



REGULAR CITY COUNCIL AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
July 21, 2026
6:30 PM

Mayor: Pierre Washington

Vice Mayor: Mayor Mark Joseph

Councilmembers: Brando Cruz, Melissa Lamattina, David Oro

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 ITEMS

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 - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(d)(1):**
 1. American Canyon 1, LLC and Napa Valley Ruins & Gardens, LLC v. City of American Canyon et al. (Napa County Superior Court Case No. 25CV002277)
 2. **Conference with Legal Counsel - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(d)(1):**
 2. 2026 AC-1 Litigation
-

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

PROCLAMATIONS AND PRESENTATIONS

3. **Proclamation: July 2026 as Parks and Recreation Month**

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

4. **Minutes of June 16, 2026**

Recommendation: Approve the minutes of the Regular City Council meeting held June 16, 2026.

5. **Minutes of June 16, 2026, Special Joint City Council and PCS Meeting**

Recommendation: Approve the minutes of the Special Joint City Council and Parks and Community Services Commission meeting held June 16, 2026.

6. **Minutes of June 16, 2026, Special Joint City Council and OSATS Meeting**

Recommendation: Approve the minutes of the Special Joint City Council and Open Space, Active Transportation, and Sustainability Commission meeting held June 16, 2026.

7. **Minutes of July 2, 2026, Special City Council Meeting**

Recommendation: Approve the minutes of the Special City Council meeting held July 2, 2026.

8. **Melvin Park Improvements (PR23-0100): Design**

Recommendation: Adopt a Resolution awarding a professional services agreement to Studio 1515, Inc., Landscape Architecture in an amount not to exceed \$144,590 for design of the Melvin Park Improvements Project (PR23-0100).

9. **Coastland Construction Inspection FY26/27**

Recommendation: Adopt a Resolution authorizing the City Manager to Execute Task Order #10 with Coastland Civil Engineering, Inc. for Construction Inspection Services in an amount not to exceed \$500,000.

10. **Anderson Amendment #2**

Recommendation: Approve Amendment #2 to Agreement #2024-86 - Anderson Home Repair, Inc. for Wastewater and Water Operations management services in an amount of \$160,000 for a total contract amount not to exceed \$475,000

11. [Acceptance of Cannabis Tax Fund Grant Program \(CTFGP\)](#)

Recommendation: Adopt a resolution authorizing the Police Chief to accept a grant award in the amount of \$60,694.00 from the California Highway Patrol Cannabis Tax Grant Program for the purchase of a 2026 Harley Davidson Road Glide enforcement vehicle. Including overtime wages for officers to perform DUI/Drug Enforcement operations targeting impaired driving within the City of American Canyon.

PUBLIC HEARINGS

12. [Proposed Ordinance Adding Chapter 13.08 to Title 13 of the American Canyon Municipal Code](#)

Recommendation: Continue the hearing on the Proposed Ordinance Adding Chapter 13.08 to Title 13 of the American Canyon Municipal Code relating to backflow prevention and cross-connection control to the regular City Council meeting of August 18, 2026.

BUSINESS

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.

13. [City Council Committee Report - Mayor Pierre Washington](#)

14. [City Council Committee Report - Vice Mayor Mark Joseph](#)

FUTURE AGENDA ITEM REVIEW

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

15. [Future Agenda Items of Note](#)

ADJOURNMENT

CERTIFICATION

I, Nicolle Hall, Deputy 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.

Nicolle Hall, Deputy 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 PROCLAMATION



JULY 2026 AS PARKS AND RECREATION MONTH

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, and are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, the City of American Canyon's Parks and Recreation Department enriches the lives of our community members through active participation in life-long learning, health and wellness, community involvement, providing essential services, protector of natural resources and habitats, and recreational activities; and

WHEREAS, parks and recreation provide essential and life-saving skills through learn-to-swim programs, specialized life-saving certifications, and expert hands-on training for parks and recreation staff; and

WHEREAS, parks and recreation foster social cohesiveness in communities by celebrating diversity, providing spaces to come together peacefully, modeling compassion, promoting social equity, connecting social networks, and ensuring all people have access to its benefits; and

WHEREAS, parks and recreation strengthen a community's identity by providing facilities and services that reflect and celebrate our community's character, heritage, culture, history, aesthetics, and landscape; and

WHEREAS, parks and recreation sustain and steward our natural resources by protecting habitats and open space, connecting people to nature, and promoting the ecological function of parkland; and

WHEREAS, in collaboration with the California Parks and Recreation Society, a state-wide public awareness campaign, and the National Recreation and Park Association, a nationwide public awareness campaign, aims to inform citizens and recognize the importance of access to local parks, trails, open spaces, facilities, services and programs for the health, wellness, development, inspiration, and safety for all; and

NOW, THEREFORE, I, Pierre Washington, Mayor of the City of American Canyon on behalf of the City Council, do proclaim July 2026 as Parks and Recreation Month, urging all residents to use and enjoy American Canyon's parks, trails, open spaces, facilities, and many recreation opportunities through our programs and services.

Dated: July 21, 2026

Pierre Washington, Mayor

CITY OF AMERICAN CANYON

REGULAR CITY COUNCIL MEETING

ACTION MINUTES

June 16, 2026

5:30 P.M. CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The closed session was called to order at 5:30 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 MATTERS

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). Two (2) matters.

6:30 P.M. OPEN SESSION

CALL TO ORDER - OPEN SESSION

The City Council meeting was called to order at 6:38 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 City Attorney Matthew Summers.

PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentation items.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

Mayor Washington opened a public comment period. Written comments: Jason Kishineff. Oral comments: Hugh Marquez was called to speak; Gina Griggs was called to speak; Barry Christian was called to speak; Jeannete Goyche was called to speak. The public comment period was closed.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

Action: Motion to adopt the CONSENT CALENDAR, with Councilmember David Oro abstaining on Item 10, made by Councilmember David Oro, seconded by Vice Mayor Mark Joseph, and CARRIED by roll call vote. Item 10 was approved by a 4-0-1 vote, with Councilmember Oro abstaining.

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

Nay: None

Abstain: None

Absent: None

2. Minutes of June 2, 2026

Action: Approved 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)

Action: Adopted Resolution 2026-47 accepting the project as complete, authorizing the Public Works Director to file a Notice of Completion (Agreement 2026-09-R), 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

Action: Adopted Resolution 2026-48 approving Amendment 4 to Agreement 2022-A136 with the BPR Consulting Group to extend the contract for Permit Technician Services (Agreement 2026-A105) 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

Action: Adopted Resolution 2026-49 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 (Agreement 2026-A106) 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

Action: Adopted Resolution 2026-50 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

Action: Adopted Resolution 2026-51 establishing the Appropriations Limit of \$28,102,776 for Fiscal Year 2026-27.

8. Chemical Purchases FY2026-27

Action: Adopted Resolution 2026-52 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

Action: Adopted Resolution 2026-53 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

Action: Adopted Resolution 2026-54 approving a Project Level Agreement (Agreement 2026-A107) 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

Action: Adopted a Clarifying Resolution 2026-55 Amending Resolution 2026-26 to Clarify Scope of the Urban Limit Line and Regional Housing Needs Allocation Agreement with Napa County.

PUBLIC HEARINGS

There were no Public Hearing items.

BUSINESS

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

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

Action: Motion to adopt Resolution 2026-56 approving the Fiscal Year 2026/2027 Salary Schedule and Classification Plan Update, 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

13. Sales Tax Measure

Mayor Washington opened a public comment period. Written comments: Jeannette Goyetche; Robert Raved. Oral comments: Gina Griggs was called to speak; Hugh Marquez was called to speak; Chris Yeaga was called to speak; Sindy Biederman was called to speak; Justin Hamilton Hole was called to speak. The public comment period was closed.

Action: Motion to adopt Resolution 2026-57 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, authorizing Councilmembers Lamattina and Oro to prepare and submit the argument in favor of the measure, and authorizing the Napa County Registrar of Voters to conduct the election on behalf of the City of American Canyon, made by Councilmember Brando Cruz, seconded by Councilmember Melissa Lamattina, and CARRIED by roll call vote.

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

Nay: Vice Mayor Mark Joseph

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.

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

Future agenda items were reviewed.

ADJOURNMENT

The City Council meeting was adjourned at 7:26 p.m.

CERTIFICATION

Respectfully Submitted,

Nicolle Hall, CMC, Deputy City Clerk

CITY OF AMERICAN CANYON
SPECIAL JOINT CITY COUNCIL / PARKS AND
COMMUNITY SERVICES COMMISSION MEETING

ACTION MINUTES

June 16, 2026

6:30 P.M. OPEN SESSION - SPECIAL JOINT MEETING

CALL TO ORDER

The Special Joint Meeting of the City Council and Parks and Community Services Commission was called to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

City Council:

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

Absent: None

Parks and Community Services Commission:

Present: Chair Elston Mallory, Jr., Commissioner Gina Griggs, Commissioner Iain Smith, Commissioner Shirley Koot, Youth Commissioner Saniya Chandy, Youth Commissioner Charles Plummer

Absent: Vice Chair Scott Myer

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

Mayor Washington opened a public comment period. Written comments: none. Oral comments: Justin Hamilton Hole was called to speak. The public comment period was closed.

BUSINESS

1. Parks and Recreation Master Plan

Deputy City Manager Alexandra Ikeda reported on Item 1.

Action: Motion to adopt Resolution 2026-58 approving the Parks and Recreation Master Plan with expanded parking made by Vice Mayor Mark Joseph, seconded by Councilmember Melissa Lamattina, 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

2. Work Plan Fiscal Year 2026/27

Deputy City Manager Alexandra Ikeda reported on Item 2.

Mayor Washington opened a public comment period. Written comments: none. Oral comments: Justin Hamilton Hole was called to speak. The public comment period was closed.

Action: Motion to adopt Minute Order 2026-03 approving the Parks and Community Services Commission Work Plan for Fiscal Year 2026/27, with direction to: (1) include e-bikes, scooters, and other electric mobility devices under Item 2; and (2) add Item 10 to the Work Plan to monitor progress toward the Parks and Recreation Master Plan, specifically Table 3.4, Future Parks Plan. The motion was 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 Special Joint Meeting of the City Council and Parks and Community Services Commission was adjourned at 8:05 p.m.

CERTIFICATION

Respectfully Submitted,

Nicolle Hall, CMC, Deputy City Clerk

**CITY OF AMERICAN CANYON
SPECIAL JOINT CITY COUNCIL / OPEN SPACE, ACTIVE
TRANSPORTATION, AND SUSTAINABILITY
COMMISSION MEETING**

ACTION MINUTES

June 16, 2026

7:30 P.M. OPEN SESSION - SPECIAL JOINT MEETING

CALL TO ORDER

The Special Joint Meeting of the City Council and the Open Space, Active Transportation and Sustainability Commission was called to order at 8:13 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

City Council:

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

Absent: None

Open Space, Active Transportation and Sustainability Commission

Present: Commissioner Barry Christian, Commissioner Nance Matson, Vice Chair Debbie Chavarria, Chair Tara McClinton-Horner

Absent: Commissioner Sean Hughes

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

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

PUBLIC HEARING

1. Active Transportation (AT) Plan General Plan Amendment

Community Development Director Brent Cooper and NVT Senior Planner Patrick Ben presented the item.

Mayor Washington opened the public comment period. Written comments: none. Oral comments: Kara Vernor was called to speak; Cindy Biederman was called to speak; Justin

Hamilton Hole was called to speak; Tonja Mehelis was called to speak. The public comment period was closed.

Action: Motion to adopt Resolution 2026-59 a General Plan Amendment to incorporate the American Canyon Active Transportation Plan as an appendix into the General Plan Mobility Element 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

BUSINESS

2. Work Plan Fiscal Year 2026/27

Alexandra Ikeda Deputy City Manager reported on Item 2.

Mayor Washington opened a public comment period Written comments: none. Oral comments: Kara Vernor was called to speak. The public comment period was closed.

Action: Motion to adopt Minute Order 2026-04 approving the Open Space, Active Transportation, and Sustainability Commission Work Plan for Fiscal Year 2026/27 made by Vice Mayor Mark Joseph, seconded by Councilmember Melissa Lamattina, 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 Special Joint Meeting of the City Council and the Open Space, Active Transportation and Sustainability Commission adjourned at 9:24 p.m.

CERTIFICATION

Respectfully Submitted,

Nicolle Hall, CMC, Deputy City Clerk

CITY OF AMERICAN CANYON

SPECIAL CITY COUNCIL MEETING

ACTION MINUTES

July 2, 2026

4:30 P.M. CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The closed session was called to order at 4:30 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 MATTERS

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

American Canyon 1, LLC and Napa Valley Ruins & Gardens, LLC v. City of American Canyon et al. (Napa County Superior Court Case No. 25CV002277)

2. 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 6:30 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 City Attorney Matthew Summers.

PROCLAMATIONS AND PRESENTATIONS

3. Proclamation: Celebrating the 250th Anniversary of the United States of America

Mayor Washington announced the proclamation.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

Mayor Washington opened a public comment period for items not on the agenda. Written comments: none. Oral comments: none

CONSENT CALENDAR

There were no items on the Consent Calendar.

BUSINESS

4. Elections Code § 9212 Report - Measure M

Mayor Washington opened a public comment period. Written comments: Cori Bardertscher. Oral comments: Christina Mocker was called to speak; Sam Clerici was called to speak; Jaquelynn Buresh was called to speak; Robert Raven was called to speak; Sam Clerici Senior was called to speak; Jeannete Goyche was called to speak; Debbie Runkey was called to speak; Matt Francois was called to speak; Jessica Sanders was called to speak; Justin Hamilton Hole was called to speak; The public comment period was closed.

Action: Motion to Receive and File the Elections Code § 9212 Report and call a Special City Council Meeting for Friday, July 10th to determine whether to adopt the Measure M as-is or submit it to the voters made by Vice Mayor Mark Joseph, seconded by Councilmember Brando Cruz and CARRIED by a 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 Special City Council meeting was adjourned at 8:09 pm

CERTIFICATION

Respectfully Submitted,

Nicolle Hall, Deputy City Clerk



TITLE

Melvin Park Improvements (PR23-0100): Design

RECOMMENDATION

Adopt a Resolution awarding a professional services agreement to Studio 1515, Inc., Landscape Architecture in an amount not to exceed \$144,590 for design of the Melvin Park Improvements Project (PR23-0100).

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Ron Ranada, P.E., Senior Civil Engineer
David Miller, Capital Projects Coordinator

BACKGROUND & ANALYSIS

Melvin Park includes an undeveloped parcel that is owned by the City and designated for future park development. The parcel was acquired by the City through a land transaction with D'Ambrosio Brothers Investment Co., which was authorized by City Council Resolution No. 2005-155 and completed through a grant deed recorded in January 2006. The site has remained undeveloped pending identification of funding and preparation of a comprehensive park design.

Development of the site represents an opportunity to expand recreational amenities and provide additional park facilities for the surrounding neighborhood and the broader American Canyon community. The City's Capital Improvement Program includes funding to prepare a design that will establish a long-term vision for the site and provide the plans, specifications, and cost estimates necessary to support future construction of park improvements.

To advance the project, the City issued a Request for Proposals (RFP) seeking qualified landscape architecture firms with experience in the planning and design of public parks and recreational facilities. The City received thirteen proposals in response to the RFP. Proposals were evaluated by a staff review committee based on qualifications and experience, demonstrated ability to complete similar projects, technical approach, project team and staffing approach, and acceptance of the City's standard agreement.

Following evaluation of the proposals, Studio 1515, Inc., Landscape Architecture received the

highest overall score and was determined to be the most qualified firm to perform the work. Studio 1515 demonstrated a strong understanding of the project objectives and presented a thoughtful approach to site planning, coordination with City-led community outreach efforts, design development, and preparation of construction documents. The firm has extensive experience delivering park improvement projects for public agencies throughout Northern California and has successfully completed previous projects for the City of American Canyon.

The review committee determined that Studio 1515 provided the best overall value to the City based on the firm's qualifications, relevant project experience, proposed project team, and overall project approach.

The proposed scope of work includes project initiation and coordination, preparation of conceptual park plans, design development, preparation of plans, specifications and estimates, bidding support, and limited construction phase design support. The agreement includes a base fee of \$137,410 and an optional value engineering task in the amount of \$7,180, for a total contract amount not to exceed \$144,590.

Based on the results of the competitive selection process, staff recommends awarding a Professional Services Agreement to Studio 1515, Inc., Landscape Architecture in an amount not to exceed \$144,590 for design of the Melvin Park Improvements Project.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The Melvin Park Improvements Project (PR23-0100) is included in the Fiscal Year 2025/26 Capital Improvement Program budget.

Funding for the proposed agreement is available through Park Impact Fees collected as part of the Napa Cove development and other development projects within the City. These funds are restricted to the acquisition and development of park and recreation facilities needed to serve growth within the community.

The Consultant's proposal includes a base fee of \$137,410 and an optional value engineering task in the amount of \$7,180, for a total contract amount not to exceed \$144,590. The optional task is included in the requested authorization amount and may be utilized if determined necessary during project development.

ENVIRONMENTAL REVIEW

The Melvin Park Expansion Project is within the scope of the previously certified Broadway District Specific Plan Program Environmental Impact Report pursuant to CEQA Guidelines Section 15168.

Staff has determined that no subsequent or supplemental environmental review is required. In addition, and as an independent basis for CEQA compliance, the project qualifies for the categorical exemptions set forth in CEQA Guidelines Sections 15303 (New Construction or Conversion of Small Structures), 15304 (Minor Alterations to Land), 15311 (Accessory Structures), and 15332 (Infill Development Projects).

COMMUNICATION

Level 2: Targeted Communication

Community engagement will be an important component of the design process. The selected consultant will coordinate with City staff to support public outreach efforts and gather community input regarding future improvements to the Melvin Park site. Information regarding outreach opportunities and project milestones will be shared through the City's Communications Team and project communication channels.

ATTACHMENTS:

1. [Resolution - Melvin Park Design](#)
2. [Studio 1515 Design Proposal](#)
3. [Studio 1515 Cost Proposal](#)
4. [Melvin Park Exhibit](#)

RESOLUTION NO. 2026-_____

**ADOPT A RESOLUTION AWARDING PROFESSIONAL SERVICES AGREEMENT TO STUDIO 1515, INC.,
LANDSCAPE ARCHITECTURE IN AN AMOUNT NOT TO EXCEED \$144,590 FOR DESIGN OF THE MELVIN
PARK IMPROVEMENTS PROJECT (PR23-0100)**

WHEREAS, Melvin Park includes an undeveloped parcel that is owned by the City and designated for future park development; and

WHEREAS, the parcel was acquired by the City through a land transaction with D'Ambrosio Brothers Investment Co., which was authorized by City Council Resolution No. 2005-155 and completed through a grant deed recorded in January 2006; and

WHEREAS, the parcel has remained undeveloped pending identification of funding and preparation of a comprehensive park design; and

WHEREAS, the Melvin Park Improvements Project (PR23-0100) will prepare a design establishing a long-term vision for the site and providing the plans, specifications, and cost estimates necessary to support future construction of park improvements; and

WHEREAS, the City issued a Request for Proposals seeking qualified landscape architecture firms with experience in the planning and design of public parks and recreational facilities; and

WHEREAS, the City received thirteen proposals in response to the Request for Proposals, and proposals were evaluated by a staff review committee based on the criteria set forth in the solicitation, including qualifications and experience, demonstrated ability to complete similar projects, technical approach, project team and staffing approach, acceptance of the City's standard agreement, and cost effectiveness; and

WHEREAS, following evaluation of the proposals, Studio 1515, Inc., Landscape Architecture received the highest overall score and was determined to provide the best overall fit and value for the project; and

WHEREAS, Studio 1515, Inc., Landscape Architecture demonstrated a strong understanding of the project objectives, relevant experience delivering park improvement projects for public agencies, and previous experience completing projects for the City of American Canyon; and

WHEREAS, the proposed agreement includes a base fee of \$137,410 and an optional value engineering task in the amount of \$7,180, for a total contract amount not to exceed \$144,590; and

WHEREAS, sufficient funding is available in the Fiscal Year 2025/26 Capital Improvement Program budget for the Melvin Park Improvements Project (PR23-0100) through Park Impact Fees; and

WHEREAS, the Melvin Park Expansion Project is within the scope of the previously certified Broadway District Specific Plan Program Environmental Impact Report pursuant to CEQA Guidelines Section 15168, and that no subsequent or supplemental environmental review is required under the California Environmental Quality Act; and

WHEREAS, the City Council further finds that, independent of the Program Environmental Impact Report, the Project is categorically exempt from CEQA pursuant to CEQA Guidelines Sections 15303 (New Construction or Conversion of Small Structures), 15304 (Minor Alterations to Land), 15311 (Accessory Structures), and 15332 (Infill Development Projects).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby awards a professional services agreement to Studio 1515, Inc., Landscape Architecture in an amount not to exceed \$144,590 for design of the Melvin Park Improvements Project (PR23-0100).

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of July, 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

STUDIO | 1515
LANDSCAPE ARCHITECTURE

1426 Fourth Street, Napa, California 94559
(707) 252-6115 studio1515napa.com

RESPONSE TO REQUEST FOR
PROPOSAL FOR:

MELVIN PARK IMPROVEMENTS
(PR23-0100)

LANDSCAPE ARCHITECTURAL DESIGN
AND ENGINEERING SERVICES

CITY OF AMERICAN CANYON

ATTN: DAVID MILLER,
CAPITAL PROJECTS COORDINATOR

4381 BROADWAY, SUITE 201
AMERICAN CANYON, CA 94503

APRIL 3, 2026



PROPOSAL TRANSMITTAL LETTER

April 3, 2026

City of American Canyon, Public Works
Attention: David Miller, Capital Projects Coordinator
4381 Broadway, Suite 201
American Canyon, CA 94503
(707)647-4576 dmiller@americancanyon.gov

RE: Response to Request for Proposal for Melvin Park Improvements (PR23-0100)

Dear David:

Thank you for the opportunity to submit a response to the RFP for Landscape Architectural Design and Engineering Services to Complete Conceptual Design, Design Development, Construction Documents (PS&E), and limited Construction Administration for the Melvin Park Improvements for the City of American Canyon Public Works. We have prepared the enclosed response to satisfy the submittal requirements identified in the Request for Proposal and subsequent response to questions.

The submission of this proposal is a formal offer to complete the Scope of Work within the Cost Proposal rates and budget if chosen and remains valid for ninety (90) days from the proposal's due date.

Studio 1515 has no conflict of interest regarding this project. We have reviewed the City's standard contract and insurance requirements and accept both with no exceptions.

Our team will include RSA+ as a subconsultant for surveying, joint trench and civil engineering. The point of contact for this proposal will be Paul Warnock, P.E. at 1515 Fourth Street, Napa, CA 94559 (707)252-3301, PWarnock@RSACivil.com. We will also be including RGH as a subconsultant for geotechnical services and ZFA for structural engineering services. The point of contact for RGH will be Eric Chase at 3501 Industrial Drive, Suite A, Santa Rosa, CA 95403, (707)544-1072 EChase@rghgeo.com. The point of contact for ZFA will be Chris Jonas at 250 D Street, Suite 200, Santa Rosa, CA 95404 (707)526-0992 x111 ChrisJ@zfa.com.

I will be the prime contact during the consultant selection process. I am authorized to commit the firm to a potential contract with the City and will be the primary contact for the quote. I can be reached at the contact information below.

We would greatly appreciate the opportunity to demonstrate our capabilities and commit to making every effort to ensure that the City is pleased with our services.

Sincerely Submitted,



Susan Heiken, PLA, CASp - President
Studio 1515 Landscape Architecture
1426 4th Street
Napa, CA 94559
(707) 252-6115 SHeiken@Studio1515Napa.com

RESPONSE TO RFP FOR
MELVIN PARK IMPROVEMENTS (PR23-0100)

APRIL 3, 2026

2

PROPOSER'S MANDATORY QUALIFICATIONS AND EXPERIENCE

ORGANIZATION

Located in downtown Napa, **Studio 1515 Landscape Architecture** is a certified Small Business, woman-owned, full-service landscape architecture firm that specializes in Accessibility, Fire Smart Landscaping, MWEL, and Sustainability.

Started in 2018, Studio 1515 was originally a division of the RSA+ family of businesses until 2022, making us uniquely qualified to provide seamlessly coordinated landscape architectural services fully integrated with surveying, civil engineering, and construction management services.

Studio 1515 has a diversified client base including public agencies, developers, small businesses and homeowners which allowed us to develop the skills to solve complex problems and pivot quickly when needed. Studio 1515 strongly emphasizes collaboration with clients and consultants to create successful projects where everyone has their wants and needs met while complying with State and local regulations and staying within budget.

Studio 1515 consists of licensed landscape architects, a Certified Access Specialist, and a Bay Friendly and Firewise Qualified Professional through California ReScape. Additionally, Studio 1515 has support staff with varying levels of experience on board to assist with plan production. We are confident that we can deliver quality projects on time and on budget.

Studio 1515 has worked on several park projects since our founding in 2018, including Wetlands Edge Park, Trailview Park, Riverine Park, and Grape Myrtle Park. These are highlighted in the following Experience Section. In addition, our Staff has extensive professional experience working with public agencies on various public parks, including parks within American Canyon, Napa, Livermore, Antioch, Brentwood, Gilroy, Manteca, and Oakley.

FIRM HISTORY:

- | | | | |
|----------------------|---------|----------------------|-------------------|
| • Years in Business: | 8 years | • Size of Firm: | 4 employees |
| • Type of Ownership: | S-Corp | • Number of offices: | 1 office location |

BUSINESS CERTIFICATIONS:

- State of CA, Dept of General Services
 - SB #2045354 (Small Business)
 - SB-Public Works #2045354 (Small Business for Public Works)
- WBENC National Certification # WBE2501964 (Women's Business Enterprise)
- Unique Entity Identifier - R9GEVCLRYF13

PROFESSIONAL LICENSES, SPECIALTIES, AND TRAININGS:

- | | |
|--|---|
| • California Licensed Landscape Architects | • ReScape Heat Qualified Professional |
| • Certified Access Specialist (CASP) | • National Fire Protection Association Training Certificate |
| • ReScape Qualified Professional (RQP) | • Fire Safety Research Institute Certificate |
| • ReScape Firescape Qualified Professional | |

EXPERIENCE:

While Studio 1515 is only eight (8) years old, the key personnel, who will be doing the day-to-day management, each have over 20 years of experience delivering landscape architecture services to clients that are similar to the Scope of Work outlined in this RFP. Example projects outlining public agency experience are included on the following pages.



RSA+ CIVIL ENGINEERING

RSA+ is a full-service consulting firm providing civil engineering, planning, surveying, and joint trench design. Established in 1980, RSA+ has partnered with public and private agencies for over 40 years across Napa, Lake, Marin, Solano, and Sonoma Counties to successfully deliver cost-effective infrastructure projects successfully. Through this work, RSA+ has developed strong working relationships with regulatory agencies, local municipalities, utility districts, and Caltrans staff. We have built an exceptional organization through constant improvement and a focus on outstanding client service. Public projects make up a significant portion of RSA+'s portfolio, and we recognize that delivering complete, cost-effective designs requires a team with specialized public-sector experience.

RELEVANT EXPERIENCE

RSA+ has provided civil engineering and surveying services for a wide range of public facilities, parks, recreation, and community infrastructure projects throughout Napa County. Our experience includes recreational amenities such as athletic fields, trails, aquatics facilities, skate parks, and community parks. RSA+ has supported major regional efforts including the Napa Valley Vine Trail, local park improvements, and school campus developments.

RELATIONSHIP WITH THE CITY OF AMERICAN CANYON

RSA+ currently holds an on-call contract with the City of American Canyon and have been entrusted with over 12 Task Orders since 2023. We have successfully delivered dozens of other projects within the City of American Canyon and seamlessly integrate City and BASMAA standards into our designs. Most recently, RSA+ provided civil engineering services for Wetlands Edge Park, Northampton Park and Silver Oak Park.

IN-HOUSE SERVICES

RSA+ has offices in Downtown Napa and Downtown Lakeport, employs over 30 people, including two survey crews and three engineering teams. This allows RSA+ to manage projects of any size and schedule through resource sharing. Our clients benefit from a full suite of value-added in-house services, such as Land Planning, Surveying, Mobile LiDAR scanning, Joint Trench design, GIS Services, Ground-Penetrating Radar (GPR) Utility Location, Resource Agency Permitting, SWPPP Monitoring & Sampling, Large-format Reprographics, and PG&E-approved Applicant Design. This is the '+' in RSA+.

ADDRESSING THE PUBLIC

RSA+ recognizes that successful public projects rely on transparency and community trust. We emphasize open communication, clear documentation, and accessible project information to ensure accountability and keep stakeholders informed throughout project delivery.

TEAMWORK

RSA+ prioritizes collaboration, proactive coordination, and continuous improvement. Regular project reviews, interdisciplinary design input, and early construction partner involvement support efficient delivery, quality design outcomes, and strong principal oversight from project initiation through completion. RSA+ principals remain directly involved and readily available throughout each project, ensuring consistent oversight and commitment from start to finish.

CONTACT US:

Sonoma RSA, Inc. dba RSA+

1515 Fourth Street, Napa, CA 94559

(707) 252-3301

www.rsacivil.com



Santa Rosa - Main Office
3501 Industrial Drive, Suite A
Santa Rosa, CA 95403
707-544-1072

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
707-252-8105

Lakeport Office
149 Main Street, Suite 201
Lakeport, CA 95453
707-544-1072

RGH Company Bio

Office Location: 3501 Industrial Drive, Suite A, Santa Rosa, CA 95403

Phone and Website: (707) 542-1072 and www.rghgeo.com

Main Contact: Eric Chase, Principal Geotechnical Engineer, echase@rghgeo.com, (707) 799-6341

RGH Consultants (RGH) has joined Geo-Logic Associates (GLA), an employee-owned, multidisciplinary environmental, civil and geotechnical engineering consulting firm, now with more than 400 employees located in 30 offices across the United States and abroad. RGH's Principals, Eric Chase, Jared Pratt, and Travis Whitted, will maintain leadership of the Santa Rosa, Napa, and Lakeport offices, and as a wholly owned subsidiary of GLA, will continue to serve our clients in Northern California and beyond. RGH locally has 34 employees with expertise in geotechnical engineering, engineering geology, construction observation and testing services; consisting of eight engineers, six geologists, ten field engineers/technicians, four laboratory technicians, and six administrative. Of this staff, there are four licensed civil engineers (PE), two of which are licensed geotechnical engineers (GE), and four licensed geologists (PG), three of which are also certified engineering geologists (CEG). This diversified and extensive staff provides RGH with the personnel to tackle public works projects including design level geotechnical studies, geotechnical peer reviews, construction observation and testing, special inspections, and materials testing. RGH has successfully provided these types of services for local municipalities and their respective public park projects throughout Northern California, including, Bower Park Restoration and Improvements in Gualala, Dunphy Park in Sausalito, Hammond Park Improvements in Nice, Heritage Park Enhancement Project in Suisun City, Kawana Springs Community Park in Santa Rosa, Kotate Park in Cotati, and Sunrise Park Pickleball Courts in Rohnert Park. RGH recently provided geotechnical engineering services during design of a sanitary sewer bore and jack crossing of Highway 29 northeast of the park site.

In addition, RGH's in-house geotechnical testing laboratory, also includes concrete and asphalt testing, and is certified by the California Department of Transportation (Caltrans); the American Association of State Highway and Transportation Officials (AASHTO) Resource, formerly AMRL; the Cement and Concrete Reference Laboratory (CCRL), which is a division of ASTM International; the California Division of the State Architect (DSA); and the United States Army Corps of Engineers (USACE). RGH's laboratory personnel are certified by Caltrans and the National Institute for Certification in Engineering Technologies (NICET). RGH's field personnel are certified by the Caltrans, the California Division of the State Architect (DSA), the American Concrete Institute (ACI), and the International Council of Building Officials (ICBO).

RGH has developed a comprehensive working knowledge of the soil and geologic conditions throughout Northern California, including the City of American Canyon, and an understanding of the performance of projects after construction. Our knowledge and expertise allow us to work closely with municipal clients, design teams, and contractors to develop geotechnical solutions that are sound, practical, and cost-effective.

Since 1974, ZFA Structural Engineers (ZFA) has collaborated with public and private clients to help build, evaluate, and renovate structures. Our commitment to excellence offers our clients innovative yet practical design solutions tailored to their individual needs. Our extensive experience in public and private project design includes open space and park projects, sports facilities and complexes, and recreation and aquatic centers throughout California. ZFA employs 100 people, with 49 licensed Structural or Professional Engineers, in five offices in Sacramento, Silicon Valley, San Francisco, Santa Rosa, and Napa. The firm is a 100% employee-owned firm, strengthening the firm's culture, stability, collaboration, and growth.

When designing and improving neighborhood parks, ZFA analyzes the available space and assesses the needs and preferences of the community. We have designed neighborhood parks and facilities to create a welcoming and inclusive space promoting physical activity, social interaction, and a sense of community.

We are currently working on the Bower Park renovation in Gualala, which includes an analysis and feasibility study, along with improvements to the pond spillway and pedestrian walkway, amphitheater, pond overlook, and the basketball and tennis court foundations, including hoops, nets, fencing, site walls, and retaining walls.

We are also working on the new Kawana Springs Community Park in Santa Rosa, a 19.2-acre park with a pavilion and shade structure, concrete retaining walls and ramps, and foundations for prefabricated restrooms, basketball backstop pole, lighting, fences, benches, and a water feature.

ZFA is accustomed to the extra requirements of the California Building Code Existing Structures chapter, the International Existing Building Code, California Historic Building Code, and ASCE 41. We have contributed to the development of the concrete provisions for Supplement No. 1 to ASCE 41-06 and led the technical updates for both the analysis and foundations chapters of ASCE 41-13. We also contributed to the committee that worked on updates to the foundations chapter of ASCE 41-17 and have begun work on the next iteration, ASCE 41-23. This direct involvement in code creation gives ZFA insight into the intent and purpose of the provisions in this relatively young and continually evolving standard. This enables us to effectively navigate and understand the best application of its provisions to the structures we design and evaluate. With a strong understanding of the public process, ZFA is a trusted advisor for structural design services.

Our longevity and experience serve as clear evidence that we know how to manage and deliver projects. We have worked on similar projects and are confident that we can provide high quality service and act as a trusted partner.



SAN FRANCISCO
SILICON VALLEY
SACRAMENTO
SANTA ROSA
NAPA



Bayer Neighborhood Park, Santa Rosa

RELEVANT PROJECTS

- Helen Putnam Park Pedestrian Bridge, Petaluma
- Bower Park Renovations, Gualala
- Kawana Springs Community Park, Santa Rosa
- Bayer Neighborhood Park & Gardens Master Planning & Redevelopment, Santa Rosa
- The Rivers, Phase II, West Sacramento
- Kotate Park Restroom, Cotati
- Finley Community Park Aquatic Spray Ground, Picnic Area, Santa Rosa
- City of Fremont Citywide Restroom Remodels
- Andy's Unity Park, Santa Rosa
- Kimberly Park Improvs., American Canyon
- Petaluma Community Sports Fields Improvs.
- Terrace View Park, Phase 1, Berkeley
- China Point Overlook Moon Gate, Napa
- Borel Park Improvs., San Mateo
- Victor Jones Park Improvs., San Rafael
- Fairmont Terrace Park Improvs., San Leandro
- Redhill Community Sports Park Improvs., San Anselmo
- Shimada Park Restroom, Richmond
- Albert Park Baseball Netting, San Rafael
- Kaseburg Park Gazebo Retrofit, Roseville
- Maidu Regional Park Dugout Rmdl, Roseville

PUBLIC AGENCY EXPERIENCE

WETLANDS EDGE PARK, AMERICAN CANYON, CA



Studio 1515 and RSA + were contracted with the City of American Canyon in 2024 to provide Schematic Design, Design Development, and Construction Documents and provide Construction Administration Services to the City of American Canyon to enhance the Wetlands Edge Park. The City requested to turn this 0.5 acre area of the park into an educational site that includes a shade structure for an outdoor classroom, a restroom building, stabilized trails, seating, and native plant gardens. The plans were all prepared to City standards, including the accessible classroom area and restroom.

Permitting Agency:	City of American Canyon
Permitting Agency Contact:	Erica Ahmann Smithies, Public Works Director
Agency Contact Information:	Phone: 707-647-4366 Email: esmithies@cityofamericancanyon.org
Key Personnel:	Susan Heiken and Rachel Brinkerhoff
Year of Completion:	2025

NAPA RIVER ECOLOGY CENTER, AMERICAN CANYON, CA



Studio 1515 was contracted with the American Canyon Community & Parks Foundation in 2024 to provide design development, construction documents and construction administration for a adaptive reuse project to convert a former City corp yard into an education center with a focus on the ecology of the surrounding wetlands. Studio 1515 updated the original conceptual design to be more accessible, reduce impervious surfaces, and reduce costs, while staying true to the original design intent. The design includes multiple gathering spaces for large and small groups, a maker space, natural playground, community garden plots, and an educational native pollinator garden.

Permitting Agency:

Contact:

Contact Information:

Key Personnel

Year of Completion:

City of American Canyon

Janelle Sellick, Executive Director

Email: Janelle@acparks.org Phone: (707)363-1915

Susan Heiken and Rachel Brinkerhoff

Currently in Construction

TRAILVIEW PARK, BRENTWOOD, CA

Studio 1515 was contracted in 2021 to provide Preliminary Design, Design Development, Construction Documents and Construction Administration Services to Richmond American Homes for the Trailview Park in Brentwood, CA. The park included a trail connection to an existing city park to the west (Almond Park) and an additional connection to a future park to the east. It included a multi-use trail, passive turf areas, benches, and a shade structure with picnic tables. The park also included a riparian corridor to the south, which required native mitigation planting that was appropriate to the region. The park was to be dedicated to the City of Brentwood after construction which required it to be designed and built per city standards.

Permitting Agency: City of Brentwood

Permitting Agency: City of Brentwood

Contact: Joe Odrzywolski, Park Planner

Contact Information: 925-516-5125

Email: jodrzywolski@brentwoodca.gov

Key Personnel: Rachel Brinkerhoff

Year of Completion: 2023



RIVERINE PARK, OAKLEY, CA

Studio 1515 was contracted in 2023 to provide Design Development, Construction Documents and Construction Administration Services to Meritage Homes for the Riverine Park in Oakley, CA. The park included a pedestrian trail around it, a play area for 5-12 year olds, turf areas, picnic tables and benches. The park will be dedicated to the City of Oakley after construction which required it to be designed and built to city standards.

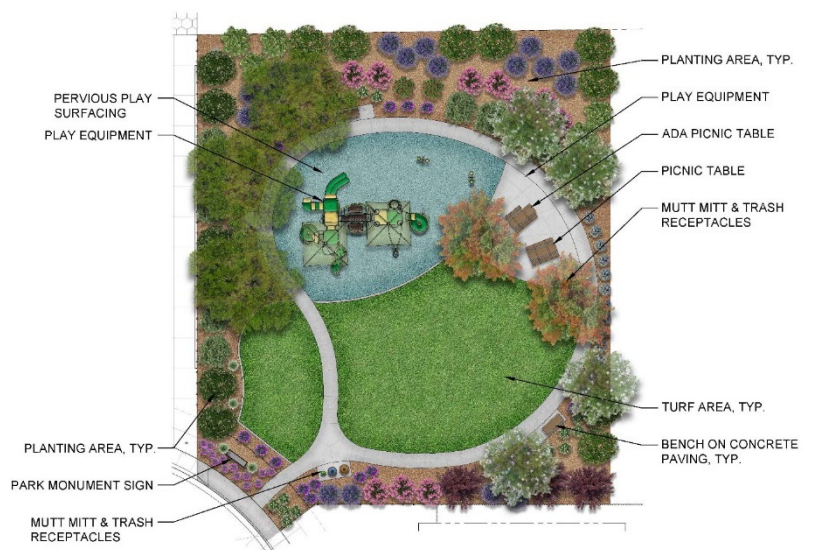
Permitting Agency: City of Oakley

Permitting Agency Contact: Kristine Martin, Permit Technician II, Building Department

Permitting Agency Contact Information: 925-625-7002 Email: Martin@ci.oakley.ca.us

Key Personnel: Rachel Brinkerhoff

Year of Completion: Currently in Construction



RSA+ REPRESENTATIVE PUBLIC PROJECTS

PARK IMPROVEMENT PROJECTS AMERICAN CANYON, CALIFORNIA

RSA+ provided civil engineering and surveying services for three separate park enhancement projects throughout American Canyon, including Wetlands Edge Park, Northampton Park, and Silver Oak Park. Services included topographic surveying, grading and utility design, and the preparation of construction documents. Improvements included new public restrooms at each park, and a wetlands educational area at Wetlands Edge Park, including native plant landscaping, trails, informational signage, and an outdoor classroom gazebo facility. These new amenities were all designed to enhance community use and accessibility across the city's park system, and included grant funding for the Wetlands Edge educational facilities. This project is currently in construction.



Client: City of American Canyon
Completion Date: Active Project (1 of 3 completed, 2 in bidding/construction)
Key Personnel: Paul Warnock, PE, Christopher M. Tibbits, PE/PLS

LUCCHESI SKATE PARK PETALUMA, CALIFORNIA

In collaboration with Grindline Skateparks, Inc., RSA+ provided surveying and civil engineering services for the 23,000-square-foot Skate Park at Lucchesi Park in Petaluma. Our work included plans, specifications, and estimates for civil improvements, a Stormwater Control Plan, and value engineering services to help achieve the project goals within the project budget. This multi-phase project will result in a state-of-the-art skatepark designed to accommodate skaters of all ages and skill levels.

Client: City of Petaluma
Completion Date: Active Project (in construction)
Key Personnel: Paul Warnock, PE, Christopher M. Tibbits, PE/PLS



Santa Rosa - Main Office
3501 Industrial Drive, Suite A
Santa Rosa, CA 95403
707-544-1072

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
707-252-8105

Lakeport Office
149 Main Street, Suite 201
Lakeport, CA 95453
707-544-1072

Hammond Park Improvements, 6935 Hammond Avenue, Nice, California

Municipal Client: County of Lake

Municipal Contact: Lars Ewing, Public Works Director, lars.ewing@lakecountyca.gov

Lake County Public Services Department proposed improvements to Hammond Park, an approximately 12-acre park, located in the community of Nice, California. RGH performed a geotechnical study for the proposed improvements which included background review, permitting, exploration, consultation during design, plan review, and report preparation. RGH explored the subsurface conditions by drilling eight soil borings using a truck-mounted auger rig. RGH reviewed field observations, laboratory analysis results, and summarized findings in a written report. RGH provided recommendations for grading, foundation support, retaining walls, sports court surfaces, concrete flatwork and slab-on-grades, subgrade and aggregate courses for gravel or asphalt paved pedestrian pathways, parking and driveways, and supplemental grading for drainage improvements. RGH is currently providing geotechnical observation and testing services during construction.

BOREL PARK IMPROVEMENTS

San Mateo | California

**OWNER**

City of San Mateo

CONSTRUCTION COST

Not disclosed

DATES

2021 - 2022

This project consisted of the development of a 1.15-acre neighborhood park. The park includes a children's play area, pathways, retaining walls, shade structures, and signage. ZFA provided structural details and calculations for concrete pier foundations for light poles and Allan Block retaining walls. ZFA also worked closely with the City to incorporate cost saving measures during construction.

KAWANA SPRINGS COMMUNITY PARK

Santa Rosa | California

**OWNER**

City of Santa Rosa Recreation & Parks

CONSTRUCTION COST

\$5.8M

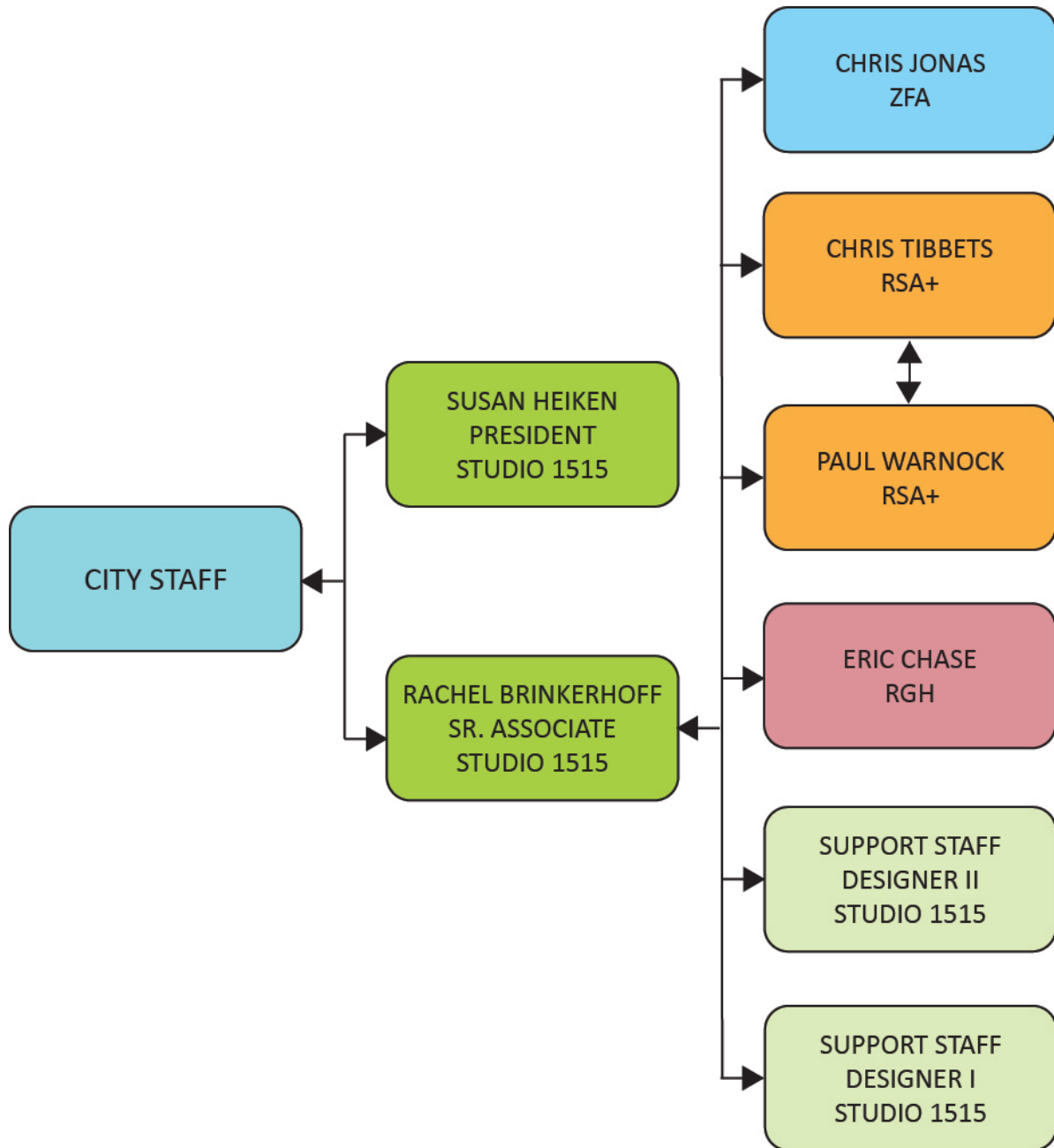
DATES

2023 - 2026 (est.)

This project includes structural design for the 19.2-acre community park located within the southeast quadrant of Santa Rosa. The park includes children's play areas, open turf areas for recreation, shaded picnic areas and pavilion, restroom building, dog park, pump track, pedestrian bridge, sand volleyball court, bocce court, and half basketball court.

PERSONNEL

Organizational Structure Chart



City Staff will be in direct contact with Susan Heiken and Rachel Brinkerhoff. Susan will be involved with contracts, oversight and high-level decisions, while Rachel will be the day-to-day project manager. Rachel will also be responsible for coordinating with the subconsultants and directing Studio 1515 support staff throughout the project's schedule.

City of Napa First Street Streetscape

Responsible for design, construction documents (coordinated with City standards and specifications and multiple departments) and construction administration

City of Napa Civic Center

Responsible for community engagement and outreach, design collaboration, project management (budget and schedule), graphic deliverables

Dwight Murray Plaza

Responsible for community engagement and outreach, design collaboration, project management (budget and schedule), graphic deliverables

Union Square, San Francisco

Project coordination throughout design development and construction document phases; prepared grading and construction documents; CAD drafting support.

Cayetano Park, Livermore, CA.

Responsible for design development, construction documents and construction phase services for this 10 acre community park with multiple amenities.

S U S A N H E I K E N , P L A , C A S p
P R E S I D E N T



Susan Heiken has over 25 years of experience in landscape architecture. Susan has collaborated on a diverse range of projects including San Francisco's Union Square, Cayetano Park in Livermore, commercial and hospitality projects, the Downtown Napa Specific Plan, Napa Riverfront Promenade and Downtown Napa First Street.

Susan is also a Certified Access Specialist offering plan review and

site inspections related to accessibility compliance. This certification brings added value to a project design and plan preparation with code compliance and universal design integrated at every stage of the project.

Susan's skills include conceptual design and visioning, urban planning, community outreach, construction documents, specifications, MWEO compliance, accessibility and construction administration. Susan is especially skilled at complex project management and consultant coordination.

PROFESSIONAL REGISTRATION

Registered Professional Landscape Architect (PLA)
California #6296

Certified Access Specialist (CASp) #923

EDUCATION

University of California, Berkeley
Certificate, Landscape Architecture,
1996 - 2000

University of California, Berkeley
Bachelor of Arts, Rhetoric, 1982 – 1985

Hecker Pass Park System, Gilroy, CA

Managed 101-acre park system project including design development, construction documents (coordinated with the City of Gilroy standards and specifications) and construction administration.

Napa River Ecology Center, American Canyon, CA

Managed project including design development, construction documents (coordinated with the City of American Canyon standards and specification) and construction administration.

Crape Myrtle Park, Sacramento, CA

Worked with the City of Sacramento to develop a park masterplan for an 11-acre site. Design development was based off of community surveys and the City of Sacramento's standards and specifications for Community Parks.

Wetlands Edge Park, American Canyon, CA

Managed project including schematic design, design development, construction documents and construction administration.

**R A C H E L B R I N K E R H O F F , P L A
S E N I O R A S S O C I A T E**

Rachel Brinkerhoff brings with her 23 years of landscape architecture experience in the Bay Area and joined Studio 1515 in 2019. Rachel has a broad portfolio on a wide range of projects throughout her career including masterplanned communities, commercial properties, and public parks and streetscapes.



Rachel's skills include schematic and conceptual design, design development, construction documents, specifications, MWELo compliance and construction administration. Rachel is especially knowledgeable about plant materials and water efficiency standards as required by local jurisdictions. In 2016, Rachel became a Bay Friendly Qualified Professional which incorporates a whole-systems approach for sustainability in landscape design.

Rachel has extensive experience managing complicated projects that require significant client, consultant, and agency coordination.

PROFESSIONAL REGISTRATION

Registered Landscape Architect
California #6186

ReScape (Bay Friendly) Qualified Professional since 2016

EDUCATION

California Polytechnic State University,
San Luis Obispo, California
Bachelor of Landscape Architecture,
1999 - 2003

Diablo Valley College, Pleasant Hill, California
Horticulture & Design Emphasis, 1996-1999



REGISTRATION

Registered Civil Engineer CA | RCE
#59361

Registered Professional Land
Surveyor CA | PLS# 8585

EDUCATION

Rose-Hulman Institute of
Technology, Terre Haute, Indiana
Bachelor of Science, Civil
Engineering, 1994

KNOWLEDGE OF APPLICABLE CODES

Local Municipal Codes
California Civil Design Building
Accessibility requirements
Napa County Standards &
Conservation Regulations

SOFTWARE APPLICATIONS

AutoCAD
Bluebeam
Microsoft Office Suite

REQUIRED APPROVAL PROCESSES

Local Fish and Wildlife
Contacts & Process
Local Regional Water Board
Contacts & Process
Army Corps of Engineers Permits

CHRISTOPHER M. TIBBITS, PE, LS

PRESIDENT, PRINCIPAL, & SURVEY MANAGER

Mr. Tibbits joined RSA+ in 1997, received his Civil Engineering License in 1999, and was named a principal of the company in 2005. In 2007, Mr. Tibbits was licensed as a land surveyor, and under his leadership, RSA+ added the current Land Surveying Division.

Mr. Tibbits has extensive experience creating and organizing design teams, identifying critical concerns and their resolutions early, as well as navigating through overlapping regulatory authorities or conflicts with land use or existing infrastructure during permitting.

In addition to leading the executive team, Mr. Tibbits provides technical expertise as an advisor in surveying, land use, drainage, and water systems, drawing from his 32 years of experience.

Throughout his career, Mr. Tibbits has focused on streamlining public and private projects, and he has successfully coordinated with numerous agencies, including American Canyon, Caltrans, Napa County, the City of Napa, PG&E, the California Department of Fish & Wildlife, the Army Corps of Engineers, the Regional Water Quality Control Board, and NapaSan to accomplish project goals.

SELECT PROJECTS

HOTEL AND RESORT

Stanly Ranch, Napa
Meritage Hotel, Napa
Yountville Inn, Yountville
Silverado Resort, Napa

COMMERCIAL

COPIA American Center, Napa
Randolph First Street Plaza, Napa
Redwood Plaza, Napa

WINERY

Chateau Montelena Winery, Calistoga
PEJU Winery, Rutherford
Mondavi Winery Barrel Building, Oakville
One Hope Winery, Napa

REFERENCES

ANDREW BUTLER

DISTRICT ENGINEER

Napa County Flood Control District
andrew.butler@countyofnapa.org
(707) 259-8671

PUBLIC

Napa Valley Vine Trail
City of Napa Coombs Street Conversion
Napa County Jail
Napa County Flood Control
City of Napa Milliken Dam
City of St. Helena Pope Street Bridge
City of Vallejo Lincoln Road
City of Napa Napa Creek Condos

PARKS & RECREATION

Trancas Crossing Park, Napa
Napa Valley Vine Trail, Napa
Lucchesi Skate Park, Petaluma
Yountville Park, Yountville

DANIELLE GOSHERT

COUNTY SURVEYOR

Napa County Department of Public Works
danielle.goshert@countyofnapa.org
(707) 259-8380



REGISTRATION

Registered Professional Engineer
CA | RCE#82758
Qualified SWPPP Developer/
Practitioner CA | #C82758
Qualified Industrial SWPPP
Practitioner CA | #C82758
Certified Erosion, Sediment, and
Stormwater Inspector CA | #3673
LEED Accredited Professional

EDUCATION

University of California, Davis
BS Civil Engineering, 2011
magna cum laude
Purdue University Global
MBA, 2025

KNOWLEDGE OF APPLICABLE CODES

Local Municipal Codes
California Building Codes
California Waterworks Standards
Construction General Permit
Caltrans HDM, MUTCD
AWWA Standards

SOFTWARE APPLICATIONS

AutoCAD, Civil 3D
Bentley Water CAD
Bluebeam Revu
Microsoft Office Suite

ENVIRONMENTAL PERMITTING

CA Dept of Fish & Wildlife
CA Water Resources Control Board
Army Corps of Engineers

PAUL WARNOCK, PE, QSD/QSP, QISP, LEED AP® VICE PRESIDENT + PRINCIPAL

Mr. Warnock brings over 15 years of civil engineering experience and has spent 26 years in the A&E design industry. He joined RSA+ in 2011, where he has excelled as both an engineer and project manager, and currently serves as principal.

During his tenure, Mr. Warnock has focused on the design and management of public and private development projects, successfully leading projects from the early concept and planning phase through design development and PS&Es, QA/QC, permitting agency approval, bidding, construction, and closeout for both design-bid-build and design-build projects. He is a team player, who excels at developing innovative, practical, and cost-effective solutions for challenging projects.

His background in architecture, structural engineering, civil infrastructure, and land development allows him to approach challenges holistically, delivering optimized, robust, and environmentally conscious project solutions that bridge disciplines.

SELECT PROJECTS

PUBLIC

Carneros Volunteer Fire Station
City of American Canyon WTP Septic
City of American Canyon Sewer Replacement
City of Napa Emergency Water Main Replace
City of Napa Sidewalk & Curb Ramp Repair
City of Lakeport Water & Sewer Replacement
City of Lakeport Pavement Rehabilitation
City of Calistoga Pedestrian Bridges
Napa Recycling & Waste Compost Facility
SR-221 Signalization at Basalt Road

PARKS & RECREATION

Wetlands Edge Park, American Canyon
Silver Oak Park, American Canyon
Northampton Park, American Canyon
Lucchesi Skate Park, Petaluma
Community Skate Park, Davis
Salvador Creek Restoration, Napa

MULTI-FAMILY HOUSING

Heritage House, Napa
Valle Verde, Napa
Jamboree Housing, Napa

WINERY & HOSPITALITY

One Hope Winery, Residence & Villa, Napa
Lewis Cellars, Napa
Anthem Winery, Napa
Westin Verasa, Napa
Franklin Station Hotel, Napa

COMMERCIAL / INDUSTRIAL

Commerce Court Warehouses, Am. Canyon
Redwood Credit Union, Napa
AP Tech Expansion, Napa

ESTATE HOMES

Monticello Road Estate, Napa
Silverado Road Estate, Napa
Partrick Road Estate, Napa

REFERENCES

EDISON BISNAR

ENGINEER III

City of American Canyon Public Works
ebisnar@cityofamericancanyon.org
(707) 647-4588

PAUL HARRIS

UTILITIES DIRECTOR

City of Lakeport Public Works
pharris@cityoflakeport.com
(707) 263-3578 Ext.402



ERIC G. CHASE

Principal Geotechnical Engineer/Project Manager

EDUCATION

B.S. Civil Engineering
California Polytechnic State
University, San Luis Obispo, CA
1990

REGISTRATIONS

**California Geotechnical
Engineer, GE 2628**

**California Civil Engineer,
CE 53150**

AFFILIATIONS

**ASCE – American Society of Civil
Engineers**

**Cal Poly Civil Engineering
Department Advisory Board
Member**

Chi Epsilon Honor Society

PROFESSIONAL HISTORY

- 2000 - Present
RGH Consultants l Santa Rosa, CA
Principal Engineer
- 1992 - 2000
Geomatrix Consultants l San Francisco and Oakland, CA
Senior Engineer
- 1990 - 1992
Herzog Associates, Inc. l Petaluma, CA
Staff Engineer

RELATIVE EXPERIENCE

Mr. Chase has over 36 years of managing geotechnical services for public infrastructure projects including parks, schools, athletic fields, trails, pathways, parking lots, roadways, culverts, bridges, and utilities. Mr. Chase has worked with leading design teams and local agencies to develop sound and cost effective geotechnical and geologic solutions/mitigations for projects that are identified to have problematic soils and bedrock conditions such as: expansive materials, compressible, or potentially liquefiable soils; slope stability issues; and faulting/potential seismic geologic hazards.

Mr. Chase is proficient in project coordination, communication, and completion with design team partners and federal, state, and local, municipalities. He also has extensive knowledge of the geotechnical aspects of governing codes, construction methodology, as well as pavement design procedures, specifications, and implementation.

REPRESENTATIVE PROJECTS

- Bower Park Restoration and Improvements, Gualala, CA
- First and F Street Bridge, Petaluma, CA
- Foss Creek Pathway Segments 7 & 8 Bridge, Healdsburg, CA
- Hammond Park Improvements, Nice, CA
- Kawana Springs Community Park, Santa Rosa, CA
- MLK Jr Memorial Park Enhancements, Santa Rosa, CA
- Petaluma Pedestrian and Bicycle Access, Petaluma, CA
- Rohnert Park Sidewalk and Creek Path Replacement Project, Rohnert Park, CA

**YEARS OF EXPERIENCE**

- 28 years with ZFA
- 33 years total

EDUCATION

- BS, Structural Engineering, 1993, University of California, San Diego

PROFESSIONAL REGISTRATION

- CA Structural Engineer 5246
- CA Civil Engineer 62427
- United States Green Building Council LEED AP
- State of California Department of Emergency Services Disaster Services Worker Safety Assessment Program ID #10758

PROFESSIONAL MEMBERSHIPS

- Napa Engineers Society
- Napa County Landmarks
- California Preservation Foundation
- US Green Building Council, Redwood Empire Chapter
- Structural Engineers Association of California
- American Institute of Steel Construction (AISC)

CHRIS JONAS, SE, LEED AP**PRINCIPAL | PRINCIPAL-IN-CHARGE**

Chris brings over 30 years of structural engineering expertise, specializing in the design and construction of public projects. His diverse portfolio spans community facilities, museums, seismic evaluations and retrofits, and new public works construction. Throughout his career, Chris has built strong relationships with city and county agencies, successfully collaborating on a wide range of complex projects.

As ZFA's Principal-In-Charge and Structural Engineer of Record (SEOR) for this on-call agreement, Chris provides technical oversight and QA/QC review of all ZFA work and deliverables. He leads the structural design process, ensuring coordination with architectural and other design disciplines, and finalizes the structural design documents. Chris will remain accessible throughout the project—serving Studio 1515, the client, the project team, and key stakeholders from start to finish.

With his extensive experience and commitment to community resilience, Chris is an invaluable asset in delivering exceptional design and construction solutions tailored to the unique needs of public spaces.

RELEVANT PROJECT EXPERIENCE

- | | |
|--|-----------------|
| ▪ City of Napa 9/11 Memorial Park | Napa |
| ▪ Watson Ranch, Napa Valley Ruins & Gardens Silo Rvw | American Canyon |
| ▪ Boys and Girls Club | American Canyon |
| ▪ Napa Recycling Center Expansion | American Canyon |
| ▪ NVWMA C&D Facility | American Canyon |
| ▪ Corner Market TI | American Canyon |
| ▪ Napa Junction Solar Farm Office Building | American Canyon |
| ▪ Napa Valley Wine Country Tours | American Canyon |
| ▪ Kimberly Park Improvements | American Canyon |
| ▪ Bayer Neighborhood Park & Gardens Redevelopment | Santa Rosa |
| ▪ Mansion Gardens Stairs & Stage | Napa |
| ▪ Dwight Murray Plaza Art Installation | Napa |
| ▪ Glashoff Sculpture Anchorage | Fairfield |
| ▪ City of Sonoma - Columbarium Foundations | Sonoma |
| ▪ City of Napa Pedestrian Bridge Assessment & Repair | Napa |
| ▪ Napa Valley Grapegrowers Pavilion | Oakville |
| ▪ Napa Valley Vine Trail Kiosks | Napa Valley |
| ▪ Queen of the Valley Hospital Pavilions | Napa |
| ▪ Corte Madera Town Center Enhancements | Corte Madera |
| ▪ Adams Street Residence <i>shade trellises & CMU site walls</i> | Yountville |
| ▪ BRAND Residence Landscape | St. Helena |
| ▪ Indian Springs Resort Landscape Elements | Calistoga |
| ▪ Whitehall Lane Landscape Structural Support | St. Helena |
| ▪ Main Street Pedestrian Bridge Replacement | Napa |
| ▪ Alamo Bridge Repair | Alamo |
| ▪ City of Napa - Redwood Road Bridge Review | Napa |

www.zfa.com | chrisj@zfa.com

REFERENCES

City of Napa, Parks and Recreation Services

Contact: Ali Koenig, Parks Planning Manager

Parks & Recreation Services, City of Napa

1500 Jefferson Street, Napa, CA 94559

Phone: 707-257-9955 **Email:** akoenig@cityofnapa.org

Project Name: City of Napa Neighborhood Playground Improvements

In 2024 and 2025, the City of Napa engaged Studio 1515 to prepare landscape architecture plans for renovations for eight neighborhood parks. The projects had limited budgets and included coordination with the playground equipment manufacturer replacing existing equipment. Studio 1515 prepared plans that were a compilation of as-built conditions, proposed circulation and drainage improvements, increased accessibility and new amenities.

American Canyon Community & Parks Foundation

Contact: Janelle Sellick, Executive Director

American Canyon Community & Parks Foundation

101 West American Canyon Road, Suite 508-102 American Canyon, CA 94503

Phone: 707-363-1915 **Email:** Janelle@acparks.org

Project Name: Napa River Ecology Center

Studio 1515 is contracted as the Landscape Architect of record to provide Design Development, Construction Documents and Construction Administration Services for the proposed Napa River Ecology Center in American Canyon. This is an adaptive reuse project converting a former City Corp yard into an outdoor education center. The design includes outdoor classrooms, a nature-based playground, learning gardens, makers' spaces and multiple, flexible gathering spaces.

RSA+ REFERENCE

EDISON BISNAR, SENIOR CIVIL ENGINEER

RSA+ has worked with Edison Bisnar for decades, most recently in providing civil and survey services on the Highway 29 Sanitary Sewer Main Crossing project for Watson Ranch. We have also worked with Mr. Bisnar and his colleagues at the City Public Works department on other public projects including enhancements for three public parks, grant assistance, corp yard relocation, trunk sewer and recycled water relocation, on-site wastewater treatment, and sitework for the wetlands ecology center.

Company: City of American Canyon

Address: 4381 Broadway Street, Suite 201, American Canyon, CA 94503

Contact: ebisnar@americancanyon.gov | (707) 647-4360



REFERENCE

ZFA STRUCTURAL ENGINEERS

City of Napa

Contact: Julie Lucido, Assistant City Manager

1600 First Street

Napa, CA 94559

Phone: 707-257-9520 **Email:** jlucido@cityofnapa.org

ZFA holds an on-call structural engineering professional services agreement with the City of Napa, supporting a wide range of public works projects. Our work has included bridge assessments and repairs, parking garage evaluations, emergency response services, and fall protection system design.



Santa Rosa - Main Office
3501 Industrial Drive, Suite A
Santa Rosa, CA 95403
707-544-1072

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
707-252-8105

Lakeport Office
149 Main Street, Suite 201
Lakeport, CA 95453
707-544-1072

City of Santa Rosa - Department of Public Works

Contact: Scott Wilkinson, Park Planner

Parks Administration Office

69 Stony Circle

Santa Rosa, CA 95401

Phone: (707)543-3953 **Email:** swilkinson@srcity.org

Services Provided: RGH performed geotechnical studies for two proposed community parks, Kawana Springs Community Park and MLK Jr Memorial Park, and provided geotechnical recommendations for grading, foundations, retaining walls, flatwork, sports courts and new turf field, including drainage improvements, utility trenches, subgrade and aggregate courses for asphalt paved or reinforced concrete courts, pedestrian pathways, and parking and/or driveways, as needed.

HISTORY, LEGAL CHALLENGES AND FISCAL VIABILITY

HISTORY:

Studio 1515 has not experienced any mergers, acquisitions, sales or other changes to our organization within the last three (3) years.

LEGAL CHALLENGES:

Studio 1515 has no pending litigation against it.

FISCAL VIABILITY:

Studio 1515 has not filed for bankruptcy or insolvency, nor has filed against it, in the last ten (10) years.

TECHNICAL PROJECT APPROACH

PROJECT UNDERSTANDING

Our team understands that the City of American Canyon and its community is wanting a recreational park, which includes a playground for all ages and abilities and gathering spaces. This includes a play structure with poured-in-place safety surfacing and would have multiple play elements that would be accessible for all children. The structures and play surfacing would be in soothing, soft colors for those with visual sensitivities.

Two new shade structures covering picnic areas and barbecues, which include accessible picnic tables will be located near the playground to allow gatherings within view of where children will be playing. Similar style pergolas, will serve as entry features and will be located at key access points to the park. New walkways and paving around the amenities will be accessible, allowing for enough space around picnic tables and seating for wheelchairs to maneuver around them safely and comfortably. Synthetic turf will be utilized in lieu of natural grass, creating more accessible space for activities.

New split rail fencing along Melvin Road and Roja Lane frontages will serve as a visual and physical barrier for the park along with trees and landscaping. On the northern property line, a retaining wall and additional fencing will be added to address grade differences between the park and the neighboring property.

SCOPE OF WORK

TASK 1: PROJECT INITIATION AND COORDINATION

1. Project Startup

- a. **Obtain site information:** The Project Team will review existing site information and determine what additional information is required to complete the design.

- b. **Project Kick Off Meeting:** The Project Team will meet with the City and other key stakeholders to discuss and finalize project objectives, including scope, schedule, and budget. A communication plan will be made to identify preferred communication methods. The discussion will identify any outstanding issues with the project and propose solutions for any problems identified.
- c. **Site Visit:** The Project Team will conduct a site visit to review the existing conditions, explore opportunities and constraints of the site, and evaluate and review current usage of adjacent properties to assist in design development.

The Team will consider the following issues during the Project Start Up:

- i. **Existing Site Conditions** - The proposed site for the park is relatively flat except for the northern property line, so careful consideration will need to be taken to ensure that adequate drainage is provided for the proposed park. The area also is without much vegetation or little infrastructure. This means a disruption to local vegetation will be kept to a minimum for construction purposes.
- ii. **Current Grading and Drainage** - Review existing drainage patterns and problem areas and propose modifications to the site to allow positive drainage away from the play area and neighboring properties. Additionally, we will review other utilities in the project area for conflicts and will discuss utility demands with staff to ensure that the needs for the park are being met.
- iii. **External Circulation & Public Safety** - We will look at how users get to the park, whether by car, bike, foot, public transportation, and determine if any improvements need to be included in the project to allow safe access to the park. The park site has visible site lines from all areas due to the public areas, and main roads. Implementing crime prevention through environmental design (CPTED) practices should be considered when designing for this area.
- iv. **Internal Circulation** - Proper placement of amenities and circulation through the park will be reviewed. We will scrutinize the location and placement of the proposed features to create smooth flow through the park and avoid potential conflicts. We will identify safe paths for visitors in the park by properly locating entrances to the facility and including passive zones for viewing or resting areas.

2. **Prepare Detailed Design Schedule** - Prepare a project schedule with deliverable time frames for all tasks.

3. **Geotechnical Study Report** - RGH will perform a background review of selected published geologic and seismic hazard information pertinent to the project and the surrounding areas, including survey and aerial photo data, LiDAR, landslide and liquefaction hazard maps, Alquist-Priolo Earthquake Fault Zone maps, FEMA flood-plain maps, historical groundwater data for the site, and available geotechnical information within or near the project area. Available geotechnical information may include geotechnical reports from the City of American Canyon building files and/or reports available within our own project files.

- a. **Site Reconnaissance and Permitting:** Our engineer or geologist will conduct a reconnaissance of the site to identify optimum exploration locations and mark potential exploration locations with painted white stakes. The exploration locations will be spread throughout the 0.7-acre parcel of the planned improvements. We will submit a locating ticket to Underground Service Alert (USA/811) so that their members will mark the locations of their utilities. The Napa County Environmental Health (County) requires a permit for drilling when borings extend deeper than 5 feet below the existing ground surface. A preliminary review of published liquefaction hazard maps found that the Melvin Park property is identified within a zone of low liquefaction hazard susceptibility. Given the planned improvements, RGH anticipates soil borings will extend greater than 5 feet deep and will require permitting.
- b. **Field Exploration and Laboratory Testing:** Once the proposed exploration locations have been cleared by USA and the drilling permit is obtained, RGH will explore the subsurface conditions by drilling six soil borings, each on the order of 10 to 15 feet deep, using a truck-mounted auger rig. Our engineer or geologist will log the borings, obtain bulk and relatively undisturbed samples for visual examination, classification, and laboratory testing. Selected samples representative of the material

types encountered may be laboratory tested to determine certain characteristics pertinent to our analysis, including but not limited to, classification (Atterberg limits, percent of silt and clay), expansion potential (Expansion Index), dry density, moisture content, and triaxial shear strength.

- c. **Engineering Analysis and Report Preparation:** Based on geologic background review, subsurface exploration and laboratory test results, RGH will present the following geotechnical information and recommendations in a written report:
- i. A brief description of soil and groundwater conditions observed during our study;
 - ii. A discussion of seismic hazards that may affect the proposed improvements;
 - iii. Seismic design criteria per guidelines in the current California Building Code;
 - iv. Primary geotechnical engineering concerns and mitigating measures;
 - v. Site preparation and grading including treatment of weak and/or expansive surface soil;
 - vi. Alternative foundation types, design criteria, and settlement behavior;
 - vii. Lateral forces for retaining wall, as needed;
 - viii. Support of concrete slabs-on-grade for picnic areas and pergola shade structures and entry gates;
 - ix. Preliminary pavement sections for park pathways and flatwork areas;
 - x. Backfilling of utility trenches;
 - xi. Geotechnical engineering drainage improvements; and
 - xii. Supplemental geotechnical engineering services

TASK 2: CONCEPTUAL PLANS (30%)

1. **Consultant Coordination:** Following preparation of RGH's geotechnical report, they will remain available for consultation during the final stages of design. This will include clarification of geotechnical design parameters to the Project Team for review and comment.
2. **Topographic Survey with Record Boundary.** RSA+ will prepare a topographic survey of the project area as identified on the attached exhibit. The topographic mapping will be prepared in AutoCAD format and will have contours at an interval of one foot and will be drawn at a scale of 1"=20'. The datum will be NAD 83 state plane coordinate system and NAVD 88 vertical datum. The topographic survey will show the approximate record boundary of the parcel per the Document #2012-000476. This scope does not meet requirements for boundary determination.
3. **Civil Concept Plan.** Following Studio 1515's project kickoff with City staff and upon receipt of the preferred design concept and circulation layout, RSA+ will prepare a preliminary grading and drainage concept as well as proposed water, wastewater, and stormwater services for proposed improvements. We will also provide a preliminary engineer's estimate of probable cost for civil improvements.
4. **Joint Trench Intent and PG&E Due Diligence.** RSA+ will prepare the preliminary joint trench intent plans for new electric services to serve the proposed park located on APN 058-362-020. This work includes obtaining current mapping documents from PG&E, determining the expected points of connection for new electric service, and coordinating with the City and design team on the proposed locations of anticipated transformer, equipment, and trench routing.
5. **Concept Landscape Design (30%):** Based on the findings in the Project Startup and direction from the City and stakeholders, two Preliminary Conceptual Designs will be developed and submitted for review. These will be submitted in both a plan view with elevations and multiple three-dimensional renderings of the play equipment, and the proposed amenities. The submission will also include a preliminary opinion of costs of both designs for review.
6. **Coordination Meeting #1:** The Project Team will present the Preliminary Concepts and get feedback. Concepts will be presented through a combination of photos, slideshow, and perspective renderings. Input collected at this meeting will be used to create the final concept.
7. **Final Concept:** Based on input and direction from the Coordination Meeting, the Team will create a Final Concept including a Preliminary Grading and Circulation Layout Plan, and submit for review. This will be submitted in both a plan view with elevations and multiple three-dimensional renderings, and include the

proposed amenities as enlargements. The submission will also include cost and quantity of material estimates for review.

8. **Structural Review:** ZFA will meet with Project Team, review project documents and scope, and provide initial feedback for the foundations for prefab structures over barbecue areas, entry monument pergolas, and retaining wall construction type options.

TASK 3: DESIGN DEVELOPMENT PLANS (60%)

1. **Draft Design Development Package:** The Project Team will develop a design development set based on the final concept and input from City Staff.
 - a. Civil DD Plan. Upon receipt of City comments on the 30% submittal and a refined site layout plan, RSA+ will prepare design development plans, preliminary specifications, and a refined engineer's estimate of probable cost for civil improvements. Our DD plan set will include a civil cover sheet, demolition plan, layout and paving plan, grading plan, utility plan, and draft construction notes and details.
 - b. PG&E Application and Joint Trench Processing. RSA+ will prepare and submit the PG&E application for new electric service to serve proposed irrigation controllers. Upon receiving responses from PG&E, RSA+ will revise the Joint trench Intent plans to incorporate their preliminary designs and any City comments. The revised plans will be resubmitted to PG&E in order for PG&E to complete the electric design for the project.
 - c. Studio 1515 will create a conceptual planting plan and irrigation concept statement. The planting concept will include proposed trees and new shrub and groundcover planting areas.
 - d. The Project Team will provide site specific details and graphics and an outline identifying the technical specification section numbers for all improvements, for incorporation into City's outline specifications.
 - e. The Project Team will provide a Design Development estimate of probable cost for all improvements for incorporation into City's cost estimate.
 - f. ZFA will provide preliminary design analysis and drawings markups for the foundations for prefab structures over BBQ areas, entry monument pergolas, and retaining walls.
2. **Coordination Meeting #2:** The Project Team will present the Draft DD package to the City to discuss. Input collected at this meeting, along with additional comments provided later, will be used to finalize the design development plans.
3. **Final DD Package:** The Project Team will develop a final design development package based on City comments. This package will include plans, details, graphics, project narrative, preliminary cost opinions and the specifications outline.

TASK 4: FINAL DESIGN/PS&E (100%)

1. **Consultant Coordination** - RGH will review the 90% to 100% construction plan set for conformance with the recommendations in RGH's soils report. Any comments will be provided to the project team. Once addressed, we will provide review letters to the appropriate regulatory agencies, as needed.
2. **Civil PS&E.** Upon receipt of City comments on the 60% submittal and a final site layout plan, RSA+ will prepare complete bid-ready civil construction plans, specifications, and engineer's estimate of probable cost suitable for public bidding.
3. **Joint Trench Composite Plan.** RSA+ will finalize the Joint Trench Composite Plans based on the approved electric design. The plans will show the location of transformers, boxes, equipment, and trench occupants. The Joint Trench Composite plans will be submitted to PG&E for final approval and to the City as part of the bid-ready PS&E package
4. **Landscape PS&E** – The Project Team will produce construction documents that will be submitted to the City Building Division, Recreation and Parks Department, Transportation and Public Works at 95%, and 100% which will include high quality, professional drawings, details, technical specifications, and cost estimates for all aspects of the park improvements. The documents will include material quantities for the park. The 100% drawings will be submitted to the Building Division along with Parks and Recreation and Public Works Departments.
 - a. **Deliverables** – Construction Drawings will be Arch D size and provided in AutoCAD and PDF formats. Specifications will be provided in a letter size Word document. Supporting technical reports will be

provided in a letter size PDF format. Cost estimates and quantity takeoffs will be provided in Excel formats.

5. **Bid Set** - The Project Team will incorporate the Building Division, Recreation & Parks, and Public Works Departments comments into the final bid documents, which will include the final plans, technical specifications, and cost estimates. The final approved bid set will be stamped and sealed by the Landscape Architect and Engineers licensed in the State of California.

TASK 5: BIDDING SUPPORT

1. **Bidding Support** – The Project Team will assist the City in creating the final bid form, provide unlocked AutoCAD files, respond to all requests for information, and amend the construction documents as necessary. Our budget includes one (1) round of bidder's questions, to be addressed in one (1) bid addendum.
2. **Meetings** - The Project Team will attend a pre-bid meeting, if requested by the City.

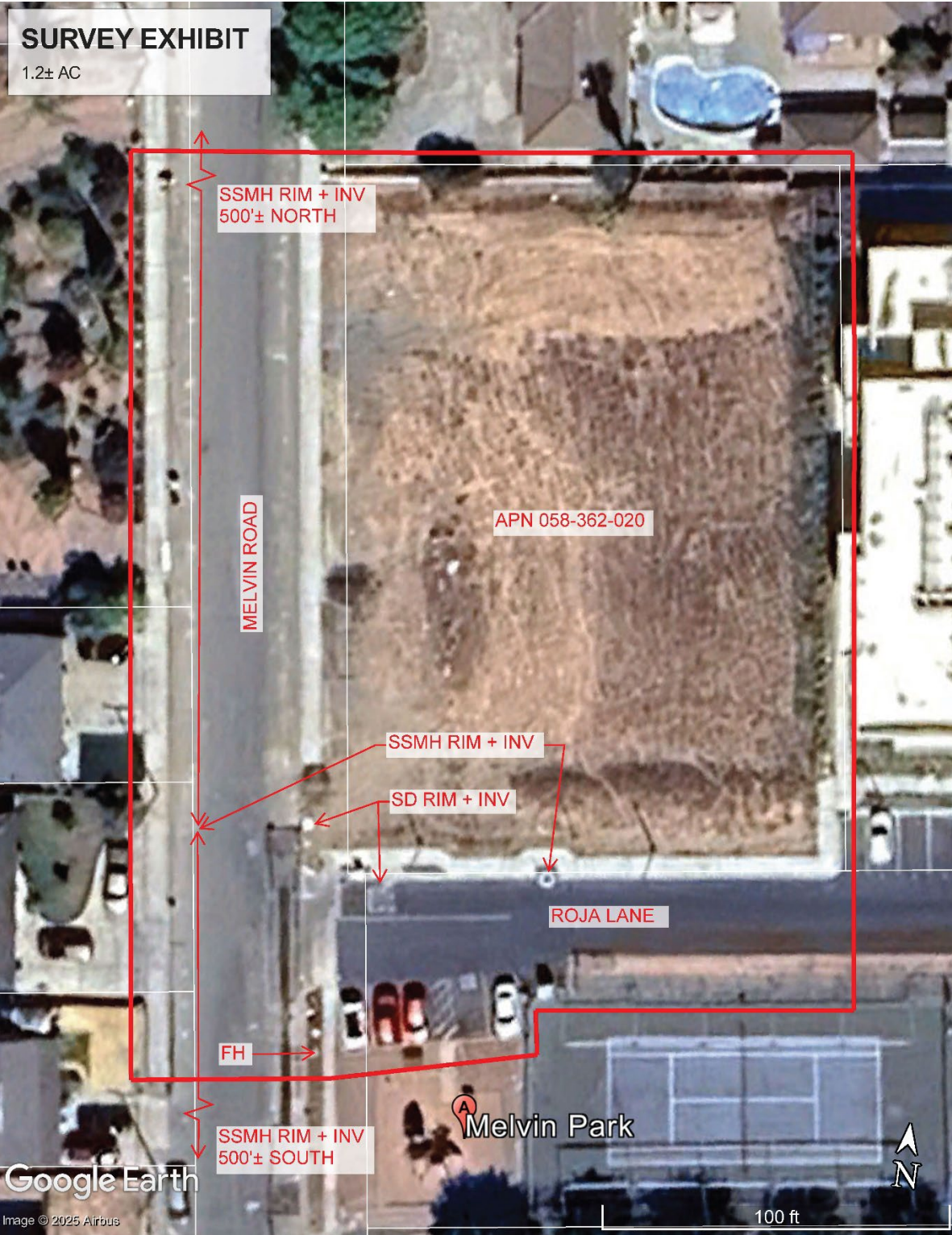
TASK 6: LIMITED CONSTRUCTION PHASE DESIGN SUPPORT

1. **Construction Administration** - The Project Team will respond to contractor submittals and requests for information. When necessary, technical observation of construction to ensure compliance will be provided. Our budget includes up to 10 submittals, and five (5) RFIs or change orders.
2. **Civil & JT Construction Phase Support.** RSA+ will provide limited construction phase design support to the City on an as-needed/as-requested basis. We will review civil- and joint trench-related submittals for conformance with design intent, respond to RFIs, and conduct limited site visits for design clarification if requested by the City.
3. **Meetings** - A limited number of site visits for design clarification will be done if requested by the City.

OPTIONAL TASK 7: VALUE ENGINEERING (VE)

1. **Exhibits Showing VE Options** - The Project Team will create up to three (3) additional exhibits showing possible VE options to save on construction costs.
2. **Estimates of Probable Cost** – The Project Team will create up to three (3) estimates of probable cost to go with each of the VE exhibits.

LIMIT OF WORK EXHIBIT

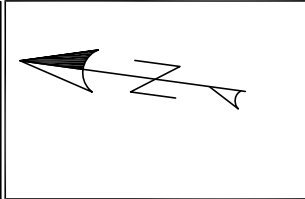


COST PROPOSAL										
Tasks	STUDIO 1515 - Labor									
	Susan Heiken	Rachel Brinkerhoff				Subconsultant	Subconsultant	Subconsultant	Other Direct Costs	TOTAL FEE
	Principal-in-Charge/ Landscape Architect	Landscape Architect II/Senior Associate	Landscape Designer II	Landscape Designer I	Studio 1515 Total Labor Costs	RSA+	RGH	ZFA		
2026 Hourly Rates	\$230.00	\$210.00	\$185.00	\$175.00						
Task 1: Project Initiation and Coordination										
Kick off meeting and Site Visit	2	2			\$880	\$3,000	\$800	\$1,000		\$5,680
Consultant Coordination		4			\$840					\$840
Prepare Detailed Design Schedule		8			\$1,680					\$1,680
Task 2: Project Startup and Conceptual Plans (30%)										
Geotechnical Study Report					\$0		\$14,300			\$14,300
Topographic Survey with Record Boundary					\$0	\$4,500				\$4,500
Civil Concept Plan					\$0	\$5,000				\$5,000
Joint Trench Intent and PG&E Due Diligence					\$0	\$2,500				\$2,500
ZFA - Meeting with design team, review project documents and scope, and provide initial feedback for the foundations for prefab structures over BBQ areas, entry monument pergolas,and retaining wall construction type options					\$0			\$1,500		\$1,500
Draft Concept Plan #1		8		8	\$3,080					\$3,080
Draft Concept Plan #2		8		8	\$3,080					\$3,080
City Meeting to Present Concepts	2	2			\$880					\$880
Final Concept Plan		2		8	\$1,820					\$1,820
Conceptual Drainage and Circulation Plan		4			\$840					\$840
Conceptual Engineer's Estimate		4			\$840					\$840
Direct Expenses Estimate					\$0				\$500	\$500
Task 3: Design Development (60%)										
Meetings (assumed two (2) at thirty (30) minutes each)	1	1			\$440					\$440
Consultant Coordination		4			\$840		\$1,000			\$1,840
Draft Design Development Plans		4		8	\$2,240					\$2,240
Civil DD Plan					\$0	\$10,000				\$10,000
PG&E Application and Joint Trench Processing					\$0	\$3,500				\$3,500
ZFA- Meeting with design team and provide preliminary design analysis and drawings markups for the foundations for prefab structures over BBQ areas, entry monument pergolas,and retaining walls					\$0			\$2,500		\$2,500
Technical Specifications Outline		4			\$840					\$840
Final Design Development Plans	2	4	8		\$2,780					\$2,780
Design Development Engineer's Estimate	1	4			\$1,070					\$1,070
Direct Expenses Estimate					\$0				\$500	\$500
Task 4: Final Design/PS&E (100%)										
Meetings (assumed two (2) at thirty (30) minutes each)	1	1			\$440					\$440
Consultant Coordination		4			\$840					\$840
Geotechnical Plan Review					\$0		\$1,500			\$1,500
95% Landscape PS&Es		40		40	\$15,400					\$15,400
Civil PS&Es					\$0	\$10,000				\$10,000
Joint Trench Composite Plan					\$0	\$3,000				\$3,000
ZFA - Meeting with the design team and provide 100 CDs with sheet or book specificaions and calculations and analysis package for building department plan check and review. ZFA will also provide review and feedback regarding the engineer's estimate of construction cost as it relates to structural scope of work.					\$0			\$7,500		\$7,500
100% Bid Set Landscape PS&Es	3	12		24	\$7,410					\$7,410
Direct Expenses Estimate					\$0				\$1,000	\$1,000
Task 5: Bidding Support										
Attend pre-bid meeting (if requested)		2			\$420					\$420
Respond to bidders questions		4			\$840	\$3,000	\$500	\$1,000		\$5,340
Prepare addenda as required		4		8	\$2,240					\$2,240
Task 6: Limited Construction Phase Design Support										
Review and respond to submittals		8			\$1,680					\$1,680
ZFA - Provide response to contractor RFIs, review of show drawings and site visits to review the structural scope for conformance to the construction documents.					\$0			\$3,000		\$3,000
Civil & JT Construction Phase Support					\$0	\$3,000				\$3,000
Conduct up to three (3) site visits if requested by the City		6			\$1,260					\$1,260
Create and provide meeting minutes and/or punch lists based on site visits		3			\$630					\$630
TOTAL	12	147	8	104	\$53,310	\$47,500	\$18,100	\$16,500	\$2,000	\$137,410
Optional Task 7: Value Engineering (VE)										
Create additional exhibits for VE options	1	4		24	\$5,270					\$5,270
Create new cost opinions based on VE exhibits	1	8			\$1,910					\$1,910
TOTAL	2	12	0	24	\$7,180	\$0	\$0	\$0	\$0	\$7,180

NOTES:
(1) Prevailing wage rates



	03/17/20	ORIGINAL			
49	K	DATE	DESCRIPTION	BY	APPR.



DSGN	x
DRWN	D. MILLER
CHKD	x
1" = 20'	

BAR IS ONE INCH ON ORIGINAL DRAWING.

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

DEPARTMENT OF PUBLIC WORKS

ENGINEERING

4381 BROADWAY STE 201, AMERICAN CANYON, CA 94503
PH (707) 647-4559 ♦ WWW.CITYOFAMERICANCANYON.ORG

CITY OF AMERICAN CANYON

MELVIN PARK IMPROVEMENTS

DESIGN PHASE

PROJECT NO. PR23-0100
DRAWING NO. EXB-1
SHT 01 OF 01



TITLE

Coastland Construction Inspection FY26/27

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to Execute Task Order #10 with Coastland Civil Engineering, Inc. for Construction Inspection Services in an amount not to exceed \$500,000.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director/City Engineer

BACKGROUND & ANALYSIS

Demand for development construction inspection fluctuates over time. Staff currently expects the need for assistance with development projects will remain high for the foreseeable future. The City maintains permanent staffing levels at the mid-range of demands; it does not “staff up” to accommodate peak demands. Instead, the City maintains a cadre of experienced outside consultants to assist City staff as needed throughout the year.

Coastland Civil Engineering, Inc. (Coastland) has been providing Construction Inspection services for Development since 2021 to ensure that new infrastructure meets City Standards. Coastland consistently provides high quality work and continues to meet the City’s needs. Anticipated development includes a multitude of projects in Watson Ranch and Oat Hill. The services provided by Coastland are reimbursed by Developers.

Staff would like to execute a new agreement for Construction Inspection services for FY26/27 in an amount not to exceed \$500,000.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The FY26/27 budget includes sufficient funds for the recommended action in Development Engineering Professional Services 105-60-660-42160 and will be offset by Developer reimbursements.

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 - Coastland](#)

RESOLUTION NO. 2026-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE TASK ORDER #10 WITH COASTLAND CIVIL ENGINEERING, INC. FOR CONSTRUCTION INSPECTION SERVICES IN AN AMOUNT NOT TO EXCEED \$500,000

WHEREAS, the City of American Canyon has specific and highly technical requirements regarding the development of infrastructure associated with private development; and

WHEREAS, Coastland Civil Engineering, Inc. (Coastland) has been providing Construction Inspection services for the City since 2021; and

WHEREAS, Coastland continues to meet the needs of the City and provides excellent service to City staff and Developers; and

WHEREAS, the FY26/27 budget 105-60-660-42160 includes \$500,000 for this action; and

WHEREAS, the expense will be offset by Developer reimbursement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the City Manager to execute Task Order #10 with Coastland Civil Engineering, Inc. for Construction Inspection Services in an amount not to exceed \$500,000; and

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the July 21st, 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



TITLE

Anderson Amendment #2

RECOMMENDATION

Approve Amendment #2 to Agreement #2024-86 - Anderson Home Repair, Inc. for Wastewater and Water Operations management services in an amount of \$160,000 for a total contract amount not to exceed \$475,000

CONTACT

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

BACKGROUND & ANALYSIS

The City's Utility Divisions require highly technical, licensed personnel to meet regulatory permitting requirements for water, wastewater, and recycled water operations. In 2024, vacancies within the Utility Divisions left the Water Reclamation Facility without a staff member who held the required wastewater certification. While staff completed restructuring efforts and recruited to fill various vacancies, it was necessary to contract for qualified operational support to maintain compliance and continuity of service.

Brian Anderson, through his firm Anderson Home Repair, Inc., was originally contracted in July 2024 to assist with Wastewater operations. Mr. Anderson has more than 40 years of experience in the wastewater and water fields and possesses a Grade 5 Wastewater license, a Grade 4 Water license, and a Grade 2 Water Distribution license. Based on the value of his knowledge and assistance, the scope of his work was expanded to include operations support at the Water Treatment Plant and technical assistance for Recycled Water operations.

During FY 2026/27, Mr. Anderson will focus on supporting construction of the new pump stations and will continue providing technical assistance and mentorship to Water Treatment Plant staff. Staff has been very pleased with Mr. Anderson's work and recommend extending his contract through June 30, 2027. The Water and Wastewater Enterprise Funds have sufficient budget available for FY 2026/27 to accommodate this request. The proposed amendment would increase the contract by \$160,000, for a total contract amount not to exceed \$475,000.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The Water and Wastewater Enterprise Funds have sufficient budget to accommodate this request for the FY26/27. The requested increase to the contract is \$160,000 for a total contract amount not to exceed \$475,000.

ENVIRONMENTAL REVIEW

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

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

[1. Resolution - Anderson Amendment](#)

RESOLUTION NO. 2025-

A RESOLUTION APPROVING AMENDMENT #2 TO AGREEMENT 2024-86 - ANDERSON HOME REPAIR, INC. FOR WASTEWATER AND WATER OPERATIONS MANAGEMENT SERVICES IN AN AMOUNT OF \$160,000 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$475,000

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

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

WHEREAS, Brian Anderson has been providing technical assistance with Water and Wastewater Operations as well as mentoring staff; and

WHEREAS, for fiscal year 26/27 Brian Anderson will additionally be providing pump station construction technical assistance; and

WHEREAS, there is sufficient budget in the Water and Wastewater Enterprise funds FY26/27 budget to support the increase.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the City Manager to execute Amendment #2 to Agreement #2024-86 Anderson Home Repair, Inc. for Wastewater and Water Operations Management Services in an amount of \$160,000 for a total contract amount not to exceed \$475,000.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of July, 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Matt Summers, City Attorney



TITLE

Acceptance of Cannabis Tax Fund Grant Program (CTFGP)

RECOMMENDATION

Adopt a resolution authorizing the Police Chief to accept a grant award in the amount of \$60,694.00 from the California Highway Patrol Cannabis Tax Grant Program for the purchase of a 2026 Harley Davidson Road Glide enforcement vehicle. Including overtime wages for officers to perform DUI/Drug Enforcement operations targeting impaired driving within the City of American Canyon.

CONTACT

Rick Greenberg, Police Chief

BACKGROUND & ANALYSIS

The California Highway Patrol (CHP) works closely with state and local agencies and other traffic safety stakeholders to actively address impaired driving. The CHP will consider a variety of factors in determining specific needs for each grant cycle, including opportunities and projects best suited to prevent the loss of life, injuries, and property damage caused by driving under the influence of alcohol and/or drugs. The purpose of the Cannabis Tax Fund Program (CTFGP) is to provide alternative funding sources to augment, but not supplant, current activities and programs. The CHP will allocate funds for the project categories in accordance with the California Code of Regulations (CCR) Sections 1890.05 through 1890.07, as determined by the CHP.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The American Canyon Police Department has been allocated \$60,694.00 to purchase and administer the Impaired Enforcement Program within their operational area. The Police Department commits to covering the project expenses associated with the grant, which will be initially funded by the General Fund. In accordance with the terms of the grant agreement, the Police Department will request grant reimbursements and wait 90 days to be reimbursed. The total reimbursement amount is expected to be \$60,694.00. Once the grant reimbursements are received, the funds will be returned to the General Fund. These funds will be used to purchase a 2026 Harley Davidson Road

Glide, proposed overtime for personnel to perform DUI/Drug Enforcement operations targeting impaired driving within the City of American Canyon. These include DUI saturation patrol operations to deter DUI/Drug driving behaviors. Schedule B Detailed Budget Estimate Award Number Organization/Agency Total Amount 30851 American Canyon Police Department \$60,694.00. Cost Category Line-Item Name Total Cost to Grant Other Direct Costs Personnel DUI Saturation Patrol \$20,544.00 Category Sub-Total \$20,544.00 DUI Patrol Motorcycle \$40,150.00 Category Sub-Total \$40,150 Grand Total: \$60,694.00.

ENVIRONMENTAL REVIEW

Not applicable.

COMMUNICATION

Level 0: No Further Public Communication Needed

None.

ATTACHMENTS:

[RESOLUTION CTFG](#)

[FY26-27 CTFGP Grant Agreement - American Canyon PD](#)

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AUTHORIZING THE POLICE CHIEF TO ACCEPT A GRANT FROM THE CALIFORNIA HIGHWAY PATROL CANNABIS TAX FUND GRANT PROGRAM IN THE AMOUNT OF \$60,694.00 FOR THE GRANT YEAR 2026/27.

WHEREAS, the City of American Canyon is a municipal corporation duly organized and existing pursuant to the Constitution and laws of the State of California ("City"); and

WHEREAS, the Cannabis Tax Fund Grant, CTFG, provides grant funds on a reimbursement basis for the purpose of assisting local communities in purchasing equipment and operation for impaired driving and prevention, which is administered by the California Highway Patrol; and

WHEREAS, ACPD wished to acquire authorized equipment and seek reimbursements pursuant to the subrecipient agreement between ACPD and California Highway Patrol from the 2026/27 CTFG grant funds; and

WHEREAS, the budget for the City of American Canyon was approved for Fiscal Year 2026-27 was approved by the City Council on June 2, 2026; and

WHEREAS, the approved budget is in accordance with all applicable ordinances of the City and all applicable statutes of the State; and

WHEREAS, the reallocation of the appropriation between departmental activities may be made by the City Manager, while amendments (increase/decreases) to the budget shall be approved by adoption of a resolution of the City Council.

NOW, THEREFORE, BE IT FURTHER RESOLVED,

SECTION 1. The American Canyon City Council agrees to accept the grant award and abide by the terms and conditions of the Cannabis Tax Fund Grant and authorizes the Police Chief or their designee to execute all agreements and documents necessary to accept and expend the grant funds.

SECTION 2. The American Canyon Police Department is authorized to purchase equipment under the City's purchasing policy for qualifying CTFG projects and seek reimbursement from grant funds in accordance with the agreement.

SECTION 3. The Fiscal Year 2026-27 Police Operating Budget shall be amended as follows:
Increase the revenue estimate and appropriation in the Grant Fund 230-30-310-33115 by
\$60,694.00. Additionally, to expend the grants funds out of the General Fund, increase revenue
estimate and appropriations in an equal amount.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the
City of American Canyon held the 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, City Clerk

Matthew T. Summers, City Attorney

1. GRANT TITLE FY26/27 CTFGP Law Enforcement – American Canyon Police Department	
2. NAME OF ORGANIZATION/AGENCY American Canyon Police Department	
3. ORGANIZATION/AGENCY SECTION TO ADMINISTER GRANT American Canyon Police Department	
4. PROJECT PERFORMANCE PERIOD From: 07/01/2026 To: 06/30/2027	5. PURCHASE ORDER NUMBER
6. GRANT OPPORTUNITY INFORMATION DESCRIPTION Law Enforcement grants provide financial assistance to allied agencies for the education, prevention, and the enforcement of laws related to driving under the influence of alcohol and other drugs, including cannabis and cannabis products. The intent of the program is to educate the public regarding the dangers of impaired driving, enforce impaired driving laws on the roadway, and improve the Organization/Agency's effectiveness through training and development of new strategies.	
7. FUNDS ALLOCATED UNDER THIS GRANT AGREEMENT SHALL NOT EXCEED \$60,694.00	
8. TERMS AND CONDITIONS The Grantee agrees to complete the Project, as described in the Project Description. The Grantee's Grant Application, and the California Code of Regulations, Title 13, Division 2, Chapter 13, Sections 1890.00-1890.27, are hereby incorporated into this Grant Agreement by reference. The parties hereto agree to comply with the Terms and Conditions of the following attachments: • Schedule A – Project Description, Problem Statement, Goals and Objectives, and Method of Procedure • Schedule B – Detailed Budget Estimate • Schedule B-1 – Budget Narrative We, the officials named below, hereby swear, under penalty of perjury under the laws of the State of California, that we are duly authorized to legally bind the Grant recipient to the above-described Grant Terms and Conditions. IN WITNESS WHEREOF, this Grant Agreement is executed by the parties hereto.	
9. APPROVAL SIGNATURES A. AUTHORIZED OFFICIAL OF ORGANIZATION/AGENCY Name: Ricky Greenberg Title: Chief Phone: (707) 551-0600 Address: 911 Donaldson Way East American Canyon, CA 94534 E-Mail: ricky.greenberg@countyofnapa.org _____ (Signature) _____ (Date)	B. AUTHORIZED OFFICIAL OF CHP Name: Elliotte Johnson Phone: (916) 843-4360 Title: Captain Fax: (916) 322-3169 Address: 601 North 7th Street Sacramento, CA 95811 E-Mail: ElJohnson@chp.ca.gov _____ (Signature) _____ (Date)
C. ACCOUNTING OFFICER OF CHP Name: M. V. Fojas Phone: (916) 843-3531 Title: Commander Fax: (916) 322-3159 Address: 601 North 7th Street Sacramento, CA 95811 E-Mail: Michelle.Fojas@chp.ca.gov _____ (Signature) _____ (Date)	10. AUTHORIZED FINANCIAL CONTACT TO RECEIVE REIMBURSEMENT PAYMENTS Name: Jemelyn Cruz Title: Finance Director Phone: (707) 551-0600 Address: 4381 Broadway Street, Suite 201 American Canyon, CA 94503

TERMS AND CONDITIONS

Grantee shall comply with the California Code of Regulations, Title 13, Division 2, Chapter 13 Section 1890, et seq. and all other Terms and Conditions noted in this Grant Agreement. Failure by the Grantee to comply may result in the termination of this Grant Agreement by the California Highway Patrol (hereafter referred to as State). The State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.

A. EXECUTION

1. The State (the California Highway Patrol) hereby awards, to the Grantee, the sum of money stated on page one of this Grant Agreement. This funding is awarded to the Grantee to carry out the Project set forth in the Project Description and the terms and conditions set forth in this Grant Agreement.
2. The funding for this Grant Agreement is allocated pursuant to California Revenue and Taxation Code Section 34019(f)(3)(B). The Grantee agrees that the State's obligation to pay any sum under this Grant Agreement is contingent upon availability of funds disbursed from the California Cannabis Tax Fund to the State. If there is insufficient funding, the State shall have the option to either: 1) terminate this Grant Agreement; whereby, no party shall have any further obligations or liabilities under this Grant Agreement, or 2) negotiate a Grant Agreement Amendment to reduce the grant award and scope of work to be provided under this Grant Agreement.
3. The Grantee is not to commence or proceed with any work in advance of receiving notice that the Grant Agreement is approved. Any work performed by the Grantee in advance of the date of approval by the State shall be deemed volunteer work and will not be reimbursed by the State.
4. The Grantee agrees to provide any additional funding, beyond what the State has agreed to provide, pursuant to this Grant Agreement, and necessary to complete or carry out the Project, as described in this Grant Agreement. Any modification or alteration of this Grant Agreement, as set forth in the Grant Application submitted by the Grantee and on file with the State, must be submitted in writing thirty (30) calendar days in advance to the State for approval.
5. The Grantee agrees to complete the Project within the timeframe indicated in the Project Performance Period, which is on page one of this Grant Agreement.

B. PROJECT ADMINISTRATION

1. The Grantee shall submit all reimbursements, progress, performance, and/or other required reports concerning the status of work performed in furtherance of this Grant Agreement on a quarterly basis, or as requested by the State.
2. The Grantee shall provide the State with a final report showing all Project expenditures, which includes all State and any other Project funding expended, within sixty (60) calendar days after completion of this Grant Agreement.
3. The Grantee shall ensure all equipment which is purchased, maintained, operated, and/or developed is available for inspection by the State.
4. Equipment purchased through this Grant Agreement shall be used for the education, prevention, and enforcement of impaired driving laws, unless the Grantee is funding a portion of the purchased price not dedicated to impaired driving and that portion is not part of the Project costs. Equipment purchased under this Grant Agreement must only be used for approved Project-related purposes, unless otherwise approved by the State in writing.
5. Prior to disposition of equipment acquired under this Grant Agreement, the Grantee shall notify the State via e-mail, and by telephone, by calling the California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit at (916) 843-4360.

TERMS AND CONDITIONS

C. PROJECT TERMINATION

1. Grantee or the State may terminate this Grant Agreement at any time prior to the commencement of the Project. Once the Project has commenced, this Grant Agreement may only be terminated if the party withdrawing provides thirty (30) calendar days written notice of their intent to withdraw.
 - a. If by reason of force majeure the performance hereunder is delayed or prevented, then the term end date may be extended by mutual consent for the same amount of time of such delay or prevention. The term "force majeure" shall mean any fire, flood, earthquake, or public disaster, strike, labor dispute or unrest, embargo, riot, war, insurrection or civil unrest, any act of God, any act of legally constituted authority, or any other cause beyond the Grantee's control which would excuse the Grantee's performance as a matter of law.
 - b. Grantee agrees to provide written notice of an event of force majeure under this Grant Agreement within ten (10) calendar days of the commencement of such event, and within ten (10) calendar days after the termination of such event, unless the force majeure prohibits Grantee from reasonably giving notice within this period. Grantee will give such notice at the earliest possible time following the event of force majeure.
2. Any violations of law committed by the Grantee, misrepresentations of Project information by the Grantee to the State, submission of falsified documents by the Grantee to the State, or failure to provide records by the Grantee to the State when requested for audit or site visit purposes may be cause for termination. If the Project is terminated for the reasons described in this paragraph, the State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.
3. The State may terminate this Grant Agreement and be relieved of any payments should the Grantee fail to perform the requirements of this Grant Agreement at the time and in the manner herein provided. Furthermore, the Grantee, upon termination, shall return grant funds not expended by the Grantee as of the date of termination.
4. If this Grant Agreement is terminated, the State may choose to exclude the Grantee from future Grant Opportunities.

D. FINANCIAL RECORDS

1. The Grantee agrees the State, or their designated representative, shall have the right to review and to copy all records and supporting documentation pertaining to the performance of this Grant Agreement. Grantee agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated or required by law. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Furthermore, the Grantee agrees to include a similar right for the State to audit all records and interview staff in any subcontract related to performance of this Grant Agreement.

E. HOLD HARMLESS

1. The Grantee agrees to indemnify, defend, and save harmless the State, its officials, agents and employees from any and all claims and losses accruing or resulting to any and all Grantee's staff, contractors, subcontractors, suppliers, and other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Grant Agreement, and from any and all claims and losses accruing or resulting to any person, agency, firm, corporation who may be injured or damaged by the Grantee in performance of this Grant Agreement.

TERMS AND CONDITIONS

F. NONDISCRIMINATION

1. The Grantee agrees to comply with State and federal laws outlawing discrimination, including, but not limited to, those prohibiting discrimination because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer or genetic characteristics), sexual orientation, political affiliation, position in a labor dispute, age, marital status, and denial of statutorily-required employment-related leave. (GC 12990 [a-f] and CCR, Title 2, Section 8103.)

G. AMERICANS WITH DISABILITIES ACT

1. The Grantee assures the State it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

H. DRUG-FREE WORKPLACE

1. The Grantee shall comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - i. The dangers of drug abuse in the workplace.
 - ii. The person's or Organization/Agency's policy of maintaining a drug-free workplace.
 - iii. Any available counseling, rehabilitation, and employee assistance programs.
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on the Project will:
 - i. Receive a copy of the company's drug-free workplace policy statement.
 - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.
2. Failure to comply with these requirements may result in suspension of payments under this Grant Agreement, or termination of this Grant Agreement, or both, and Grantee may be ineligible for award of any future Grant Agreements if the department determines that any of the following has occurred:
 - a. The Grantee has made false certification or violated the certification by failing to carry out the requirements, as noted above. (GC 8350 et seq.)

I. LAW ENFORCEMENT AGENCIES

1. All law enforcement Organization/Agency Grantees shall comply with California law regarding racial profiling. Specifically, law enforcement Organization/Agency Grantees shall not engage in the act of racial profiling, as defined in California Penal Code Section 13519.4.

TERMS AND CONDITIONS

J. LABOR CODE/WORKERS' COMPENSATION

1. The Grantee is advised and made aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Grant Agreement, (refer to Labor Code Section 3700).

K. GRANT APPLICATION INCORPORATION

1. The Grantee agrees the Grant Application and any subsequent changes or additions approved or required by the State is hereby incorporated into this Grant Agreement.

L. STATE LOBBYING

1. The Grantee is advised that none of the funds provided under this Grant Agreement may be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a state official, whose salary is supported by this Grant Agreement, from engaging in direct communications with the state or local legislative officials, in accordance with customary state and/or local practice.

M. REPRESENTATION AND WARRANTIES

1. The Grantee represents and warrants that:
 - a. It is validly existing and in good standing under the laws of the State of California, has, or will have the requisite power, authority, licenses, permits, and the like necessary to carry on its business as it is now being conducted and as contemplated in this Grant Agreement, and will, at all times, lawfully conduct its business in compliance with all applicable federal, state, and local laws, regulations, and rules.
 - b. It is not a party to any Grant Agreement, written or oral, creating obligations that would prevent it from entering into this Grant Agreement or satisfying the terms herein.
 - c. If the Grantee is a Nonprofit Organization/Agency, it will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status. If the Grantee subcontracts with a Nonprofit as part of this Grant Agreement, the Grantee shall ensure the Nonprofit will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status.
 - d. All of the information in its Grant Application and all materials submitted are true and accurate.

N. AIR OR WATER POLLUTION VIOLATION

1. Under the state laws, the Grantee shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

TERMS AND CONDITIONS

O. GRANTEE NAME CHANGE

1. Grantee agrees to immediately inform the State, in writing, of any changes to the name of the person within the Organization/Agency with delegated signing authority.
2. An Amendment is required to change the Grantee's name, as listed on this Grant Agreement. Upon receipt of legal documentation of the name change, the State will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

P. RESOLUTION

1. A county, city, district, or other local public body shall provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body, which by law, has authority to enter into a Grant Agreement, authorizing execution of the Grant Agreement.

Q. PAYEE DATA RECORD FORM STD. 204

1. This form shall be completed by all non-governmental Grantees.

R. FINANCIAL INFORMATION SYSTEM FOR CALIFORNIA GOVERNMENT AGENCY TAXPAYER ID FORM

1. This form shall be completed by all Grantees.

S. CONFLICT OF INTEREST

1. This section serves to make the Grantee aware of specific provisions related to current or former state employees. If Grantee has any questions regarding the status of any person rendering services or involved with the Grant Agreement, the Grantee shall contact the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) immediately for clarification.
2. Current State Employees:
 - a. No officer or employee shall engage in any employment, activity, or enterprise, from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity, or enterprise is required, as a condition of regular state employment.
 - b. No officer or employee shall contract on their own behalf, as an independent Grantee, with any state agency to provide goods or services.
3. Former State Employees:
 - a. For the two-year period from the date they left state employment, no former state officer or employee may enter into a contract in which they engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to this Grant Agreement while employed in any capacity by any state agency.
 - b. For the 12-month period from the date they left state employment, no former state officer or employee may enter into a contract with any state agency if they were employed by that state agency in a policy-making position in the same general subject area as the proposed Grant Agreement within the 12-month period prior to their leaving state service.
4. The authorized representative of the Grantee Organization/Agency, named within this Grant Agreement, warrants their Organization/Agency and its employees have no personal or financial interest and no present or past employment or activity, which would be incompatible with

TERMS AND CONDITIONS

participating in any activity related to this Grant Agreement. For the duration of this Grant Agreement, the Organization/Agency and its employees will not accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is associated with this Grant Agreement.

5. The Grantee Organization/Agency and its employees shall not disclose any financial, statistical, personal, technical, media-related, and/or other information or data derived from this Grant Agreement, made available for use by the State, for the purposes of providing services to the State, in conjunction with this Grant Agreement, except as otherwise required by law or explicitly permitted by the State in writing. The Grantee shall immediately advise the State of any person(s) who has access to confidential Project information and intends to disclose that information in violation of this Grant Agreement.
6. The Grantee will not enter into any Grant Agreement or discussions with third parties concerning materials described in paragraph five (5) prior to receiving written confirmation from the State that such third party has a Grant Agreement with the State, similar in nature to this one.
7. The Grantee warrants that only those employees who are authorized and required to use the materials described in paragraph 5 will have access to them.
8. If the Grantee violates any provisions in the above paragraphs, such action by the Grantee shall render this Grant Agreement void.

T. EQUIPMENT-USE TERMS

1. The Grantee agrees any equipment purchased under this Grant Agreement shall be used for impaired driving efforts.
2. Law Enforcement Projects:
 - a. Oral Fluid Drug Screening Devices and Cannabis/Marijuana Breath Testing Equipment - The Grantee agrees to ensure all personnel using road-side drug testing equipment, including oral fluid drug testing devices and/or cannabis/marijuana breath testing devices, purchased with grant funds from this Grant Agreement, are trained to recognize alcohol and drug impairment. At a minimum, personnel using these devices should receive Standardized Field Sobriety Testing training. These personnel are also encouraged to attend Advanced Roadside Impaired Driving Enforcement and Drug Recognition Evaluator training. Prior to using these devices, the Grantee agrees to obtain permission from their local prosecutor's office, establish a policy ensuring appropriate use, and require the staff using these devices to receive appropriate training, which may include training from the manufacturer. This will help ensure the equipment is used appropriately. The Grantee shall advise the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) of any legal challenges or other items of significance that may affect the use or legal acceptance of these devices. Additionally, the State may request additional information about the performance of these devices, including information about their use, accuracy, and feedback from personnel using the devices.
 - b. Law Enforcement Vehicles – The Grantee agrees any law enforcement vehicles purchased with Grant funds, from this Grant Agreement, will be primarily used for the enforcement of driving under the influence laws and/or providing public education, related to the dangers of driving under the influence. Additionally, any vehicle purchased using funds from this Grant Agreement shall comply with all California Vehicle Code and California Code of Regulation requirements. The State may require the Grantee to mark these vehicles with a decal and/or emblem, indicating the vehicle is used for driving under the influence enforcement.

Schedule A

American Canyon Police Department

The Grantor determined awards and adjustments based on the Project's merit, operational scale, compliance with the Request for Application (RFA), and program regulations. Certain activities or budget items proposed in Schedule A may have been deemed ineligible for funding. The final, binding list of authorized activities and expenses is set forth in Schedule B - Detailed Budget Estimate.

Project Description

We aim to increase our focus on addressing impaired driving within our community by increasing DUI saturation patrols from quarterly to monthly. Using only SFST/ARIDE trained officers in a specially marked DUI enforcement vehicle we propose a monthly DUI patrol aimed at day and time more often affected by DUI drivers. Our project includes coupling this patrol effort with preceding and follow up social media messaging as a way to leverage the efforts.

Problem Statement

The problem is multifaceted. OTS (last data is from 2023) shows us 27th out of 103 comparable agencies for collisions involving alcohol (over 21) which shows that DUI's are a dangerous problem in American Canyon. Additionally, geographically the city can be challenging to get through and around with a mix of multiple stop lights on the main highway (SR 29), construction projects and older roads. In 2024 the City of American Canyon had 41 DUI arrests. In 2025 that number nearly doubled to 80 arrests. The only significant change the agency made was focusing on the problem of DUI's by committing to the projects of FY25/25 CHP cannabis grant. The problem is that continued focus on this problem requires increased focus and resources. We currently have more POST certified motorcycle riders than the agency has motorcycles thereby limiting the number of officers we can deploy for DUI patrols.

Performance Measures/Scope of Work (Proposed Solution)

12 saturation patrols. Aim to reduce collisions with DUI drivers by 20%. A combination of awareness and enforcement will decrease the probability of an injury accident within our community.

Project Performance Evaluation

The American Canyon Police Department utilizes the Crossroads reporting system for collisions and MK43 for crime reports. We will use the data from prior years to make comparisons and track what tactics are successful.

The American Canyon Police Department (ACPD) meets regularly to discuss enforcement strategies. Additionally, ACPD communicates with neighboring agencies, other government branches and community stakeholders to find ways for better outcomes.

Program Sustainability

Should the grant be reduced or rescinded the department would have to seek funding from other sources. This is dependent on the city's finance department.

The experience and expertise for involved officers will continue after the grant's expiration. The skills and confidence that only directed DUI patrol can provide will continue after the grant has ended.

The efforts made to provide a safe roadway within our community will continue to build partnerships and trust within our community.

Administrative Support

The City of American Canyon has extensive experience overseeing first responder grants. Or sister agency, The Fire Protection District oversees approximately 6 grants. ACPD participates in quarterly DUI meetings. Grants are a part of each meeting. The City Council supports ACPD traffic units' mission to reduce DUI injury collisions with the City.

Schedule B

Detailed Budget Estimate

Award Number	Organization/Agency	Total Amount
30851	American Canyon Police Department	\$60,694.00

Cost Category	Line Item Name	Total Cost to Grant
Personnel	DUI Saturation Patrol	\$20,544.00
Category Sub-Total		\$20,544.00
Equipment	DUI Motorcycle	\$40,150.00
Category Sub-Total		\$40,150.00

Grant Total	\$60,694.00
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Schedule B-1 Budget Narrative

American Canyon Police Department

Prior to engaging in grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the grantee does not have primary traffic jurisdiction, the grantee should consult with the agency having primary traffic jurisdiction.

Personnel

DUI Saturation Patrol

\$20,544.00

12 saturation patrols.

Dedicated DUI enforcement patrols staffed by trained officers.

Overtime pay: \$107.05 per hour.

Each shift up to 2 officers.

Each shift up to 8 hours.

DUI saturation patrol labor up to \$20,544.

Rate does not include benefits.

Equipment

DUI Motorcycle

\$40,150.00

1 Harley Davidson Road Glide Police Model. \$32,000

1 Radio helmet systems with labor \$5,900

Labor for equipment installation, lights configuration \$2,000

1 set of Graphics to include DUI language designating the vehicle as DUI specific \$250

The department will lay the graphics.



TITLE

Proposed Ordinance Adding Chapter 13.08 to Title 13 of the American Canyon Municipal Code

RECOMMENDATION

Continue the hearing on the Proposed Ordinance Adding Chapter 13.08 to Title 13 of the American Canyon Municipal Code relating to backflow prevention and cross-connection control to the regular City Council meeting of August 18, 2026.

CONTACT

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

BACKGROUND & ANALYSIS

The City Council agenda for July 21, 2026, includes a public hearing to consider an ordinance adding Chapter 13.08 to Title 13 of the American Canyon Municipal Code relating to backflow prevention and cross-connection control. Since publication of the agenda and public hearing notice, staff has determined that additional time is needed to complete final review and coordination of the ordinance and supporting program documents.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

Fiscal impact is minimal. Program administration costs will be recovered through annual backflow administration fees established by City Council resolution.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3), as it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

COMMUNICATION

Level 3: Broad Communication

N/A

ATTACHMENTS:

None



CITY COUNCILMEMBER REPORT

Council Meeting Date: 07/21/2026

Submitted by: Mayor Pierre Washington

Event Date: 23/06/2026

Event Type Community Event

Event Title: MAYORS Lunch with Mayor Andrea Sorce, Vallejo, & Mayor Steve Young, Benicia

Event Report: As part of my ongoing commitment to strengthening regional collaboration, I continue to meet regularly with the mayors of our sister cities, including Mayor Andrea Sorce of Vallejo and Mayor Steve Young of Benicia. These conversations focus on building stronger working relationships, sharing perspectives, and exploring opportunities for collaboration on issues that impact our communities. This month, we met for a community partnership lunch at Bab's Restaurant in Vallejo, providing an informal but meaningful setting to discuss regional priorities and reinforce our shared commitment to cooperation and mutual support.

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Event Date: 25/06/2026

Event Type Community Event

Event Title: Montessori 2026 Moving Up Ceremony

Event Report: I had the opportunity to attend the American Canyon Montessori Promotion Ceremony and was honored to serve as the motivational speaker for their promotion celebration. It was wonderful to see so many proud parents, family members, friends, and teachers gathered to recognize these amazing young students, ages 3 to 5.

While these students may be small in stature, they have already accomplished something significant, taking their first steps on a lifelong learning journey. I had the chance to encourage them to keep asking questions, keep learning, and remember that they can achieve great things with hard work and kindness.

The excitement in the room was contagious, and it was a great reminder of how fortunate we are to have dedicated educators and supportive families investing in the next generation.

Congratulations to all of the students on reaching this special milestone and thank you to American Canyon Montessori for inviting me to be part of such a meaningful celebration.

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Event Date: 27/06/2026

Event Type Community Event

Event Title: Kwin Lee Graduation Celebration (Kasama & Bart's son)

Event Report: I was honored to attend the graduation celebration for Kwin Lee, son of Kasama and Bart Lee. It was a wonderful opportunity to celebrate Kwin's accomplishments alongside family and friends who have supported him throughout his educational journey.

As a community, we are always proud to see our young people reach important milestones like graduation. Kwin's achievement reflects not only his hard work and dedication but also the support and encouragement of his family and those who have helped guide him along the way.

I want to congratulate Kwin on this significant accomplishment and wish him continued success as he takes the next steps toward his future goals.

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Event Date: 01/07/2026

Event Type Other

Event Title: Juneteenth Debrief with the Organizers

Event Report: I met with the Juneteenth event organizers and Vice Mayor Mark Joseph to debrief this year's celebration. We had a productive discussion about what worked well, the challenges we faced, and where we would like to see the event grow and evolve next year.

These conversations are important because they allow us to celebrate our successes while identifying opportunities for improvement. I appreciate everyone's willingness to share honest feedback and their continued commitment to making Juneteenth a meaningful and impactful event for the American Canyon community.

The passion and dedication shown by the organizers and volunteers continue to make this event special, and I look forward to seeing how we can build on this year's accomplishments in the years ahead.

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Event Date: 02/07/2026

Event Type Other

Event Title: Special Closed/Open Session on Measure M

Event Report: The Council held a special meeting focused on Measure M and received a presentation on the 9212 Report associated with this important initiative. The report provided an opportunity for Council to review progress, discuss implementation efforts, and better understand how Measure M funding is being used to advance community priorities.

These discussions are critical to maintaining transparency and accountability to our residents. They allow Council to evaluate progress, ask questions, and ensure that we are delivering on the commitments made to voters when Measure M was approved.

I appreciate the work that staff has put into preparing the report and providing the information necessary for Council and the public to stay informed as we continue to move this important initiative forward.

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Event Date: 04/07/2026

Event Type Community Event

Event Title: Annual 4th of July parade, celebrating the 250-year anniversary of the USA

Event Report: I had the honor of participating in our Annual Fourth of July Parade, joining residents, community organizations, local businesses, and fellow elected officials in celebrating our nation's Independence Day. This year's celebration was especially significant as we recognized the 250th anniversary of the founding of the United States.

The parade showcased the pride, patriotism, and strong sense of community that make American Canyon such a special place to live. It was wonderful to see so many families, friends, and visitors come together to celebrate our nation's history and the freedoms we enjoy as Americans.

As we commemorated this historic milestone, it was also an opportunity to reflect on the generations of Americans who have helped shape our country and to look ahead with optimism toward the future. I want to thank all of the organizers, volunteers, participants, public safety personnel, and community members who helped make this year's Fourth of July celebration a memorable and successful event.

The enthusiasm and community spirit on display throughout the day were a great reminder of what can be accomplished when we come together in celebration of both our nation and our local community.

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Event Date: 08/07/2026

Event Type Community Event

Event Title: 2026 2nd Meet me in the Street event

Event Report: I had the opportunity to participate in the second 2026 Meet Me in the Street event and spend time with residents, community organizations, and local businesses that continue to make American Canyon a vibrant and welcoming community.

The event provided a great opportunity to connect directly with community members, celebrate local partnerships, and support the many organizations that contribute to the quality of life in our city. I was especially pleased to support the American Canyon Lions Club, whose members continue to make a positive impact through their service, volunteerism, and commitment to helping others.

Events like Meet Me in the Street highlight the strong sense of community that exists in American Canyon and provide valuable opportunities for residents to engage with local organizations and one another. I want to thank the event organizers, volunteers, sponsors, and community partners who helped make the evening a success and look forward to continued community engagement throughout the year.

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Event Date: 15/07/2026

Event Type Committee Report

Event Title: NVT/NVTA-TA Board Meeting Report on ABAG

Event Report: I participated in the NVT and NVTA-TA Board Meeting, where board members received updates on regional transportation initiatives and engaged in discussions on matters affecting transportation planning and funding throughout Napa County.

During the meeting, there was a report out from the Association of Bay Area Governments (ABAG), which provided updates on regional planning efforts, collaboration among Bay Area jurisdictions, and issues impacting communities across the region. The report highlighted ongoing coordination between local and regional agencies as they work to address transportation, housing, and infrastructure needs.

The Board also discussed organizational and operational matters, including considerations regarding Cost-of-Living Adjustments (COLA) for employees. Board members reviewed the topic as part of ongoing efforts to ensure the agency remains competitive in attracting and retaining a qualified workforce while maintaining fiscal responsibility.

These regional meetings provide an important opportunity to collaborate with neighboring jurisdictions, stay informed on issues impacting American Canyon and Napa County, and help ensure our community's interests are represented in discussions that shape the future of transportation and regional planning.

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Event 16/07/2026
Date:

Event Type Committee Report

Event Title: Molly's Angels Monthly Board meeting

Event Report: I attended the monthly Board Meeting for Molly's Angels, where we discussed ongoing efforts to support seniors and vulnerable residents throughout our community. A key topic of discussion was the organization's continued need to recruit additional volunteer drivers to help meet the growing demand for transportation services.

The Board also discussed ways to expand support for elderly residents, ensuring they can remain connected to essential services, medical appointments, and community resources. These efforts play an important role in helping seniors maintain their independence and quality of life.

I appreciate the dedication of the Molly's Angels Board members, volunteers, and supporters who continue to make a meaningful difference in the lives of so many residents. Their commitment to serving others reflects the strong spirit of volunteerism and community support that makes American Canyon such a special place to live.

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MB MAX)**

Event 20/07/2026
Date:

Event Type Committee Report

Event Title: Napa-Vallejo Waste Management Authority NVWMA

Event Report: I attended and participated in a meeting of the Napa-Vallejo Waste Management Authority (NVWMA) alongside Napa County Supervisor Belia Ramos and fellow board members. The meeting focused on matters related to regional waste management, environmental stewardship, and the continued operation of services that support our communities.

As a member of the Authority, I joined discussions regarding ongoing programs, operational updates, and future initiatives aimed at promoting responsible waste management and sustainability throughout the region. These conversations are important to ensuring that residents continue to receive efficient and environmentally responsible services while meeting evolving regulatory and community needs.

I appreciate the opportunity to work collaboratively with Supervisor Ramos and other regional leaders on issues that impact both our local communities and the broader Napa-Vallejo area. Regional partnerships such as NVWMA play a critical role in addressing shared challenges and advancing solutions that benefit residents today and for future generations.

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CITY COUNCILMEMBER REPORT

Council Meeting Date: 07/21/2026

Submitted by: * Vice Mayor Mark Joseph

Event Date: 17/06/2026

Event Type Committee Report

Event Title: NVTA Board Meeting-June

Event Report: This was my last board meeting as Chair. It was a good run: we selected a new Executive Director; finished up two major projects (Soscol Junction & Vine Trail Segment), started/continue on two more (SR29 in AmCan and SR12/29 interchange); got Measure U adopted with over 70% of the vote; and actually reduced the length of board meetings! Paul Dohring from St. Helena will take over as Chair; and Supervisor Amber Manfree will be Vice-Chair.

We also received project updates on what Napa City is doing with their 1% sales tax; heard that we received a \$250k planning grant to identify a Rail Station in the South County (could be in AmCan!); and learned that SR37 is getting additional funds to cover the overage of the phase 1 improvements.

We conducted our first performance review of the Executive Director (spoiler alert--we were all very satisfied with her first year).

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Event Date: 13/07/2026

Event Type Committee Report

Event Title: Vision Zero Working Group meeting

Event Report: We heard an updated on the Vision Zero Plan. Fehr & Peers didn't change the plan as much as updated the data to reflect the period of 2022-24. Some new areas are being included in the High Injury Network (HIN), such as along Danrose in American Canyon. The overall numbers suggest some progress, but nothing substantial yet. We seem to be doing a good job coordinating capital improvements to reduce collisions and serious injuries, but limited staffing is a problem.

We also heard updates on local road safety plans and "micro-mobility" (think e-bikes, e-scooters, etc.) issues (seems that it is becoming more of a concern, even if the numbers don't show a major problem).

For future issues, we will be talking about trying to reduce speed limits near schools earlier than a new State Law requires; and a discussion about using camera surveillance to help enforce speed/red light violations.

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Event Date: 15/07/2026

Event Type Committee Report

Event Title: NVTA Board Meeting - July

- Event Report:**
- Heard an update on repaving the Carquinez Bridge (westbound into SF only)--this will occur during the weekend of August 21-24. Bottom line: avoid going to San Francisco that weekend!
 - Project update on the roundabout near Oakville Grocery--it's moving along, but we need to secure remaining construction funds before right-of-way acquisition. Sort of a chicken and egg problem!
 - Reviewed the draft Countywide Transportation Plan. This identifies all the projects each jurisdiction needs to address local and regional issues. It also identifies the funding gap, which can be measured in the millions. This is similar to prior documents--the goal is to identify projects so they are eligible in case funding does present itself. Also, the real focus is on completing the critical projects and that is usually accomplished. It will come back for final adoption in October. One interesting add on relates to Emergency Evacuation routes. This is a tough issue to model, but is nonetheless critical in transportation planning (thank you, new Chair Dohring for identifying this topic!)
 - Approved the Executive Director's new contract (3% COLA and one-time 2% bonus); and adopted revised personnel policies, documenting current practices, but also adding a potential COLA for all employees and establishing a longevity pay plan.
 - Lastly, NVTA is producing a newsletter--"Beyond the Agenda"--that summarizes a variety of NVTA-related activities. I attached the inaugural edition.

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NVTA Newsletter 7-26.pdf

3.93MB

Event Date: 26/06/2026

Event Type Committee Report

Event Title: Climate Action Committee

Event Report: Councilmember Lamattina and I attended this meeting. Most of the discussion relating to the pending Bay Area Air District's rules for Water Heaters and Furnaces. In general, they appear to be reasonable: gas-powered equipment will be replaced only after the existing equipment fails or can't be repaired. There are also several exemptions to address affordability or access.

We also received a presentation on all the things Calistoga is doing, particularly with their "Green Committee." This is something each jurisdiction will be encouraged to do over time. We need to start identifying all the cool things we've done or plan to do!

Our new Sustainability Analyst, Lauren Clark, also introduced herself to the Committee. It is good to see us be represented by someone who is quickly getting involved in the mechanics of this issue. (see below)

Unfortunately, we ran out of time to hear the final topic, which was an update on the RCAAP, and just received notice that the July CAC meeting is being canceled. Hopefully, we will receive the final RCAAP report soon!!

On the positive side, we met with Lauren, and the City Manager to get an update on what Lauren is getting involved in--very extensive list. The meeting was also to introduce her to Jim Wilson and Chris Benz of Napa Climate NOW--but they weren't available. She'll connect with them later.

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Event Date: 29/06/2026

Event Type Committee Report

Event Title: North Bay Water Reuse Authority (NBWRA) meeting

Event Report: Attended this meeting virtually. Much of the topics don't involve American Canyon, but one issue was interesting. Petaluma is not able to use all of the grant funds they received from the Fed's. All the member jurisdictions are now going through their budgets to see if they could use the money, rather than return it. The real catch is this: while the \$5 million remaining is a lot of money, it is only a 25% match. That means we need to come up with \$20 million in existing funds to use it. City Staff is nonetheless looking to see what projects we have budgeted that could use a 25% discount.

We also formally renamed ourselves: We are now the North Bay Water Resilience Authority (NBWRA). This reflects the expanded role beyond recycled water (drought planning and sea level rise).

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Event
Date:

Event Type Community Event

Event Title: Community Events and Activities

- Event Report:
- Helped with Kiwanis Food Distribution for June and July
 - Went to the State Capitol with Supervisor Ramos and Fran's daughter, Rebecca, to observe both houses "Adjourning in Memory" of Fran Lemos. Very touching and thoughtful (PS - Beth Marcus was ill and couldn't attend)
 - Met with the Mayor and others to discuss concerns about ACAF's Juneteenth Celebration. The issue is to hold a standalone event next year. This will be more expensive and involve much more effort. Hopefully, we will have a new organizing committee to assist with both.
 - Attended the July Meet Me in the Street, as a spectator. Boy, that was nice!!
 - Working on Arts Foundation events and activities, including a performance of Shakespeare in the Park (August 8) and the dedication of our Community Mosaic (August 20).
 - Attended the Chamber's Potential Candidates meeting, part of the Government Affairs Committee. Good opportunity for prospective candidates to hear from others on what to expect and how to prepare.

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Future Agenda Items

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

Cancelled

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

Hess Laird Pre-Zoning
ADU Ordinance Update
FY 2026/27 CIP Projects
Rezoning Changes
Active Planning Projects

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

(CONSENT ONLY, NATIONAL NIGHT OUT)

Silver Oak Restroom (PR23-0700) &
Northampton Restroom (PR23-0500): NOC
Veteran's Park (TR23-0200): NOC

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

Presentation MCE
Residential Tree Program

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

5 Year Budget

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

Cancelled

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

Backflow Devices Ordinance First Reading
Quarterly Investment Report
South Kelly/Highway 29 Intersection Project
(TR23-0200): Award
WTP Filter Media & Underdrain Repair (WA23-0200): Award
Sites Reservoir Project Update
Utility Enterprise Financial Update
Urban Water Management Plan
Utility Update

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

TBD

September 1, 2026, City Council 6:30p

Hispanic Heritage Month
Suicide Prevention Month
Rezoning Changes First Reading
Conflict of Interest Biennial Review
Measure B Position
National Community Planning Month
Density Bonus, Inclusionary Ordinance, and
ADU Ordinance
Hess-Laird Pre-Zoning First Reading

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

Napa County BayREN Home Energy Savings
Reusable Foodware Ordinance

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

Active Adult Program Fee Waiver Policy
Municipal Code Chapter 2.29 and Guidelines

September 15, 2026, City Council 6:30 p.m.

National Community Planning Month
National Recovery Month
NVTa SR29 Multi-Modal Project Local Funding
Commitment
Q1 CIP Update

September 24, 2026, Planning Comm. 6:30 p.m.

TBD

October 6, 2026, City Council 6:30 p.m.

Domestic Violence Awareness Month
Filipino American Heritage Month
Q2 CIP Update

October 7, 2026, Joint OSATS & PCS 6:30p

E-Bike Ordinance

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