



REGULAR CITY COUNCIL AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
June 16, 2026
6:30 PM

Mayor: Pierre Washington

Vice Mayor: Mayor Mark Joseph

Councilmembers: Brando Cruz, Melissa Lamattina, David Oro

AMENDED AGENDA

This agenda has been amended to add one (1) additional matter to Closed Session Item 1. Anticipated Litigation.

5:30 P.M. CLOSED SESSION

The mayor will call the meeting to order and conduct roll call. Following public comment on Closed Session items, the Council will immediately convene in Closed Session.

CALL TO ORDER - CLOSED SESSION

ROLL CALL - CLOSED SESSION

PUBLIC COMMENT - CLOSED SESSION MATTERS

This time is reserved for members of the public to address the City Council on Closed Session Business items only. Oral comments must be made in person and are limited to three (3) minutes per speaker.

MEETING RECESSED TO CLOSED SESSION

The Council will reconvene in Open Session at 6:30 p.m. The Council may reconvene in Closed Session at the conclusion of the meeting, if necessary, to address any remaining items.

BUSINESS - CLOSED SESSION

1. **Conference with Legal Counsel – Anticipated Litigation. Authorized pursuant to Government Code Section 54956.9 (d)(2). Two (2) matters.**
-

6:30 P.M. OPEN SESSION

CALL TO ORDER - OPEN SESSION

PLEDGE OF ALLEGIANCE

ROLL CALL - OPEN SESSION

CLOSED SESSION REPORT OUT / CONFIRMATION OF REPORTABLE ACTION

The City Attorney will report out on any action taken in Closed Session, and confirm any reportable action, if applicable.

PROCLAMATIONS AND PRESENTATIONS

There are no proclamation or presentation matters.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

This time is reserved for members of the public to address the City Council on items not appearing on the agenda that are within the Council's jurisdiction. Comments are limited to three (3) minutes per speaker. Pursuant to the Brown Act, the City Council is generally prohibited from discussing or taking action on items not listed on the agenda.

AGENDA CHANGES

The City Council may change the order of the agenda or request discussion of an item on the Consent Calendar. Members of the public may request discussion of a Consent Calendar item during Public Comment.

CONSENT CALENDAR

2. Minutes of June 2, 2026

Recommendation: Approve the minutes of the Regular City Council meeting held June 2, 2026.

3. Notice of Completion for the East American Canyon Road Guardrail Project (TR23-0300)

Recommendation: Adopt a Resolution accepting the project as complete, authorizing the Public Works Director to file a Notice of Completion, and releasing a Retention payment to Granite Rock Company in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

4. Permit Technician Services

Recommendation: Adopt a Resolution approving Amendment 4 to Agreement 2022-A136 with the BPR Consulting Group to extend the contract for Permit Technician Services to the end of Fiscal Year 2026/27 and increase the total contract amount by \$147,000 not to exceed \$591,500.

5. Building & Safety Services Agreement

Recommendation: Adopt a Resolution approving Amendment 1 to Agreement 2024-52 with the BPR Consulting Group to extend the contract for Building Official, Plan Check, and Building Inspection Services to the end of Fiscal Year 2026/27 and increase the total contract amount by \$553,150 not to exceed \$1,725,500.

6. Fire District's Development Impact Fee and Fire Capital Facilities Fee Adjustment

Recommendation: Adopt a Resolution approving the adjustment of the Development Impact Fee and Fire Capital Facilities Fee for all new construction and new development to fund fire protection services by the change in the consumer price index of 3.8 percent.

7. Appropriations Limit for Fiscal Year 2026-27

Recommendation: Adopt a Resolution establishing the Appropriations Limit of \$28,102,776 for Fiscal Year 2026-27.

8. Chemical Purchases FY2026-27

Recommendation: Adopt a Resolution authorizing the purchase of chemicals for the Water Enterprise in an amount not to exceed \$534,000; for the Wastewater Enterprise in an amount of \$38,240; and for the Recycled Water Enterprise in an amount of \$100,000 for

FY2026-27.

9. **Water Meter Purchase FY 2026/27**

Recommendation: Adopt a Resolution approving the purchase of water meters from multiple vendors for an amount not to exceed \$200,000 for FY 2026/27.

10 **Napa River Ecology Center Project Level Agreement**

Recommendation: Adopt a Resolution approving a Project Level Agreement with the American Canyon Community Parks Foundation for the Building E Pump Station Improvements Project (WW26-0200) for an amount not to exceed \$425,000.

11. **Expanding City Limits Northerly to South Kelly Road**

Recommendation: Adopt a Clarifying Resolution Amending Resolution 2026-26 to Clarify Scope of the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County.

PUBLIC HEARINGS

There are no public hearing matters.

BUSINESS

12. **Fiscal Year 2026/2027 Salary Schedule and Classification Plan Update**

Recommendation: Adopt a Resolution Approving the Fiscal Year 2026/2027 Salary Schedule and Classification Plan Update.

13. **Sales Tax Measure**

Recommendation: Adopt a Resolution calling an election on a one percent (1.0% or one-cent) general transactions and use tax (sales tax) ordinance measure, submitting the proposed ordinance to the voters, requesting consolidation with the November 3, 2026 General Election, directing the City Attorney to prepare an impartial analysis, authorizing one or more Council Members to submit ballot arguments, authorizing rebuttal arguments, and authorizing the Napa County Registrar of Voters to conduct the election on behalf of the City of American Canyon.

MANAGEMENT / STAFF ORAL REPORTS

CITY COUNCIL COMMENTS / COMMITTEE REPORTS

City Council may provide brief comments on matters of public concern, announce matters of public interest, and provide Council Committee reports. No action will be taken.

14. **City Council Committee Report - Mayor Pierre Washington**

15. **City Council Committee Report - Vice Mayor Mark Joseph**

16. **City Council Committee Report - Councilmember David Oro**

FUTURE AGENDA ITEM REVIEW

The City Council will review upcoming agenda items. Councilmembers may request that items be added to future City

17. Future Agenda Items of Note

ADJOURNMENT

CERTIFICATION

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

Taresa Geilfuss, City Clerk

PUBLIC PARTICIPATION

This meeting is a limited public forum. The City expects respectful conduct from all participants. Offensive language or discriminatory remarks based on any protected classification under federal, state, or local law will not be tolerated, and the speaker may be immediately disconnected.

Meetings are conducted in person and are also available via Zoom. Meetings are broadcast live on Napa Valley TV, the [City's website](#), and [YouTube](#).

Zoom Link: [Click here](#). **Webinar ID:** 847 1017 1711. **Passcode:** 123456. **Phone-in:** (408) 638-0968

Oral Comments: In person during Open/Closed Session, or via Zoom during Open Session only. Use "Raise Your Hand" during public comment periods only.

Written Comments: Submit via [eComments](#) on the City's Meetings & Agendas webpage. eComments close at 3:00 p.m. on the day of the meeting.

Agenda Materials: Posted 72 hours in advance at www.americancanyon.gov.

ADA: Requests for accommodations or alternative formats must be submitted at least three calendar days in advance to the City Clerk at 4381 Broadway, Suite 201, American Canyon, CA 94503 or cityclerk@americancanyon.gov.

Need Additional Assistance? Contact the City Clerk by phone at (707) 647-4369 or by email at cityclerk@americancanyon.gov.

CITY OF AMERICAN CANYON

REGULAR CITY COUNCIL MEETING

ACTION MINUTES

June 2, 2026

6:00 P.M. CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The closed session was called to order at 6:00 p.m.

ROLL CALL - CLOSED SESSION

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

Absent: None

PUBLIC COMMENT - CLOSED SESSION ITEMS

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

MEETING RECESSED TO CLOSED SESSION

BUSINESS - CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation. Authorized pursuant to Government Code Section 54956.9 (d)(2). One (1) Matter.

6:30 P.M. OPEN SESSION

CALL TO ORDER - OPEN SESSION

The City Council meeting was called to order at 6:33 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL - OPEN SESSION

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

Absent: None

CLOSED SESSION REPORT OUT / CONFIRMATION OF REPORTABLE ACTION

A report on Closed Session and confirmation of reportable action was given by Assistant City Attorney Jon DiCristina.

PROCLAMATIONS AND PRESENTATIONS

2. Proclamation: June 2026 as PRIDE Month

Mayor Washington announced the proclamation. It was received by Kylie Dalton with members of the LGBTQ+ community and their families.

3. Proclamation: Juneteenth Independence Day

Mayor Washington announced the Juneteenth Independence Day proclamation. It was received by members of the community.

4. Presentation: American Canyon Annual Report from the City of Napa Housing Authority

Council received an American Canyon Annual Report from the City of Napa Housing Authority.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

Mayor Washington opened a public comment period. Written comments: none. Oral comments: Sophie Borgeaud was called to speak; Chatte Mitchell was called to speak; Simon Vargas was called to speak; Hugh Marquez was called to speak. The public comment period was closed.

AGENDA CHANGES

Action: Motion to move Business Item 18 and then Item 17 to be heard after the consent calendar made by Councilmember David Oro, seconded by Councilmember Brando Cruz, and CARRIED by roll call vote.

Yea: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Councilmember David Oro, Vice Mayor Mark Joseph

Nay: Mayor Pierre Washington

Abstain: None

Absent: None

CONSENT CALENDAR

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

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

Nay: None

Abstain: None

Absent: None

5. Minutes of May 19, 2026

Action: Approved the minutes of the Regular City Council meeting held May 19, 2026.

6. Projects Funded by SB1/Road Maintenance and Rehabilitation Account (RMRA) for Fiscal Year 2026/27

Action: Adopted Resolution 2026-35 approving a list of projects for Fiscal Year 2026/27 funded by SB1: The Road Repair and Accountability Act of 2017.

7. Construction Contract Award for the Green Island Road Maintenance Project (PW26-0100)

Action: Adopted Resolution 2026-36 awarding a construction contract (Agreement 2026-98) to O.C. Jones & Sons, Inc. in the amount of \$140,070 and authorizing the Public Works Director to approve Contract Change Orders in an aggregate amount not to exceed \$220,000, in conjunction with the Green Island Road Maintenance Project (PW26-0100).

8. Napa Pasture Protein Grazing Agreement Amendment No. 2

Action: Adopted Resolution 2026-37 authorizing the City Manager to enter into Amendment No. 2 to Agreement No. 2024-71 with Napa Pasture Protein (Agreement 2026-99), increasing the contract amount \$128,000, for a total amount not to exceed \$364, 000 for Fiscal Year 26/27 citywide grazing.

9. Janitorial Services Agreement

Action: Adopted Resolution 2026-38 authorizing the City Manager to enter into an agreement (Agreement 2026-A100) with Karla's Janitorial & Suppliers LLC for janitorial services for a term of one (1) year with an option for the City Manager to extend for one (1) year for two (2) additional years.

10. Calling the Municipal Election and Consolidating the Election with Napa County

Action: Adopted Resolution 2026-39 calling and giving notice of a Municipal Election to be held in the City of American Canyon on November 3, 2026, and requesting consolidation of said election with the Statewide General Election and requesting election services from the County of Napa.

11. Measure M Initiative Petition - Certification of Sufficiency

Action: Adopted Resolution 2026-40 accepting the Clerks Certificate of Initiative Petition submitted by the Napa County Registrar of Voters and acknowledging the qualification of the initiative petition entitled "Initiative Measure to Amend American Canyon 2040 General Plan Mobility Element to Add Watson Lane/Marcus Road Circulation Connection Between State Route 29 and Newell Drive" under the California Elections Code.

12. Water Reclamation Facility Sludge Hauling and Biosolids Project Budget Amendment

Action: Adopt Resolution 2026-41 amending the FY2025-26 Capital Budget and increasing the FY2025-26 Project Budget from \$620,000 to \$1,220,000 and authorizing the Public Works Director to execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the Sludge Removal and Hauling Project (WW26-0400).

13. Two-year Intergovernmental Services Agreement with the Housing Authority of the City of Napa (HACN)

Action: Adopted Resolution 2026-42 authorizing the City Manager to sign a two-year Intergovernmental Services Agreement (Agreement 2026-A101) with the Housing Authority of the City of Napa (HACN) for housing-related services for the City of American Canyon during Fiscal Year 2026/27 and 2027/28.

BUSINESS

17. Citywide Circulation (Agenda Item 18)

Council received a Citywide Circulation staff report and presentation from City Manager Jason Holley. Mayor Washington opened a public comment period. Written comments: none. Oral comments: Leon Garcia was called to speak; Hugh Marquez was called to speak; Terrence McGrath was called to speak; Valerie Zizak-Morais was called to speak; Justin Hamilton Hole was called to speak. The public comment period was closed.

18. Initiative Petition Measure M (Agenda Item 17)

Council received a staff report regarding Initiative Petition Measure M from City Manager Jason Holley. Mayor Washington opened the public comment period. Written comments were received from Steven and Jacquelynn Ross, Jessica Sanders, Karen and John Freskan, Chris and LeAnn Tholcke, LeAnn and Sam Clerici, Leslie and Margaret Lawson, Christina Hunt, Loan Ly, Jose Rangel, Jeannette Goyetche, and Karina Servente.

Oral comments were received from Joe Gonsalves, Jessica Sanders, Alex Isler, Tiffany Mayrong, Terrence McGrath, Sam Clerici, Sam J. Clerici, Chris Tholke, Karina Servente, Leon Garcia, Eva Garcia, Jeannette Goyetche, Charles Lemmon, Valerie Zizak-Morais, Michael Salinas, Travis McDowell, Hugh Marquez, Sindy Biederman, Tony Clerici, Debbie Runkey, Sara Gonzalves, and Mariam Aboudamous. The public comment period was closed.

Action: Motion to adopt Resolution 2026-46 ordering the preparation of a report pursuant to California Elections Code section 9212 regarding the proposed initiative ordinance known as Measure M made by Councilmember David Oro, seconded by Councilmember Brando Cruz, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

19. Potential Revenue Measure: Draft Ballot Language (Agenda Item 16)

Council received a Potential Revenue Measure: Draft Ballot Language staff report from City Manager Jason Holley. Mayor Washington opened a public comment period. Written comments: none. Oral comments: none. The public comment period was closed.

COUNCIL RECESSED AT 9:14 P.M.

COUNCIL RESUMED AT 9:34 P.M.

PUBLIC HEARINGS

14. Fiscal Year 2026-27 Recommended Budget and Five-Year Capital Improvement Program

Council received a Fiscal Year 2026-27 Recommended Budget and Five-Year Capital Improvement Program staff report and presentation from Finance Director Jemelyn Cruz and Public Works Director Erica Ahmann Smithies. Mayor Washington opened the public hearing and a public

comment period. Written comments: none. Oral comments: none. The public comment period and public hearing were closed.

Action: Motion to adopt Resolution 2026-43 approving adoption of the Recommended Operating Budget for Fiscal Year 2026-27 and authorizing the City Manager to increase the appropriations for FY 2026-27 expenditures in an amount not to exceed the amount encumbered for expenses that did not occur prior to the end of FY 2025-26 but are expected to be expended in FY 2026-27 consistent with the original purpose made by Vice Mayor Mark Joseph, seconded by Councilmember David Oro, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

Action: Motion to adopt Resolution 2026-44 approving the Five-Year Capital Improvement Program for Fiscal Years 2026-27 to 2030-31. made by Vice Mayor Mark Joseph, seconded by Councilmember David Oro, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

15. Engineer's Report for Citywide LLAD Fiscal Year 26/27

Action: Adopted Resolution 2026-45 approving the Fiscal Year 2026/27 Annual Engineer's Report for the American Canyon Landscaping and Lighting Assessment District, approving the budgets within the Engineer's Report, confirming the assessment diagram and the annual assessment amounts, and authorizing the levy and collection of annual assessment for Fiscal Year 2026/27. Council received a Engineer's Report for Citywide LLAD Fiscal Year 26/27 staff report and presentation from Public Works Director Erica Ahmann Smithies. Mayor Washington opened the public hearing and a public comment period. Written comments: Michael Runas. Oral comments: none. The public comment period and public hearing were closed.

Action: Motion to adopt Resolution 2026-45 approving the Fiscal Year 2026/27 Annual Engineer's Report for the American Canyon Landscaping and Lighting Assessment District, approving the budgets within the Engineer's Report, confirming the assessment diagram and the annual assessment amounts, and authorizing the levy and collection of annual assessment for Fiscal Year 2026/27 made by Councilmember David Oro, seconded by Vice Mayor Mark Joseph, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

MANAGEMENT / STAFF ORAL REPORTS

There were no management/staff oral reports.

CITY COUNCIL COMMENTS / COMMITTEE REPORTS

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

19. City Council Committee Report - Councilmember David Oro

20. City Council Committee Report - Vice Mayor Mark Joseph

FUTURE AGENDA ITEM REVIEW

21. Future Agenda Items of Note

Council reviewed future agenda items and discussed additional topics for future consideration.

Action: Motion to add discussion of a five-year plan for addressing operating budget deficits to a future agenda, made by Vice Mayor Mark Joseph, seconded by Councilmember Brando Cruz, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

Action: Action: Motion to add a quarterly Circulation Update Report to a future City Council agenda, made by Vice Mayor Mark Joseph, seconded by Councilmember Brando Cruz, and CARRIED by roll call vote.

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

Nay: None

Abstain: None

Absent: None

ADJOURNMENT

The City Council meeting was adjourned at 10:45 p.m.

CERTIFICATION

Respectfully Submitted,

Taresa Geilfuss, City Clerk



TITLE

Notice of Completion for the East American Canyon Road Guardrail Project (TR23-0300)

RECOMMENDATION

Adopt a Resolution accepting the project as complete, authorizing the Public Works Director to file a Notice of Completion, and releasing a Retention payment to Granite Rock Company in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director/City Engineer
Ron Ranada, P.E., Senior Civil Engineer

BACKGROUND & ANALYSIS

The East American Canyon Road Guardrail Project ("Project"; TR23-0300) is located approximately 490 feet east of the intersection of American Canyon Road East and Via Firenze. The scope of work consisted of the removal and replacement of approximately 190 linear feet total of existing temporary barrier systems comprised of concrete K-Rails and plastic crash cushions along both the north (west-bound) and south (east-bound) road shoulders.

The City solicited competitive bids for the project and opened bids on November 12, 2025. Granite Rock Company was determined to be the lowest responsible and responsive bidder, with a bid of \$352,097. On December 2, 2025, the City Council authorized the award of the construction contract and authorized the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Project Budget (R2025-93).

The contractor has completed the contract work, including Contract Change Order (CCO) Nos. 1 through 5, to the satisfaction of the Public Works Director, at a final contract cost of \$393,713.46. Staff recommends the Council accept the work as complete, authorize the Public Works Director to file a Notice of Completion, and authorize the release of Retention payment to Granite Rock Company in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The total construction contract amount including CCO Nos. 1-5 is \$393,713.46.

Contract Item	Amount
Original Construction Contract	\$352,097
Change Order #1	\$1,129.65
Change Order #2	\$1,407.17
Change Order #3	\$12,986.58
Change Order #4	\$24,917.06
Change Order #5	\$1,176.00
Total Construction Contract	\$393,713.46

The change orders were mainly due to unforeseen site conditions including unanticipated concrete and boulders that were encountered while drilling for the concrete piers, and underground communication lines that were in conflict with the guardrail posts.

The estimated total project cost including design, construction contract, materials testing services, in-house staff and project support, and miscellaneous expenses, is estimated at

Description	Amount
Design Contract (Sanbell)	\$67,486.05
Construction Contract (Granite Rock Company)	\$393,713.46
Materials Testing Services	\$5,000.00
In-house Staff and Project Support	\$38,000.00
Miscellaneous	\$2,443.77
Total Estimated Project Expenditure (rounded)	\$507,000

ENVIRONMENTAL REVIEW

15302 - The Project is exempt from review under the California Environmental Quality Act ("CEQA") under the Class 2 exemption of replacement or reconstruction of existing facilities of Section 15302 of Title 14 of the California Code of Regulations and said exemption is not negated by any exception under Section 15300.2 of said Regulations.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

[1. Resolution - American Canyon Road East Guardrail Project](#)

2. Notice of Completion

RESOLUTION NO. 2026-_____

A RESOLUTION ACCEPTING THE PROJECT AS COMPLETE, AUTHORIZING THE PUBLIC WORKS DIRECTOR TO FILE A NOTICE OF COMPLETION, AND RELEASING A RETENTION PAYMENT TO GRANITE ROCK COMPANY IN CONJUNCTION WITH THE EAST AMERICAN CANYON ROAD GUARDRAIL PROJECT (TR23-0300)

WHEREAS, the East American Canyon Road Guardrail Project consists of removal and replacement of existing temporary barrier systems comprised of concrete K-Rails and plastic crash cushions along both the north (west-bound) and south (east-bound) road shoulders; and

WHEREAS, on December 2, 2025, the City Council authorized the award of a construction contract to Granite Rock Company in the amount of \$352,097 and authorized the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Project Budget (R2025-93); and

WHEREAS, all contracted work, including Contract Change Order Nos. 1 to 5, has been completed at a total construction contract cost of \$393,713.46; and

WHEREAS, Granite Rock Company has completed all of the contracted work to the satisfaction of the Public Works Director; and

WHEREAS, total project cost, including the design contract, construction contract, materials testing services, in-house staff and project support, and miscellaneous expenses, is estimated at \$507,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby accepts the East American Canyon Road Guardrail Project (TR23-0300) as complete, authorizes the Public Works Director to file a Notice of Completion, and approves the release of a Retention payment to Granite Rock Company.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew T. Summers, City Attorney

RECORDING REQUESTED BY:

City of American Canyon
4381 Broadway, Ste. 201
American Canyon, CA 94503

WHEN RECORDED RETURN TO:

City of American Canyon
4381 Broadway, Ste. 201
American Canyon, CA 94503

Exempt from recording fee pursuant to Government Code Section 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in Paragraph 3 herein in the real property herein described is owned by:

City of American Canyon
4381 Broadway, Ste. 201
American Canyon, CA 94503

2. That the full name and address of the owner of said interest or estate, if there is only one owner, and that the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.

3. That the nature of the original contract, if any, for said work of improvement was the **EAST AMERICAN CANYON ROAD GUARDRAIL PROJECT (TR23-0300)**, which consists of removal and replacement of approximately 190 linear feet total of existing temporary barrier systems comprised of concrete K-rail and plastic crash cushions on American Canyon Road, approximately 400 feet east of Via Firenze in American Canyon.

4. That on the 16th day of June, 2026, a work of improvement on the real property herein described was completed.

5. That the name of the original contractor for said work of improvement was:

Granite Rock Company
5225 Heller Avenue, Suite 220
San Jose, CA 95128

6. That the name and address of the transferor is:

Granite Rock Company
5225 Heller Avenue, Suite 220
San Jose, CA 95128

7. That the real property referred to herein is situated in the County of Napa, State of California, at the following locations within the City of American Canyon, California: American Canyon Road East, 400 feet east of Via Firenze.

By: CITY OF AMERICAN CANYON

Erica Ahmann Smithies, P.E.
Public Works Director

Date



TITLE

Permit Technician Services

RECOMMENDATION

Adopt a Resolution approving Amendment 4 to Agreement 2022-A136 with the BPR Consulting Group to extend the contract for Permit Technician Services to the end of Fiscal Year 2026/27 and increase the total contract amount by \$147,000 not to exceed \$591,500.

CONTACT

Brent Cooper, AICP, Community Development Director

BACKGROUND & ANALYSIS

BPR Consulting Group augments our City Permit Technician with these services on a contract basis. The contract is funded from building permit fees on an hourly basis.

Given the variability of building permit activity, having a contract enables the city to expand and retract services to meet demands seamlessly. This service also provides continuous service when the City's Permit Technician is out of the office for approved leave time, training, and meetings. For this reason, staff recommends extending the contract for one additional fiscal year.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The proposed \$147,000 annual services cost and associated building permit revenue is included in the upcoming Fiscal Year 2026/27 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.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Resolution - BPR Contract Amendment #4](#)

RESOLUTION NO. 2026-_____

A RESOLUTION APPROVING AMENDMENT 4 TO AGREEMENT 2022-A136 WITH BPR CONSULTING GROUP TO EXTEND THE CONTRACT FOR PERMIT TECHNICIAN SERVICES TO THE END OF FISCAL YEAR 2026/27 AND INCREASE THE TOTAL CONTRACT AMOUNT BY \$147,000 TO AN AMOUNT NOT TO EXCEED \$591,500

WHEREAS, the City has a longstanding practice of providing Building & Safety Services through a combination of in-house and contract staff; and

WHEREAS, because of the volatility of development, contracting specialized Building and Safety staff helps the City remain flexible with resources in response to market conditions and demands; and

WHEREAS, City lacks the qualified personnel to adequately provide the specified work product; and

WHEREAS, consistent with the “A/B/C Test” stipulated by the *Dynamex Operations West Inc. v. Superior Court* (Case No. S222732), the BPR Consulting Group is an independent contractor free from the control and direction of the City in connection with the performance of the work, who performs work that is outside the usual course of the City’s business and is customarily engaged in an independently established trade, occupation, or business of the same nature as the work performed for the City; and

WHEREAS, on September 7, 2022, the City Manager approved the BPR Consulting Group Permit Technician services contract (Agreement 2022-A136) in the amount not to exceed \$50,000 with a term that expires June 30, 2023; and

WHEREAS, on April 18, 2023, the City Council approved the BPR Consulting Group Permit Technician services contract amendment #1 (Agreement 2023-37) by \$157,000 in the amount not to exceed \$207,500 with a term that expires June 30, 2024; and

WHEREAS, on June 4, 2024, the City Council approved the BPR Consulting Group Permit Technician services contract amendment #2 (Agreement 2024-80) by \$117,000 in the amount not to exceed \$324,500 with a term that expires June 30, 2025; and

WHEREAS, on June 3, 2025, the City Council approved the BPR Consulting Group Permit Technician services contract amendment #3 (Agreement 2025-78) by \$120,000 in the amount not to exceed \$444,500 with a term that expires June 30, 2026; and

WHEREAS, the BPR Consulting Group Permit Technician services are funded with building permit issuance, building permit and plan check fee user fee revenue; and

WHEREAS, the 2026/27 Fiscal Year budget sufficient revenues (Building Permit Account 100-60-640-32110), and funds for the proposed BPR Consulting Group Permit Technician services (Miscellaneous Contractual Services Account 100-60-640-42190); and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby determines that the BPR Consulting Group is free from the control and direction of the City in connection with the performance of the work, both under the contract for the performance of such work and in fact.

SECTION 1: The City Council of the City of American Canyon hereby determines that the BPR Consulting Group performs work that is outside the usual course of the City's business.

SECTION 2: The City Council of the City of American Canyon hereby determines that the BPR Consulting Group is customarily engaged in an independently established trade, occupation, or business of the same nature as the work performed for the City.

SECTION 3: The City Council of the City of American Canyon hereby approves Amendment 4 to Agreement 2022-A136 with BPR Consulting Group increasing the total contract amount by \$147,000 to an amount not to exceed \$591,500 for Building and Safety Permit Technician services and extends the contract term to June 30, 2026.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 12th day of June 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew Summers, City Attorney



TITLE

Building & Safety Services Agreement

RECOMMENDATION

Adopt a Resolution approving Amendment 1 to Agreement 2024-52 with the BPR Consulting Group to extend the contract for Building Official, Plan Check, and Building Inspection Services to the end of Fiscal Year 2026/27 and increase the total contract amount by \$553,150 not to exceed \$1,725,500.

CONTACT

Brent Cooper, AICP, Community Development Department

BACKGROUND & ANALYSIS

Since 2024, BPR Consulting Group has provided contract Building and Safety Services that includes a part-time Building Official, Plan Check services, and Building Inspection Services. This contact has provided flexible staff levels and customer service throughout stronger and weaker economic conditions.

Because BPR maintains a deep bench of qualified professionals across all areas of building expertise, the firm can readily scale resources up or down as project needs evolve, ensure continuity of service during staff absences, and provide reliable, authoritative guidance when applicants' technical consultants require additional support.

For Fiscal Year 2026/27, staff anticipates that the BPR Building and Safety services will cost \$553,150 which is offset from building plan check and inspection revenue. Staff anticipates hiring a full time Building Official during the upcoming fiscal year. If we are successful, we would reduce the need for BPR services which would lower the amount of consultant service costs.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Funding to implement the Recommended Action is included in the FY2026/27 Annual Budget.

ENVIRONMENTAL REVIEW

Not applicable.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Resolution - Building Safety Contract](#)

RESOLUTION NO. 2026-_____

A RESOLUTION APPROVING AMENDMENT 1 TO AGREEMENT 2024-52 WITH BPR CONSULTING GROUP TO EXTEND THE CONTRACT FOR BUILDING OFFICIAL, PLAN CHECK, AND BUILDING INSPECTION SERVICES TO THE END OF FISCAL YEAR 2026/27 AND INCREASE THE TOTAL CONTRACT AMOUNT BY \$553,150 TO AN AMOUNT NOT TO EXCEED \$ 1,725,500

WHEREAS, the City has a longstanding practice of providing Building & Safety Services through a combination of in-house and contract staff; and

WHEREAS, because of the volatility of development, contracting specialized Building and Safety staff helps the City remain flexible with resources in response to market conditions and demands; and

WHEREAS, City lacks the qualified personnel to provide the specified work product; and

WHEREAS, BPR Consulting Group was selected amongst the proposals received as responsive and qualified for the work; and

WHEREAS, total compensation for the services provided by BPR Consulting Group under this Agreement, shall not exceed \$553,150 for Fiscal Year 2026/27 for a total not-to-exceed contract equal to \$1,725,500; and

WHEREAS, funding to implement the Recommended Action is already included or can be absorbed in the current FY 2026/27 Annual Budget in account: Miscellaneous Contractual Services 100-60-640-42190; and

WHEREAS, consistent with the "A/B/C Test" stipulated by the *Dynamex Operations West Inc. v. Superior Court* (Case No. S222732), BPR Consulting Group is an independent contractor free from the control and direction of the City in connection with the performance of the work, who performs work that is outside the usual course of the City's business and is customarily engaged in an independently established trade, occupation, or business of the same nature as the work performed for the City; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby determines that BPR Consulting Group is free from the control and direction of the City in connection with the performance of the work, both under the agreement for the performance of such work and in fact; and

SECTION 1: The City Council of the City of American Canyon hereby determines that BPR Consulting Group performs work that is outside the usual course of the City's business; and

SECTION 2: The City Council of the City of American Canyon hereby determines that BPR Consulting Group is customarily engaged in an independently established trade, occupation, or business of the same nature as the work performed for the City.

SECTION 3: The City Council of the City of American Canyon hereby approves Amendment 1 to Agreement 2024-52 with BPR Consulting Group increasing the total contract amount by \$553,150 to an amount not to exceed \$1,725,500 for Building and Safety services and extends the contract term to June 30, 2026.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 12th day of June 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew Summers, City Attorney



TITLE

Fire District's Development Impact Fee and Fire Capital Facilities Fee Adjustment

RECOMMENDATION

Adopt a Resolution approving the adjustment of the Development Impact Fee and Fire Capital Facilities Fee for all new construction and new development to fund fire protection services by the change in the consumer price index of 3.8 percent.

CONTACT

Cliff Campbell, Acting Fire Chief

BACKGROUND & ANALYSIS

On January 24, 2023, at a Regular Fire Board Meeting, the Board adopted Resolution 2023-05. This resolution initiated the process of implementing a fee to offset the increased demand and costs that new development places on the District. The Board resolved to collaborate with the City of American Canyon to implement this fee for properties within both the City and the District, and with the County of Napa for properties within both the District and the County.

Subsequently, on March 21, 2023, the City of American Canyon adopted Ordinance 2023-02. Section 2, item H of this ordinance stipulates that the Fire Capital Facilities Fee shall automatically be adjusted annually on July 1, based on the change in the Consumer Price Index (CPI) for the San Francisco/Oakland/San Jose area for the twelve-month period ending the preceding April.

In accordance with Ordinance 2023-02, it is recommended that the Development Impact Fee and Capital Facilities Fee for all new construction and new developments, which is intended to fund fire protection services, be increased by the cost-of-living adjustment of 3.8%. This adjustment aligns with the CPI increase for the specified region.

If approved, this adjustment will result in the Impact Fee increasing from one dollar and three cents (\$1.03) per square foot to one dollar and seven cents (\$1.07) per square foot, representing a four cent (\$0.04) increase.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The fiscal impact of applying the 3.8 percent CPI increase will modestly increase development fee revenue to assist the District in funding fire protection facilities and infrastructure needed to serve new development.

ENVIRONMENTAL REVIEW

The proposed action is not subject to the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment pursuant to CEQA Guidelines Section 15061(b)(3).

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Resolution - Impact Fees Update](#)
2. [April 2026 CPI](#)
3. [CC ORDINANCE 2023-02](#)

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON, CALIFORNIA, APPROVING THE ADJUSTMENT OF THE DEVELOPMENT IMPACT FEE AND FIRE CAPITAL FACILITIES FEE FOR ALL NEW CONSTRUCTION AND NEW DEVELOPMENT TO FUND FIRE PROTECTION SERVICES BY THE CHANGE IN THE CONSUMER PRICE INDEX OF 3.8 PERCENT

WHEREAS, on January 24, 2023, at a Regular Fire Board Meeting, the Board adopted Resolution 2023-05 to begin the process of implementing a fee to offset the increased service demands and costs associated with new development within the District; and

WHEREAS, the Board resolved to work with the City of American Canyon to implement this fee for properties within both the City and the District, and to work with the County of Napa for properties within both the District and the County; and

WHEREAS, on March 21, 2023, the City of American Canyon adopted Ordinance 2023-02, which under Section 2, item H, stipulates that the Development Impact Fee and Fire Capital Facilities Fee shall automatically be adjusted annually on July 1, based on the change in the Consumer Price Index (CPI) for the San Francisco/Oakland/San Jose area for the twelve-month period ending the preceding April; and

WHEREAS, the CPI for the San Francisco/Oakland/San Jose area has increased by 3.8 percent for the twelve-month period ending April 2026; and

WHEREAS, it is consistent with Ordinance 2023-02 to apply this cost-of-living adjustment to the Development Impact Fee and Fire Capital Facilities Fee for all new construction and development within the District; and

WHEREAS, the recommended adjustment will result in an increase of the Development Impact Fee and Fire Capital Facilities Fee from one dollar and three cents (\$1.03) per square foot to one dollar and seven cents (\$1.07), representing a four-cent (\$0.04) increase; and

WHEREAS, this adjustment will help ensure that the District can adequately fund fire protection facilities and services needed to serve new development.; and

WHEREAS, this Resolution is not subject to review under the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.), because concerns a government funding mechanism that does not commit the City or the District to any specific project which may result in a potentially significant physical impact on the environment, and it can be seen with certainty that there is no possibility that adopting the updated development impact fee may have a significant effect on the environment. (14 CCR §§ 15061(b)(3), 15378(b)(4).) The City or the District, as appropriate, will conduct appropriate CEQA review for individual projects funded by development impact fees in the future as required by law.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon, State of California, hereby approves the adjustment of the Development Impact Fee and Fire Capital Facilities Fee for all new construction and new development to one dollar and seven cents (\$1.07) per square foot, effective July 1, 2026, in accordance with the 3.8 percent CPI increase.

PASSED, APPROVED and ADOPTED at the regular meeting of the City Council of the City of American Canyon, State of California, held on the 16th day of June 2026 by the following:

AYES:

NOES:

ABSENT:

ABSTAIN:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

| _____
Teresa Geilfuss, City Clerk

Matthew Summers, City Attorney

April 2026 CPI

3.8%

Table A. San Francisco-Oakland-Hayward, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2022		2023		2024		2025		2026	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
February	1.4	5.2	1.8	5.3	1.5	2.4	1.8	2.7	1.3	2.5
April	1.5	5.0	0.4	4.2	1.8	3.8	0.4	1.3	1.7	3.8
June	1.7	6.8	0.5	2.9	-0.1	3.2	0.2	1.5		
August	-0.5	5.7	0.0	3.4	-0.5	2.7	0.4	2.5		
October	1.0	6.0	0.3	2.8	0.0	2.4	-	-		
December	-0.3	4.9	-0.4	2.6	-0.4	2.4	-	3.0		

Note: The October 2025 data values are not available due to the 2025 lapse in appropriations

ORDINANCE NO. 2023-02

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON, CALIFORNIA,
ACCEPTING THE DEVELOPMENT IMPACT FEE NEXUS STUDY AND LEVYING A FIRE CAPITAL
FACILITIES FEE FOR ALL NEW CONSTRUCTION AND NEW DEVELOPMENT TO FUND FIRE
PROTECTION SERVICES**

WHEREAS, the American Canyon Fire Protection District (District) provides fire protection, emergency medical services and hazardous material response to residents and businesses within the City of American Canyon (City);

WHEREAS, the California Mitigation Fee Act authorizes the City to impose fees that offset the costs imposed on public services by new development, including the costs incurred for emergency response and fire protection services;

WHEREAS, the District has identified the need to plan for the impact of future development on existing resources, including keeping pace with new development by constructing and equipping current and future fire stations, and therefore retained the services of AP Triton to conduct a Long-Range Master Plan and Capitol PFG to conduct a development impact fee study;

WHEREAS, Capitol PFG has completed a development impact fee study which meets the requirements of the California Mitigation Fee Act. Specifically, the fee study makes findings as to the purpose and use of the fee as it pertains to the District's growth plan and the associated capital costs, and determines that the fees are supported by an appropriate "nexus" – meaning the amount of the fees successfully approximate the actual costs for which they are intended to offset;

WHEREAS, although the Fire Protection District Law of 1987 does not allow a fire district to directly charge a fee for public improvements, facilities, or equipment, it is common practice for fire districts to work with cities and counties to impose an impact fee on the fire district's behalf;

WHEREAS, the mutual interest of the City and District are fulfilled by the City enacting a Development Impact Fee, as authorized by the Mitigation Fee Act and the City's police powers, to fund fire and emergency response services for the protection of lives and property of City residents and to ensure that the District has the resources and capabilities of keeping pace with new construction within the City;

WHEREAS, consistent with Government Code section 66001, the City intends to levy a Development Impact Fee on all new residential, commercial, and industrial development within the City's boundaries, to fund capital equipment and facilities construction needs for the District;

WHEREAS, at the Fire Board's January 24, 2023 Regular Meeting, the Board adopted a Resolution to begin the process of implementing a fee to offset the rising costs that new development imposes on the District, and to work with the City to implement the fee (for properties within both the City

and the District) and to work with the County of Napa (for properties within the District and the County); and

WHEREAS, the proposed fee shall be updated on an annual basis to account for inflationary costs and/or as updates are needed based upon the current costs of construction and equipping fire stations.

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

SECTION 1. The City Council, having considered all the evidence, accepts the Development Impact Fee Nexus Study Prepared by Capitol PFG and the findings and conclusions therein, attached as **Exhibit A** and incorporated herein.

SECTION 2. The City Council adopts a Fire Capital Facilities Fee based upon the square footage of the structure as determined from the plans submitted with the application for a building permit and computed as follows:

- A. Any proposed structure designed for use as a single-family dwelling unit shall be assessed a fee of ninety-eights cents (\$.98) per square foot. For purposes of this subsection a single-family dwelling shall mean a dwelling unit containing not more than one kitchen and designed to house not more than one family.
- B. Any proposed structure designed for use as a multiple family dwelling unit shall be assessed a tax of ninety-eights cents (\$.98) per square foot. For purposes of this subsection, a multiple family dwelling unit shall mean any structure designed to house two or more families living independently of each other and may consist of one building or a series of detached dwelling units.
- C. Any proposed structure designed to be used for business or commercial purposes shall be assessed a tax of ninety-eights cents (\$.98) per square foot. Business or commercial purposes as used herein includes, but is not limited to, facilities used primarily for public assembly, sleeping rooms in hotels, or motels, and mental or physical convalescent facilities.
- D. Any proposed structure designed to be used for industrial purposes shall be assessed a tax of ninety-eights cents (\$.98) per square foot. Industrial purposes as used in this subsection shall mean any use involving manufacturing, fabricating, refining, processing, research, warehousing, or similar uses.
- E. Where a structure is replaced, no fee shall be payable, provided the square footage of the new structure is the same or less than the replaced structure.
- F. Where a structure is remodeled, no fee shall be payable, provided the square footage of the new structure is the same or less than the remodeled structure.
- G. If a fee had been previously paid to the District, and the new structure contains less square footage than the old structure, no refund shall be payable by the District.
- H. The Fire Capital Facilities Fee shall automatically be adjusted July 1 of each year according to the change in the Consumer Price Index for the San Francisco / Oakland / San Jose area for the twelve-month period ending the preceding April.

SECTION 3. The City shall implement, administer, and oversee the collection of such fees and remit those fees to the District. The actual amount of Fire Capital Facilities Fee due and payable shall be the amount determined under section 2 above less any Fire Mitigation Fee paid pursuant to District Resolution 86-5.

SECTION 4. The Development Impact Fee, including any adjustments based on inflation, may be required to be paid prior to the issuance of a building permit.

SECTION 5. Staff shall assist the District Fire Chief to take all actions necessary to implement, administer, and collect the Fire Capital Facilities Fee Schedule, and as part of the District's budget process shall annually review the estimated costs of capital improvements and capital equipment and evaluate the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the fee is charged.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 7th day of March, 2023 by the following vote:

AYES: Councilmembers Aboudamous, Joseph, Vice Mayor Washington, and Mayor Garcia
NOES: None
ABSTAIN: None
ABSENT: Councilmember Oro

The foregoing Ordinance was adopted at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 21st day of March, 2023, by the

AYES: Councilmembers Aboudamous, Joseph, Oro, Vice Mayor Washington, and Mayor Garcia
NOES: None
ABSTAIN: None
ABSENT: None

ATTEST:


Taresa Geilfuss, City Clerk


Leon Garcia, Mayor
APPROVED AS TO FORM:


William D. Ross, City Attorney



TITLE

Appropriations Limit for Fiscal Year 2026-27

RECOMMENDATION

Adopt a Resolution establishing the Appropriations Limit of \$28,102,776 for Fiscal Year 2026-27.

CONTACT

Jemelyn Cruz, Finance Director

BACKGROUND & ANALYSIS

State law requires local agencies to set an appropriation limit each fiscal year. Only certain annual budget appropriations from proceeds of taxes, as defined by the law and accepted statewide guidelines, are subject to the limit. The appropriations limit is revised annually, usually upward, by a formula that uses a combination of percent changes in Statewide Per Capita Income (PCI) or Non-residential assessed valuation, if available, and City or County Population.

In November 1979, the people of California added Article XIII B to the State Constitution, which placed limitations on the appropriations of State and local governments. The Article was implemented by State Legislation that defined the process to calculate the appropriations limit and required that cities adopt a resolution setting an annual appropriations limit. The base year was set as fiscal year 1978-1979 and the first appropriations limit was applied to qualifying public agencies budgets for fiscal year 1980-1981.

In June 1990, the people approved Proposition 111, which, among other things, amended Article XIII-B. The amendment made significant changes to how the limit was calculated, what appropriations were subject to the limit, and added City Council resolution and independent audit requirements. One of the significant changes was to allow the City to make two choices when computing the appropriations limit:

- Inflation factor - choose between per capita income or increase in non-residential assessed valuation due to new construction
- Population factor – choose between City population growth and County population growth.

There are no penalties under Article XIII B for failure to adopt a limit. Compliance with the law is intended to be locally enforced by citizens. The State Government Code limits challenges in civil court to the appropriations limit calculation to a 45-day period after adoption.

If the portion of the City Budget that is subject to the appropriations limit exceeds the limit, the City can carry over the excess amount one year. If, after the second year, the City still exceeds the limit, the voters can approve a temporary override or the City would need to refund the excess amount to the people by lowering taxes or fees.

Updated Appropriations Limit

The change in the appropriations limit is calculated annually by staff from the information provided by the State Department of Finance each May. Consistent formulas are used to ensure an accurate calculation.

Proceeds of Taxes and Appropriations Subject to Limit

After the annual appropriations limit is calculated, the appropriations that are subject to the limit are determined. The appropriations limit only applies to appropriations that are funded from proceeds of taxes. Proceeds of taxes are fairly well defined in the statewide guidelines; however, the method to determine which appropriations are from proceeds of taxes can be complicated.

FY 2026-27 Appropriation Limit

The Fiscal Year 2026-27 appropriations limit was calculated using the Statewide Per Capita Personal Income increase of 4.95% and the City population increase of 0.14%. When applying these factors, the prior year limit increased by 5.10%.

City Limit

The appropriations limit increased \$1,363,693 to \$28,102,776 (Resolution in Attachment 1). Appropriations that are subject to the limit are \$22,156,203 so the City is under the appropriation limit by \$5,946,573. The detail computations are presented in the Appropriations Spending Limit Worksheet (Attachment 2).

Public Notice

As required by State Law, detailed worksheets supporting the appropriation limit calculations have been available for review by the public in the City Clerk's Office. Also, as required, a public notice has been published for this meeting to adopt the appropriations resolution.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Not applicable.

FISCAL IMPACT

None

ENVIRONMENTAL REVIEW

None.

ATTACHMENTS:

1. [Resolution City Appropriation Limit](#)
2. [Appropriations Limit FY 2026-27](#)

RESOLUTION NO. 2026-_____

**A RESOLUTION ESTABLISHING THE APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2026-27**

PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, Article XIII B of the California Constitution provides that the total annual appropriations subject to limitation of each governmental entity, including this City, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for certain changes mandated by Proposition Four passed in November, 1979 and Proposition 111 in June, 1990 except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B, and Section 7900 *et seq.* of the California Government Code, the City is required to set its appropriation limit for each fiscal year; and

WHEREAS, the City Manager has conducted the necessary analysis and calculations to determine the appropriations limit for fiscal year 2026-27, relying on the permanent fiscal year 1993-1994 limit approved by the voters on November 3, 1994, and the following two adjustment factors: *Change in Population*; and *Change in Per Capita Income*; and

WHEREAS, based on such calculations the City Manager has determined the said appropriation limit, and pursuant to Section 7910 of the Government Code, has made available to the public the documentation used in the determination of the limit;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of American Canyon that:

1. The annual adjustment factors used to calculate the Fiscal Year 2026-27 appropriations limit shall be the change in State Per Capita Income 4.95% and January 2026 City population change of 0.14%.
2. The new Appropriation Limit for Fiscal Year 2026-27 shall be and is hereby set in the amount of \$28,102,776.
3. The Fiscal Year 2026-27 Adopted Budget appropriations subject to the appropriation limit is \$22,156,203.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on 16th day of June, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew T. Summers, City Attorney

APPROPRIATIONS SPENDING LIMIT (Prop. 4 "Gann Limit")

City of American Canyon

FY 2026-27

Calculation of Spending Limit

Last Year's Limit (FY 2025-26) **\$ 26,739,083**

Adjustment Factors:

Change in Population/City	<u>1.0014</u>
Change in Non-residential Assessed Valuation	N/A
Change in Per Capita Income	<u>1.0495</u>
	1.0510
 Total Adjustment (Percent)	 5.10%

Total Adjustment (Dollars) **1,363,693**

NEW APPROPRIATION LIMIT FOR FISCAL YEAR 2026-27 **\$ 28,102,776**

Appropriations in Fiscal Year 2026-27 Compared to Limit

Proceeds from Taxes	22,156,203
Less Exclusions:	<u>-</u>
Appropriations Subject to Limitation	22,156,203
 Appropriations Limit for FY 2026-27	 <u>28,102,776</u>
 Amount Under Limit	 <u><u>\$ 5,946,573</u></u>

Determination of Proceeds of Taxes

(Source: Adopted Budget for FY 2026-27)

REVENUE	PROCEEDS OF TAXES	NON- PROCEEDS	TOTAL
Taxes			
Property Tax	13,141,900		13,141,900
Prop Tax In Lieu of Veh Lic Fees	2,452,365		2,452,365
Transfer Tax	205,000		205,000
Sales Tax	3,500,000		3,500,000
Transient Occupancy Tax	2,000,000		2,000,000
Tourist Business Imp District Tax	4,000		4,000
Card Room Admission Tax	330,000		330,000
Business License	280,200		280,200
Other Revenues:			
Franchise Fees		1,277,000	1,277,000
Vehicle Code Fines		106,000	106,000
Public Work Fees		54,500	54,500
Building Permits/Plan Check Fees		670,400	670,400
Planning Fees		17,100	17,100
Transfers In		5,778,348	5,778,348
Miscellaneous		3,984,349	3,984,349
SUBTOTAL	21,913,465	11,887,697	33,801,162
Allocation of Interest			
Subtotals Percent of Total	64.83%	35.17%	100.00%
Interest Allocation	242,738	131,685	374,423
Total with Interest	\$ 22,156,203	12,019,382	\$ 34,175,585



TITLE

Chemical Purchases FY2026-27

RECOMMENDATION

Adopt a Resolution authorizing the purchase of chemicals for the Water Enterprise in an amount not to exceed \$534,000; for the Wastewater Enterprise in an amount of \$38,240; and for the Recycled Water Enterprise in an amount of \$100,000 for FY2026-27.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Norman Woods, M.B.A., Assistant Public Works Director

BACKGROUND & ANALYSIS

The City cooperates with other local agencies to obtain bulk pricing for chemicals to aid in the treatment of drinking water, wastewater and recycled water. The North Bay Agency Chemical Pool is comprised of the cities of American Canyon, Napa, Vallejo, Fairfield, Vacaville and others. The City has participated in the Pool since 1994. Each Fiscal Year, this process ensures the City receives the best possible prices from vendors.

Sodium Hydroxide is used to adjust pH depending on source water quality. Sodium Hypochlorite is used in the disinfection process of finished potable and recycled water. The disinfection process and pH adjustments help control and mitigate the formation of disinfection byproducts and operational changes made in this regard can result in a change of consumables. Aluminum sulfate is used in water purification. In water purification, it causes suspended impurities to coagulate into larger particles and then settle to the bottom to be filtered out.

For FY2026-27, the lowest responsive and responsible bidders for the Pool are as follows:

CHEMTRADE - Aluminum Sulfate (Acid Alu, Full) at \$789.54 / Dry Ton

UNIVAR - Sodium Hydroxide (25%NaOH, Full) \$1,028.81 / Dry Ton

UNIVAR - Sodium Hypochlorite (12% NaOCl, Short) \$4.35 / Dry Ton

Other chemicals outside the Consortium are Pro Pac 9890 and ACH 9800 which are advanced engineered coagulants that enhance organic removal assisting in reduction of Disinfection-By-Products and improves overall plant performances. By using advanced coagulants, it reduces other

chemicals. Citric Acid is a weak acid made of citrus fruits, it is used in water chemistry for stabilization, neutralization and removes inorganic material from the membrane filters. These chemicals are obtained from USALCO and Thatcher.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

It is anticipated that the cost of Chemicals will be \$534,000 for the Water Enterprise; \$38,240 for the Wastewater Enterprise; and \$100,000 for the Recycled Water Enterprise. These amounts have been budgeted in FY2026-27.

The FY2026-27 Budget includes sufficient funds for chemical purchases as follows: Water Enterprise 510-50-560-43115, Wastewater Enterprise 540-50-570-43115 and Recycled Water Enterprise 580-50-590-43115 to implement the recommended action.

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. The purchase of chemicals for the City's normal operations is also exempt from review as operation of the City's existing facilities under Section 15301 of Title 14 of the California Code of Regulations.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

[1. Resolution - Chemicals](#)

RESOLUTION NO. 2026-

A RESOLUTION AUTHORIZING THE PURCHASE OF CHEMICALS FOR THE WATER ENTERPRISE IN AN AMOUNT NOT TO EXCEED \$534,000; WASTEWATER ENTERPRISE IN AN AMOUNT NOT TO EXCEED \$38,240 AND RECYCLED WATER ENTERPRISE IN AN AMOUNT NOT TO EXCEED \$100,000 FOR FY 2026-27

WHEREAS, the City of American Canyon belongs to the “North Bay Agency Chemical Pool” to obtain bulk pricing for chemicals to aid in the treatment of drinking water, solid waste, and recycled water; and

WHEREAS, the lowest responsive and responsible bidder for Aluminum Sulfate (Acid Alum, Full) is Chemtrade at \$589.870/Dry Ton; and

WHEREAS, the lowest responsive and responsible bidder for Sodium Hydroxide (25% NaOH, Full) is Univar at \$1,028.881/Dry Ton; and

WHEREAS, the lowest responsive and responsible bidder for Sodium Hypochlorite (12.5% NaOCl, Short) is Univar at \$4.345/Gallon; and

WHEREAS, the City of American Canyon also obtains chemicals outside of the North Bay Agency Chemical Pool from USALCO, LLC and Thatcher; and

WHEREAS, sufficient funds were budgeted in the FY 2026-27 Water Operating Budget, Line Item 510-50-560-43115, Operating Supplies; and

WHEREAS, sufficient funds were budgeted in the FY 2026-27 Waste Water Operating Budget, Line Item 540-50-570-43115, Operating Supplies; and

WHEREAS, sufficient funds were budgeted in the FY 2026-27 Recycled Water Operating Budget, Line Item 580-50-590-43115, Operating Supplies.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon authorizes the purchase of chemicals for the Water Enterprise in an amount not to exceed \$534,000, Wastewater Enterprise in an amount not to exceed \$38,240, and Recycled Water Enterprise in an amount not to exceed \$100,000 for FY 2026-27.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, CMC, City Clerk

APPROVE AS TO FORM:

Matthew T. Summers, City Attorney



TITLE

Water Meter Purchase FY 2026/27

RECOMMENDATION

Adopt a Resolution approving the purchase of water meters from multiple vendors for an amount not to exceed \$200,000 for FY 2026/27.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Norman Woods, M.B.A., Assistant Public Works Director

BACKGROUND & ANALYSIS

Staff continuously replaces and installs new water meters ranging from 3/4" to 6", including ancillary components.

The City of American Canyon continues in growth as the shortage in product supply also continues. By allowing flexibility of purchasing from multiple vendors, staff can continue to maintain quality services to our community. AMS, Ferguson Waterworks, and Badger Meter have proven to be reliable vendors and staff would like to continue to utilize them.

There are sufficient funds budgeted in FY 2026/27 budget, Water Enterprise Fund (Water Meters), account number 510-50-565-43130, to cover the costs.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The approved FY 2026/27 Budget in the Water Enterprise Fund, Budget Line Item 510-50-565-43130 (Water Meters) includes funding to cover these expenditures.

ENVIRONMENTAL REVIEW

This is not a project.

ATTACHMENTS:

1. [Resolution - Water Meters](#)

RESOLUTION NO. 2026-_____

**RESOLUTION APPROVING THE PURCHASE OF WATER METERS FROM MULTIPLE VENDORS
FOR AN AMOUNT NOT TO EXCEED \$200,000 FOR FY 2026/27**

WHEREAS, the City of American Canyon continuously replaces old meters and installs new meters in various sizes, including ancillary components; and

WHEREAS, staff currently purchases from the following vendors: AMS, Ferguson Waterworks, and Badger Meter, to supply compatible water meters and ancillary components; and

WHEREAS, there are sufficient funds in the FY 2026/27 budget, Water Enterprise Fund (Water Meters), account number 510-50-565-43130 (Water Meters), to cover these costs; and

WHEREAS, it is unknown which vendor will have the required products when needed; and

WHEREAS, by allowing flexibility of purchasing from other vendors, staff can continue to maintain quality services to our community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby approves the purchase of water meters from multiple vendors for an amount not to exceed \$200,000.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew T. Summers, City Attorney



TITLE

Napa River Ecology Center Project Level Agreement

RECOMMENDATION

Adopt a Resolution approving a Project Level Agreement with the American Canyon Community Parks Foundation for the Building E Pump Station Improvements Project (WW26-0200) for an amount not to exceed \$425,000.

CONTACT

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

BACKGROUND & ANALYSIS

The future Napa River Ecology Center (Ecology Center), located at 205 Wetlands Edge, contains both active and decommissioned City sanitary sewer infrastructure. Active facilities include the Building E Pump Station and an overflow pond that is utilized during major storm events when inflow and infiltration (I/I) can temporarily exceed downstream conveyance and treatment capacity.

Over the years, the Building E Pump Station has been incrementally upgraded to improve reliability and accommodate growth within the community. However, a permanent in-ground bypass pipeline to convey excess wet-weather flows to the overflow pond was not constructed as part of previous capital improvement projects. Installation of the bypass pipeline represents a modernization of critical wastewater infrastructure and will improve the long-term functionality of the facility while ensuring compatibility with the future public use of the site.

On March 3, 2026, the City Council approved the Building E Pump Station Improvements Project as part of the Fiscal Year 2025/26 Capital Improvement Program. The original delivery approach anticipated the City bidding and constructing the project prior to commencement of Ecology Center improvements. Due to competing capital priorities, project timing and limited staff resources, the City was not able to bid the project before the stite transfer and construction activities associated with the Ecology Center began.

The Ecology Center project has now mobilized contractors and construction activities throughout the site. Soliciting separate bids and introducing a another contractor would likely create construction conflicts, increase coordination requirements, and potentially impact both project

schedules. To avoid these inefficiencies, staff recommends that the American Canyon Community and Parks Foundation (ACCPF) deliver the bypass pipeline improvements as part of the ongoing Ecology Center project under a Project Level Agreement with the City.

This approach provides several benefits. First, it allows the work to be completed by a contractor already mobilized on-site, eliminating redundant mobilization and staging costs. Second, it reduces the risk of construction conflicts associated with multiple contractors working within the same active project area. Third, the proposed construction cost submitted by ACCPF's contractor is reasonable and consistent with staff's expectations for the scope of work. However, there is an opportunity for additional value engineering and utilizing the existing contractor provides the most efficient and cost effective means of delivering the project while minimizing risk to both the City and the Ecology Center project. Finally, the need to construct these improvements at this time is largely driven by the conversion of the former Corporation Yard into a publicly accessible community facility. Absent the Ecology Center project, the City would likely have deferred construction of the bypass pipeline to a future capital improvement cycle.

On September 18, 2018, the American Canyon City Council approved a Memorandum of Understanding (MOU) establishing a partnership between the City and ACCPF. The MOU contemplates the use of Project Level Agreements to define roles, responsibilities, and funding arrangements for specific projects, programs, and community initiatives. The MOU requires approval by both the City Council and the ACCPF Board of Directors for projects with a value exceeding \$50,000.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Outdoors and Recreation: "Expand opportunities for use of outdoor recreation and an active and healthy lifestyle."

FISCAL IMPACT

On June 6, 2026, City Council adopted the Fiscal Year 2026/2027 Capital Improvement Program which established a project budget of \$450,000 for the Building E Pump Station Project (WW26-0200) with the funding from Fund 550 Wastewater Capacity Fee.

ENVIRONMENTAL REVIEW

15301 - The Project is exempt from review under the California Environmental Quality Act ("CEQA") under the Class 1 exemption of existing facilities of Section 15301 of Title 14 of the California Code of Regulations and said exemption is not negated by any exception under Section 15300.2 of said Regulations.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Resolution - ACCPF Project Level Agreement](#)
2. [ACCPF MOU 2018-179](#)

RESOLUTION NO. 2026-_____

**RESOLUTION APPROVING A PROJECT LEVEL AGREEMENT WITH THE AMERICAN CANYON COMMUNITY
PARKS FOUNDATION FOR THE BUILDING E PUMP STATION IMPROVEMENTS PROJECT (WW26-0200)
FOR AN AMOUNT NOT TO EXCEED \$425,000**

WHEREAS, the City of American Canyon owns and operates sanitary sewer infrastructure located at 205 Wetlands Edge, including the Building E Pump Station and associated overflow facilities; and

WHEREAS, the Fiscal Year 2025/26 Capital Improvement Program includes the Building E Pump Station Improvements Project (WW26-0200), which provides for the installation of a permanent in-ground bypass pipeline to convey excess wet-weather flows to the overflow pond during major storm events; and

WHEREAS, the future Napa River Ecology Center is currently under construction at 205 Wetlands Edge under the direction of the American Canyon Community and Parks Foundation (ACCPF); and

WHEREAS, construction activities associated with the Ecology Center have mobilized contractors and construction operations throughout the project site; and

WHEREAS, the City Council approved a Memorandum of Understanding between the City and ACCPF on September 18, 2018, which contemplates the use of Project Level Agreements for specific projects and requires approval of such agreements for projects exceeding \$50,000; and

WHEREAS, utilizing ACCPF and its existing contractor to perform the Building E Pump Station Bypass Pipeline Project will reduce construction conflicts, avoid redundant mobilization costs, improve project coordination, and provide an efficient and cost-effective means of delivering the project; and

WHEREAS, there are sufficient funds in the adopted Fiscal Year 2025/26 and 2026/27 Capital Improvement Project budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby approves a project level agreement with the American Canyon Community and Parks Foundation for the Building E Pump Station Improvement Project (WW26-0200) for an amount not to exceed \$425,000.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 3rd day of March 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, CMC, City Clerk

APPROVE AS TO FORM:

Matthew T. Summers, City Attorney

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF AMERICAN CANYON AND THE AMERICAN CANYON COMMUNITY PARKS FOUNDATION

This Memorandum of Understanding ("MOU") is entered into by and between the City of American Canyon, a municipal corporation ("CITY"), and the American Canyon Community Parks Foundation ("ACCPF or FOUNDATION") effective September 18, 2018 ("Effective Date"). The CITY and ACCPF and FOUNDATION are sometimes referred to singularly as "PARTY" or collectively as "PARTIES" in this MOU.

RECITALS

WHEREAS, the ACCPF is a non-profit public benefit corporation recognized by the State of California and the Federal Government; and

WHEREAS, the ACCPF exists to raise money and develop organizational infrastructure to support Parks, Programs, and Play in our community; and

WHEREAS, the CITY is a general law city, whose vision is home to an engaged, diverse community; A destination for outdoor recreation and natural beauty; and hub for opportunity and economic vitality; and

WHEREAS, the CITY Parks and Recreation Department's mission is committed to supporting healthy lifestyles by creating enjoyable experiences through outstanding events, programs and facilities; and

WHEREAS, the CITY owns or operates and maintains recreational facilities, buildings, parks, and other real property, and provides a wide variety of programs and services to the diverse American Canyon Community in furtherance of the mission; and

WHEREAS, the FOUNDATION wishes to support the mission of the CITY and its Parks and Recreation Department, and through the raising of private funds has the opportunity to accomplish more than public funding allows; and

WHEREAS, the CITY and the FOUNDATION have different but complementary missions, and desire to establish the framework for their mutual cooperation and coordination in furtherance of their goals and purposes; and

WHEREAS, the FOUNDATION wishes to assure the CITY that it will operate effectively and responsibly.

NOW THEREFORE, based on the foregoing, the Parties enter into the following MOU:

AGREEMENT

1. INCORPORATION OF RECITALS

The introductory paragraph and recitals are incorporated into this MOU by this reference.

2. PURPOSE OF MOU

The FOUNDATION and CITY have a history of collaborating on alternative funding method options for park, recreation and open space related projects which they wish to continue as prescribed in this MOU.

3. GOALS

The primary goals of the CITY and FOUNDATION partnership are to:

- A. Establish a greater connection to the philanthropic community and the unique expertise of private sector funding;
- B. Foster alternative fundraising options to support development and enhancement of parks, open space, trails, programs and events in the CITY; and,
- C. Provide a framework for use of Project-Level Agreements to define specific expectations for each project in which the FOUNDATION is involved.

4. TERM OF MOU

This MOU will be in effect for five (5) years. This MOU can be modified by written agreement of the Parties. Either Party may propose modifications to the MOU by giving the other Party a 90-days written notice to:

City of American Canyon:

Parks & Recreation Director
City of American Canyon
100 Benton Way
American Canyon, CA 94503

City Manager
City of American Canyon
4381 Broadway
American Canyon, CA 94503

American Canyon Community Parks Foundation:

ACCPF, Board Secretary
101 W. American Canyon Rd Ste. 508-102
American Canyon, CA 94503

ACCPF, Executive Director
101 W. American Canyon Rd. Ste. 508-102
American Canyon, CA 94503

5. EXPECTATIONS

With this partnership, and furtherance of the goals referenced above, each party has expectations of the other. Expectations of each and jointly are listed.

A. CITY expectations of the FOUNDATION:

- i. Operate as a private non-profit organization legally separate from the CITY.
- ii. Develop an annual operating budget and work plan based on input from FOUNDATION members, the CITY, and the community.
- iii. Adhere to sound fiscal procedures and provide fiscal information to the CITY for review or audit upon request.
- iv. Submit Project Level Agreements for approval by FOUNDATION Board before entering into an agreement with the CITY.
- v. When FOUNDATION resources are available, consider providing the CITY in-kind professional expertise and research in support of fundraising policies, project delivery, operation, and programming.

- vi. Operations shall not significantly inhibit day-to-day operations of the CITY's Parks and Recreation Programs, unless outlined in a letter of agreement.
- vii. Events and programs should not duplicate those of the CITY.
- viii. Help to share information and resources about parks and recreation programs, services and facilities through its assets.
- ix. As needed, make reports to official bodies of the CITY, including but not limited to CITY Council, CITY Manager, Parks and Community Service Commission and Open Space Advisory Committee.
- x. Provide insurance for all FOUNDATION-sponsored events and fundraisers when in partnership with the CITY or when using CITY facilities or property.
- xi. Secure written permission of the CITY to sublet or allow any other use of CITY parks and facilities.
- xii. Maintain insurance coverage required by the CITY, schedules and procedures, which shall be furnished annually by the CITY.

B. FOUNDATION expectations of the CITY:

- i. Provide meeting spaces for FOUNDATION and/or joint planning meetings if available.
- ii. Identify the FOUNDATION as the CITY's primary philanthropic partner for parks, open space, trails, programs and events.
- iii. Collaborate with the FOUNDATION on fundraising efforts which may be described more particularly by side letter where private sector involvement, in-kind contributions, or local financial matches are necessary.
- iv. Consider fee-for-service agreements when the FOUNDATION has exceptional expertise and the CITY has professional service needs related to park and recreation needs.
- v. Provide input and advice on CITY priorities eligible for fundraising.
- vi. Provide brand and marketing presence for the FOUNDATION in written and social media, and at CITY events and facilities.
- vii. Collaborate with the FOUNDATION on design processes outlined in letters of agreement.
- viii. Only spend funds provided by the FOUNDATION for purposes that are consistent with their specific projects or programs as specified by the FOUNDATION and/or donor.
- ix. Allow the Foundation to have in-kind access to staff and facilities for activities that effectively support the joint goals of the CITY and the FOUNDATION.
- x. Jointly sponsored events with the CITY will be covered by the CITY's insurance unless specifically arranged.
- xi. Consult with the FOUNDATION prior to budget or capital improvement project shifts that impact Project-Level Agreements.

C. COMMON EXPECTATIONS:

- i. Utilize Project-Level Agreements to outline FOUNDATION involvement in specific parks and recreation facility, open space and trails improvement projects and recreation programs and events.
- ii. Commit to work jointly when targeting fundraising and grants wherever practical. Where applying for grant funding would be more successful independently or jointly, the FOUNDATION and the CITY will cooperate to maximize to potential for success.
- iii. All requests for staff support will be arranged between Parks and Recreation Director/Executive Director.
- iv. The CITY and FOUNDATION commit to work together to maximize the benefit to the community from the FOUNDATION.
- v. Permission to use each other's logos for the purpose of raising funds and promoting events.
- vi. Meet minimally to discuss concerns, upcoming plans and any other relevant issues.
- vii. In preparation for the CITY fiscal year, the CITY and FOUNDATION shall develop and agree upon an Annual Operational Partnership Plan, which will outline specific partnership expectation for the upcoming year. Issues to be considered include:
 - a. Administrative support and copying
 - b. Meeting space needs
 - c. Office space needs
 - d. Program and event partnership
 - e. Physical improvement project
 - f. Joint public relations campaigns
 - g. Grant management and recruitment

6. COMMUNICATION AND COORDINATION

The success of this partnership is reliant upon good communication and coordination regarding programs and projects worked upon jointly. Minimum communication and coordination expectation are listed.

- A. The Parks and Recreation Director and/or City Manager and Foundation Executive Director and/or President shall meet as frequently as necessary to achieve successful positive coordination and understanding of each other's related projects and interests.
- B. The Foundation shall make reports to City Council and/or citizen committees as requested and appropriate.
- C. The Parks and Recreation Director shall attend Foundation Board Meetings as necessary, but at least once per quarter.

7. AMENDMENTS

Amendments to the Annual Operation Partnership Plan, or amendments to or authorization of Project-Level Agreements shall be negotiated and agreed to by Parks and Recreation Director and Executive Director pursuant to each other's signatory authority.

- A. CITY – Any amendment or authorization resulting in a value exceeding \$50,000 must be approved by City Council.
- B. FOUNDATION – Any amendment or authorization resulting in a value exceeding signatory authority in the current Executive Director contract must be approved by the Board of Directors.

8. ANTICIPATED OUTCOMES

The partnership between the FOUNDATION and the CITY allows park development to be accomplished faster and more robustly than could occur without the partnership. The key outcomes are:

- A. Leverage of a broader than typical range of capital resources, especially philanthropy.
- B. Leverage of combined public and private sector expertise.
- C. Establishment of deeper connection between our parks and underserved communities.
- D. Acceleration of project implementation.
- E. Broader and deeper community engagement, commitment and support.
- F. Creation of more robust parks to meet the needs of the next generation.

9. RECOGNITION OF CONSTRAINTS

- A. Neither the FOUNDATION nor the CITY can guarantee funding aspirations identified in Project-Level Agreements.
- B. The use of private sector funds often carries restrictions on use that may impact project flexibility.
- C. Unforeseen fluctuations occur in the philanthropy environment and general economy that could impact the FOUNDATION's ability to achieve fundraising milestones identified in Project-Level Agreements.
- D. The CITY and the FOUNDATION have complementary but different missions.
- E. Both parties have limits to organizational capacity, especially in the areas of staffing, volunteer time and financial resources.
- F. The ability to maintain project timelines is often beyond the control of the CITY due to unforeseeable changes in public funding, land acquisition challenges, permitting delays, soil conditions and other factors.
- G. Constructing capital projects according to the design intent envisioned during fundraising campaigns as well as operating those projects (once open) to a high standard of care will impact on-going philanthropic success.

- H. CITY projects are often subject to public review, comment and discussion; this process may result in unforeseen changes or delays to projects. Moreover, actions by the CITY are contingent upon approval and direction by the City Council, and this MOU cannot and does not obligate or require the CITY to make any specific approvals or take any specific action regarding particular projects or terms for Project-Level Agreements.

10. FUNDRAISING

- A. The CITY recognizes the FOUNDATION's right to raise funds for parks, programs and projects. Project-Level Agreements will outline fundraising specifics.
- B. The CITY recognizes the FOUNDATION's right to fundraise for other projects that fulfill its mission.
- C. The FOUNDATION will coordinate and lead the pursuit of philanthropy including donor prospect strategy, communications and timing as described in Project-Level Agreements.
- D. The CITY will direct philanthropic inquiries to the FOUNDATION as agreed upon by the Parks and Recreation Director and Foundation Executive Director.
- E. Third party funding pursuits as identified in Project-level agreements will be closely coordinated between the FOUNDATION and the CITY.
- F. The CITY will actively pursue State and/or Federal funding as agreed upon for project-level work.

11. RESOLUTION OF DISAGREEMENTS

- A. Any disagreements in implementing this MOU will be addressed initially on an informal, staff-level basis.
- B. Disagreements between FOUNDATION and CITY program managers that cannot be resolved will be elevated to the FOUNDATION Executive Director (or Board President if the Executive Director position is vacant) and the CITY Parks and Recreation Director.
 - i. It is expected that the FOUNDATION Executive Director and CITY Parks Director will be able to resolve most issues. In the rare case that disagreements cannot be resolved the Executive Director will consult the FOUNDATION Board for direction.
 - ii. Should the City need to escalate beyond the Parks and Recreation Director, the City Manager shall serve as the escalation authority and retain final decision-making authority.
- C. Should any disagreement regarding implementing or interpreting this MOU remain, the parties will pursue mediation, at shared expense, and attempt in good faith to resolve any remaining disputes.
- D. This MOU shall be governed by the laws of the state of California. The venue for any litigation shall be the Superior Court for Napa, California or in the United States District Court for Northern District of California

12. CONFLICT OF INTEREST

Each Party, including their respective officers and officials, will comply with all applicable ethical and conflict of interest standards, including potential recusal from decisions in which an actual or apparent conflict of interests may arise, depending on the existing facts and circumstances.

13. TERMINATION OF AGREEMENT

Either Party may terminate this MOU by submitting to the other Party thirty (30) days' written notice. Upon termination, each Party shall remain responsible for unresolved debts or liabilities incurred under this MOU or any executed Project-Level Agreements.

Executed on Sept. 18, 2018, at American Canyon, California.

CITY
CITY of American Canyon

FOUNDATION
American Canyon Community Park Foundation

By 
Creighton Wright
Parks and Recreation Director

By 
Janelle Sellick, Executive Director
ACCPF

EXHIBIT 1
Annual Operational Partnership Plan
2018-2019

According to Section 4 of the MOU between the City of American Canyon ("City") and the American Canyon Community and Parks Foundation ("Foundation"), we shall agree upon and formalize an Annual Operational Partnership Plan. The proposal is for the 2018-2019 Fiscal Year, however, it shall continue as is unless requested to be changed.

1. Administrative support and copying
 - a. Minimal administrative support is available as needed. Should the Foundation need become regular or laborious, the agreement and expectation should be amended.
 - b. City agrees to make up to 200 copies per month for official Foundation business.
2. Meeting space needs
 - a. The City shall grant monthly access to the Senior Center for board meetings and other meeting spaces as needed.
3. Program and Event Spaces
 - a. Should the Foundation need indoor or outdoor facility space for Foundation Programs and Events, the space shall be granted at no fee. The process to reserve those spaces needs to follow normal reservation process.
4. Office space needs – None.
5. Program and event partnership:
 - a. Gala – Silent or Live Auction Package items
 - b. Volunteer Planting Day
 - c. Community Camp Out
6. Physical improvement project:
 - a. Project Level Agreement shall be developed
7. Joint public relations campaigns:
 - a. Wild AC
 - b. Other programs and events related to the organization's missions
8. Grant management recruitment
 - a. Letters of support for City grants
 - b. ACCPF will seek and write grants for programs and projects as agreed upon between both parties

9. Sponsorship of City Programs or Events

- a. Program and Event Sponsorship to be determined via Project Level Agreements

10. Scholarship Program

- a. ACCPF will donate \$6,000 per year to be used to fund the Parks and Recreation Scholarship Program

EXHIBIT 2

Project Level Agreement Template

1. Purpose of Project Level Agreement: *provide a description of the program, event or physical improvement project.*
2. Background: *describe the background and steps leading to this agreement*
3. Project Partners: *provide an overview of parties involved in the agreement and a description of the intended audience*
4. Roles and Responsibilities: *provide a list of list of roles and responsibilities for the agreement*
 - ACCPF
 - City of American Canyon
 - Other
5. Contacts: *provide contact information for each party*
6. Project Level Expectations: *list the expectations that parties agree to*
7. Timeline: *Provide the anticipated timeline for project completion*
8. Payment: *Describe the method of payment as agreement upon by both parties*
9. Constraints: *List potential barriers or issues that could affect the successful outcome of the agreement.*
10. Agreement Change Process: *Document the process that will be used to address changes to the agreement*

ACCPF Executive Director _____

Date _____

City of American Canyon _____

Date _____



TITLE

Expanding City Limits Northerly to South Kelly Road

RECOMMENDATION

Adopt a Clarifying Resolution Amending Resolution 2026-26 to Clarify Scope of the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County.

CONTACT

Jason Holley, City Manager

BACKGROUND & ANALYSIS

New Information

Tonight's item clarifies the Council's prior action on April 21 (Resolution 2026-26). Staff recommends the Council adopt the updated resolution (found in Attachment 1.) to clarify a clerical correction to Resolution 2026-26.

Background and History

American Canyon has expanded its boundaries five (5) times since incorporation in 1992 through annexations approved by the Napa County Local Agency Formation Commission (LAFCO). Last year, American Canyon updated its General Plan memorializing future growth plans through the Year 2040. In addition, Napa County is in the middle of updating its General Plan.

Last fall, American Canyon applied for LAFCO approval to annex 83-acres of land surrounding Watson Lane (Paoli-Watson Lane Affected Territory or PWLAT). The PWLAT is located within American Canyon's Urban Limit Line (ULL) and Sphere of Influence (SOI) (Attachment 4). The LAFCO Board approved American Canyon's application on June 1.

Earlier this spring, two landowners north of the PWLAT applied for LAFCO approval to annex an additional 281 acres of land (Hess/Laird Affected Territory or HLAT) (Attachment 5). American Canyon's General Plan acknowledges the PWLAT as a future study area as does the Napa County General Plan (Attachment 6). The LAFCO Board is also scheduled to separately consider the property owners application sometime in the future.

Properties within the PWLAT have a mix of residential and industrial general plan designations, while

both properties within HLAT have industrial general plan designation. Both American Canyon's and Napa County's General Plans plan for the development of these territories in part to help facilitate extension of Newell Drive and S. Kelly Road. Once complete, this roadway network will act like a "Silverado Trail South" for the Napa Valley - functioning as an alternative route to Highway 29. In turn, this new infrastructure will also help Napa County and American Canyon achieve its housing obligations as determined by the Association of Bay Area Government's (ABAG) Regional Housing Needs Allocation (RHNA).

Regional Housing Needs Allocation

As with previous annexations, American Canyon will begin to plan for a portion of Napa County's future RHNA (in addition to its own). This benefits everyone because it helps ensure other unincorporated County lands remain as agricultural and open space free from urban development.

Starting in 2031, the Urban Limit Line and Regional Housing Needs Allocation Agreement (Attachment 1, Ex. A) provides for American Canyon to plan for 15% of the County RHNA through the year 2047 and then 10% thereafter. This additional planning is estimated to be approximately 25 additional dwelling units per year initially and then 15 units per year thereafter.

As noted in staff's update to Council last month, when planning for RHNA in conjunction with the General Plan Housing Element, jurisdictions assume a variety of affordability levels (i.e. moderate, low, very low, etc.) based on specified household incomes. Of note, ABAG approval of RHNA transfers is also required during each housing element cycle.

Lastly, the agreement contemplates County support for the HLAT annexation and related expansion of the ULL to include the HLAT in return for specified property tax transfers and a transfer of a portion of the County's future regional housing needs allocation to the City. However, as stated expressly in the City/Council Agreement in Section 2, the agreement itself does not approve the City's expansion of the ULL to include the HLAT. The City's approval of an expanded ULL to include the HLAT requires separate, future action by the City as allowed by Resolution 2008-105, adopting an initiative entitled the "City of American Canyon Urban Limit Line and Rezoning Act" and applicable law. The proposed clerical correction resolution adds a recital to the Resolution that approved the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County to reflect that the Agreement itself does not approve the expansion of the Urban Limit Line to include the HLAT.

Property Tax Sharing

As with previous annexations, property tax revenue from the newly annexed lands will be shared.

Once ABAG approves the RHNA transfer, the "Paoli-Watson Lane Affected Territory Property Tax Sharing Agreement" (Attachment 2) provides for American Canyon to receive three-quarters (75%) of the County's allocation for the properties in the PWLAT. Of note, these fifteen properties in PWLAT are already within the American Canyon Fire Protection District (ACFPD) and their property

tax allocation remains unchanged. Note that LAFCO has also approved the PWLAT annexation at its June 1 Commission meeting.

The "Hess-Laird Affected Territory Property Tax Sharing Agreement" (Attachment 3) provides a comparable mythology, but because the two properties within the HLAT are being added to the ACFPD, so the ACFPD will receive 100% of the County's structural fire property tax revenue. As with all other prior City annexations, the ACFPD will also receive 5% of the County's regular property allocation.

Once ABAG approves the RHNA transfer, then American Canyon will receive three-quarters (70%) of the County's allocation. If development proposals are received that exceed the ACPFD's financial ability to provide services, then the City and AFFPD will work in concert together to augment revenue sources, but regardless for both territories, the County will retain 25% of their allocation.

Staff recommends Council approve the clerical clarification resolution to correct the record and ensure all interested parties understand, as was stated previously, that the City and County's approval of the Urban Limit Line and Regional Housing Needs Allocation Agreement under Resolution 2026-26 did not itself approve the expansion of the Urban Limit Line to include the Hess Laird Affected Territory.

Next Steps

Council action tonight sets the stage for future action by ACFDP, Napa Co. and LAFCO, and the City, related to the HLAT. It is important to note no specific development proposals are being approved tonight. Instead, LAFCO conclusion of the annexation process simply resolves *who* (namely, American Canyon and ACFPD) will decide future development proposals.

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

Costs for the preparation the city-initialed PWLAT annexation application is included within the FY 2025/26 Budget. There is no cost to the city for the landowner application.

Upon the conclusion of the annexation process, the City will begin to receive property tax revenue in accordance with the property tax sharing agreements.

ENVIRONMENTAL REVIEW

The adoption of this clerical clarification Resolution is exempt from review under the California Environmental Quality Act as CEQA Guidelines Section 15378(b)(5) provide that organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment are not subject to CEQA.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. Resolution - ULL/RHNA
- 1a. Exhibit A: AGREEMENT 2026-64 - ULL AND RHNA
2. AGREEMENT 2026-65 - Tax Sharing Paoli/Watson
3. AGREEMENT 2026-66 - Tax Sharing Hess Laird
4. PWLAT Map
5. HLAT Map
6. General Plan

RESOLUTION NO. 2026-__

A CLARIFYING RESOLUTION AMENDING RESOLUTION 2026-26 TO CLARIFY SCOPE OF THE URBAN LIMIT LINE AND REGIONAL HOUSING NEEDS ALLOCATION AGREEMENT WITH NAPA COUNTY

WHEREAS, on April 26, 2026 the City Council of the City of American Canyon adopted Resolution No. 2026-26: A Resolution Approving Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County; and

WHEREAS, subsequent to the adoption of said Resolution, it was discovered that an inadvertent error exists in the Recitals of the resolution; and

WHEREAS, the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County references and relies upon Resolution 2008-105, adopting an initiative entitled the “City of American Canyon Urban Limit Line and Rezoning Act (2008 Initiative); and

WHEREAS, nothing in Resolution No. 2026-26 or the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County itself approves a Urban Limit Line amendment; and

WHEREAS, the original resolution inadvertently omitted Recital language that clarifies the scope of the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County, which states in its Section 2 that the City may expand the Urban Limit Line, and provides for the terms of agreement with the County if and when the City does so in the future as allowed under the 2008 Initiative and applicable law; and

WHEREAS, this correction is purely administrative in nature, does not alter the legislative intent, policy, or substance of the original City Council action, and is necessary to ensure accurate public records; and

WHEREAS, the adoption of this clerical clarification Resolution is exempt from review under the California Environmental Quality Act as CEQA Guidelines Section 15378(b)(5) provide that organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment are not subject to CEQA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AS FOLLOWS:

The City Council hereby amends the Recitals to correct the error. The text of Resolution No. 2026-26 is hereby amended and corrected to include the following additional recital:

WHEREAS, the adoption of the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County (Agreement) is a pre-annexation ministerial agreement

that, by its terms, does not itself authorize a change to the Urban Limit Line prior to January 1, 2030 or as otherwise may be allowed by applicable law; and”

Except as specifically amended herein, all other terms, conditions, and provisions of Resolution 2026-26 remain unchanged, in full force, and effectively ratified from its original adoption date.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew Summers, City Attorney

American Canyon Agreement No. 2026-64
Napa County Agreement No. 260377B

Urban Limit Line and Regional Housing Needs Allocation Agreement

This Urban Limit Line and Regional Housing Needs Allocation Agreement ("Agreement") is entered into and effective as of May 5, 2026 (the "effective date") by and between the County of Napa, a political subdivision of the state of California ("County") and the City of American Canyon, a municipal corporation ("City") (collectively, "Parties").

RECITALS

- A. The Parties recognize the importance of agricultural preservation and open space in Napa County and desire to preserve agricultural lands in Napa County so as to maintain a viable agriculture-based economy, preserve open space, prevent urban sprawl, and direct growth and development into cities and to implement the planned development of the City.
- B. The Parties acknowledge the intent of County Measures P and J to concentrate urban tourist and retail development in existing cities, and the City General Plan policy of creating an open space boundary around City development.
- C. The Parties have a successful history of achieving mutual goals and shared interests including that certain "2008 Agreement Between the County of Napa and the City of American Canyon (County Agreement No. 7070/City Agreement No. 2008-93)" ("2008 Agreement"), which among other things, sets forth a mutually agreed upon urban growth boundary for the City, and that certain "2003 Agreement Between the County of Napa and the City of American Canyon (County Agreement No. 6151/City Agreement No. 2003-78)" ("2003 Agreement"), which, among other things, transferred certain housing obligations from the County to the City in exchange for the County's support of amendments to the City's sphere of influence.
- D. In order to meet the County's Regional Housing Needs Allocation ("RHNA") as determined by the Association of Bay Area Governments ("ABAG") for future Housing Element revisions and in order to achieve certification of its housing element from the California Department of Housing and Community Development ("HCD"), County desires to transfer a portion of its RHNA to the City, including housing for acutely extremely low, very low, low, moderate, and above moderate income households.

American Canyon Agreement No. 2026-65
Napa County Agreement No. 260378B
Property Tax Sharing Agreement

for the

Paoli-Watson Lane Affected Territory

This Property Tax Sharing Agreement (this "Agreement") is made and entered into as of May 5, 2026 ("Effective Date") by and between the County of Napa, a political subdivision of the state of California ("County"); and the City of American Canyon, a municipal corporation ("City") collectively, "Parties".

RECITALS

A. The Local Agency Formation Commission of Napa County ("LAFCO") has received an application from the City for annexation of the "Paoli-Watson Lane Affected Territory" (PWLAT), consisting of approximately 74.6 acres and collectively comprised of the following fifteen (15) APNs as more fully depicted in Exhibit "A":

1. 057-120-014
2. 057-120-015
3. 057-120-017
4. 057-120-034
5. 057-120-036
6. 057-120-047
7. 057-120-048
8. 057-120-049
9. 057-120-028
10. 057-120-041
11. 057-120-045
12. 057-120-050

American Canyon Agreement No. 2026-66
Napa County Agreement No. 2603798
American Canyon Fire Protection District Agreement No. C2026-04

Property Tax Sharing Agreement

for the

Hess-Laird Affected Territory

This Property Tax Sharing Agreement (this "Agreement") is made and entered into as of May 5, 2026 ("Effective Date") by and between the County of Napa, a political subdivision of the state of California ("County") the City of American Canyon, a municipal corporation ("City"), and the American Canyon Fire Protection District, a Subsidiary Special District ("ACFPD") (collectively, "Parties").

RECITALS

- A. The Local Agency Formation Commission of Napa County ("LAFCO") has received a landowner application dated March 12, 2026 for the "Hess-Laird Affected Territory (HLAT)," consisting of approximately 281 acres and collectively comprising APNs 057-090-065 & -066 as described and depicted in Exhibit A attached hereto and incorporated herein by reference ("HLAT"). The application proposes to amend the City's and the American Canyon Fire Protection District's ("District") Spheres of Influence to include the HLAT and to annex the HLAT into the jurisdictional boundaries of the City and the District (collectively, the "HLAT Reorganization").
- B. The properties comprising the HLAT are currently outside the American Canyon Urban Limit Line (ULL).
- C. Concurrently herewith, the City and County will execute a separate "Amended and Restated Urban Limit Line and Regional Housing Needs Allocation Agreement (ULL/RHNA Agreement)" that will permit the City to expand its ULL to include properties in the HLAT in exchange for the City's agreement to accept a percentage of the County's RHNA in perpetuity, commencing with the Seventh Housing Element Revision.
- D. Pursuant to Section 99 of the Revenue and Taxation Code, the governing bodies of all local agencies whose service area or service responsibilities will be altered by a proposed jurisdictional change shall negotiate and determine by resolution the amount of property tax revenues to be exchanged between and among such local agencies

PAOLI/WATSON LOCATION MAP



LINE TABLE		
NO	BEARING	LENGTH
L1	N89°30'19"W	2220.39'
L2	N00°36'40"E	47.77'
L3	N89°23'20"W	261.35'
L4	N46°02'51"W	40.22'
L5	N02°42'22"W	359.52'
L6	N05°23'19"W	444.68'
L7	N00°29'28"E	2922.03'
L8	S89°23'20"E	5.04'
L9	N00°36'40"E	545.83'
L10	N18°21'54"E	136.14'
L11	N57°34'07"E	70.28'
L12	N78°56'03"E	108.86'
L14	S00°07'42"E	272.84'
L16	N32°17'35"E	313.02'
L17	S89°41'36"E	720.74'
L18	S00°32'08"W	1600.00'
L19	S89°41'36"E	1089.01'
L20	S00°32'08"W	4110.82'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C13	330.00'	87°33'55"	504.34'
C15	555.00'	32°23'12"	313.72'

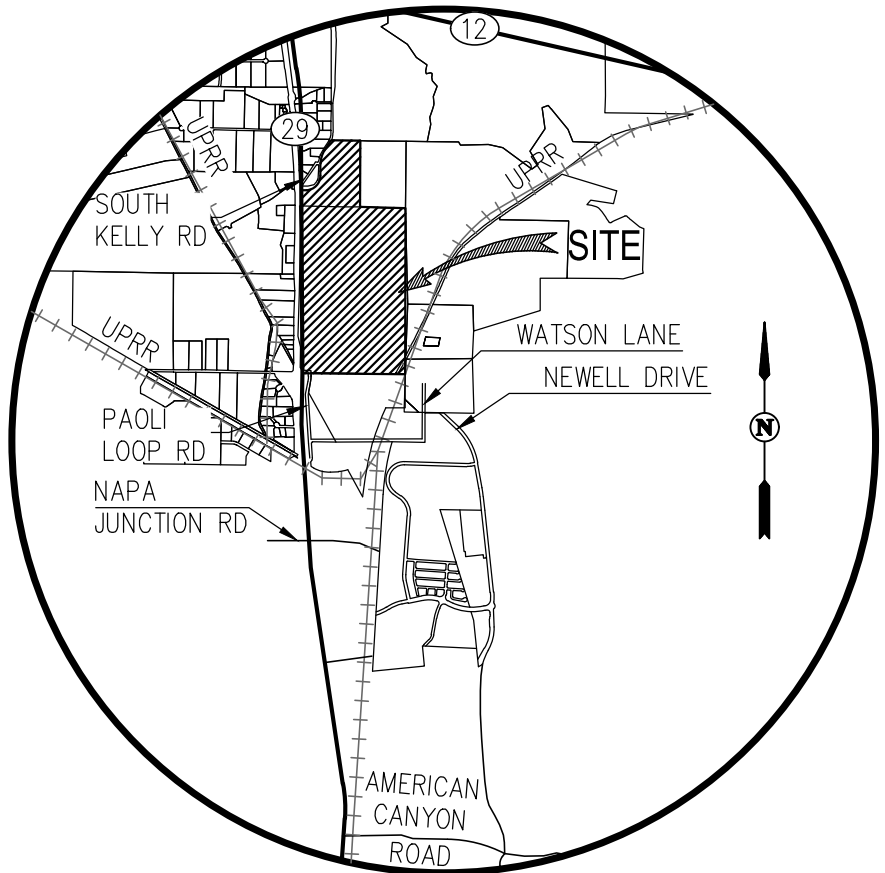


EXHIBIT B PLAT TO ACCOMPANY LEGAL DESCRIPTION

ANNEXATION TO THE CITY OF AMERICAN CANYON
AND THE AMERICAN CANYON FIRE PROTECTION DISTRICT
AMERICAN CANYON, NAPA COUNTY, CALIFORNIA

MARCH 27, 2025

SHEET 2 OF 2



CIVIL ENGINEERS

SAN RAMON ■ (925) 866-0322
ROSEVILLE ■ (916) 788-4456

WWW.CBANDG.COM

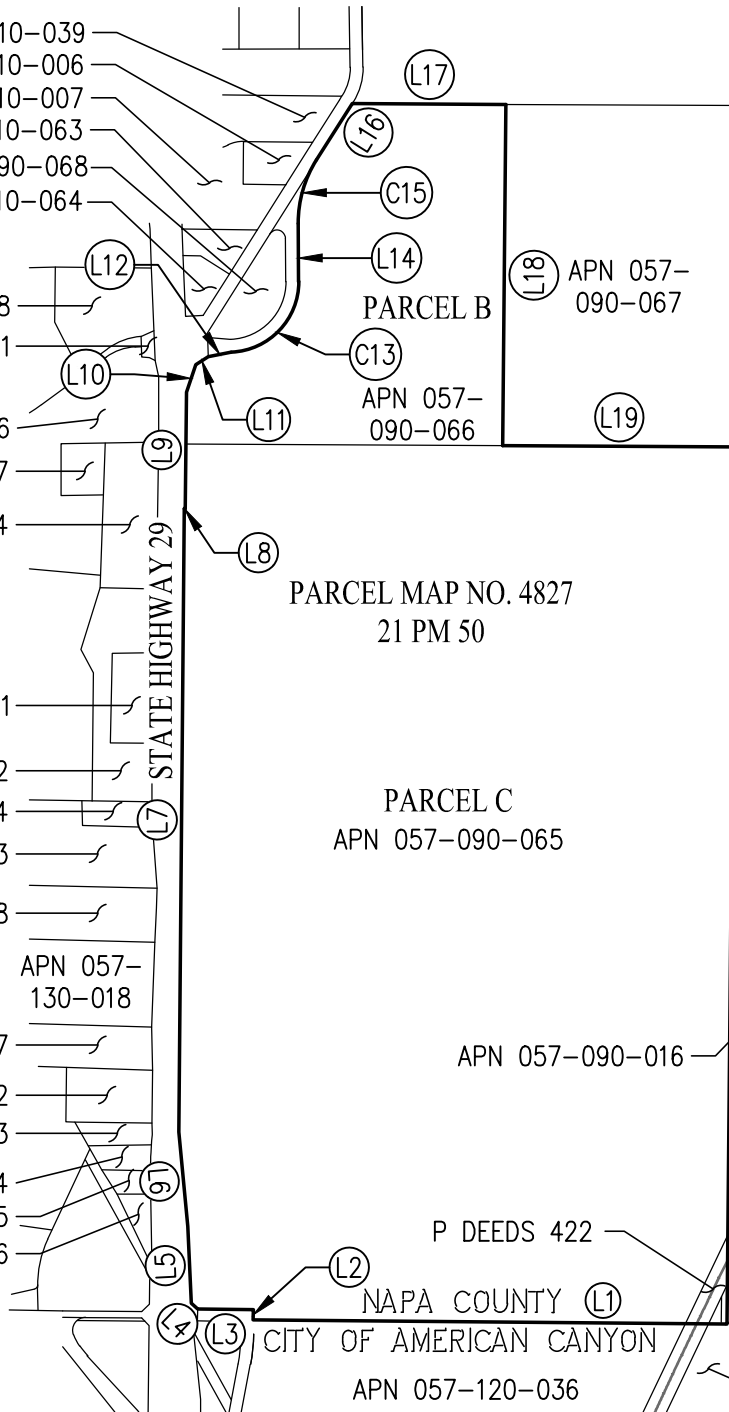
■ SURVEYORS ■ PLANNERS

APN 057-110-039
 APN 057-110-006
 APN 057-110-007
 APN 057-110-063
 APN 057-090-068
 APN 057-110-064

APN 057-090-078
 APN 057-090-061
 APN 057-090-086
 APN 057-090-027
 APN 057-090-004

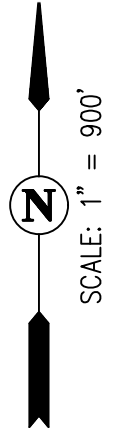
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 APN 057-130-023
 APN 057-130-008

APN 057-130-018
 APN 057-130-027
 APN 057-130-032
 APN 057-130-013
 APN 057-130-014
 APN 057-130-015
 APN 057-130-016



DISCLAIMER:
 "FOR ASSESSMENT PURPOSES
 ONLY. THIS DESCRIPTION OF LAND
 IS NOT A LEGAL PROPERTY
 DESCRIPTION AS DEFINED IN THE
 SUBDIVISION MAP ACT AND MAY
 NOT BE USED AS THE BASIS FOR
 AN OFFER OF SALE OF THE LAND
 DESCRIBED."

APN 057-070-017



NOTES:
 1. SEE SHEET 2 FOR LINE
 AND CURVE TABLES AND
 VICINITY MAP.

(L20)

APN 057-090-016

APN 057-020-033

APN 059-020-034

P DEEDS 422

POINT OF BEGINNING

APN 057-020-044

APN 057-120-017

NAPA COUNTY (L1)
 CITY OF AMERICAN CANYON
 APN 057-120-036

EXHIBIT B

PLAT TO ACCOMPANY LEGAL DESCRIPTION

ANNEXATION TO THE CITY OF AMERICAN CANYON
 AND THE AMERICAN CANYON FIRE PROTECTION DISTRICT
 AMERICAN CANYON, NAPA COUNTY, CALIFORNIA

PRELIMINARY

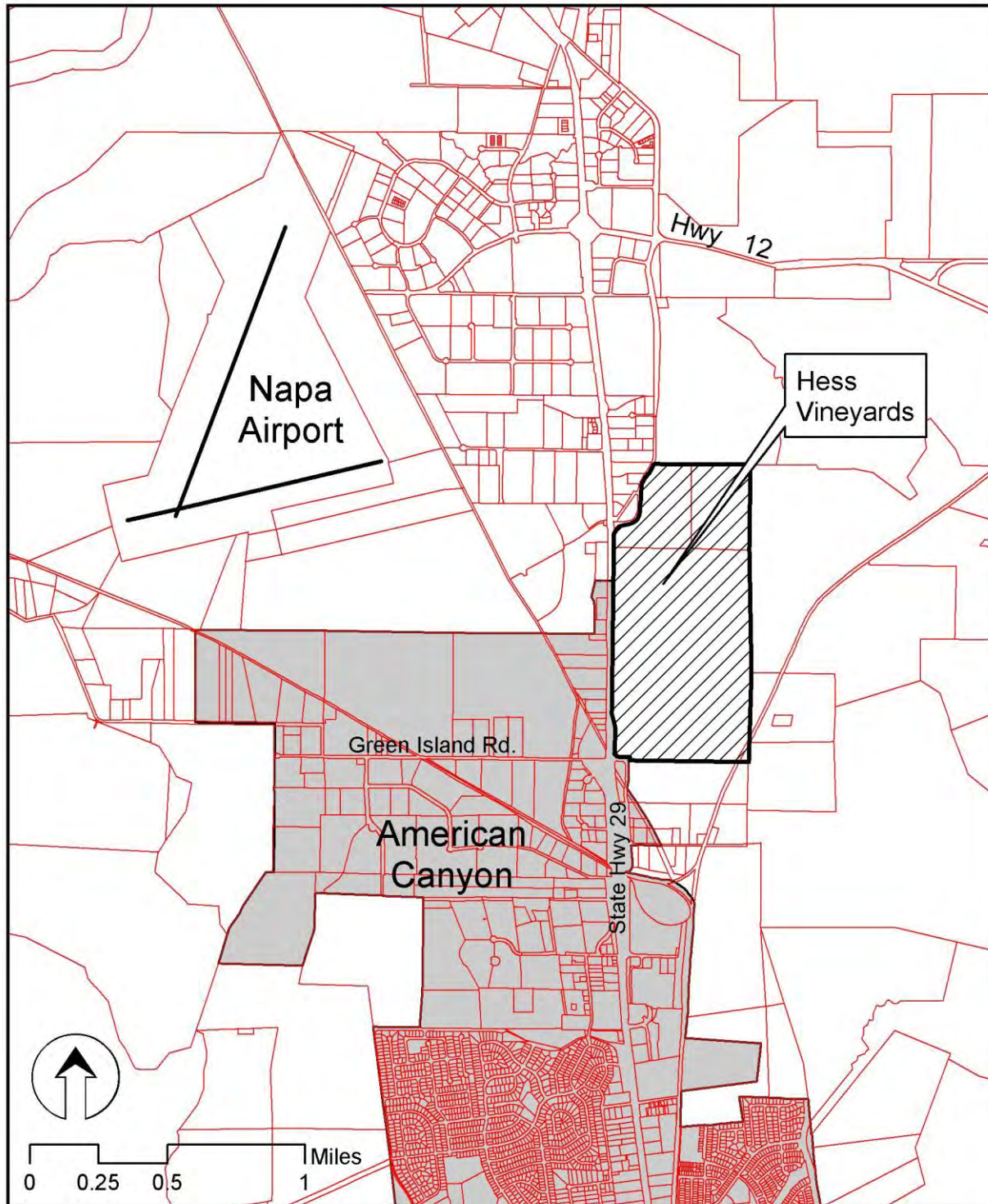
MARCH 27, 2025

SHEET 1 OF 2



CIVIL ENGINEERS • SURVEYORS • PLANNERS

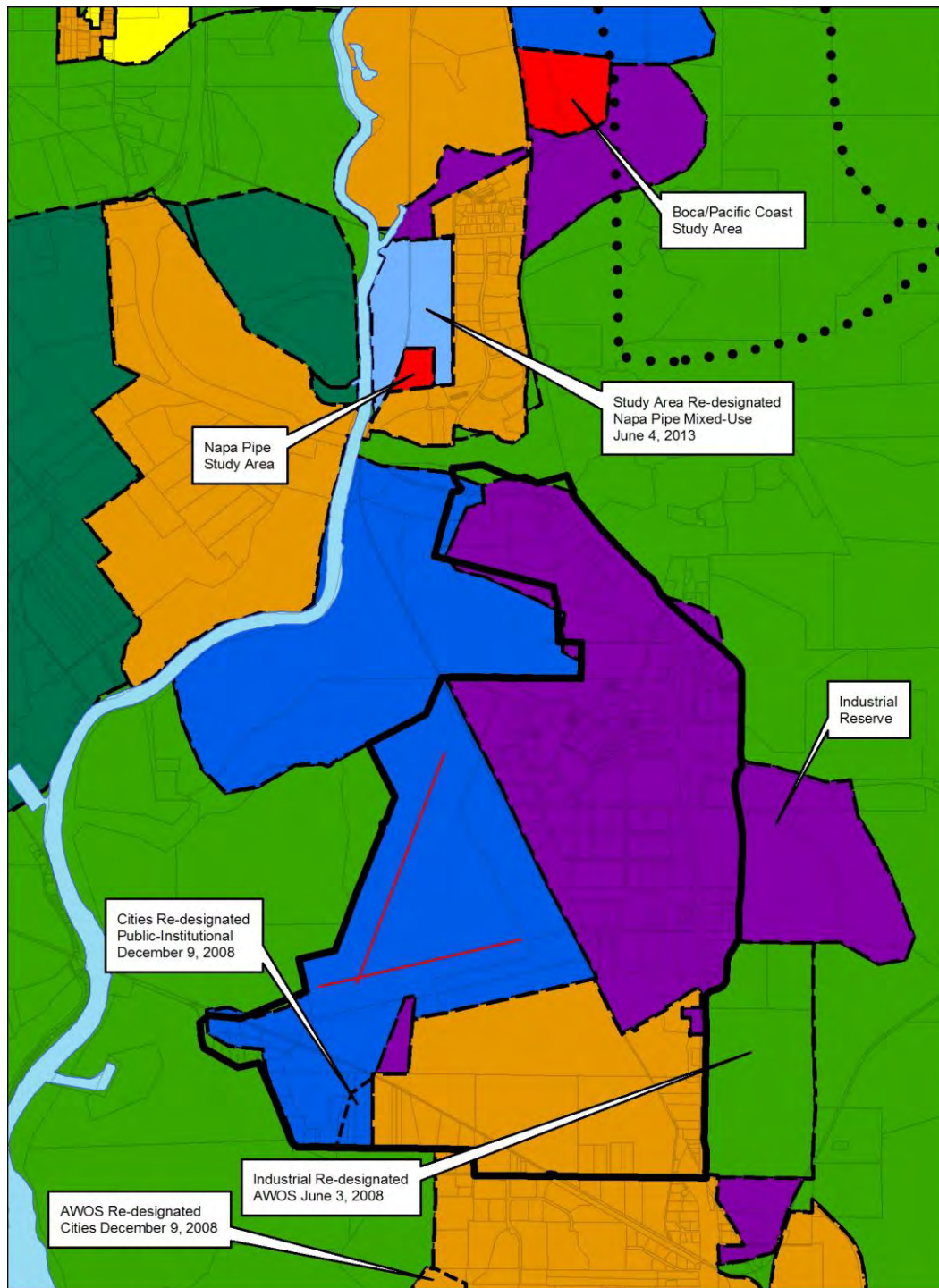
SAN RAMON • (925) 866-0322
 ROSEVILLE • (916) 788-4456
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**FIGURE AG/LU-1: HESS VINEYARDS LOCATION**

Source: Napa County 2007



SOUTH COUNTY INDUSTRIAL AREAS



Note: See Figure AG/LU-3 on Page AG/LU-67 for the location of this area and the map legend.

FIGURE AG/LU-3.5: AR AND AWOS LANDS NOT SUBJECT TO MEASURE J

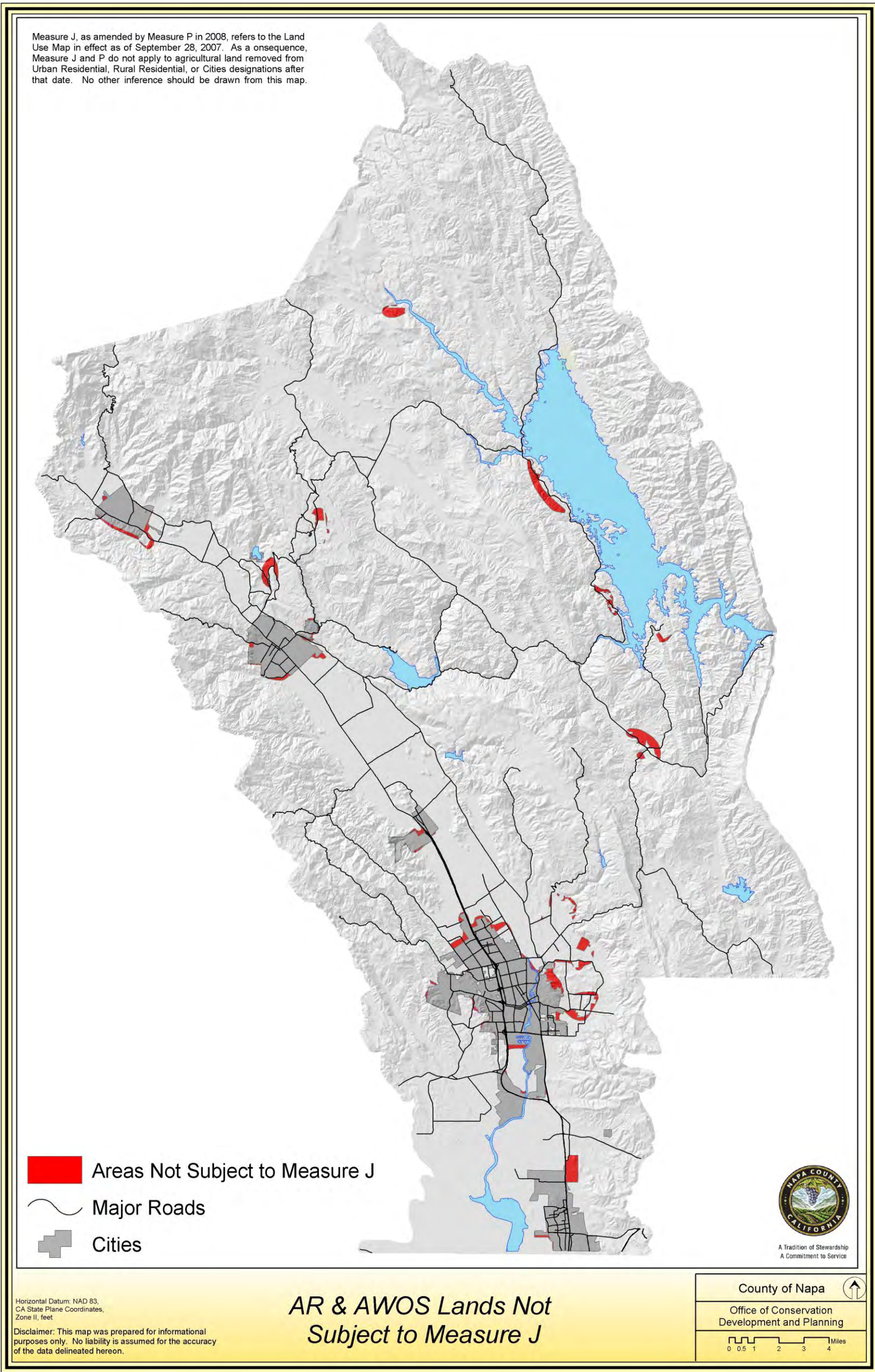
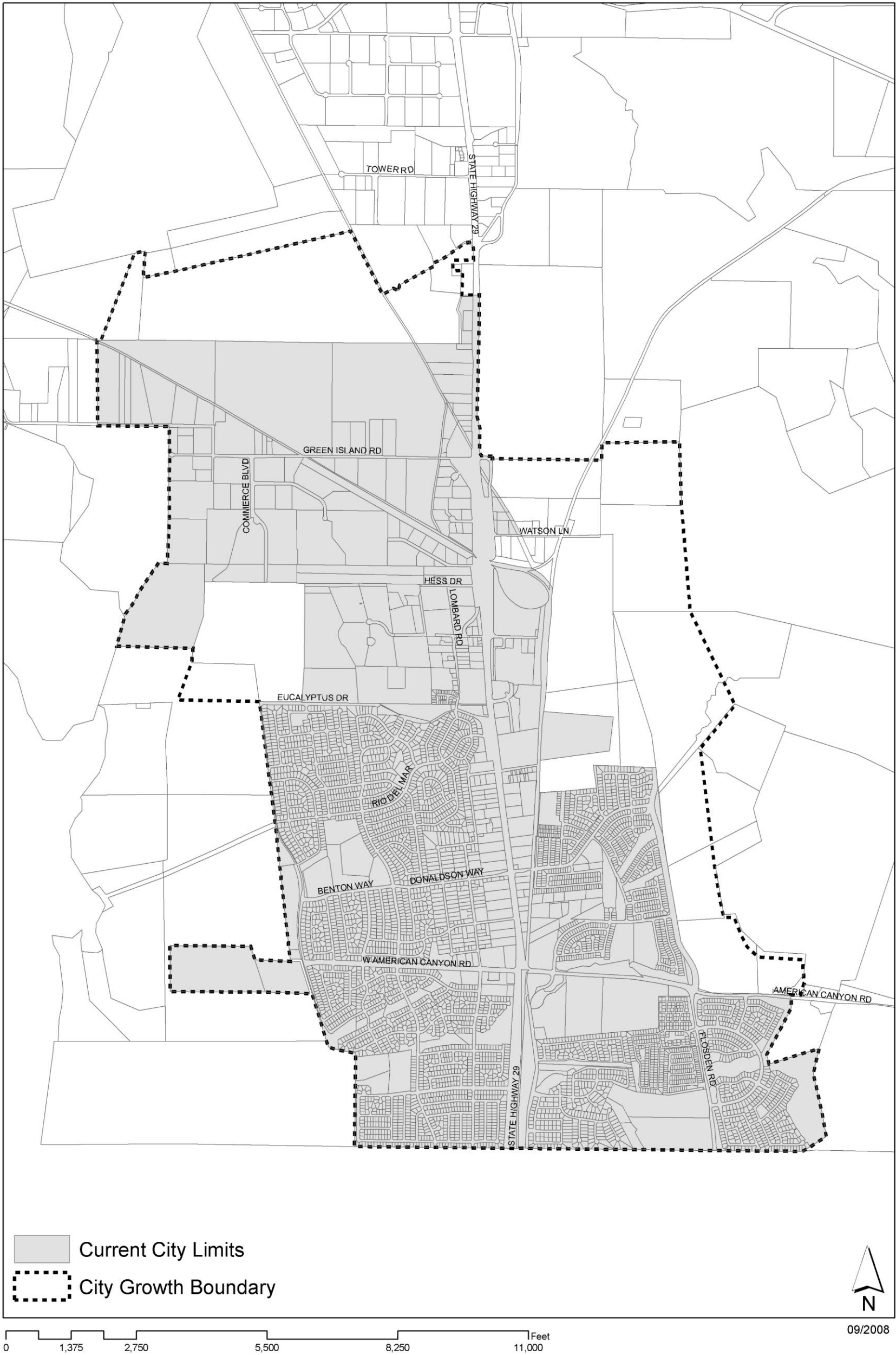


FIGURE AG/LU-5: CITY OF AMERICAN CANYON SOI & GROWTH BOUNDARY



American Canyon City Growth Boundary



TITLE

Fiscal Year 2026/2027 Salary Schedule and Classification Plan Update

RECOMMENDATION

Adopt a Resolution Approving the Fiscal Year 2026/2027 Salary Schedule and Classification Plan Update.

CONTACT

Juan Gomez, Assistant City Manager
Scott Corey, Human Resources Manager

BACKGROUND & ANALYSIS

The City Council approves all employee salaries, classification titles and changes. The California Government Code requires pay rates for employees be established pursuant to a “publicly available” salary schedule that includes certain information, such as position title and pay range. To satisfy this requirement, it is necessary for the Council to adopt a Resolution approving the Fiscal Year 2026/2027 Salary Schedule (the "Schedule") consistent with funding appropriated by the adoption of the Fiscal Year 2026/2027 budget (the "Budget") on June 2.

The new Schedule reflects changes to employees’ salaries based on the current Memorandums of Understanding (MOUs) with the two employee bargaining units, and the Unrepresented Compensation Program (Unrepresented Program). Each of these documents provide for a minimum 2% and maximum 5% cost-of-living adjustment (COLA) for Fiscal Year 2026/2027 based on the Consumer Price Index as reported by the U.S. Bureau of Labor Statistics for the month of April 2026. The Schedule includes a 3.8% COLA for classifications in the bargaining units and/or covered by the Unrepresented Program, and for those Temporary classifications indexed to similar Regular classifications.

The City Manager's Employment Agreement provides for a minimum 2% and a maximum 4% COLA for Fiscal Year 2026/2027 and each year thereafter based on the same factors as other City employees. The Schedule includes a 3.8% COLA for the City Manager.

The City completed a Compensation Survey for executive classifications consistent with the "Performance Management Guidelines, Policies and Procedures for At-Will Managers." The City

conducts these studies to ensure it remains competitive in the marketplace to attract and retain highly qualified executive leadership. The Schedule updates the salary ranges for At-Will Managers consistent with the survey.

There were several classifications that have been unused for several years and/or have been replaced with other classifications and should be removed from the compensation plan. Accordingly, the following classifications were removed from the Schedule: Bus Driver, Development Services Engineer, Human Resources Officer I/II, Information Systems Officer, Deputy City Clerk-CDD, Fire Executive Assistant/Office Administrator, Senior Bus Driver. If there a need for these classifications arises, a new Compensation Study would be performed and an updated Schedule would be proposed.

The Public Works Department identified a need for an additional classification to build out the Engineering Technician series. Human Resources Division consulted with the Department and Teamsters Local 315 to finalize the proposed classification of Senior Engineering Technician, which is recommended for approval as an update to the Classification Plan. The Schedule includes a pay scale for this classification.

The new salaries will go into effect the first full pay period following July 1, 2026.

Pursuant to California Government Code section 54953(c)(3), the action recommended in this report would constitute final action on the salary or salary schedule of one or more local agency executives, which shall be orally reported prior to a Council vote.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Funding for these increases is included in the City's Adopted Fiscal Year 2026/2027 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.

COMMUNICATION

Level 1: Minimal Communication

Employees impacted by the salary schedule changes were notified. Upon approval, the salary schedule will be posted and maintained on the City website consistent with State law.

ATTACHMENTS:

1. Resolution - Fiscal Year 2026/2027 Salary Schedule & Classification Plan Update
Exhibit A - Full Time Regular Classifications
Exhibit B - Part Time Temporary, Retired Annuitants and Extra Help
2. Proposed Senior Engineering Technician classification

RESOLUTION NO. 2026-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
APPROVING THE FISCAL YEAR 2026/2027 SALARY SCHEDULES AND UPDATE TO THE CLASSIFICATION PLAN**

WHEREAS, the California Code of Regulations (CCR) section 570.5 requires publishing of a “Publicly Available Pay Schedule;” and

WHEREAS, this salary schedule must include the position title for every employee position, pay rate for each position, and time base for each position; and

WHEREAS, the City Council approved on August 16, 2022, Memorandums of Agreement with the General Unit and Mid-Management Unit employees and approved an Unrepresented Compensation Program each of which provides for a Fiscal Year 2026/2027 cost-of-living adjustment of a minimum of 2% and a maximum of 5% based on the Consumer Price Index, which was reported as 3.8% for the month of April 2026 by the U.S. Bureau of Labor Statistics; and

WHEREAS, the City Council approved on December 16, 2025, an Employment Agreement with the City Manager providing an annual cost-of-living adjustment beginning in Fiscal Year 2026/2027 of a minimum of 2% and a maximum of 4%; and

WHEREAS, the City completed a Compensation Survey for executive classifications consistent with the “Performance Management Guidelines, Policies and Procedures for At-Will Managers,” and now wishes to make market-based adjustments, internal alignments and range placements for various job classifications to attract and retain highly qualified executive leadership; and

WHEREAS, the City completed a review of under-utilized and obsolete pay ranges and now wishes to amend the compensation plan to remove certain unused job classifications; and

WHEREAS, it is appropriate to enact the Fiscal Year 2026/2027 Salary Schedule consistent with the Fiscal Year 2026/2027 Budget as approved by the City Council to implement the following:

- A 3.8% cost-of-living increase for all General Unit, Mid-Management Unit and Unrepresented Employees, as well as those Temporary classifications indexed to similar Regular classifications, effective July 4, 2026.
- A 3.8% cost-of-living increase for the City Manager effective July 4, 2026.
- Updated salary ranges for At-Will Managers consistent with the Compensation Survey.
- Remove salary ranges for the classifications of Bus Driver, Development Services Engineer, Human Resources Officer I/II, Information Systems Officer, Deputy City Clerk-CDD, Fire Executive Assistant/Office Administrator, Senior Bus Driver; and

WHEREAS, the City and Teamsters Local 315 collaborated to create a new Senior Engineering Technician classification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon does hereby

- Approve the Salary Schedule for Full-Time Permanent Classifications for Fiscal Year 2026/2027 effective July 4, 2026, as attached hereto as Exhibit "A," and the Salary Schedule for Part-Time, Retired Annuitants and Extra Help Classifications effective July 4, 2026, attached hereto as Exhibit "B," to supersede previously adopted Salary Schedules, and
- Amend the Classification Plan to add a Senior Engineering Technician classification.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matthew T. Summers, City Attorney

SALARY SCHEDULE FOR FULL-TIME PERMANENT CLASSIFICATIONS - FY2026-27

Effective: July 4, 2026

Class Code	Classification	Basis	Salaries				
City Council		Monthly	\$950.00				
Executive Classifications							
			Minimum		Control Pt.		Maximum
1001	City Manager	Annually	\$251,611.20		\$314,514.00		\$377,416.80
1009	Assistant City Manager	Annually	\$211,310.64		\$264,138.30		\$316,965.96
1006	Community Development Director	Annually	\$196,894.20		\$246,117.75		\$295,341.30
1011	Deputy City Manager	Annually	\$185,596.58		\$231,995.72		\$278,394.86
1004	Finance Director	Annually	\$188,899.59		\$236,124.49		\$283,349.39
1003	Parks and Recreation Director	Annually	\$168,723.99		\$210,904.99		\$253,085.99
1007	Public Works Director	Annually	\$198,778.66		\$248,473.33		\$298,168.00
Class Code	Classification	Basis	Annual Salary Steps				
Exempt Classifications							
			A	B	C	D	E
6210	Assistant Director of Public Works	Annually	\$164,798.57	\$173,038.50	\$181,690.43	\$190,774.95	\$200,313.70
6305	City Clerk	Annually	\$125,600.37	\$131,880.39	\$138,474.41	\$145,398.13	\$152,668.04
2201	Chief Building Official	Annually	\$138,639.31	\$145,571.28	\$152,849.84	\$160,492.33	\$168,516.95
2213	Chief Plant Operator	Annually	\$116,632.44	\$122,464.06	\$128,587.26	\$135,016.62	\$141,767.45
2215	Communications & Engagement Supervisor	Annually	\$95,725.67	\$100,511.95	\$105,537.55	\$110,814.43	\$116,355.15
2200	Environmental Services Manager	Annually	\$142,105.30	\$149,210.56	\$156,671.09	\$164,504.64	\$172,729.87
6208	Finance Manager	Annually	\$153,031.86	\$160,683.45	\$168,717.62	\$177,153.50	\$186,011.18
6312	Fire Administration Division Manager	Annually	\$119,548.25	\$125,525.66	\$131,801.94	\$138,392.04	\$145,311.64
6310	Human Resources Analyst I	Annually	\$95,725.67	\$100,511.95	\$105,537.55	\$110,814.43	\$116,355.15
6311	Human Resources Analyst II	Annually	\$105,663.22	\$110,946.38	\$116,493.70	\$122,318.39	\$128,434.31
6309	Human Resources Manager	Annually	\$145,657.93	\$152,940.83	\$160,587.87	\$168,617.26	\$177,048.12
2210	Maintenance Supervisor	Annually	\$98,118.81	\$103,024.75	\$108,175.99	\$113,584.79	\$119,264.03
6303	Management Analyst I (Conf.)	Annually	\$108,304.81	\$113,720.05	\$119,406.05	\$125,376.35	\$131,645.17
6304	Management Analyst II (Conf.)	Annually	\$119,548.25	\$125,525.66	\$131,801.94	\$138,392.04	\$145,311.64
2310	Management Analyst I	Annually	\$108,304.81	\$113,720.05	\$119,406.05	\$125,376.35	\$131,645.17
2311	Management Analyst II	Annually	\$119,548.25	\$125,525.66	\$131,801.94	\$138,392.04	\$145,311.64
2204	Public Works Superintendent	Annually	\$135,257.87	\$142,020.76	\$149,121.80	\$156,577.89	\$164,406.78
2212	Recreation Manager	Annually	\$111,012.43	\$116,563.05	\$122,391.20	\$128,510.76	\$134,936.30
2214	Recreation Supervisor	Annually	\$91,113.07	\$95,668.72	\$100,452.16	\$105,474.77	\$110,748.51
2205	Senior Civil Engineer	Annually	\$142,105.30	\$149,210.56	\$156,671.09	\$164,504.64	\$172,729.87
2209	Senior Planner	Annually	\$116,632.44	\$122,464.06	\$128,587.26	\$135,016.62	\$141,767.45
2211	Wastewater Operations Manager	Annually	\$145,657.93	\$152,940.83	\$160,587.87	\$168,617.26	\$177,048.12
2207	Water Systems Manager	Annually	\$142,105.30	\$149,210.56	\$156,671.09	\$164,504.64	\$172,729.87
Class Code	Classification	Basis	Hourly Steps				
Non- Exempt Classifications							
			A	B	C	D	E
4301	Accountant	Hourly	\$44.90	\$47.14	\$49.50	\$51.98	\$54.58
4402	Accounting Assistant I	Hourly	\$28.78	\$30.22	\$31.73	\$33.32	\$34.99
4403	Accounting Assistant II	Hourly	\$31.77	\$33.36	\$35.03	\$36.78	\$38.62
4404	Accounting Assistant III	Hourly	\$35.08	\$36.83	\$38.67	\$40.60	\$42.63
4405-3405	Accounting Technician (General & Confidential)	Hourly	\$38.72	\$40.66	\$42.69	\$44.82	\$47.06
4707	Administrative Clerk I	Hourly	\$25.45	\$26.72	\$28.06	\$29.46	\$30.93
4708	Administrative Clerk II	Hourly	\$28.09	\$29.49	\$30.96	\$32.51	\$34.14
4709	Administrative Clerk III	Hourly	\$31.00	\$32.55	\$34.18	\$35.89	\$37.68
4706	Administrative Technician	Hourly	\$37.77	\$39.66	\$41.64	\$43.72	\$45.91
4312	Assistant Planner	Hourly	\$46.02	\$48.32	\$50.74	\$53.28	\$55.94
4314	Associate Planner	Hourly	\$50.80	\$53.34	\$56.01	\$58.81	\$61.75
4415	Building Inspector I	Hourly	\$42.74	\$44.88	\$47.12	\$49.48	\$51.95
4416	Building Inspector II	Hourly	\$47.17	\$49.53	\$52.01	\$54.61	\$57.34
4917	Building Maintenance Worker	Hourly	\$36.86	\$38.70	\$40.63	\$42.66	\$44.79
4318	Capital Projects Coordinator	Hourly	\$53.37	\$56.04	\$58.84	\$61.78	\$64.87
4422	Civil Engineering Technician	Hourly	\$48.34	\$50.76	\$53.30	\$55.97	\$58.77
4419	Code Enforcement Officer	Hourly	\$40.68	\$42.71	\$44.85	\$47.09	\$49.44
4325	Communications & Engagement Coordinator I	Hourly	\$35.95	\$37.75	\$39.64	\$41.62	\$43.70

Class Code	Classification	Basis	Hourly Steps				
Non- Exempt Classifications							
			A	B	C	D	E
4326	Communications & Engagement Coordinator II	Hourly	\$39.69	\$41.67	\$43.75	\$45.94	\$48.24
5403	Construction Management Aide (At-Will/Temporary/Seasonal)	Hourly	\$37.77	\$39.66	\$41.64	\$43.72	\$45.91
3104	Deputy City Clerk (Conf.)	Hourly	\$49.56	\$52.04	\$54.64	\$57.37	\$60.24
4323	Engineer I	Hourly	\$48.34	\$50.76	\$53.30	\$55.97	\$58.77
4311	Engineer II	Hourly	\$53.37	\$56.04	\$58.84	\$61.78	\$64.87
4313	Engineer III	Hourly	\$58.91	\$61.86	\$64.95	\$68.20	\$71.61
4441	Engineering Technician	Hourly	\$42.74	\$44.88	\$47.12	\$49.48	\$51.95
4438	Environmental Specialist I	Hourly	\$37.77	\$39.66	\$41.64	\$43.72	\$45.91
4425	Environmental Specialist II	Hourly	\$41.70	\$43.78	\$45.97	\$48.27	\$50.68
4439	Environmental Specialist III	Hourly	\$46.02	\$48.32	\$50.74	\$53.28	\$55.94
3105	Executive Assistant to the City Manager	Hourly	\$39.69	\$41.67	\$43.75	\$45.94	\$48.24
3106	Human Resources Technician	Hourly	\$35.08	\$36.83	\$38.67	\$40.60	\$42.63
4324	Lab Analyst	Hourly	\$49.56	\$52.04	\$54.64	\$57.37	\$60.24
4927	Maintenance Worker I	Hourly	\$31.00	\$32.55	\$34.18	\$35.89	\$37.68
4928	Maintenance Worker II	Hourly	\$34.21	\$35.92	\$37.72	\$39.61	\$41.59
4929	Maintenance Worker III	Hourly	\$37.77	\$39.66	\$41.64	\$43.72	\$45.91
4831	Mechanic	Hourly	\$40.68	\$42.71	\$44.85	\$47.09	\$49.44
4442	Parks and Open Space Project Coordinator	Hourly	\$37.77	\$39.66	\$41.64	\$43.72	\$45.91
4440	Permit Technician	Hourly	\$36.86	\$38.70	\$40.63	\$42.66	\$44.79
4833	Plant Maintenance Mechanic I	Hourly	\$41.70	\$43.78	\$45.97	\$48.27	\$50.68
4832	Plant Maintenance Mechanic II	Hourly	\$46.02	\$48.32	\$50.74	\$53.28	\$55.94
5402	Plant Operator Apprentice	Hourly					\$37.68
4435	Plant Operator I	Hourly	\$41.70	\$43.78	\$45.97	\$48.27	\$50.68
4436	Plant Operator II	Hourly	\$46.02	\$48.32	\$50.74	\$53.28	\$55.94
4437	Plant Operator III	Hourly	\$50.80	\$53.34	\$56.01	\$58.81	\$61.75
4732	Police Technician	Hourly	\$32.56	\$34.19	\$35.90	\$37.70	\$39.59
4608	Recreation Coordinator	Hourly	\$35.95	\$37.75	\$39.64	\$41.62	\$43.70
4443	Senior Engineering Technician	Hourly	\$47.17	\$49.53	\$52.01	\$54.61	\$57.34
4930	Senior Maintenance Worker	Hourly	\$41.70	\$43.78	\$45.97	\$48.27	\$50.68
4420	Sustainability Coordinator	Hourly	\$42.74	\$44.88	\$47.12	\$49.48	\$51.95

Fiscal Year 26/27 Modifications

1. Contract Adjustment - 3.8% cost-of-living increase for all Regular classifications (excludes Temporary classes not indexed to a Regular classification) effective pay period starting 7/4/2026.
2. Amend the compensation plan to add the classification of Senior Engineering Technician.
3. Amend the compensation plan to remove the classifications of Development Services Engineer, Human Resources Officer I/II, Information Systems Officer, Deputy City Clerk-CDD, Fire Executive Assistant/Office Administrator, Senior Bus Driver.
4. Amend the pay rates for Executive Classifications to reflect market study.
5. Updated Class code for Deputy City Manager from 1010 to 1011.

Fiscal Year 25/26 Modifications

1. Contract Adjustment - 2% cost-of-living increase for all Regular classifications (excludes Temporary classes not indexed to a Regular classification) effective pay period starting 7/5/2025.
2. Amend the compensation plan to add the classifications of Communications & Engagement Coordinator I/II, Communications & Engagement Supervisor, Deputy City Manager, Fire Administration Division Manager.
3. Amend the pay rate for Finance Director to reflect unique duties provided for the American Canyon Fire Protection District.
4. Correctly list Recreation Supervisor as an exempt classification.

Fiscal Year 24/25 Modifications

1. Contract Adjustment - 3.8% cost-of-living increase for all Regular classifications (excludes Temporary classes not indexed to a Regular classification) effective pay period starting 7/6/2024.
2. Amend compensation plan to add the classifications of Assistant Director of Public Works, Chief Plant Operator, Deputy City Clerk-CDD, Human Resources Analyst I/II, Human Resources Manager, Human Resources Technician and Management Analyst I/II (Represented).
3. Amend compensation plan to remove the classifications of Deputy Public Works Director, Maintenance & Utilities Director, Administrative Services Director, Human Resources Assistant and Aquatics Supervisor.
4. Update City Council compensation per Municipal Code Section Chapter 2.04.060 as amended by Ordinance 2023-10.

Fiscal Year 23/24 Modifications

1. Contract Adjustment - 4.2% pay increase for all Regular classifications (excludes City Manager and Temporary classes not indexed to a Regular classification) effective pay period starting 7/8/2023.
2. 4% pay increase for City Manager per contract.

Fiscal Year 22/23 Modifications

1. Market Adjustment, Internal Alignment & Range Placements consistent with Total Compensation Study, Recruitment and Retention Strategic Plan, and Memorandums of Understanding effective the pay period starting 7/9/2022.
2. Contract Adjustment - 5% pay increase for all permanent employees (excludes City Manager and Temporary employees) effective pay period starting 7/9/2022.
3. Reassign Deputy Public Works Director classification to Unrepresented from At-Will Manager.

SALARY SCHEDULE FOR PART-TIME, RETIRED ANNUITANTS & EXTRA HELP - 2026

Effective July 4, 2026

The following pay ranges are the authorized pay levels for individuals working in a part-time, temporary, limited term or extra help capacity. The specific pay assignment with each level should be based on internal equity as well as training and experience of the individual filling the part-time or extra help position. Unless approved by the City Council, the pay of an individual working in any of the temporary job classifications listed below shall be within the approved range.

CLASS CODE	CLASSIFICATION	PAY BASIS	A	B	C	D	E
5602	Cashier (Seasonal)	Hourly	\$16.90	\$17.75	\$18.64	\$19.57	\$20.55
5607	Lifeguard (Temporary)	Hourly	\$17.75	\$18.64	\$19.57	\$20.55	\$21.58
5605	Lifeguard (WSI) (Temporary)	Hourly	\$18.19	\$19.10	\$20.06	\$21.06	\$22.11
5609	Management Aide (At Will /Temp)	Hourly	Minimum \$34.00				Maximum \$150.00
5101	Office Assistant	Hourly	\$20.88	\$21.92	\$23.02	\$24.17	\$25.38
5603	Program Coordinator (Temporary)	Hourly	\$25.51	\$26.79	\$28.13	\$29.54	\$31.02
5611	Recreation Specialist (Temporary)	Hourly	\$29.50	\$30.98	\$32.53	\$34.16	\$35.87
5604	Recreation Leader (Temporary)	Hourly	\$16.90	\$17.75	\$18.64	\$19.57	\$20.55
5608	Senior Lifeguard (WSI) (Temporary)	Hourly	\$20.41	\$21.43	\$22.50	\$23.63	\$24.81
5610	Senior Recreation Leader (Temporary)	Hourly	\$19.44	\$20.41	\$21.43	\$22.50	\$23.63
5606	Service Worker (Temporary)	Hourly	\$23.63	\$24.81	\$26.05	\$27.35	\$28.72
5401	Student Intern (Temporary)	Hourly	Minimum \$16.90				Maximum \$31.02

DEFINITIONS:

Part-time, temporary and extra help positions are limited to 980 hours per calendar & fiscal years. Salaries for PERS retired annuitants must meet PERS requirements and are limited to 960 hours per calendar & fiscal years. If a PERS retired annuitant is performing part-time services for a position identified on the City's Salary Schedule for full-time positions, the City pays the employee an hourly rate based on the Salary Schedule for full-time positions. Consult Human Resources for assistance in determining the appropriate hourly rates for part-time, extra-help or retired annuitants.

Fiscal Year 26/27 Modifications

1. Apply 3.8% wage Increase for Office Assistant and Service Worker classifications, which are indexed to similar Regular classifications, effective July 4, 2026.
2. Amend the classification plan to remove the classification of Bus Driver.

Fiscal Year 25/26 Modifications

1. Apply 2% wage Increase for Bus Driver, Office Assistant and Service Worker classifications, which are indexed to similar Regular classifications, effective July 5, 2025.
2. Delete Management Fellow pay grade as that classification has not been adopted.
3. Increased Minimum Wage and adjusted classes tied to it: Cashier, Lifeguard, Lifeguard (WSI), Program Coordinator, Recreation Leader, Senior Lifeguard, Senior Recreation Leader and Student Intern, effective January 1, 2026.

Fiscal Year 24/25 Modifications

1. Apply 3.8% wage Increase for Bus Driver, Office Assistant and Service Worker classifications, which are indexed to similar Regular classifications, effective July 6, 2024.
2. Amend compensation plan to add classification of Recreation Specialist, which is indexed to Regular classification of Recreation Coordinator.
2. Increased the Minimum Wage and adjusted classes tied to it: Cashier, Lifeguard, Lifeguard (WSI), Program Coordinator, Recreation Leader, Senior Lifeguard, Senior Recreation Leader and Student Intern, effective January 1, 2025.

Fiscal Year 23/24 Modifications

1. Apply 4.2% wage Increase for Bus Driver, Office Assistant and Service Worker classifications, which are indexed to similar Regular classifications effective July 8, 2023.
2. Increased the Minimum Wage and adjusted classes tied to it: Cashier, Lifeguard, Lifeguard (WSI), Program Coordinator, Recreation Leader, Senior Lifeguard, Senior Recreation Leader and Student Intern, effective January 1, 2024.

Fiscal Year 22/23 Modifications

SALARY SCHEDULE FOR PART-TIME, RETIRED ANNUITANTS & EXTRA HELP - 2026
Effective July 4, 2026

The following pay ranges are the authorized pay levels for individuals working in a part-time, temporary, limited term or extra help capacity. The specific pay assignment with each level should be based on internal equity as well as training and experience of the individual filling the part-time or extra help position. Unless approved by the City Council, the pay of an individual working in any of the temporary job classifications listed below shall be within the approved range.

CLASS CODE	CLASSIFICATION	PAY BASIS	A	B	C	D	E
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1. Created separate Salary Schedule for classifications that can be filled on a part-time, temporary, seasonal, extra help and/or limited duration basis.
2. Increased the Minimum Wage and adjusted classes tied to it: Cashier, Lifeguard, Lifeguard (WSI), Program Coordinator, Recreation Leader, Senior Lifeguard, Senior Recreation Leader and Student Intern.

SENIOR ENGINEERING TECHNICIAN

Class specifications are intended to present a descriptive list of the range of duties performed by employees in this class. Specifications are not intended to reflect all duties performed in a job.

DEFINITION

Under general supervision, act as lead worker or project lead to provide coordination and technical guidance while performing the full scope of tasks of the Engineering Technician series at an advanced journey level and performing the most highly specialized duties and projects. Positions in this class are responsible for performing the most difficult, complex, and specialized technical engineering duties the majority of the time, and may be tasked with managing assigned projects from design through completion. Incumbents are highly experienced and proficient in handling challenging assignments and utilizing specialized equipment necessary to perform their work.

DISTINGUISHING CHARACTERISTICS

The Senior Engineering Technician is the advanced journey and highly specialized classification within the Engineering Technician job series. This class is positioned between the journey-level Engineering Technician and the professional Engineer I classifications. Unlike the Engineer I class, positions in the Engineering Technician series, including Senior Engineering Technician, do not require a Bachelor's degree. The Senior Engineering Technician performs more advanced, specialized, and complex technical engineering tasks than the Engineering Technician, but does not have the professional engineer status or registration requirements of the Engineer I level. This classification requires proven technical expertise, experience and college course work up to an Associate's Degree rather than formal engineering education.

EXAMPLES OF DUTIES

Note: Senior Engineering Technician duties differ from the journey-level Engineering Technicians, reflecting increased complexity, specialization, and responsibility including leadership roles in technical project aspects.

In addition to tasks in the Engineering Technician classification, typical duties performed by a Senior Engineering Technician include advanced technical engineering tasks and specialized responsibilities requiring substantial experience and skill. Duties often involve a combination of project lead functions and complex technical support activities. These may include but not be limited to:

- Provide technical support during construction inspections, interpreting plans and specifications to verify work quality and conformity.
- Collaborate with engineers, contractors, inspectors, and other stakeholders to resolve technical issues and ensure project compliance.
- Act as project lead on certain assignments, coordinating work activities, providing technical guidance, and managing project timelines under broad supervision.

- Travel reliably and independently throughout American Canyon, where public transit options are limited, to multiple field sites daily to address variable construction needs using appropriate marked City vehicles to transport equipment and complete assigned duties.
- Perform soil compaction and density testing using specialized equipment to ensure compliance with engineering standards.
- Conduct the most difficult and complex testing and inspection tasks related to civil engineering construction projects.
- Operate and maintain specialized field and laboratory equipment necessary for technical testing procedures.
- Review construction plans, technical data, and test results to identify discrepancies or deficiencies requiring correction.
- Maintain detailed records of testing, inspection, and related technical activities to support project documentation and reporting requirements.
- Assist in preparing reports, technical memos, and documentation of findings for internal and external use.
- Manage assigned projects from design through completion under appropriate supervision of assigned Engineer series staff members.
- Perform related technical duties as assigned that require advanced knowledge and skill within the engineering technician scope.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

Note: The level and scope of the knowledge, skills, and abilities listed in this section are related to the job duties as defined under Distinguishing Characteristics.

Knowledge of:

- Advanced civil engineering principles and practices applicable to technician-level duties.
- Construction materials, methods, and practices, including soil compaction and density testing techniques.
- Engineering plan review and design standards relevant to civil and public works projects.
- Applicable local, state, and federal regulations, codes, and department policies governing technical engineering work.
- Use and operation of specialized testing and survey equipment and instruments.
- Modern office procedures, drafting and mapping techniques, and the use of engineering software tools.
- Effective communication methods and customer service principles within a technical engineering context.

Ability to:

- Interpret and analyze complex civil engineering plans, specifications, and technical data accurately.
- Perform specialized technical testing such as soil compaction and density measurement with precision.
- Analyze data and engineering information using relevant mathematical formulas including algebra and trigonometry.
- Maintain thorough and accurate engineering records, test logs, and reports.
- Provide technical guidance and collaborate effectively with engineers, contractors, and other project stakeholders.
- Exercise independent judgment and decision-making skills to resolve technical problems within the scope of the role.
- Lead project segment segments and coordinate technical activities under broad supervision.
- Operate motor vehicles and other equipment necessary to carry out assigned duties.

Minimum Qualifications

Experience and/or Education:

- Completion of college-level coursework up to an Associate's degree in engineering technology, construction management, or a closely related field AND
- Two (2) years or more of competent professional experience equivalent to an Engineering Technician with the City of American Canyon performing technical engineering duties related to civil engineering construction, testing, inspection, drafting, or surveying. A college degree is not required for this classification, distinguishing it from engineer-level positions. Experience must demonstrate progressive responsibility and proficiency in advanced and specialized engineering technician functions.

Certificates and Licenses:

Possession of a valid California Class C Driver License is typically required at the time of appointment due to regular travel through American Canyon where public transit options are limited, and due to the need to transport equipment to multiple field sites daily using marked City vehicles. Applicants who do not meet this requirement due to a verified physical disability will be considered on a case-by-case basis for reasonable accommodation.

Physical Requirements

Work is performed in typical office and outdoor environments on a year-round basis.

- Mobility & Dexterity: Frequent use of keyboard; frequent sitting for long periods of time; frequent walking and standing for long periods of time; frequent bending, squatting, grasping, holding, and reaching as part of field technical tasks.

- Lifting: Periodic performance of heavy manual labor including lifting up to 50 pounds and occasionally up to 75 pounds.
- Vision: Constant use of overall vision, including close focus and depth perception.
- Hearing/Talking Frequent hearing and verbal communication with coworkers, contractors, and the public.
- Emotional/Psychological: Demands related to frequent interaction with coworkers and occasional independent fieldwork.
- Environmental: Exposure to environmental factors such as loud noise, dust, chemicals, and fumes commonly found on construction sites, as well as typical indoor office noise.

Other Requirements

This position may require evening, weekend, or shift work depending on project needs. Reasonable accommodations will be considered for individuals with disabilities in accordance with applicable laws. The classification and employment practices comply with all relevant local, state, and federal legal requirements and City policies.

Classification	Adopted	Revised	Retitled	Class Code	FLSA Designation	Rep Unit
Senior Engineering Technician	7/2026			4443	Non-Exempt	4

APPROVED: _____
City Manager

Date: _____



TITLE

Sales Tax Measure

RECOMMENDATION

Adopt a Resolution calling an election on a one percent (1.0% or one-cent) general transactions and use tax (sales tax) ordinance measure, submitting the proposed ordinance to the voters, requesting consolidation with the November 3, 2026 General Election, directing the City Attorney to prepare an impartial analysis, authorizing one or more Council Members to submit ballot arguments, authorizing rebuttal arguments, and authorizing the Napa County Registrar of Voters to conduct the election on behalf of the City of American Canyon.

CONTACT

Jason Holley, City Manager

BACKGROUND & ANALYSIS

At Council's direction, Statewide polling firm Fairbank, Maslin, Maulin, Metz & Associates (FM3 Research) conducted a statistically valid opinion research regarding voter support for a sales tax measure and priorities for City services.

The research compiled a random sample of voters from American Canyon's local voter file. A total of 267 voters completed the poll. The sample did not include minors or adults who are not registered to vote. The demographic and geographical characteristics of survey respondents were carefully monitored during the data collection phase to ensure the final sample profile reflected the voters in American Canyon. Consequently, not all adults or voters were invited to participate in the survey. The margin of sampling error was +/- 6.2% at a 95% confidence level.

On May 5, 2026, the City Council received a presentation regarding the polling results (Attachment 2), including voter support levels for a potential sales tax measure, community priorities for maintaining and expanding City services, and testing of potential ballot language. Council also discussed distinctions between general and special taxes, voter approval thresholds, and potential next steps associated with a future ballot measure.

The polling efforts tested voter support for a general sales tax measure, including both a one percent (1.0% or one cent) and one-half percent (0.5% or one-half cent) options. Tax increases

require voter approval, and FM3 tested draft ballot language designed to reflect the community priorities identified through the survey process.

On June 2, 2026, the City Council reviewed potential ballot language for a potential one percent (1.0% or one cent) general transactions and use tax/sales tax measure. The language reflects voter priorities, including public safety, neighborhood concerns, parks and recreation, and quality of life services. The proposed measure is estimated to generate approximately \$3.7 million annually to support general governmental services and maintain community priorities.

The ballot language is:

American Canyon Public Safety, Parks, City Services Measure. Shall an ordinance funding American Canyon's general City services, such as maintaining 911 response/neighborhood police patrols; preventing crime; reducing wildfire risk by managing brush/other flammable vegetation; addressing speeding/unsafe driving; keeping public areas/parks safe/clean; maintaining and expanding safe places for children to play; maintaining parks, trails, youth/adult recreation, senior programming, among others; by establishing a 1% sales tax, providing approximately \$3,700,000 annually until ended by voters, requiring audits, spending disclosure, funds locally controlled, be adopted?

Next Steps

To place the proposed sales tax measure on the November 3, 2026 General Election ballot, the City Council must adopt the Resolution shown in Attachment 1 by a two-thirds vote to call an election submitting the proposed Ordinance shown in Attachment 1-A to the voters and requesting consolidation with Napa County. Tonight is the deadline to take this action for the November 2026 ballot.

If adopted, the proposed one percent (1.0% or one-cent) sales tax measure will be submitted to American Canyon voters. As a general tax, the measure would require majority voter approval (50% plus one). The resolution calls the election, submits the proposed measure to the voters, directs the City Attorney to prepare an impartial analysis, authorizes one or more Council Members to submit ballot arguments, authorizes rebuttal arguments, requests consolidation with the General Election, and authorizes the Napa County Registrar of Voters to conduct the election on behalf of the City.

In addition, should the City Council approval moving forward with the proposed measure, staff will continue coordinating with Tripepi Smith & Associates to implement neutral public outreach and education efforts as outlined in Attachment 3.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Costs associated with Tripepi Smith & Associates are included in the FY 25-26 and FY 26-27 adopted budgets. The cost for the November 2026 election will be included in FY 26-27 budget.

Staff estimates a one percent (1%) sales tax would generate approximately \$3.7M per year in new revenue. Over a 30-year time period this revenue could service approximately \$62M in new debt, if lawfully approved (given current municipal bond rates of 4.25%). A one-half percent (0.5%) sales tax could generate half of this amount - or approximately \$31M.

ENVIRONMENTAL REVIEW

The adoption of the proposed Resolution submitting the proposed General Transactions and Use Tax/Sales Tax Ordinance to the voters is exempt from the California Environmental Quality Act (CEQA), Public Resources Code section 21000 et seq. and California Code of Regulations, title 14, section 15000 et seq. (CEQA Guidelines). The calling of a municipal election is not a project within the meaning of CEQA Guidelines section 15378. Further, the general tax proposed by this Resolution does not “involve any commitment to any specific project which may result in a potentially significant physical impact on the environment,” and adopting it is therefore not a project under CEQA Guidelines section 15378(b)(4).

COMMUNICATION

Level 4: Robust Communication & Engagement

Staff has conducted outreach to City commissions and local media to provide awareness of this item. The agenda, staff report, and associated materials also serve as a form of communication to inform the public of the City’s evaluation of a potential sales tax measure.

Should the City Council provide direction to proceed with a sales tax measure for this general election, additional outreach and education efforts will be conducted in accordance with the attached communications plan. The plan provides a high-level approach and maybe refined to accommodate additional ideas, consistent with the approved budget.

ATTACHMENTS:

1. Resolution - TUT
- 1a. Exhibit A - TUT Ordinance
2. Polling Results Presentation
- 3.. Outreach and Education Communications Plan

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
SUBMITTING A PROPOSED TRANSACTIONS AND USE TAX TO THE CITY’S VOTERS AT THE
GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026**

WHEREAS, pursuant to Resolution No. 2026-39, the City Council called a general municipal election for Tuesday, November 3, 2026, to be consolidated with the statewide election that same day (the “Election”); and

WHEREAS, the City Council of the City of American Canyon wishes to present a transactions and use tax ordinance, attached hereto as Exhibit A (the “Ordinance”), to the City’s voters at the Election; and

WHEREAS, the Ordinance would impose a new general tax of one percent on the retail sale, or the use and consumption, of tangible personal property within the City; and

WHEREAS, the City Council seeks assistance from the Napa County Assessor / Recorder / County Clerk / Registrar of Voters (“County Elections Official”) to include the Ordinance in the Election.

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

SECTION 1. The City Council previously called and noticed a general municipal election to be held on November 3, 2026 (the “Election”). Pursuant to the laws of the State of California, the City Council hereby submits the Ordinance to the voters at the Election and orders the following question appear on the ballot for the Election:

Measure ____

American Canyon Public Safety, Parks, City Services Measure. Shall an ordinance funding American Canyon’s general City services, such as maintaining 911 response / neighborhood police patrols; preventing crime; reducing wildfire risk by managing brush / other flammable vegetation; addressing speeding / unsafe driving; keeping public areas / parks safe / clean; maintaining and expanding safe places for children to play; maintaining parks, trails, youth / adult recreation, senior programming, among others; by establishing a 1% sales tax, providing approximately \$3,700,000 annually until ended by voters, requiring audits, spending disclosure, funds locally controlled, be adopted?	Yes ____ No ____
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The full Ordinance comprising this measure is attached hereto as Exhibit A and is incorporated herein by this reference. The Ordinance requires the approval of a simple majority (50% plus one) of those voting on it.

SECTION 2. The City Council hereby asks the Napa County Board of Supervisors (“Board of Supervisors”) to authorize the County Elections Official to render all services necessary to conduct the Election. The City Council hereby asks the Board of Supervisors to consolidate the Election with any other election the County Elections Official is to administer on November 3, 2026, and to order the Election to be conducted by the County Elections Official. (Elec. Code, §§ 10402, 10403.) The City Council acknowledges that the Election will

be held and conducted in the manner prescribed in Elections Code section 10418. The ballots to be used in the election shall be in form and content as required by law.

The City Clerk is authorized and directed to work with the County Elections Official and to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia as needed to properly and lawfully conduct the Election. In all particulars not recited in this Resolution, the Election shall be held and conducted as provided by law for holding municipal elections. The City of American Canyon will reimburse Napa County for the actual costs incurred in conducting the Election upon receipt of a bill stating the amount due.

The notice of the time and place of holding the Election is hereby given, and the City Clerk and County Elections Official are authorized to give further notice of the Election as required by law.

SECTION 3. The City Clerk is directed to file certified copies of this Resolution with the Board of Supervisors, with a copy to the County Elections Official. (Elec. Code, § 10402.) The City Clerk is further authorized and directed to perform all other acts necessary or required by law to implement this Resolution and related to the Election.

SECTION 4. The City Clerk shall set the deadline for submission of arguments in favor of or against the Ordinance and provide notice of that deadline. The City Clerk may do this in coordination with the County Elections Official, as necessary. In all respects, the process to choose these arguments shall accord with Elections Code sections 9280 et seq. and 9600 et seq.

The City Council hereby authorizes any and all Councilmembers to prepare and file the written argument in support of the measure on behalf of the City Council. (Elec. Code, § 9282(b).)

Further, the City Council hereby adopts the provisions of Elections Code section 9285(a) authorizing rebuttal argument only as to arguments for the Election. This Subdivision 4(C) is repealed, and the provisions of section 9285(a) shall not apply, thereafter.

SECTION 5. The City Clerk is directed to transmit a copy of the Ordinance to the City Attorney, who shall prepare an impartial analysis of the Ordinance in accordance with applicable law. The impartial analysis shall indicate that the measure was placed on the ballot by the City Council.

If the entire text of the Ordinance is not printed in the voter information pamphlet, the following shall be printed immediately below the impartial analysis in no smaller than 10-point type: “The above statement is an impartial analysis of Measure ___. The full text of Measure ___ can be found online at [URL]. If you desire the measure, please call the election official’s office at 707-647-4369 and a copy will be mailed at no cost to you.”

SECTION 6. The adoption of this Resolution is exempt from the California Environmental Quality Act (CEQA), Public Resources Code section 21000 et seq. and California Code of Regulations, title 14, section 15000 et seq. (CEQA Guidelines). The calling of a municipal election is not a project within the meaning of CEQA Guidelines section 15378. Further, the general tax proposed by this Resolution is a government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and thus adopting this Resolution is not a project under CEQA Guidelines section 15378(b)(4).

SECTION 7. If any section, subsection, sentence, clause, phrase or portion of this Resolution or its application to any person or circumstance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this

Resolution or its application to other persons and circumstances. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 8. The City Clerk shall certify the adoption of this Resolution, which shall be effective upon its adoption, and shall give notice of the measure to be voted on in the manner provided by law.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of American Canyon held on the 16th day of June 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, City Clerk

Matthew Summers, City Attorney

ORDINANCE NO. 2026-_____

AN ORDINANCE OF THE PEOPLE OF THE CITY OF AMERICAN CANYON AMENDING THE AMERICAN CANYON MUNICIPAL CODE BY ADDING CHAPTER 3.22 TO TITLE 3, IMPOSING A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

THE PEOPLE OF THE CITY OF AMERICAN CANYON DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 3.22 is hereby added to Title 3 of the American Canyon Municipal Code to read in its entirety as follows:

Chapter 3.22 Transactions and Use Tax

3.22.010 Title

This chapter shall be known as the American Canyon Transactions and Use Tax Ordinance. The City of American Canyon hereinafter shall be called "City." This chapter shall be applicable in the incorporated territory of the City.

3.22.020 Operative Date

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of the ordinance codifying this chapter.

3.22.030 Purpose

This chapter is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

- A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.
- B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.
- C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.
- D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time,

minimize the burden of record keeping upon persons subject to taxation under the provisions of this chapter.

3.22.040 Contract with State

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.22.050 Transactions Tax Rate

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one percent of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this chapter.

3.22.060 Place of Sale

For the purposes of this chapter, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.22.070 Use Tax Rate

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this chapter for storage, use or other consumption in said territory at the rate of one percent of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.22.080 Adoption of Provisions of State Law

Except as otherwise provided in this chapter and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this chapter as though fully set forth herein.

3.22.090 Limitations on Adoption of State Law and Collection of Use Taxes

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

- A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:
 1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this chapter.
 3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:
 - a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;
 - b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.
 4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.
- B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.
1. "A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars (\$500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

3.22.100 Permit Not Required

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this chapter.

3.22.110 Exemptions and Exclusions

- A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.
- B. There are exempted from the computation of the amount of transactions tax the gross receipts from:
 1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.
 2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the

retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

- a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
 - b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.
3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.
 4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this chapter.
 5. For the purposes of subparagraphs (3) and (4) of this subsection (B), the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
- C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:
1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.
 2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.
 3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this chapter.
 4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this chapter.
 5. For the purposes of subparagraphs (3) and (4) of this subsection (C), storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which

any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.
 7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.
- D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.22.120 Amendments

All amendments subsequent to the effective date of this chapter to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this chapter, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this chapter.

3.22.130 Enjoining Collection Forbidden

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this chapter, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

SECTION 2. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

SECTION 3. The tax imposed by this Ordinance shall remain in effect until repealed by the City Council or the voters of the City of American Canyon.

SECTION 4. The City Council finds that this Ordinance is exempt from the California Environmental Quality Act. (Pub. Resources Code, § 21000 et seq.) It can be seen with certainty that there is no possibility that this Ordinance may have a significant effect on the environment. (14 CCR § 15061(b)(3).) Further, this Ordinance simply creates a government funding mechanism, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (14 CCR § 15378(b)(4).)

SECTION 5. This Ordinance relates to the levying and collecting of a City tax and shall take effect immediately if it is approved by the City’s voters.

SECTION 6. The Mayor shall sign, and the City Clerk shall attest to the passage of, this Ordinance upon certification by the City Council of the results of the election approving it.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of American Canyon held on the 16th day of June, 2026.

AYES:
NOES:
ABSTAIN:
ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, City Clerk

Matthew Summers, City Attorney



City of American Canyon Budget Priority 2026 Survey



OPINION
RESEARCH
& STRATEGY

Survey Methodology

Dates	April 5-16, 2026
Survey Type	Dual-mode Voter Survey
Research Population	Likely November 2026 Voters in the City of American Canyon
Total Interviews	267
Margin of Sampling Error	(Full Sample) $\pm 6.2\%$ at the 95% Confidence Level (Half Sample) $\pm 8.8\%$ at the 95% Confidence Level
Contact Methods	 Telephone Calls  Email Invitations  Text Invitations
Data Collection Modes	 Telephone Interviews  Online Interviews
Languages	English and Spanish

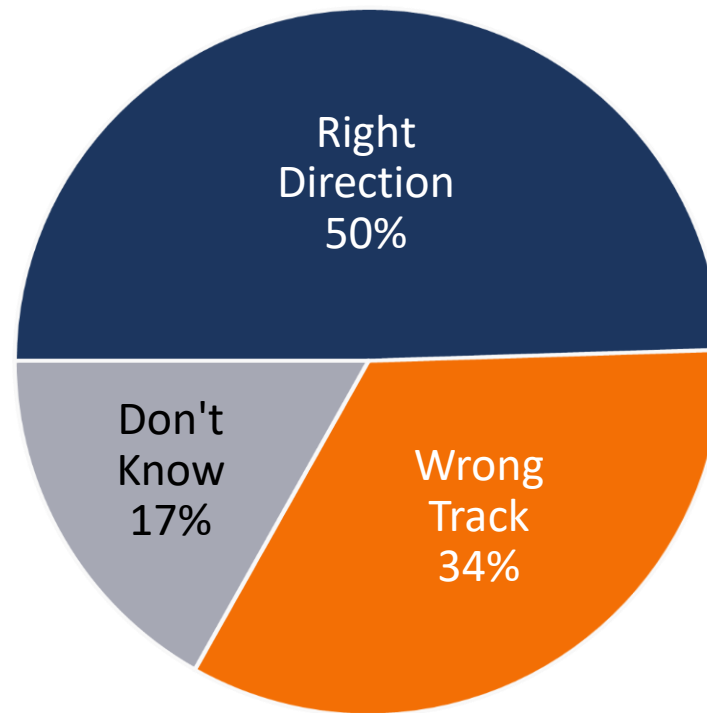
(Note: Not All Results Will Sum to 100% Due to Rounding)



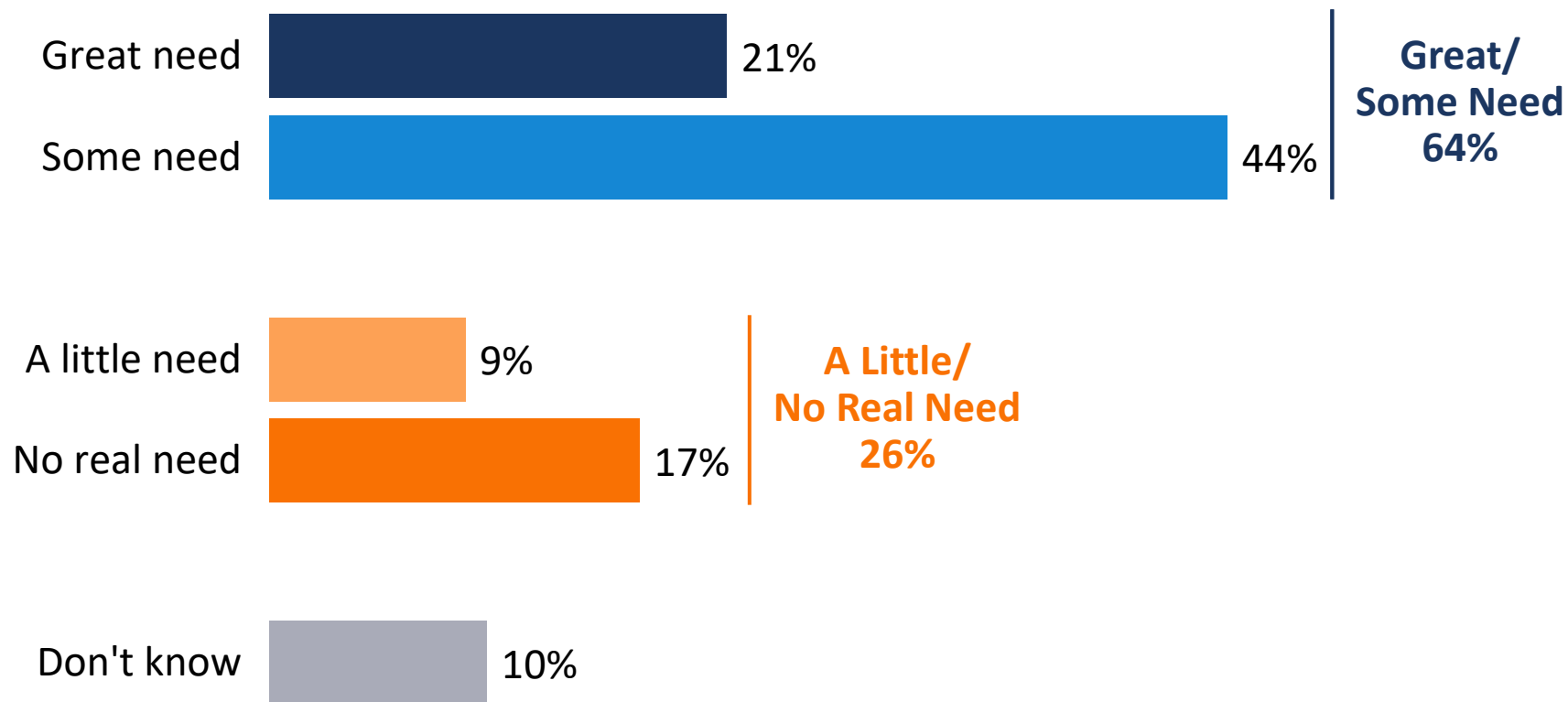
The Mood of the Electorate

Half of voters are optimistic about the City's direction.

First, thinking about the City of American Canyon in general, would you say things are going in the right direction, or do you feel they are off on the wrong track?



Nearly two-thirds believe the City needs at least some additional funds, with a modest one-in-five saying there is a great need.





Initial Attitudes on a Potential 1% Sales Tax Measure

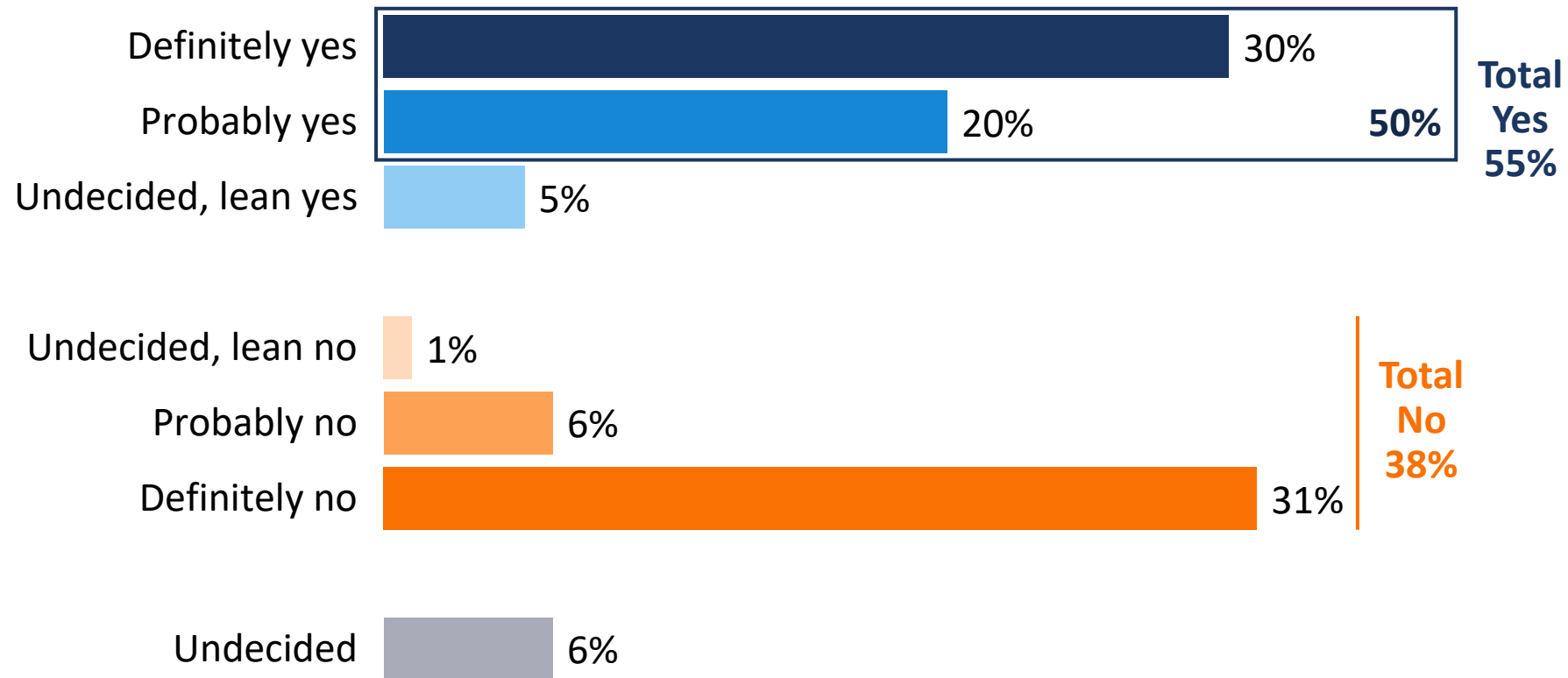
Hypothetical Ballot Measure Tested in the Survey

(As Approved by Legal Counsel)

American Canyon Public Safety, Parks, City Services Measure.
Shall an ordinance funding City of American Canyon's general services, such as maintaining 911 response; preventing crime; adding well-trained police officers; keeping public areas/parks safe/clean; protecting wetlands, natural areas; keeping trash out of local creeks; maintaining parks, trails, youth/adult recreation, senior programs, among others; by establishing a 1% sales tax, providing approximately \$3,700,000 annually until ended by voters, requiring audits, spending disclosure, funds locally controlled, be adopted?

Support is slightly over the simple majority threshold required for passage in the initial vote, although a modest three-in-ten would “definitely” vote yes.

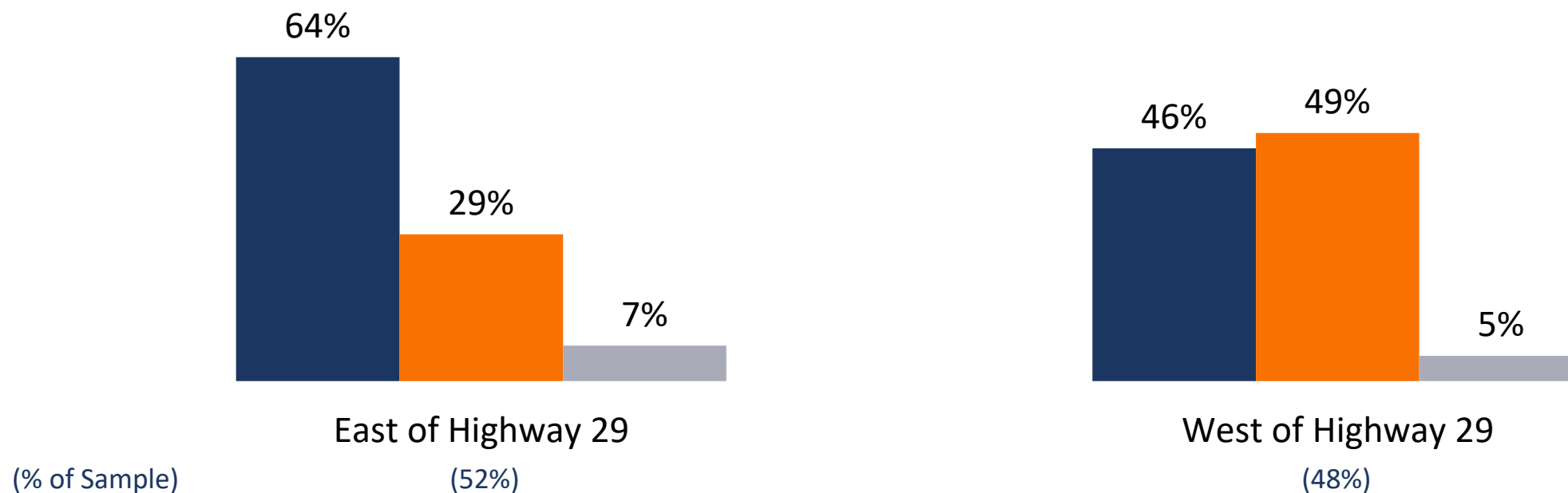
(MOE: $\pm 6.2\%$)



Voters living east of Highway 29 strongly support the measure, while voters west of Highway 29 are split.

Initial Vote on American Canyon Public Safety, Parks, City Services Measure by East/West of Highway 29

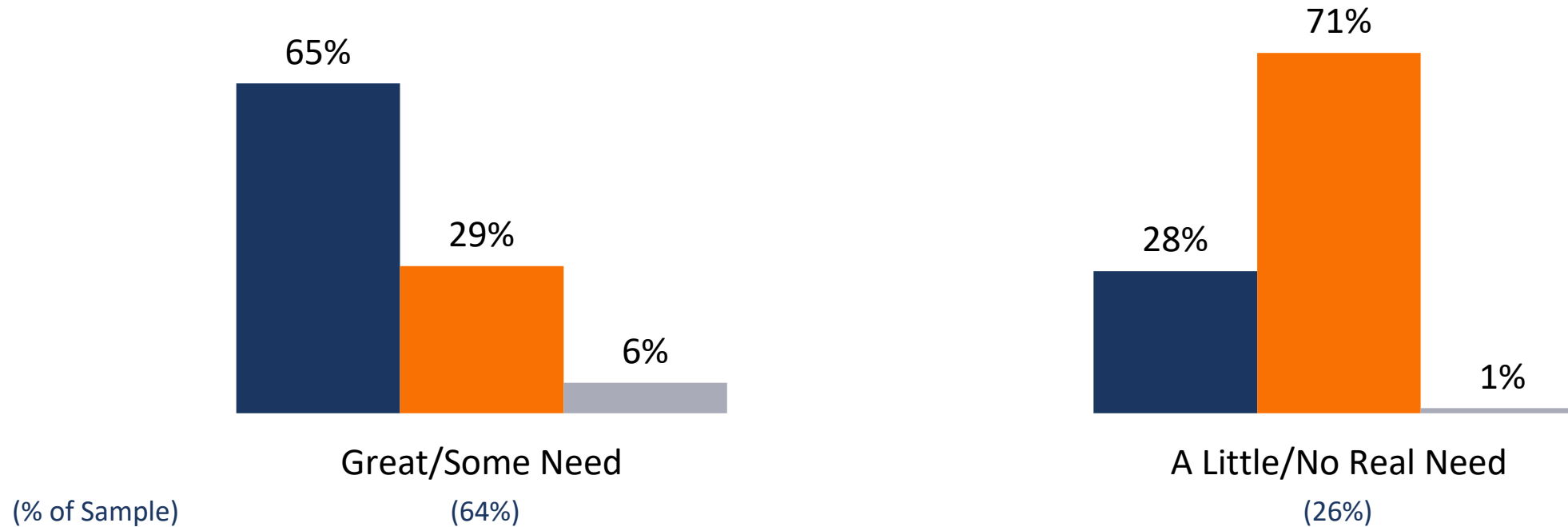
■ Total Yes ■ Total No ■ Undecided



Perceived need for additional funding is strongly linked to support for the measure.

Initial Vote on American Canyon Public Safety, Parks, City Services Measure by Funding Need

■ Total Yes ■ Total No ■ Undecided





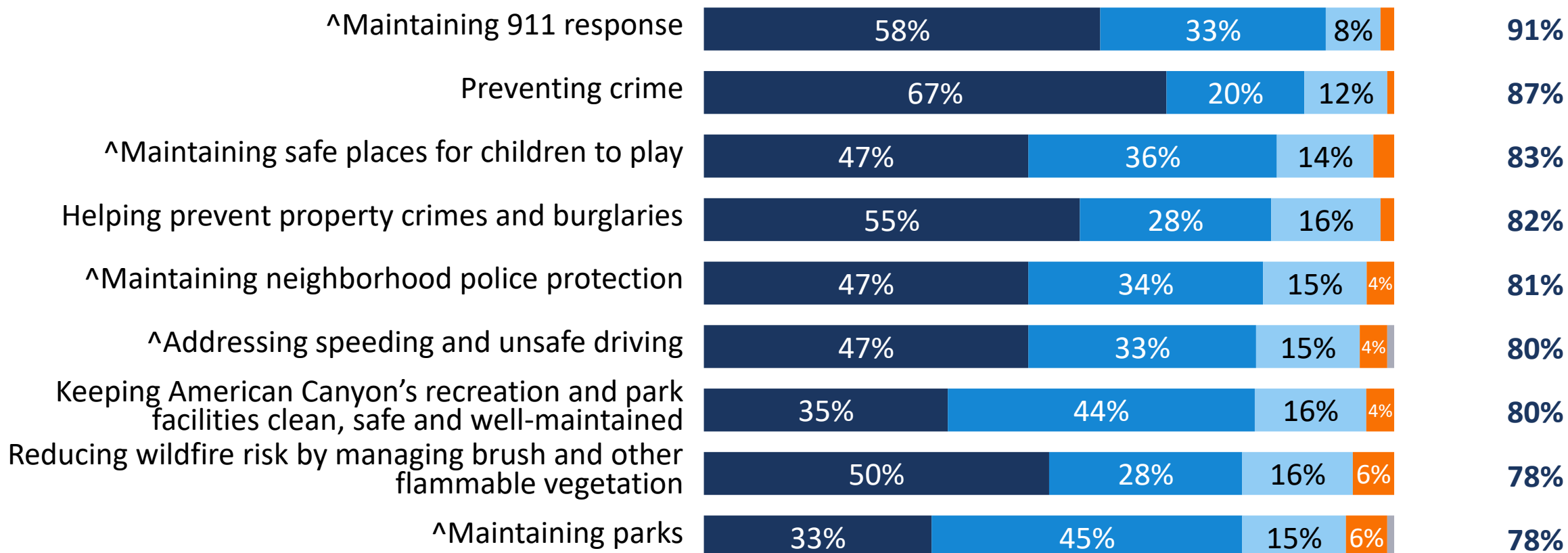
Budget Priorities

Maintaining 911 response, preventing crime, maintaining safe places for children to play, maintaining neighborhood police protection and addressing speeding and unsafe driving are among voters' top funding measure priorities.

(Ranked by Extremely/Very Important)

■ Extremely Important ■ Very Important ■ Somewhat Important ■ Not Too Important ■ Don't Know

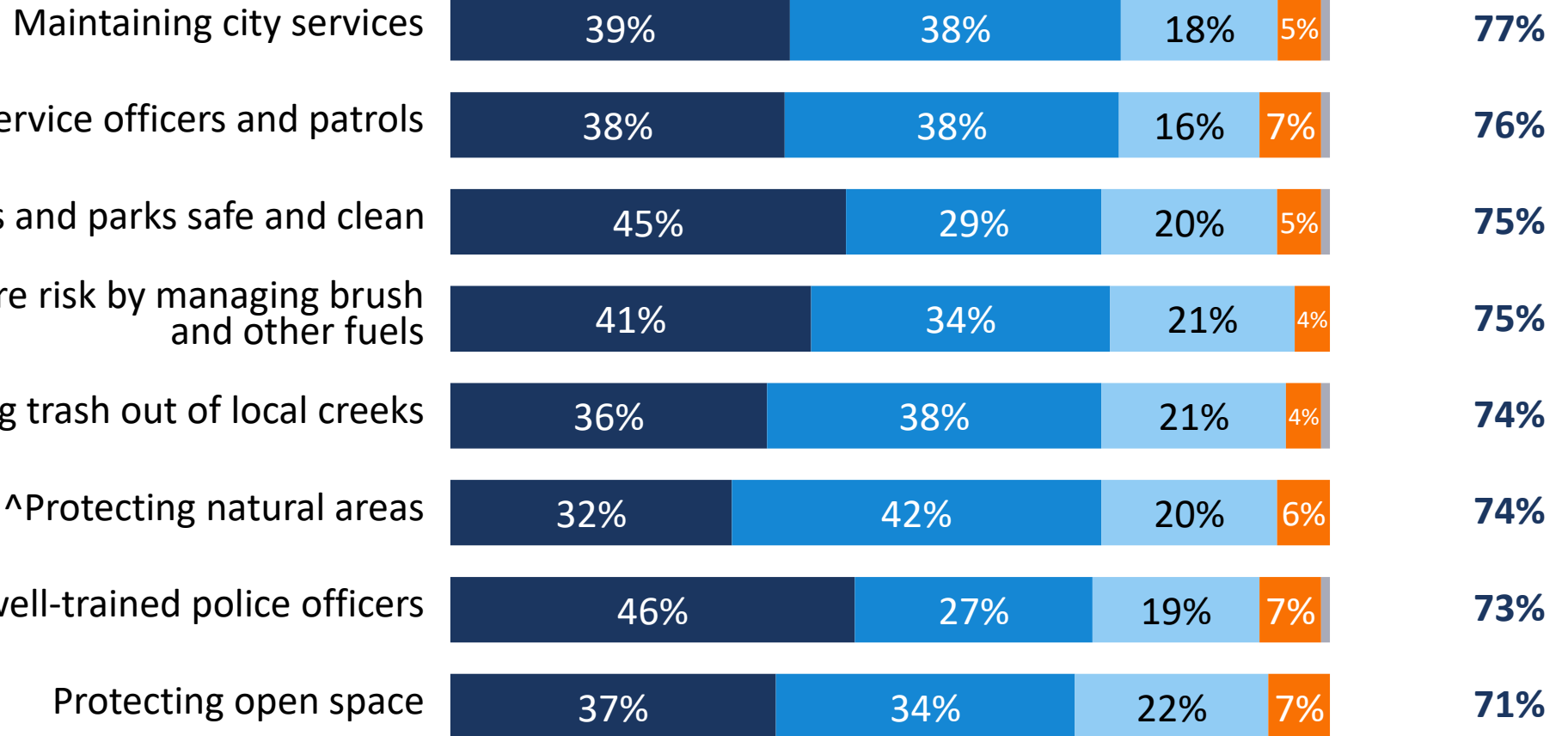
Extremely/Very Important



Continued

(Ranked by Extremely/Very Important)

■ Extremely Important
■ Very Important
■ Somewhat Important
■ Not Too Important
■ Don't Know
Extremely/Very Important

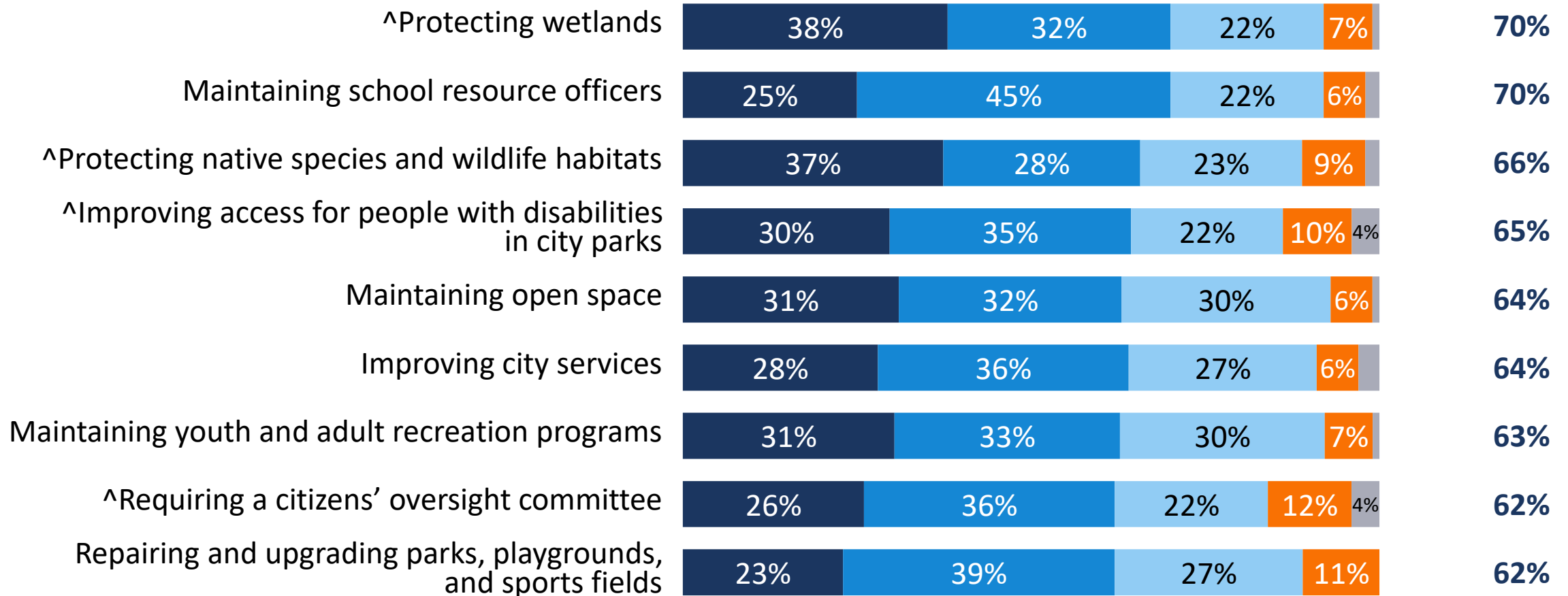


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(Ranked by Extremely/Very Important)

■ Extremely Important ■ Very Important ■ Somewhat Important ■ Not Too Important ■ Don't Know

Extremely/Very Important

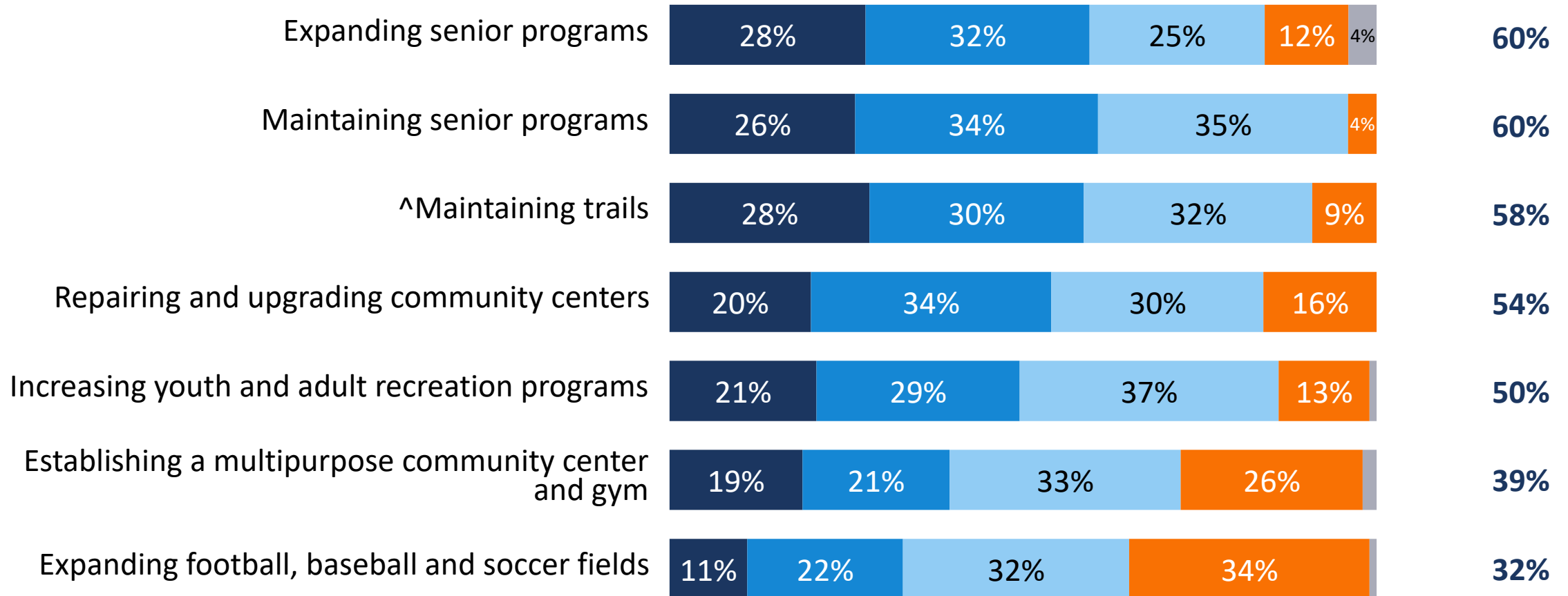


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(Ranked by Extremely/Very Important)

■ Extremely Important ■ Very Important ■ Somewhat Important ■ Not Too Important ■ Don't Know

Extremely/Very Important





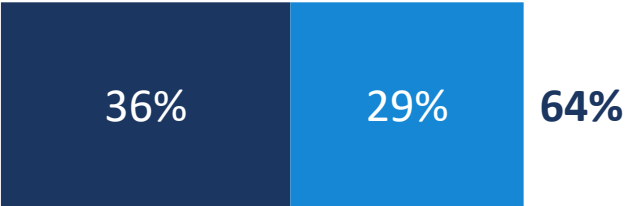
Effect of Educational and Critical Statements

The measure's strict accountability provisions, continuing to invest in crime reduction, and maintaining services to protect the quality of life are among the leading reasons to support the measure.

(Ranked by Total More Inclined to Vote Yes)

■ Much More Inclined ■ Somewhat More Inclined

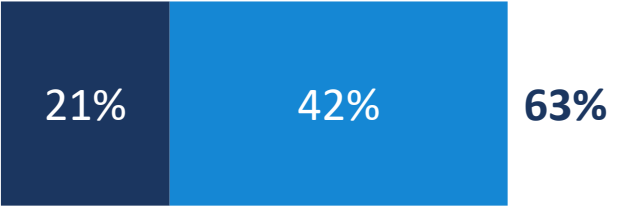
(ACCOUNTABILITY) This measure includes strict accountability requirements such as public disclosure of all spending and annual independent financial audits that ensure funds are used effectively and efficiently, and cannot be taken by the county, state or federal government so they can only be used to benefit the American Canyon community.



(CRIME) With more crime fighting tools available, our proactive police department made one-third more arrests last year. Most of these crimes are committed by individuals who come from other cities to target our community, including organized retail theft and car burglaries. The funds from this measure could help the City continue to reduce crime by investing in more neighborhood policing to keep local residents, businesses, and their property safe.



***(PROPERTY VALUES)** Safe and clean public spaces, parks and neighborhoods, and well-maintained neighborhood parks are investments that strengthen local property values and make our community a more desirable place to live, do business and raise a family.

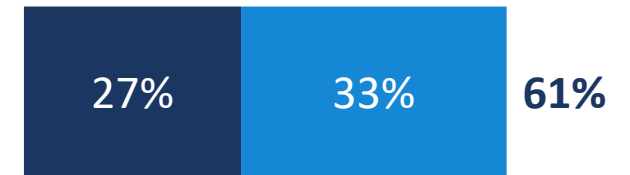


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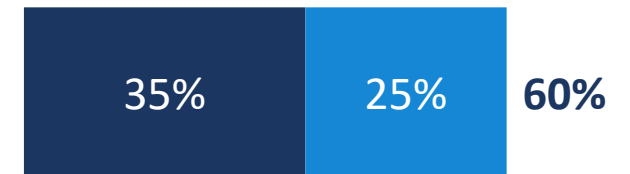
(Ranked by Total More Inclined to Vote Yes)

■ Much More Inclined ■ Somewhat More Inclined

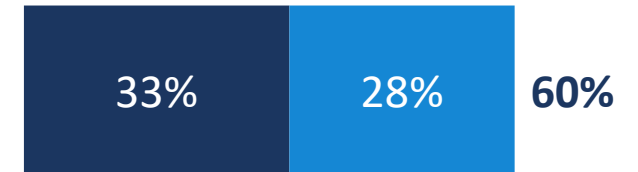
*(**PATROLS**) The City of American Canyon has only on average about five to six officers on patrol at any given time. The funds from this measure could help increase the number of patrols and improve 911 emergency response services to keep local residents and their property safe.



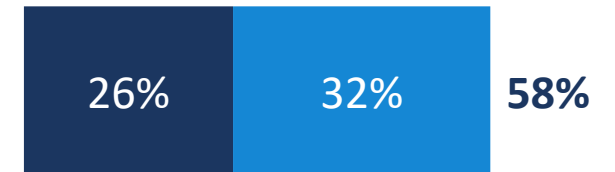
*(**QUALITY OF LIFE**) Safe neighborhoods and parks, quality programs for children, youth, and seniors all contribute to a strong quality of life. If passed, this measure could provide the funding needed to maintain these city services, ensuring American Canyon remains a great place to live, do business, and raise a family.



*(**CRIME CLEARANCE**) American Canyon's Police Department solves crimes at a higher rate than both the California and national averages. Adding well-trained police officers will help ensure our police department has the staffing needed to keep response times low, solve crimes, and continue providing the high level of safety our community relies on.



(**MAINTAIN PARKS**) Our city's 20 parks, trails, and recreation centers are a source of community pride, but they need investment to stay that way. This measure could provide dedicated funding to maintain and upgrade our sports fields, repair aging infrastructure, and upgrade children's playgrounds so kids have safe places to play. Our community deserves fields and facilities that are safe, functional, and well-maintained.

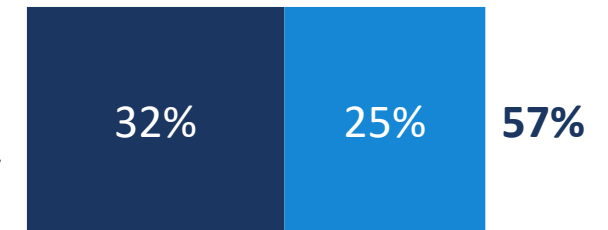


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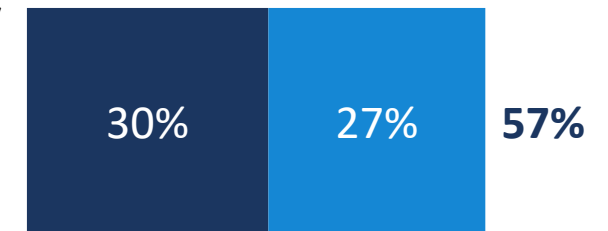
(Ranked by Total More Inclined to Vote Yes)

■ Much More Inclined ■ Somewhat More Inclined

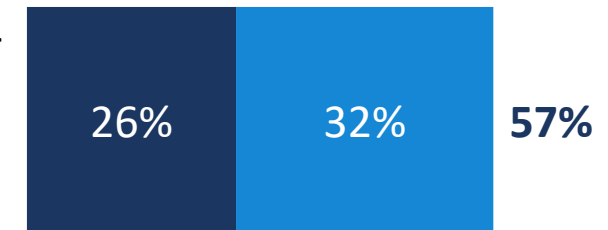
(KIDS/HEALTH) In today's digital age, it is more important than ever to preserve opportunities for children to swim, play, create, and experience the outdoors. This measure could provide funding to maintain and expand afterschool park, recreation, aquatics, and arts programs as well as summer camps that more than 2,500 young people rely on. Additional funding will help ensure kids have time away from screens and access to activities that improve their overall physical health and well-being.



(OUT OF TOWNERS) About 45% of the funding from this measure will be paid by visitors and commuters from outside the city who work in or pass through American Canyon, and shop at Walmart, Safeway and other local retailers. This is an opportunity for people who do not live in our city to contribute their fair share to keep our community safe while they are here.

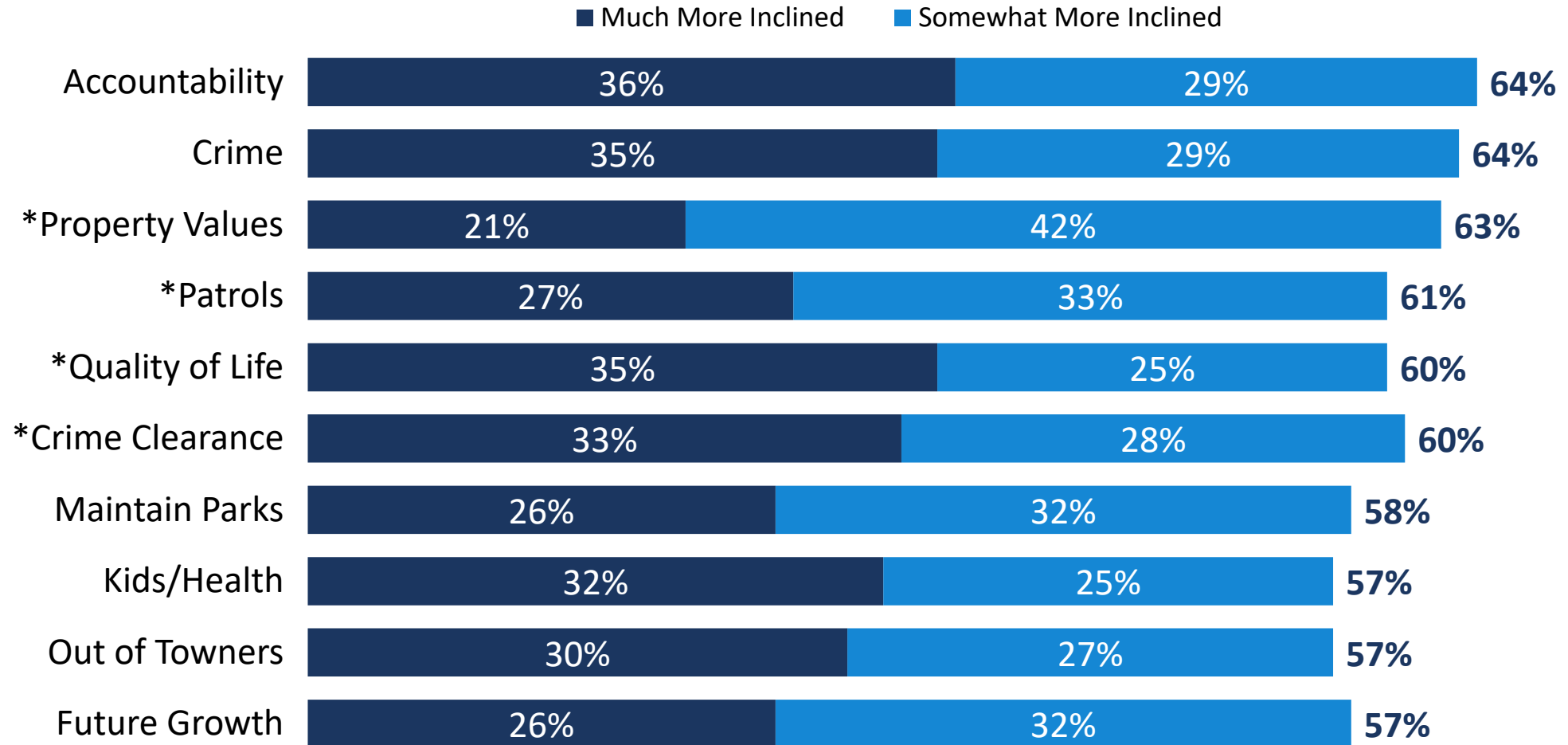


(FUTURE GROWTH) With our community continuing to grow, it's critical that our city services grow with it. Investing now will help maintain strong police protection; keep neighborhoods safe; expand youth, adult and senior recreation programs and ensure American Canyon is prepared for the future.



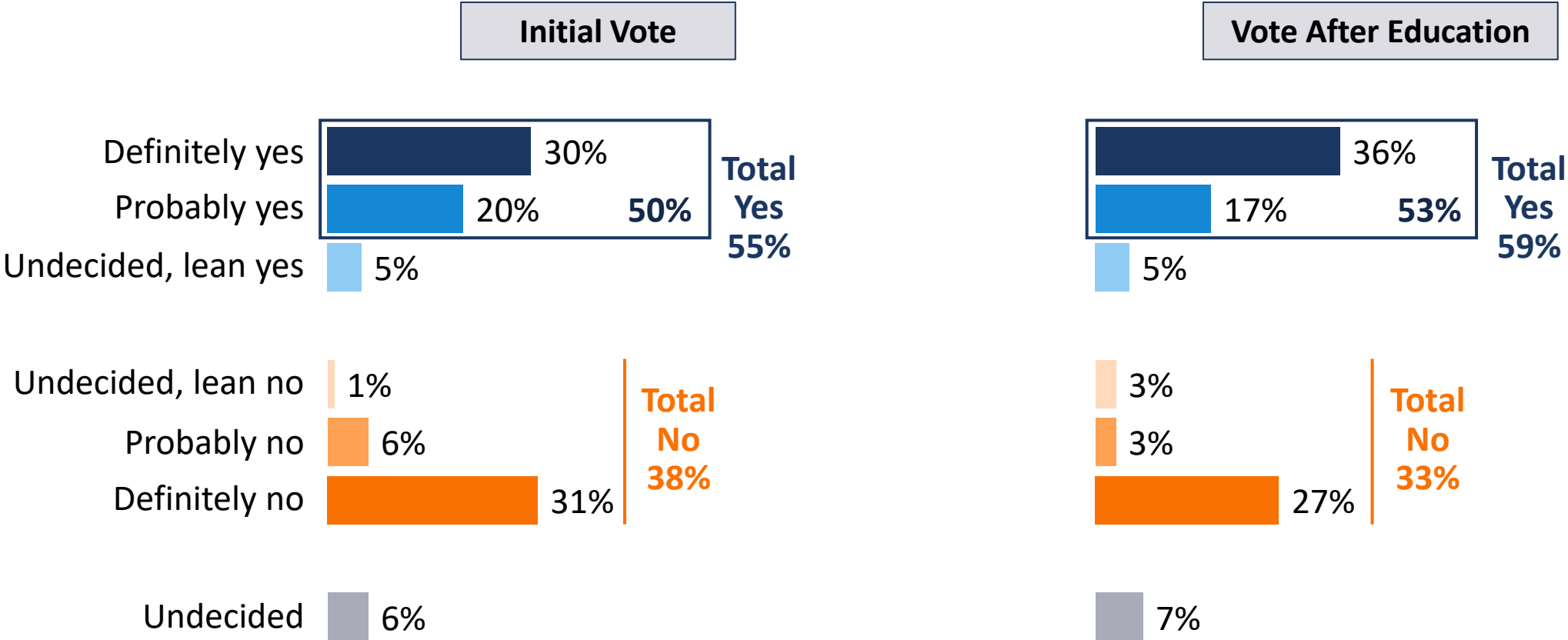
Summary of Educational Statements

(Ranked by Total More Inclined to Vote Yes)



After education, overall support increases four percentage points, with slightly more than one-third definitely voting yes.

(MOE: ±6.2%)



Critical Statements

The cost of living, including groceries, gas and housing, is way too high, and many of us are struggling to make ends meet and keep up with rising taxes every year, including a recent \$230 million local school bond measure and increases in our water rates. Now is not the time for another expensive tax increase. Further, nothing in this ballot measure requires the money to be used for public safety services, parks or any of the other programs mentioned in the description. It is just a blank check with no end date, which politicians can use to fund pet projects like luxury city buildings. With over \$11 million in a reserve fund, the City has plenty of money for the services mentioned in this measure and should tighten its belt like the rest of us instead of asking for more. Opponents also note that many residents already pay a special assessment for park maintenance — before asking taxpayers to pay more, the City should show that the funds we are already paying are being used effectively and making real improvements in our parks.

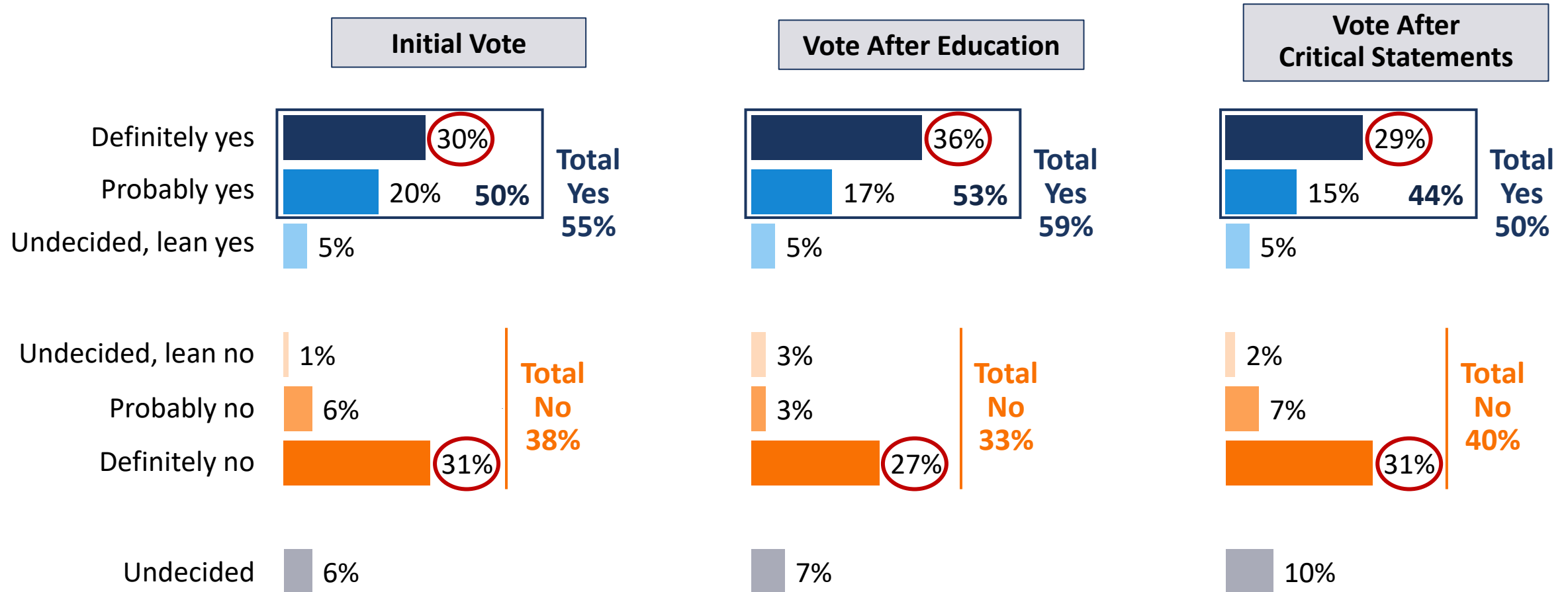


Key Critical Arguments:

1. Cost of Living/Rising Taxes
2. Blank Check
3. Have the Money/
Cut Waste & Inefficiency
4. Some Already Paying a
Parks Special Assessment/
City Should Show How the
Money is Spent

Critical statements undermine support, with support declining nine points and below its initial levels; just 3-in-10 would definitely vote yes in this final query.

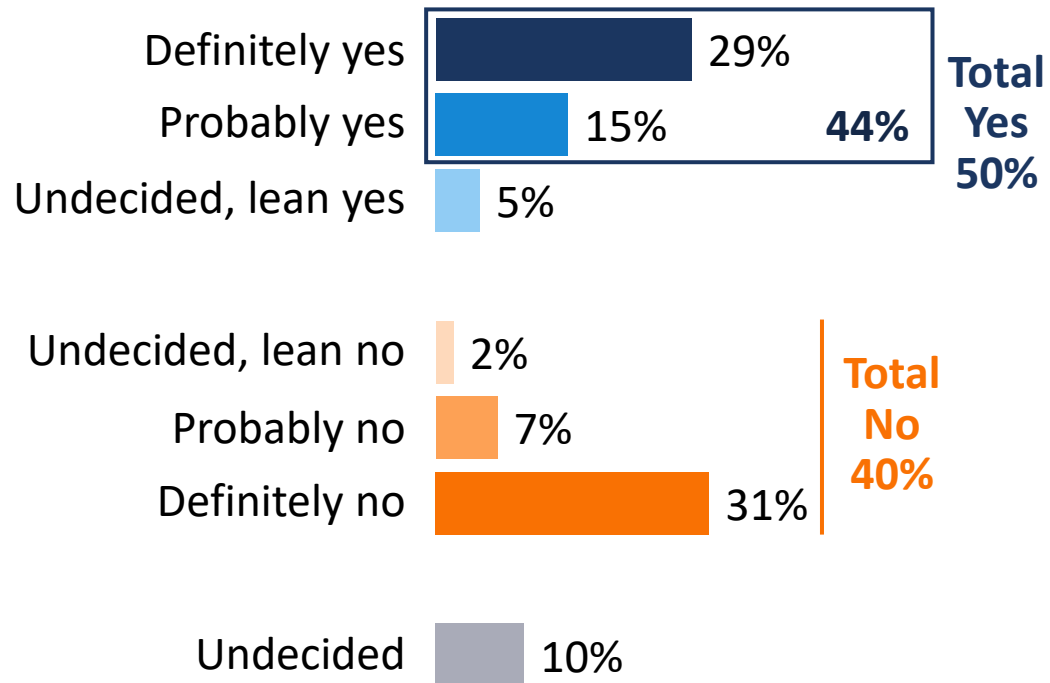
(MOE: $\pm 6.2\%$)



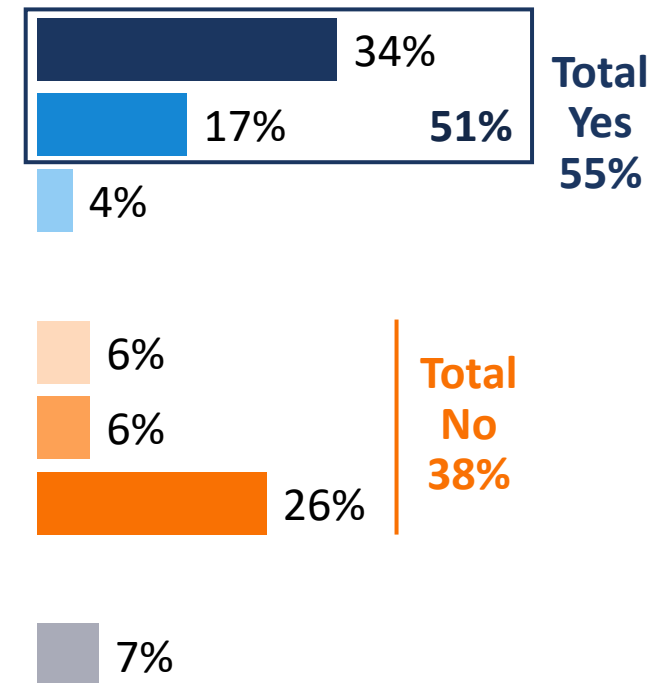
Support bounces back to 55% if the sales tax drops from 1% to a ½%, though those saying they would definitely vote yes remains somewhat modest.

(MOE: ±6.2%)

Vote on 1% After Critical Statements



Vote on ½%



Q. If there were an election today, do you think you would vote yes or no on this measure?

Q. What if instead of a 1% sales tax which generates approximately \$3,700,000 annually, the measure you have been considering were for a ½%, which would generate approximately \$1,850,000 annually with the funding used for the same general city services previously mentioned. If that were the case, would you vote yes or no on this measure?



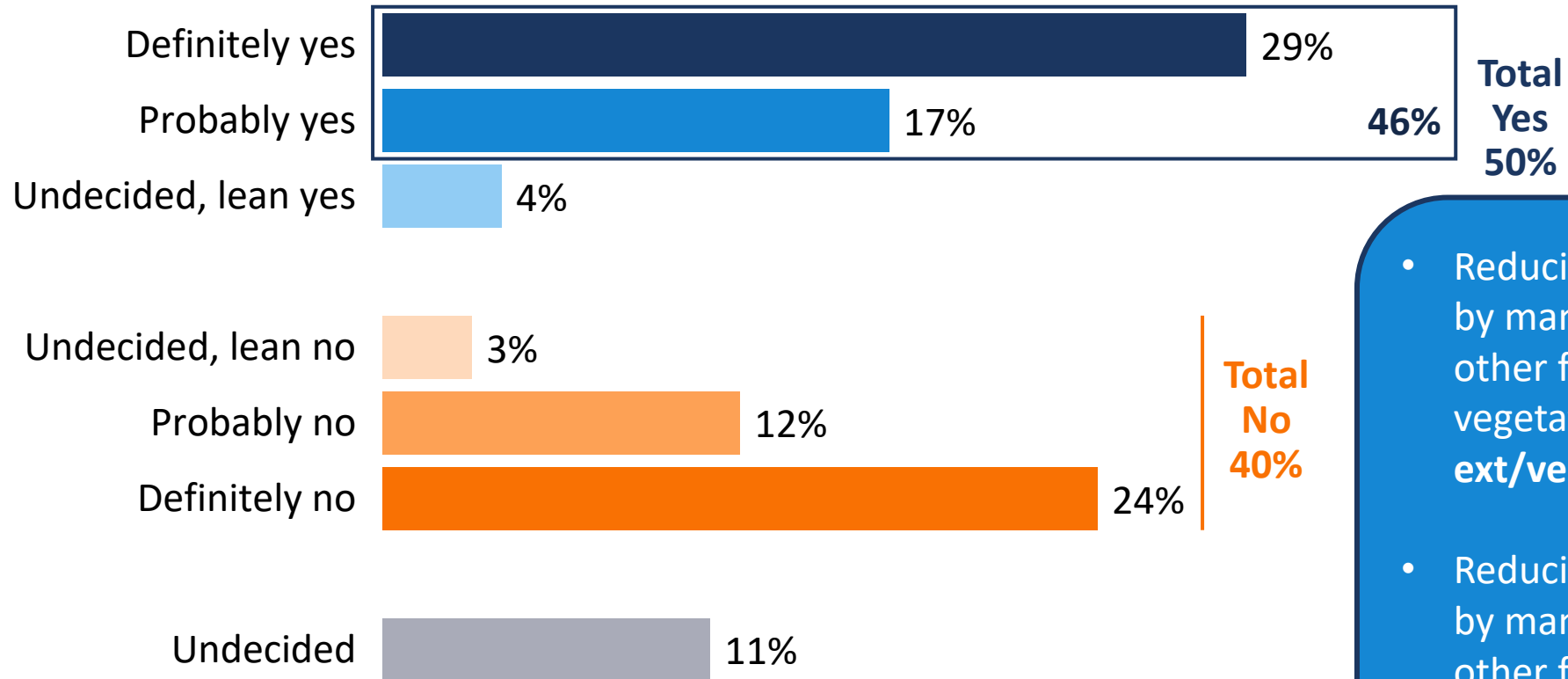
Hypothetical Sales Tax Measure in Context of a Countywide Measure

Napa County Sales Tax Ballot Measure

The Napa County Wildfire Preparedness, Watershed Protection and Open Space Preservation Act. To reduce the risk of catastrophic wildfires; remove dry brush, dead trees, and fire hazards; establish firebreaks and fire-safe evacuation routes for residents and first responders; preserve natural open spaces, and protect water quality/supplies and land around lakes, rivers, and streams; shall Napa County's one-half cent sales tax measure be adopted, providing \$23,000,000 annually for 18 years, with oversight, annual audits and local control?

Knowing the City and the County measure may be on the same ballot, 50% would vote yes on the County measure; however, slightly less than three-in-ten would definitely vote yes.

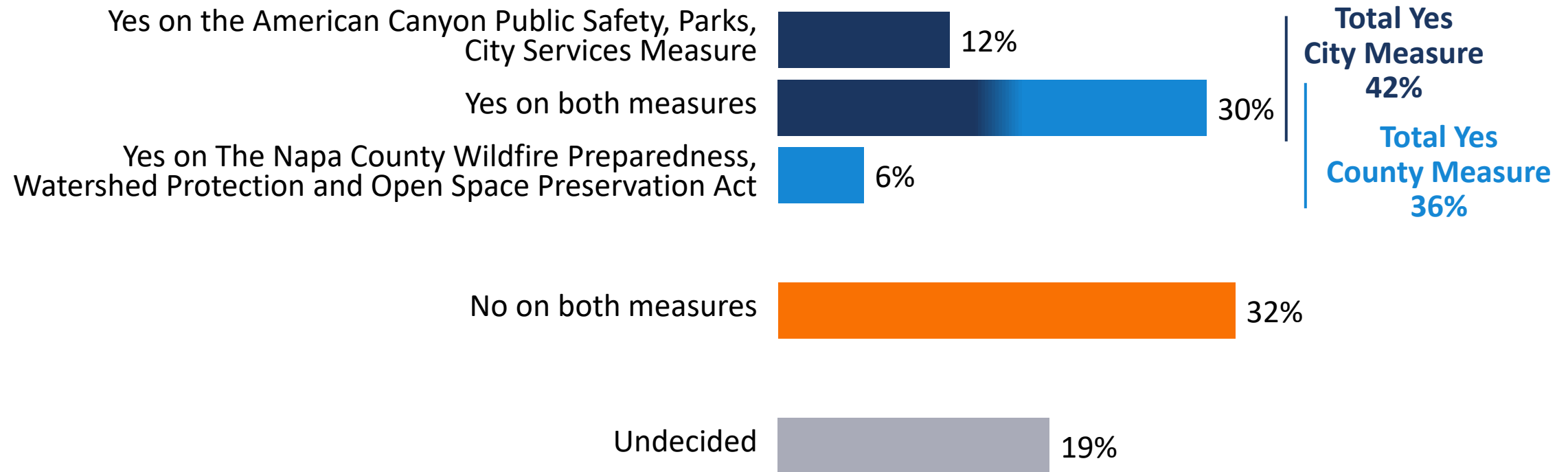
(MOE: $\pm 6.2\%$)



- Reducing wildfire risk by managing brush and other flammable vegetation (**78% ext/very important**)
- Reducing wildfire risk by managing brush and other fuels (**75% ext/very important**)

When directly asked how they would vote if both the City and County measures were on the same ballot, approximately 42% would vote yes on the City measure and 36% on the County measure, with 19% undecided.

(MOE: $\pm 6.2\%$)



Q (Combined). If the 1% sales tax entitled the American Canyon Public Safety, Parks, City Services Measure and the ½-cent sales tax entitled The Napa County Wildfire Preparedness, Watershed Protection and Open Space Preservation Act were on the ballot at the same time, would you vote yes on both these measures, yes on just one of the measures, or no on both measures?/Which would you vote "yes" on: the American Canyon Public Safety, Parks, City Services Measure or The Napa County Wildfire Preparedness, Watershed Protection and Open Space Preservation Act?



Conclusions

Conclusions

Context:

- One-in-two have a positive view of the direction of the City.
- More than 6-in-10 perceive the City has a need for additional funds, with only about 1-in-5 indicating great need.

1% City Sales Tax:

- Initially, overall support is 55%, with 30% having said they would definitely vote yes and 31% who said they would definitely vote no.
- After education, support rises to 59%, above the simple majority threshold and above the margin of error.
- After critical statements support drops to 50% — just at the threshold of passage and within the margin of error — with 29% having said they would definitely vote yes and 31% having said they would vote no.

Conclusions; Continued

1% vs ½% City Sales Tax:

- Lowering the sales tax from 1% to ½% increases support to 55%, above the simple majority threshold, but within the margin of error of passage.

Countywide 1/2-cent Sales Tax:

- Only 1-in-2 American Canyon likely November 2026 voters indicated they would vote yes, with only 3-in-10 willing to definitely vote yes.
- Assuming both measures would appear on the ballot, neither measure received the simple majority vote (City Measure 42% and County Measure 36%) needed for passage, though 19% are undecided as to how they would vote on each measure at the time of the survey.



City of American Canyon Budget Priority 2026 Survey



OPINION
RESEARCH
& STRATEGY



City of American Canyon Project Schedule + Timeline

PROPOSAL

May 2026	☐ May 5: Presentation to Council about Results from survey and community outreach ☐ Talking Points: budget education ☐ Webpage Content: budget education ☐ FM3 Collaboration ☐ Confirm FB disclosure for boosting political ads ☐ Blurb for newsletters: community meeting ☐ Informational Mailer #1: Postcard for virtual community meeting/budget info ☐ Social media: virtual town halls ☐ Run of show for virtual town hall ☐ Presentation for virtual town hall ☐ Approach the AmCan Chamber of Commerce on Supporting a Possible Measure
Jun. 2026	☐ June 2: PR on FY 26/27 Budget adoption ☐ Virtual Town Hall #1 on Budget 101, possible measure [early June] ☐ June 10 - Booth at Meet Me In the Streets event ☐ June 16 - Council possibly adopt resolution ☐ PR on ballot measure adoption ☐ Social Media: ballot measure info directing to webpage ☐ Webpage update: ballot measure ☐ Talking Points: ballot measure ☐ Blurb for newsletters: measure adoption
Jul. 2026	☐ PR on Council endorsing the ballot measure [tentative] ☐ PR on ballot measure community meeting ☐ Social Media: ballot measure community meeting ☐ PR on FY 2026-27 Budget Adoption

	☐ Presentation/run of show for community workshop meetings ☐ Jul. 6: Submit Measure language in a resolution requesting consolidation. ☐ July 8: Booth at Meet Me In The Streets event
Aug. 2026	☐ Blurb for newsletters: community meeting ☐ Informational Mailer #1: Postcard invitation to community meetings ☐ Social media posts on ballot measure info directing to webpage ☐ Social media posts on ballot measure info directing to webpage ☐ Social media posts on ballot measure community meeting ☐ Track on ballot measure arguments, adjust messaging as needed ☐ Aug 7: Clerk of Board and County Counsel present consolidation to Board ☐ Aug 12: Booth at Meet Me In The Streets event ☐ Virtual community meeting #1 on ballot measure ☐ Social Media: post for people to watch recorded community meeting
Sep. 2026	☐ Blurb for Newsletters: ballot measure education ☐ Animated Video: Sales Tax Measure Education (boosted) ☐ Run Digital placements on ballot measure education ☐ Virtual community Meeting #2 on ballot measure ☐ Aug 25-Sept 3: Public Examination Period for Rebuttals ☐ Sept 9: Booth at Meet Me In The Streets event ☐ PR GFOA Award for Budget Book - Fall 2026
Oct. 2026	☐ Informational Mailer #2: on measure ☐ Oct 5: Mailing of Vote-By-Mail Ballots ☐ Cease comms 2 weeks prior to election
Nov. 2026	☐ Nov 3: Election Day



CITY COUNCILMEMBER REPORT

Council Meeting Date: 06/16/2026

Submitted by: Mayor Pierre Washington

Event Date: 02/06/2026

Event Type Community Event

Event Title: ACHS & ACMS Graduation/Promotion

Event Report: On June 5, 2026, I had the honor of attending both the American Canyon Middle School and American Canyon High School graduation ceremonies. It was truly inspiring to witness students at two important milestones in their educational journeys—one marking the transition into high school, and the other celebrating the culmination of years of hard work and achievement.

Both ceremonies reflected the pride of our community, the dedication of our educators, and the bright future ahead for each student. I was grateful for the opportunity to celebrate alongside families, staff, and supporters as we recognized these remarkable accomplishments.

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Event Date: 06/06/2026

Event Type Community Event

Event Title: Pista Sa Nasyon in Vallejo

Event Report: On June 6, 2026, I had the pleasure of attending Pista Sa Nasyon in Vallejo, a vibrant celebration of Filipino culture and heritage. I was proud to participate alongside Councilmembers Oro, Lamattina, and Cruz, where we joined in the community parade as part of the day's festivities.

The event was a wonderful showcase of cultural pride, unity, and tradition, and it was truly inspiring to see so many community members come together to celebrate and honor Filipino heritage.

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Event Date: 09/06/2026

Event Type Committee Report

Event Title: Napa County Flood Control & Water Conservation District

Event Report: On June 9, 2026, I attended the Napa County Flood Control and Water Conservation District meeting, where we approved the Fiscal Year 2026–2027 budget. This action ensures the continued investment in critical flood control infrastructure and water conservation efforts that support the safety, sustainability, and resilience of our communities.

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Event 10/06/2026
Date:

Event Type Community Event

Event Title: Juneteenth Flag Raising & Meet Me in the Street Juneteenth Concert.

Event Report: On June 10, 2026, I had the honor of participating in the Juneteenth flag raising ceremony, followed by attending the Chamber of Commerce's *Meet Me in the Street* event, which also featured a Juneteenth celebration.

Both events were well attended and served as meaningful opportunities to recognize and celebrate the significance of Juneteenth within our community. I was joined at these events by Vice Mayor Mark Joseph, Councilmember Cruz, and Councilmember Lamattina, as we came together in support of this important commemoration.

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CITY COUNCILMEMBER REPORT

Council Meeting Date: 06/16/2026

Submitted by: Vice Mayor Mark Joseph

Event Date:

Event Type Committee Report

Event Title: Napa Valley Transportation Authority Meetings

Event Report: Although the Board meeting is next week, I did attend a number of Board Chair-related meetings.

- Independent Tax Oversight Committee (ITOC) meeting: As Chair, I am also an ex officio member of ITOC. We met and heard an update on road projects in Napa City, as well as an update on how they are using their new 1 cent sales tax revenues.
- Board Packet Review: The Chair and Vice-Chair meet with the Director to review the upcoming Agenda. June's meeting will include project updates and the election of a new Board Chair and Vice-Chair. That means I will get to step down as Chair--I am proud of what we accomplished over the last two years, but taking a back seat is good, too!!
- Nominating Committee: The prior Chair, current Chair and Vice-Chair met to discuss who we want to nominate for Chair and Vice-Chair. It's fairly routine for the Vice-Chair to promote to Chair; so it's really who should be Vice-Chair that's exciting. You'll have to attend the meeting to find out. We also talked about changing the start date to January, rather than July. The reason is simple: by January you know who was elected or re-elected, and that can avoid some awkward situations.

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Event Date: 02/06/2026

Event Type Committee Report

Event Title: Fire District Finance Subcommittee

Event Report: The Mayor and I (wearing our Fire District hats) met with the acting Fire Chief and the new Finance Consultants to go over next year's Fire District Budget. Spoiler alert: although the District's budget format will be similar to prior years, the presentation will be very different!

The bad news is that we do not have a balanced budget going forward, and some of our forecasts need to be scaled back--new growth hasn't arrived as planned, and some expenditure projections were probably on the low end. As with the City's forecast, the gap will only increase over time.

The good news is that we have ample cash reserves, so there is no immediate crisis. In fact, the new consultants were relatively relieved, because we have time to address that ongoing gap. Some of the suggestions included looking at our CalPERS costs (which is one of our biggest expenses), minor tweaks to our service fees and changes (worthwhile, but not enough to fix things), and potentially look to new revenue sources, or possible expansion.

I was very pleased that the District is focused on developing a five-year plan to show how we are going to address this ongoing deficit. In fact, that was the main reason I raised the same concept during the Council's budget session.

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Event
Date:

Event Type Community Event

Event Title: American Canyon Arts Foundation Events

Event Report: The last couple weeks have been very busy for the ACAF.

First, we held our annual [Art Extravaganza and Concert at RD Winery](#) on June 6. The event went very well--the winery is ideal for our event (good space for the art inside, nice comfortable setting for the music outside). The weather was wonderful. Maybe it was the venue, but the quality and quantity of art has improved. We're very grateful for new artists discovering us.

Immediately after that major event, we scrambled to host [the Fifth Year Juneteenth Celebration](#), now a part of the Chamber's Meet Me in the Street. As the first year in this new venue, and trying to merge two different programs, we saw some things we can do better for next year. The talent was truly amazing--and the Stiltwalker and Drummers really stole the show!!

We now get a little breather, which also allows us to focus on some grant-related activities. We are seeking funds to cover some of the cost of our new Third Thursdays program, and we have tentatively received funding for our 26-27 Cultural Arts programming, as well as a smaller grant for a consultant to work with us on Board Development and Fundraising. Wait til you see us next year!

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Event
Date:

Event Type Community Event

Event Title: Community Events and Activities

Event Report:

- Attended the City's Summer BBQ--nice to see everyone enjoy themselves.
- Participated in a de-briefing on this year's Kiwanis Crab feed. Any time you start planning nine months in advance, you can't go wrong!
- Met with local developer, Rick Hess, to discuss various projects in the City.
- Participated in a meeting with several community members (including Supervisor Belia Ramos) on the subject of responding to the closure of the American Canyon Current online newspaper. It was fairly uplifting, since we came away with several options to pursue. Also met with a Calistoga resident who is basically doing the same thing with their local paper.

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CITY COUNCILMEMBER REPORT

Council Meeting Date: 06/16/2026

Submitted by: * Councilmember David Oro

Event Date: 01/06/2026

Event Type Committee Report

Event Title: Napa Local Agency Formation Commission (LAFCO)

Event Report: I attended the Napa County Local Agency Formation Commission (LAFCO) meeting on June 1, 2026. The primary item of interest to American Canyon was the Paoli Loop/Watson Lane Reorganization, which involved the annexation of approximately 86.9 acres into the City of American Canyon and the concurrent detachment of the property from County Service Area No. 4.

Following consideration of the proposal and associated environmental review documents, LAFCO approved the annexation. This is a significant milestone for American Canyon and represents the culmination of many years of planning and coordination between the City, property owners, Napa County, and other stakeholders.

The approval expands the City's boundaries in the Watson Lane area and delivers on a long-standing commitment to bring this territory into the city limits.

In other business, LAFCO administered the oath of office to newly appointed public member Commissioner Jeffrey Crosswhite, who will serve on the Commission representing the public. The Commission also went over its FY 2026-27 budget, contracts for audit and legal services, and received updates on current and future boundary change proposals throughout Napa County.

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Event Date: 06/06/2026

Event Type Community Event

Event Title: Pista sa Nayon Parade

Event Report: I attended the opening parade for Pista sa Nayon in Vallejo alongside fellow members of the American Canyon City Council. We were honored to march with the Fil-Am of American Canyon and participate in a celebration that continues to grow in both size and significance.

This was my first time attending in several years, and it was impressive to see how much the event has expanded. The festival featured larger entertainment stages, more food and vendor offerings, and strong community participation from throughout the region. Pista sa Nayon, which translates from Tagalog as "town festival" or

“fiesta in the village,” celebrates Filipino culture and traditions through food, music, dance, arts, and community gathering.

Congratulations to the organizers, volunteers, and community leaders who continue to make this event a success. It was a great opportunity to celebrate the cultural diversity that enriches our region and to support the many American Canyon residents who help make the event possible.

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Future Agenda Items

June 25, 2026, Planning Comm. 6:30 p.m.

ADU Ordinance Update
Active Planning Projects

July 21, 2026, City Council. 6:30 p.m.

Parks & Recreation Month
Backflow Devices Municipal Code Update

July 21, 2026, Joint CC/Planning. 7:00 p.m.

BDSP Opportunity Blocks and Barriers to Development

July 23, 2026, Planning Comm. 6:30 p.m.

FY2026/27 CIP Projects
Hess-Laird Pre-Zoning First Reading

August 4, 2026, City Council 4:00 p.m.

(CONSENT ONLY, NATIONAL NIGHT OUT)

August 5, 2026, OSATS 6:30 p.m.

TBD

August 6, 2026, Finance Subcomm. 1:00 p.m.

5 Year Budget

August 13, 2026, PCS 6:30 p.m.

TBD

August 18, 2026, City Council 6:30 p.m.

Sites Reservoir Update
Utility Enterprise Financial Update
Urban Water Management Plan

August 27, 2026, Planning Comm. 6:30 p.m.

TBD

September 1, 2026, City Council 6:30p

Hispanic Heritage Month
National Community Planning Month
Density Bonus, Inclusionary Ordinance, and
ADU Ordinance: First Reading
Hess-Laird Pre-Zoning First Reading
Utility Update

September 2, 2026, OSATS Meeting. 6:30 p.m.

TBD

September 10, 2026, PCS, 6:30 p.m.

TBD

September 15, 2026, City Council 6:30p

Suicide Prevention Month
National Recovery Month
NVTa SR29 Multi-Modal Project Local Funding
Commitment
Q1 CIP Update

September 24, 2026, Planning Comm. 6:30pm

TBD

October 6, 2026, City Council 6:30p

Domestic Violence Awareness Month
Filipino American Heritage Month
Q2 CIP Update

Unscheduled Council Directed Items			
Item	Councilmember	Date of Vote	Notes
Food Ware Ordinance	Joseph	9/17/2024	On hold, pending RCAAP
Purple Heart Designation	Washington	10/15/2024	In progress, Council date TBD
Discussion of Operating Budget (5Y Plan)	Joseph	6/2/2026	Scheduled for August Finance Subcommittee
Add Quarterly Circulation Update Report	Joseph	6/2/2026	TBD