategies and tips to discourage criminal activities at their establishments.
- Working with probation to identify gang members, conducting probation searches to reduce gang activity and collaborating with the Public Works Department and property owners to swiftly remove gang-related graffiti.
- Identifying homeless individuals and connecting them to available services.
- Participating in local events, parades and festivals.
- Presenting to community and school groups.
- Maintaining ongoing communication through social media and monthly NW newsletters.



COMMUNITY ENGAGEMENT

The American Canyon Police Department is committed to community-centric policing, cultivating strong connections with residents through a diverse range of community engagement initiatives.

From our annual participation in the National Night Out campaign, celebrating its 40th year by fostering police community partnerships at neighborhood block parties every first Tuesday evening in August, to collaborating with Special Olympics athletes in the annual Law Enforcement Torch Run, ACPD takes pride in actively engaging in local events. In informal yet pivotal settings, ACPD hosts "Coffee with the Cops" at local coffee shops, creating a relaxed environment for residents to connect with officers, discuss concerns and fortify community bonds. This commitment expands as ACPD opens its doors to the community through the Citizens Academy program, providing insights into law enforcement operations

These initiatives form part of a broader effort to connect with residents throughout the city, including at events like Meet Me in the Street and 4th of July, highlighting ACPD's comprehensive approach to community involvement and its steadfast dedication to creating a safer and more united American Canyon.

NATIONAL NIGHT OUT



**SAVE THE DATE FOR NATIONAL NIGHT OUT 2024
TUESDAY, AUGUST 6, 2024**



COMMUNITY ENGAGEMENT

4TH OF JULY



COFFEE WITH THE COPS



CITIZENS ACADEMY

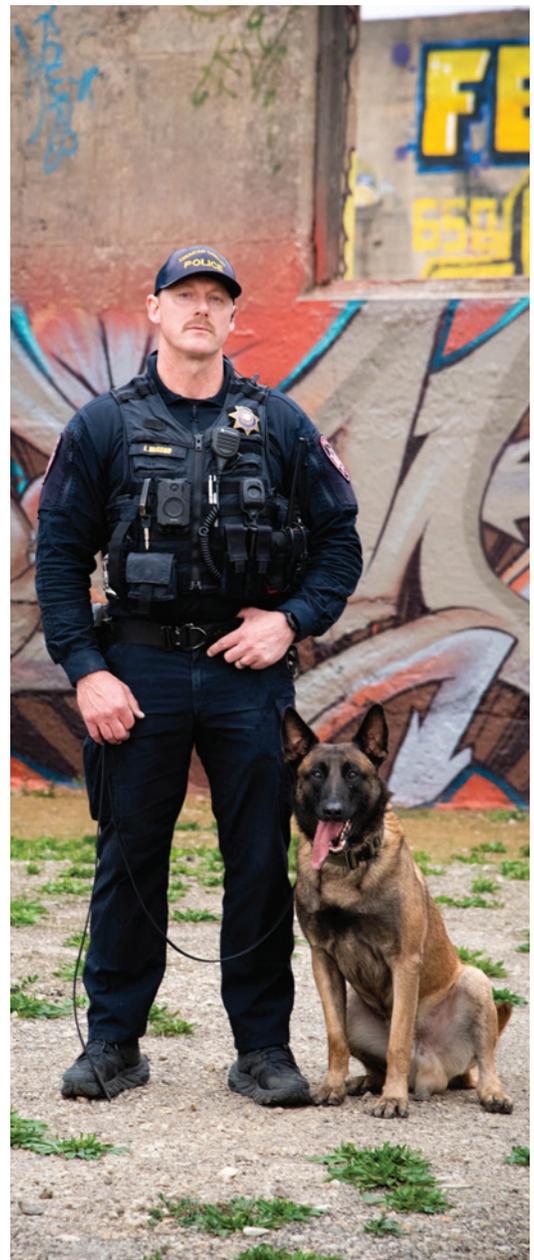


K-9 UNIT: OFFICER MCLEOD & BRODY

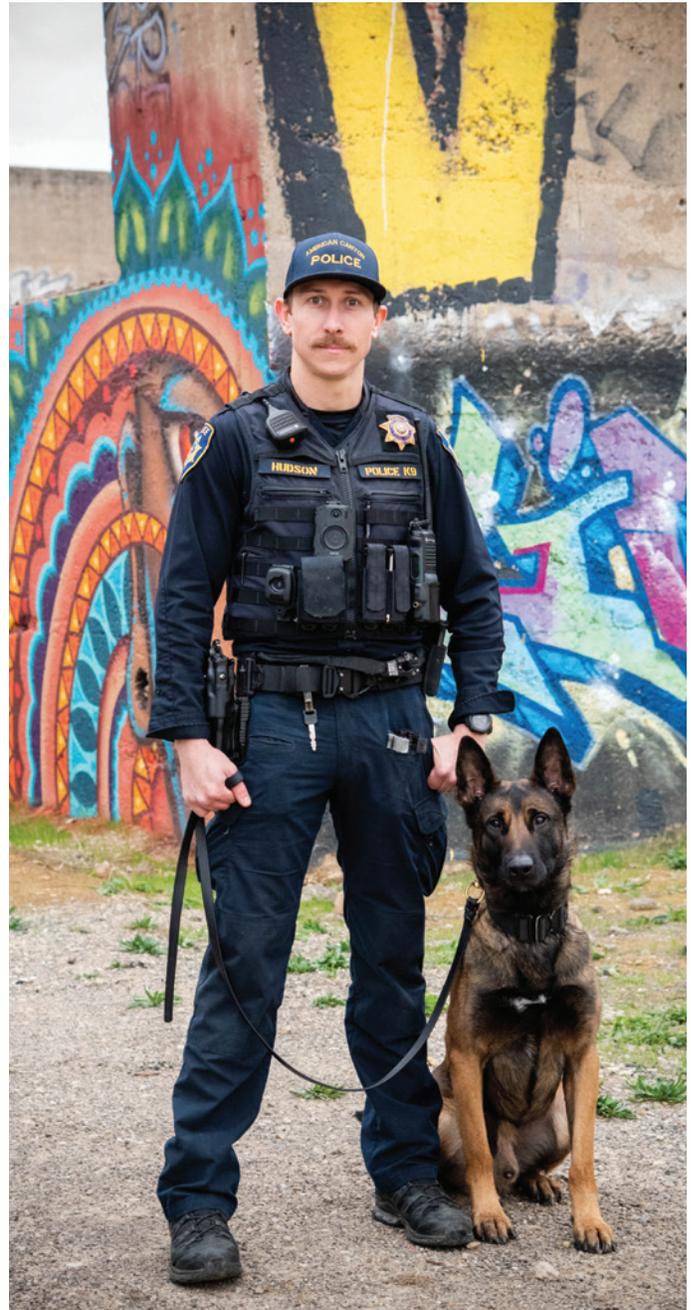
Officer Jade McLeod has worked for the Napa Sheriff's Office since January 2019, and before that, he worked with the Vallejo police department for five years. In June 2021, Officer McLeod was paired with his K9 Partner "Brody." Brody is a Belgian Malinois who turned 5 in October of 2023.

Brody weighs 84 pounds and has served the citizens of American Canyon since June 2021. When Brody is not patrolling the streets of American Canyon with Officer McLeod, he enjoys his free time at home with the McLeod family, relaxing and playing in the yard.

Brody is trained in handler protection, suspect apprehension, explosives and human detection. In 2023, Brody participated in four K-9 demonstrations, 10 bomb sweeps and 13 patrol deployments while assisting with multiple felony arrests.



K-9 UNIT: OFFICER HUDSON & BRICK



Officer Mike Hudson has worked with the Napa County Sheriff's Office since January 2017. In June 2021, Officer Hudson was paired with his K-9 partner "Brick." Brick is a 4-year-old Belgian Malinois that weighs 90 lbs. He has served the citizens of American Canyon for the past two and a half years. Brick is part of Officer Hudson's family when not at work and goes home with Officer Hudson at the end of every shift. Brick is trained in handler protection, suspect apprehension, narcotics detection and human detection. In 2023, Brick participated in four K-9 demonstrations, 16 narcotic-related deployments, 21 patrol deployments and assisted in over 30 felony arrests.

SCHOOL RESOURCE OFFICERS

School Resource Officers (SROs) are on both the American Canyon High (ACHS) and Middle School (ACMS) campuses to provide a safe school community and help youth through some difficult challenges. They work with the schools to help provide kids with the tools and understanding they need to grow into successful adults. With young residents of our city, ACPD SROs truly become the “friendly neighborhood cop.”

In 2015, we added an SRO to ACMS through a three-year contract between the Napa Valley Unified School District (NVUSD) and the City, with the increased cost covered by NVUSD. In 2021, the City and NVUSD agreed on a new contract in which the City and NVUSD share the cost, 50/50, for the SRO at both schools.

- Fiscal Year 2020/2021: NVUSD \$ 118,498 City \$ 118,498
- Fiscal Year 2021/2022: NVUSD \$ 153,754 City \$ 153,754
- Fiscal Year 2023/2024: NVUSD \$ 162,826 City \$ 162,826

The SRO program is a great example of a Community Policing strategy at work. The City and NVUSD will work towards a new agreement so that the program can continue in the upcoming school years.



OFFICER JOSH COLEMAN
ACHS RESOURCE OFFICER

Total Calls for Service at ACHS: 84
Total Police Reports Taken at ACHS: 33



OFFICER TONY HEUSCHEL
ACMS RESOURCE OFFICER

Total Calls for Service at ACMS: 38
Total Police Reports Taken at ACMS: 7



POLICE & RECORD TECHNICIANS

In addition to the sworn officers in American Canyon, ACPD also has one other Napa County employee, a Records Technician, who supports front office tasks, including phone and lobby reception, the release of police reports, processing of accounts payable, etc.

ACPD also has two civilian staff positions: City of American Canyon employees, Police Technicians.

ACPD Police Technicians provide parking enforcement, abandoned vehicle towing, property and evidence processing, assistance with traffic at schools, traffic controls during large incidents, community outreach and other special projects that may come up.

They are also specially trained to be Child Safety Seat Technicians and assist residents with properly fitting and installing their child seats.



TRAFFIC DATA

Safety for pedestrians, bicyclists and drivers on our neighborhood streets, especially in school zones, is a top priority for ACPD. Our officers and Police Technicians tend to focus on school traffic during morning drop-off and afternoon pick-up times. The remaining hours of their day are focused on community safety needs as identified either by their own observations or through complaints and accident history.

Through the City of American Canyon Traffic Calming Program, we aim to take a data-driven approach to focus infrastructure design, public education and enforcement efforts around the goal of zero traffic fatalities or severe injuries. As a community, each of us contributes to the success of ensuring American Canyon remains the best place to live, work and play safely. We encourage everyone to do their part in creating a culture of safety in our community.



Report Traffic Safety Concerns, learn more and take the We ♥ Safe Streets pledge at CityofAmericanCanyon.org/SafeStreets or scan the QR Code.

TRAFFIC	2023	2022	2021
Traffic Citations			
Traffic Citations - Local Roads	493	806	344
Traffic Citations - SR29	205	360	184
Stop Sign Violations	140	258	109
Speeding	146	352	75
School Bus Stop	95	167	86
Driving with Cell Phone	41	136	60
DUI Arrests (All)	50	63	74
DUI Cases Involving Drugs	10	11	14
Total Collisions	127	170	159
Collisions - Local Roads	67	107	89
Collisions - SR29	60	63	70
Fatal	1	0	1
Injury	32	37	44
Non-Injury	10	133	137



MEET THE NEWEST ADDITION TO OUR TRAFFIC UNIT — SERGEANT SCHNEIDER!



MASTERS OF THE ROAD: AMERICAN CANYON PD'S ADVANCED MOTOR OFFICER TRAINING



CRIME STATISTICS

- The California Department of Justice lists the 2022 clearance rate for violent crime at 41% and property crime at 7.2%. In 2022 ACPD's clearance rate for violent crimes 76% and property crimes is 43%.
- 22 incidents required the use of force.
- 8 individuals were taken into temporary custody for mental health evaluations.
- 60 illegally possessed firearms were seized by ACPD.

STATISTICS	2023	2022	2021
Crimes			
Homicide	0	0	0
Rape	13	7	3
Robbery	11	16	10
Assault	98	147	136
Burglary	24	29	37
Larceny	256	290	280
Auto Theft	65	70	57
Recovered Stolen Vehicles	25	24	-
Other Data			
Calls for Service	15,294	16,702	15,903
Reports	1,173	1,814	1,671
Arrests	607	517	482
Misdemeanor Citations	172	344	242
Pursuits	42	67	42
Terminated Pursuits	14	15	-

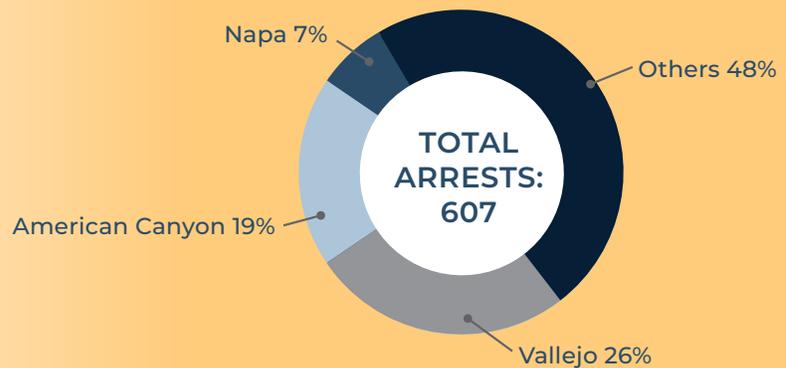
CALLS FOR SERVICE

NSO - 25,056

ACPD - 15,294

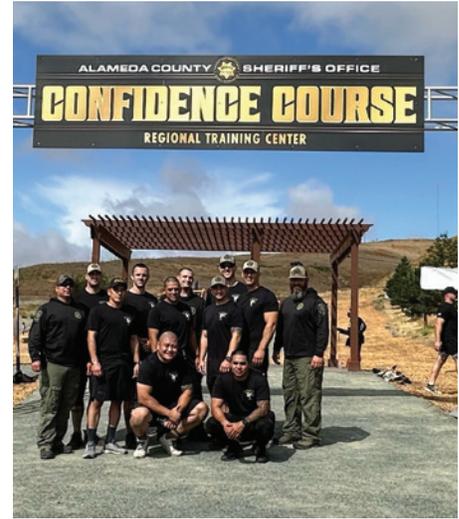
ARRESTS BY HOME CITY

TOTAL: 607





ADDITIONAL RESOURCES



In addition to the services the American Canyon community receives from the 26 personnel working in American Canyon, there are many services that the Sheriff's Office provides. Additional services include hiring, training, worker's compensation, Honor Guard, SWAT, crisis negotiation, civil process, Coroner's Office, investigations, records, NSIB, sUAS ("drone") Team, Mobile Field Force and problem-oriented policing. A few of these services are described in more detail below.

SPECIAL WEAPONS AND TACTICS

The SWAT (Special Weapons and Tactics) team is utilized to minimize dangers to the public, employees and suspects in critical incidents. A critical incident refers to hostage situations, armed barricaded subjects, sniper situations, other incidents that present a high degree of danger to life or property, search and rescues, crowd control events and any event requiring the response of specially trained personnel to resolve the situation.

The SWAT Team comprises 12 deputies trained in the use of special weapons, anti-sniper tactics, methods of capturing armed barricaded suspects, rescuing hostages, search and rescue, crowd control, disaster assistance and other tactics and skills necessary for the resolution of critical incidents.

The Sheriff's SWAT team comprises deputies with patrol experience, who must pass an interview process, a rigorous physical test and a Basic SWAT Academy. Each SWAT member participates in approximately 144 hours of additional tactical training per year. The Sheriff's SWAT team frequently trains with the Napa Police Department. Both SWAT teams respond together to most critical incidents. Both teams utilize Crisis Negotiators (eight trained members) to bring peaceful resolution to hazardous situations.

NAPA SPECIAL INVESTIGATIONS BUREAU (NSIB)

The Napa Special Investigations Bureau is a county-wide drug task force comprised of Napa County Sheriff's Office, Napa Police Department, California Highway Patrol, Napa County District Attorney's Office and Napa County Probation Department employees. They also specialize in the investigation of human sex trafficking cases.



ADDITIONAL RESOURCES

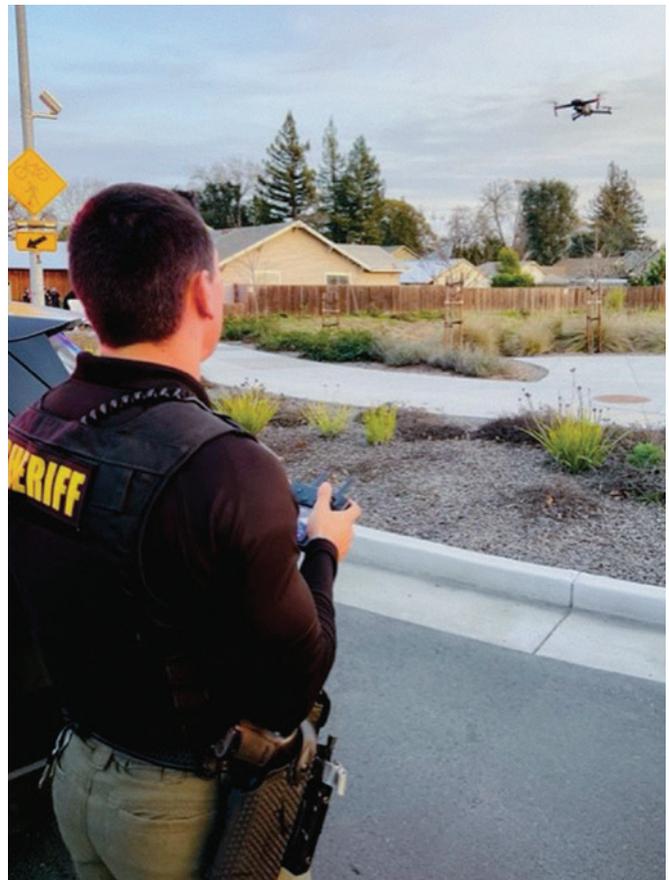
sUAS TEAM

The Napa Sheriff's Small Unmanned Aircraft System Team (sUAS) or Drone Team is an integral part of law enforcement operations and is a valuable resource that helps protect the safety of the community and our Deputies. The team comprises seven pilots who have undergone strict training and licensing certified by the Federal Aviation Administration (FAA). The team also attends monthly departmental training focusing on flight proficiency, legal and policy compliance and scenario-based exercises.

When available and used, drones allow law enforcement officers to approach and evaluate situations at a distance. In turn, this can provide for safer outcomes for potentially violent events. Drones also have the ability to search terrain that is not easily or quickly accessible by car or foot and can provide aerial support for search and rescue missions. This occurred several times in 2023 when our team assisted in looking for missing persons in rural areas.

The team was deployed 70 times in 2023 to assist with law enforcement-related calls. Many of these calls involved armed barricaded suspects or suspects who had fled on foot from crimes and were hiding in or around community members' properties. Throughout the year, the team also flew to take evidentiary crime scene photos for community outreach demonstrations and to evaluate flood damage during Napa County's major winter storms. The team assisted neighboring law enforcement agencies 30 times throughout the year.

The Sheriff's Office has always adhered to strict FAA regulations for its drone team. In 2023, the team underwent a stringent renewal process for its waivers from the FAA, granting specific permissions to operate and fly our drones for the community. Team goals for 2024 are to begin regional law enforcement drone training and team expansion by adding additional pilots and drone equipment.



ADDITIONAL RESOURCES

HAZARDOUS DEVICES TEAM (BOMB SQUAD)

The Napa County Sheriff's Office Explosives Ordinance Disposal Team (EOD), commonly referred to as the Bomb Squad, responds to calls for service related to suspicious packages, unexploded ordinance, improvised explosive devices, homemade devices and labs within all areas of the county of Napa. Additionally, they provide the same services for the counties of Solano and Lake. EOD K-9s assist them from Napa and Solano Counties with explosives sweeps for large public events and dignitaries visiting the Napa Valley. Additionally, they provide demonstrations and education to patrol deputies at the agency and academy levels. Team members are responsible for the inspection and compliance overview of blasting permits in Napa County.

Team members attend an intensive 6-week training course and are governed by FBI guidelines for training and readiness. Members are required to maintain a minimum of 24 hours or related training per month and a 40-hour course per year.

HIGHLIGHTS

- 7 call-outs for suspicious packages, military ordinance, hoax devices, explosives recovery and disposals, including calls in Napa, Solano and Lake Counties.
- 6 explosives and suspicious package sweeps at public events. EOD K-9s were utilized on all of the sweeps.
- 2 public demonstrations and law enforcement education and training classes.



ADDITIONAL RESOURCES



HONOR GUARD

The Napa Sheriff's Office Honor Guard was formed to perform official remembrance ceremonies and funeral details for law enforcement professionals who have passed away in the line of duty. The Honor Guard also conducts flag raising duties at various civic events that require a dignified display and presentation of our nation's flag. The Honor Guard is trained in the aspects of drill and ceremony, flag presentations, and funeral details.

The Honor Guard provides a symbolic and professional display of respect and gratitude for officers who have died either in the line of duty, while an active member of the department or after they retire from the department. The Honor Guard provides a positive image as ambassadors of the Napa Sheriff's Office, the County of Napa and the community by participating in memorials, parades and other special events.

MOBILE FIELD FORCE

The Napa Sheriff's Office trains and equips a Mobile Field Force (MFF) team. The team comprises 25 Deputies and three Sergeants (many of whom are assigned to ACPD). All of the MFF team members attend a 40-hour training course through the Federal Emergency Management Agency (FEMA), along with refresher training throughout the year. The Lieutenant who oversees the team can also call upon the MFF to fill mutual aid requests for areas impacted by earthquakes, floods or fires.



ADDITIONAL RESOURCES

INVESTIGATIONS BUREAU (DETECTIVES)

The Investigations Bureau is responsible for all criminal investigations and works closely with the crime lab. The Bureau has a Lieutenant, a Detective Sergeant, seven Investigators and a Secretary. There are two Evidence Specialists and an Evidence Technician in the Evidence Bureau.

Investigators perform follow-up on crimes against persons, such as sexual assaults, child abuse and neglect, elder and dependent adult abuse, domestic violence, murder, manslaughter, questionable deaths, mayhem, kidnapping, as well as all criminal offenses committed within county correctional facilities. They also investigate major property crimes, including frauds, embezzlements, forgeries, computer crimes and runaway juveniles/missing persons. All investigators are part of the Napa County Major Crimes Task Force.

HIRING

Applicants face a rigorous hiring process. They file an application, go through an oral interview, complete a pre-background packet, complete waivers and a 25-page background packet and go through another interview about the information contained in the packets. A thorough background investigation is then conducted (friends, family, co-workers and neighbors are contacted, credit and criminal history checks are completed). Applicants must pass a physical agility test and complete a polygraph packet and exam. If the applicant has not been disqualified, they may receive a conditional job offer. The conditional part means that they have a job if they successfully pass a physical exam, psychological exam and Sheriff's Interview. In addition, the new hire must successfully complete a 16-week field training program with experienced deputies. The Sheriff's Office Administrative Lieutenant oversees recruitment, testing and background investigations.

TRAINING

The Administrative Lieutenant is responsible for ensuring department-wide compliance with Peace Officer Standard Training (POST) requirements. POST has established training and hiring standards for law enforcement in California. Deputies must attend a 664 (minimum) hour basic academy and then successfully complete a field training program after being hired.

After completing their probationary period, Deputies must attend regular training that includes a minimum of 24 hours of perishable skills training every two years and 24 additional hours of continuing professional training every two years. The perishable skills training includes driving, firearms, defensive tactics, First Aid/CPR and Tactical Communication.

The Sheriff's Office Administrative Lieutenant ensures officers assigned to ACPD meet their POST training requirements. In addition to minimum requirements, the Lieutenant works with the Chief of Police to ensure officers attend training that aligns with the officer's assignment at ACPD.



ANIMAL SERVICES

American Canyon has a separate contract (\$62,970 for FY 23/24) with Napa County Sheriff's Office for Animal Services. Animal Services Officers work out of the main Sheriff's Office on Airport Blvd. The officers are supervised by a Napa Sheriff's Sergeant. There is one Senior Animal Services Officer and five Animal Services Officers. There is at least one Animal Services Officer working 7 days a week, between 6 AM and 11 PM. After 11 PM, an officer is assigned to be on call for emergencies only; emergencies primarily consist of vicious or injured animals.

Animal Services (officers) is separate from the Animal Shelter, which is run by Napa County Environmental Management. Animal Services Officers do not investigate noise complaints (usually barking dogs); those complaints are handled by the American Canyon Police Department. Generally, Animal Services Officers deal with domestic animals; California Fish and Wildlife handles wild animals.

The Animal Services Officer's primary mission is to prevent the spread of rabies. They investigate dog bites and dangerous animals, capture stray or injured animals and investigate the abuse or neglect of animals in unincorporated Napa County, and the cities of Napa, American Canyon and Yountville.

Officers deal with a variety of types and sizes of (mostly) domestic animals. In addition to dogs and cats, they have handled cows, horses, roosters, llamas, emus, goats, rabbits, skunks, snakes and bats.

**IN 2023, ANIMAL SERVICE OFFICERS
HANDLED 3,989 INCIDENTS, 612 IN AMERICAN CANYON.**





AMERICAN CANYON POLICE DEPARTMENT

2023 ANNUAL REPORT

CONTACT US

Public Safety Building
911 Donaldson Way East
American Canyon, CA 94503
Emergency — 911
Non-Emergency — (707) 551-0600
Dispatch — (707) 253-4451
[CityofAmericanCanyon.org/Police](https://www.cityofamericancanyon.org/Police)

FOLLOW US

Facebook @American.Canyon.Police.Department
Instagram @amcanpd

YEAR-ROUND PRESCRIPTION DRUG DISPOSAL BIN

Our lobby houses a prescription drug disposal bin where you can safely and responsibly dispose of your expired or unused medications — it's entirely FREE. Simply secure your medications in a plastic bag before dropping them off. Remember to recycle your empty plastic bottles at home. Please note: NO NEEDLES and NO LIQUIDS are accepted.



TITLE

2023 Annual Communications Report

RECOMMENDATION

Receive and file the Annual Communications Report for 2023.

CONTACT

Jen Kansanback, Communications Manager

BACKGROUND & ANALYSIS

Effective communication and public engagement are essential to the successful delivery of City of American Canyon services and programs. Through our communication and engagement efforts, we aim to increase the community's sense of connection with city services and one another. American Canyon ensures our communications efforts are streamlined to increase the level of engagement in our messaging through collaboration across our departments and our community partners.

The 2023 Annual Communications Report (Attachment 1) presents key data and analytics from the year, along with insights into Communications Toolset and Use Cases. It also provides a summary of major projects and initiatives completed. Embedded within the Report is the 2023 Communications Dashboard, featuring analytics on email delivery, city website usage and accessibility, and social media platforms such as Facebook, Nextdoor, Instagram, and YouTube.

In 2023, our communication efforts were guided by several themes, examples of which are detailed in the Annual Communication Report:

- **Help Us Help You**

Objective: Increase resident engagement through digital communication channels. Aligned with the City's core value of "Transparency and Accountability," this theme encourages residents to connect with the City through its primary digital communication channels. By actively participating on platforms such as GovDelivery, Alert Napa County and social media, residents can directly receive crucial information and updates straight from the source.

- **Live, Work, and Play**

Objective: Promote the city's vibrant lifestyle and offerings for residents, businesses and

visitors. Aligned with the City Council's objective to showcase American Canyon's holistic offerings, this theme focuses on highlighting ongoing efforts and projects that make American Canyon an exceptional place to live, work and recreate. American Canyon takes pride in its residents, businesses, and staff, recognizing them as the heart and soul of the community. Through engaging narratives and profiles, the City celebrates the rich tapestry of experiences and contributions that define its identity. By amplifying the voices of local stakeholders, these stories not only foster a sense of belonging but also inspire civic pride and solidarity, reinforcing the bonds that unite the community.

- **Strategic Plan**

Objective: Unify American Canyon residents around the City Council's key themes, fostering a shared vision for a vibrant and sustainable future. Focus on the key message of embracing the symphony of American Canyon's growth, harmony and sustainability. The City Council has identified the following themes:

- Jobs and Housing Balance
- Community Growth and Development
- World-Class Civic Facilities
- Environmental Sustainability

In 2023, notable accomplishments and projects included the rebranding and relaunch of the Recreation Summer Guide, a stock photoshoot, several annual reports, City Council Community Updates, quarterly communications strategy meetings and advanced media monitoring. In the coming months, we have several initiatives planned, including:

1. Improving the Annual Water Quality Report to enhance the clarity and accessibility of our water quality information.
2. Releasing Recreation Summer and Fall Activity Guides to provide comprehensive guides of upcoming recreational activities for our community members.
3. Launching a new website with Open Cities content management system and .gov domain.
4. Finalizing the Strategic Communication Plan to ensure our communication strategies align with long-term goals and objectives.
5. Updating the Style Guide to maintain consistency and professionalism in our communications.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The Fiscal Year 23/24 Budget for the Communications Division is \$432,000, with one and a half (1.5) full-time equivalent employees and a variety of support services. The City expends about \$20 per year, or .05 cents per day per resident on communications.

ENVIRONMENTAL REVIEW

None

ATTACHMENTS:

[2023 American Canyon Annual Communications Report](#)



CITY OF AMERICAN CANYON

Annual Communications Report



TABLE OF CONTENTS

TEAM OVERVIEW.....	3
COMMUNICATION THEMES.....	4
AUDIENCE.....	6
TOOLSET & USE CASES.....	8
MEASURING RESULTS / METRICS.....	13
KEY ACCOMPLISHMENTS/PROJECTS.....	15
LOOKING AHEAD: UPCOMING PRIORITIES/INITIATIVES.....	23
DASHBOARD REPORTS.....	26

TEAM OVERVIEW

Staff Resources

Communications Manager (Full-Time)

The Communications Manager develops and manages American Canyon's external communications. This role is responsible for the development of communications collateral and distribution through the City's communications channels, including website, social media and email. The manager is the primary contact for all communications-related work for the City.

Communications Coordinator (Part-Time)

The Communications Coordinator assists the Communications Manager in execution of the City's external outreach. The coordinator reports directly to the Communications Manager and may be responsible for development and distribution of communications collateral with oversight from the Communications Manager. This role may be intermittently staffed based on the needs of the City.

Department Heads

Department heads and other key staff serve as content drivers, working with the communications team to identify community outreach needs.

Tripepi Smith (External Partner)

The City partners with [Tripepi Smith](#), a marketing and communications consulting firm, to provide a wide range of regular communications support including graphic design, written content, website support, social media and more. Principals at the firm are available to provide after-hours crisis communications support as necessary.

Operational Tactics

- ◆ Utilize the website as a central information source.
- ◆ Empower departments to participate in the communications process through regular content planning sessions, structured processes and training/integration into tech tools.
- ◆ Utilize tools like Sprout Social and Canva to increase efficiency and elevate the quality of work product.
- ◆ Establish a content calendar to organize communications efforts and encourage cross-departmental feedback.
- ◆ Manage content calendar through quarterly communications strategy meetings with department heads.
- ◆ Provide guidelines and tools to create consistent communication.
- ◆ Solicit Council and community feedback.

- ◆ Monitor and respond (if appropriate) to community sentiments.
- ◆ Develop proactive content for storytelling.

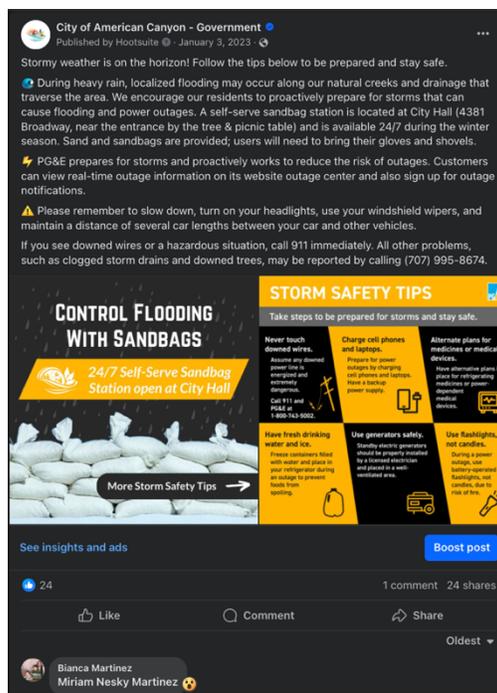
COMMUNICATION THEMES

The following themes guide and influence the City’s communications:

Help Us Help You

Objective: Increase resident engagement through digital communication channels.

Aligned with the City's core value of “Transparency and Accountability,” this theme encourages residents to connect with the City through its primary digital communication channels. By actively participating on platforms such as GovDelivery, Alert Napa County and social media, residents can directly receive crucial information and updates straight from the source.



Live, Work, Play

Objective: Promote the city's vibrant lifestyle and offerings—including its beautiful open spaces and outdoor areas—for residents, businesses and visitors.

Aligned with the City Council's objective to showcase American Canyon's holistic offerings, this theme focuses on highlighting ongoing efforts and projects that make American Canyon an exceptional place to live, work and recreate. American Canyon takes pride in its residents, businesses, and staff, recognizing them as the heart and soul of the community. Through engaging narratives and profiles, the City celebrates the rich tapestry of experiences and contributions that define its identity. By amplifying the voices of local stakeholders, these stories not only foster a sense of belonging but also inspire civic pride and solidarity, reinforcing the bonds that unite the community.

Semi-Private lessons

Shrimps (5-7 years)

This class is designed for swim participants five (5) to seven (7) years of age with a max enrollment of two (2) students to one (1) instructor. Class is designed around age, rather than swimming ability; swim lesson plans are custom made specifically designed around each participant's swimming ability, allowing more one-on-one instruction.

Lobsters (8-12 years)

This class is designed for swim participants eight (8) to twelve (12) years of age with a max enrollment of two (2) students to one (1) instructor. Class is designed around age, rather than swimming ability; swim lesson plans are custom made specifically designed around each participant's swimming ability, allowing more one-on-one instruction.

Session 1: 6/20-6/29 (No class meeting on: 6/19)

	8:30am	10:00am	5:30pm	7:00pm
Shrimps (5-7 yrs.)	71106.401	71106.402	71106.403	71106.404
Lobsters (8-12 yrs.)	71107.301	71107.302	71107.303	71107.304

Session 2: 7/05-7/13 (No class meeting on: 7/03 & 7/04)

	8:30am	10:00am	5:30pm	7:00pm
Shrimps (5-7 yrs.)	71106.405	71106.406	71106.407	71106.408
Lobsters (8-12 yrs.)	71107.305	71107.306	71107.307	71107.308

Session 3: 7/17-7/27

	8:30am	10:00am	5:30pm	7:00pm
Shrimps (5-7 yrs.)	71106.409	71106.410	71106.411	71106.412
Lobsters (8-12 yrs.)	71107.309	71107.310	71107.311	71107.312

Session 4: 7/31-8/10

	8:30am	10:00am	5:30pm	7:00pm
Shrimps (5-7 yrs.)	71106.413	71106.414	71106.415	71106.416
Lobsters (8-12 yrs.)	71107.313	71107.314	71107.315	71107.316

Session 5: 8/14-8/24

	8:30am	7:00pm
Shrimps (5-7 yrs.)	71106.417	71106.418
Lobsters (8-12 yrs.)	71107.317	71107.318

Semi-Private Fees

	Residents	Nonresidents
Private Fee (Session 1)	\$92	\$107
Private Fee (Session 2)	\$76	\$94
Fee:	\$105	\$121

REGISTER AT
CityOfAmericanCanyon.org

Private lessons

Private (3+ years)

Our private swim lessons are one (1) to one (1) student to instructor ratio. Each class is developed and designed to be structured around the participant's swimming ability. Our instructors create individualized and custom swim lesson plans that are specific to the participant and their swimming ability. This class is perfect for participants as young as 3 years old to adults due to its one-on-one instruction and custom swim lesson plans.

Private Swim Lesson Fees

	Residents	Nonresidents
Private Fee (Session 1)	\$132	\$152
Private Fee (Session 2)	\$113	\$130
Fee:	\$150	\$172

Session 1: 6/20-6/29 (No class meeting on: 6/19)

	8:30am	10:00am	10:30am	11:00am	11:30am	12:00pm	4:30pm	5:30pm	6:00pm	6:30pm	7:30pm
Spaces (15 Spaces)	(1 Space)	(5 Spaces)	(5 Spaces)	(5 Spaces)	(2 Spaces)	(2 Spaces)	(7 Spaces)	(1 Space)	(3 Spaces)	(3 Spaces)	(5 Spaces)
Code	71108.801	71108.802	71108.803	71108.804	71108.805	71108.806	71108.807	71108.808	71108.809	71108.810	71108.811

Session 2: 7/05-7/13 (No class meeting on: 7/03 & 7/04)

	8:30am	10:00am	10:30am	11:00am	11:30am	12:00pm	4:30pm	5:30pm	6:00pm	6:30pm	7:30pm
Spaces (15 Spaces)	(1 Space)	(5 Spaces)	(5 Spaces)	(5 Spaces)	(2 Spaces)	(2 Spaces)	(7 Spaces)	(1 Space)	(3 Spaces)	(3 Spaces)	(5 Spaces)
Code	71108.812	71108.813	71108.814	71108.815	71108.816	71108.817	71108.818	71108.819	71108.820	71108.821	71108.822

Session 3: 7/17-7/27

	8:30am	10:00am	10:30am	11:00am	11:30am	12:00pm	4:30pm	5:30pm	6:00pm	6:30pm	7:30pm
Spaces (15 Spaces)	(1 Space)	(5 Spaces)	(5 Spaces)	(5 Spaces)	(2 Spaces)	(2 Spaces)	(7 Spaces)	(1 Space)	(3 Spaces)	(3 Spaces)	(5 Spaces)
Code	71108.823	71108.824	71108.825	71108.826	71108.827	71108.828	71108.829	71108.830	71108.831	71108.832	71108.833

Session 4: 7/31-8/10

	8:30am	10:00am	10:30am	11:00am	11:30am	12:00pm	4:30pm	5:30pm	6:00pm	6:30pm	7:30pm
Spaces (15 Spaces)	(1 Space)	(5 Spaces)	(5 Spaces)	(5 Spaces)	(2 Spaces)	(2 Spaces)	(7 Spaces)	(1 Space)	(3 Spaces)	(3 Spaces)	(5 Spaces)
Code	71108.834	71108.835	71108.836	71108.837	71108.838	71108.839	71108.840	71108.841	71108.842	71108.843	71108.844

Session 5: 8/14-8/24

	5:30pm	6:00pm	6:30pm	7:30pm
Spaces (15 Spaces)	(3 Spaces)	(3 Spaces)	(3 Spaces)	(3 Spaces)
Code	71108.846	71108.847	71108.848	71108.849

Council Themes

Objective: Unify American Canyon residents around the City Council's key themes, fostering a shared vision for a vibrant and sustainable future. Focus on the key message of embracing the symphony of American Canyon's growth, harmony and sustainability.

The City Council identified four themes during its April 2023 retreat:

1. Jobs and Housing Balance
2. Growth and Pro-Development Mindset
3. World-Class Civic Facilities
4. Environmental Sustainability

Campaign Examples:

- ◆ Distributed GovDelivery email blasts for new job postings. Developed social media campaigns encouraging users to subscribe to Government Jobs to stay up-to-date of job openings. Include upcoming and current listings on monthly bill inserts.
- ◆ Launched social media campaign that highlights projects that are under review with the Community Development Team. Called attention to Community Development team and projects by crafting social media campaign during Community Development Month. List all projects — in review, approved and active — on the City's Development Project webpage.
- ◆ Featured new developments and enhancements to City facilities (playgrounds, trails, etc.) via GovDelivery email blasts and social media posts. The content within email blasts and social media included mockups, videos and images.
- ◆ Published press releases, email blasts and social media posts that promote sustainability in the City. Campaigns highlighted topics such as Clean Sweep Month (which was also featured August bill insert), Napa Valley Transportation Authority's V-Commute Program and the Napa County Climate Challenge.

AUDIENCE

Target Audiences

While American Canyon is primarily interested in communicating with its residents, there are additional audiences that should also be considered in the City's

communications efforts. The following is a list of the various target audiences that staff has identified that make up our community:

Residents

The majority of American Canyon's communication efforts focus on residents. The median age in American Canyon is 37.3, with ages spread over the following categories:

- ◆ 12.7%: Seniors (65+)
- ◆ 61.8%: Adults (18-64)
- ◆ 25.5%: Children (Under 18)

Within this group, however, there are a few key populations to consider:

- ◆ Registered Voters (13,382)¹
- ◆ Non-English Speakers

The City tailors communications to specific resident populations as appropriate to ensure effective outreach.

Local Business Owners and Employees

Local business owners and employees form another key audience for American Canyon. While these individuals may not be residents, certain actions — particularly those related to economic or community development — have a direct impact on them and necessitate active communication.

Napa Valley Unified School District (NVUSD)

Students and parents within NVUSD are also the focus of strategic outreach.

American Canyon offers a variety of programs to local students and leverage tools like Peachjar to reach this population with targeted information.

Tourists

As American Canyon continues to grow its reputation as a wonderful place to Live, Work and Play, tourists are a growing audience for the City.

Potential New Residents

People who are considering and evaluating American Canyon as a home.

Demographics

American Canyon has a population of approximately 21,432 people with 5,725 total households and an average household size of 3.77 people². The City's population is composed of:

¹ As of October 2023. Provided by Napa County Registrar of Voters.

² Demographic information obtained from [Census.gov](https://www.census.gov).

- ◆ 7,222 Asian residents (33.7%)
- ◆ 6,558 Hispanic residents (30.6%)
- ◆ 6,751 Caucasian residents (31.5%)
- ◆ 1,628 residents of another ethnicity (7.6%)³

Approximately 43.2% of the population speaks a language other than English at home. The most common non-English languages spoken at home in American Canyon are Spanish and Tagalog.

The median property value in American Canyon is \$638,800 and the owner-occupied housing rate is 79.0%. The median household income is \$122,694 and the poverty rate is 7.4%, which is lower than the County’s rate of 8.6%. The average commute time for residents is 34.9 minutes and the average car ownership is 3 cars per household.

TOOLSET & USE CASES

Social Media

Social media is a powerful, flexible and cost-effective tool that can target specific segments of the community. Unlike traditional media, social media has the potential for enhanced connectivity and ongoing direct engagement through two-way communication. The City has established Facebook pages, Instagram profiles, a Nextdoor Agency Page and a YouTube channel.



Facebook Pages

Nearly everyone who uses other social networks can also be reached on Facebook. There are over 240 million Facebook users in the U.S. and, as of 2023, the average user spends 30 minutes per day on the Facebook app and/or Facebook.com.⁴

According to Pew Research data from 2021, nearly 70% of U.S. adults use Facebook — close to or more than double the share that uses Instagram (40%), LinkedIn (28%) or Twitter (23%).⁵ Facebook, then, becomes a prime social media tool for adults 18-64. Its strong tie to Instagram (especially for advertising purposes) is a bonus when trying to reach adults 18-49.

³ [Data USA.](#)

⁴ [U.S.: Facebook users 2018-2027 | Statista](#) & [42 Facebook Statistics Marketers Need to Know in 2023.](#)

⁵ [10 facts about Americans and Facebook | Pew Research Center.](#)

The City's main Facebook page is leveraged to post a wide array of content, spanning educational messages, City highlights and accomplishments, staff spotlights, events and more. The City also has a Parks & Recreation page, a Police Department page and a City Manager Jason Holley page, along with access to public safety partner pages.

The City Manager page is designed to amplify the City's communication efforts by resharing posts regarding public meeting notifications, newsletters, media releases, job announcements, major construction updates and employee recognitions. The page also collaborates with external partners to reshare their social content regarding news or recognition about the city and/or its employees. Original content, curated at the City Manager's discretion, features highlights such as the City Manager's significant speaking engagements and contributions to industry thought leadership.



Instagram Profiles

The City began using Instagram in July 2018 and has devoted one profile to Parks & Recreation content and one profile to Police Department content. Parks & Recreation content creation and distribution is a collaborative effort within the department, led by the Parks & Recreation Director. Police Department content creation and distribution is also a collaborative effort within the department, with additional support from the Communications Department and Fire District partners.



Nextdoor Agency Page

Led by the Communications Manager, the City's Nextdoor Agency Page posts focused on pressing notifications rather than the lighter, "feel good" posts featured on its Facebook and Instagram profiles. Whenever the Agency Page publishes a post, the City's 8,300+ Nextdoor members are notified. Depending on individual user settings, this means either an instantaneous email or a "digest" email at a later time. It is this exact feature that makes Nextdoor such a valuable communication tool for the City. Unlike other social networks, it does not implement an algorithm to stifle what content users see from the Agency Page.

Email (GovDelivery)

The City uses Granicus' GovDelivery platform to send email messages to subscribers who self-select which topics they are interested in. The City collects email addresses primarily through a sign-up form on the City website, which is

regularly promoted via social media, email blasts and flyers. Occasionally, staff will manually upload email address lists they've collected outside of GovDelivery from other City platforms.

As of December 2023, the City has collected 21,416 unique email addresses in its GovDelivery database. There are a total of 68,874 subscriptions across 29 Topic Lists, meaning the average Subscriber has subscribed to 3.2 Topic Lists. The City Manager's Updates List is by far the most popular with 13,893 subscriptions.

There are a number of recurring email newsletters:

1. **Around Town Newsletter - Community Development (Monthly):** 3,598 subscribers
2. **City Manager's Updates (Bi-weekly):** 13,893 subscribers
3. **Parks & Recreation Newsletter (Monthly):** 10,076 subscribers
4. **Rebates & Resources Newsletter (Monthly, only to new water customers):** subscriber count varies
5. **American Canyon Neighborhood Watch Newsletter (Monthly):** 4,112 subscribers

In addition, emails are used to share agendas for Council and Commission meetings, distribute public notices and more. The City has the ability to design its own GovDelivery email templates with City-specific branding, which makes it easier for staff to generate individual email messages. By leveraging GovDelivery's analytics on subscribers and open rates, the City can use messages to strategically drive desired user behaviors. Examples: "welcoming" new subscribers on a monthly basis or encouraging users to self-select other Topic Lists that might be interesting to them.

[Website – CityOfAmericanCanyon.org](https://www.cityofamericancanyon.org)

A public agency's website is one of its most powerful tools for delivering messages to its community, providing transparent information and helping residents connect with staff. It serves as a platform for the latest news and developments in the City, a showcase for City services/programs and a place to conduct City business.

The City's website at CityOfAmericanCanyon.org currently uses the Granicus govAccess content management system (CMS). A website redesign is underway through OpenCities and will offer a streamlined approach for users to engage with the City. Content will be organized under three sections: Live, Work and Play. The new website will be launched by July 2024.

After launch, the communications team will use the News section of the website for all announcements, notifications and updates. Social media and newsletter updates will flow from this, as appropriate. The News feature will serve as the main source of timely communication for residents, offering a one-stop shop for key city information and new developments.

Media Pitches and Media Releases

The City increases media coverage through a mix of media pitches and press releases. Some media outlets, such as the Napa Valley Register, have noted they prefer the City submit press releases instead of pitching story ideas. As the City builds deeper relationships with reporters, it will continue to customize its approach to ensure a customized and effective approach with each outlet.

The City's Communications team generates story ideas by staying up to date with each department's new projects and programs. The Communications Manager has set up regular check-in calls with community development staff to ensure the department's projects and programs are shared in a timely manner and may set up additional check-ins with other departments as opportunities arise.

City staff should forward any story ideas to the Communications Manager.

Media Relations

By implementing a media relations strategy, the City of American Canyon helps ensure regular coverage of City news. The City's Communications Manager is responsible for executing the strategy and is the main point of contact for media outlets.

Local and Regional Media Outlets

The Press Democrat, Napa Valley Register, Highway 29 Media and Vallejo Times-Herald are the primary media outlets covering news related to American Canyon. The City has contacts at these outlets and proactively works on building stronger relationships with reporters assigned to cover American Canyon. As part of ongoing efforts, the City should plan to schedule regular check-in calls and/or emails with reporters to keep American Canyon news top of mind.

Occasionally, the City may also reach out to niche magazines — such as the National Recreation and Park Association's Parks & Recreation magazine, Western City magazine or Municipal Magazine — to pitch relevant story ideas.

Print Collateral

The City also leverages print collateral as a communications tool, ensuring that residents are engaged through both digital and traditional means. Print pieces include, but are not limited to, the following:

- ◆ Annual Reports
- ◆ Door Hangers
- ◆ Bill Inserts
- ◆ Construction Signs
- ◆ Flyers
- ◆ Postcards

Alert Napa County

As part of the Napa County Operational Area, emergency incident response in American Canyon is a collaboration between the City of American Canyon, American Canyon Fire Protection District, American Canyon Police Department (ACPD), Napa County Sheriff's Office (NCSO), and the Napa County Office of Emergency Services (OES). Personnel within these teams foster relationships year-round with the goal of keeping all residents informed during any situation that poses risk to the community.

Alert Napa County is an incredibly important tool for emergency notifications; in times of crisis, quickly distributing urgent messages can literally save resident lives and property. Through Alert Napa County, messages are sent by NCSO on behalf of ACPD for emergent or time-sensitive important information.

Alert Napa County recipients must opt-in to receive alerts via email, robocall voice messages or SMS (text message).

Public Access Television: Napa Valley Media Audiovisual Productions

Local cable access television is a more traditional city communication platform, with anecdotal evidence suggesting the senior community values it as a medium from which to receive news and information. The City works with Napa Valley Media (NVM) to stream public meetings, feature slides/graphics on Channel 28 and broadcast special events — including State of the City and Veterans Day.

NVM receives a portion of the City's fees for cable TV, which covers public meetings. For special event broadcasts, the City has access to a reduced rate. There is no charge to showcase slides/graphics.

MEASURING RESULTS / METRICS

A Look at the Numbers

178

Posts/month
(across all FB & IG pages)



29

Newsletters/month



19,781

Webpage visits/month



21,416

GovDelivery Subscribers



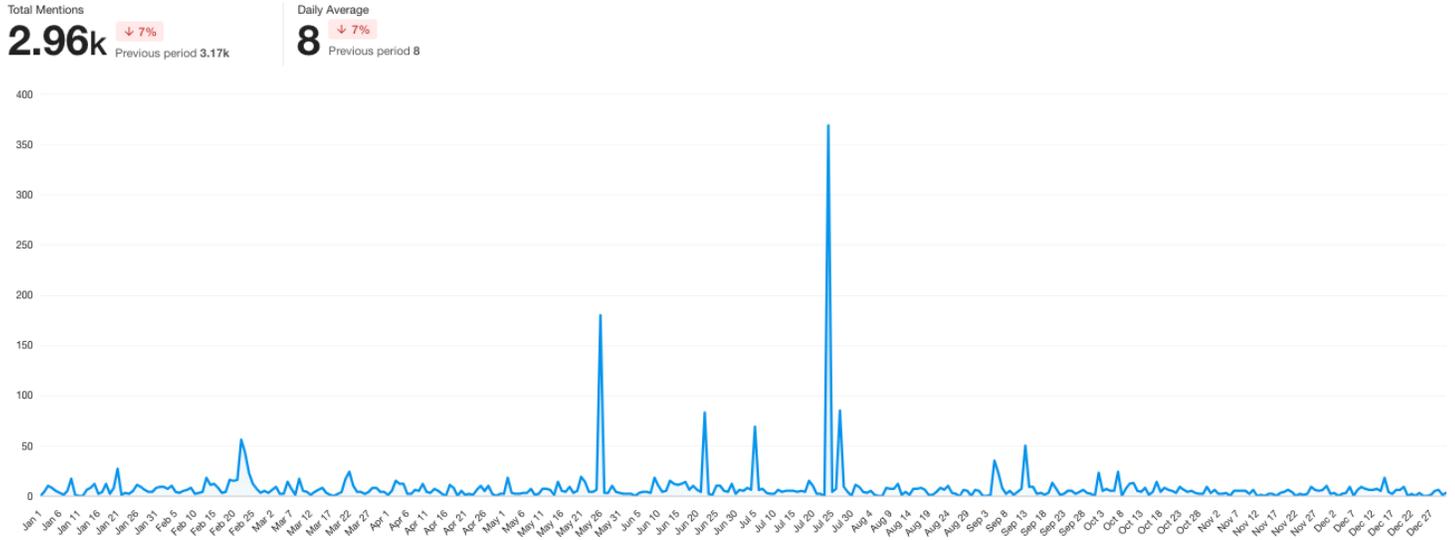
68%

GovDelivery Engagement Rate



Media Mentions – Trending Themes: 2023 Media Mentions Word Cloud

Mentions Trend



January 1, 2023 - December 31, 2023

The aggregate trend of mention activity across sources. The total and average volume of mentions per day and the percentage change compared to the previous period.

AI spike insights appear when there is a statistically significant shift in news and social media conversations. Spikes must have at least 25 mentions and the trend must have at least 7 data points. [Learn more](#)

YouTube data is excluded from this visualization per their policies.

The highest peak (in July) is from Yahoo Finance article "[Trinchero Family Estates Fosters Industry-Leading Environmental Stewardship in Partnership with Duke Energy Sustainable Solutions](#)," which mentioned the Green Island Road winery. The second highest peak (in May) is from Yahoo Finance article "[Bay Area Bike to Work Day embraces the new hybrid work model](#)," which mentioned Mayor Leon Garcia and Vice Mayor David Oro.

Top Keywords

lower emissions nonregulated renewable energy solar panels
energy consumption and carbon emissions future-minded systems
TFE properties traditional energy sources ambitious sustainability goals
annual solar production emissions fuel cell systems Main Street winery
system size winery wine industry partnership
solar rooftops solar arrays clean energy second-largest family
series of sustainability projects solar installations energy services
largest energy Green Island Road winery energy storage flexibility
REC Solar/Duke Energy Sustainable Solutions aligns young family Trinchero Central Coast winery
energy efficiency and generation

KEY ACCOMPLISHMENTS/PROJECTS

External Initiatives

Annual Reports

State of the City



2022 was an incredible year for the City of American Canyon, as we celebrated the City's 30th anniversary and reflected on its history, accomplishments, and values. Over the past three decades, the City has grown to a population of nearly 22,000 residents and witnessed a number of key milestones—and we are just getting started.

We are proud to have rolled out new initiatives and further developed existing projects and programs in 2022. From introducing new technological improvements to upgrading key infrastructure, we experienced tremendous growth in numerous areas. These developments bolster the City's reputation as an engaged, innovative community.

Providing our residents with relevant, easy-to-use resources remains top of mind for the City. In 2022, we introduced CivicRec—the Parks and Recreation Department's registration platform—which allows residents to manage activity classes for the entire family all on one account. In partnership with AquaTrax, we also introduced an enhanced version of "My Water Portal" to improve the customer experience and simplify the process of tracking water consumption. Implementation of these new tools helps American Canyon remain forward-thinking, all while protecting the environment and improving overall quality of life.

Our efforts over the past decade in conserving water are paying off. Compared to 2013, American Canyon has grown by approximately 3,000 residents and hundreds of thousands of industrial square footage. Yet the amount of water we obtain from the State Water Project has been reduced by 32.5% (from 3,672 acre-feet to 2,477 acre-feet—equivalent to 389,391,945 gallons of water). This success is a combination of our community's response to the call to conserve water, the Residential Recycled Water Program, conversions of the majority of city landscapes to recycled water, consistent monitoring and efficient repairs of leaks, and the improvements in our technology to provide for real-time tracking for our consumers and our staff.

As a City, we want to ensure we are doing everything we can to meet current and future needs. In early 2022, we invited all residents to take part in a National Community Survey™—a comprehensive quality of life survey. Nearly 70 percent of respondents gave positive evaluations of the overall quality of services provided by the City, and 83 percent indicated that they view American Canyon as a good or excellent place to live. In addition, we kicked off our update to our General Plan's Housing Element so we can continue to prioritize housing for all residents, tailored to the City's unique demographics. We believe community feedback is at the heart of City improvements, so we are thankful for all who participated in these initiatives.

2022 also brought many enhancements for City parks, roads, and trails. We commemorated the completion of Devlin Road and Vine Trail Extension, which now connects the Green Island Road Industrial Area to the Napa County Airport Industrial Area and helps improve traffic circulation. To advance traffic calming efforts and promote public safety, the City developed a Local Roadway Safety Plan (LRSP), which coincides with the City's We ♥ Safe Streets Traffic Calming Program.

It's clear that our City exudes resilience, strength, and an outstanding appreciation for one another. During the holiday season, I was heartened to see the community's holiday spirit shining through the wind and rain at the Magic of the Season event. While other communities canceled their festivities due to inclement weather, our residents persevered with glee. We are grateful for the City staff, volunteers, and sponsors who continue to offer these special opportunities for residents.

As we turn the page on our 30th anniversary, American Canyon's future remains brighter than ever, and I feel a deep sense of gratitude. While the City organization itself plays a central role, it is not the only source of hard work or good ideas. Our American Canyon community—embodied through a broad network of groups and volunteers—is the fabric of it all. I am grateful for everyone's contributions and excited to see what the future holds.

A new year means more opportunities to engage as a community, and we look forward to spending time with you at the events that make American Canyon so special. With much progress made these past three decades, I am confident that the next 30 years will be just as memorable and fruitful as the last. We thank you, our community, for partnering with us to ensure our City remains the best place to live, work, and play.

— Jason B. Holley, City Manager



Mayer
Leon Garcia



Vice Mayor
Pierre Washington



Councilmember
Mark Joseph



Councilmember
David Oro



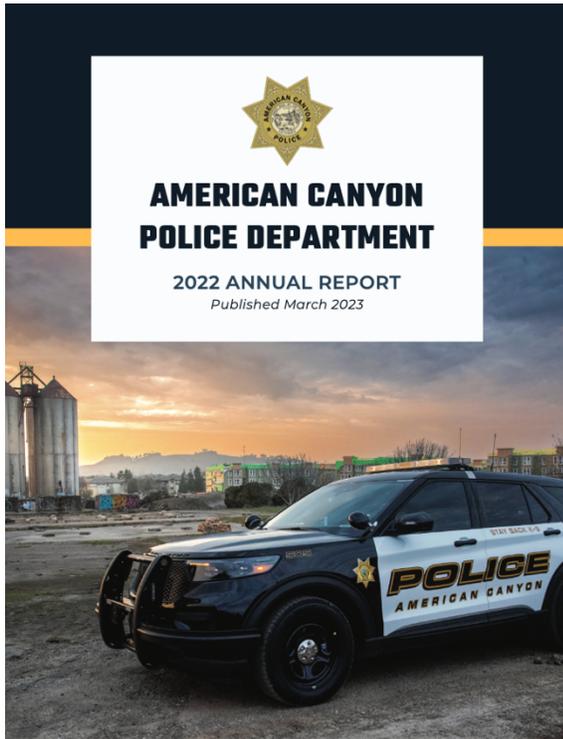
Councilmember
Mariam Aboudamous



City Manager
Jason B. Holley



American Canyon Police Department



MESSAGE FROM THE CHIEF

I am honored to present the 2022 American Canyon Police Department (ACPD) Year-End Report. 2022 was my first full year serving as your Police Chief, and it has been a great year. 2022 has been a year of rebuilding in-person relationships with the community as we finally get out of the COVID-19 pandemic. It has been great to meet a lot of the community in person finally.

As you will see in this report, we did have a slight increase in vehicle theft, but had a decrease in burglaries. I am pleased to announce we did not have any homicides or any fatal traffic accidents in 2022. Some of the crimes ACPD responded to and solved in 2022 were a result of our motto "See something Say something." This has been proven time and time again, resulting in recovery of stolen property, arrests of suspects, and preventing violence in the community. This past year, I had our traffic enforcement officers focus on more local roadway patrols, and we had a significant increase in citations issued on local roadways. In 2022, the city launched our "We ♥ Safe Streets" campaign. Please do your part in the community and sign up; you can take the pledge with the QR code on page 10.

Another big part of why ACPD is so successful in solving crime is the continued support from the community,



city staff, and business community. Your ACPD officers appreciate the support as they continue to serve and protect the City of American Canyon.

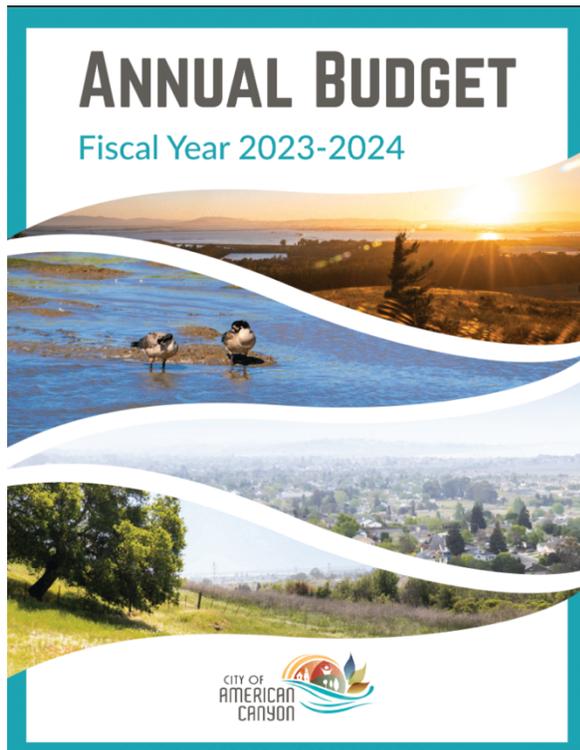
If you have not had a chance to meet and greet ACPD officers or myself, an excellent way to do this is at National Night Out. This is where neighborhoods host block parties, which ACPD officers attend. Please look for this great event which will be held in August 2023. I am proud to continue to serve as your Chief of Police and look forward to leading our ACPD crime fighters in 2023.

- Chief Rick Greenberg

COMMUNITY SNAPS



Budget Book



How the Process Works

The City's budget process began in February. Finance Staff runs line item budget reports, instructions, and a budget cycle calendar for presentation to Department Directors and other key staff involved in the budget process. During the annual budget kickoff meeting, the City Manager provides direction regarding City goals, department goals, and expectations for the coming year and beyond.

Department Directors project their revenue and expenditure line item balances through the end of the current fiscal year by entering their projections on the City's budgeting solution, OpenGov. This serves as the basis for determining the resources available at the beginning of the next fiscal year in each fund. Directors also enter their new fiscal year budget requests into OpenGov.

While Directors are completing their department's budget requests, Finance staff is calculating the salary and benefits for regular full-time staff for each department. Human Resources staff assists in the salary and benefit computations by estimating increases in benefit rates and any estimated cost of living increases. These amounts are then entered in the OpenGov budgeting module for each department after staff allocation percentages are determined and verified. Directors are responsible for entering their overtime and part-time or seasonal staff budgets as well.

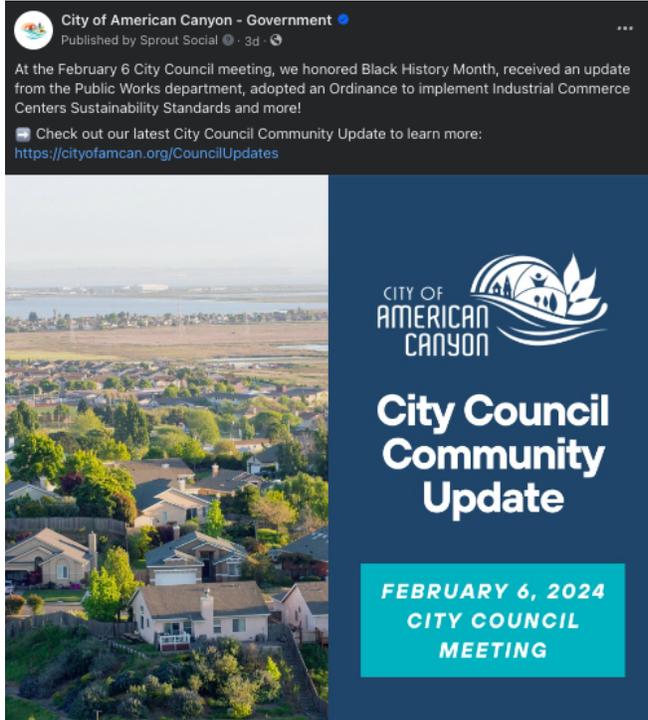
Parks & Recreation Activity Guide



Stock Photoshoot



Social Media



Newsletters

City Manager's Update



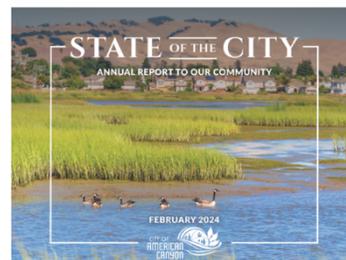
February 2, 2024

Hello,

If you're looking for activities, the [community calendar](#) is full of great opportunities to explore in the next few weeks. There are volunteer and educational opportunities and even a [Family Sock Hop](#) event! The American Canyon Community Cats, a newly-established nonprofit in town, will host a ["Feline the Love" event on February 10th](#). You can learn about their mission, support the cause, and even adopt a furry new family member.

If you haven't already, please plan to join us for the [State of the City](#), where you'll gain valuable insights into our community's future plans.

- Virtual Presentation: Wednesday, February 21, 2024, 6:30 PM, via the [City's YouTube Channel](#).
- In-Person Presentation: Thursday, February 22, 2024, 11 AM, at the Adult Activity Center (2185 Elliott Drive).
- Chamber of Commerce Business Luncheon: Tuesday, March 12, 2024, 11:30 AM, at the Doubletree American Canyon. [Tickets are available here](#).



Click image to watch the video

JOIN OUR TEAM!
Office Assistant
 \$19.00 - \$23.10 Hourly
Police Technician
 \$61,630.40 - \$74,921.60 Annually
[Subscribe to our job updates now!](#)



Rebates & Resources



January 29, 2024

Hello,

Thank you for starting your water/wastewater service through the City of American Canyon; we're thrilled to have you as a new water customer! It's an honor to provide you with this essential service. Our team works around the clock to make sure you have 24/7 access to safe, clean water.

In addition, there are a variety of resources we provide to our water customers:



Rebate Programs - American Canyon offers several rebate programs to help you save water and money, including our [Cash for Grass](#) and [Toilet Rebate](#) programs. Visit www.cityofamericancanyon.org/water to learn more.



My WaterPortal - With My Water Portal, you can track your water use with ease! You can even set up customized alerts, which can help you find leaks and identify times of over consumption. [Click here to register](#). As a bonus, all users are periodically entered into a raffle for a **\$50 water bill credit**.



Financial Assistance - We offer a variety of financial assistance programs to ensure that all residents have access to high-quality drinking water. [Click here to learn more](#).

If you're new to the city or looking for ways to make the most of your experience here, we've got you covered. You can [subscribe to our City Manager's Update](#) to stay informed on current events, job opportunities, and more. You can also check out American Canyon's [Community Calendar](#) for a list of fun community events.

Once again, welcome; we're glad you're here!

"Welcome" email



Hello,

Welcome and thank you for signing up to receive emails from the City of American Canyon! You will now be among the first to be informed about the latest City news, events and updates.

You can update your email subscriptions at any time on [our Email Updates page](#). There, you can also sign up for Text/SMS updates and set your Preferences to choose whether you receive emails immediately or in a daily/weekly "digest" format.

If you have any questions about the information in this email, please don't hesitate to call us at 707-647-4360.

Sincerely,

Jason Holley
City Manager

Stay Connected with the City

Call us, email us or find us on social media:

- Call (707) 647-4360
- [Contact Us](#)
- [Like us on Facebook](#)
- [Follow us on Instagram](#)
- [Subscribe to our YouTube channel](#)
- [Join Nextdoor](#)



Sign up for Classes, Programs and Activities



Create an account on the City's new recreation registration platform, CivicRec!

- CityOfAmericanCanyon.org/Recreation

Are You Prepared for an Emergency?

Plan now so that you can safely and swiftly respond to an emergency.

- [Ready AC](#)
- [Ready Napa County](#)
- Sign up for Nixie, the City's local alert system. Text 94503 to 888-777 or visit cityofamericancanyon.org/alerts.



Sign Up and/or Manage Your Subscriptions



- [Sign up to receive updates on a number of different City topics or interests right to your inbox or to your phone.](#)
- [If you know others who should get emails from the City, tell them to sign up at cityofamericancanyon.org/email.](#)

Climate Action Website

The City proactively participates in climate action outreach via GovDelivery and social media. Throughout 2023, the City encouraged users to participate in the Napa County Climate Challenge, which prompted Napa County residents to exercise practices that help the fight against climate change.

The City also publishes regular social media and GovDelivery content that invite community members to attend Open Space, Active Transportation and Sustainability (OSATS) Commission meetings.



Council Action Summaries

After each council meeting, the City provides concise yet comprehensive summaries highlighting key decisions and discussions. These post-meeting summaries serve as accessible resources for residents, offering insight into the city's legislative process and ensuring transparency in governance. By distilling complex proceedings into easily digestible updates, the City fosters informed citizenship and encourages active participation in local affairs.



Citizens Academy and Government Education

Empowering residents with knowledge and understanding, the Citizens Academy and government education courses at American Canyon High School provide valuable opportunities for civic engagement and learning. By offering insights into the inner workings of local governance, these programs demystify the policymaking process and cultivate informed and engaged citizens. Through interactive sessions and immersive experiences, participants gain a deeper appreciation for the complexities of municipal

administration, fostering a sense of ownership and responsibility towards the community's well-being.



Internal Initiatives

Social Media Policy

The City developed a social media policy to serve as a guide for City employees who use social media on behalf of the City. The policy will outline the responsible and ethical use of social media for internal and external users.

Initiated Process for Strategic Communications Plan

The City is dedicated to improving communication processes, toolsets and tactics so that it is communicating early and often in order to build trust, dialogue, engagement, understanding, relationships and support within the community. The City's Strategic Communications Plan — which is in its final stages of review — outlines the objectives, tools and tactics to achieve those outcomes.

Launch of Quarterly Communications Strategy Meetings

These meetings provide an opportunity for the communications team to discuss the high-level approach to communications with each department and the City Manager, which ensures that departmental initiatives are weaved into the broader communications strategy.

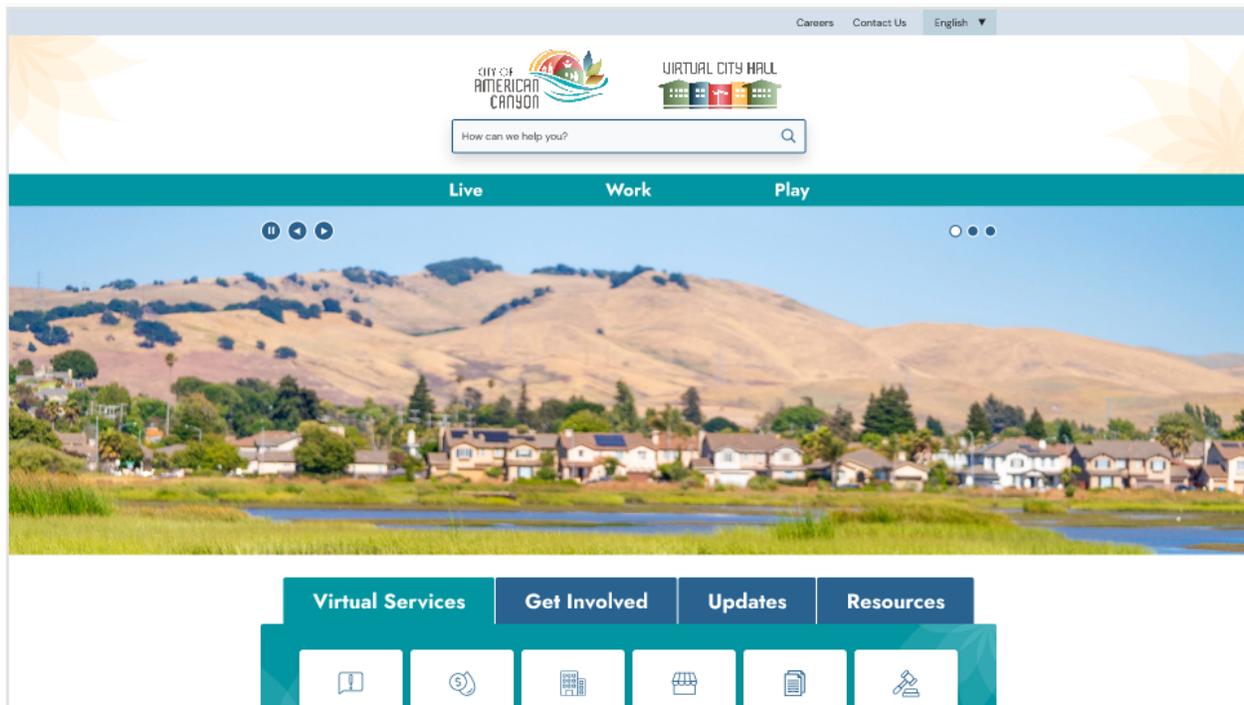
Advanced Media Monitoring

The City monitors media coverage through Meltwater, an AI-powered media monitoring tool. A daily dashboard is provided to the City with advanced analytics and results matching key terms including "American Canyon," the City Manager's name and the names of the City's council members. Staying up to date on media coverage enables the City to correct any misinformation, monitor sentiment and strategically shape future communications. The Communications team also adds relevant media coverage to a page on the City's website and may share media coverage on its social media platforms as appropriate.

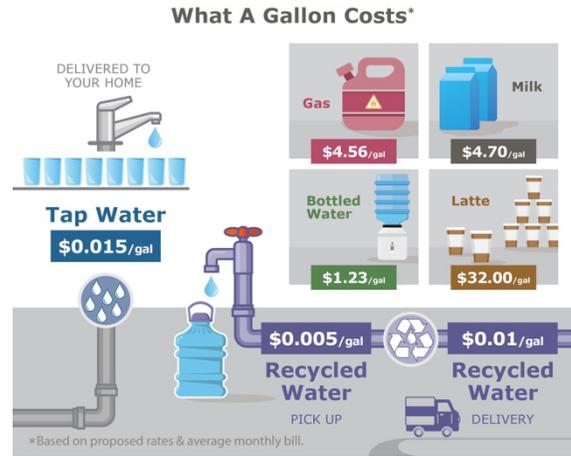
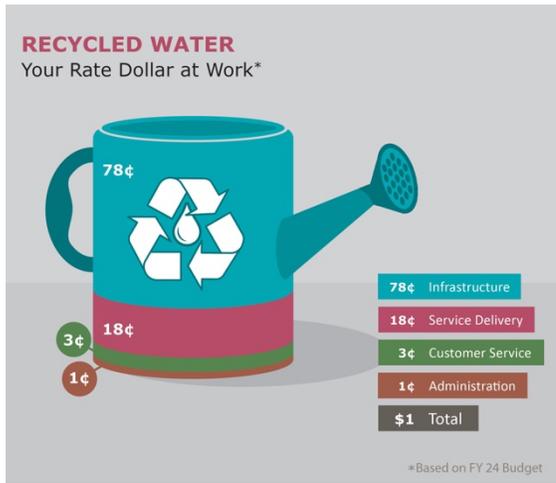
The City also monitors community-managed social media groups and pages, primarily to check for misinformation or future education needed. If staff sees posts with clear misinformation, the Communications Manager may choose to address it indirectly through a post on the City’s social media platforms. The City does not directly respond to posts or comments on community-managed pages.

Transition to OpenCities for Website Content Management System (CMS)

The City is in the process of transitioning to OpenCities for its website content management system (CMS) to allow for a more modernized, simplified website and a streamlined internal organization process. This process also included the development of an official “Virtual City Hall” logo that symbolizes the American Canyon website as the City’s virtual version of City Hall.



- Informational graphics



- Posters and Mailed Flyers

City of American Canyon, 4321 Broadway Street, Suite 203, American Canyon, CA 94953

PROPOSED UTILITY RATE UPDATE

Ensuring Reliable Services for Our Community
 American Canyon is dedicated to providing essential services to our community, including drinking water treatment, sewer collection and treatment and recycled water provision. Regular evaluations of utility rates are crucial to maintaining reliable services.

WATER
Your Rate Dollar at Work*

Administration	1¢
Customer Service	3¢
Service Delivery	18¢
Infrastructure	78¢
Total	\$1

WASTEWATER
Your Rate Dollar at Work*

Administration	1¢
Customer Service	3¢
Service Delivery	12¢
Infrastructure	84¢
Total	\$1

RECYCLED WATER
Your Rate Dollar at Work*

Administration	1¢
Customer Service	3¢
Service Delivery	14¢
Infrastructure	78¢
Total	\$1

The American Canyon City Council will hold a public hearing at the City Council Chambers on **Tuesday, April 2, 2024, at 6:30 PM** to discuss the proposed rate increase. Written protests must be received prior to the conclusion of the public comment portion of the public hearing.

Información en español en línea. Tagalog na impormasyon online. [Information in Spanish and Tagalog available online.]
 Full notice, online bill calculator, FAQs and more information at: WWW.CITYOFAMERICANCANYON.ORG/RATES
 FOR ASSISTANCE, CALL (707) 647-4364

The City anticipates the roll-out of the updated website user interface in Spring/Summer 2024, which will be accompanied by a comprehensive campaign to educate users on the interface and highlight the accomplishment.

The communications team continues to explore avenues and themes to best tell the City's story. Additional themes the team looks to incorporate in future communications includes:

Building Our Future, Together

Alternative theme titles: "Progress That Pays Off" / "Your Investments at Work" / Stewarding Your Resources / "Benefit of the Bargain"

Objective: Enhance public understanding of the city's development plans and their positive impact.

This theme is driven by the Council's goal to illuminate the trade-offs inherent in city operations and growth. By communicating about the benefits that local development brings, the City can proactively address some of the temporary inconveniences or adjustments residents may experience and increase overall satisfaction. Outreach surrounding this theme should establish ties between rates/community investments and the key projects they support — building the future of American Canyon.

Campaign Ideas: Develop a narrative showcasing the city's vision for development and incorporate personal stories from residents, businesses and city officials. Create engaging videos, infographics and social media posts that highlight the benefits of development for all residents. Potentially include information about what alternate options to development look like (tax increases, etc.). Collaborate with local media outlets to feature positive stories about city development. Consider creating a circular graphic to illustrate this concept. Create a “then vs. now” campaign to highlight where the City started and where it is now, thanks to strategic investments and development.

DASHBOARD REPORTS

The City regularly monitors the effectiveness of its social media outreach through dashboard reports, which feature in-depth metrics and identify key successes. The following reports display the 2023 metrics for the City, Parks & Recreation and Police Department social media accounts.



2023 AmCan CITY Dashboard
City of American Canyon - Government

January 1, 2023 - December 31, 2023

GovDelivery (Email)

Total Email Subscribers: 21,416

The City of American Canyon gained 2,793 new email subscribers across all publications by the end of 2023, with a year-over-year growth of 15%.

Total Posts: 349

Total Delivered: 1,123,173

Engagement Rate: 61%

Each measurement considers bulletins sent over a 90-day time period. If a recipient opened the bulletin or clicked on a link, that recipient is considered Engaged. The Engagement Rate is the percentage of message recipients who are Engaged.

Subscribers to Email Publications:

- Around the Town Newsletter: 3,598 (+14.59% from previous year)
- City Manager's Updates: 13,893 (+.75% from previous year)
- General Plan Updates: 2,639 (+12.35% from previous year)
- Neighborhood Watch Updates: 4,112 (+11.89% from previous year)
- Parks & Rec Newsletter: 10,076 (+31.27% from previous year)

SiteImprove (Website)

Accessibility Score: 88.8

The accessibility score fluctuates depending on new issues on the site and if old issues are resolved. The main issues pushing down the score are related to line height and text clip settings, which appear to be affecting nearly all the pages on the site. These issues are scheduled to be addressed with the rollout of a new website platform in July 2024.

Total Page Views: 456,582

Total Page Visits: 236,772

Top 3 Pages:

1. Virtual City Hall (41,325 page views / 34,083 page visits)
2. Utility Billing (26,944 page views / 21,277 page visits)
3. Recreation (21,589 page views / 17,762 page visits)

There are additional page views and visits coming through to these pages that are not included in the total above, because the navigation URL may have various differences. For example, Virtual City Hall can be accessed by visiting www.CityofAmericanCanyon.org or www.CityofAmericanCanyon.org/home, among other short links to get to various pages throughout the site.

Facebook**Total Facebook Followers: 5,496**

This is an increase by 151 followers from January, with an annual growth of 2.83%.

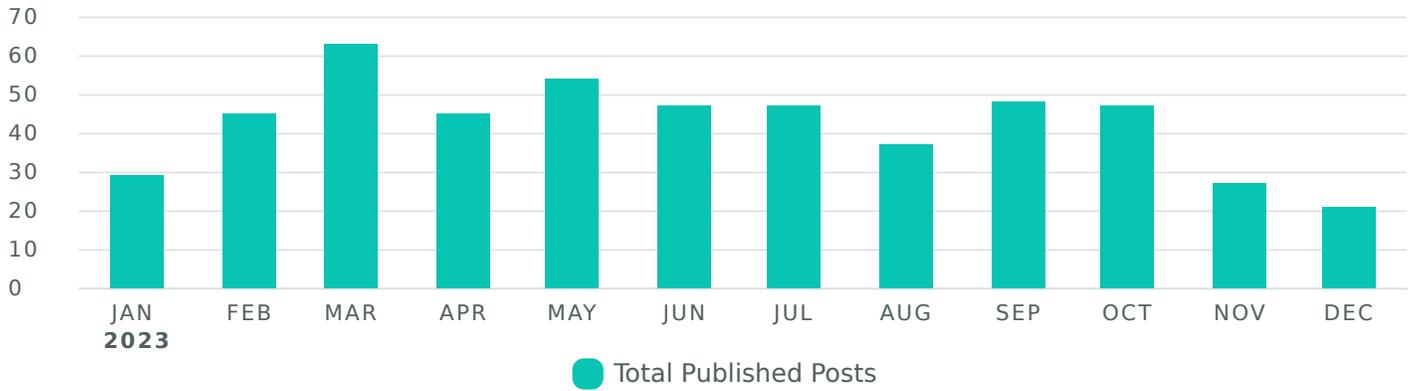
Tripepi Smith is pulling the follower count natively from Facebook until Facebook releases the new pages experience API updates to Sprout Social. You may witness some discrepancy in the FB audience metrics reported by Sprout Social until this change occurs.

Facebook Publishing Behavior

View the different types of posts you published during the selected time period.

Profile
Reporting Period
City of American Canyon - Government

Published Posts, by Month



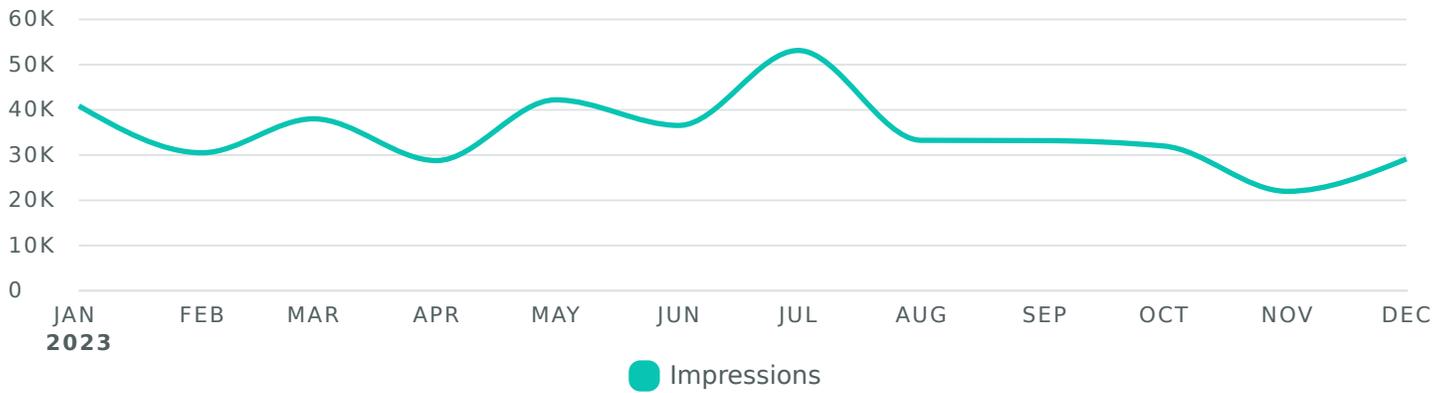
Publishing Behavior by Content Type	Totals	% Change
Total Published Posts	510	↘37.2%
Published Videos	60	↗27.7%
Published Photos	387	↘40%
Published Links	54	↘50%
Published Text	9	↘25%

Facebook Impressions

Review how your content was seen by the Facebook community during the reporting period.

Profile
Reporting Period
City of American Canyon - Government

Organic and Paid Impressions, by Month



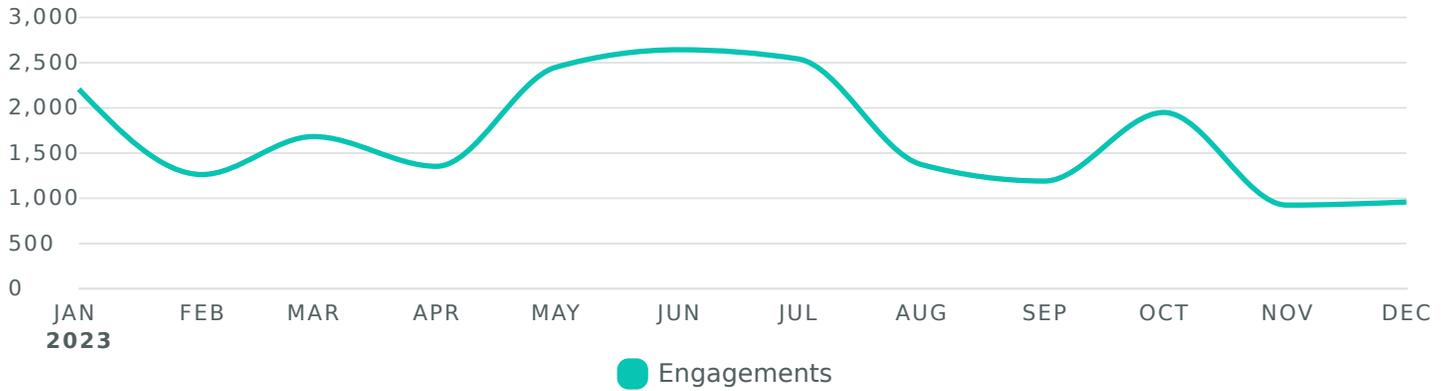
Impression Metrics	Organic	Paid	Totals	% Change
Impressions	410,701 ↘ 47%	0 → 0%	417,378	↘ 46.6%

Facebook Engagement

See how people are engaging with your posts during the reporting period.

Profile
Reporting Period
City of American Canyon - Government

Organic and Paid Engagements, by Month



Engagement Metrics	Totals	% Change
Total Engagements	20,419	↘ 56.3%
Reactions	3,959	↘ 44.6%
Comments	485	↘ 61%
Shares	566	↘ 43.3%
Post Link Clicks	2,184	↘ 58.6%
Other Post Clicks	13,225	↘ 58.8%
Page Actions	0	↘ 100%

Facebook Top Posts

Review your top posts published during the selected time period, based on the post’s lifetime performance.

🚩 Post
🚩 Lifetime
🇺🇸 City of American Canyon - Government

Descending by Lifetime Engagements

City of Americ...
Tue 1/3/2023 7:44 pm PST

Stormy weather is on the horizon! Follow the tips below to be prepared and stay saf...



Total Engagements	459
Reactions	99
Comments	16
Shares	26
Post Link Clicks	—
Other Post Clicks	318

City of Americ...
Wed 6/21/2023 4:45 pm...

At yesterday’s City Council me Technician Sherri Cassidy for ho served four different departme



Total Engagements	405
Reactions	95
Comments	82
Shares	3
Post Link Clicks	7
Other Post Clicks	218

City of Americ...
Sun 1/8/2023 10:50 am...

See important ROAD CLOSURE from AmCan Fire!



Total Engagements	384
Reactions	40
Comments	10
Shares	10
Post Link Clicks	66
Other Post Clicks	258

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

🚩 Post
🚩 Lifetime
🇺🇸 City of American Canyon - Government

Descending by Lifetime Engagements

City of Americ...
Tue 7/4/2023 7:04 am PDT

The City's most anticipated event of the year is HERE! Join us to celebrate the Fourth of...

Total Engagements	377
Reactions	62
Comments	4
Shares	14
Post Link Clicks	—
Other Post Clicks	297

City of Americ...
Tue 5/2/2023 8:26 am PDT

American Canyon hosted a Voli show its appreciation for the n whose hard work, dedication, a

Total Engagements	351
Reactions	89
Comments	32
Shares	2
Post Link Clicks	16
Other Post Clicks	212

City of Americ...
Fri 7/21/2023 1:48 pm PDT

We are thrilled to bring the first all-inclusive park to American Canyon, and we...

Total Engagements	329
Reactions	57
Comments	5
Shares	4
Post Link Clicks	—
Other Post Clicks	263

Facebook Top Posts

Review your top posts published during the selected time period, based on the post’s lifetime performance.

- Post
- Lifetime
- City of American Canyon - Government**

Descending by Lifetime Engagements


City of Americ...
Fri 6/30/2023 11:19 am...

Exciting news: the Northampton Park playground replacement project has...



Total Engagements	295
Reactions	77
Comments	8
Shares	4
Post Link Clicks	—
Other Post Clicks	206


City of Americ...
Fri 10/6/2023 10:00 am...

At Tuesday’s City Council meeting, American Canyon recognized October as...



Total Engagements	293
Reactions	86
Comments	2
Shares	8
Post Link Clicks	1
Other Post Clicks	196


City of Americ...
Wed 9/6/2023 11:00 am...

September is #CleanSweepMonth—get organized and rid your...



Total Engagements	253
Reactions	35
Comments	1
Shares	28
Post Link Clicks	31
Other Post Clicks	158

Facebook Top Posts

Review your top posts published during the selected time period, based on the post’s lifetime performance.

🚩 Post
🚩 Lifetime
🇺🇸 City of American Canyon - Government

Descending by Lifetime Engagements

City of Americ...

Sat 6/3/2023 10:12 am...

Happening Now! 🗣️ Don't miss biggest yard sale event of the year in American Canyon! 🎉 There



Total Engagements	246
Reactions	17
Comments	6
Shares	2
Post Link Clicks	56
Other Post Clicks	165

City of Americ...

Wed 12/20/2023 3:06 p...

At last night’s City Council meeting, the American Canyon Junior Wolves...



Total Engagements	240
Reactions	89
Comments	4
Shares	6
Post Link Clicks	—
Other Post Clicks	141

City of Americ...

Fri 8/25/2023 4:30 pm PDT

September is #CleanSweepMonth—get organized and rid your...



Total Engagements	229
Reactions	22
Comments	5
Shares	10
Post Link Clicks	29
Other Post Clicks	163

Notes on Facebook Performance

Impressions and Engagement

Impressions and engagement decreased in 2023 compared to 2022, most likely due to the decrease in total published posts. 2023 had a total of 510 published posts, while 2022 had 812 published posts. However, the City still saw spikes of impressions and engagements throughout the year.

The year's highest spike (in both impressions and engagement) occurred in July, tracing back to the following three posts: [Fourth of July event promotional post](#), [Northampton Park ribbon cutting announcement post](#) and the [post highlighting American Canyon Eagle's interview with American Canyon Chamber of Commerce President Valerie Zizak-Morais](#).

The year's second highest spike (in both impressions and engagement) occurred in May is attributed to the [Volunteer Appreciation Event recap post](#) and the [post announcing Northampton Park's new accessible play structure](#).

Top Posts*

1. January 3 post sharing storm/flooding tips. The post included a photo outlining storm safety tips and received 24 reactions, 1 comment and 24 shares.
2. June 21 post honoring Administrative Technician Sherri Cassidy for 20 years of service to the community. The post included a photo from Sherri receiving the proclamation at that week's City Council meeting and received 34 reactions, 3 shares and 19 comments—all of which congratulated Sherri for her accomplishment.
3. January 8 post sharing American Canyon Fire Protection District's original post announcing a road closure. The post received 40 reactions, 8 comments and 10 shares.

*Facebook's top posts displayed on Sprout Social have higher numbers compared to the numbers seen natively. Sprout's Facebook Insights tracks statistics not only on the original post but also across all shares of the post. If a shared post receives likes/comments, these engagements will also count toward the original post metrics.

The American Canyon community responds well to posts that display community appreciation and share important urgent information. Users love seeing the faces of American Canyon, but they also appreciate updates that affect day-to-day life.

Content themes

Community appreciation, American Canyon Fire Protection District,, flooding, road closure

YouTube

Number of Subscribers: 479

This is an increase by 66 followers from January 2022 (+12.44%).

Number of Posts: 66

A bulk of the City's posts were livestreams of public meetings.

Total Views: 14,813

The videos that gained the most traction this year were the Barn Owl Couple #1 video from 2020 (5,657 views), the Barn Owl Couple #2 video from 2020 (2,031 views) and the City of American Canyon Recruitment video (384 views).

Watch Time: 1,244.4 hrs



2023 AmCan PARKS & REC Dashboard

January 1, 2023 - December 31, 2023

Included in this Report

 City of American Canyon Parks and Recreat  americancanyonparksandrec

Analytics Overview

Cross-Network Profiles

Review your aggregate profile and page metrics from the reporting period.

Profile
Reporting Period
Facebook 1 Instagram 1
All Twitter Post Types

Profile [▲]	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
Reporting Period Jan 1, 2023 - Dec 31, 2023	2,227 ↗ 17%	323 ↘ 18%	1,151 ↗ 58.1%	242,022 ↗ 24.3%	9,928 ↗ 4.2%	4.1% ↘ 16.1%	9,235 ↗ 275.7%
Compare to Jan 1, 2022 - Dec 31, 2022	1,903	394	728	194,708	9,525	4.9%	2,458
  americancanyonpar ksandrec	1,439	126	518	99,787	2,708	2.7%	4,890
  City of American Canyon Parks and Recreation	788	197	633	142,235	7,220	5.1%	4,345

Analytics by Platform

Facebook

Total Facebook Followers: 781

This is an increase by 185 followers from January, with an annual growth of 31.04%

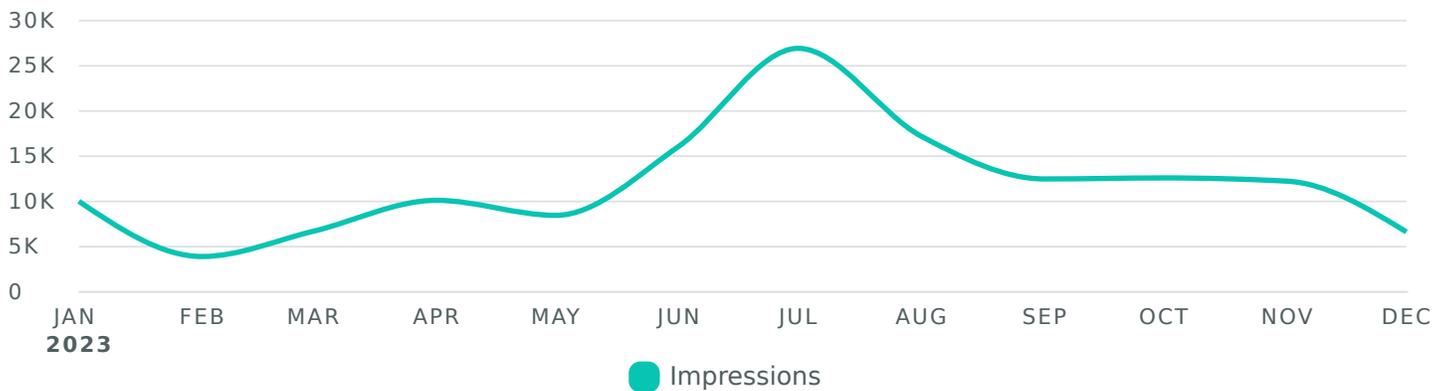
Tripepi Smith is pulling the follower count natively from Facebook until Facebook releases the new pages experience API updates to Sprout Social. You may witness some discrepancy in the FB audience metrics reported by Sprout Social until this change occurs.

Facebook Impressions

Review how your content was seen by the Facebook community during the reporting period.

Profile
Reporting Period
City of American Canyon Parks and Recreation

Organic and Paid Impressions, by Month



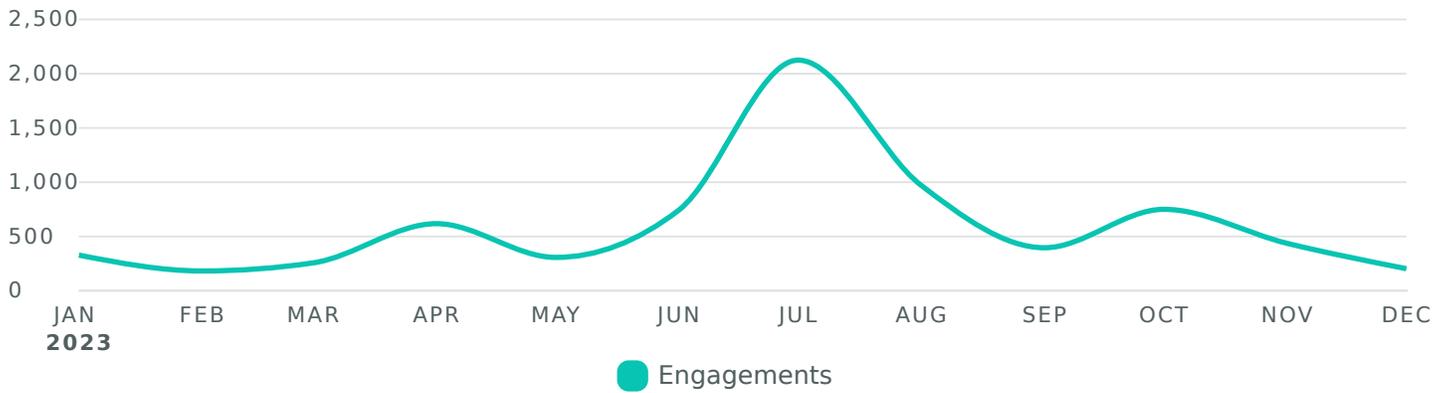
Impression Metrics	Organic	Paid	Totals	% Change
Impressions	140,210 ↗ 11.7%	0 → 0%	142,235	↗ 11.3%

Facebook Engagement

See how people are engaging with your posts during the reporting period.

Profile
Reporting Period
City of American Canyon Parks and Recreation

Organic and Paid Reactions, Comments, Shares, Post Link Clicks, Other Post Clicks, by Month



Engagement Metrics	Totals	% Change
Total Engagements	7,220	↘ 3.7%
Reactions	1,491	↘ 17.7%
Comments	207	↘ 25.5%
Shares	273	↘ 41.5%
Post Link Clicks	1,126	↗ 24.1%
Other Post Clicks	4,123	↗ 2.3%

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

- Post
- Lifetime
- City of American Canyon Parks and Recreation**

Descending by Lifetime Engagements



City of Americ...

Wed 7/26/2023 1:47 pm...

On behalf of the City of American Canyon - Government, American...



Total Engagements	730
Reactions	153
Comments	17
Shares	14
Post Link Clicks	—
Other Post Clicks	546



City of Americ...

Thu 8/24/2023 6:00 pm...

UPDATED PRICING! 🤔 Get ready to hit it out of the park this Fall! 🍂 Join our Adult Co-



Total Engagements	418
Reactions	19
Comments	33
Shares	6
Post Link Clicks	54
Other Post Clicks	306



City of Americ...

Tue 7/4/2023 5:59 pm PDT

Parks & Recreation Director Ikeda had fun dunking the American Canyon Police...



Total Engagements	313
Reactions	57
Comments	4
Shares	3
Post Link Clicks	—
Other Post Clicks	249

Facebook Top Posts

Review your top posts published during the selected time period, based on the post’s lifetime performance.

Post
Lifetime
City of American Canyon Parks and Recreation

Descending by Lifetime Engagements



City of Americ...

Tue 10/24/2023 11:00 a...

Let’s get active and make friendships, all while playing volleyball! Sign up for the...



Total Engagements	188
Reactions	15
Comments	14
Shares	4
Post Link Clicks	11
Other Post Clicks	144



City of Americ...

Sat 10/14/2023 9:00 am...

Let’s get active and make friendships, all while playing volleyball! Sign up for the...



Total Engagements	188
Reactions	11
Comments	23
Shares	1
Post Link Clicks	8
Other Post Clicks	145



City of Americ...

Wed 7/5/2023 11:00 am...

Join us on Saturday, August ! from 1 PM - 5 PM for our Water Carnival at the Phillip West Aqu



Total Engagements	187
Reactions	47
Comments	1
Shares	12
Post Link Clicks	24
Other Post Clicks	103

Facebook Top Posts

Review your top posts published during the selected time period, based on the post’s lifetime performance.

Post
Lifetime
City of American Canyon Parks and Recreation

Descending by Lifetime Engagements

City of Americ...

Tue 4/4/2023 4:39 pm PDT

We have an exciting announce
 As promised, our NEV
of American Canyon - Governr

Total Engagements	156
Reactions	27
Comments	1
Shares	6
Post Link Clicks	57
Other Post Clicks	65

City of Americ...

Thu 9/21/2023 12:00 p...

Celebrate Halloween like
never before! We’ve got
some spooky season fun...

Total Engagements	126
Reactions	25
Comments	8
Shares	10
Post Link Clicks	14
Other Post Clicks	69

City of Americ...

Wed 6/14/2023 1:00 pm...

We’re thrilled to share with
you our NEW Kids Paint Night
event that will enhance your...

Total Engagements	113
Reactions	13
Comments	3
Shares	5
Post Link Clicks	34
Other Post Clicks	58

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Post
Lifetime
City of American Canyon Parks and Recreation

Descending by Lifetime Engagements


City of Americ...
Wed 8/30/2023 5:09 pm...

The new playground at Via Bellagio Park is open for play!
 ✨🎉🎊

Via Bellagio Park Play...



Total Engagements	111
Reactions	37
Comments	5
Shares	2
Post Link Clicks	38
Other Post Clicks	29


City of Americ...
Tue 6/6/2023 7:01 am PDT

If you haven't had a chance to check out the expansive selection of summer camps...



Total Engagements	110
Reactions	6
Comments	4
Shares	3
Post Link Clicks	24
Other Post Clicks	73


City of Americ...
Wed 4/19/2023 7:02 am...

The City of American Canyon - Government's Citywide Yard Sa scheduled for June 2-4, 2023! I



Total Engagements	98
Reactions	43
Comments	5
Shares	12
Post Link Clicks	13
Other Post Clicks	25

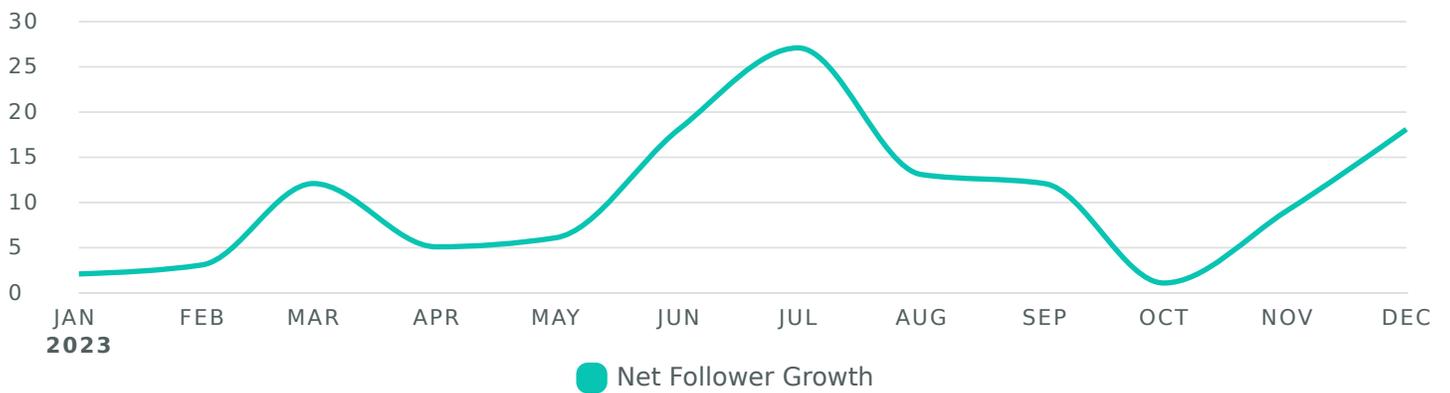
Instagram

Instagram Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
americancanyonparksandrec

Net Follower Growth, by Month



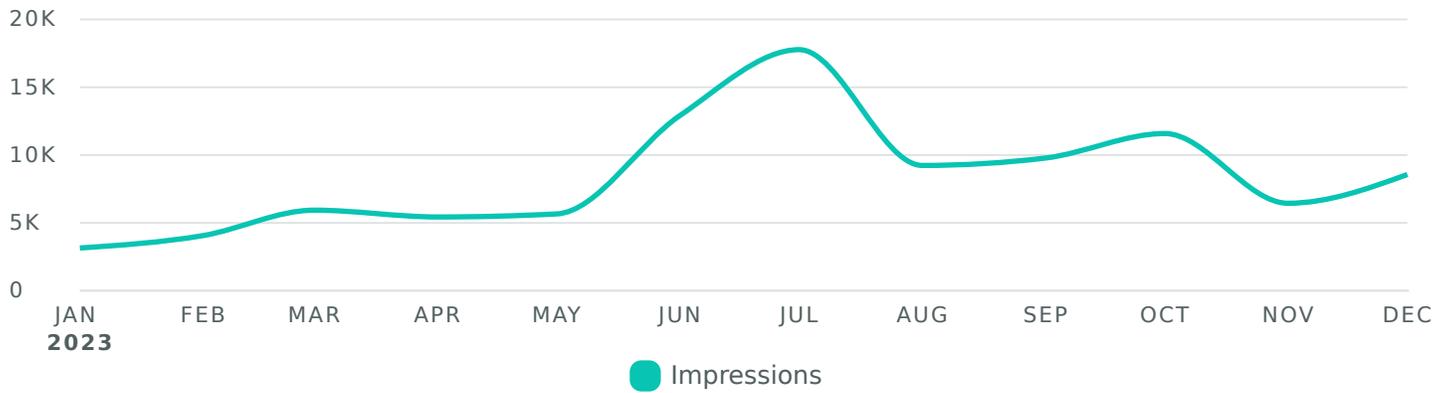
Audience Metrics	Totals	% Change
Net Follower Growth	126	↗ 32.6%

Instagram Impressions

Review how your content was seen by the Instagram community during the reporting period.

Profile
Reporting Period
americancanyonparksandrec

Organic and Paid Impressions, by Month



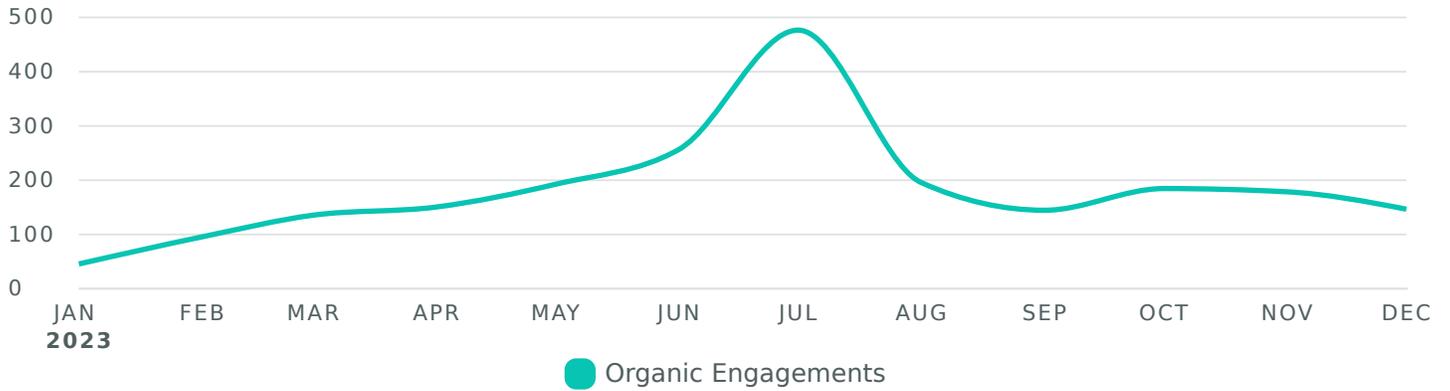
Impression Metrics	Totals	% Change
Impressions	99,787	↗ 49.2%

Instagram Engagement

See how people are engaging with your posts, stories, and reels during the reporting period.

Profile
Reporting Period
americancanyonparksandrec

Organic Likes, Comments, Saves, Story Replies, by Month



Impression Metrics	Totals	% Change
Organic Engagements	2,184	↗ 11.7%
Organic Likes	2,016	↗ 11%
Organic Comments	33	↘ 2.9%
Organic Saves	135	↗ 27.4%
Story Replies	0	→ 0%

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel's lifetime performance.

Post
Lifetime
americancanyonparksandrec

Descending by Lifetime Engagements

A

americancanyo...
Fri 6/30/2023 12:02 pm ...

Exciting news: the Northampton Park playground replacement project has...

Total Engagements	98
Likes	82
Comments	3
Shares	8
Saves	5

A

americancanyo...
Sun 11/26/2023 1:00 p...

Embrace the Magic of the Seas us on Friday, December 1, 202 to 8 PM at Shenandoah Park fo

Total Engagements	57
Likes	26
Comments	1
Shares	27
Saves	3

A

americancanyo...
Tue 11/21/2023 3:00 pm...

Embrace the Magic of the Seas us on Friday, December 1, 202 to 8 PM at Shenandoah Park fo

Total Engagements	57
Likes	25
Comments	0
Shares	29
Saves	3

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

Post
Lifetime
americancanyonparksandrec

Descending by Lifetime Engagements

Post	Total Engagements	Likes	Comments	Shares	Saves
<p>A americancanyo... Wed 6/21/2023 11:41 a...</p> <p>First day of summer means Soro is bringing the fun! Interested in joining the...</p> 	52	38	0	12	2
<p>A americancanyo... Mon 8/7/2023 1:21 pm P...</p> <p>Sweet as honey and buzzing with fun! Our campers here at Canyon Kids Adventure Day...</p> 	47	42	0	4	1
<p>A americancanyo... Mon 11/13/2023 5:00 p...</p> <p> Congratulations to the Bay Area Ballerz for winning the Coed Softball Championship...</p> 	46	30	3	13	0

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

Post
Lifetime
americancanyonparksandrec

Descending by Lifetime Engagements

Post	Date	Total Engagements	Likes	Comments	Shares	Saves
<p>Wrap up your Summer at the Wetlands for a fun experience filled with s'mor...</p>	Wed 7/12/2023 9:01 am...	43	16	2	21	4
<p>The City’s most anticipated event of the year is HERE! Join us to celebrate the Fourth of...</p>	Tue 7/4/2023 7:01 am PDT	43	28	1	13	1
<p>The Citywide Yard Sale is sched for June 2-4, 2023! If you’re interested in hosting a sale, vis</p>	Wed 4/12/2023 7:01 am...	42	21	0	15	6

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

Post
Lifetime
americancanyonparksandrec

Descending by Lifetime Engagements

Post	Total Engagements	Likes	Comments	Shares	Saves
<p>A americancanyo... Fri 7/21/2023 1:48 pm PDT</p> <p>We are thrilled to bring the first all-inclusive park to American Canyon, and we...</p>	33	26	0	5	2
<p>A americancanyo... Mon 7/17/2023 4:00 pm ...</p> <p>Who says sharks and mermaid can't be BFFs? Our campers had an absolute blast paintin...</p>	33	30	1	1	1
<p> americancanyo... Thu 11/30/2023 11:00 a...</p> <p>Embrace the Magic of the Seas us on Friday, December 1, 202 to 8 PM at Shenandoah Park fo</p>	31	15	0	15	1



2023 American Canyon PD Dashboard

January 1, 2023 - December 31, 2023

Included in this Report

 American Canyon Police Department

 amcanpd

Analytics Overview

Cross-Network Profiles

Review your aggregate profile and page metrics from the reporting period.

Profile
Reporting Period
Facebook 1 Instagram 1
All Twitter Post Types

Profile ^	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
Reporting Period Jan 1, 2023 - Dec 31, 2023	11,901 ↗ 12.1%	1,280 ↗ 14.9%	351 ↗ 8.3%	1,769,387 ↗ 21.4%	212,930 ↗ 7.7%	12% ↘ 11.3%	38,816 ↘ 32.5%
Compare to Jan 1, 2022 - Dec 31, 2022	10,613	1,114	324	1,457,226	197,704	13.6%	57,468
amcanpd	1,263	221	132	133,938	8,763	6.5%	8,204
American Canyon Police Department	10,638	1,059	219	1,635,449	204,167	12.5%	30,612

Analytics by Platform

Facebook

Total Facebook Followers: 10,462

This is an increase by 861 followers from January, with an annual growth of 8.97%.

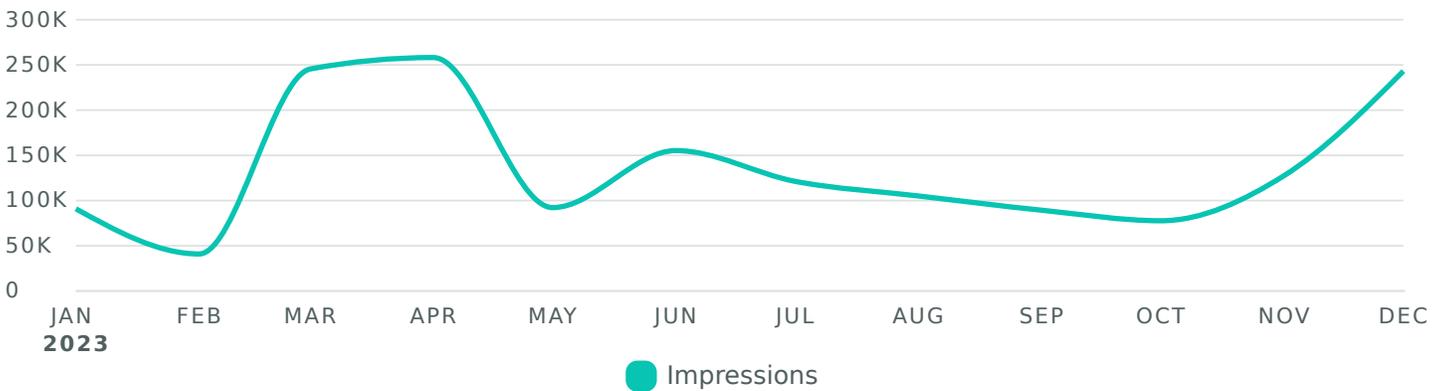
Tripepi Smith is pulling the follower count natively from Facebook until Facebook releases the new pages experience API updates to Sprout Social. You may witness some discrepancy in the FB audience metrics reported by Sprout Social until this change occurs.

Facebook Impressions

Review how your content was seen by the Facebook community during the reporting period.

Profile
Reporting Period
American Canyon Police Department

Organic and Paid Impressions, by Month



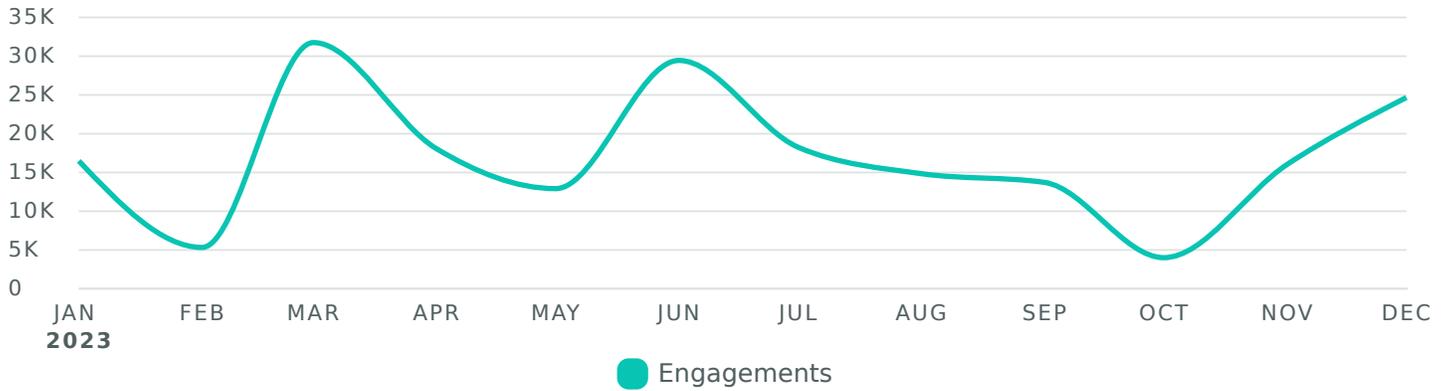
Impression Metrics	Organic	Paid	Totals	% Change
Impressions	1,609,043 ↗ 20.7%	0 → 0%	1,635,449	↗ 20.7%

Facebook Engagement

See how people are engaging with your posts during the reporting period.

Profile
Reporting Period
American Canyon Police Department

Organic and Paid Reactions, Comments, Shares, Post Link Clicks, Other Post Clicks, by Month



Engagement Metrics	Totals	% Change
Total Engagements	204,167	↗ 6.2%
Reactions	34,025	↗ 29.2%
Comments	6,456	↗ 15.9%
Shares	1,415	↘ 31.7%
Post Link Clicks	1,754	↘ 85.8%
Other Post Clicks	160,517	↗ 10%

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Post
Lifetime
American Canyon Police Department

Descending by Lifetime Engagements



American Cany...

Sun 5/21/2023 6:06 pm...

On Sunday morning May 21, 2023 just before 1:30 AM, ACPD received a report of shots fired from within a residential area.



Total Engagements	20,822
Reactions	489
Comments	130
Shares	29
Post Link Clicks	3
Other Post Clicks	20,171



American Cany...

Sun 5/21/2023 6:06 pm...



Total Engagements	20,614
Reactions	489
Comments	124
Shares	29
Post Link Clicks	2
Other Post Clicks	19,970



American Cany...

Sun 5/21/2023 6:06 pm...



Total Engagements	20,614
Reactions	489
Comments	124
Shares	29
Post Link Clicks	2
Other Post Clicks	19,970

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Post
Lifetime
American Canyon Police Department

Descending by Lifetime Engagements



American Cany...

Thu 6/15/2023 2:38 pm...

🚨 ACPD NEWS ALERT 🚨 🚓 This morning just before 1:00 A.M. our officers were asked to b...



Total Engagements	10,209
Reactions	1,779
Comments	548
Shares	109
Post Link Clicks	4
Other Post Clicks	7,769



American Cany...

Wed 3/29/2023 6:15 pm...

Early in the morning on Wedne March 29, 2023, American Can Police, with the assistance of N



Total Engagements	9,052
Reactions	618
Comments	114
Shares	21
Post Link Clicks	2
Other Post Clicks	8,297



American Cany...

Wed 12/20/2023 6:09 p...

☁️ + 🚗 = 🚨 As we come into more rain in the next few week we'd like to remind you that wi



Total Engagements	9,017
Reactions	370
Comments	61
Shares	19
Post Link Clicks	—
Other Post Clicks	8,567

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Post
Lifetime
American Canyon Police Department

Descending by Lifetime Engagements



American Cany...

Wed 3/29/2023 6:15 pm...



Total Engagements	8,782
Reactions	609
Comments	106
Shares	21
Post Link Clicks	2
Other Post Clicks	8,044



American Cany...

Wed 3/29/2023 6:15 pm...



Total Engagements	8,782
Reactions	609
Comments	106
Shares	21
Post Link Clicks	2
Other Post Clicks	8,044



American Cany...

Mon 7/31/2023 7:03 pm...

Traffic Alert There is a 6 car traffic collision on Highway 29 just south of American...



Total Engagements	7,247
Reactions	351
Comments	131
Shares	29
Post Link Clicks	—
Other Post Clicks	6,736

Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Post
Lifetime
American Canyon Police Department

Descending by Lifetime Engagements



American Cany...

Wed 3/22/2023 5:26 pm...

On Tuesday 03/21/23 shortly at 1:00 P.M., a female, later identi as 21-year-old Melia Hughes fr



Total Engagements	6,912
Reactions	1,072
Comments	277
Shares	29
Post Link Clicks	1
Other Post Clicks	5,533



American Cany...

Sat 1/14/2023 9:45 am...

!! ROADWAY IS NOW OPEN !!
NB HWY 29 at Napa Junction is closed due to flooding Use...



Total Engagements	6,524
Reactions	486
Comments	106
Shares	100
Post Link Clicks	—
Other Post Clicks	5,832



American Cany...

Tue 4/4/2023 6:46 pm PDT

Today on 4/4/23, at approximat 8:37 a.m., a Walmart Loss Prevention Officer called Ameri



Total Engagements	6,388
Reactions	842
Comments	175
Shares	49
Post Link Clicks	5
Other Post Clicks	5,317

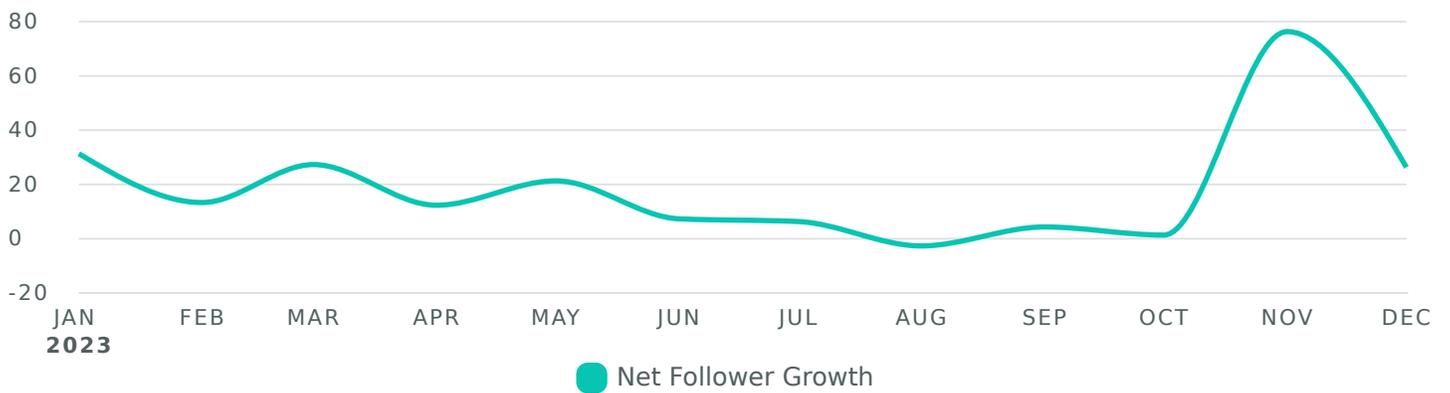
Instagram

Instagram Audience Growth

See how your audience grew during the reporting period.

Profile Reporting Period amcanpd

Net Follower Growth, by Month



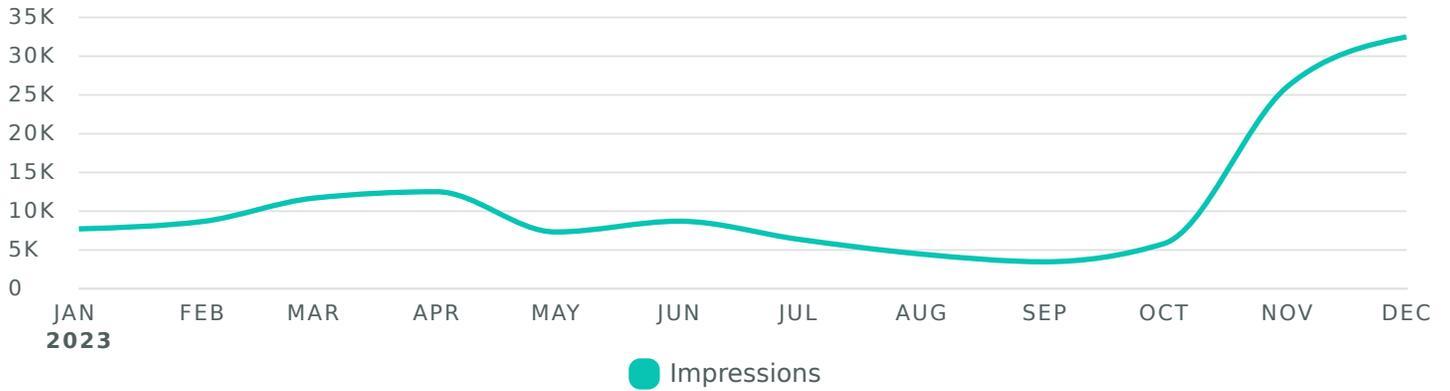
Audience Metrics	Totals	% Change
Net Follower Growth	221	↘ 18.1%

Instagram Impressions

Review how your content was seen by the Instagram community during the reporting period.

Profile
Reporting Period
amcanpd

Organic and Paid Impressions, by Month



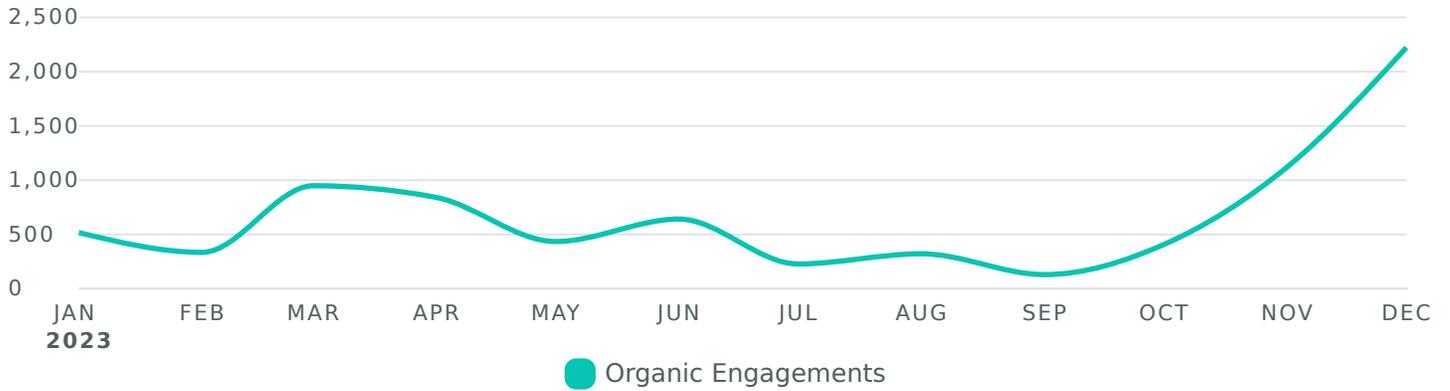
Impression Metrics	Totals	% Change
Impressions	133,938	↗ 30.6%

Instagram Engagement

See how people are engaging with your posts, stories, and reels during the reporting period.

Profile
Reporting Period
amcanpd

Organic Likes, Comments, Saves, Story Replies, by Month



Impression Metrics	Totals	% Change
Organic Engagements	8,053	↗ 51.5%
Organic Likes	7,614	↗ 55.9%
Organic Comments	192	↘ 3.5%
Organic Saves	220	↗ 27.2%
Story Replies	27	↘ 52.6%

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

Post
Lifetime
amcanpd

Descending by Lifetime Engagements




amcanpd
Mon 2/13/2023 1:02 pm...

On Sunday morning 02/12/23, American Canyon Police Officer made a traffic enforcement sto



Total Engagements	212
Likes	112
Comments	2
Shares	86
Saves	12




amcanpd
Sat 1/21/2023 10:00 am...

Remember Tazz?! The 1.5 year Shepherd mix from the Napa County Animal Shelter and Adc



Total Engagements	196
Likes	191
Comments	4
Shares	—
Saves	1




amcanpd
Sun 5/21/2023 6:06 pm...

On Sunday morning May 21, 20 just before 1:30 AM, ACPD rece a report of shots fired from with



Total Engagements	186
Likes	166
Comments	8
Shares	—
Saves	12

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

- Post
- Lifetime
- amcanpd

Descending by Lifetime Engagements

A

amcanpd
Thu 6/8/2023 3:06 pm PDT

🚨 ACPD Stops Retail Theft Suspects Driving Into American Canyon 🚗🚓🚨 On...

Total Engagements

183

Likes

166

Comments

9

Shares

—

Saves

8

A

amcanpd
Thu 7/13/2023 12:13 p...

🚨 ACPD News Alert 🚨🚓 This morning, just before 9:30 A.M. our officers spotted a stolen...

Total Engagements

177

Likes

127

Comments

2

Shares

42

Saves

6

A

amcanpd
Mon 3/27/2023 6:11 pm...

On Sunday March 26th, near 4: P.M. American Canyon Police Officers made a traffic stop on.

Total Engagements

177

Likes

138

Comments

6

Shares

29

Saves

4

Instagram Top Posts

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- Post
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- amcanpd

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amcanpd
Sat 1/14/2023 9:43 am...

NB HWY 29 at Napa Junction is closed due to flooding Use alternate routes....



Total Engagements	175
Likes	163
Comments	3
Shares	—
Saves	9




amcanpd
Mon 11/13/2023 10:10 a...

If you see our officers around and notice they are looking a little fuzzy it's because they...



Total Engagements	170
Likes	163
Comments	4
Shares	—
Saves	3




amcanpd
Sat 11/11/2023 9:25 am...

From all of us at ACPD, we'd like to wish past and present service men and women a...



Total Engagements	166
Likes	161
Comments	4
Shares	—
Saves	1

Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel’s lifetime performance.

🚩 Post
🚩 Lifetime
📷 amcanpd

Descending by Lifetime Engagements



A



amcanpd

Tue 10/31/2023 11:09 p...

🎃 👻 Happy Halloween from AC
🎃 Thank you to everyone who stopped by to get some tricks :





Total Engagements	158
Likes	154
Comments	1
Shares	—
Saves	3



A



amcanpd

Wed 3/29/2023 6:15 pm...

Early in the morning on Wedne March 29, 2023, American Can Police, with the assistance of N





Total Engagements	157
Likes	146
Comments	5
Shares	—
Saves	6



A



amcanpd

Thu 10/5/2023 5:57 pm...

🚓 🚲 🚗 This week our American Canyon Police Officers had the privilege to...



Total Engagements	152
Likes	143
Comments	0
Shares	5
Saves	4