



REGULAR CITY COUNCIL MEETING AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon

March 4, 2025

6:30 PM

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

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

PUBLIC PARTICIPATION

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

Zoom Link: [Click here](#). **Webinar ID:** 862 3299 1024; **Passcode:** 12345. **Phone in to Zoom:** 408-638-0968

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

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

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

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

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

4:00 P.M. – CLOSED SESSION

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

CALL TO ORDER - CLOSED SESSION

ROLL CALL - CLOSED SESSION

PUBLIC COMMENTS - CLOSED SESSION ITEMS

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

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

CLOSED SESSION ITEMS

- 1. Conference with Legal Counsel – Anticipated Litigation. Authorized pursuant to Government Code Section 54956.9 (d)(2). Three (3) Matters.**
- 2. Conference with Legal Counsel - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(d)(1):**
 - a. *City of American Canyon v. City of Vallejo, et al.* (Sacramento Superior Court Case No. 34-2022-00327471).**
 - b. *City of Vallejo v. City of American Canyon et al.* (Third District Court of Appeal Case No. C102070; formerly Sacramento County Superior Court Case No. 23WM000055).**
 - c. *City of Vallejo v. City of American Canyon et al.* (Sacramento County Superior Court Case No. 24WM000078).**
 - d. *City of Vallejo v. City of American Canyon et al.* (Marin County Superior Court Case No. CV0003752).**
- 3. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b). Position: City Attorney**
- 4. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b). Position: City Manager**

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

CALL TO ORDER - COUNCIL TO RECONVENE IN OPEN SESSION

PLEDGE OF ALLEGIANCE

ROLL CALL - OPEN SESSION

PROCLAMATIONS AND PRESENTATIONS

5. [Proclamation - March 2025 as Women's History Month](#)
6. [Proclamation - March 2025 as Red Cross Month](#)
7. [Proclamation - Acknowledging the Muslim Holiday of Ramadan](#)

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

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

AGENDA CHANGES

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

CONSENT CALENDAR

8. [Minutes of February 4, 2025](#)
Recommendation: Approve the minutes of the Regular City Council meeting held on February 4, 2025.
9. [Report Upon Return from Closed Session for February 4, 2025](#)
Recommendation: Approve the Report Upon Return from Closed Session for the Regular City Council Meeting held on February 4, 2025.
10. [Minutes of February 18, 2025](#)
Recommendation: Approve the minutes of the Rescheduled City Council Meeting held on February 18, 2025.
11. [Report Upon Return from Closed Session for February 18, 2025](#)
Recommendation: Approve the Report Upon Return from Closed Session for the Regular City Council Meeting held on February 18, 2025.
12. [Minutes of February 25, 2025](#)
Recommendation: Approve the minutes for the Special City Council Closed Session meeting held on February 25, 2025.
13. [Notice of Completion for the Green Island Road Rule 20A/B Utility Undergrounding Project \(TR16-0703\)](#)
Recommendation: Adopt a Resolution accepting the contracted work as complete, and authorizing the Public Works Director to file a Notice of Completion in conjunction with the Green Island Road Rule 20A/B Utility Undergrounding Project (TR16-0703)

14. **Notice of Completion for Skatepark Relocation (PR22-0100)**
Recommendation: Adopt a Resolution accepting the Skatepark Relocation Project (PR22-0100) as complete and authorizing the Public Works Director to file a Notice of Completion.
15. **Coastland, Amendment #1 to Task Order #2 for Inspection Services**
Recommendation: Adopt a Resolution approving Amendment #1 to Agreement #2024-A101 with Coastland Civil Engineering for Construction Inspection Services in the Amount of \$210,000 for a total contract amount not to exceed \$460,000.
16. **Watson Ranch Lot 10 Public Improvements Acceptance**
Recommendation: Adopt a Resolution accepting the public streets and appurtenant utilities improvements associated with the Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements Project.
17. **Chavan and Associates, LLP Audit Services Contract**
Recommendation: Adopt a Resolution authorizing the City Manager to execute a contract with Chavan and Associates, LLP to provide professional auditing and reporting services for three years beginning with the FY2024-25 Audit in the amount not to exceed \$159,500.
18. **Quarterly Investment Report for City and Fire District for Fiscal Year 2024-25 Quarter 2**
Recommendation: Receive and file the City and Fire District's Treasurer's Report for the quarter ended December 31, 2024.

PUBLIC HEARINGS

19. **Giovannoni Logistics Center Tentative Parcel Map and Design Permit Extension**
Recommendation: Adopt a Resolution for a twelve-month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit from March 21, 2025, to March 21, 2026, APNs 057-130-034 and 057-130-036 (File No. PL24-0031)
20. **American Canyon Municipal Code Chapter 12.04.051 Skatepark Use**
Recommendation: Waive first reading, read by title only, and introduce an Ordinance of the City of American Canyon to repeal and replace Chapter 12.04.051 "Skatepark Use" to the American Canyon Municipal Code.

BUSINESS

21. **Wetlands Edge Enhancement Project (PR19-0100)**
Recommendation: Adopt a Resolution 1) amending the FY2024-25 Capital Budget and increasing the Project Budget from \$450,000 to \$950,000; 2) awarding a construction contract to Marina Landscape, Inc. in the amount of \$679,065.95, and 3) authorizing the Public Works Director to execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the Wetlands Edge Enhancement Project (PR19-0100).
22. **Community Service Awards Selection Policy**

Recommendation: Adopt a Resolution of the City Council of the City of American Canyon to repeal and replace Resolution 2020-26 with the updated Community Service Awards Selection Policy.

23. Parks and Recreation Refund Policy

Recommendation: Adopt a Resolution of the City Council of the City of American Canyon to repeal and replace Resolution 2009-113 and Resolution 2008-153 with the updated Parks and Recreation Refund Policy.

MANAGEMENT AND STAFF ORAL REPORTS

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

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

24. Council Committee Report - Councilmember David Oro

25. Council Committee Report - Vice Mayor Mark Joseph

26. Council Committee Report - Mayor Pierre Washington

FUTURE AGENDA ITEMS

27. Future Agenda Items of Note

ADJOURNMENT

CERTIFICATION

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

Taresa Geilfuss, CMC, City Clerk

CITY OF AMERICAN CANYON PROCLAMATION



WOMEN'S HISTORY MONTH MARCH 2025

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that I, Pierre Washington, Mayor of American Canyon, on behalf of the American Canyon City Council, do hereby proclaim March 8, 2025, as National Women's Day and proclaim the month of March 2025 as Women's History Month, and urge all citizens to join in this observance by celebrating and honoring the achievements, contributions, and legacy of women throughout history.

Dated: March 4, 2025

Pierre Washington, Mayor

CITY OF AMERICAN CANYON PROCLAMATION



Red Cross Month 2025

WHEREAS, this March, we celebrate American Red Cross Month by recognizing the compassionate acts of people in American Canyon and by renewing our commitment to lend a helping hand to our neighbors in need, and

WHEREAS, since Clara Barton founded the American Red Cross almost 150 years ago, generation after generation has stepped up to deliver relief and care across our country and around the world, and

WHEREAS, the volunteers, blood and platelet donors, and financial supporters who now give back through the Sonoma/Napa Disaster Response Area of the American Red Cross remain unwavering in their commitment to prevent and alleviate human suffering in the face of today's emergencies, and

WHEREAS, these voluntary and generous contributions shine a beacon of hope in people's darkest hours — whether it's delivering shelter, food and comfort during disasters; providing critical blood donations for hospital patients; supporting service members, veterans and their families; saving lives with first aid, CPR, AED and other skills; or delivering international aid and reconnecting loved ones separated by global crises, and

WHEREAS, this work to uplift our community is truly made possible by those who selflessly answer the call to help, whenever and wherever it's needed, and

NOW, THEREFORE, I, Mayor Pierre Washington, on behalf of the American Canyon City Council, do hereby proclaim March 2025 as Red Cross Month. I encourage all citizens of American Canyon to reach out and support its humanitarian mission.

Dated: March 4, 2025

Pierre Washington, Mayor

CITY OF AMERICAN CANYON PROCLAMATION



Acknowledging the Muslim Holiday of Ramadan

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

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

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

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

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

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

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

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

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

WHEREAS, the observance of the Muslim holy month of Ramadan commenced at dusk on March 1, 2025, and continues for one lunar month, from sunrise to sunset each day;

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

Dated: March 4, 2025

Pierre Washington, Mayor

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

ACTION MINUTES
February 4, 2025

5:00 P.M. – CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The meeting was called to order at 5:00 p.m.

ROLL CALL - CLOSED SESSION

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

Absent: None

Excused: None

PUBLIC COMMENTS - CLOSED SESSION ITEMS

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

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

5:00 P.M. CLOSED SESSION ITEMS

1. Matters Relating to Public Employment Public Employee Performance Evaluation Pursuant to Government Code Section 54957. Positions: William Ross, City Attorney

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

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

2. Conference with Legal Counsel - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(e)(3): Claim(s) re Estate of Leon Dale Schmidt

3. 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 - REGULAR MEETING

CALL TO ORDER - COUNCIL TO RECONVENE IN OPEN SESSION

The City Council meeting was called to order at 6:37 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

Excused: None

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

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

PROCLAMATIONS AND PRESENTATIONS

4. Proclamation: Black History Month

Mayor Washington announced the Black History Month proclamation. It was received by Orlando Harris with Ken Leary and Shirley Leary.

5. Proclamation - Kenneth Leary

Mayor Washington announced the proclamation honoring former Council Member Ken Leary, who accepted it.

6. American Canyon State Route 29 Corridor Improvement Project

Council received a presentation on the American Canyon State Route 29 Corridor Improvement Project from NVRTA Executive Director Kate Miller and Program Manager Grant Baily, along with consultants Parag Mehta and Sean Houck of Kimley-Horn.

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

Mayor Washington opened public comments. Written comments: none. Oral comments: Arvind Nischal was called to speak The public comment period was closed.

AGENDA CHANGES

There were no changes to the agenda.

CONSENT CALENDAR

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

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

Nays: None

Abstain: None

Absent: None

Excused: None

7. Minutes of January 21, 2025

Action: Approved the minutes of the Regular City Council meeting of January 21, 2025.

8. Minutes of January 24, 2025 - Special City Council Meeting

Action: Approved the minutes of the Special City Council meeting of January 24, 2025.

9. Minutes of January 29, 2025 - Special City Council Meeting

Action: Approved the minutes of the Special City Council meeting of January 29, 2025.

10. Report Upon Return from Closed Session

Action: Approved the Report Upon Return from Closed Session for the Special City Council Meeting of January 24, 2025.

11. Local Appointments List of Boards, Commissions and Committees 2025 Vacancies

Action: Adopted Minute Order 2025-05 approving the Local Appointments List of Boards, Commissions and Committees 2025 Vacancies.

12. Watson Ranch at the Square Memorandum of Understanding/Letter - Temporary Uses

Action: Adopted Minute Order 2025-06 approving a "City Letter of Understanding & Agreement" (Agreement 2025-14) to allow temporary amphitheater uses in the Napa Valley Ruins and Gardens.

PUBLIC HEARINGS

13. Establish Electric Vehicle Charging Fees

Council received an Electric Vehicle Charging Fees staff report from Interim Assistant City Manager Juan Gomez. Mayor Washington opened the public hearing and called for public comments. Written comments: none. Oral comments: Ken Leary was called to speak; Joan Bennett was called to speak; Karen Fritz was called to speak; Nance Matson was called to speak; Vincent Lin was called to speak; Fran Lemos was called to speak. Public comments and the public hearing were closed.

Action: Motion to adopt Resolution 2025-06 amending the Master Fee Schedule to include new user fees for Electric Vehicle Charging Stations with an annual review of the

fees made by Councilmember David Oro, seconded by Vice Mayor Mark Joseph, and CARRIED by roll call vote.

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

Nays: None

Abstain: None

Absent: None

Excused: None

14. Public Hearing Regarding Proposed Solid Waste Overage Fee and Amendment to the Recology American Canyon Franchise Agreement

Council received a Proposed Solid Waste Overage Fee and Amendment to the Recology American Canyon Franchise Agreement staff report from Assistant Public Works Director Norman Woods. Mayor Washington opened the public hearing and called for public comments. Written comments: none. Oral comments: Fran Lemos was called to speak. Public comments and the public hearing were closed.

Action: Motion to adopt Resolution 2025-07 authorizing the City Manager to execute an amendment (Agreement 2025-19) to the City's Solid Waste Franchise Agreement with Recology American Canyon to address Residential and Commercial Overage rates and language modification for overages made by Councilmember Brando Cruz, seconded by Councilmember Melissa Lamattina, and CARRIED by roll call vote.

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

Nays: None

Abstain: None

Absent: None

Excused: None

15. Giovannoni Tentative Parcel Map and Design Permit Extension

Council received a Giovannoni Tentative Parcel Map and Design Permit Extension staff report from Senior Planner William He. Mayor Washington opened the public hearing and called for public comments. Written comments: none. Oral comments: Ernie Knodal was called to speak. Public comments and the public hearing were closed.

Action: Motion to continue approving a twelve-month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit from March 21, 2025, to March 21, 2026, APNs 057-130-034 and 057-130-036 (File No. PL24-0031) to the Regular City Council meeting of March 4, 2025. made by Councilmember David Oro, seconded by Vice Mayor Mark Joseph, and CARRIED by roll call vote.

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

Nays: None
Abstain: None
Absent: None
Excused: None

BUSINESS

16. Wetlands Edge Enhancement Project (PR19-0100)

Council received a Wetlands Edge Enhancement Project (PR19-0100) staff report from Senior Civil Engineer Ron Ranada. Mayor Washington opened public comments. Written comments: none. Oral comments: Scott Thomason was called to speak; Janelle Sellick was called to speak; Karen Fritz was called to speak; Mary Tabbert was called to speak. The public comment period was closed.

This item was continued to the Regular City Council meeting of March 4, 2025.

17. Community Service Awards Selection Policy

Council received a Community Service Awards Selection Policy staff report from City Manager Jason Holley. Mayor Washington opened public comments. Written comments: Pastor Morris Curry. Oral comments: Joan Bennett was called to speak; Mary Tabbert was called to speak; Janelle Sellick was called to speak; Beth Marcus was called to speak; Nance Matson was called to speak; Pablo Holmes was called to speak. The public comment period was closed.

This item was continued to the Regular City Council meeting of March 4, 2025.

MANAGEMENT AND STAFF ORAL REPORTS

18. Q3 FY24/25 Capital Project Schedule Update

Council received a Q3 FY24/25 Capital Project Schedule Update oral update from Senior Civil Engineer Ron Ranada and provided feedback.

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

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

FUTURE AGENDA ITEMS

19. Future Agenda Items of Note

The meeting was adjourned at 9:55 p.m.

CERTIFICATION

Respectfully Submitted,

Taresa Geilfuss, City Clerk

FEBRUARY 4, 2025 CITY COUNCIL MEETING

Proclamations

- **Black History Month:** Proclamation received Orlando Harris, Kenneth Leary and Shirley Leary.
- **Kenneth Leary Proclamation:** Proclamation received by Kenneth and Shirley Leary.



Presentations

Received a presentation on the American Canyon State Route 29 Corridor Improvement Project.

City Action

- Adopted a resolution approving contract changes for the Wetlands Edge Enhancement project.
- Adopted a resolution updating the community service awards selection policy.
- Received an update on the FY 2024-2025 Capital Project schedule.

Next time...

Join our **February 18** meeting to learn more about:

- Meet the Council and State of the City Open House
- Mid-Year Budget Update
- Human Resources Annual Report
- and more!

View presentations, agenda packets and meeting details:



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

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

Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 199/6

February 6, 2025

VIA E-MAIL

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

Re: Report Upon Return from Closed Session; Regular City Council Closed Session Meeting of the American Canyon City Council of February 4, 2025

Dear Mayor Washington and Members of the City Council:

This communication sets forth reportable action, if any, of the City Council (“Council”) of the City of American Canyon (“City”), consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the Regular City Council Closed Session Meeting of February 4, 2025, consistent with Government Code Section 54957.1.

Mayor Washington called the Meeting to order in Open Session at 5:00 p.m. and, after ascertaining that there were no public comments on the matters agendized for Closed Session consideration, adjourned to Closed Session at 5:00 p.m.

There were three (3) matters were agendized for Closed Session consideration:

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

- c. *City of Vallejo v. City of American Canyon et al.* (Sacramento County Superior Court Case No. 24WM000078).
- d. *City of Vallejo v. City of American Canyon et al.* (Marin County Superior Court Case No. CV0003752).

2. Conference with Legal Counsel – Existing Litigation Authorized pursuant to Government Code Section 54956.9(e)(3): a. Claim(s) regarding the Estate of Leon Dale Schmidt

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

With respect to Closed Session Agenda Item No. 1, there was no reportable action under the provisions of Government Code Section 54957. City Manager Holley was not present during the Council consideration of the matter which concluded at 5:48 p.m.

Beginning at 5:49 p.m. the Council considered the balance of the Closed Session Agenda with City Manager Holley being present.

With respect to Closed Session Agenda Item Nos. 2.1.a., b., c., and d., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(1) with the exception of of Item No. 2.1.a., where there was unanimous Council direction (5-0) to not oppose a continuance of the current trial date beyond ninety (90) days.

With respect to Closed Session Agenda Item No. 2.2.a., there was unanimous Council direction (5-0) to deny the claim associated with the Estate of Leon Dale Schmidt.

With respect to Closed Session Item No. 3., there was no reportable action consistent with the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(2).

The Closed Session conclusion of the Closed Session at 6:32 p.m.

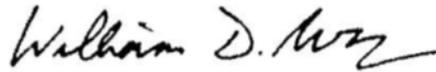
After convening in Open Session, City Attorney Ross stated that a written report upon return from Closed Session consistent with Government Code Section 54957.1 would be prepared concerning the matters agendized for Closed Session.

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

The Honorable Pierre Washington, Mayor
and Members of the City Council
February 6, 2025
Page 3

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

Very truly yours,

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

William D. Ross
City Attorney

WDR:jf

cc: Jason B. Holley, City Manager
Juan Gomez, Interim Assistant City Manager
Taresa Geilfuss, City Clerk

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

ACTION MINUTES
February 18, 2025

CALL TO ORDER

The meeting 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

Excused: None

PUBLIC COMMENT – CLOSED SESSION

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

4:30 P.M. CLOSED SESSION ITEMS

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

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

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

3. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b).Position: City Attorney

4. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b).Position: City Manager

5:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER - COUNCIL TO RECONVENE IN OPEN SESSION

The meeting was called to order at 5:30 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

Excused: None

PROCLAMATIONS AND PRESENTATIONS

5. State of the City and City Council Open House: 5:30 p.m. - 7:30 p.m. (In Person Only)

Council recessed to the in-person open house at 5:35 p.m.

Council reconvened at 7:30 p.m.

ROLL CALL

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

Absent: None

Excused: None

PUBLIC COMMENTS - ITEMS NOT ON CLOSED SESSION OR OPEN SESSION

AGENDA

Mayor Washington opened public comments. Written comments: none. Oral comments: Fran Lemos was called to speak. The public comment period was closed.

AGENDA CHANGES

There were no changes to the agenda.

CONSENT CALENDAR

There were no Consent Calendar items.

PUBLIC HEARINGS

There were no Public Hearing items.

BUSINESS

6. Fiscal Year 2024-25 Mid-Year Budget Amendments

Council received a Fiscal Year 2024-25 Mid-Year Budget Amendments staff report and presentation from Interim Assistant City Manager Juan Gomez. Mayor Washington opened public comments. Written comments: none. Oral comments: Beth Marcus was called to speak; Joey Palma was called to speak; Hugh Marquez was called to speak; Fran Lemos was called to speak. The public comment period was closed.

Action: Motion to adopt Resolution 2025-09 approving Mid-Year Budget Amendments to the Fiscal Year 2024-25 Budget made by Vice Mayor Mark Joseph, seconded by Councilmember Brando Cruz, and CARRIED by roll call vote.

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

Nays: None

Abstain: None

Absent: None

Excused: None

7. Human Resources Annual Presentation

Council received and filed a Human Resources Annual report and presentation from Human Resources Officer II Scott Corey. Mayor Washington opened public comments. Written comments: none. Oral comments: none. The public comment period was closed.

MANAGEMENT AND STAFF ORAL REPORTS

Council received oral updates from Parks & Recreation Director Alexandra Ikeda, Public Works Director Erica Ahman Smithies and Community Development Director Brent Cooper.

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

8. City Council Committee Report - Mayor Pierre Washington

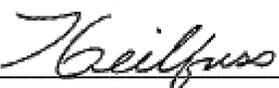
The mayor and council members provided oral reports and announced items of community interest.

ADJOURNMENT

The meeting was adjourned at 8:46 p.m.

CERTIFICATION

Respectfully Submitted,



Taresa Geilfuss, City Clerk



City Council Community Update

FEBRUARY 18, 2025 CITY COUNCIL MEETING

State of the City Open House

The City of American Canyon hosted approximately 150 community members at the State of the City Meet the Council Open House. Residents connected directly with Council Members and staff through fostering meaningful conversations about City initiatives and community priorities.



City Action

- Adopted a resolution approving mid-year Budget amendments to the FY 2024-25 Budget
- Received and filed a report on City workforce trends and demographics from the Human Resources Division

Next time...

Join our **March 4** meeting to learn more about:

- Special March observances
- Skatepark Municipal Code
- Giovannoni Tentative Parcel Map Extension
- and more!

View presentations, agenda packets and meeting details:



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

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

Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 199/6

February 21, 2025

VIA E-MAIL

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

Re: Report Upon Return from Closed Session; Regular City Council Closed Session Meeting of the American Canyon City Council of February 18, 2025

Dear Mayor Washington and Members of the City Council:

This communication sets forth reportable action, if any, of the City Council (“Council”) of the City of American Canyon (“City”), consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the Regular City Council Closed Session Meeting of February 18, 2025, consistent with Government Code Section 54957.1.

Mayor Washington called the Meeting to order in Open Session at 4:30 p.m. and, after ascertaining that there were no public comments on the matters agendized for Closed Session consideration, adjourned to Closed Session at 4:30 p.m.

There were four (4) matters were agendized for Closed Session consideration:

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

- c. *City of Vallejo v. City of American Canyon et al.* (Sacramento County Superior Court Case No. 24WM000078).
 - d. *City of Vallejo v. City of American Canyon et al.* (Marin County Superior Court Case No. CV0003752).
2. Conference with Legal Counsel – Anticipated Litigation
Authorized pursuant to Government Code Section 54956.9(d)(2).
Two (2) Matters.
 3. Matters Relating to Public Employment - Public Employee
Performance Evaluation Pursuant to Government Code Section
54954.5(e) and 54957(b). Position: City Attorney
 4. Matters Relating to Public Employment - Public Employee
Performance Evaluation Pursuant to Government Code Section
54954.5(e) and 54957(b). Position: City Manager

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

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

With respect to Closed Session Item Nos. 3. and 4., there was no reportable action consistent with the provisions of Government Code Section 54954.5(e) and Section 54957(b).

The Closed Session conclusion of the Closed Session at 5:11 p.m.

After convening in Open Session, City Attorney Ross stated that a written report upon return from Closed Session consistent with Government Code Section 54957.1 would be prepared concerning the matters agendized for Closed Session review.

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

The Honorable Pierre Washington, Mayor
and Members of the City Council
February 21, 2025
Page 3

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

Very truly yours,

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

William D. Ross
City Attorney

WDR:jf

cc: Jason B. Holley, City Manager
Juan Gomez, Interim Assistant City Manager
Taresa Geilfuss, City Clerk

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

ACTION MINUTES
February 25, 2025

PUBLIC ADDRESS – CLOSED SESSION

CALL TO ORDER

The meeting was called to order at 5:00 p.m.

ROLL CALL

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

Absent: None

Excused: None

PUBLIC COMMENT - CLOSED SESSION

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

CLOSED SESSION ITEMS

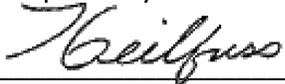
- 1. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b). Position: City Attorney**
- 2. Matters Relating to Public Employment - Public Employee Performance Evaluation Pursuant to Government Code Section 54954.5(e) and 54957(b). Position: City Manager**

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

CERTIFICATION

Respectfully Submitted,



Taresa Geilfuss, City Clerk



TITLE

Notice of Completion for the Green Island Road Rule 20A/B Utility Undergrounding Project (TR16-0703)

RECOMMENDATION

Adopt a Resolution accepting the contracted work as complete, and authorizing the Public Works Director to file a Notice of Completion in conjunction with the Green Island Road Rule 20A/B Utility Undergrounding Project (TR16-0703)

CONTACT

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

BACKGROUND & ANALYSIS

Overall design of the Green Island Road Reconstruction and Widening Project (TR16-0700) has been completed and is currently advertising for construction bid proposals. As part of the road project, the section of Green Island Road from Commerce Boulevard to Paoli Loop will be widened to improve existing, and provide new transportation facilities, including three traffic lanes (two travel lanes and one center turn lane), and a dedicated Class I trail.

In order to accommodate the above road improvements, conflicts with existing utility poles and their overhead wireline facilities needed to be removed and relocated first. The relocation process was undertaken via Rule 20 of the California Public Utilities Commission, and consequently the formation of the Green Island Road Underground Utility District (UUD) No. 1.

As part of this process, staff worked with the various utility companies (Pacific Gas and Electric, AT&T, Comcast, and CableCom), and completed the design of an underground joint trench project into which the overhead facilities would be relocated. Staff subsequently completed the bid package and advertised a solicitation for bids for the Green Island Road Rule 20A/B Utility Undergrounding Project (TR16-0703; "Project").

On November 15, 2022, the City Council authorized the award of the construction contract to St. Francis Electric, LLC ("SFE") in the amount of \$1,766,867, and authorized the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Construction Budget of \$2,570,000 (2022-R101). SFE has completed the contract work, including

Contract Change Order (CCO) Nos. 1 through 20, to the satisfaction of the Public Works Director, at a final contract cost of \$2,075,815.00. Staff recommends Council accept the work as complete, approve a Notice of Completion, and authorize the release of Retention payment to SFE.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The total construction contract amount including CCO Nos. 1-20 is \$2,075,815.00. The change orders, amounting to an approximate increase of 17%, were mainly due to unforeseen existing field conditions including conflicts with existing utilities, and added design scope by utility partners.

Below is a summary of the overall expenditures related to the undergrounding effort, as compared to the amounts authorized by the aforementioned Resolution:

Expense Items	Authorized/Estimated Amount at Award	Final Amount
Construction - Joint Trench	\$1,766,867	\$2,075,815
Construction Management and Inspection	\$250,000	\$348,600
Material Testing Services	\$90,000	\$\$28,874.50
Service Conversions	\$30,000	\$39,646.39
Contingency	\$430,000 (20%)	-
Total Construction Budget	\$2,570,000	\$2,492,935.89

Per the above, the Project was constructed within the Construction Budget, while utilizing \$356,068.89 (82%) of the allotted contingency.

Additionally, given the Rule 20A portion of the work (which is completed at the expense of respective utility companies) which the City undertook on behalf of the utility partners, the City is anticipating reimbursements totaling \$213,426.75 from said partners. Fund 381 (Green Island Community Facilities District (2018-1); previously Fund 281) was utilized for the Construction Budget. Hence, the reimbursements will be routed to this fund.

ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act ("CEQA"), an Initial Study/Mitigated Negative Declaration ("IS/MND"), that includes a "Mitigation Monitoring and Reporting Plan ("MMRP"), was prepared for the Project and circulated for 30 days starting on August 27, 2019. A Notice of Intent ("NOI") to adopt a Mitigated Negative Declaration ("MND") was posted at the County Clerk in accordance with the CEQA requirements on August 27, 2019.

A public hearing for consideration of the Project and its IS/MND was noticed and held on October 1, 2019, before the City Council, which at that meeting determined 1) based upon the record that the Project will not have a significant effect upon the environment if the mitigation measures listed in the MND and MMRP are implemented; 2) adopted the IS/MND for the Project; 3) adopted the MMRP for the Project, and 4) directed staff to file a Notice of Determination for the Project consistent with the CEQA Guidelines.

The IS/MND evaluated the separate actions the City would take to complete the Project including the utility undergrounding work.

ATTACHMENTS:

1. [Resolution - NOC TR16-0703 GIR Rule 20](#)
2. [Notice of Completion TR16-0703 GIR Rule 20](#)

RESOLUTION NO. 2025-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
ACCEPTING THE PROJECT AS COMPLETE, AUTHORIZING THE PUBLIC WORKS DIRECTOR
TO FILE A NOTICE OF COMPLETION, AND RELEASING RETENTION PAYMENT TO
ST. FRANCIS ELECTRIC, LLC, IN CONJUNCTION WITH THE
GREEN ISLAND ROAD RULE 20 A/B UTILITY UNDERGROUNDING PROJECT (TR16-0703)**

WHEREAS, the Green Island Road Rule 20 A/B Utility Undergrounding Project (TR16-0703; “Project”) consists of the installation of new underground joint trench utility conduits and associated structures to facilitate the relocation of existing overhead facilities along Green Island Road, from Commerce Boulevard to State Route 29; and

WHEREAS, on November 15, 2022, the City Council authorized the award of a construction contract to St. Francis Electric, LLC in the amount of \$1,766,867, and authorized the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Construction Budget for the Project (2022-R101); and

WHEREAS, total project expenditures, including the construction contract, engineering and inspection services, material testing, and miscellaneous expenses, is estimated at \$2,492,935.89; and

WHEREAS, all contracted work, including Contract Change Order Nos. 1 through 20, has been completed at a total construction contract cost of \$2,075,815; and

WHEREAS, St. Francis Electric has completed all of the contracted work to the satisfaction of the Public Works Director.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby accepts the Green Island Road Rule 20 A/B Utility Undergrounding Project (TR16-0703) as complete, authorizes the Public Works Director to file a Notice of Completion, and approves the release of a Retention payment to St. Francis Electric.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, CMC, City Clerk

APPROVE AS TO FORM:

William D. Ross, City Attorney

RECORDING REQUESTED BY:

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

WHEN RECORDED RETURN TO:

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

Exempt from recording fee pursuant to Government Code Section 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

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

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

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

3. That the nature of the original contract, if any, for said work of improvement was: the GREEN ISLAND ROAD RULE 20 A/B UTILITY UNDERGROUNDING PROJECT (TR16-0703), which consists of the installation of new underground joint trench utility conduits and associated structures along Green Island Road, from Commerce Boulevard to State Route 29, in American Canyon.

4. That on the 4th day of March, 2025 a work of improvement on the real property herein described was completed.

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

St. Francis Electric, LLC
975 Carden Street
San Leandro, CA 94577

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

St. Francis Electric, LLC
975 Carden Street
San Leandro, CA 94577

7. That the real property referred to herein is situated in the County of Napa, State of California, at the following locations within the City of American Canyon, California:
Green Island Road, from Commerce Boulevard to State Route 29.

By: CITY OF AMERICAN CANYON

Erica Ahmann Smithies, P.E.
Public Works Director



TITLE

Notice of Completion for Skatepark Relocation (PR22-0100)

RECOMMENDATION

Adopt a Resolution accepting the Skatepark Relocation Project (PR22-0100) as complete and authorizing the Public Works Director to file a Notice of Completion.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

On September 6, 2022, the Council approved the Skatepark Relocation Project (PR22-0100), established a Project Budget in the amount of \$380,000 and authorized the City Manager to award a construction contract. The original intent of the Project was to relocate the metal skatepark equipment from behind the American Canyon Middle School to Veterans Park and add a unique shape and a few new concrete elements.

On February 7, 2023, City Council approved a budget increase from \$380,000 to \$708,000, awarded a construction contract to the American Ramp Company (ARC) in the amount of \$630,000, and authorized change orders not to exceed the project budget. The revised project budget provided for significant enhancements that included concrete features such as a mini-bowl, a larger concrete big bowl, "ollie" obstacles, stages and rails, ledges, banks, stairs, boxes, long quarters, step-ups, straight rail, pyramid corner, curb, and gap.

There were three change orders on this project totaling \$28,551. 41. The change order details are as follows:

Change Order	Description	Amount
1	Performance, Labor and Materials, and Warranty Bonds	\$8,450.00
2	Additional aggregate base materials, equipment, and labor	\$20,101.41

The original bid did not include the cost of bonds and it did not include additional excavation and aggregate base materials needed at the site to meet compaction as recommended by the geotechnical company. The cost for this work was within the allowed project budget.

ARC has completed the contract work, including Contract Change Orders No. 1-2, to the satisfaction of the Public Works Director, at a final contract cost of \$658,551.41. Additional costs for the ARC park memo, staff construction management, material testing and hydroseed were \$35,485.61 for a total project cost of \$694,037.02. Staff recommends the Council accept the work as complete and approve a Notice of Completion.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

On February 7, 2023, City Council authorized a Project Budget for the Skatepark Relocation Project (PR22-0100) in the amount of \$708,000. Project funding included \$380,000 from Park Impact Fees and \$328,000 from one-time American Rescue Plan Act Funds (Fund 240.)

There were two Change Orders on this project totaling \$28,551.41 for a total contract amount of \$658,551.41 paid to the American Ramp Company. The total project expenditures, including the ARC park memo, staff construction management, material testing and hydroseed have been completed at a total cost of \$694,037.02.

ENVIRONMENTAL REVIEW

The Skatepark Relocation Project (PR22-0100) is categorically exempt from CEQA per Section 15301c, Existing Facilities.

ATTACHMENTS:

- [1. Resolution - PR22-0100 Skatepark](#)
- [2. NOC - PR22-0100 Skate Park](#)

RESOLUTION NO. 2025-_____

**ACCEPTING THE PROJECT AS COMPLETE AND AUTHORIZING THE PUBLIC WORKS
DIRECTOR TO FILE A NOTICE OF COMPLETION IN CONJUNCTION WITH THE SKATEPARK
RELOCATION PROJECT (PR22-0100)**

WHEREAS, on September 6, 2022, the Council approved the Skatepark Relocation Project (PR22-0100), established a Project Budget in the amount of \$380,000 and authorized the City Manager to award a construction contract; and

WHEREAS, the original intent of the Project was to relocate the metal skatepark equipment from behind the American Canyon Middle School to Veterans Park and add a unique shape and a few new concrete elements; and

WHEREAS, on February 7, 2023, City Council approved an increased project budget of \$708,000, awarded a construction contract to the American Ramp Company (ARC) in the amount of \$630,000, and authorized change orders not to exceed the project budget in conjunction with the Skatepark Relocation Project (PR22-0100); and

WHEREAS, the revised project budget provided for significant enhancements that included concrete features such as a mini-bowl, a larger concrete big bowl, "ollie" obstacles, stages and rails, ledges, banks, stairs, boxes, long quarters, step-ups, straight rail, pyramid corner, curb, and gap; and

WHEREAS, ARC has completed the contract work, including Contract Change Order (CCO) Nos. 1-2, to the satisfaction of the Public Works Director, at a final contract cost of \$658,551.41; and

WHEREAS, total project expenditures, including the construction contracts, material testing, engineering and inspection services, legal expenses, and miscellaneous expenses, is estimated at \$694,037.02, and is within the Project Budget; and

WHEREAS, ARC has completed all contracted work to the satisfaction of the Public Works Director.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby accepts the Skatepark Relocation Project as complete and authorizes the Public Works Director to file a Notice of Completion.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March, 2025, by the following vote:

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

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, CMC, City Clerk

APPROVE AS TO FORM:

William D. Ross, City Attorney

RECORDING REQUESTED BY:

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

WHEN RECORDED RETURN TO:

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

Exempt from recording fee pursuant to Government Code Section 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

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

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

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

3. That the nature of the original contract, if any, for said work of improvement was: the SKATE PARK RELOCATION PROJECT (PR22-0100) which consisted of the demolishing the old skatepark on Benton Way, and building a new skatepark that included excavation, fill materials, aggregate base materials, concrete and included concrete features such as a mini-bowl, a larger concrete big bowl, "ollie" obstacles, stages and rails, ledges, banks, stairs, boxes, long quarters, step-ups, straight rail, pyramid corner, curb, and gap at the Veteran's Memorial Park in American Canyon.

4. That on the 7th day of May, 2024 a work of improvement on the real property herein described was completed.

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

American Ramp Company
601 McKinley
Joplin, MO 64801

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

American Ramp Company
601 McKinley
Joplin, MO 64801

7. That the real property referred to herein is situated in the County of Napa, State of California, at the following locations within the City of American Canyon, California.

Veterans Memorial Park, 2801 Broadway Street

By: CITY OF AMERICAN CANYON

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

Date



TITLE

Coastland, Amendment #1 to Task Order #2 for Inspection Services

RECOMMENDATION

Adopt a Resolution approving Amendment #1 to Agreement #2024-A101 with Coastland Civil Engineering for Construction Inspection Services in the Amount of \$210,000 for a total contract amount not to exceed \$460,000.

CONTACT

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

BACKGROUND & ANALYSIS

Coastland Civil Engineering has been assisting the City with highly technical skilled construction inspection services for infrastructure since 2021. Continued growth in areas such as Watson Ranch, Oathill and Canyon Estates is anticipated for the balance of the fiscal year and will require inspection services. Coastland ensures that new infrastructure like streets, water mains, pump stations and sewer mains are properly built prior to acceptance. All inspections done for Development are reimbursed to the City by the Developer.

Staff is pleased with the continued quality of Coastland's work and would like to increase the current contract (Agmt #2024-A101) by \$210,000 to an amount not to exceed \$460,000. Sufficient budget exists in Fiscal Year 2024/25 to accommodate this request.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The increase of \$210,000 to bring the contract amount to a not to exceed amount of \$460,000 is included in the FY24/25 budget in 105-60-660-42160.

ENVIRONMENTAL REVIEW

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

and in Section 15378(b) of Title 14 of the California Code of Regulations.

ATTACHMENTS:

1. [Resolution](#)

RESOLUTION NO. 2025-

A RESOLUTION APPROVING AMENDMENT #1 TO AGREEMENT #2024-A101 WITH COASTLAND CIVIL ENGINEERING FOR CONSTRUCTION INSPECTION SERVICES IN THE AMOUNT OF \$210,000 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$460,000.

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

WHEREAS, Coastland has provided Inspection Services for Public Works since 2021 and;

WHEREAS, the ongoing construction of Development and Capital improvement projects throught the City require inspection of infrastructure prior to acceptance by the City and

WHEREAS, all expenses associated with Development are reimbursable and;

WHEREAS, staff is pleased with the services provided by Coastland and;

WHEREAS, there are sufficient funds budgeted in 100-60-660-42160 in FY2425 to pay for anticipated Inspection Services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorize the City Manager to execute Amendment #1 to Agreement #2024-A101 with Coastland Civil Engineering for Construction Inspection Services in the amount of \$210,000 for a total contract amount not to exceed \$460,000.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



TITLE

Watson Ranch Lot 10 Public Improvements Acceptance

RECOMMENDATION

Adopt a Resolution accepting the public streets and appurtenant utilities improvements associated with the Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements Project.

CONTACT

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

Edison Bisnar, P.E., Senior Civil Engineer

BACKGROUND & ANALYSIS

On September 21, 2021, The City of American Canyon City Council approved the Lot 10 Vesting Tentative Map, Resolution 2021-75, to create 219 single family home lots on a 21.17 acres property within the Watson Ranch Specific Plan. The property is located north of Vintage Ranch and accessible from Rolling Hills Drive and Rio Del Mar through Mallen Way at the terminus of Newell Drive.

On January 24, 2022, The City of American Canyon Public Works Department approved the Lot 10 Rough Grading Plans.

On June 1, 2022, The City of American Canyon Public Works Department approved the Lot 10 Improvement Plans.

On February 6, 2024, The City of American Canyon City Council passed Resolution 2024-10 partially accepting the public street improvements, including utilities associated with the Watson Ranch Lot 10 Phase 1 Public Improvements Project (Exhibit A).

On November 4, 2024, Record Drawings and Certified Letters associated with the Watson Ranch Lot 10 Phase 2 Public Improvements Project have been submitted to Public Works for review. Staff have reviewed the documents, the physical public improvements and all remaining requirements of the development that the work is completed. Staff recommend that the Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements Project be accepted into the City's system for operation and maintenance (Exhibit B).

The following are the completed public street improvements, including utilities associated with the Watson Ranch Lot 10 Phase 2 Public Improvements Project.

1. Cartier Street, from Sta 12+85 to Sta 18+50
2. Cartier Court
3. Datura Street, from Sta 11+82.55 to Sta 18+00
4. Ericson Street, from Sta 10+46.95 to Sta 16+75
5. Ericson Court
6. Goldback Street, from Sta 10+66.30 to Sta 18+25
7. Goldback Court

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

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

ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act, the Final Environmental Impact Report for the Project was presented at a noticed public hearing held on October 4, 2018. The Planning Commission adopted Resolution 2018-19 recommending that the City Council adopt the Mitigation Monitoring and Reporting Program.

ATTACHMENTS:

1. [Resolution - Public Improvements Acceptance](#)
2. [Exhibit A - Resolution 2024-10 - WR Lot 10 Phase 1](#)
3. [Exhibit B - WR Lot 10 Improvement Plans Record Set](#)

RESOLUTION NO. 2025 - _____

RESOLUTION ACCEPTING THE PUBLIC STREETS AND APPURTENANT UTILITIES IMPROVEMENTS ASSOCIATED WITH THE WATSON RANCH LOT 10 PHASE 1 AND PHASE 2 PUBLIC IMPROVEMENTS PROJECT.

WHEREAS, on September 21, 2021, The City of American Canyon City Council approved the Lot 10 Vesting Tentative Map, Resolution 2021-75, to create 219 single family home lots on a 21.17 acres property within the Watson Ranch Specific Plan; and

WHEREAS, on January 24, 2022, The City of American Canyon Public Works Department approved the Lot 10 Rough Grading Plans; and

WHEREAS, on June 1, 2022, The City of American Canyon Public Works Department approved the Lot 10 Improvement Plans; and

WHEREAS, on February 6, 2024, The City of American Canyon City Council passed Resolution 2024-10 partially accepting the public improvements associated with the Watson Ranch Lot 10 Phase 1 Improvements project (Exhibit A); and

WHEREAS, on November 4, 2024, Record Drawings and Certified Letters associated with the Watson Ranch Lot 10 Phase 2 Public Improvements Project have been submitted to Public Works for review. Staff have reviewed the documents, the physical public improvements and all remaining requirements of the development that the work is completed. Staff recommend that the Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements Project be accepted into the City's system for operation and maintenance (Exhibit B).

The following are the completed public street improvements, including utilities associated with the Watson Ranch Lot 10 Phase 2 Public Improvements Project.

1. Cartier Street, from Sta 12+85 to Sta 18+50
2. Cartier Court
3. Datura Street, from Sta 11+82.55 to Sta 18+00
4. Ericson Street, from Sta 10+46.95 to Sta 16+75
5. Ericson Court
6. Goldback Street, from Sta 10+66.30 to Sta 18+25
7. Goldback Court

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon hereby accepts all the public streets and appurtenant utilities improvements associated with the Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements, into the City's system for operation and maintenance.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

Attachments:

- Resolution
- Exhibit A: Resolution 2024-10
- Exhibit B: Watson Ranch Lot 10 Phase 1 and Phase 2 Public Improvements Project Record Drawings

RESOLUTION NO. 2024-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON FOR PARTIAL ACCEPTANCE OF THE PUBLIC IMPROVEMENTS ASSOCIATED WITH THE WATSON RANCH LOT 10 PHASE 1 IMPROVEMENTS PROJECT

WHEREAS, on September 21, 2021, The City of American Canyon City Council approved the Lot 10 Vesting Tentative Map, Resolution 2021-75, to create 219 single family home lots on a 21.17 acres property within the Watson Ranch Specific Plan; and

WHEREAS, on January 24, 2022, The City of American Canyon Public Works Department approved the Lot 10 Rough Grading Plans; and

WHEREAS, on June 1, 2022, The City of American Canyon Public Works Department approved the Lot 10 Improvement Plans; and

WHEREAS, on January 4, 2024, the Record Drawings and Certified Letters associated with the Watson Ranch Lot 10 Phase 1 Improvements has been submitted to Public Works (Exhibit A) and was found to be in substantial conformance with the approved Improvement Plans; and

WHEREAS, the following are the completed public street improvements, including utilities associated with the Watson Ranch Lot 10 Phase 1 Project.

1. Cartier Street, from Sta 10+50 to Sta 12+50
2. Pewter Street
3. Pewter Court
4. Balsa Court
5. Brisa Court
6. Junegrass Street
7. Junegrass Court
8. Capri Court
9. Datura Street, from Sta 10+00 to Sta 11+82.55
10. Ericson Street, from Sta 10+00 to Sta 10+46.95
11. Goldback Street, from Sta 10+00 to Sta 10+45.59 & 10+66.30

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon hereby partially accepts all the public improvements into the City's system for operation and maintenance, with the exception of the punch list repair items (Exhibit B) on sidewalk (does not affect pedestrian use), and minor pavement repair (does not affect vehicular use) which will be deferred for City acceptance at a future date, after completion of required repairs.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 6th day of February 2024, by the following vote:

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



Leon Garcia, Mayor

ATTEST:



Taresa Geilfuss, CMC, City Clerk

APPROVED AS TO FORM:



William D. Ross, City Attorney

Attachments:

- Resolution
- Exhibit A: Watson Ranch Lot 10 Phase 1 Improvements Record Drawings.
- Exhibit B: Outstanding Punch List Items



CITY RECYCLED WATER NOTES

- RECYCLED WATER MAIN SHALL BE AWWA C-900 PVC PURPLE PIPE.
- RECYCLED WATER MAINS INSTALLED OUTSIDE OF ANY ROADWAY MUST HAVE SUITABLE ACCESS. MAINS MUST BE ISOLATED WITH VALVES IN THE PUBLIC RIGHT-OF-WAY AND MUST BE IDENTIFIED WITH PURPLE LOCATING POSTS (CARSONITE 492 CW-112 OR APPROVED EQUAL) AT APPROXIMATE 500-FOOT INTERVALS. AT ANY ANGLE POINT, AND AT THE ENTRANCE TO AN EASEMENT, STAKES SHOULD HAVE VANDAL-PROOF METAL BOTTOMS.
- PROVIDE A MINIMUM ONE (1) FOOT HORIZONTAL SEPARATION BETWEEN RECYCLED WATER MAINS DOMESTIC WATER MAINS.
- PROVIDE A MINIMUM FOUR (4) FOOT HORIZONTAL SEPARATION BETWEEN RECYCLED WATER MAINS AND OTHER UNDERGROUND UTILITIES SUCH AS SANITARY SEWER, STORM DRAINS, TELEPHONE, COMMUNICATION, GAS, OR ELECTRICAL CONDUIT, EXCEPT AT CROSSINGS.
- PROVIDE A MINIMUM ONE (1) FOOT VERTICAL SEPARATION BETWEEN RECYCLED WATER MAINS AND OTHER UNDERGROUND UTILITIES SUCH AS SANITARY SEWER, STORM DRAINS, TELEPHONE, COMMUNICATION, GAS, OR ELECTRICAL CONDUIT.
- THE MINIMUM HORIZONTAL SEPARATION BETWEEN A RECYCLED WATER SERVICE, POTABLE WATER SERVICE OR SEWER LATERAL SHALL BE FIVE (5) FEET.
- ALL VALVES MUST BE TAGGED WITH A RECYCLED WATER IDENTIFICATION TAG WITH THE WORDS "RECYCLED WATER - DO NOT DRINK - NO TOMAR AGUA". IDENTIFICATION TAGS SHALL BE PERMANENT PLASTIC TAGS AFFIXED TO THE VALVE DESIGNED TO WITHSTAND EXPOSURE TO WEATHER, SUNLIGHT, AND IMMERSION.
- VALVE BOXES SHALL BE PURPLE AND HAVE A WARNING LABEL PERMANENTLY MOLDED INTO THE COVER. WARNING LABELS SHALL BE CONSTRUCTED OF A WEATHERPROOF MATERIAL WITH THE WARNING PERMANENTLY STAMPED OR MOLDED INTO THE LABEL AND HAVING THE WORDS, "RECYCLED WATER - DO NOT DRINK - NO TOMAR AGUA".
- ALL SERVICE METERS MUST BE TAGGED WITH A RECYCLED WATER IDENTIFICATION TAG WITH THE WORDS "RECYCLED WATER - DO NOT DRINK" ON ONE SIDE AND "NO TOMAR AGUA" ON THE OTHER. IDENTIFICATION TAGS SHALL BE PERMANENT PLASTIC TAGS AFFIXED TO THE VALVE DESIGNED TO WITHSTAND EXPOSURE TO WEATHER, SUNLIGHT, AND IMMERSION.
- RECYCLED WATER METERS SHALL BE PAINTED PURPLE.
- METER BOXES SHALL BE PURPLE AND HAVE A WARNING LABEL PERMANENTLY MOLDED INTO OR AFFIXED ONTO THE COVER WITH RIVETS, BOLTS, ETC. WARNING LABELS SHALL BE CONSTRUCTED OF A WEATHERPROOF MATERIAL WITH THE WARNING PERMANENTLY STAMPED OR MOLDED INTO THE LABEL AND HAVING THE WORDS, "RECYCLED WATER - DO NOT DRINK - NO TOMAR AGUA".
- ALL BACKFLOW DEVICES MUST BE TAGGED WITH A RECYCLED WATER IDENTIFICATION TAG WITH THE WORDS "RECYCLED WATER - DO NOT DRINK" ON ONE SIDE AND "NO TOMAR AGUA" ON THE OTHER. IDENTIFICATION TAGS SHALL BE PERMANENT PLASTIC TAGS AFFIXED TO THE VALVE DESIGNED TO WITHSTAND EXPOSURE TO WEATHER, SUNLIGHT, AND IMMERSION.
- BURIED PIPES AND SERVICE LATERALS USED FOR RECYCLED WATER SHALL BE CLEARLY IDENTIFIED BY USING PURPLE PIPE WITH CONTINUOUS WORDING "RECYCLED WATER - DO NOT DRINK" PRINTED ON OPPOSITE SIDES OF THE PIPE. WHERE PURPLE PIPE CANNOT BE USED, THE PIPES SHALL BE INSTALLED WITH WARNING TAPE OR INSTALLED IN A PURPLE BAG WRAP.
- THE PLASTIC WARNING TAPE SHALL BE PREPARED WITH BLACK OR WHITE PRINTING ON A PURPLE FIELD HAVING THE WORDS, "RECYCLED WATER - DO NOT DRINK". THE OVERALL WIDTH SHALL BE A MINIMUM OF THREE (3) INCHES AND SHALL BE INSTALLED TWELVE (12) INCHES ABOVE THE PIPE.
- WARNING TAPES SHALL BE INSTALLED EIGHT (8) INCHES BELOW AND PARALLEL TO THE FINISHED SURFACE. THE WARNING TAPE SHALL BE INSTALLED CONTINUOUS FOR THE ENTIRE LENGTH OF THE PIPE AND SHALL BE PLACED WITH PRINTED SIDE UP.
- ALL ABOVE GRADE RECYCLED WATER PIPE AND SERVICE LATERALS MUST BE LABELED WITH THE WORDS "RECYCLED WATER - DO NOT DRINK" AND COLOR-CODED PURPLE TO DIFFERENTIATE RECYCLED WATER PIPELINES FROM POTABLE AND OTHER WATER PIPELINES. IF PURPLE IDENTIFICATION TAPE IS USED TO LABEL THE PIPE AND/OR COLOR CODE THE PIPE, THE TAPE MUST BE ADHESIVE, PERMANENT, AND RESISTANT TO ENVIRONMENTAL CONDITIONS. PURPLE BANDS MAY ALSO BE PAINTED AROUND THE CIRCUMFERENCE OF THE PIPE AT 10-FOOT INTERVALS.
- NO. 12 INSULATED COPPER WIRE SHALL BE LAID ON TOP OF AND ALONG ENTIRE LENGTH OF ALL NEW BURIED PIPES AND SHALL BE EXTENDED TO THE SURFACE AT ALL VALVE LOCATIONS, BLOW OFFS AND METER BOXES SUFFICIENTLY FOR LOCATOR EQUIPMENT TO BE ATTACHED.

LEGEND

EXISTING	PROPOSED	DESCRIPTION
---	---	SUBDIVISION BOUNDARY/PHASING LINE
---	---	LOT LINE
---	---	CENTERLINE
---	---	EASEMENT
---	---	CONTOUR
---	---	GRADE BREAK
---	---	THRU-CURB DRAIN
---	---	DAYLIGHT LINE
---	---	SPOT ELEVATION
---	---	DOMESTIC WATER PIPE
---	---	RECYCLED WATER PIPE
---	---	SANITARY SEWER PIPE
---	---	JOINT TRENCH
---	---	SANITARY SEWER MANHOLE
---	---	STORM DRAIN PIPE
---	---	STORM DRAIN CATCH BASIN
---	---	STORM DRAIN INLET
---	---	STORM DRAIN MANHOLE
---	---	OVERLAND RELEASE
---	---	DIRECTION OF DRAINAGE
---	---	JOINT TRENCH BOXES/VAULTS (NOT LIMITED TO)
---	---	JOINT TRENCH TRANSFORMER
---	---	WATER METER
---	---	MONUMENT
---	---	ELECTROLLER
---	---	FIRE HYDRANT
---	---	AIR RELEASE VALVE (ARV)
---	---	GATE VALVE
---	---	MAILBOXES

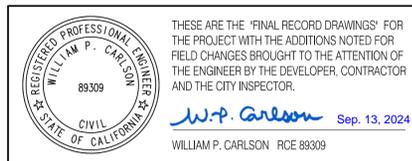
ENGINEER'S GENERAL NOTES

- THE CIVIL ENGINEER ASSUMES NO RESPONSIBILITY BEYOND THE ADEQUACY OF HIS DESIGN CONTAINED HEREIN.
- UNLESS OTHERWISE NOTED, ALL WORK AND MATERIALS SHALL COMPLY WITH STANDARD SPECIFICATIONS, CONSTRUCTION DETAILS, AND STANDARD DRAWINGS OF THE CITY OF AMERICAN CANYON AVAILABLE IN THE CITY ENGINEER'S OFFICE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN PERMITS NECESSARY TO PERFORM THE IMPROVEMENTS IN THESE PLANS FROM THE APPROPRIATE AGENCIES AND TO COMPLY WITH THE AGENCIES' REQUIREMENTS. THE CONTRACTOR MUST COMPLY WITH ALL APPLICABLE NATIONAL, STATE AND LOCAL LAWS.
- PLANS USED FOR CONSTRUCTION OF PUBLIC FACILITIES PURPOSES MUST BE SIGNED BY THE CITY ENGINEER OR HIS REPRESENTATIVE. ANY SUBSEQUENT CHANGES SHALL BE APPROVED BY THE CITY ENGINEER OR HIS REPRESENTATIVE PRIOR TO CONSTRUCTION.
- CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR SHALL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD OWNER AND DESIGN CIVIL ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF CIVIL ENGINEER.
- CONTRACTOR SHALL POST EMERGENCY TELEPHONE NUMBERS AT THE JOB SITE FOR PUBLIC WORKS, AMBULANCE, POLICE, AND FIRE DEPARTMENTS, AND THOSE AGENCIES RESPONSIBLE FOR MAINTENANCE OF UTILITIES IN THE VICINITY OF THE JOB SITE.
- DURING CONSTRUCTION IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE FOR SAFE TRAFFIC CONTROL IN AND AROUND THE SITE, TO PROTECT THE GENERAL PUBLIC, AND TO PREVENT UNCONTROLLED ACCESS TO THE SITE AT ALL TIMES. THIS MAY INCLUDE BUT NOT BE LIMITED TO SIGNS, FLASHING LIGHTS, BARRICADES AND FLAG PERSONS.
- SHOULD IT APPEAR THAT THE WORK TO BE DONE, OR ANY MATTER RELATIVE THERETO, IS NOT SUFFICIENTLY DETAILED OR EXPLAINED ON THESE PLANS, THE CONTRACTOR SHALL CONTACT CARLSON, BARBEE & GIBSON, INC. AT (925) 866-0322 FOR SUCH FURTHER EXPLANATIONS AS MAY BE NECESSARY.
- CONTRACTOR SHALL PROVIDE PROPER SHORING IN ALL TRENCHES DEEPER THAN THREE AND A HALF (3.5) FEET. ANY DAMAGE RESULTING FROM LACK OF SHORING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL COMPLY WITH ALL OSHA REQUIREMENTS.
- THE CONTRACTOR SHALL COMPLY WITH THE RULES AND REGULATIONS OF THE STATE CONSTRUCTION SAFETY ORDER.
- THE CONTRACTOR'S ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE DIVISION OF INDUSTRIAL SAFETY PERTAINING TO "CONFINED SPACES". ANY MANHOLE, CULVERT, DROP INLET OR TRENCH (WHICH COULD CONTAIN AIR), THAT IS NOT READILY VENTILATED, MAY BE CONSIDERED A "CONFINED SPACE".
- ENCROACHMENT PERMITS REQUIRED FOR WORK WITHIN EXISTING PUBLIC RIGHTS OF WAY SHALL BE OBTAINED BY THE CONTRACTOR.
- ALL PUBLIC UTILITIES AND IMPROVEMENTS THAT BECOME DAMAGED DURING CONSTRUCTION SHALL BE COMPLETELY RESTORED TO THE SATISFACTION OF THE CITY ENGINEER.
- THE CONTRACTOR SHALL CALL CITY OF AMERICAN CANYON ENGINEERING TO SCHEDULE INSPECTIONS, 48 HOURS PRIOR TO START OF CONSTRUCTION.
- PRIOR TO COMMENCEMENT OF ANY WORK ON ADJACENT PROPERTY, THE DEVELOPER SHALL OBTAIN WRITTEN PERMISSION FROM AFFECTED PROPERTY OWNERS.
- EXISTING CURB, GUTTER AND SIDEWALK THAT ARE DAMAGED OR DISPLACED, EVEN THOUGH THEY WERE NOT TO BE REMOVED, SHALL BE REPAIRED OR REPLACED BY THE CONTRACTOR.
- THE OWNER'S CIVIL ENGINEER WILL PROVIDE CONSTRUCTION STAKES. THE NUMBER AND LOCATION OF STAKES REQUIRED SHALL BE DETERMINED BEFORE THE CONSTRUCTION BEGINS. ALL STAKING REQUESTS SHOULD BE DIRECTED TO THE ENGINEER A MINIMUM OF 48 HOURS PRIOR TO ACTUAL NEED. ANY ADDITIONAL STAKING OR RESTAKING WILL ONLY BE DONE AS DIRECTED AND AUTHORIZED BY THE OWNER OR HIS AUTHORIZED AGENT.
- ALL EXISTING ELEVATIONS SHOWN ARE AS MEASURED IN THE FIELD UNLESS OTHERWISE NOTED.
- OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND DEPTH WITH THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (U.S.A.) FOR UTILITY LOCATIONS PRIOR TO ANY CONSTRUCTION. PHONE 1-800-227-2600. NEITHER THE OWNER NOR THE CIVIL ENGINEER ASSUMES RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL BE THE OBSTRUCTIONS ENCOUNTERED.
- THE CONTRACTOR IS RESPONSIBLE FOR THE PRESERVATION AND OR PERPETUATION OF ALL EXISTING MONUMENTS AND STAKES WITHIN THE CONTRACTOR'S AREA OF WORK. THE CONTRACTOR SHALL NOT DISTURB OR REMOVE ANY MONUMENTS OR STAKES WITHOUT THE PERMISSION OF THE CITY ENGINEER, AND HE SHALL BEAR THE EXPENSE OF RESETTING ANY MONUMENTS OR STAKES WHICH MAY BE DISTURBED OR REMOVED WITH OR WITHOUT PERMISSION. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF 15 WORKING DAYS NOTICE TO THE CITY ENGINEER PRIOR TO DISTURBANCE OR REMOVAL OF EXISTING MONUMENTS OR STAKES. THE CONTRACTOR SHALL UTILIZE THE SERVICES OF A CALIFORNIA LICENSED LAND SURVEYOR TO RESET ALL DISTURBED OR REMOVED MONUMENTS AND STAKES OR PROVIDE WITNESS MONUMENTS, AND FILE THE REQUIRED DOCUMENTATION WITH THE COUNTY SURVEYOR PURSUANT TO THE BUSINESS AND PROFESSIONS CODE SECTION 8771.
- ALL GRADES SHOWN ARE FINISHED GRADES, UNLESS OTHERWISE NOTED.
- ALL GRADED SLOPES SHALL BE GRADED AS SHOWN ON THE PLANS. ANY SLOPES STEEPER THAN 3(H):1(V) AND GREATER THAN 5' IN HEIGHT SHALL BE SUBJECT TO GEOTECHNICAL REVIEW AND RECOMMENDATIONS.
- ALL GRADING SHALL COMPLY WITH THE GEOTECHNICAL EXPLORATION REPORT FOR THE WATSON RANCH LOT 10, BY: ENCOE INC., DATED: JUNE 7, 2021 AND ANY/ALL SUBSEQUENT ADDENDUMS.
- UPON COMPLETION OF ROUGH GRADING, ACTUAL THICKNESS (STRUCTURAL SECTION) OF THE BASE MATERIAL AND AC PAVEMENT SHALL BE DETERMINED BASED ON THE RESULTS OF R-VALUES, SAND EQUIVALENTS LABORATORY TESTING. GEOTECHNICAL/SOIL ENGINEER SHALL RECOMMEND THE STRUCTURAL SECTIONS OF STREETS TO THE CITY ENGINEER FOR REVIEW AND APPROVAL.
- THE CONTRACTOR IS RESPONSIBLE FOR THE REPAIR OF PUBLIC IMPROVEMENTS/FACILITIES DAMAGED BY HIS OPERATIONS INCLUDING BUT NOT LIMITED TO MONUMENTS, BENCHMARKS, STREET PAVEMENT, PAVEMENT MARKINGS, TRAFFIC STRIPING AND SIGNAGE, TRAFFIC LOOPS, FIBER OPTIC, ETC.
- PROJECT GRADING AND CONSTRUCTION ACTIVITIES SHALL NOT OCCUR OUTSIDE THE HOURS OF 7:00 A.M. TO 6:00 P.M. MONDAY THROUGH FRIDAY, AND 8:00 A.M. TO 5:00 P.M. SATURDAY (AS APPROVED BY THE CITY OF AMERICAN CANYON BUILDING DEPARTMENT).
- TRAFFIC SPEEDS ON ALL UNPAVED AREAS SHALL BE LIMITED TO 15 MPH.
- IF ARCHAEOLOGICAL MATERIALS ARE UNCOVERED DURING GRADING, TRENCHING OR OTHER EXCAVATION, EARTHWORK WITHIN 100' OF THIS AREA SHALL BE STOPPED UNTIL A PROFESSIONAL ARCHAEOLOGIST WHO IS CERTIFIED BY THE SOCIETY OF CALIFORNIA ARCHAEOLOGIST (SCA) OR THE SOCIETY OF PROFESSIONAL ARCHAEOLOGIST (SOPA) HAS HAD AN OPPORTUNITY TO EVALUATE THE SIGNIFICANCE OF THE FIND AND SUGGEST APPROPRIATE MITIGATION MEASURES, IF THEY ARE DEEMED NECESSARY.
- DIVERT 100% OF ASPHALT & CONCRETE MATERIALS FROM LANDFILL.
- ALL UTILITY BOXES AND LIDS SHALL BE DESIGNED FOR H-20 LOADING.
- CONSTRUCTION OF ALL GRAVITY FLOWING SYSTEMS SHALL PROCEED FROM THE DOWNSTREAM CONNECTION TO THE UPSTREAM TERMINUS.
- CONTRACTOR TO FIELD VERIFY ALL EXISTING UTILITY LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION.
- CONTRACTOR TO HAVE A COPY OF THE APPROVED PLANS, GEOTECHNICAL REPORT, AND CITY STANDARD DETAILS AND SPECIFICATIONS ONSITE AT ALL TIMES.
- CONTRACTOR TO ADJUST ALL EXISTING UTILITY COVERS/LIDS TO FINISHED GRADE.

- SEE LANDSCAPE PLANS AND JOINT TRENCH PLANS FOR ALL UTILITY SLEEVES.
- GRADING IS REQUIRED EAST OF THE SITE ON THE NEWELL PROPERTY IN ORDER TO CONFORM GRADES TO EXISTING. CONFORM GRADING IS WITHIN THE LIMITS OF THE VINE TRAIL AND THE TEMPORARY CONSTRUCTION EASEMENT ON THE NEWELL PROPERTY. CITY OF AMERICAN CANYON TO VERIFY THAT THE VINE TRAIL DEDICATION AND TEMPORARY CONSTRUCTION EASEMENT ARE IN PLACE PRIOR TO CONSTRUCTION.
- CONTRACTOR IS RESPONSIBLE TO NOTIFY PG&E WHEN WORKING IN THE VICINITY OF PG&E GAS MAINS. CONTRACTOR TO TAKE ALL NECESSARY PRECAUTIONS WHEN WORKING AROUND EXISTING GAS PIPELINES. CONTRACTOR TO HAVE EXISTING GAS PIPELINE USA'D AND FLAGGED IN THE FIELD PRIOR TO COMMENCEMENT OF CONSTRUCTION. FLAGGING TO REMAIN DURING CONSTRUCTION.
- THE EXISTING GAS PIPELINE WAS POTHOLED IN SEPTEMBER 2014 AND APRIL 2021. DATA IS PER CBG FIELD SURVEY. THE EXISTING GAS PIPELINE IS SHALLOW. CONTRACTOR TO USE EXTREME CAUTION.
- SEE LANDSCAPE PLANS & JOINT TRENCH PLANS FOR ALL UTILITY SLEEVE LOCATIONS.
- IMPROVEMENTS MAY BE PHASED BASED ON THE FINAL MAPS. SEE SHEETS 12, 15, 20, 23, AND 27 FOR IMPROVEMENT PHASE LIMIT LINE.

ABBREVIATIONS

AB	AGGREGATE BASE	MAX	MAXIMUM
AC	ASPHALT CONCRETE	MH	MANHOLE
ARV	AIR RELIEF VALVE	MIN	MINIMUM
BC	BEGIN CURVE	NGS	NATIONAL GEODETIC SURVEY
BM	BENCHMARK	NTS	NOT TO SCALE
BO	BLOW-OFF VALVE	O.C.	ON CENTER
BRC	BEGIN REVERSE CURVE	OPD	OVERFLOW PROTECTION DEVICE
BV	BUTTERFLY VALVE	P	PAD
BVC	BEGIN VERTICAL CURVE	PCC	POINT OF COMPOUND CURVATURE
BW	BACK OF WALK	PL	PROPERTY LINE
B/W	BOTTOM OF WALL AT FINISHED GRADE (DOES NOT INCLUDE FOOTING)	PR	PROPOSED
CB	CATCH BASIN	PRC	POINT OF REVERSE CURVATURE
CC	CURB CUT	PUE	PUBLIC UTILITY EASEMENT
C&G	CURB & GUTTER	PV	PAVEMENT ELEVATION
CD	CURB DRAIN	PVC	POLYVINYL CHLORIDE
CIPP	CAST IN PLACE PIPE	PVI	POINT OF VERTICAL CURVE INTERSECTION
CL	CENTERLINE	R	RADIUS
CO	CLEAN OUT	RCP	REINFORCED CONCRETE PIPE
CY	CUBIC YARD	RET	RETURN
DI	DRAINAGE INLET	RIM	RIM ELEVATION
DG	DECOMPOSED GRANITE	RM	RECORD MAPS
DIP	DUCTILE IRON PIPE	RPBP	REDUCED PRESSURE BACKFLOW PREVENTOR
DJ	DEEP SCORE JOINT	RPPA	REDUCED PRESSURE PRINCIPLE ASSEMBLY
DW	DRIVEWAY	RT	RIGHT
EA	EACH	R/W	RIGHT OF WAY
EC	END CURVE	S	SLOPE
EG	EXISTING GROUND	SD	STORM DRAIN
EL	ELEVATION	SDMH	STORM DRAIN MANHOLE
EP	EDGE OF PAVEMENT	SHT	SHEET
EVA	EMERGENCY VEHICLE ACCESS	SL	STREET LIGHT
EVC	END VERTICAL CURVE	SO	SIDE OPENING
EX	EXISTING	SS	SANITARY SEWER
FC	FACE OF CURB	SSMH	SANITARY SEWER MANHOLE
FH	FIRE HYDRANT	ST	STREET
FI	FIELD INLET	STA	STATION
FL	FLOW LINE	STD	STANDARD
FS	FIRE SERVICE	T	TANGENT SLOPE
GB	GRADE BREAK	TB	TOP OF FACE OF 6" CONCRETE BAND (FLUSH CURB)
GR	GRATE	TBC	TOP OF BEVELED CURB
FU	FUTURE	TEMP	TEMPORARY
HC	HANDICAP	TF	TRANSFORMER
HP	HIGH POINT	TOP	TOP OF PIPE
INV	INVERT	TP	TOP
IRR	IRRIGATION	TSL	TOP OF SOIL LAYER
JT	JOINT TRENCH	T/W	TOP OF WALL AT FINISHED GRADE (DOES NOT INCLUDE WALL CAP)
LAT	LATERAL	TYP	TYPICAL
LF	LINEAR FEET	VC	VERTICAL CURVE
LP	LOW POINT	VERT	VERTICAL
PERF	4" PERFORATED SUB-DRAIN	W	WATER LINE
LT	LEFT	W/	WITH
LS	LANDSCAPE	WS	WATER SERVICE
		WV	WATER VALVE



DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

RESERVED FOR WILLIAM P. CARLSON, REGISTERED PROFESSIONAL ENGINEER, CIVIL, STATE OF CALIFORNIA, 89309

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBANG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

AT WATSON RANCH
LOT 10

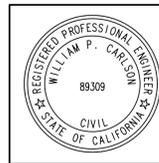
IMPROVEMENT PLANS
ENGINEER'S NOTES, LEGEND, & ABBREVIATIONS

CITY OF AMERICAN CANYON
CALIFORNIA

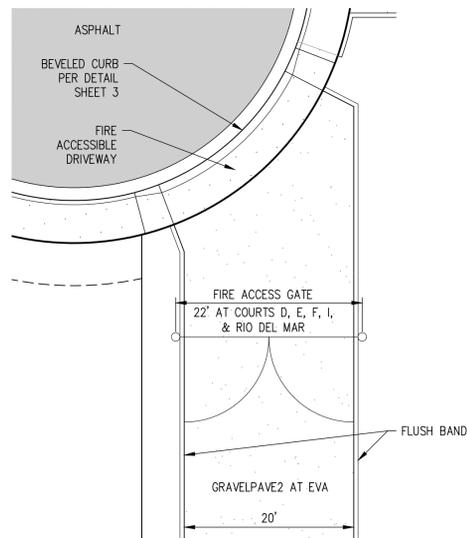
SHEET NUMBER
2
2 OF 47
JOB NUMBER
1217-062

REVISIONS
NO. BY DATE

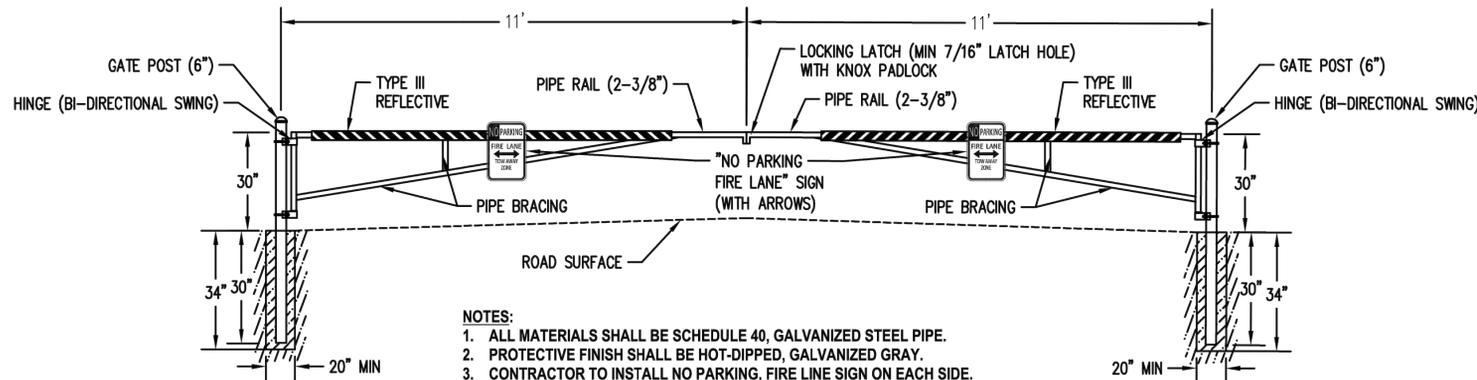




THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.
W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

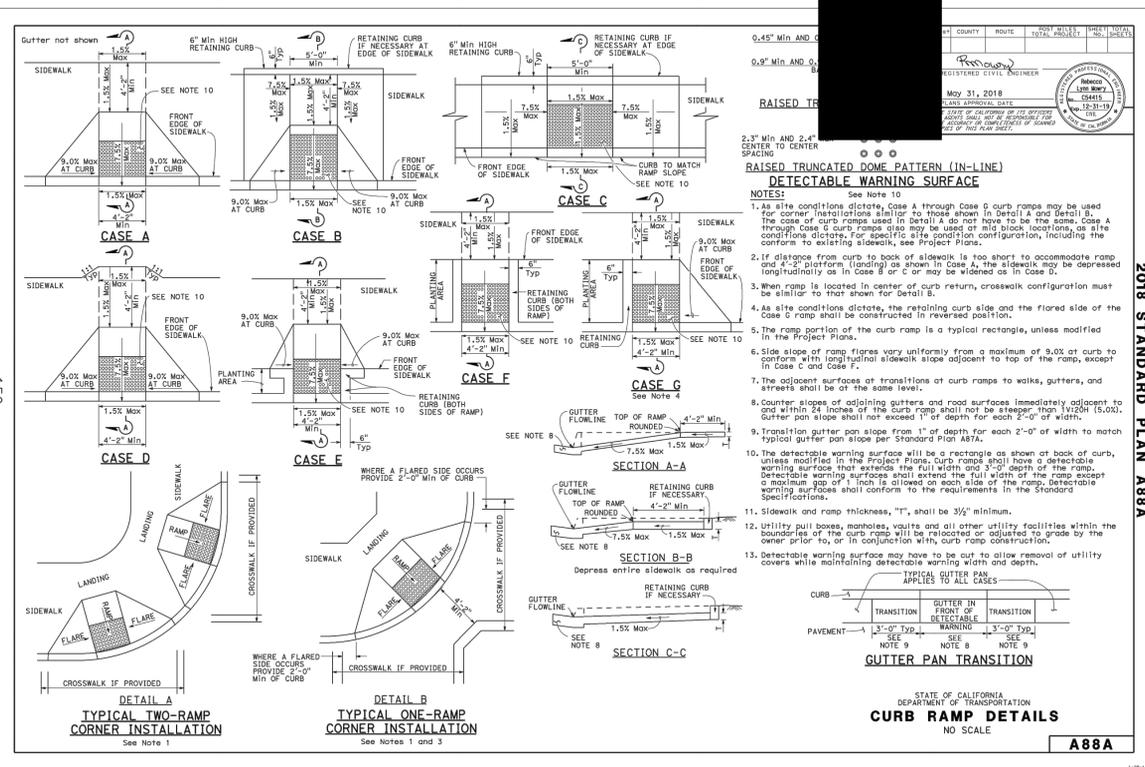


EVA SWING GATE DETAIL
NOT TO SCALE

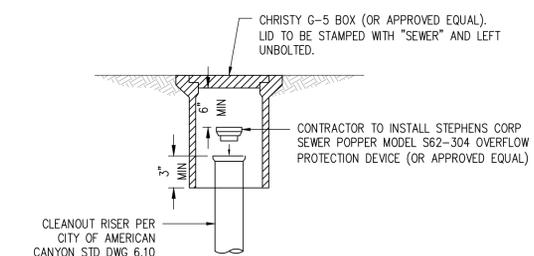


- NOTES:**
1. ALL MATERIALS SHALL BE SCHEDULE 40, GALVANIZED STEEL PIPE.
 2. PROTECTIVE FINISH SHALL BE HOT-DIPPED, GALVANIZED GRAY.
 3. CONTRACTOR TO INSTALL NO PARKING, FIRE LANE SIGN ON EACH SIDE. STRIPING SHALL BE ALTERNATIVE RED/WHITE STRIPED, 6" WIDE & AT 45° ANGLE.
 4. CONCRETE SHALL BE 3,000 PSI.
 5. KNOX PADLOCK TO MEET CITY OF AMERICAN CANYON FIRE DEPARTMENT STANDARD REQUIREMENTS

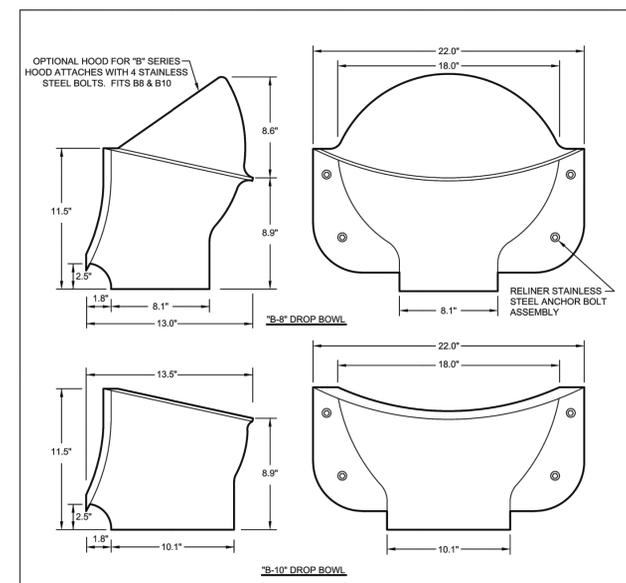
EVA SWING GATE DETAIL
NOT TO SCALE



STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
CURB RAMP DETAILS
NO SCALE
A88A



SANITARY SEWER CLEANOUT RISER DETAIL
NOT TO SCALE



RELINER / DURAN, INC.
9 MATTHEWS DRIVE, UNIT A1/A2
EAST HADDAM, CT 06423
(800) 508-8001 FAX: (877)434-3197
WWW.RELINER.COM

DESCRIPTION	DATE	SCALE
BB & B10 DROP BOWLS FOR ROUND WALLS	2/23/21	NONE
DRAWING NUMBER	B8DB B10DB	

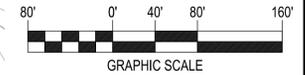
USE 4 RELINER ANCHOR ASSEMBLIES TO ATTACH DROP BOWL TO MANHOLE WALL. USE RELINER STAINLESS STEEL PIPE BRACKETS TO SUPPORT DOWN PIPE. EXTERNAL PIPE COUPLER REQUIRED. PROVIDE SWEEP AT DOWN PIPE OUTLET.

SANITARY SEWER DROP BOWL DETAIL
NOT TO SCALE

City of American Canyon
Public Works
Job Site Copy
06/01/2022

LOT 10
IMPROVEMENT PLANS
DETAILS
CITY OF AMERICAN CANYON

SHEET NUMBER
4
OF 47
JOB NUMBER
1217-062



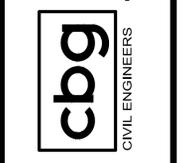
THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



NO.	BY	DATE	REVISIONS
1	JH	6/22	LOT 19: ADDITIONAL 25 LOTS
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC



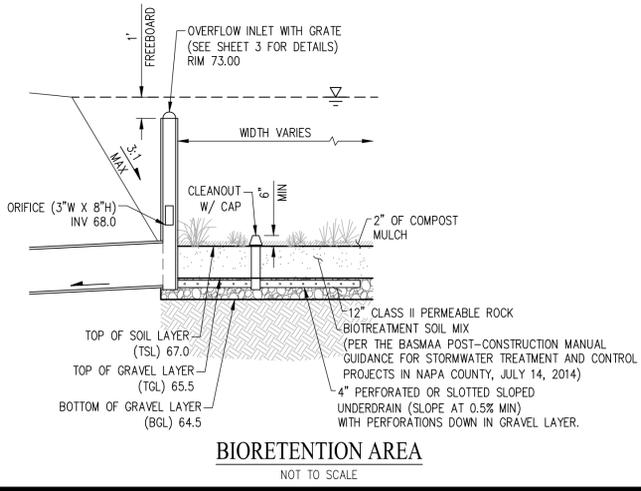
AT WATSON RANCH
CITY OF AMERICAN CANYON
CALIFORNIA

IMPROVEMENT PLANS

STORMWATER CONTROL PLAN

LOT 10
SHEET NUMBER
6
6 OF 47
JOB NUMBER
1217-062

EXISTING	PROPOSED	DESCRIPTION
---	---	SUBDIVISION BOUNDARY
---	---	DMA (DRAINAGE MANAGEMENT AREA)
---	---	FLOW DIRECTION
---	---	EARTH SWALE
---	---	STORM DRAIN PIPE
---	---	MANHOLE
---	---	DRAINAGE INLET
---	---	CATCH BASIN
---	---	DEVELOPED LOT AREA
---	---	IMPERVIOUS ASPHALT/CONCRETE AREA
---	---	BIORETENTION AREA
---	---	DMA #



DMA ID	DRAINAGE AREA (SF)	SURFACE TYPE	RUNOFF FACTOR	SIZING FACTOR	TREATMENT AREA REQUIRED (SF)	Basin D Area Provided (SF)
1	300,994	ROOF	1.00	0.04	12,040	76,600
	349,681	ROADWAY	1.00	0.04	13,987	
	199,011	HARDSCAPE	1.00	0.04	7,960	
	433,516	SOFTSCAPE	0.1	0.04	1,734	
TOTAL	1,283,202				35,722	

- NOTES:
- SEE DRAINAGE REPORT PREPARED BY BALANCE HYDROLOGICS DATED FEBRUARY 7, 2022 FOR SIZING OF STORMWATER QUALITY BASIN D.
 - STORMWATER QUALITY/RETENTION BASIN D APPROVED UNDER SEPARATE PERMIT. SEE WATSON RANCH PHASE 1A BACKBONE IMPROVEMENT PLANS FOR DETAILS.
 - SEE WATSON RANCH PHASE 1A BACKBONE IMPROVEMENT PLANS FOR ALL BACKBONE STORM DRAIN AND STORM WATER IMPROVEMENTS.

City of American Canyon
Public Works
Job Site Copy
07/15/2022
REVISION DELTA 1



EROSION AND SEDIMENT CONTROL/SWPPP PLAN NOTES:

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

- IN CASE OF EMERGENCY, ROGER ASHTON (510-773-7430) AT 24-HOUR TELEPHONE.
- A STAND-BY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES. NECESSARY MATERIALS SHALL BE AVAILABLE ON-SITE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF EMERGENCY DEVICES WHEN RAIN IS IMMINENT.
- EROSION CONTROL DEVICES SHOWN ON THIS PLAN MAY BE REMOVED WHEN APPROVED BY CITY OFFICIAL IF THE GRADING OPERATION HAS PROGRESSED TO THE POINT WHERE THEY ARE NO LONGER REQUIRED.
- GRADED AREAS ADJACENT TO FILL SLOPES LOCATED AT THE SITE PERIMETER MUST DRAIN AWAY FROM THE TOP OF SLOPE AT THE CONCLUSION OF EACH WORKING DAY. ALL LOOSE SOILS AND DEBRIS THAT MAY CREATE A POTENTIAL HAZARD TO OFF-SITE PROPERTY SHALL BE STABILIZED OR REMOVED FROM THE SITE ON A DAILY BASIS.
- ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL DEVICES WITHIN 24 HOURS AFTER EACH RAINSTORM AND BE DISPOSED OF PROPERLY.
- A GUARD SHALL BE POSTED ON THE SITE WHENEVER THE DEPTH OF WATER IN ANY DEVICES EXCEEDS TWO FEET. THE DEVICE SHALL BE DRAINED OR PUMPED WITHIN 24 HOURS AFTER EACH RAINSTORM. PUMPING AND DRAINING OF ALL BASINS AND DRAINAGE DEVICES MUST COMPLY WITH THE APPROPRIATE BMP FOR DEWATERING OPERATIONS.
- THE PLACEMENT OF ADDITIONAL DEVICES TO REDUCE EROSION DAMAGE AND CONTAIN POLLUTANTS WITHIN THE SITE IS LEFT TO THE DISCRETION OF THE FIELD ENGINEER. ADDITIONAL DEVICES AS NEEDED SHALL BE INSTALLED TO RETAIN SEDIMENTS AND OTHER POLLUTANTS ON SITE.
- DESILTING BASINS MAY NOT BE REMOVED OR MADE INOPERABLE BETWEEN NOVEMBER 1 AND APRIL 15 OF THE FOLLOWING YEAR WITHOUT THE APPROVAL OF THE BUILDING OFFICIAL.
- STORMWATER POLLUTION AND EROSION CONTROL DEVICES ARE TO MODIFIED, AS NEEDED, AS THE PROJECT PROGRESSES, THE DESIGN AND PLACEMENT OF THESE DEVICES IS THE RESPONSIBILITY OF THE QUALIFIED SWPPP DEVELOPER/FIELD ENGINEER. PLANS REPRESENTING CHANGES MUST BE SUBMITTED FOR APPROVAL IF REQUESTED BY THE BUILDING OFFICIAL.
- EVERY EFFORT SHOULD BE MADE TO ELIMINATE THE DISCHARGE OF NON-STORMWATER FROM THE PROJECT SITE AT ALL TIMES.
- ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET-FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES, OR WIND.
- STOCKPILES OF EARTH AND OTHER CONSTRUCTION-RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
- CONTRACTOR TO FOLLOW CITY OF AMERICAN CANYON'S STANDARDS AND SPECIFICATIONS 1.10.02 WATER POLLUTION CONTROL.
- FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
- EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC RIGHT-OF-WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
- DEVELOPERS/CONTRACTORS/QUALIFIED SWPPP DEVELOPERS (OSD)/QUALIFIED SWPPP PRACTITIONER (OSP), ARE RESPONSIBLE TO INSPECT ALL EROSION CONTROL DEVICES AND BMPS ARE INSTALLED AND FUNCTIONING PROPERLY, IF THERE IS A 50% CHANCE OF 0.25 INCHES OR GREATER OF PREDICTED PRECIPITATION, AND AFTER ACTUAL PRECIPITATION. A CONSTRUCTION SITE INSPECTION CHECKLIST AND INSPECTION LOG SHALL BE MAINTAINED AT THE PROJECT SITE AT ALL TIMES AND AVAILABLE FOR REVIEW BY THE CITY OFFICIAL (SELF-INSPECTION CHECK LIST AND INSPECTION LOGS PER STATE SWPPP REQUIREMENTS). INCIDENTS OF NON-COMPLIANCE MUST BE REPORTED TO THE FIELD ENGINEER.
- TRASH AND CONSTRUCTION-RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
- SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC RIGHT-OF-WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEEP UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
- ANY SLOPES WITH DISTURBED SOILS OR DENUED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
- PROVIDE STORMWATER CONVEYANCE SYSTEM STENCILING AND SIGNAGE FOR BOTH PRIVATE DEVELOPMENT AND PUBLIC RIGHT-OF-WAY.
 - PROVIDE CONCRETE STAMPING, OR EQUIVALENT, OF ALL STORMWATER CONVEYANCE SYSTEM INLETS AND CATCH BASINS WITHIN THE PROJECT AREA WITH PROHIBITIVE LANGUAGE (E.G., "NO DUMPING DRAINS TO NAPA RIVER")
 - POST SIGNS AND PROHIBITIVE LANGUAGE AND/OR GRAPHICAL ICONS, WHICH PROHIBIT ILLEGAL DUMPING AT PUBLIC ACCESS POINTS ALONG CHANNELS AND CREEKS WITHIN THE PROJECT AREA, TRAILHEADS, PARKS, BUILDING ENTRANCES AND BIORETENTION FACILITIES.

RISK LEVEL 2 SITES - BEST MANAGEMENT PRACTICE NOTES:

- RISK LEVEL 2 SITES ARE SUBJECT TO A pH NAL OF 6.5-8.5, AND A TURBIDITY NAL OF 250 NTU.
- RISK LEVEL 2 SITES REQUIRE A RAIN EVENT ACTION PLAN.
- RISK LEVEL 2 SITES REQUIRE LINEAR SEDIMENT CONTROLS ALONG THE TOE OF THE SLOPE, FACE OF THE SLOPE AND AT THE GRADE BREAKS OF EXPOSED SLOPES TO COMPLY WITH THE FOLLOWING SHEET FLOW LENGTHS:

CRITICAL SLOPE/ FLOW LENGTH COMBINATIONS	
0-25%	20 FEET
25-50%	15 FEET
OVER 50%	10 FEET

- RISK LEVEL 2 SITE MONITORING AND REPORTING REQUIREMENTS:

SUMMARY OF MONITORING AND REPORTING REQUIREMENTS							
RISK LEVEL	QUARTERLY NON-STORMWATER DISCHARGE	VISUAL INSPECTIONS			SAMPLE COLLECTION		
		PRE-STORM EVENT		DAILY STORM BMP	POST STORM	STORMWATER DISCHARGE	RECEIVING WATER
		BASELINE	REAP				
X	X	X	X	X	X	X	

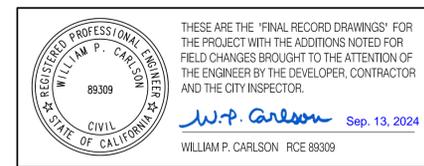
- IT SHALL BE THE LEGALLY RESPONSIBLE PARTY'S (LRP/DISCHARGER) DUTY TO MAINTAIN CONTROL OF THE ENTIRE CONSTRUCTION OPERATION AND TO ENSURE THE ENTIRE SITE IS IN COMPLIANCE WITH THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) APPROVED FOR THE SITE, THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER NO. 2009-0009 DWO, NPDES NO. CAS000002 AND THE CASQA CONSTRUCTION BMP GUIDANCE HANDBOOK.
- THIS PLAN IS INTENDED TO BE UTILIZED FOR INTERIM EROSION AND SEDIMENT CONTROL ONLY AND IS NOT TO BE UTILIZED FOR FINAL ELEVATIONS OR PERMANENT IMPROVEMENTS.
- THIS PLAN MAY NOT COVER ALL THE SITUATIONS THAT MAY ARISE DURING CONSTRUCTION DUE TO UNANTICIPATED FIELD CONDITIONS. VARIATIONS AND ADDITIONS MAY BE MADE TO THIS PLAN AS NECESSARY IN THE FIELD. DOCUMENT AND REPORT ANY FIELD CHANGES PER THE REQUIREMENTS OF THE SWPPP AND NOTIFY THE CITY OR COUNTY REPRESENTATIVE OF THE FIELD CHANGES.
- ALL MAINTENANCE AND OPERATION REQUIREMENTS SHALL COMPLY WITH THE SWPPP AND THE CASQA CONSTRUCTION BMP GUIDANCE HANDBOOK.
- DISCHARGERS SHALL EFFECT AND MAINTAIN PRECAUTIONARY MEASURES NECESSARY TO PROTECT ADJACENT WATERCOURSES AND PUBLIC OR PRIVATE PROPERTY FROM DAMAGE BY EROSION, FLOODING AND DEPOSITION OF MUD OR DEBRIS ORIGINATING FROM THE SITE.
- THE CONTRACTOR IS RESPONSIBLE FOR ALL ASPECTS OF EROSION CONTROL FOR THE PROJECT AND SHALL INSTALL AND MAINTAIN ANY DEVICES AND MEASURES NECESSARY TO THE SATISFACTION OF THE CITY OR COUNTY ENGINEER AND THE REGIONAL WATER QUALITY CONTROL BOARD (RWQCB).
- DISCHARGERS SHALL ESTABLISH AND MAINTAIN EFFECTIVE BMP PERIMETER CONTROLS AND STABILIZED ALL CONSTRUCTION ENTRANCES AND EXITS TO SUFFICIENTLY CONTROL EROSION AND SEDIMENT DISCHARGES FROM THE SITE YEAR-ROUND.
- EROSION CONTROL MEASURES WILL BE PROPERLY IN PLACE YEAR-ROUND. ALL REMOVABLE PROTECTIVE DEVICES SHOWN SHALL BE IN PLACE AT THE END OF EACH WORKING DAY WHEN THE FIVE DAY RAIN PROBABILITY EXCEEDS 50 PERCENT.
- INSPECTIONS AND OBSERVATIONS SHALL OCCUR WEEKLY, AND AT LEAST ONCE EACH 24-HOUR PERIOD DURING EXTENDED STORM EVENTS, TO IDENTIFY AND RECORD BMPS THAT NEED MAINTENANCE TO OPERATE EFFECTIVELY, THAT HAVE FAILED OR THAT COULD FAIL TO OPERATE AS INTENDED.
- DISCHARGERS SHALL IMPLEMENT MEASURES TO CONTROL ALL NON-STORMWATER DISCHARGES DURING CONSTRUCTION.
- DISCHARGERS SHALL IMPLEMENT EFFECTIVE WIND EROSION CONTROL.
- CONSTRUCTION TRAFFIC SPEEDS WILL BE LIMITED TO 15 MPH, OR LESS, AS REQUIRED BY THE CONTRACTOR.
- STABILIZED CONSTRUCTION ENTRANCES SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF SITE WORK. ALL CONSTRUCTION TRAFFIC ENTERING THE PAVED ROAD MUST CROSS THE ENTRANCE. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY.
- APPLY GRAVEL CONSTRUCTION ENTRANCE MATERIAL WITHIN MATERIAL STORAGE AREA.
- APPLY GRAVEL CONSTRUCTION ENTRANCE MATERIAL WITHIN THE VEHICLE STORAGE AREA.
- PLACE ALL EQUIPMENT OR VEHICLES, WHICH ARE TO BE FUELED, MAINTAINED AND STORED IN A DESIGNATED AREA FITTED WITH APPROPRIATE BMPS.
- IMPLEMENT BMPS TO PREVENT THE OFF-SITE TRACKING OF LOOSE CONSTRUCTION AND LANDSCAPE MATERIALS.
- PAVED STREETS WILL BE MONITORED DAILY AND FREQUENTLY CLEANED. STREETS WILL ALSO BE SWEEP ON AT LEAST A WEEKLY BASIS OR MORE OFTEN, AS NEEDED, TO MAINTAIN CONTINUOUS LITTER AND TRACKING CONTROL. STREET WASHING WILL NOT BE DONE.
- TRASH RECEPTACLES WILL BE PROVIDED THROUGHOUT THE SITE AND UTILIZED BY ALL WORKERS FOR MISCELLANEOUS TRASH. SITE REFUSE WILL BE PICKED UP ON A WEEKLY BASIS OR AS OFTEN AS NECESSARY IN ORDER TO KEEP THE SITE CLEAN.
- COVER AND BERM LOOSE STOCKPILED CONSTRUCTION MATERIALS THAT ARE NOT ACTIVELY BEING USED (I.E. SOIL, SPOILS, AGGREGATE, FLY-ASH, STUCCO, HYDRATED LIME, ETC.).

- CONTAIN AND SECURELY PROTECT STOCKPILED WASTE MATERIAL FROM WIND AND RAIN AT ALL TIMES UNLESS ACTIVELY BEING USED.
- EXCAVATING, FILLING, BACKFILLING AND GRADING WORK SHALL NOT BE PERFORMED DURING UNFAVORABLE WEATHER CONDITIONS.
- DISCHARGERS SHALL PROVIDE EFFECTIVE SOIL COVER FOR INACTIVE AREAS AND ALL FINISHED SLOPES, OPEN SPACE, UTILITY BACKFILL AND COMPLETED LOTS. INACTIVE AREAS OF CONSTRUCTION ARE AREAS OF CONSTRUCTION ACTIVITY THAT HAVE BEEN DISTURBED AND ARE NOT SCHEDULED TO BE RE-DISTURBED FOR AT LEAST 14 DAYS.
- SLOPES WILL BE GRADED SO THAT WATER IS DIRECTED AWAY FROM THE SLOPE FACES AT THE END OF EACH WORKING DAY WHEN A CHANCE OF RAIN IS FORECAST.
- ALL RILLS, GULLIES, ETC. WILL BE PROMPTLY REPAIRED AS PRACTICAL BY REGRADING OR INSTALLATION OF SOIL, GRAVEL OR SANDBAGS.
- ALL DRAIN INLETS WILL BE PROTECTED AS THEY ARE COMPLETED, DURING THE ENTIRE COURSE OF CONSTRUCTION.
- IF SEDIMENT BASINS ARE TO BE USED, DISCHARGERS SHALL, AT A MINIMUM DESIGN SEDIMENT BASINS ACCORDING TO THE METHOD PROVIDED IN CASQA'S CONSTRUCTION BMP GUIDANCE HANDBOOK.
- AFTER EACH RAINSTORM, SILT AND DEBRIS SHALL BE REMOVED FROM CHECK DAMS, FIBER ROLLS, SILT FENCES AND SILT SACKS. SEDIMENT TRAPS/BASINS SHOULD ALSO BE OBSERVED AND PUMPED DRY AS NECESSARY TO ASSURE PROPER FUNCTION AND CAPACITY.
- INTERIOR FIBER ROLLS MAY BE REMOVED AS THE AREA COMES UNDER CONSTRUCTION FOR FINISH GRADING AND LANDSCAPING INSTALLATION. PERIMETER PROTECTION SHOULD BE LEFT IN PLACE YEAR-ROUND.
- GRAVEL CHECK DAMS MAY BE REMOVED FROM UNPAVED ROADWAYS AS THEY COME UNDER CONSTRUCTION.

WDID #: 2 28C393190

APPLICABLE (BUT NOT LIMITED TO) CURRENT CASQA STORMWATER BMP CONSTRUCTION HANDBOOK

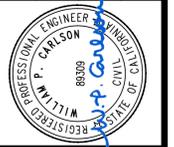
- EC-1 SCHEDULING
- EC-3 HYDROMULCH
- EC-4 HYDROSEED
- NS-1 WATER CONSERVATION PRACTICES
- NS-2 DEWATERING OPERATIONS
- NS-3 PAVING & GRINDING OPERATIONS
- NS-6 VEHICLE & EQUIPMENT CLEANING
- NS-9 VEHICLE & EQUIPMENT FUELING
- NS-10 VEHICLE & EQUIPMENT MAINTENANCE
- NS-12 CONCRETE CURING
- NS-13 CONCRETE FINISHING
- SE-1 SILT FENCE
- SE-4 CHECK DAMS
- SE-5 FIBER ROLLS
- SE-10 DI PROTECTION TYPE 1
- SE-10 DI PROTECTION TYPE 2
- SE-10 DI PROTECTION TYPE 3
- TC-1 STABILIZED CONSTRUCTION ENTRANCE/EXIT
- TC-2 STABILIZED CONSTRUCTION ROADWAY
- TC-3 ENTRANCE & OUTLET TIRE WASH
- WE-1 WIND EROSION CONTROL
- WM-1 MATERIAL DELIVERY & STORAGE
- WM-2 MATERIAL USE
- WM-3 STOCKPILE MANAGEMENT
- WM-4 SPILL PREVENTION AND CONTROL
- WM-5 SOLID WASTE MANAGEMENT
- WM-8 CONCRETE WASTE MANAGEMENT
- WM-9 SANITARY/SEPTIC WASTE MANAGEMENT



City of American Canyon
Public Works
Job Site Copy
06/01/2022

NO.	BY	DATE	REVISIONS

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

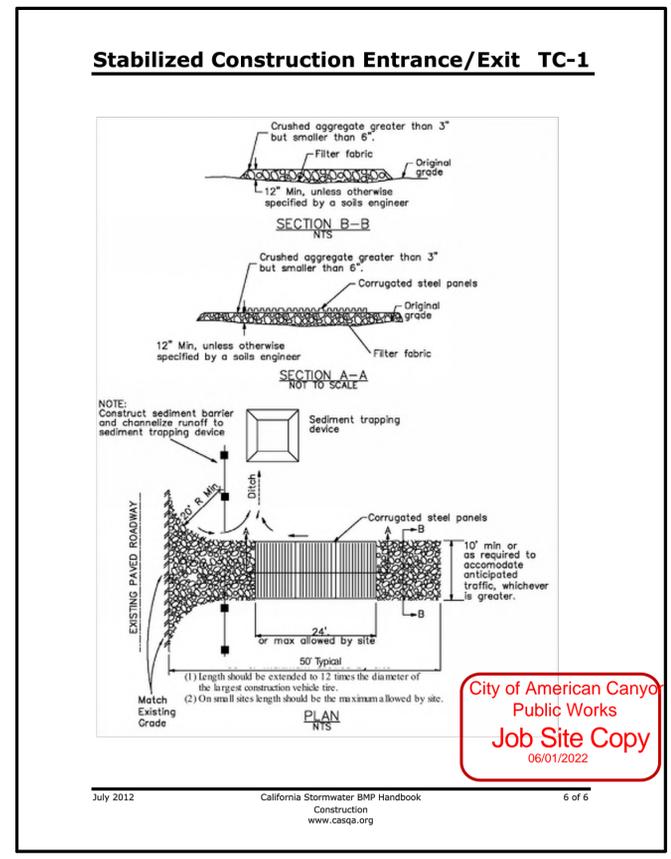
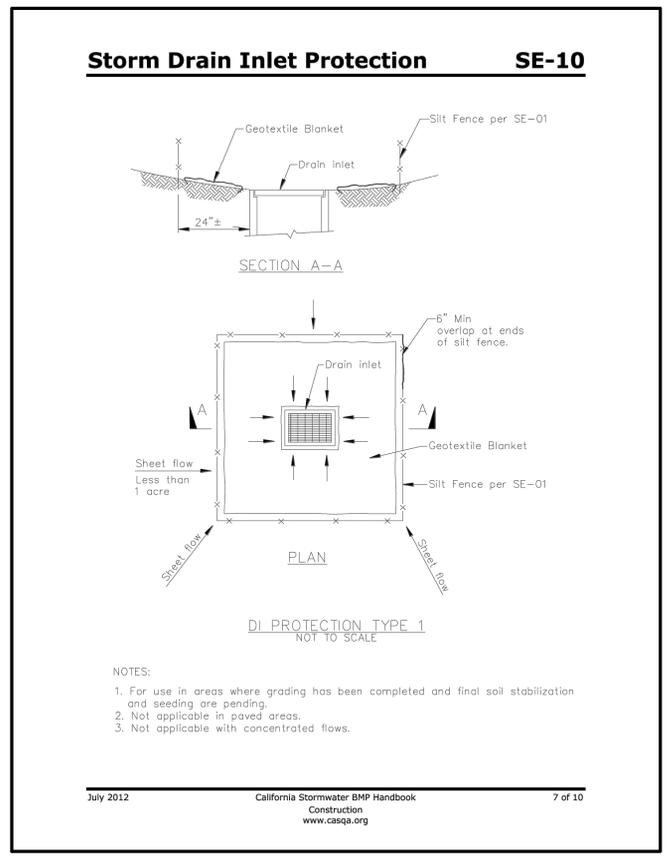
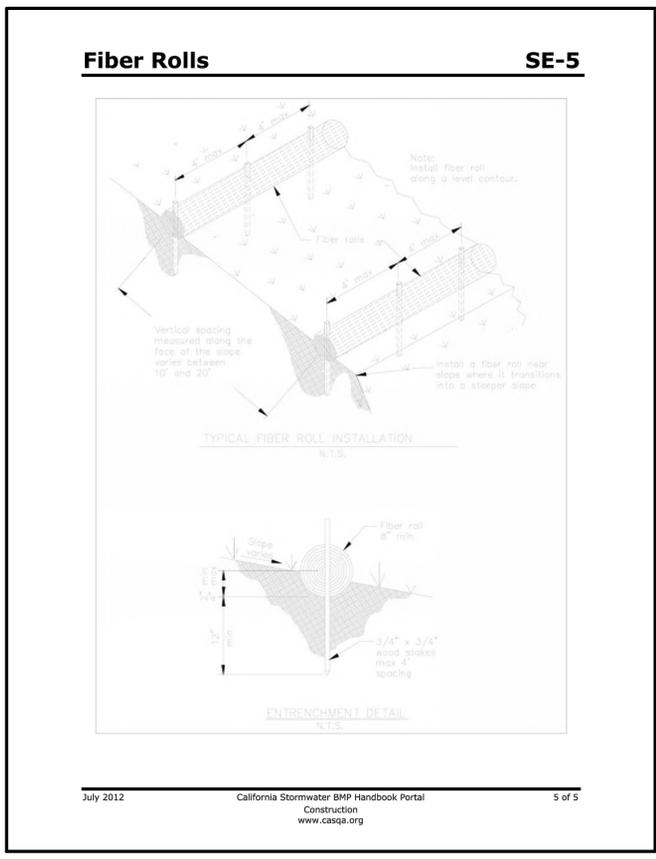
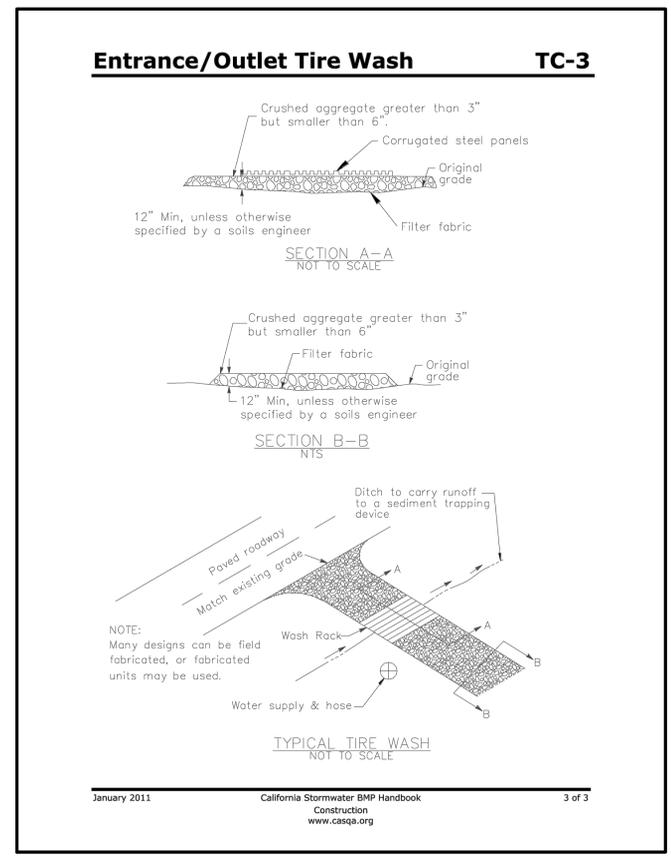
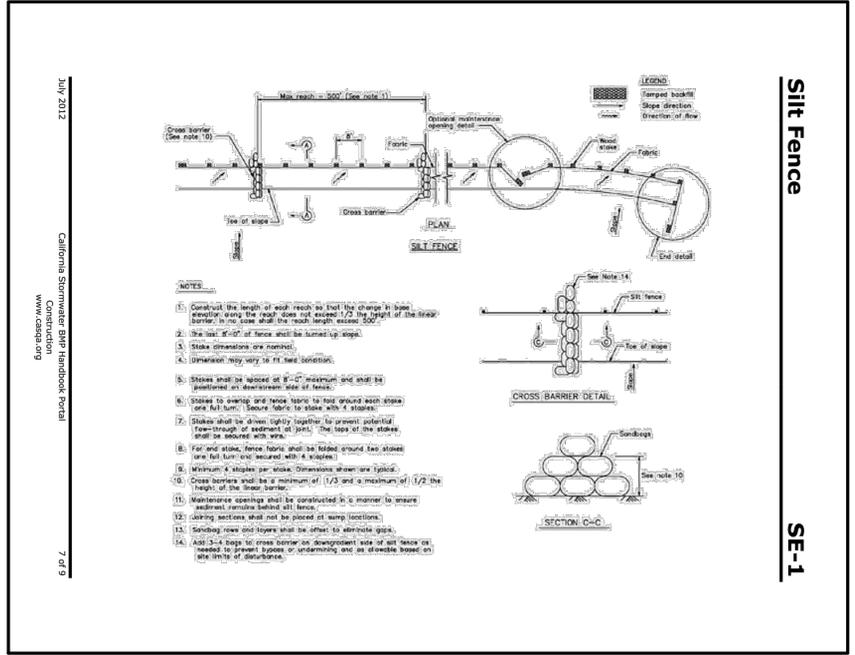
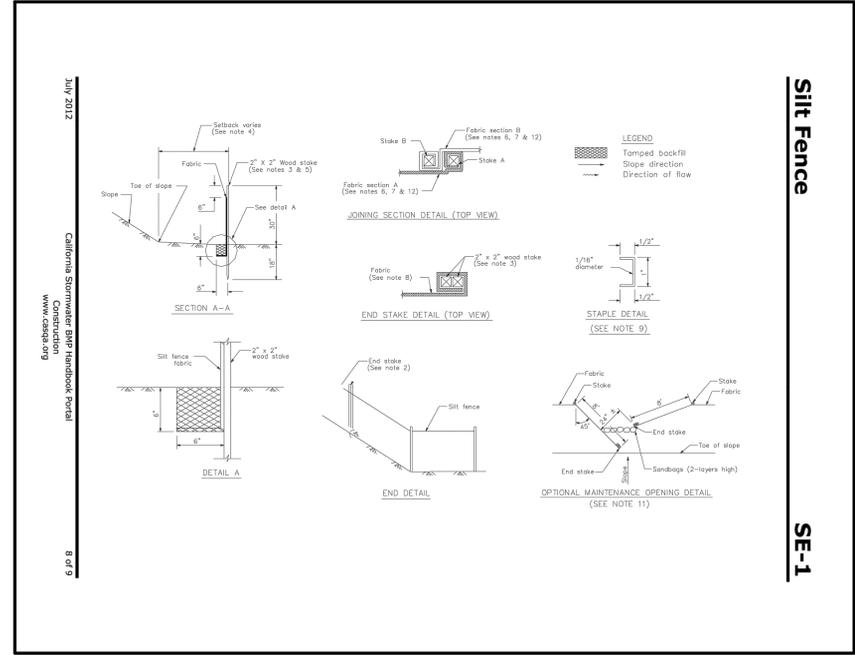


SAN RAMON • (925) 866-0322
ROSEVILLE • (916) 788-4456
WWW.CBAG.COM
CIVIL ENGINEERS • SURVEYORS • PLANNERS



AT WATSON RANCH
LOT 10
IMPROVEMENT PLANS
EROSION CONTROL NOTES
CITY OF AMERICAN CANYON
CALIFORNIA

SHEET NUMBER
8
8 OF 47
JOB NUMBER
1217-062



DATE: MAY 3, 2022
 DRAWN BY: AVG
 PROJ. ENGR: JH
 PROJ. MGR: WPC

RESERVED FOR THE ENGINEER
 WILLIAM P. CARLSON
 89309
 REGISTERED PROFESSIONAL CIVIL ENGINEER
 STATE OF CALIFORNIA

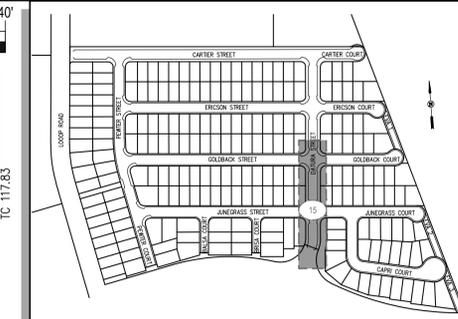
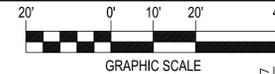
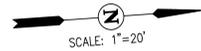
SAN RAMON (925) 866-0322
 ROSEVILLE (916) 768-4456
 WWW.CBANDG.COM

cbg
 CIVIL ENGINEERS SURVEYORS PLANNERS

AT WATSON RANCH
IMPROVEMENT PLANS
 EROSION CONTROL DETAILS

LOT 10
 SHEET NUMBER **9**
 9 OF 47
 JOB NUMBER 1217-062

CITY OF AMERICAN CANYON
 CALIFORNIA

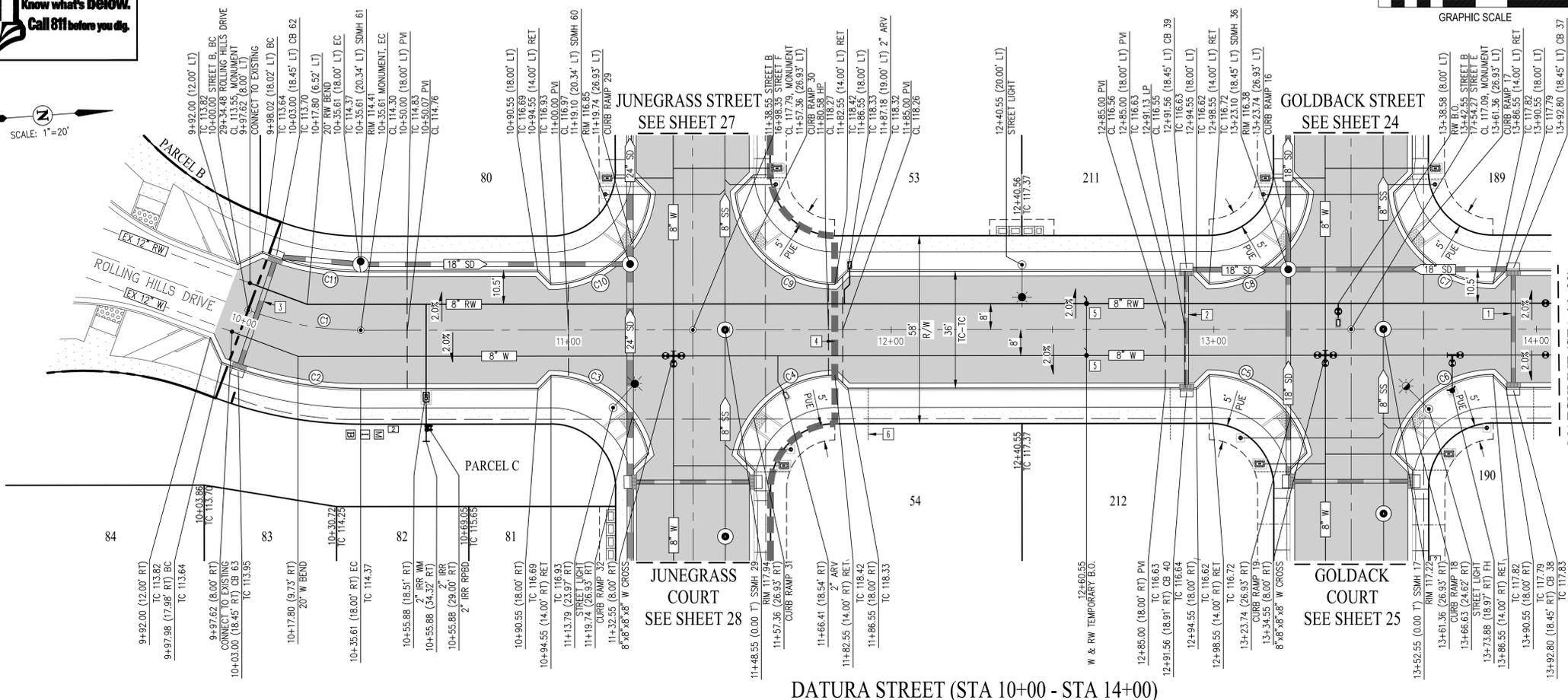


KEY MAP NOT TO SCALE

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	100.00'	20°24'08"	35.61'
C2	118.00'	21°22'54"	44.04'
C3	31.00'	77°24'22"	41.88'
C4	31.00'	77°24'22"	41.88'
C5	31.00'	77°24'22"	41.88'
C6	31.00'	77°24'22"	41.88'
C7	31.00'	84°41'36"	45.82'
C8	31.00'	84°41'36"	45.82'
C9	31.00'	84°41'36"	45.82'
C10	31.00'	84°41'36"	45.82'
C11	82.00'	21°46'59"	31.18'

CONSTRUCTION NOTES

- UTILITY CROSSING 8. SEE SHEET 36 FOR CROSSING PROFILE.
- UTILITY CROSSING 9. SEE SHEET 36 FOR CROSSING PROFILE.
- UTILITY CROSSING 10. SEE SHEET 36 FOR CROSSING PROFILE.
- CONSTRUCTION PHASING BOUNDARY (STA. 11+82.55). SEE ENGINEER'S NOTE 39 ON SHEET 2 FOR DETAILS.
- INSTALL TEMPORARY B.O. VALVE IN PHASE 1. (STA 12+60.55) CONTRACTOR TO REMOVE B.O. VALVE WITH CONSTRUCTION OF PHASE 2.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.



DATURA STREET (STA 10+00 - STA 14+00)

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

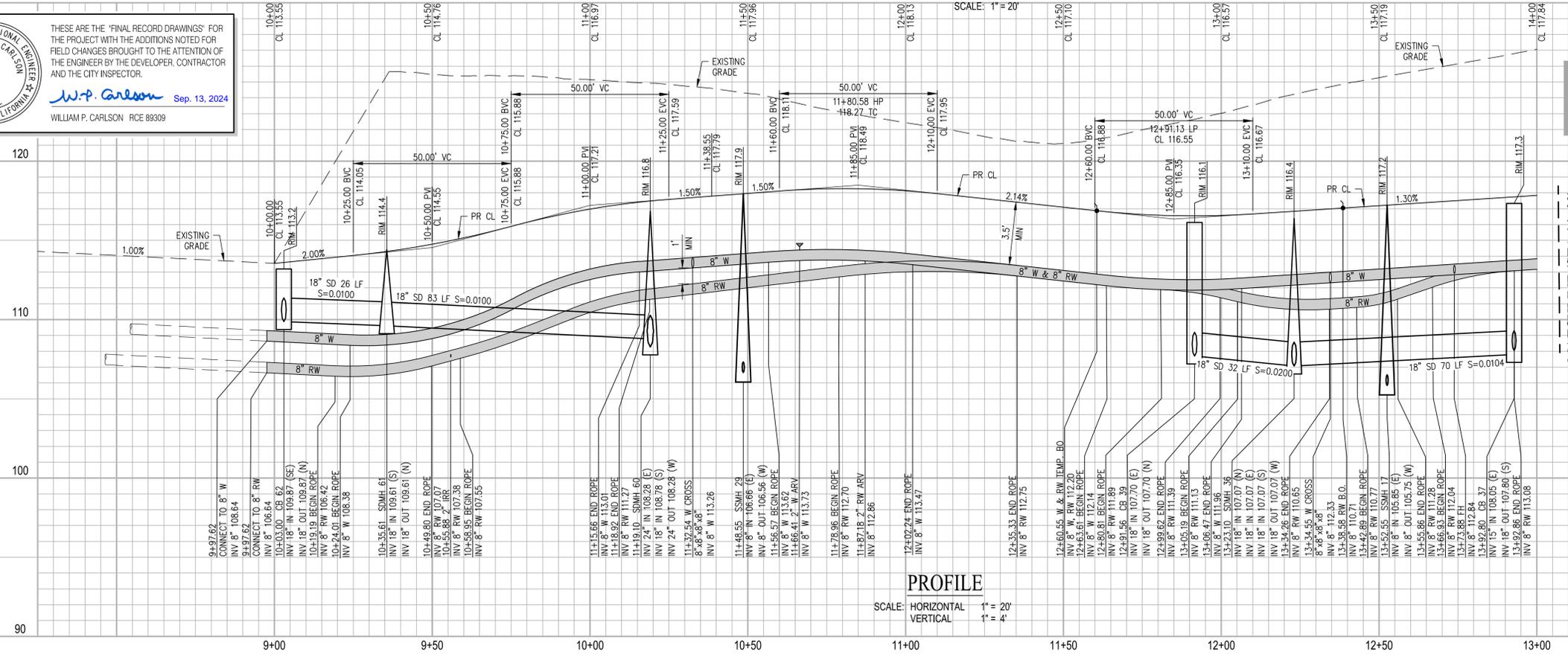


SCALE: 1" = 20'

- NOTES:
- SEE SHEETS 36 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
 - SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

PROFILE

SCALE: HORIZONTAL 1" = 20' VERTICAL 1" = 4'



City of American Canyon Public Works Job Site Copy 06/01/2022

AT WATSON RANCH
IMPROVEMENT PLANS
DATURA STREET (STA 10+00 - STA 14+00)

LOT 10
SHEET NUMBER **15** OF 47
JOB NUMBER 1217-062

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

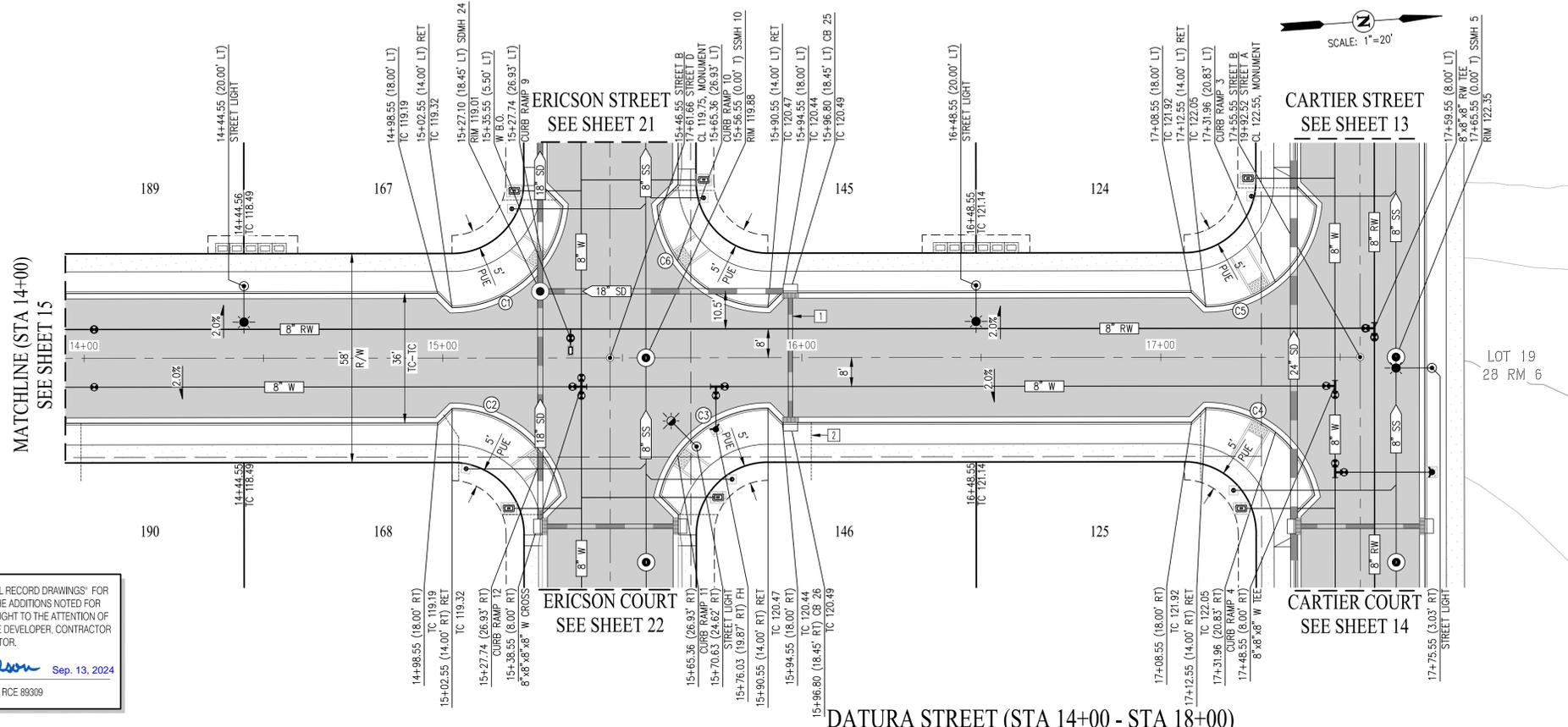
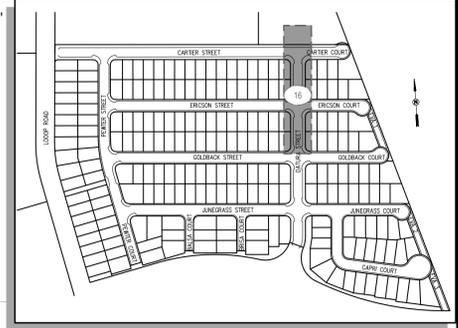
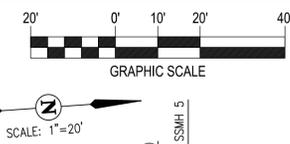
PLANNERS
SURVEYORS
CIVIL ENGINEERS

CALIFORNIA
CITY OF AMERICAN CANYON

RESERVED
WILLIAM P. CARLSON
REGISTERED PROFESSIONAL ENGINEER
89309
CIVIL ENGINEER
STATE OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBANDG.COM





KEY MAP
NOT TO SCALE

CURVE TABLE				
NO	RADIUS	DELTA	LENGTH	DESC
C1	31.00'	84°41'36"	45.82'	TC
C2	31.00'	77°24'22"	41.88'	TC
C3	31.00'	77°24'22"	41.88'	TC
C4	31.00'	77°33'35"	41.96'	TC
C5	31.00'	84°39'57"	45.81'	TC
C6	31.00'	84°41'36"	45.82'	TC

CONSTRUCTION NOTES

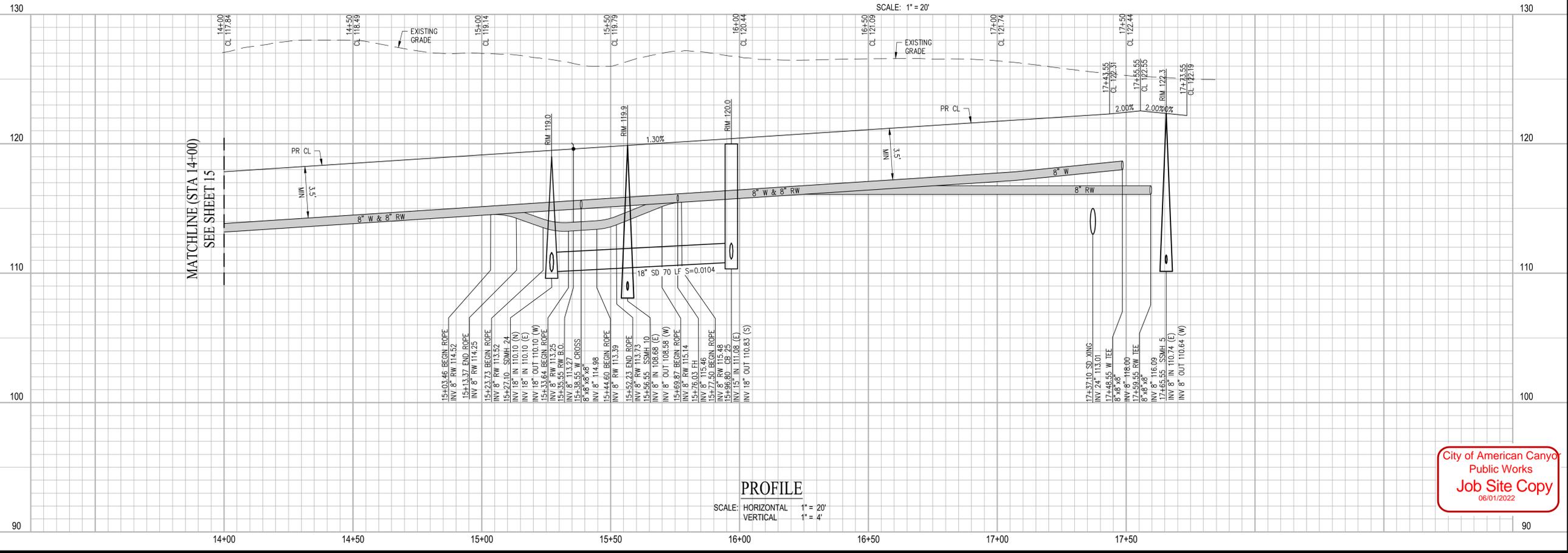
- 1 UTILITY CROSSING 7. SEE SHEET 36 FOR CROSSING PROFILE.
- 2 THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- 1. SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- 2. SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

THESE ARE THE 'FINAL RECORD DRAWINGS' FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJECT: PROJECT MGR: WPC
NO. BY DATE
REVISIONS

REGISTERED PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL
CITY OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBAG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

AT WATSON RANCH
IMPROVEMENT PLANS
DATURA STREET (STA 14+00 - STA 18+00)
CALIFORNIA

LOT 10
SHEET NUMBER 16 OF 47
JOB NUMBER 1217-062



LOT 19
28 RM 6
9+80.00 (3.09' LT) STREET LIGHT
10+00.00 STREET C
12+30.87 STREET A
CL 88.04, MONUMENT
9+90.00 (10.00' RT) SSMH 1
CR 87.69

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

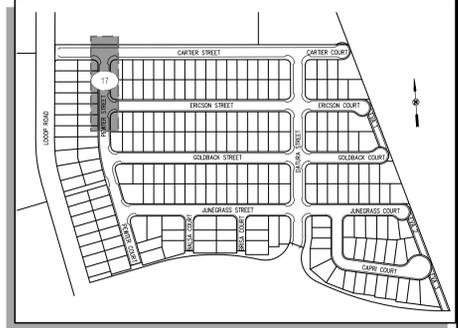
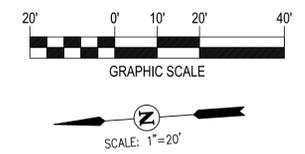
W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

CARTIER STREET
SEE SHEET 12

CARTIER STREET
SEE SHEET 12

ERICSON STREET
SEE SHEET 20

PEWTER STREET (STA 10+00 - STA 13+00)



KEY MAP
NOT TO SCALE

CURVE TABLE

NO	RADIUS	DELTA	LENGTH	DESC
C1	31.00'	56°44'41"	30.70'	TC
C2	31.00'	60°52'07"	32.93'	TC
C3	31.00'	71°10'51"	38.51'	TC
C4	31.00'	60°01'16"	32.47'	TC

- CONSTRUCTION NOTES
- UTILITY CROSSING 11. SEE SHEET 36 FOR CROSSING PROFILE.
 - THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

- NOTES:
- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1" MINIMUM VERTICAL CLEARANCE.
 - SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

NO.	BY	DATE	REVISIONS

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REGISTERED PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL ENGINEER
STATE OF CALIFORNIA

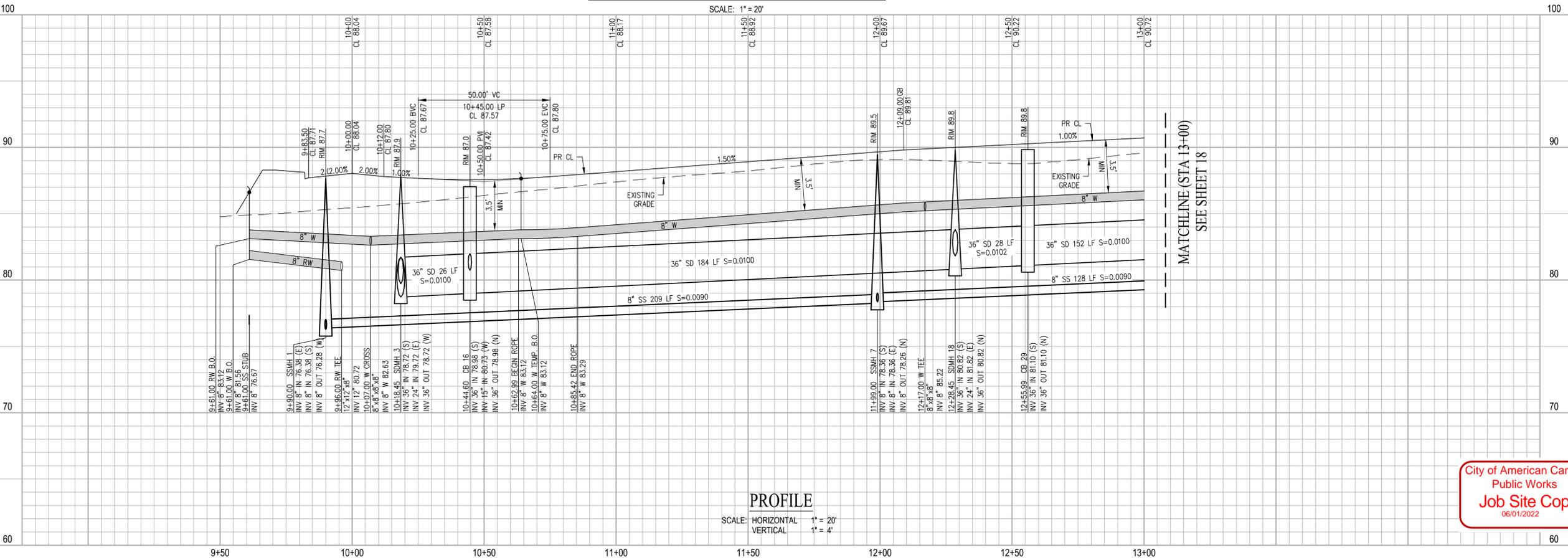
SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBANDG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS



AT WATSON RANCH
IMPROVEMENT PLANS
PEWTER STREET (STA 10+00 - STA 13+00)
CITY OF AMERICAN CANYON
CALIFORNIA

LOT 10
SHEET NUMBER
17
17 OF 47
JOB NUMBER
1217-062



City of American Canyon
Public Works
Job Site Copy
06/01/2022

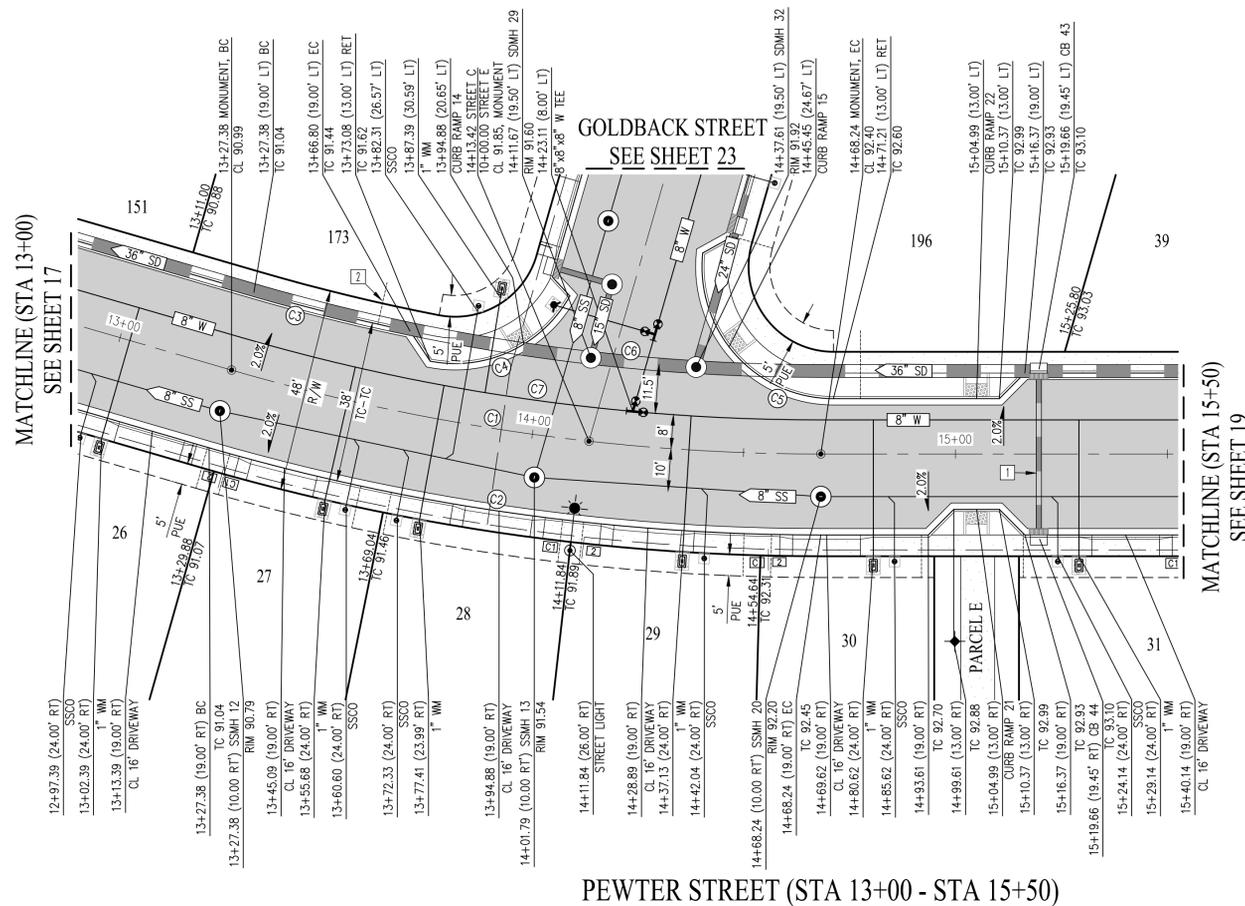


CURVE TABLE				
NO	RADIUS	DELTA	LENGTH	DESC
C1	500.00'	16°08'30"	140.86'	CL
C2	519.00'	16°08'30"	146.22'	TC
C3	481.00'	4°31'05"	37.93'	TC
C4	31.00'	71°44'20"	38.81'	TC
C5	31.00'	95°54'33"	51.89'	TC
C6	480.50'	12°37'54"	105.93'	SD
C7	492.00'	16°08'30"	138.61'	W



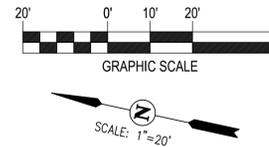
THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



PEWTER STREET (STA 13+00 - STA 15+50)

SCALE: 1" = 20'



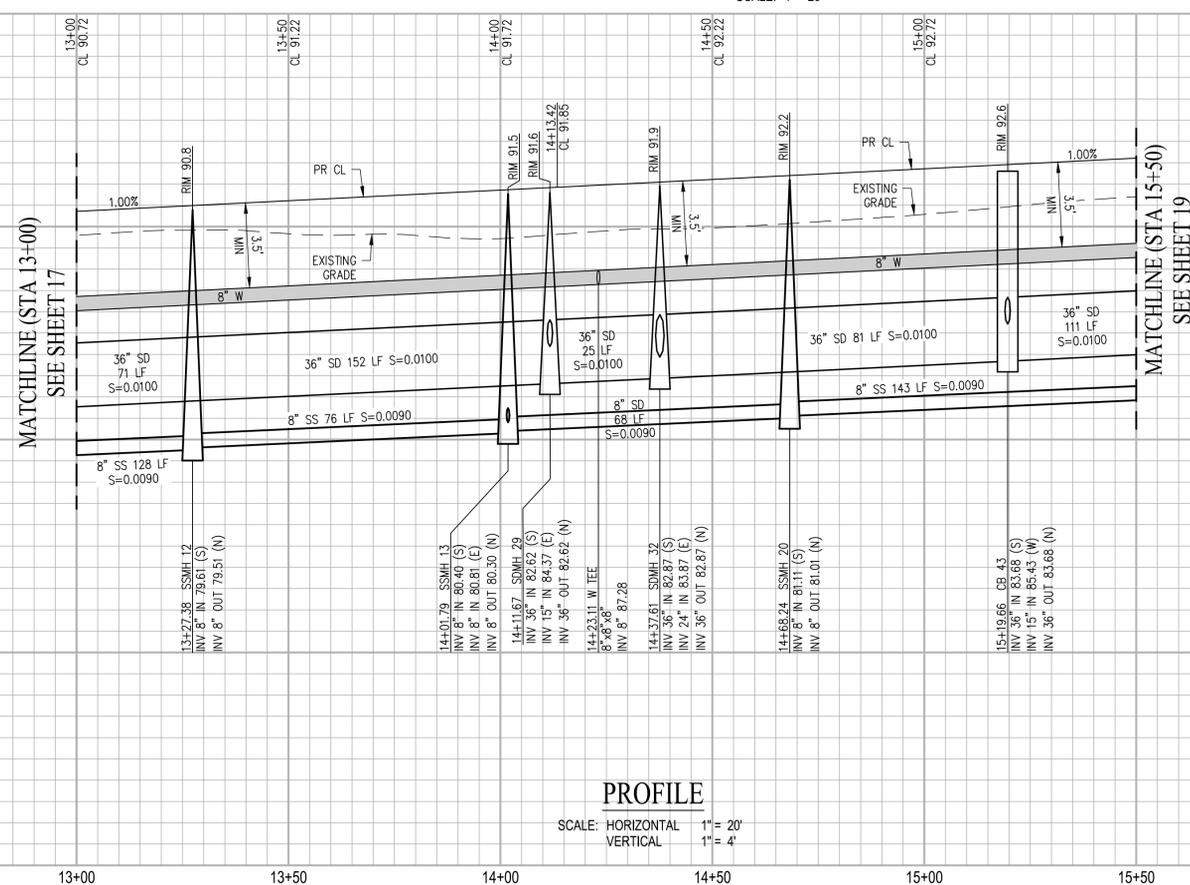
KEY MAP
NOT TO SCALE

CONSTRUCTION NOTES

- UTILITY CROSSING 12. SEE SHEET 36 FOR CROSSING PROFILE.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

NO.	BY	DATE	REVISIONS

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC



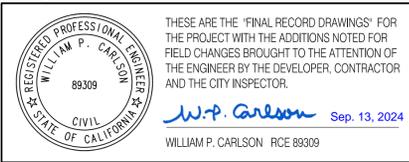
SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBAG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

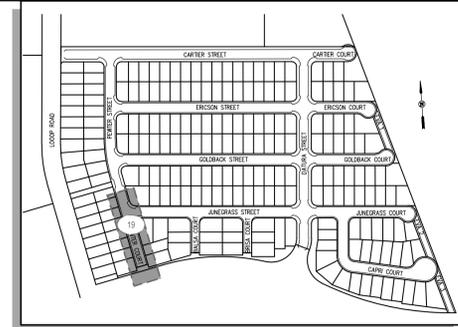
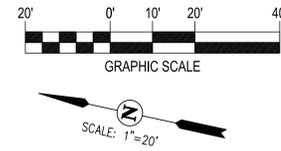
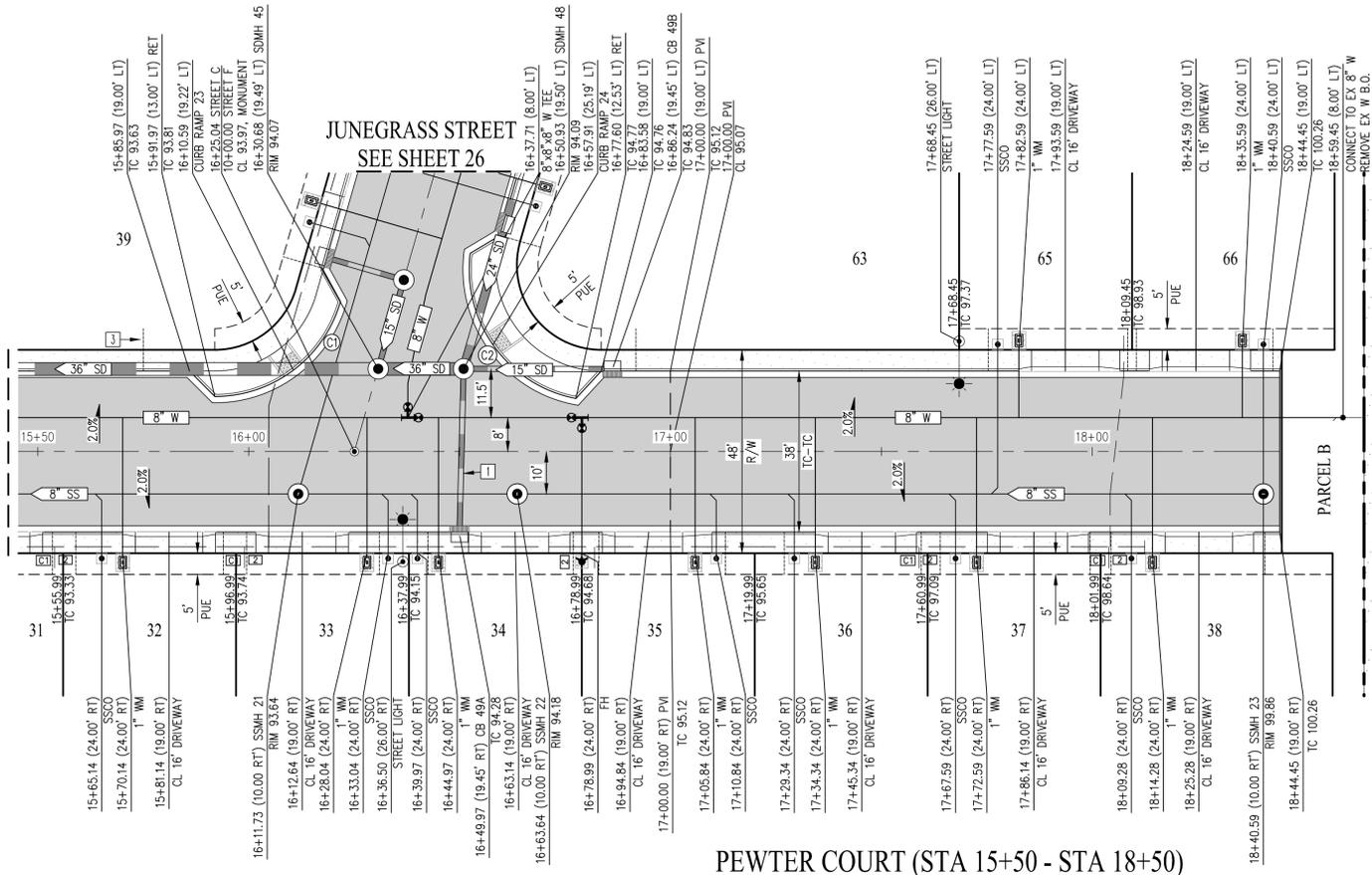


AT WATSON RANCH
IMPROVEMENT PLANS
PEWTER STREET (STA 13+00 - STA 15+50)
CITY OF AMERICAN CANYON
CALIFORNIA

LOT 10
SHEET NUMBER
18
18 OF 47
JOB NUMBER
1217-062



MATCHLINE (STA 15+50)
SEE SHEET 18



KEY MAP
NOT TO SCALE

CONSTRUCTION NOTES

- UTILITY CROSSING 13, 14. SEE SHEET 36 FOR CROSSING PROFILE.
- CONTRACTOR TO INSTALL DROP BOWL IN SSMH. SEE SHEET 4 FOR DETAILS.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

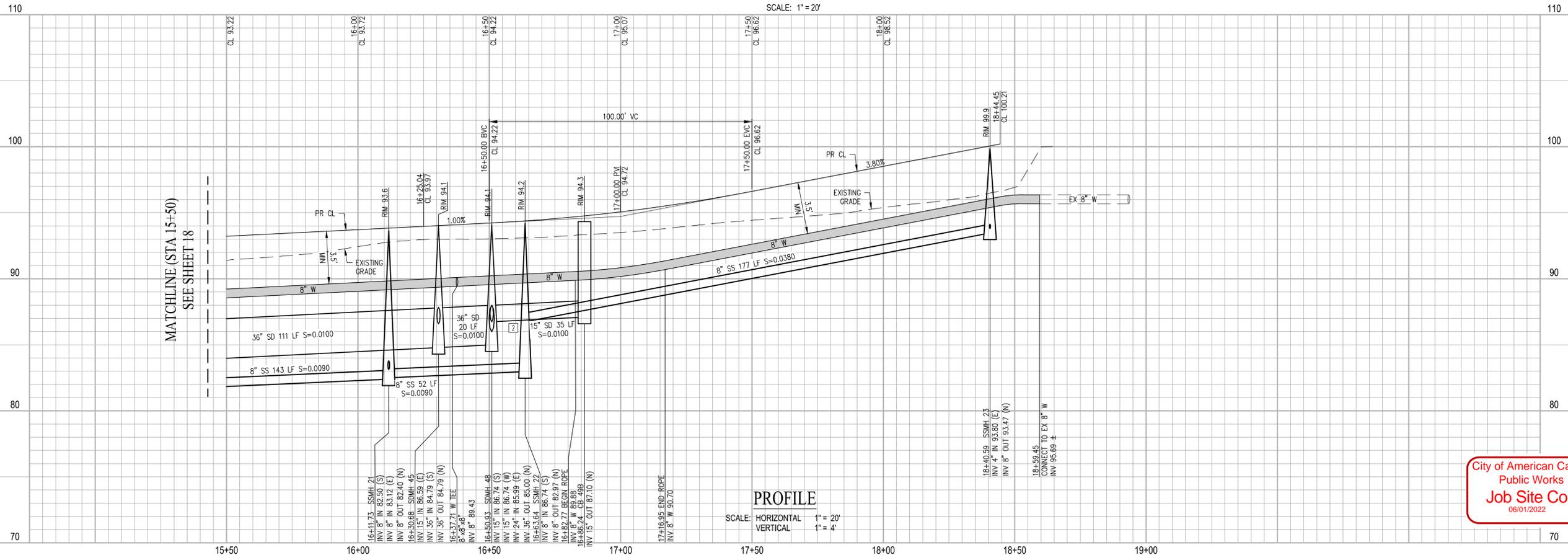
NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

CURVE TABLE				
NO	RADIUS	DELTA	LENGTH	DESC
C1	31.00'	73°51'30"	39.96'	TC
C2	31.00'	86°23'22"	46.74'	TC

PEWTER COURT (STA 15+50 - STA 18+50)

SCALE: 1" = 20'



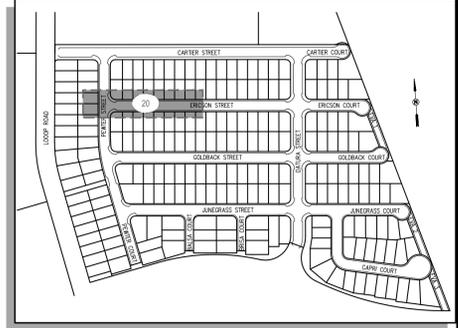
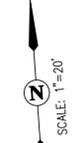
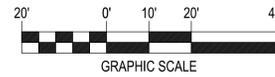
PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

MATCHLINE (STA 15+50)
SEE SHEET 18



DATE:	MAY 3, 2022	DRAWN BY:	AVG	PROJ. ENGR.:	JH	PROJ. MGR.:	WPC	NO.	BY	DATE	REVISIONS
<p>SAN RAMON (925) 866-0322 ROSEVILLE (916) 788-4456 WWW.CBANDG.COM</p> <p>PLANNERS SURVEYORS CIVIL ENGINEERS</p>											
<p>AT WATSON RANCH IMPROVEMENT PLANS PEWTER COURT (STA 15+50 - STA 18+50)</p>											
<p>LOT 10 CITY OF AMERICAN CANYON CALIFORNIA</p>											
<p>SHEET NUMBER 19 19 OF 47 JOB NUMBER 1217-062</p>											



KEY MAP
NOT TO SCALE

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	31.00'	71°10'51"	38.51' TC
C2	31.00'	60°01'16"	32.47' TC

CONSTRUCTION NOTES

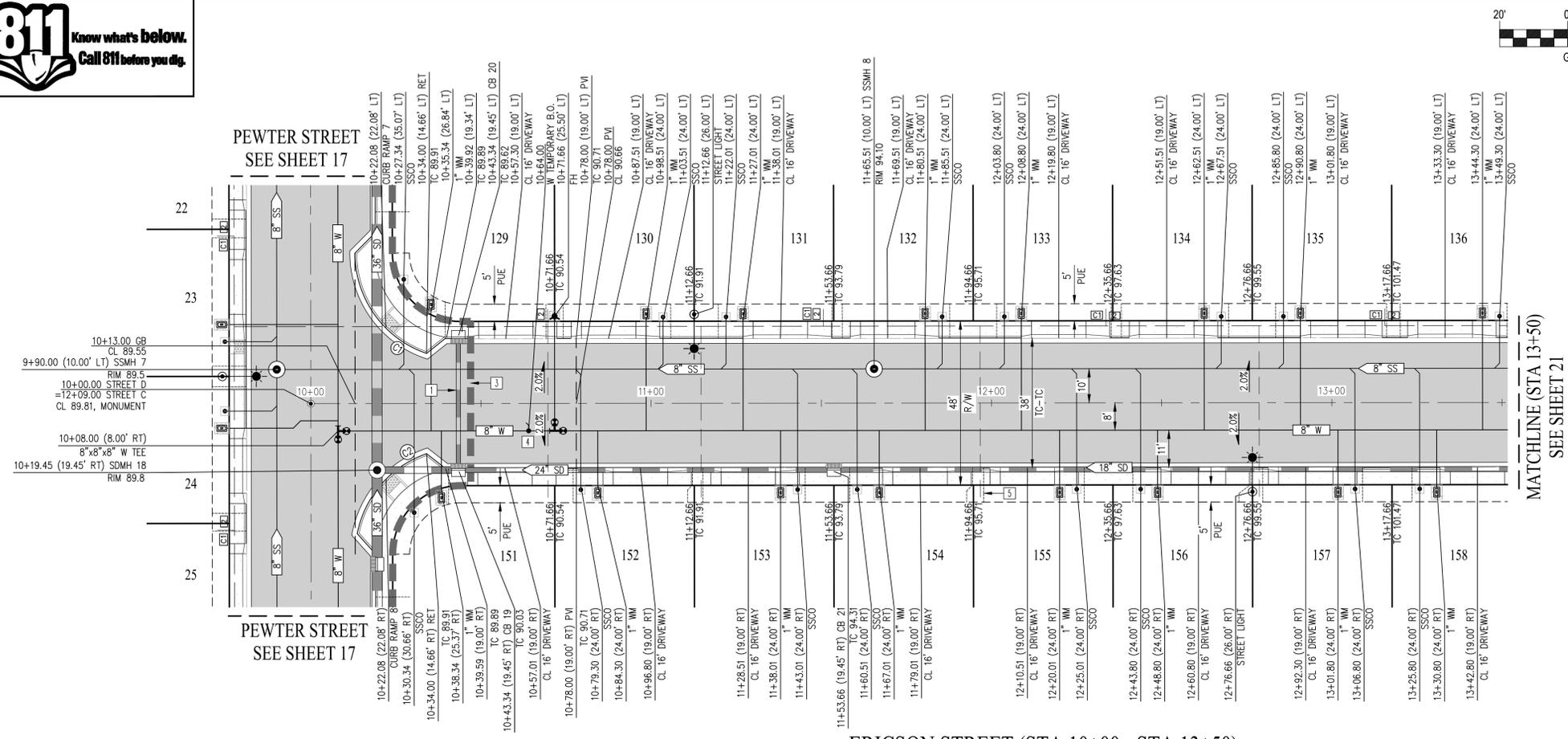
- UTILITY CROSSING 14. SEE SHEET 36 FOR CROSSING PROFILE.
- CONTRACTOR TO INSTALL DROP BOWL IN SSMH. SEE SHEET 4 FOR DETAILS.
- CONSTRUCTION PHASING BOUNDARY (STA. 10+46.95). SEE ENGINEER'S NOTE 39 ON SHEET 2 FOR DETAILS.
- INSTALL TEMPORARY B.O. VALVE IN PHASE 1. (STA 10+64.00) CONTRACTOR TO REMOVE B.O. VALVE WITH CONSTRUCTION OF PHASE 2.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

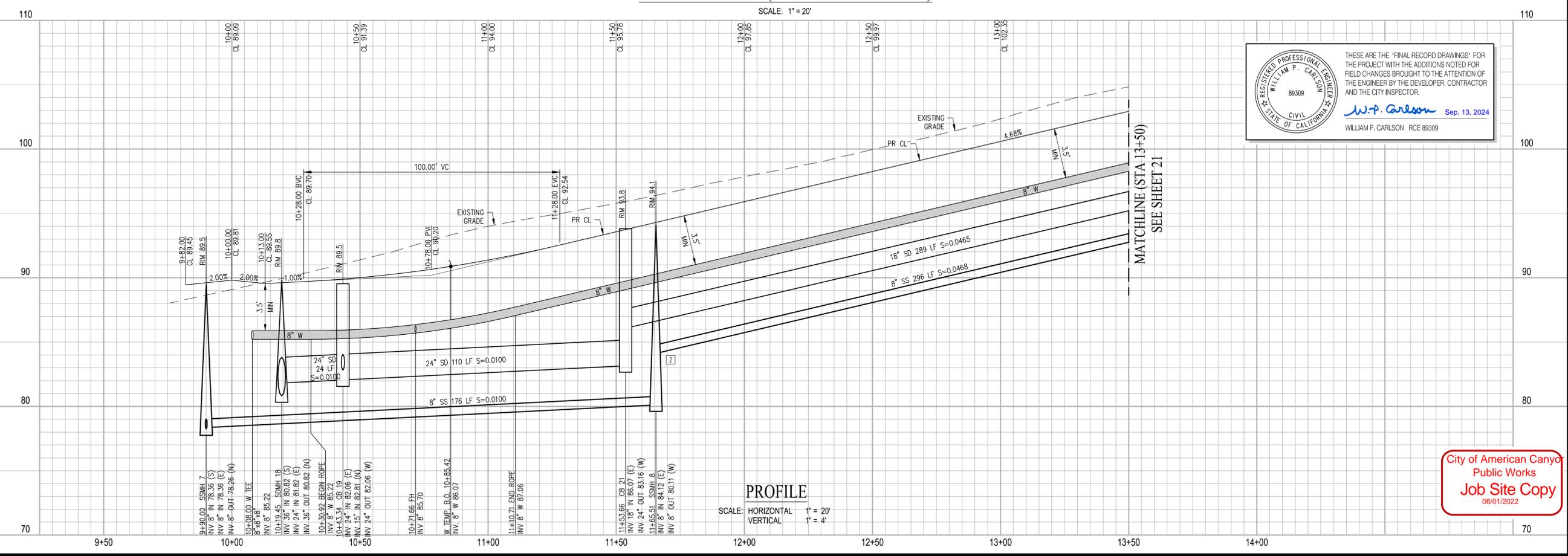
THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



ERICSON STREET (STA 10+00 - STA 13+50)

SCALE: 1" = 20'



City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

AT WATSON RANCH
LOT 10
SHEET NUMBER 20
20 OF 47
JOB NUMBER 1217-062

IMPROVEMENT PLANS
ERICSON STREET (STA 10+00 - STA 13+50)

CIVIL ENGINEERS SURVEYORS PLANNERS

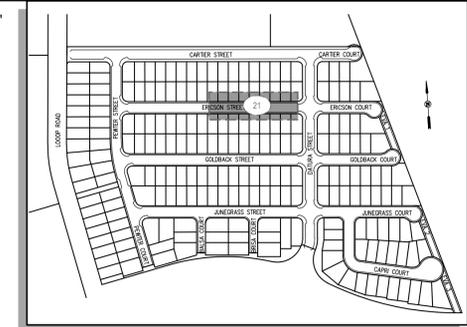
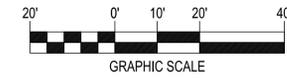
cbg
CIVIL ENGINEERS

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBAG.COM

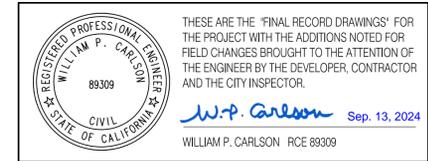
WILLIAM P. CARLSON
REGISTERED PROFESSIONAL ENGINEER
RCE 89309
STATE OF CALIFORNIA
CIVIL
Sep. 13, 2024

AT WATSON RANCH
LOT 10
SHEET NUMBER 20
20 OF 47
JOB NUMBER 1217-062

CITY OF AMERICAN CANYON
CALIFORNIA



KEY MAP
NOT TO SCALE



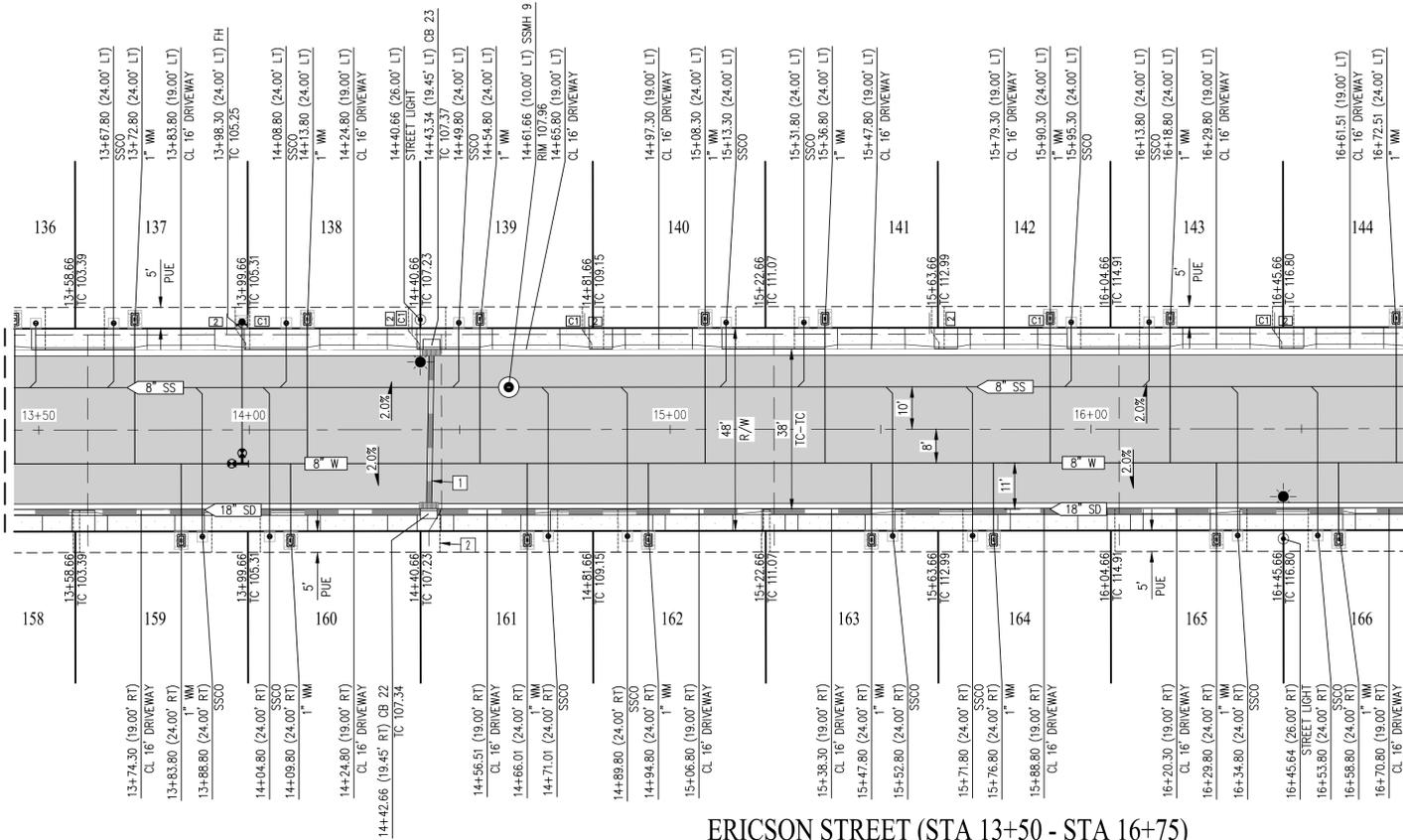
CONSTRUCTION NOTES

- 1 UTILITY CROSSING 15. SEE SHEET 36 FOR CROSSING PROFILE.
- 2 THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- 1. SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- 2. SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

MATCHLINE (STA 13+50)
SEE SHEET 20



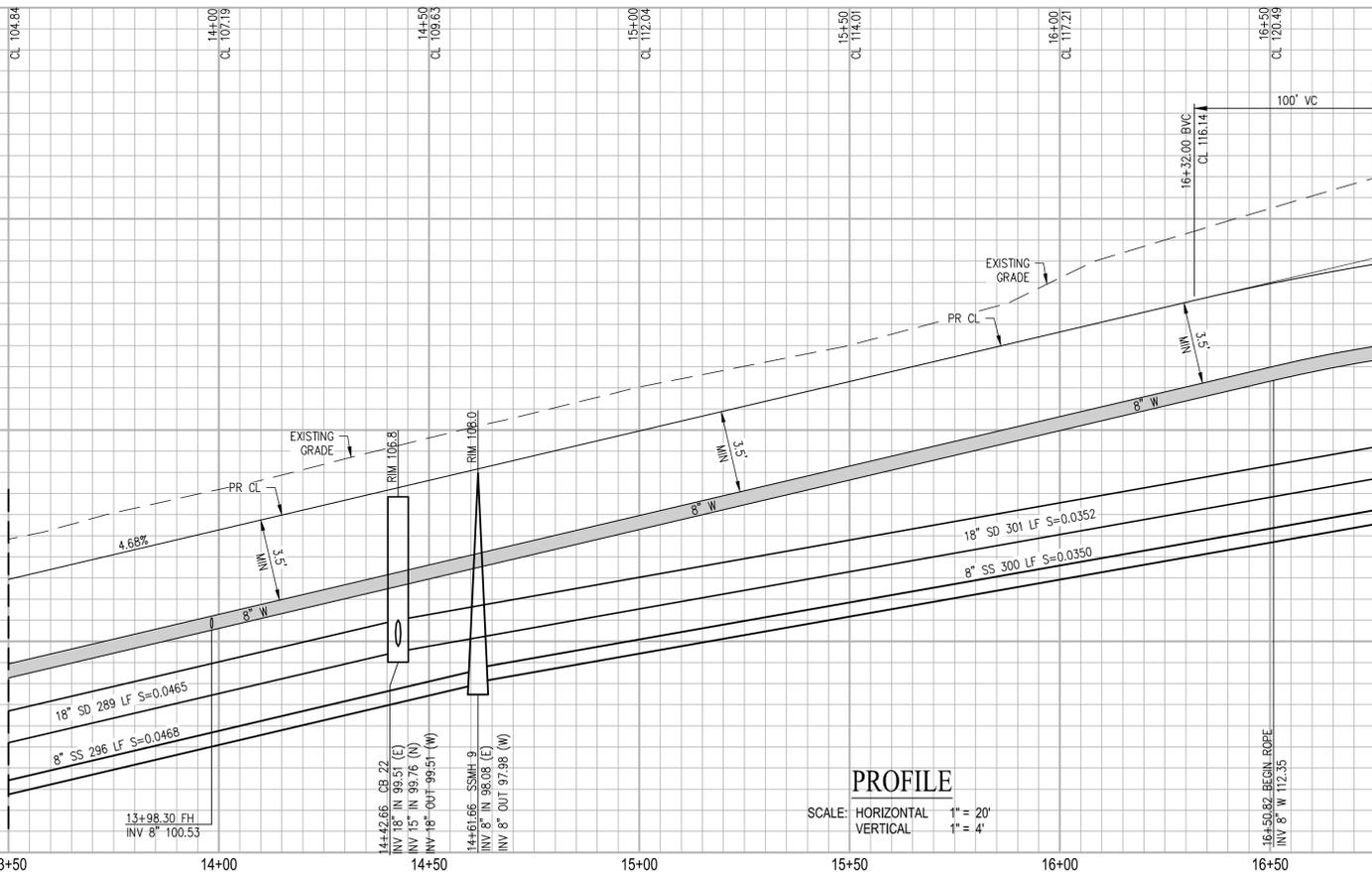
MATCHLINE (STA 16+75)
SEE SHEET 22

ERICSON STREET (STA 13+50 - STA 16+75)

SCALE: 1" = 20'

130
120
110
100
90

MATCHLINE (STA 13+50)
SEE SHEET 20



MATCHLINE (STA 16+75)
SEE SHEET 22

PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

NO.	BY	DATE	REVISIONS

DATE:	MAY 3, 2022
DRAWN BY:	AVG
PROJ. ENGR.:	JH
PROJ. MGR.:	WPC

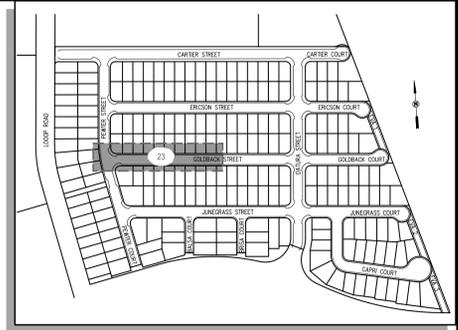
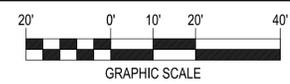
SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANDG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS



AT WATSON RANCH
IMPROVEMENT PLANS
ERICSON STREET (STA 13+50 - STA 16+75)
CITY OF AMERICAN CANYON
CALIFORNIA

LOT 10
SHEET NUMBER
21
21 OF 47
JOB NUMBER
1217-062



KEY MAP
NOT TO SCALE



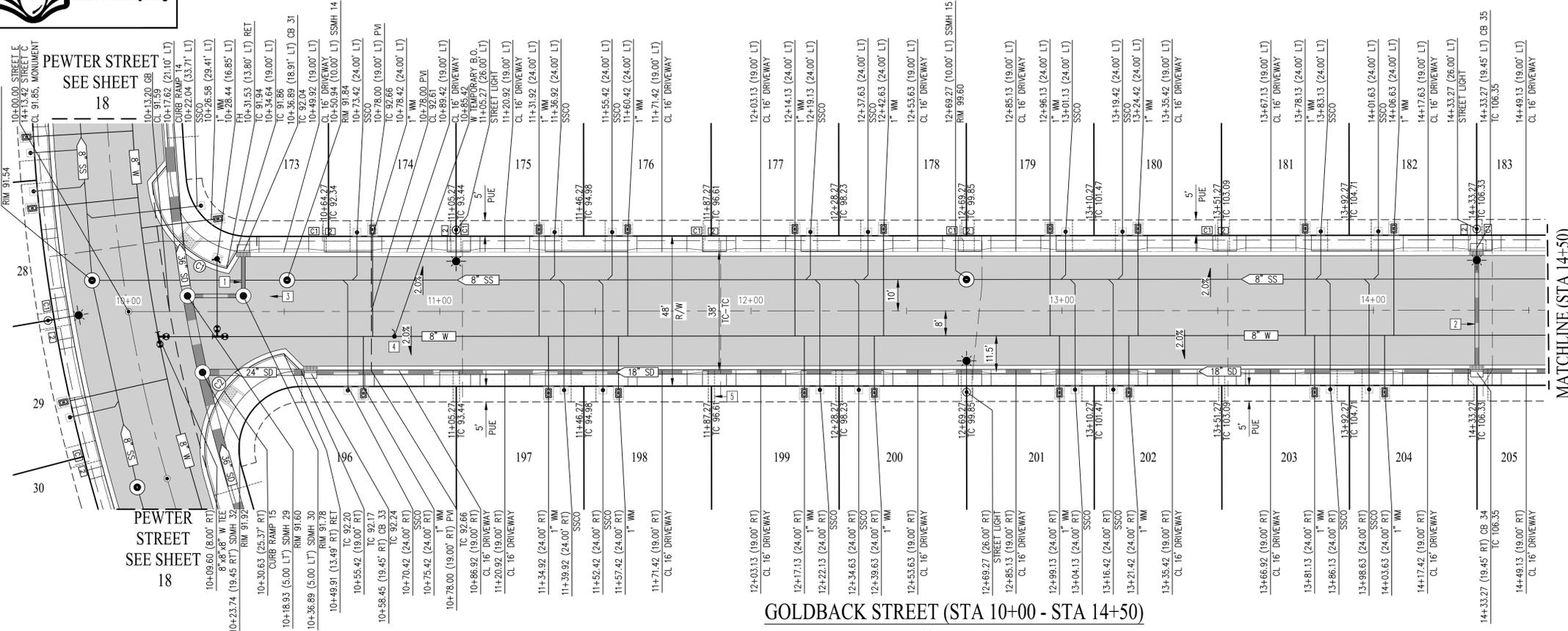
CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	31.00'	71°44'20"	38.81'
C2	31.00'	95°54'33"	51.89'

CONSTRUCTION NOTES

- UTILITY CROSSING 17. SEE SHEET 37 FOR CROSSING PROFILE.
- UTILITY CROSSING 18. SEE SHEET 37 FOR CROSSING PROFILE.
- CONSTRUCTION PHASING BOUNDARY (STA. 10+66.30 & STA 10+45.49). SEE ENGINEER'S NOTE 39 ON SHEET 2 FOR DETAILS.
- INSTALL TEMPORARY B.O. VALVE IN PHASE 1. (STA 10+85.42) CONTRACTOR TO REMOVE B.O. VALVE WITH CONSTRUCTION OF PHASE 2.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

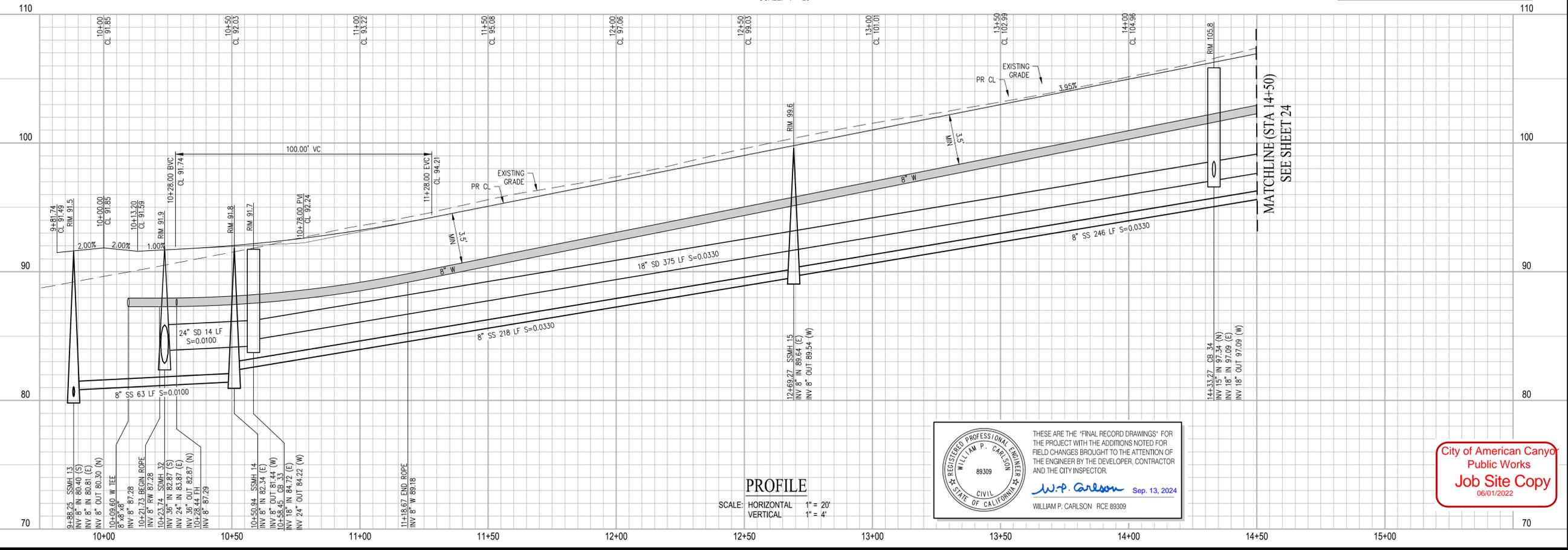
NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.



GOLDBACK STREET (STA 10+00 - STA 14+50)

SCALE: 1" = 20'



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024

WILLIAM P. CARLSON
REGISTERED PROFESSIONAL ENGINEER
CIVIL
89309
STATE OF CALIFORNIA

WILLIAM P. CARLSON
REGISTERED PROFESSIONAL ENGINEER
CIVIL
89309
STATE OF CALIFORNIA

City of American Canyon
Public Works
Job Site Copy
06/01/2022

NO.	BY	DATE	REVISIONS

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJECT ENGR: JH
PROJ. MGR: WPC

RESERVED FOR THE USE OF THE CIVIL ENGINEER WILLIAM P. CARLSON 89309

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBAG.COM

CIVIL ENGINEERS SURVEYORS PLANNERS

cbg

AT WATSON RANCH

LOT 10

IMPROVEMENT PLANS
GOLDBACK STREET (STA 10+00 - STA 14+50)

CITY OF AMERICAN CANYON
CALIFORNIA

SHEET NUMBER
23
23 OF 47

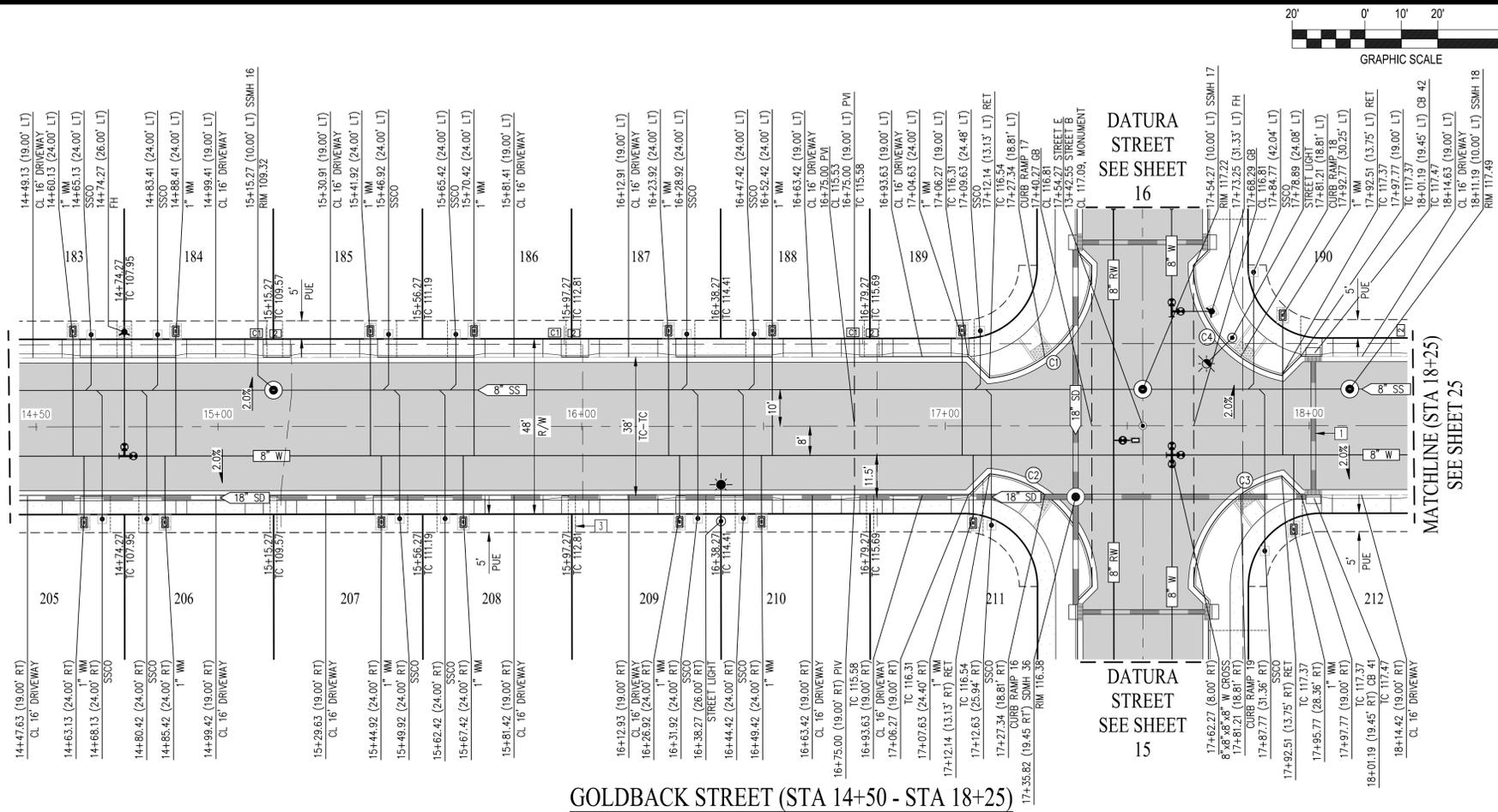
JOB NUMBER
1217-062



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

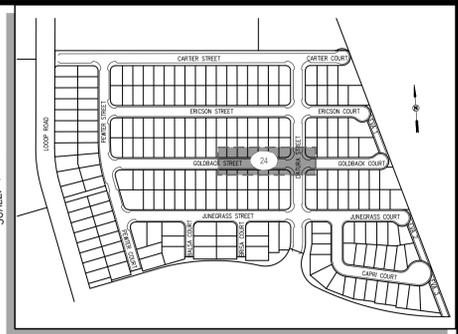
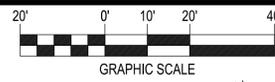
W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

MATCHLINE (STA 14+50)
SEE SHEET 23



GOLDBACK STREET (STA 14+50 - STA 18+25)

SCALE: 1" = 20'



KEY MAP
NOT TO SCALE

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	31.00'	84°41'36"	45.82'
C2	31.00'	84°41'36"	45.82'
C3	31.00'	77°24'22"	41.88'
C4	31.00'	77°24'22"	41.88'

CONSTRUCTION NOTES

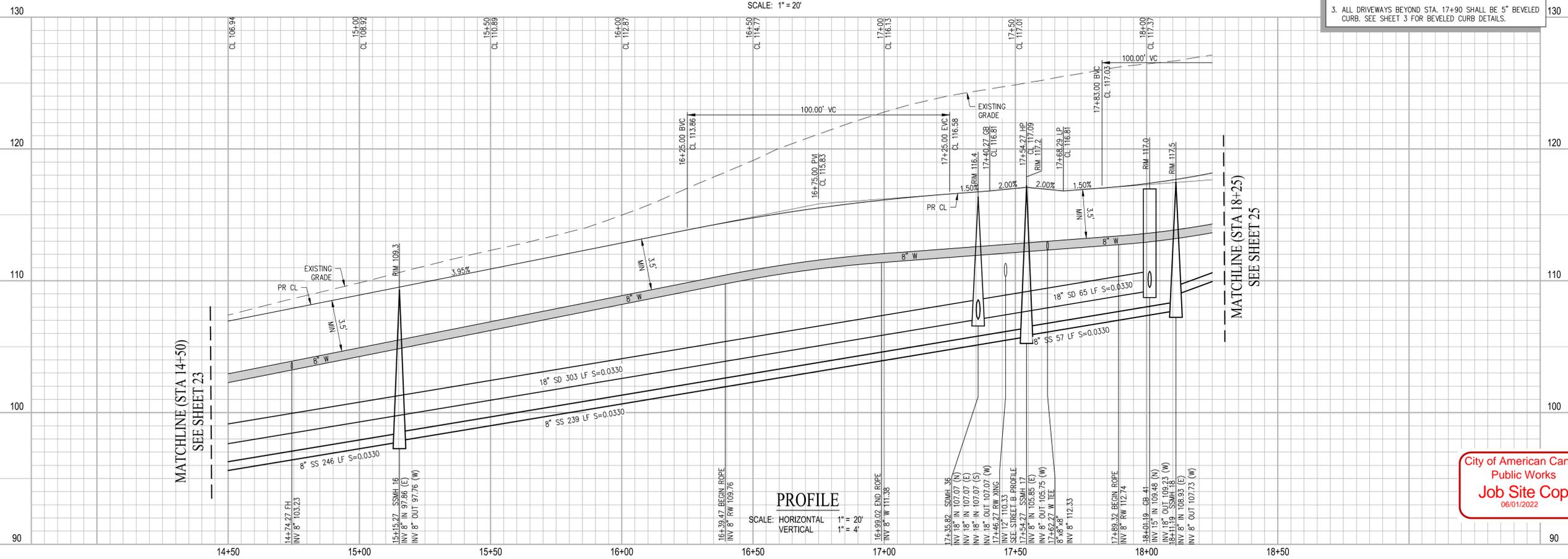
- UTILITY CROSSING 19. SEE SHEET 37 FOR CROSSING PROFILE.
- CONTRACTOR TO INSTALL DROP BOWL IN SSMH. SEE SHEET 4 FOR DETAILS.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.
- ALL DRIVEWAYS BEYOND STA. 17+90 SHALL BE 5" BEVELED CURB. SEE SHEET 3 FOR BEVELED CURB DETAILS.

MATCHLINE (STA 14+50)
SEE SHEET 23

MATCHLINE (STA 18+25)
SEE SHEET 25



DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

APPROVAL

RESERVED PROFESSIONAL ENGINEER WILLIAM P. CARLSON RCE 89309

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBANG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

AT WATSON RANCH
IMPROVEMENT PLANS
GOLDBACK STREET (STA 14+50 - STA 18+25)

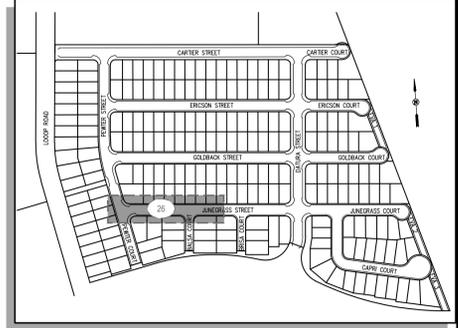
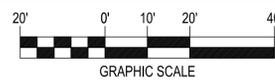
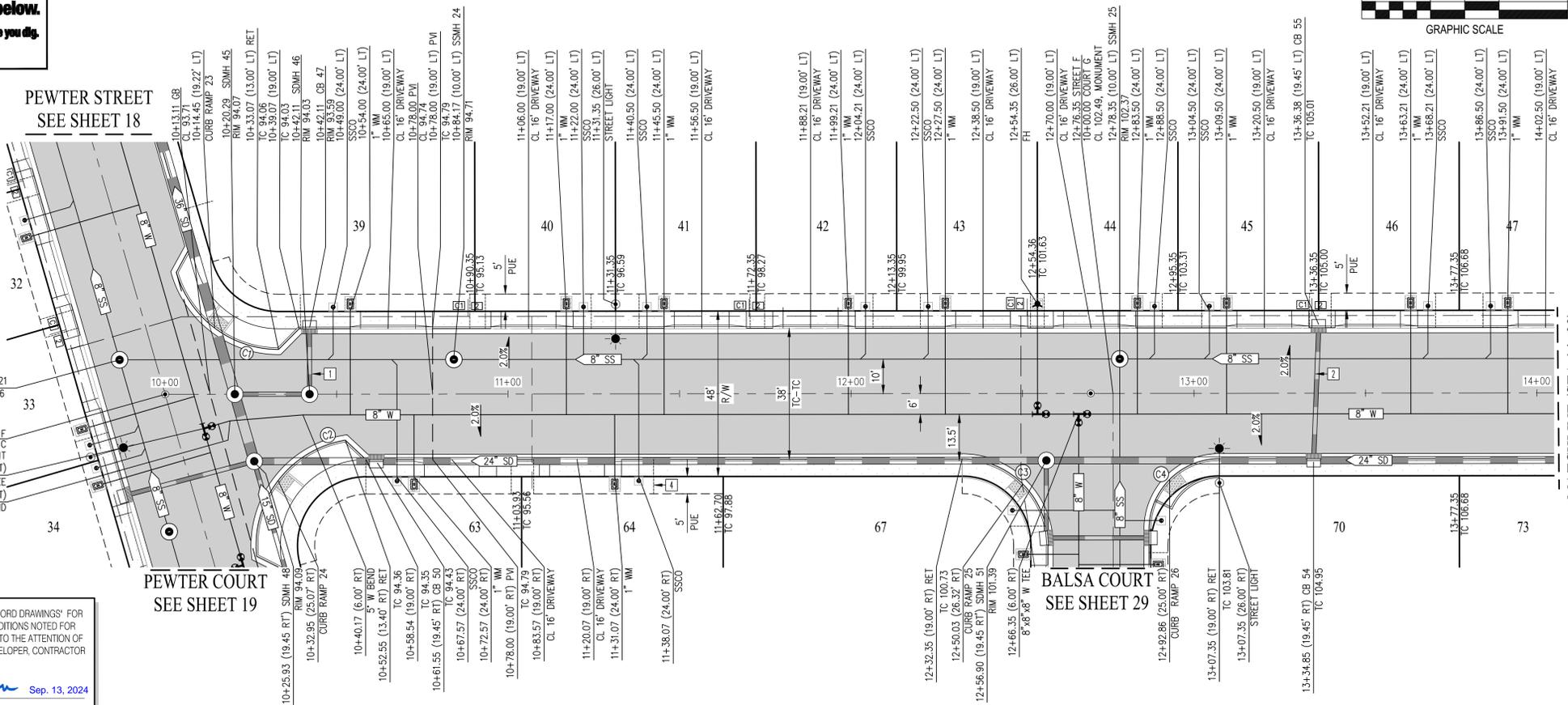
LOT 10
CITY OF AMERICAN CANYON
CALIFORNIA

City of American Canyon
Public Works
Job Site Copy
06/01/2022

SHEET NUMBER
24
24 OF 47
JOB NUMBER
1217-062



PEWTER STREET
SEE SHEET 18



KEY MAP
NOT TO SCALE

CURVE TABLE				
NO	RADIUS	DELTA	LENGTH	DESC
C1	31.00'	73°51'30"	39.96'	TC
C2	31.00'	86°23'22"	46.74'	TC
C3	25.00'	90°00'00"	39.27'	TC
C4	20.50'	90°00'00"	32.20'	TC

- CONSTRUCTION NOTES**
- UTILITY CROSSING 20. SEE SHEET 37 FOR CROSSING PROFILE.
 - UTILITY CROSSING 21. SEE SHEET 37 FOR CROSSING PROFILE.
 - CONTRACTOR TO INSTALL DROP BOWL IN SSMH. SEE SHEET 4 FOR DETAILS.
 - THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

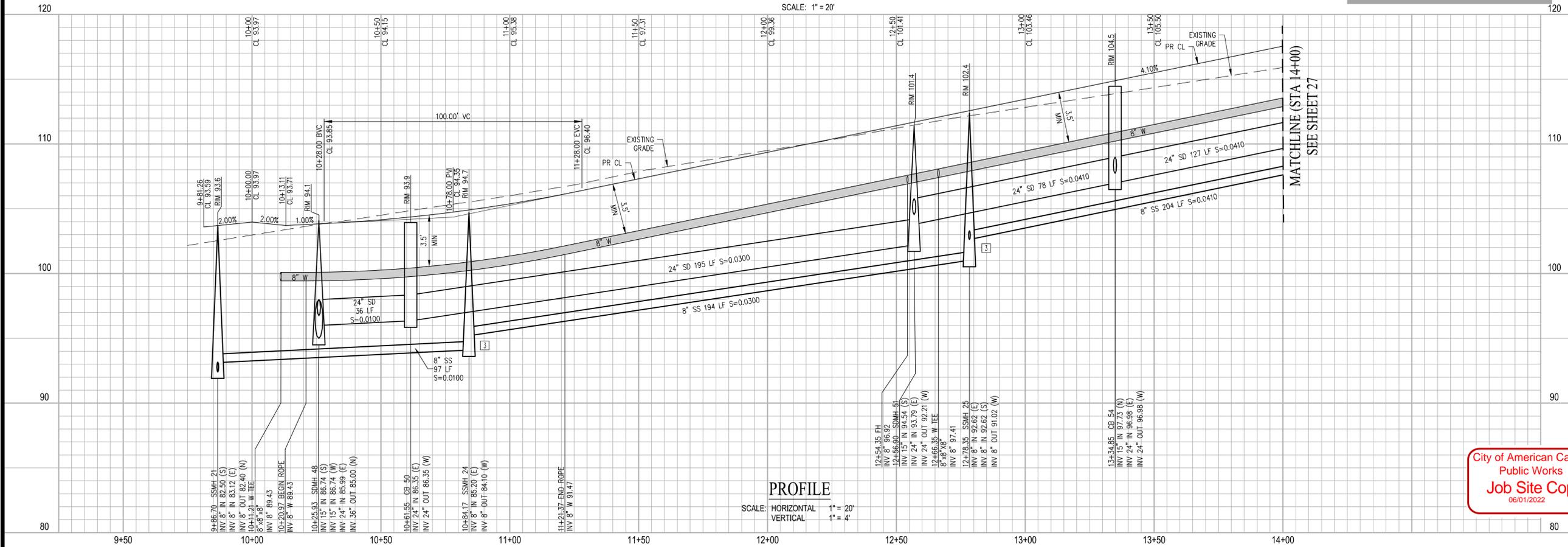
- NOTES:**
- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
 - SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

JUNEGRASS STREET (STA 10+00 - STA 14+00)

SCALE: 1" = 20'



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

REG. PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL
STATE OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBAG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

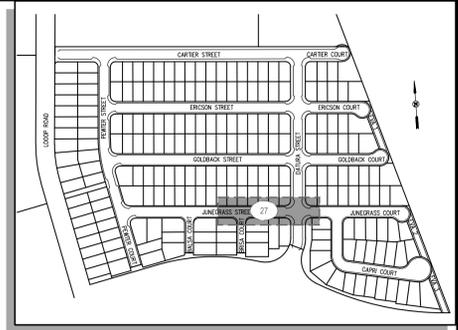
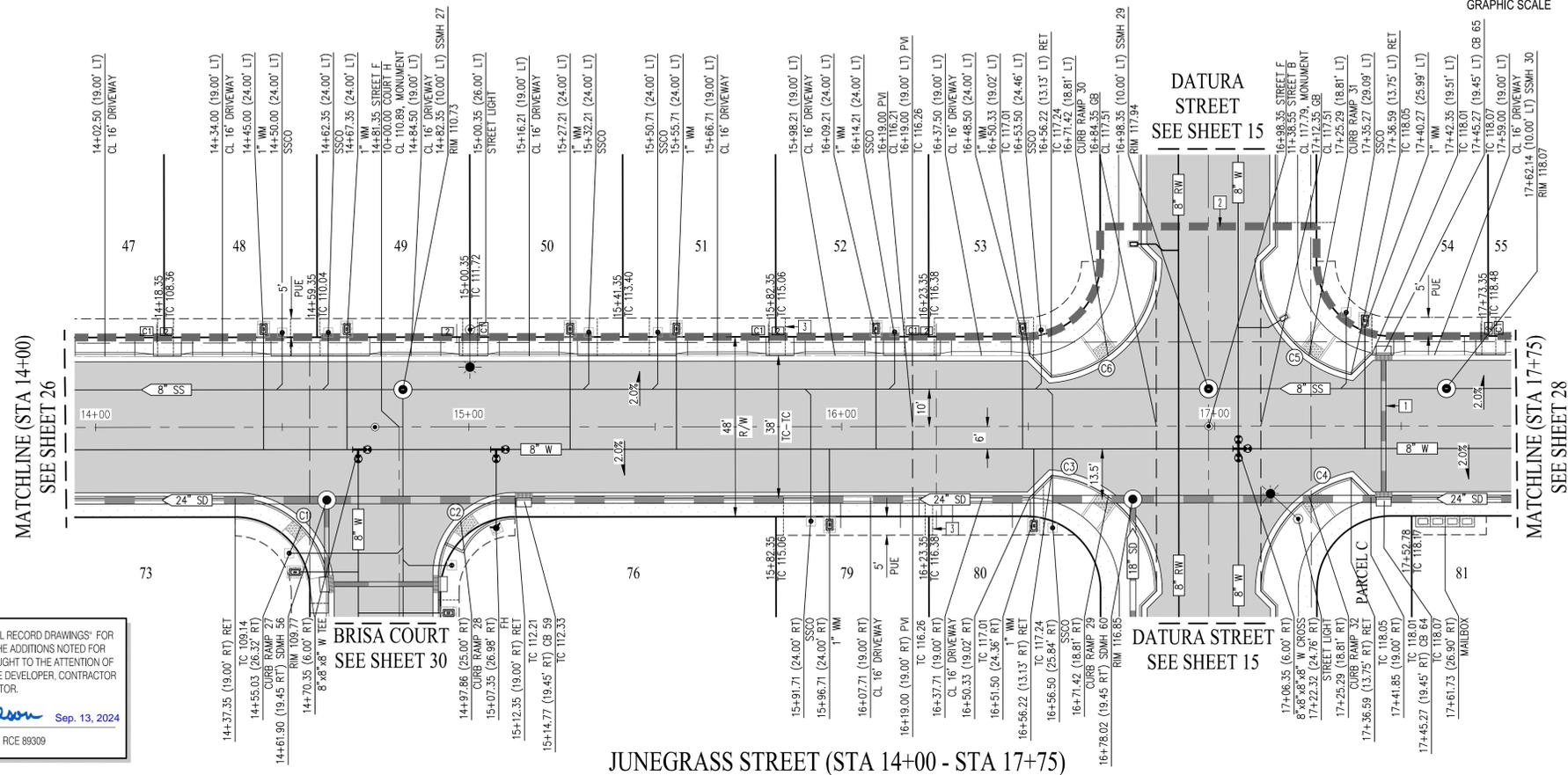
AT WATSON RANCH
IMPROVEMENT PLANS
JUNEGRASS STREET (STA 10+00 - STA 14+00)
CALIFORNIA

LOT 10
SHEET NUMBER
26
26 OF 47
JOB NUMBER
1217-062



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

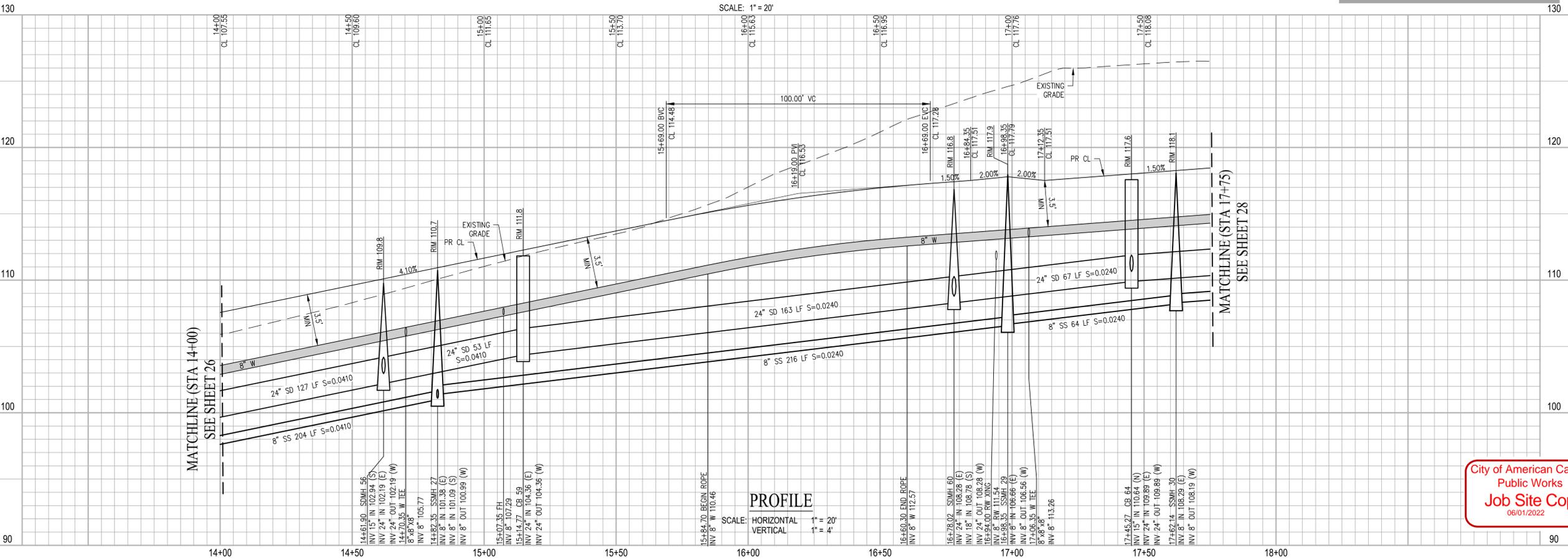


CURVE TABLE

NO	RADIUS	DELTA	LENGTH	DESC
C1	25.00'	90°00'00"	39.27'	TC
C2	20.50'	90°00'00"	32.20'	TC
C3	31.00'	84°41'36"	45.82'	TC
C4	31.00'	77°24'22"	41.88'	TC
C5	31.00'	77°24'22"	41.88'	TC
C6	31.00'	84°41'36"	45.82'	TC

- CONSTRUCTION NOTES**
- UTILITY CROSSING 22. SEE SHEET 37 FOR CROSSING PROFILE.
 - CONSTRUCTION PHASING BOUNDARY. SEE ENGINEER'S NOTE 39 ON SHEET 2 FOR DETAILS.
 - THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

- NOTES:**
- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
 - SEE SHEETS 38-40 FOR CURB RAMP DETAILS.
 - ALL DRIVEWAYS BEYOND STA. 17+40 SHALL BE 5" BEVELED CURB. SEE SHEET 3 FOR BEVELED CURB DETAILS.



PROFILE
SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

APPROVAL

RESIGNED
WILLIAM P. CARLSON
REGISTERED PROFESSIONAL ENGINEER
CIVIL
89309
W.P. Carlson
STATE OF CALIFORNIA

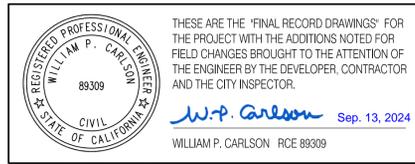
SAN RAMON (925) 866-0322
ROSEVILLE (916) 768-4456
WWW.CBANDG.COM

CIVIL ENGINEERS SURVEYORS PLANNERS

cbg

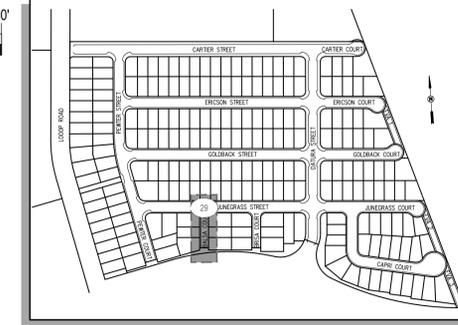
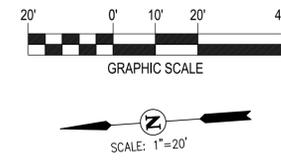
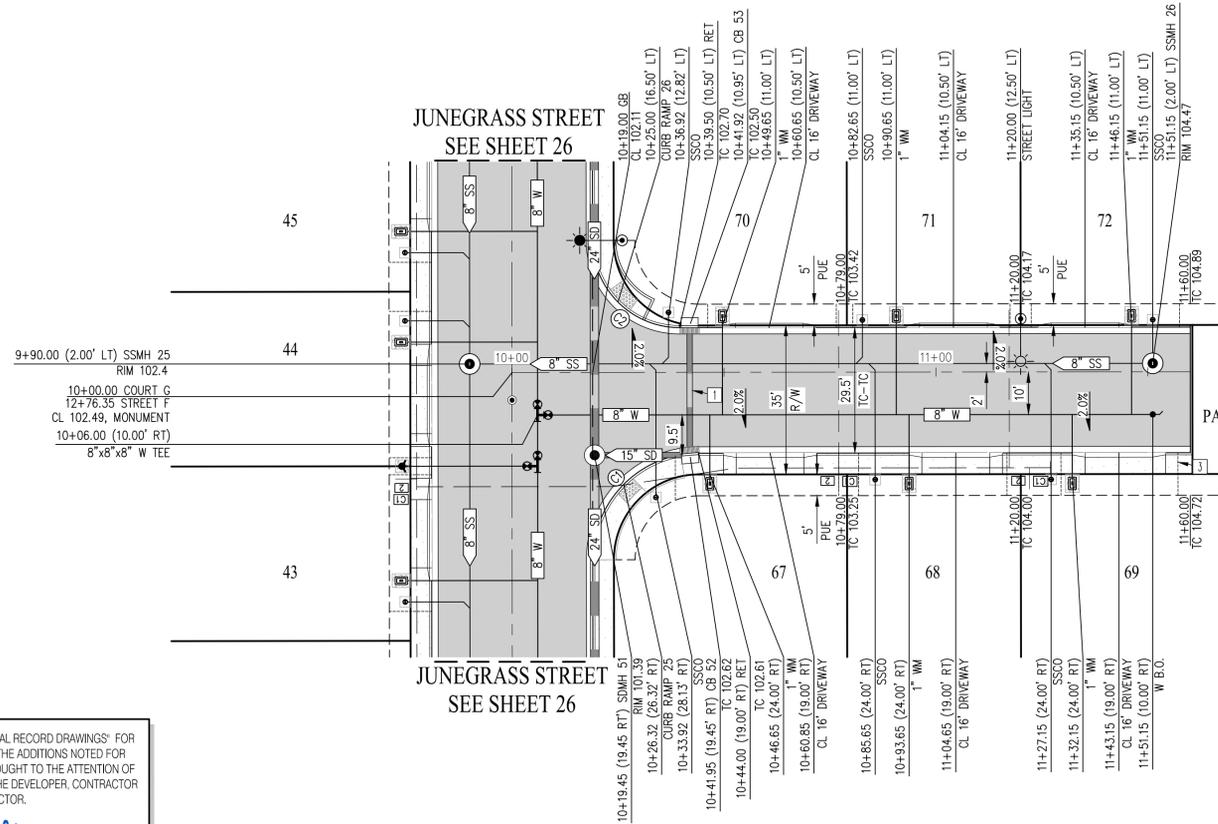
AT WATSON RANCH
IMPROVEMENT PLANS
JUNEGRASS STREET (STA 14+00 - STA 17+75)
LOT 10
CITY OF AMERICAN CANYON CALIFORNIA

SHEET NUMBER
27
27 OF 47
JOB NUMBER
1217-062



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON PCE 89309



KEY MAP
NOT TO SCALE

CURVE TABLE				
NO	RADIUS	DELTA	LENGTH	DESC
C1	25.00'	90°00'00"	39.27'	TC
C2	20.50'	90°00'00"	32.20'	TC

CONSTRUCTION NOTES

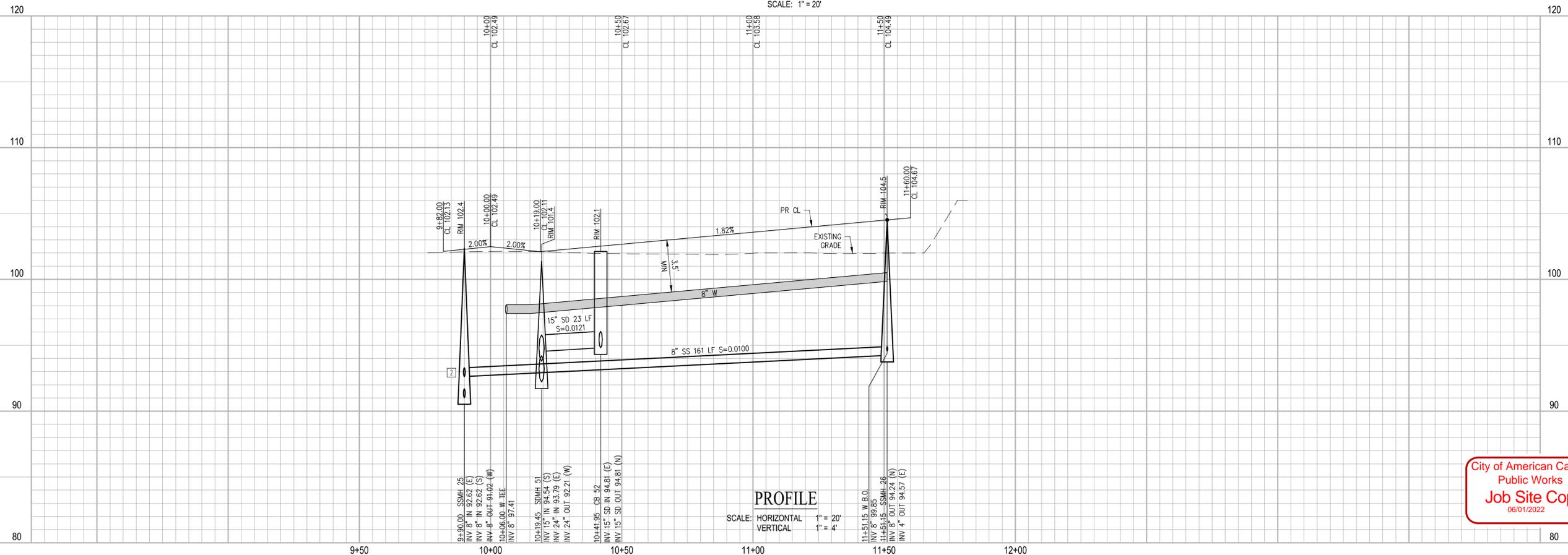
- UTILITY CROSSING 24. SEE SHEET 37 FOR CROSSING PROFILE.
- CONTRACTOR TO INSTALL DROP BOWL IN SSMH. SEE SHEET 4 FOR DETAILS.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

BALSA COURT (STA 10+00 - STA 11+82)

SCALE: 1" = 20'



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

APPROVAL

RESERVED WILLIAM P. CARLSON 89309 REGISTERED PROFESSIONAL ENGINEER CIVIL STATE OF CALIFORNIA

W.P. Carlson

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

cbg

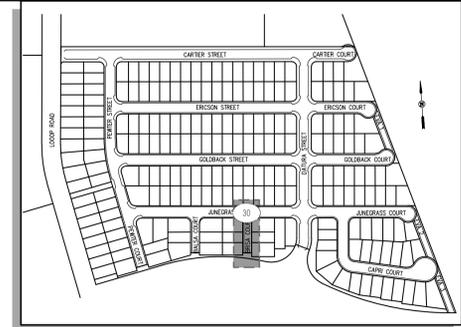
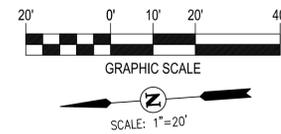
AT WATSON RANCH
IMPROVEMENT PLANS
BALSA COURT (STA 10+00 - STA 11+82)
CITY OF AMERICAN CANYON CALIFORNIA

LOT 10

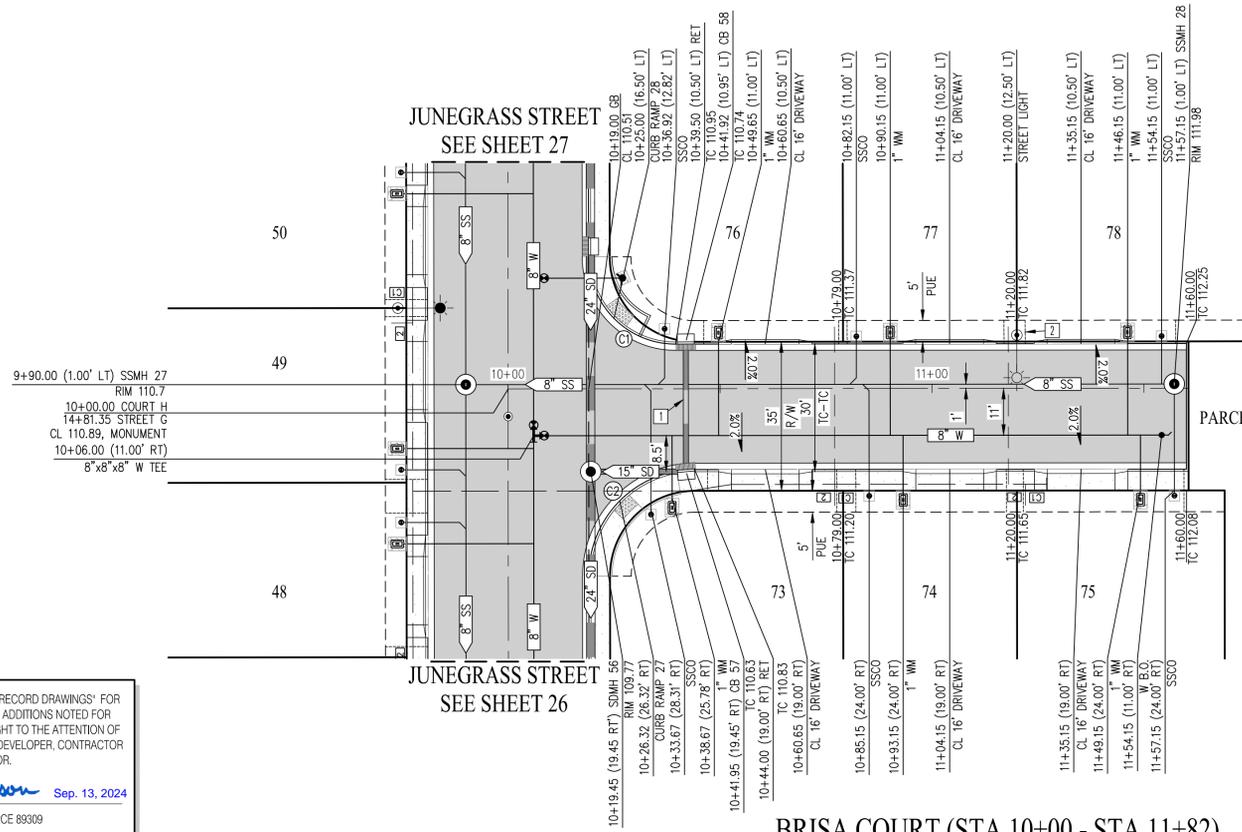
SHEET NUMBER
29
29 OF 47

JOB NUMBER
1217-062

G:\1217-062\ACAD\PIP\29.DWG



KEY MAP
NOT TO SCALE



BRISA COURT (STA 10+00 - STA 11+82)

SCALE: 1" = 20'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	20.50'	90°00'00"	32.20'
C2	25.00'	90°00'00"	39.27'

CONSTRUCTION NOTES

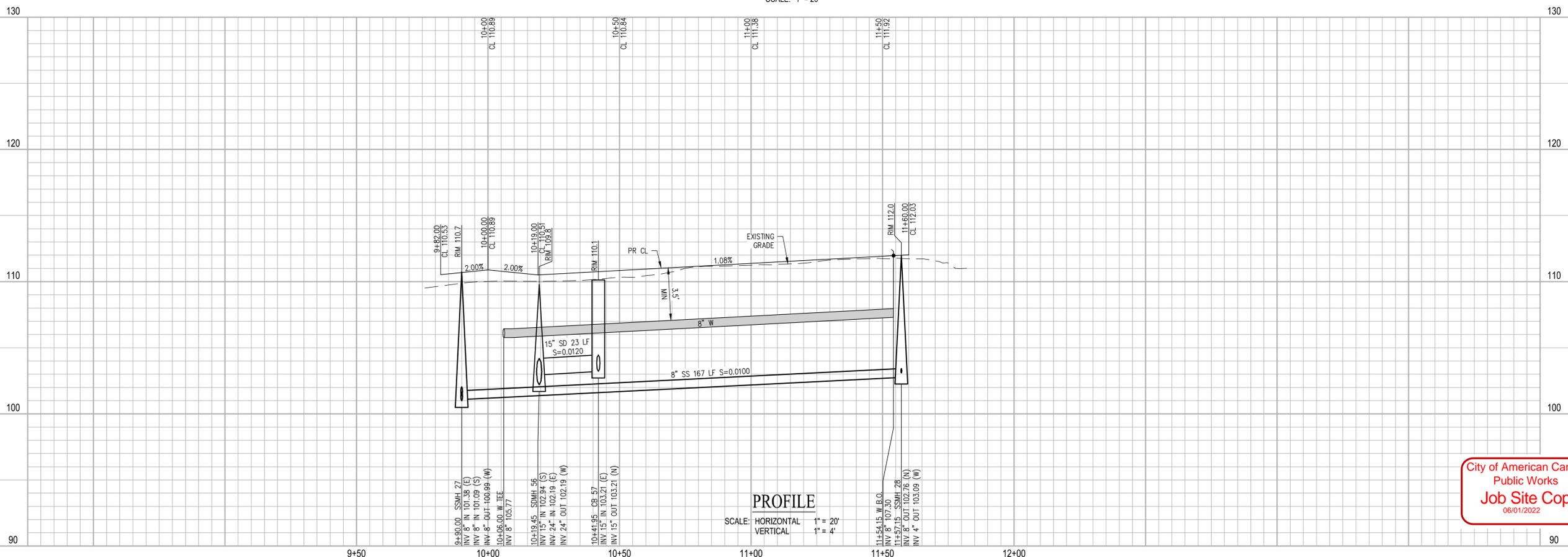
- UTILITY CROSSING 25. SEE SHEET 37 FOR CROSSING PROFILE.
- THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.

NOTES:

- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
- SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

APPROVAL

REGISTERED PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL
STATE OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

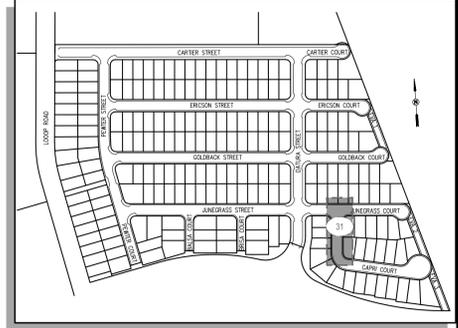
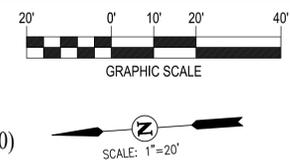
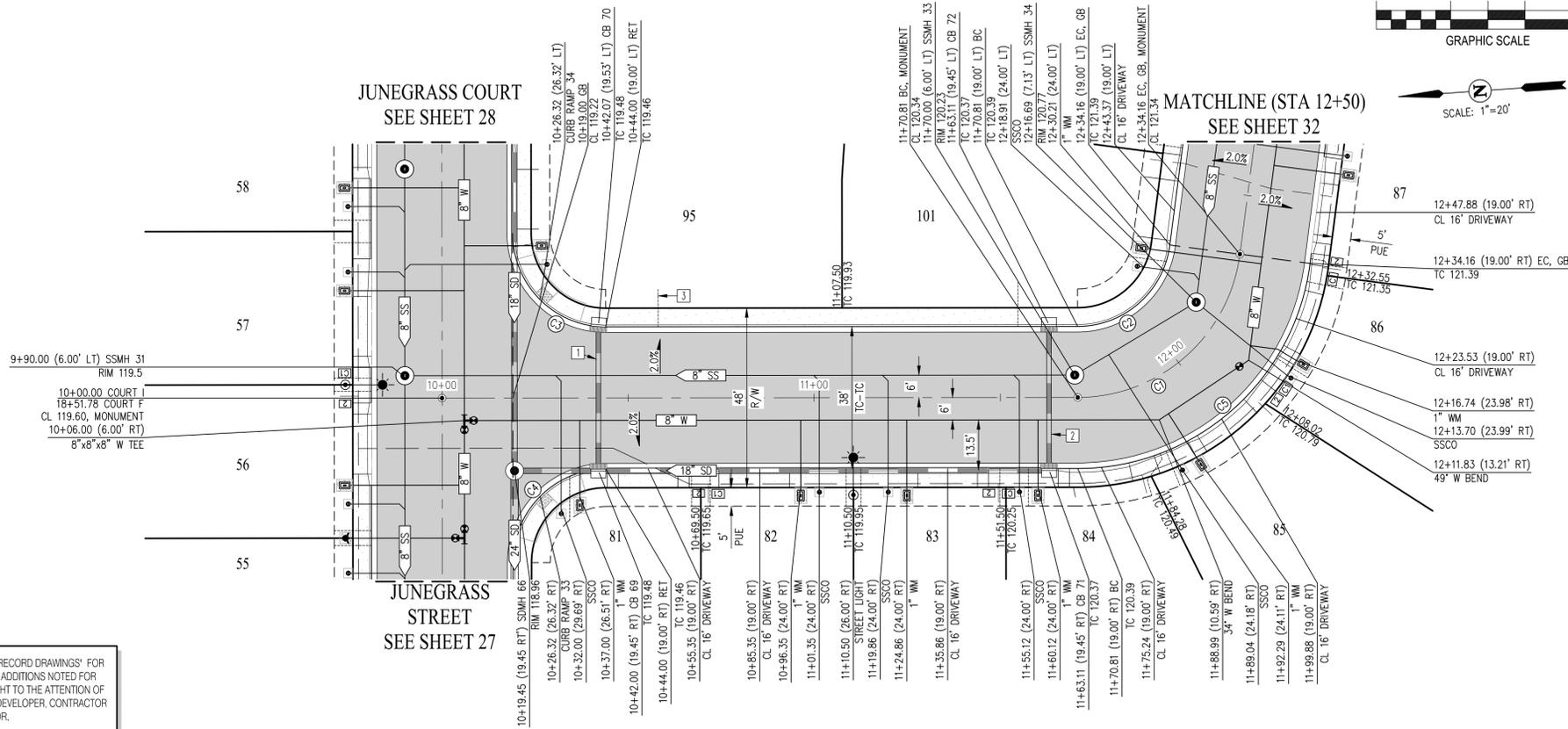
cbg

AT WATSON RANCH
IMPROVEMENT PLANS
BRISA COURT (STA 10+00 - STA 11+82)
CITY OF AMERICAN CANYON
CALIFORNIA

LOT 10

SHEET NUMBER
30
30 OF 47

JOB NUMBER
1217-062



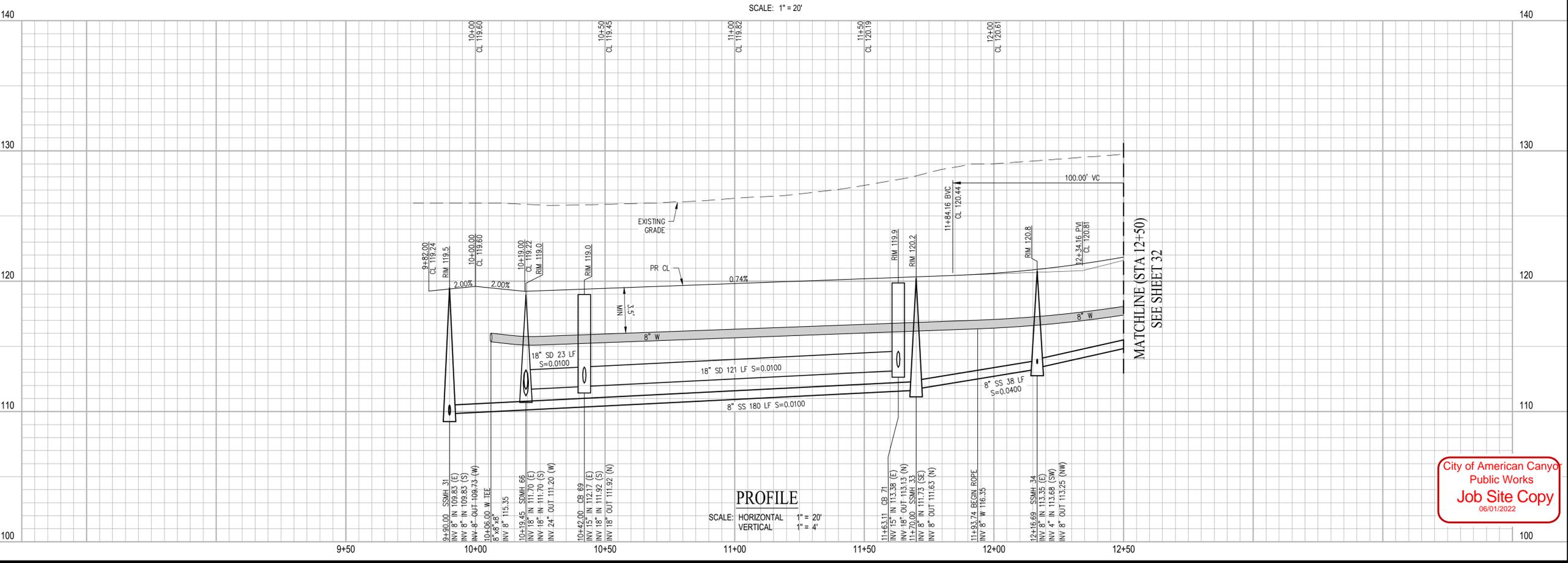
CURVE TABLE

NO	RADIUS	DELTA	LENGTH	DESC
C1	44.00'	82°30'00"	63.36'	CL
C2	25.00'	82°30'00"	36.00'	TC
C3	25.00'	90°00'00"	39.27'	TC
C4	25.00'	90°00'00"	39.27'	TC
C5	63.00'	82°30'00"	90.71'	TC

- CONSTRUCTION NOTES**
- UTILITY CROSSING 26. SEE SHEET 37 FOR CROSSING PROFILE.
 - UTILITY CROSSING 27. SEE SHEET 37 FOR CROSSING PROFILE.
 - THRU-CURB DRAIN (TYP). SEE LOT FINISHED GRADING DETAIL SHEET 3.
- NOTES:**
- SEE SHEETS 36,37 FOR ALL UTILITY CROSSINGS. UTILITY CROSSING TO HAVE 1' MINIMUM VERTICAL CLEARANCE.
 - SEE SHEETS 38-40 FOR CURB RAMP DETAILS.

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309



DATE: MAY 3, 2022
DRAWN BY: AVG
PROJ. ENGR: JH
PROJ. MGR: WPC

REVISIONS

NO. BY DATE

APPROVAL

REGISTERED PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL
STATE OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANG.COM

PLANNERS
SURVEYORS
CIVIL ENGINEERS

cbg

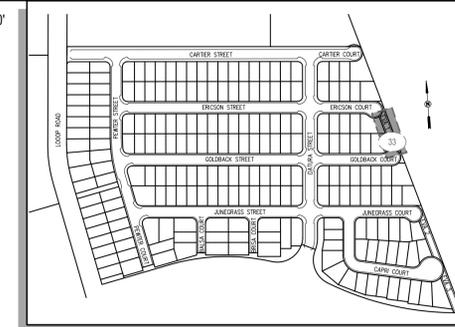
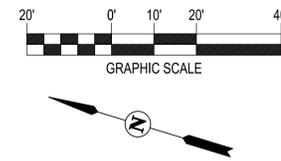
AT WATSON RANCH
IMPROVEMENT PLANS
CAPRI COURT (STA 10+00 - STA 12+50)

LOT 10
CITY OF AMERICAN CANYON
CALIFORNIA

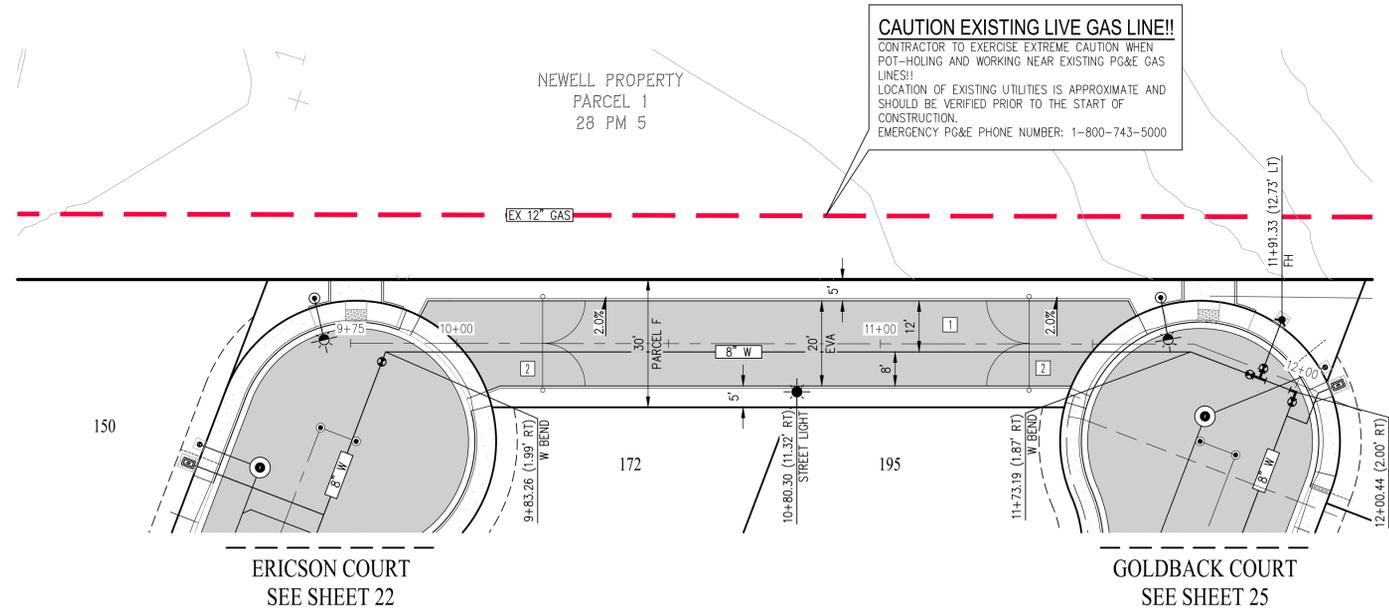
SHEET NUMBER
31
31 OF 47

JOB NUMBER
1217-062

City of American Canyon
Public Works
Job Site Copy
06/01/2022



KEY MAP
NOT TO SCALE



CAUTION EXISTING LIVE GAS LINE!!
 CONTRACTOR TO EXERCISE EXTREME CAUTION WHEN POT-HOLING AND WORKING NEAR EXISTING PG&E GAS LINES!
 LOCATION OF EXISTING UTILITIES IS APPROXIMATE AND SHOULD BE VERIFIED PRIOR TO THE START OF CONSTRUCTION.
 EMERGENCY PG&E PHONE NUMBER: 1-800-743-5000

CONSTRUCTION NOTES

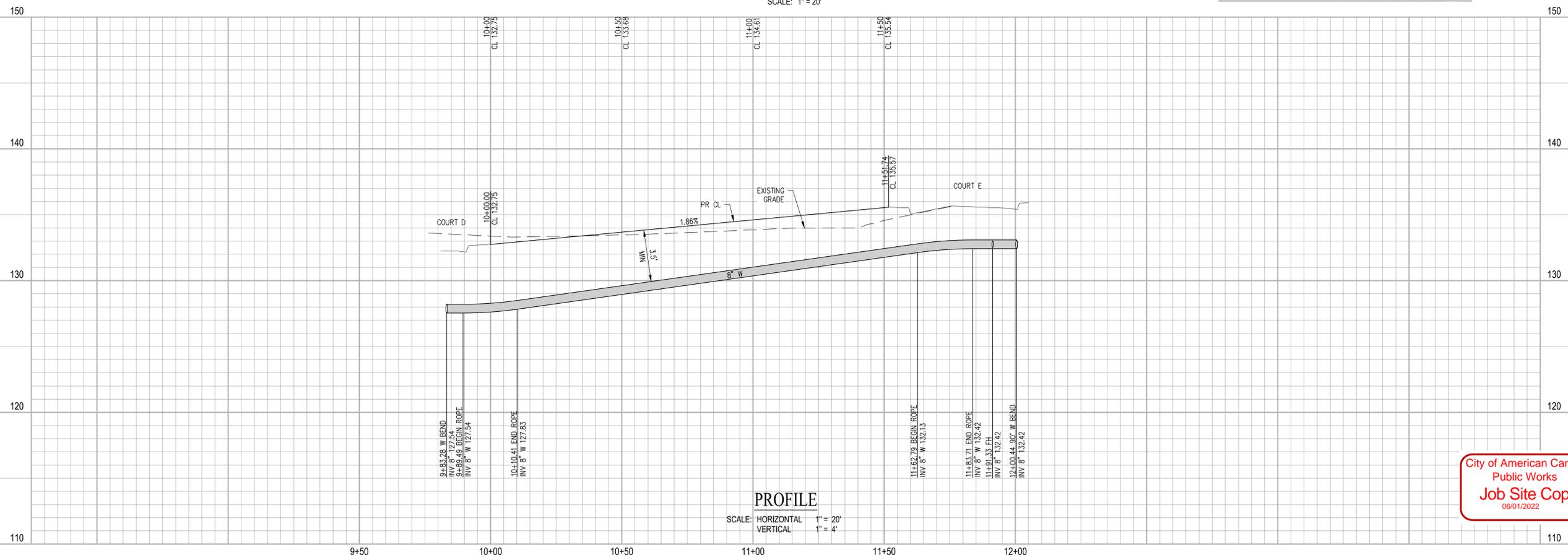
- 1 SEE LANDSCAPE PLANS FOR EVA SURFACING (GRAVELPAVE2). SEE PAVEMENT DESIGN CHART ON SHEET 3 FOR TOTAL STREET SECTION.
- 2 SWING GATE. SEE SHEET 4 FOR DETAILS.

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
 WILLIAM P. CARLSON RCE 89309

PARCEL F & EVA 1 (STA 9+75 - STA 11+75)

SCALE: 1" = 20'

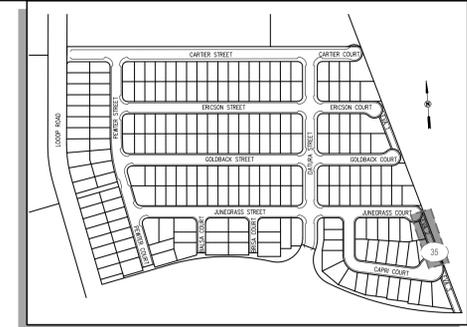
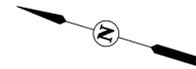
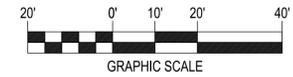


PROFILE

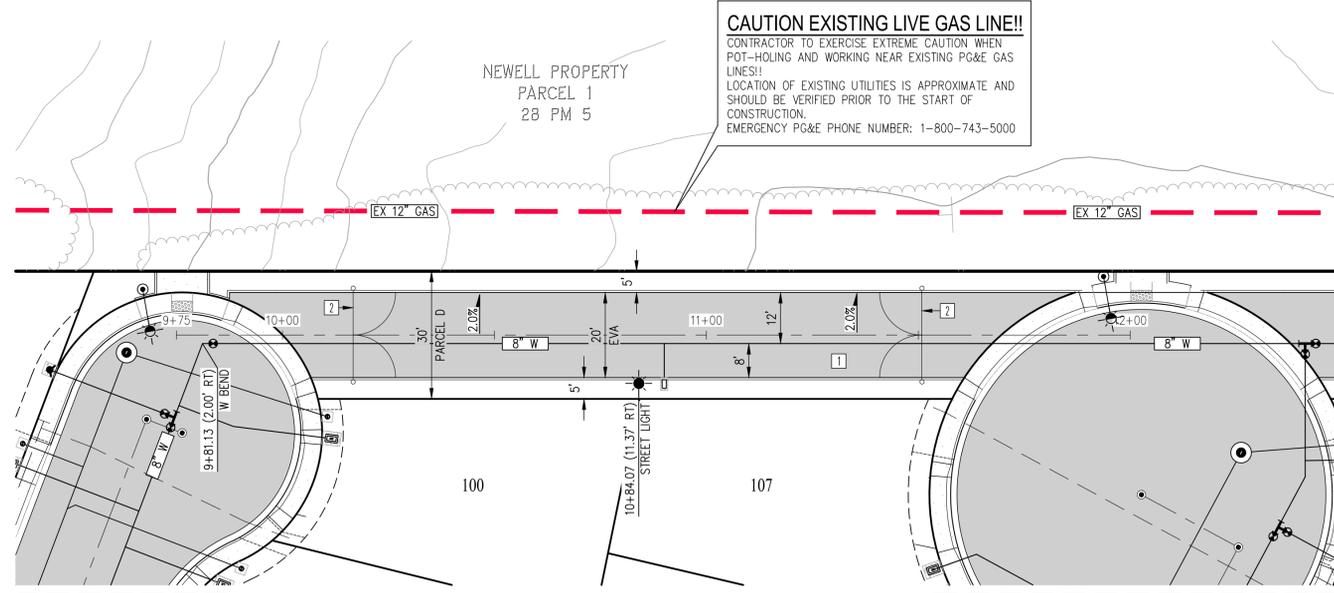
SCALE: HORIZONTAL 1" = 20'
 VERTICAL 1" = 4'

City of American Canyon
 Public Works
 Job Site Copy
 06/01/2022

DATE: MAY 3, 2022	DRAWN BY: AVG	PROJ. ENGR: JH	PROJ. MGR: WPC
SAN RAMON (925) 866-0322 ROSEVILLE (916) 788-4456 WWW.CBANDG.COM		PLANNERS SURVEYORS CIVIL ENGINEERS	
IMPROVEMENT PLANS PARCEL F & EVA 1 (STA 9+75 - STA 11+75)			
AT WATSON RANCH LOT 10 CITY OF AMERICAN CANYON CALIFORNIA			
SHEET NUMBER		33	
33 OF 47		JOB NUMBER	
1217-062			



KEY MAP
NOT TO SCALE



CAUTION EXISTING LIVE GAS LINE!!
 CONTRACTOR TO EXERCISE EXTREME CAUTION WHEN POT-HOLING AND WORKING NEAR EXISTING PG&E GAS LINES!!
 LOCATION OF EXISTING UTILITIES IS APPROXIMATE AND SHOULD BE VERIFIED PRIOR TO THE START OF CONSTRUCTION.
 EMERGENCY PG&E PHONE NUMBER: 1-800-743-5000

JUNEGRASS COURT
SEE SHEET 28

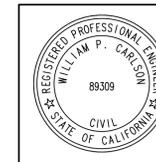
CAPRI COURT
SEE SHEET 32

PARCEL D & EVA 2 (STA 9+75 - STA 12+00)

SCALE: 1" = 20'

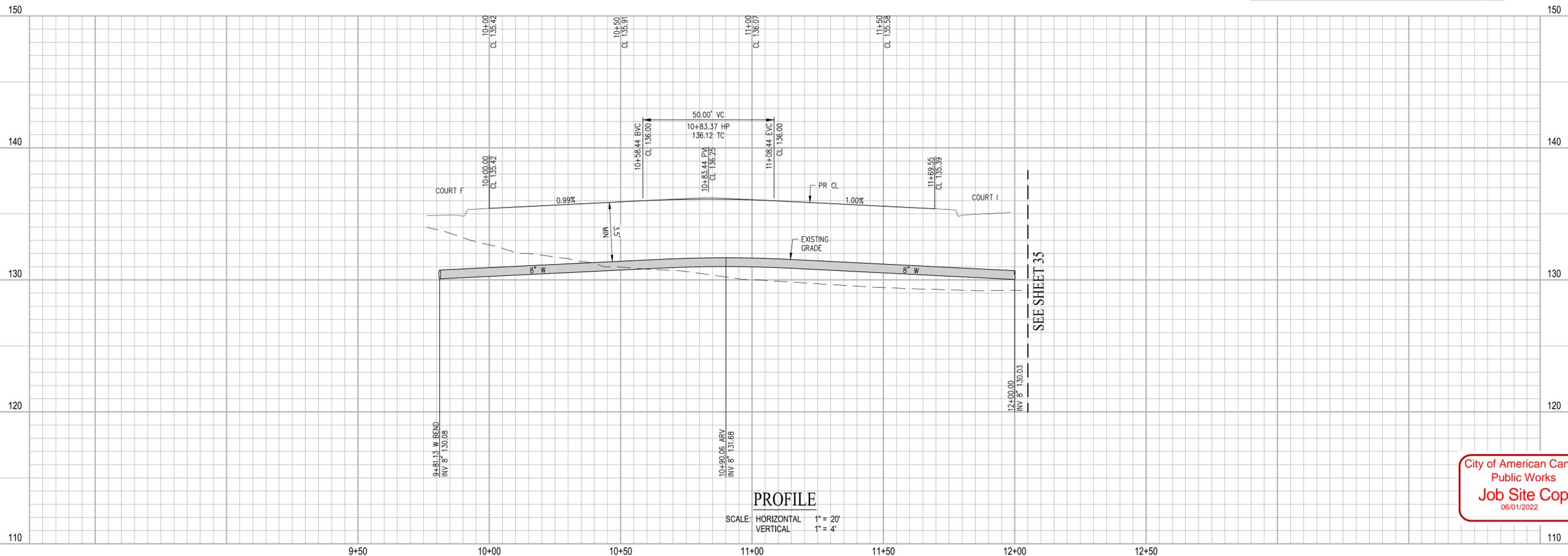
CONSTRUCTION NOTES

- 1 SEE LANDSCAPE PLANS FOR EVA SURFACING (GRAVELPAVE2). SEE PAVEMENT DESIGN CHART ON SHEET 3 FOR TOTAL STREET SECTION.
- 2 SWING GATE. SEE SHEET 4 FOR DETAILS.



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
 WILLIAM P. CARLSON RCE 89309



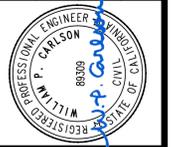
PROFILE

SCALE: HORIZONTAL 1" = 20'
 VERTICAL 1" = 4'

City of American Canyon
 Public Works
 Job Site Copy
 06/01/2022

NO.	BY	DATE	REVISIONS

DATE: MAY 3, 2022
 DRAWN BY: AVG
 PROJ. ENGR: JH
 PROJ. MGR: WPC

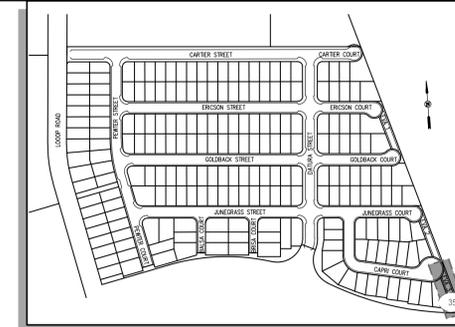
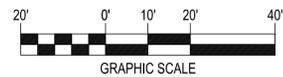


SAN RAMON (925) 866-0322
 ROSEVILLE (916) 788-4456
 WWW.CBANDG.COM
 SURVEYORS PLANNERS
 CIVIL ENGINEERS

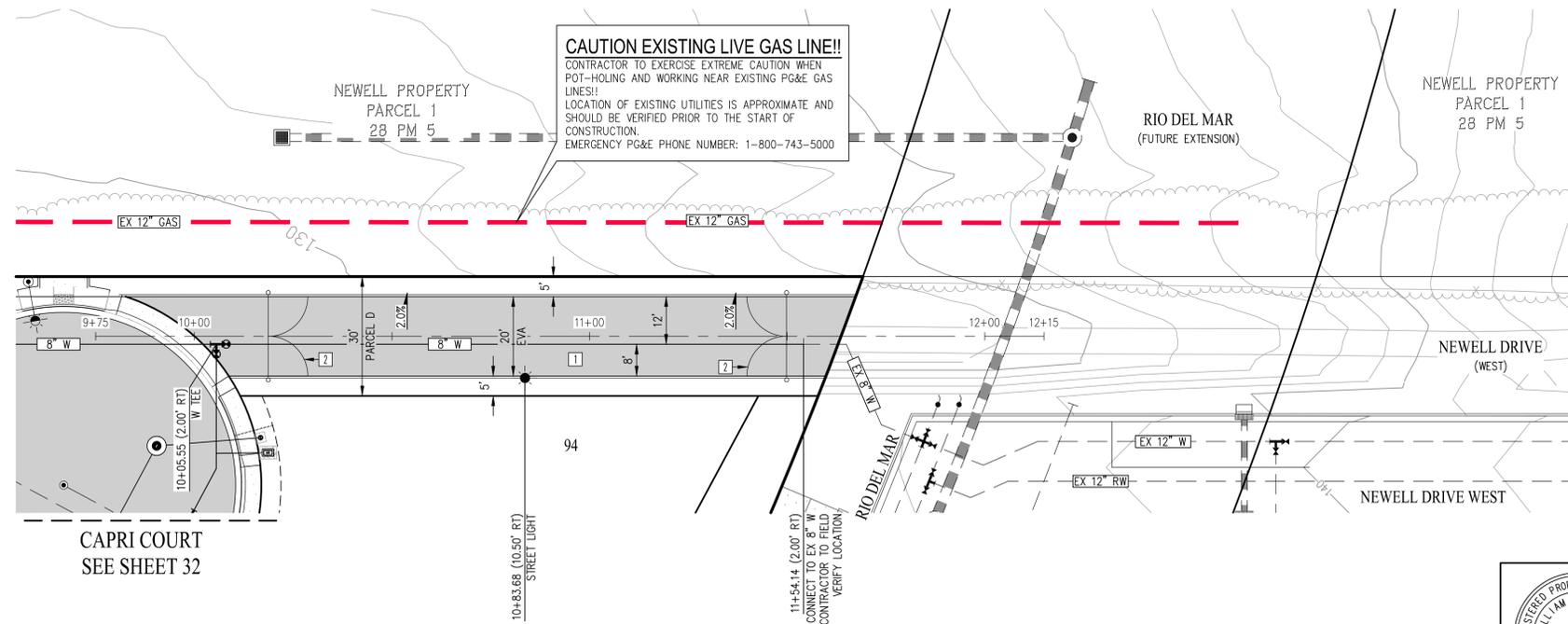


AT WATSON RANCH
IMPROVEMENT PLANS
 PARCEL D & EVA 2 (STA 9+75 - STA 12+00)
 LOT 10
 CITY OF AMERICAN CANYON
 CALIFORNIA

SHEET NUMBER
34
 34 OF 47
 JOB NUMBER
 1217-062



KEY MAP
NOT TO SCALE



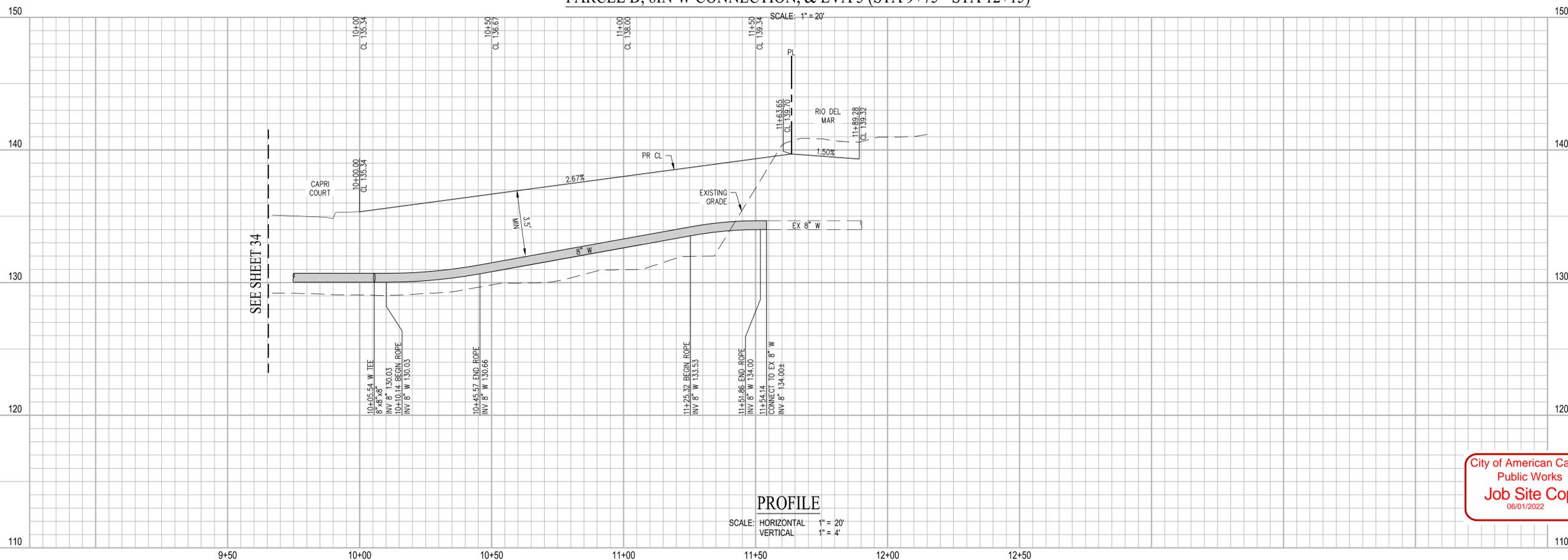
CONSTRUCTION NOTES

- SEE LANDSCAPE PLANS FOR EVA SURFACING (GRAVELPAVE2). SEE PAVEMENT DESIGN CHART ON SHEET 3 FOR TOTAL STREET SECTION.
- SWING GATE. SEE SHEET 4 FOR DETAILS.

THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

PARCEL D, 8IN W CONNECTION, & EVA 3 (STA 9+75 - STA 12+15)



PROFILE

SCALE: HORIZONTAL 1" = 20'
VERTICAL 1" = 4'

City of American Canyon
Public Works
Job Site Copy
06/01/2022

DATE:	MAY 3, 2022
DRAWN BY:	AVG
PROJ. ENGR:	JH
PROJ. MGR:	WPC
NO.:	BY DATE
REVISIONS:	
APPROVAL:	

REGISTERED PROFESSIONAL ENGINEER
WILLIAM P. CARLSON
89309
CIVIL
STATE OF CALIFORNIA

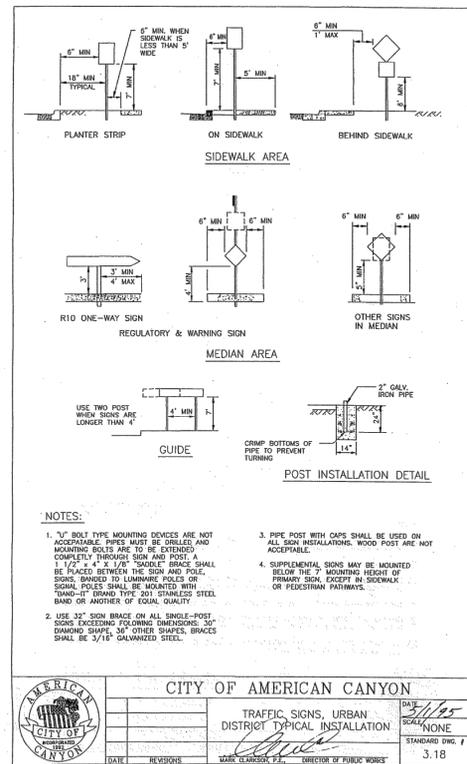
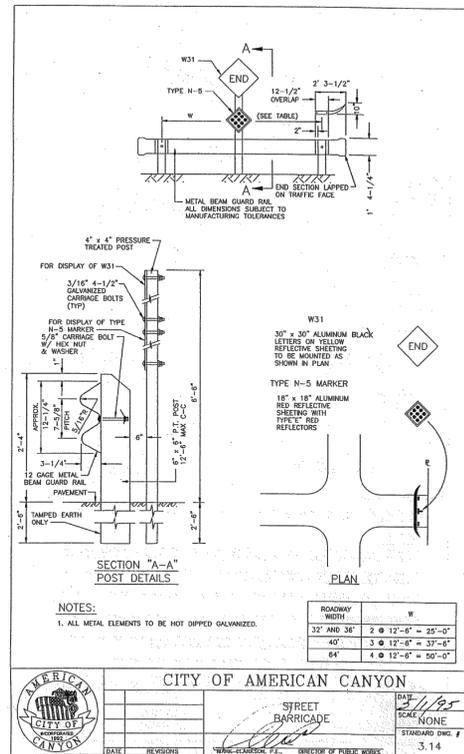
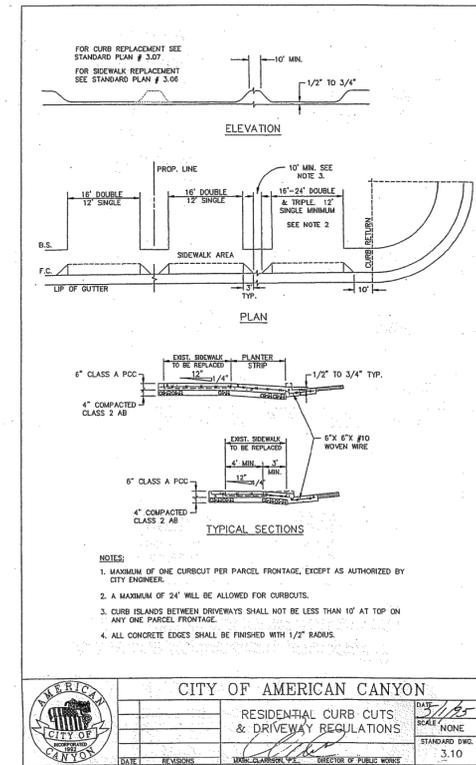
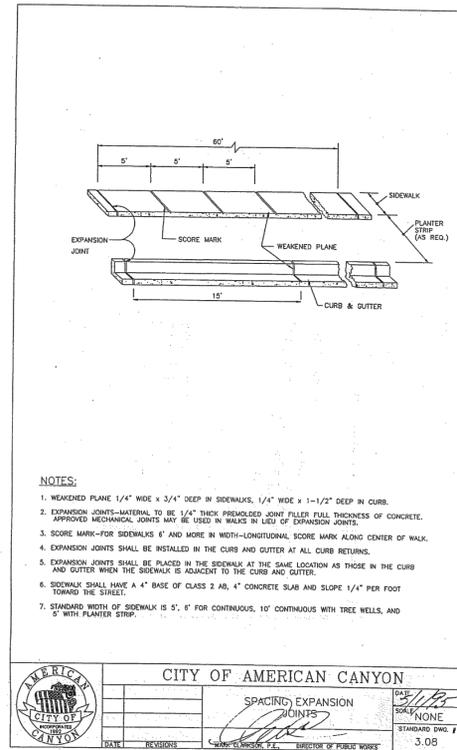
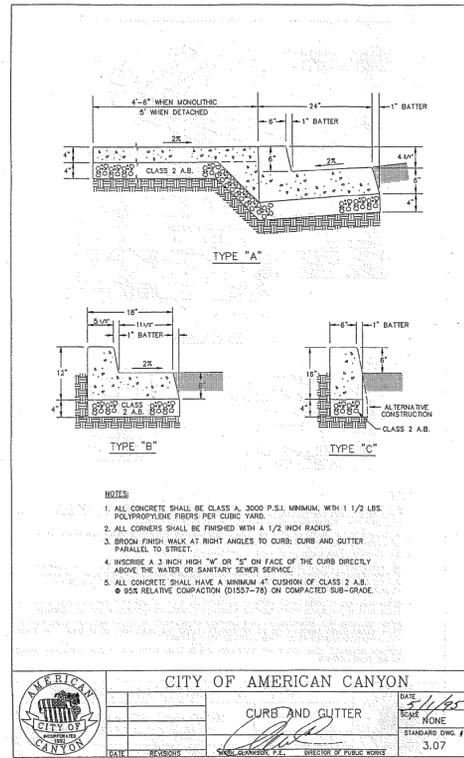
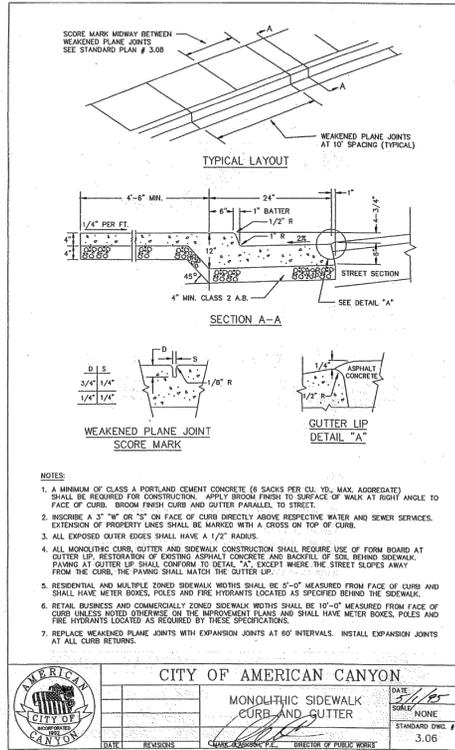
SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANDG.COM

CIVIL ENGINEERS SURVEYORS PLANNERS

cbg
CIVIL ENGINEERS

AT WATSON RANCH
IMPROVEMENT PLANS
PARCEL D, 8IN W CONNECTION, & EVA 3 (STA 9+75 - STA 12+15)
CITY OF AMERICAN CANYON CALIFORNIA

LOT 10
SHEET NUMBER
35
35 OF 47
JOB NUMBER
1217-062



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
 WILLIAM P. CARLSON RCE 89309

City of American Canyon
 Public Works
 Job Site Copy
 06/01/2022

AT WATSON RANCH
IMPROVEMENT PLANS
 CITY DETAILS (NOT LIMITED TO)

LOT 10

DATE: MAY 3, 2022
 DRAWN BY: AVG
 PROJ. ENGR: JH
 PROJ. MGR: WPC

REVISIONS

NO. BY DATE

RESIDENTIAL ENGINEER
 WILLIAM P. CARLSON
 89309
 CIVIL ENGINEER

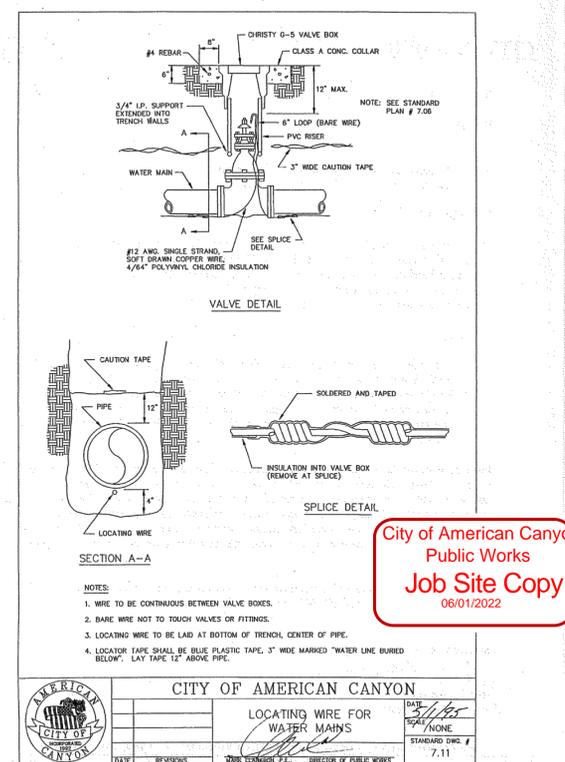
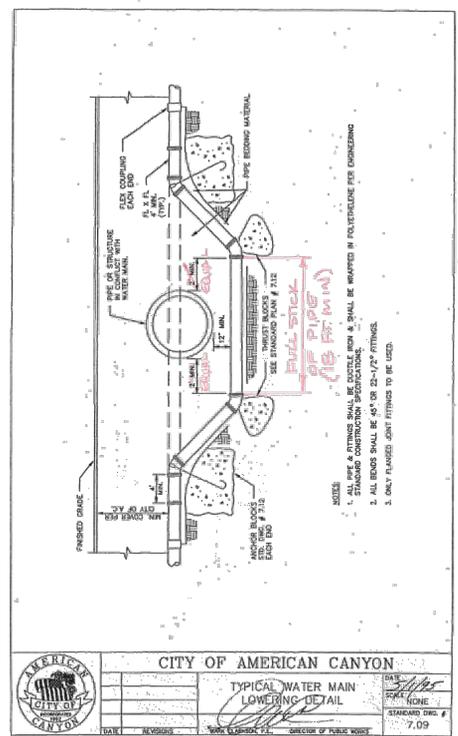
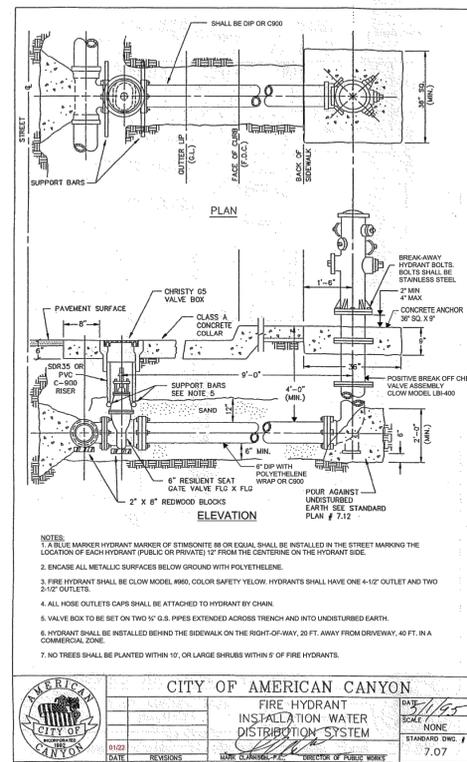
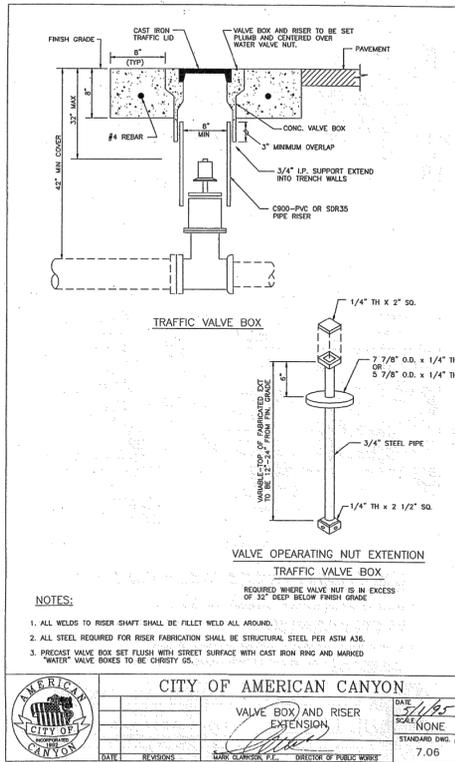
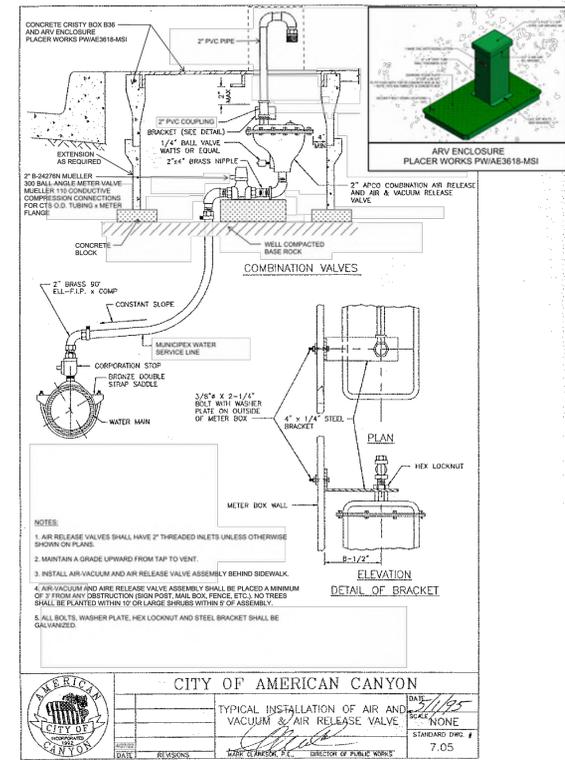
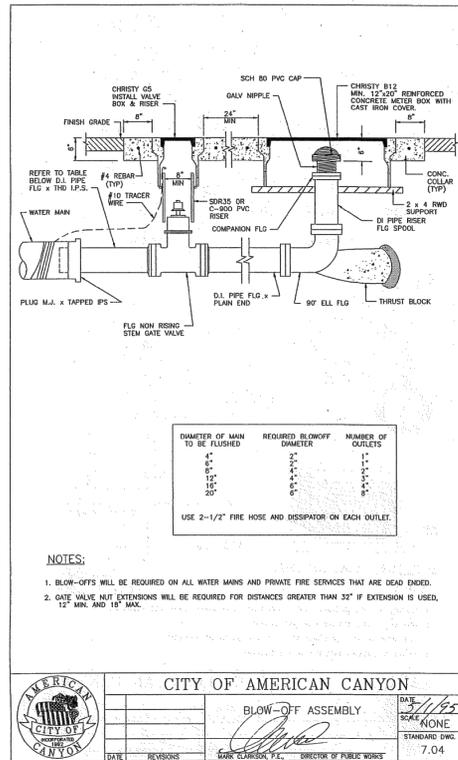
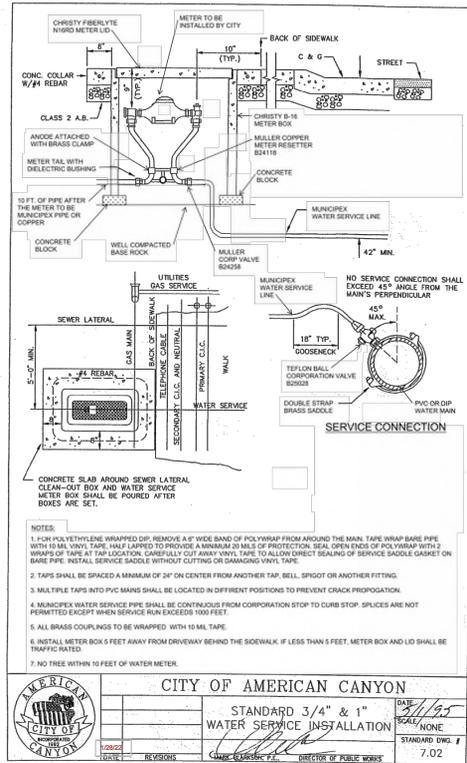
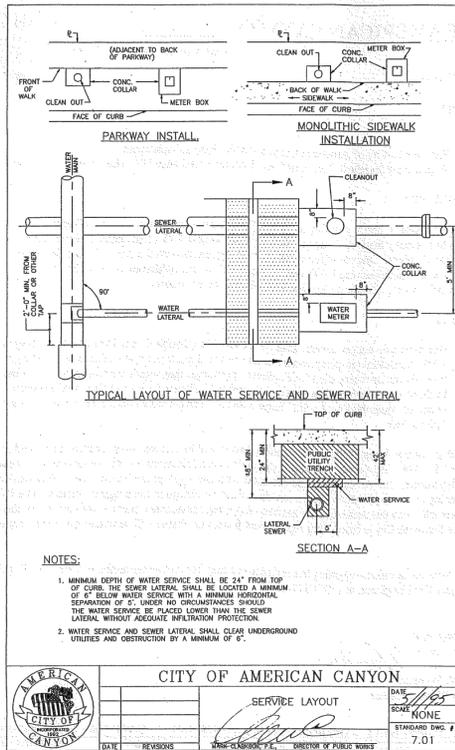
SAN RAMON (925) 866-0322
 ROSEVILLE (916) 788-4456
 WWW.CBAG.COM

PLANNERS
 SURVEYORS
 CIVIL ENGINEERS

CITY OF AMERICAN CANYON
 CALIFORNIA

SHEET NUMBER
41
 41 OF 47
 JOB NUMBER
 1217-062

G:\1217-062\CAD\IP\41.DWG



THESE ARE THE "FINAL RECORD DRAWINGS" FOR THE PROJECT WITH THE ADDITIONS NOTED FOR FIELD CHANGES BROUGHT TO THE ATTENTION OF THE ENGINEER BY THE DEVELOPER, CONTRACTOR AND THE CITY INSPECTOR.

W.P. Carlson Sep. 13, 2024
WILLIAM P. CARLSON RCE 89309

DATE: MAY 3, 2022
DRAWN BY: AVG
PROJECT ENGR: JH
PROJ. MGR: WPC

RESERVED FOR WILLIAM P. CARLSON RCE 89309 CIVIL ENGINEER STATE OF CALIFORNIA

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBGC.COM

CIVIL ENGINEERS SURVEYORS PLANNERS

AT WATSON RANCH
LOT 10
IMPROVEMENT PLANS
CITY DETAILS (NOT LIMITED TO)
CALIFORNIA
CITY OF AMERICAN CANYON

CITY OF AMERICAN CANYON
PUBLIC WORKS
JOB SITE COPY
06/01/2022

SHEET NUMBER
44
44 OF 47
JOB NUMBER
1217-062

REVISIONS
NO. BY DATE



TITLE

Chavan and Associates, LLP Audit Services Contract

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract with Chavan and Associates, LLP to provide professional auditing and reporting services for three years beginning with the FY2024-25 Audit in the amount not to exceed \$159,500.

CONTACT

Juan Gomez, Interim Assistant City Manager
Jemelyn Cruz, Finance Manager

BACKGROUND & ANALYSIS

Richardson and Company, LLP has served as the City's auditor for thirteen years and has performed auditing services in a professional manner. It is standard practice to request proposals for audit services at least every five years, however due to staff turnover and the pandemic, the City deemed it beneficial to continue the services of Richardson and Company, LLP and rotating engagement partners during that time. A rotation of audit firms will provide a fresh perspective and help maintain the auditor's independence from the City. This is essential to the nature of their work. Therefore, staff is recommending a change in auditors. The industry practice is for multi-year contracts which allow for greater continuity and help minimize the potential for disruption in connection with the independent audit. These agreements can also help to reduce audit costs by allowing auditors to recover "start-up" costs over several years, rather than over a single year.

On December 31, 2024, a Request for Proposal (RFP) for auditing and reporting services was prepared and posted on the City's procurement site through OpenGov. Proposals were returned by the deadline of January 31, 2025, by four firms as listed below:

1. Chavan and Associates, LLP, Morgan Hill, CA
2. Harshwal & Company, LLP, San Diego, CA
3. Richardson & Company, LLP, Sacramento, CA
4. Dimov Associates LLC, Miami, FL

The proposals were evaluated first for mandatory elements including a license to practice in

California and Independence of the City of American Canyon. The Finance Director and Finance Manager then evaluated the proposals on various technical qualifications including each firms' experience with local government audits, the quality of their personnel, audit approach, and cost. Evaluations were completed using a point system. A maximum of 70 points were awarded for technical qualifications and the raters' scores were averaged and ranked. A maximum of 30 points was awarded for cost. The lowest bid over the three-year contract period was awarded the maximum points. Points were prorated to the other firms based on their bids.

Staff found that three firms proposing were well qualified to perform services for the City. Technical qualification scored ranged from 64.5 to 66.5. Chavan and Associates' rating was 66.5 and had the lowest price earning the maximum price points to earn the number one ranking and staff recommendation.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The cost of the audit and reporting services proposed by Chavan and Associates, LLP for three years beginning with the FY2024-25 audit work, is \$159,500. The year one cost of \$51,000 will be included in the City Manager's recommended budget for FY2025-26. For comparison purposes, the total budgeted amount for the FY2023-24 audit by Richardson & Company LLP was \$60,900. This cost covers basic audit services for the City and preparation of the City and District State Controller's Report of Financial transactions. Finally, it includes a provision for federally mandated single audit if the City exceeds the threshold. Should the City agree to the two-year option at the end of contract, staff will return to Council for approval.

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

- [1. Resolution Chavan and Associates, LLP](#)
- [2. Technical proposal of Chavan and Associates](#)
- [3. Cost proposal of Chavan and Associates](#)

RESOLUTION NO. 2025-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AN AGREEMENT WITH CHAVAN AND ASSOCIATES, LLP FOR PROFESSIONAL AUDITING AND REPORTING SERVICES FOR THREE YEARS COMMENCING WITH FISCAL YEAR 2024-25 AUDIT NOT TO EXCEED \$159,500

WHEREAS, City requires the services of a qualified Certified Public Accountant to perform auditing and certain other services annually; and

WHEREAS, Richardson & Company, LLP, has rendered professional auditing services to the City for the past thirteen years; and

WHEREAS, it is standard business practices to rotate auditors periodically to gain a fresh perspective; and

WHEREAS, staff prepared and posted a Request for Proposal for Professional Auditing Services on the City's procurement site; and

WHEREAS, the four proposals returned by the deadline were evaluated based on many factors including each firms' experience with local government audits, the quality of their personnel, audit approach and price; and

WHEREAS, Chavan and Associates received the number one rating after a thorough review;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon authorizes the City Manager to sign an agreement with Chavan and Associates for professional auditing and reporting services for three years for an amount not to exceed \$159,500.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

**PROPOSAL FOR CONDUCTING
THE ANNUAL INDEPENDENT AUDIT
OF THE
CITY OF AMERICAN CANYON**

Submitted January 24, 2025



Chavan & Associates, LLP
Certified Public Accountants
16450 Monterey Road, Suite 5
Morgan Hill, CA 95037
Phone: (650) 346-1329
Fax: (408) 872-4159
E-mail: sheldon@cnallp.com
Contact: Sheldon Chavan, Partner

Title	Page
Transmittal Letter.....	i - ii
A. Firm Qualifications & Experience	1
Independence.....	1
License to Practice in California.....	1
Contractor Identification and Introduction	1
Firm Size, Staff Size, Location and Staffing	2
Range of Services.....	3
Contract Terminations and Affirmation Concerning Substandard Audit Work	3
Equal Opportunity Employer	3
Subcontractor.....	3
Business Licenses.....	3
Quality Control Review.....	3
B. Specific Audit Approach	4
Phase I - Planning and Risk Assessment	4
Phase II - Substantive Audit Procedures and Compliance	5
Phase III - Financial Statement Preparation and Review	5
Compliance and Program Specific Auditing.....	6
Recommendations for Improved Operations.....	6
Irregularities and Illegal Acts	6
Control Risk Assessment	6
Analytical Procedures.....	6
Identification of Potential Audit Problems.....	7
Resources Available for Standards Interpretations	7
References.....	7
Summary of Staff Hours by Phase	7
Summary Timeline.....	8
City Client List.....	8
C. Scope of Services.....	9
D. Partner, Supervisory and Staff Resumes	11
Sheldon Chavan, CPA, Managing Partner.....	11
Jeff Ira, CPA, Independent Reviewer	14
Paul Pham, CPA, Associate Partner	16
Angela Lee, CPA, Audit Manager	17
Andrew Quintero, Senior Auditor	18
Matthew Ojeda, Senior Auditor	19
Professional Education and Training	20

ATTACHMENTS:
Peer Review Report



Chavan and Associates, llp
Certified Public Accountants

January 24, 2025

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

We are pleased to have this opportunity to submit our proposal to provide auditing services for the City of American Canyon (the “City”). Our understanding of the work outlined in the request for proposal is that we will audit the financial statements of the City for the fiscal years ending June 30, 2025, 2026 and 2027, with two option years.

Our audits will be performed in accordance with auditing standards generally accepted in the United States of America, the standards set forth for financial audits in the United States General Accounting Office’s (GAO) *Government Auditing Standards*, the provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996; the U. S. Office of Management and Budget’s (OMB) guidance for federal awards and agreements as provided in the Code of Federal Regulation (CFR) 2 Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and relevant Governmental Accounting Standards Board (GASB) Statements. We will also apply the necessary procedures to prepare the reports as requested in the RFP and noted in our cost proposal.

As a result of our audit, we will express an opinion on the fair presentation of the basic financial statements, as listed in the RFP, in accordance with GAAP. We will also issue a report on internal controls over financial reporting and on compliance with applicable laws and regulations in accordance with *Government Auditing Standards*.

Throughout the contract period, we will provide consultation on accounting and compliance issues and attend meetings to discuss the audit and management comments. It is our commitment to the City that we will complete the work within the agreed time frame and that we have the resources, time and personnel to dedicate to this engagement for the entirety of the contact. We are confident Chavan & Associates LLP ("C&A") is the best-qualified firm to serve as your independent auditors. A brief list of reasons includes:

- We specialize in the audits of local governments and not for profit entities.
- Our partners/reviewers have 82 years of combined experience auditing local governments.
- Our firm and key professionals are properly licensed to practice in the state of California.
- Our service will be dependable, reliable and timely.
- We will be sensitive to your workload. We understand you and your staff must keep up with your current work as well as deal with the audit.
- Our staff and partners are available twelve months of the year to serve our audit clients. You are important to our firm and we promise a high level of involvement and enthusiasm at all levels.



Chavan and Associates, llp
Certified Public Accountants

- The engagement partner will attend all conferences and meetings and will supervise the audit directly during each year and phase of the engagement.
- We offer flexible staffing and scheduling. We can send a full team onsite, work 100% remotely, or send a small team on site.
- To improve the efficiency of the audit process, we use online software, Engagement Organizer (EO), to provide a list of information and monitor the workflow during the audit. The link to EO is provided early during the planning process and includes items for both interim and year-end work, such that we can edit the list as needed moving forward. All documents can be uploaded here and notes, status updates and comments are done through EO. We also have a secure portal as an additional way to share information.

We have a full-time IT manager on staff that is available to assist throughout the audit. All of our partners and staff are familiar with software utilization and data extraction. We also focus on the management of user ID's, passwords, and password authentication tools. Finally, when performing test of controls, we look for controls that will prevent email scams, such as requests to change remittance advice for a vendor's invoice.

While most of our clients prefer digitally published reports in pdf format, we have invested in HP color printers, binding machines and binding supplies, to provide professional bound reports to clients whom still appreciate a printed report. Our team has been printing, binding and publishing ACFR's and similar reports for over forty years; beginning with Jeff Ira back in the 1980's.

Staffing for the audit will include one Engagement Partner, one Associate Partner, one Audit Manager, one Supervisor, three Professional Staff and one Administrative Staff. The Engagement Partner, one Senior and one Staff will be assigned to visit your offices, as feasible.

Sheldon Chavan and Paul Pham are the partners authorized to sign and obligate the firm contractually and represent the firm. He is empowered to submit the bid and authorized to sign a contract. This proposal is a firm and irrevocable offer for 120 days. We look forward to being of service to you.

Very truly yours,

Sheldon Chavan, C.P.A., Partner
Chavan & Associates, LLP

Section A

Firm Qualifications & Experience

Section A - Firm Qualifications & Experience

City of American Canyon Proposal for Auditing Services

Independence

C&A is independent of the City and all of its component units as defined by generally accepted auditing standards and the **U.S. General Accountability Office's Government Auditing Standards**. *In all matters relating to the audit work, the audit organization and individual auditors, whether government or public, should be free from personal and external impairments to independence, should be fiscally independent, and should maintain an independent attitude and appearance.*

C&A did not have any professional relationships involving the City of American Canyon, or any of its agencies and component units, for the past five (5) years that would cause a conflict of interest relative to the scope of services identified in the request for proposal.

License to Practice in the State of California

C&A and all key professionals are properly licensed to practice as certified public accountants in the State of California and do not have any record of substandard work or unsatisfactory performance pending with the State Board of Accountancy. C&A is registered with the California State Board of Accountancy and our stat number is PAR 7294.

Contractor Identification and Introduction

Company Name: Chavan & Associates, LLP (C&A)
Address: 16450 Monterey Road, Ste. 5, Morgan Hill, CA 95037
Office: 408-217-8749
Fax: 408-872-4159
E-mail: Sheldon@cnallp.com
CA File Number: 202009218003
FEIN: 27-0630496
Authorized to Sign: Sheldon Chavan, Partner; Paul Pham, Partner

Our partners and reviewers have performed audits under Governmental Auditing Standards, the Single Audit Act and the State Controller's Office Minimum Audit Requirements for a combined 82 years; Sheldon for 25 years, Jeff Ira for 41 years, and Paul Pham for 16 years. In August of 2009, we established C&A as a limited liability partnership. C&A is a local audit firm in San Jose, CA specializing in local government auditing and consulting. We have audited and prepared Annual Comprehensive Financial Reports (**ACFRs**) and basic financial statements as required by the Government Finance Officers Association (**GFOA**) and the Governmental Accounting Standards Board (**GASB**) for cities, fire districts, water districts, sanitation districts, JPAs and other types of special districts. Our partners have been reviewers of ACFRs for the **GFOA and CSMFO**. Most recently, C&A **prepared ACFRs** for the City of El Cerrito, City of Oroville, City of Suisun, Town of Los Gatos, and City of Carmel-by-the Sea for the year ending June 30, 2024. Our goal at C&A is to provide premium audit services at a reasonable fee. We believe that continuous partner involvement helps us achieve our goal, which is why our partners are constantly involved in every audit. Ultimately, minimizing on-the-job training allows us to focus exclusively on servicing our clients.

*Single Audit
Experience*

Section A - Firm Qualifications & Experience

City of American Canyon Proposal for Auditing Services

After starting the firm with only 9 clients in 2009, we currently have approximately **200 government, nonprofit and grant engagements** covering about 109 clients, 43 of which were required to have a single audit under uniform guidance in the last audit season. Our firm's experience includes numerous audits under state and federal compliance audit guides, including the Minimum Audit Requirements and Reporting Guidelines for Cities as required by the State Controller's Office. **What makes us unique from other audit firms** is that we eliminate "on-the-job" training through intensive in-house training, audit planning, and by having partners in the field throughout the entire engagement (not just "spot-checking"). The daily interaction with our Engagement Partner has been invaluable to our clients as it provides the opportunity for immediate feedback and the chance to ask questions related to accounting, account coding, grant requirements, ACFR requirements, budgeting, and much more. Auditing is the main focus of our practice and we are available to start as early as February 1st, however **our calendar is flexible**.

C&A is also a member of the [AICPA's Government Audit Quality Center](#) which promotes the importance of quality governmental audits and the value of such audits to purchasers of governmental audit services. GAQC is a voluntary membership center for CPA firms and state audit organizations that perform governmental audits.

Firm Size, Staff Size, Location and Staffing

We also have **fourteen** professional, full-time staff in addition to our partners and two administrative staff that will be available to assist as needed throughout the engagement. Our engagement partners are directly involved with the audits. Our central office is located in Morgan Hill, CA. Staffing for the City's audit will include the following professionals (audit experience):

Sheldon Chavan, CPA, Managing Partner (25 years)

Jeff Ira, Independent Reviewer (41 Years)

Paul Pham, CPA, Associate Partner (16 years)

Angela Lee, CPA, Audit Manager (10 years)

Andrew Quintero, Senior Auditor (5 years)

Matthew Ojeda, Senior Auditor (7 years)

One of the professional staff could change from year to year. The City will be notified of any staff changes prior to fieldwork. The Engagement Partner, manager, and supervisor will be the same during each year of the engagement.

Section A - Firm Qualifications & Experience

City of American Canyon Proposal for Auditing Services

Range of Services

The following summarizes the range of services we provide:

Entity Type	Number of Clients	Percent by Entity	Auditing	Management, Accounting & Other	Nonprofit Tax
Local Education Agencies	33	30%	100%	0%	0%
Charter Schools	13	12%	100%	0%	100%
Non-profit Organizations	22	20%	91%	0%	68%
Cities and Towns	13	12%	85%	0%	0%
Special Districts	19	17%	84%	16%	0%
Privately Held	9	8%	67%	22%	0%

Percent by Service Type	GAAS Audit	GAGAS Audit	Single Audit	Bond Audit	EAAP Audit
	93%	75%	39%	19%	41%

Contract Terminations and Affirmation Concerning Substandard Audit Work

C&A and all assigned personnel do not have any record of substandard work, contract failures, outstanding claims, litigation, investigations, or other unsatisfactory performance issues against us or pending with the State Board of Accountancy or any other entity. In addition, we have not had any federal or state desk review or field reviews of our audits. C&A has no record of lost clients or contract failures.

Equal Opportunity Employer

C&A is an equal opportunity employer and is in compliance with the Civil Rights Act of 1964, the State Fair Employment Practice Act, and all applicable federal and state laws and regulations relating to equality.

Subcontractor

C&A will not be engaged with any subcontractors during this engagement.

Business Licenses

C&A will obtain and maintain a valid business license throughout the duration of the contract, as applicable.

Quality Control Review

We are enrolled in the AICPA quality control peer review program. Our peer review was performed in compliance with AICPA and GAO requirements and included a selection of government audit engagements. Our audits complied with auditing standards generally accepted in the United States of America and Generally Accepted Governmental Auditing Standards. There were no desk reviews or disciplinary action in the last 3 years.

Section B

Specific Audit Approach

Section B - Specific Audit Approach

City of American Canyon Proposal for Auditing Services

The C&A audit approach begins with an entrance conference between Sheldon Chavan and management to gather information for risk assessment and audit planning. Upon the conclusion of the entrance conference, Sheldon will plan and schedule C&A's **three phase audit** approach and prepare a list of items to be provided for Phase I of the audit. Significant aspects of each phase are outlined below as augmented based on our review of the City's financial reports, RFP, Budget documents, and Council and Finance Commission agendas and minutes:

Three Phase Audit Approach

Phase I - Planning and Risk Assessment

This phase is designed to evaluate your operating and accounting procedures and will provide the basis for a significant portion of our letter to management. The results of our work during this phase will determine our audit approach for significant accounts and compliance. We plan to begin this phase by meeting with management and the Finance Commission to plan the audit and discuss any significant issues with the proposed audit plan and timeline.

At least six weeks prior to the beginning of this phase, we intend to provide the City with a link to Engagement Organize ("EO")r detailing the information and timing that will be needed in order to facilitate the completion of the audit in a timely manner. Having all items in EO uploaded prior to the beginning of the audit field work will allow us to complete the audit within the allotted time frame or earlier. We will also begin the testing of federal compliance for major programs during this phase, if applicable. The EO will include Phase I, II, and III items once uploaded and will updated during the year. The City will be able to leave notes on each item, upload attachments and message our team through EO.

We plan the audit and obtain our **understanding of the internal control structure**, control environment, and accounting system through:

Internal Controls Documentation

- Inquiries of appropriate management and staff personnel.
- Inspection of the City's documents, records, budget and related materials, organizational charts, manuals and programs.
- Observation of the City's activities and operations to corroborate the results of inquiries.
- Testing of the controls to determine they are operating as planned.
- Performance of preliminary analytical review on interim financials. The analytical review entails comparing similar information for the same time frame from the prior year and also comparing current year-to-date information to the budget to determine areas that may need additional attention during Phase II.
- Review and evaluation of the City's financial and other management **information system controls** and procedures. Our staff has gained invaluable experience with systems such as HTE, Multiple Operation Management (MOM), Springbrook, Pentamation, QuickBooks, Digital Schools, **SunGuard**, Escape, FUNDS\$, CECC, SACS, Financial 2000, SASi and many others. It is our goal to maximize the usage of your computer system during the audit.

This phase constitutes approximately 40% of all non-clerical hours of the engagement and may be combined with Phase II if desired. At the completion of Phase I, an exit conference will be held to discuss findings and recommendations and prepare for Phase II.

Section B - Specific Audit Approach

City of American Canyon Proposal for Auditing Services

Phase II - Substantive Audit Procedures and Compliance

This phase is designed to complete our substantive and compliance audit procedures on the accounts of the City. The approach for Phase II will be based on the results of Phase I. Audit programs will be tailored for your City's needs. This work will begin after the closing of your books.

Sample size and selection is based on our assessment of risk and planned or actual deviations. A typical **sample size will be 25 to 60** items and be randomly selected. Our sampling methods vary depending on the type of tests we perform. Sample selection for compliance work will be based on the respective compliance and audit guides, KC, our experience and judgment, and other various sources. We use Knowledge Coach (KC) audit programs by Commerce Clearing House (CCH) to assist in our risk determination and sampling selection. We also use **ProSystems fx Engagement** paperless audit, Microsoft Excel, and Microsoft Word on laptops to perform the audit. Generally, we prefer

information provided in electronic format, however we use production scanners in the office and portable scanners in the field for information that is unavailable in electronic format.

Analytical procedures during Phase II involve comparing current data to prior year and budget data, calculating dollar and percentage variances and investigating differences. We also analyze trends and relationships of the various financial statement components and ratios.

Laws and regulations subject to audit will be determined based on inquiry and familiarity we gain with the City and with state and federal compliance requirements. We also attend seminars and webinars related to state and federal regulations to keep abreast of new requirements.

Phase II will take approximately 40% of the engagement hours. At this time, an exit conference will be held to discuss findings and recommendations, the status of new accounting principles and reporting requirements, and prepare for Phase III.

Phase III - Financial Statement Preparation and Review

This phase consists of preparing or assisting with the preparation of your financial statements, **as required in the RFP**, in conformity with accounting principles generally accepted in the United States of America. We will also prepare all other financial and compliance reports required of us as listed on the RFP. The required reports and management letter will be submitted to management as noted in the timeline in the RFP, unless otherwise agreed. We will also ensure that new GASB pronouncements identified in phase I and II have been appropriately accounted for and disclosed in the financial statements and that the impact of these statements is sufficiently presented in our audit reports. The most efficient way to ensure we meet the reporting deadlines is to have the audited trial balance and final adjustment completed by the last day of field work. This, in combination of the automation provided by **Prosystems Engagement** will reduce the lag time from the completion of field work and report issuance.

Our reporting process is automated through our audit software. Once we obtain the City's trial balance in electronic format, we can import that into our system, which will automatically code and update all financial statements and most note disclosures in the financial statements and notes. We can also auto

*Sampling
Methods*

*Analytical
Procedures & Laws
and Regulations*

Section B - Specific Audit Approach

City of American Canyon Proposal for Auditing Services

link tables, charts and other documents the City would like to generate. **All of this information can be shared through our online secure lockbox/filesshare website at www.cnallp.com** and through our **online engagement portal** which is linked to our list of items. All agreed upon adjustments will be linked in our audit software. This greatly reduces the report preparation time and involvement of City staff and creates more opportunity for review of information systems, internal controls and management recommendations. At the end of this phase we will provide a summary of audit adjustments and uncorrected misstatements (passed adjustments).

We anticipate that Phase III will comprise approximately 20% of the engagement hours, including the majority of the clerical hours. The timing of each phase of the audit is estimated based on the assumption that the City will meet their close schedule and responsibilities as noted in the request for proposal.

Please note that we generally hold entrance conferences at the beginning of Phase I and II and exit conferences at the end of Phase I, II and III. However, we are available to meet with the City at any time.

Compliance and Program Specific Auditing

Included in all phases are specific procedures required to complete individual compliance items. Analytic and sampling procedures generally follow those described in the preceding phase, but are modified, when needed, to meet specific guidelines of the programs audited.

Recommendations for Improved Operations

We feel we have accumulated valuable knowledge in accounting and auditing which has allowed us to offer a wide range of specific recommendations to increase the efficiency and effectiveness of our audit clients. With our background, we can provide services that may be very beneficial to you presently and in the future. As our client, you can look to us for informed support **year-round in all areas of interest or concern**. In the course of our engagement with the City, we will provide prompt, knowledgeable answers to your questions regarding all aspects of accounting, finance, management, and operations. It is our policy to discuss discrepancies and recommendations with City staff directly involved and then with management, as necessary. If an item warrants inclusion in the report as a finding, we will obtain management's responses to each finding. All responses will be reviewed with management and relevant committees before they are presented to the City Council.

Irregularities and Illegal Acts

We will make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which we become aware to the Audit Committee (or similar) and Attorney.

Control Risk Assessment

As part of our audit approach, we use KC forms, narratives, questionnaires and summary schedules to gain an understanding of the control environment and assess its overall effectiveness. This helps us identify the types of potential misstatements and factors that affect the risk of material misstatement and their impact on the audit plan.

Analytical Procedures

Analytical procedures are used at three points of time during our audit; planning, substantive testing, and final review of the completed financial statements. Analytical procedures are used to obtain

Section B - Specific Audit Approach

City of American Canyon Proposal for Auditing Services

knowledge of conditions and events, to indicate the presence of possible misstatements, to provide substantive evidence of balances and to assess the financial condition of the City.

As we obtain knowledge about the City, we will be able to direct our attention to areas requiring greater audit emphasis as well as provide substantive evidence in support of recorded account balances.

Identification of Potential Audit Problems

Each year we approach the audit objectively and use a risk-based approach to anticipate any potential audit problems. If anything were to come to our attention during the course of the audit, it would be reported to the proper management level depending on the nature of the problem and as noted in the RFP.

Resources Available for Standards Interpretations

In addition to the items published by GFOA, AICPA, FASB, and GASB, we use RIA checkpoint and Thompsons as our main online reference material. As our client, the City will have access to all our resources.

Client References and Similar Engagements

Entity Name	City of El Cerrito	City of Oroville	Town of Los Gatos
Contact Person	Crystal Reams	Ruth Wright	Gitta ungvari
Title	Finance Director	Director of Finance	Finance Director
Address	10890 San Pablo Avenue, El Cerrito, CA 94530	1735 Montgomery St, Oroville, CA	110 E. Main St, Los Gatos, CA 95030
Phone	510-215-4312	530-538-2413	408-354-685
E-mail	creams@ci.el-cerrito.ca.us	wright@cityoforoville.org	gungvari@losgatosca.gov
Last Audit Period	6/30/2023	6/30/2023	6/30/2023
Hours	480	272	440
Fiscal Years Audited	2	6	2
Partner	Sheldon Chavan	Sheldon Chavan	Sheldon Chavan
GFOA Award	Yes	Yes	Yes
Scope of Work	ACFR GAGAS Audit Single Audit/OMB GANN Limit AUP SAS 114 Report Management Letter Successor Agency SCO AFTR Year Round Consultation	ACFR GAGAS Audit Single Audit/OMB GANN Limit AUP SAS 114 Report Management Letter Successor Agency SCO AFTR Year Round Consultation	ACFR Management Letter GANN Limit AUP TDA Audit Single Audit GANN Limit AUP TDA Audit Successor Agency Audit Year Round Consultation

Summary of Staff Hours by Phase

Level of Staff	Phases			Total Hours
	I	II	III	
Engagement Partner	8	8	24	40
Associate Partner/Reviewer	2	2	4	8
Manager	10	10	4	24
Supervisor	48	48	24	120
Professional Staff	108	108	24	240
Administrative Staff	2	2	4	8
Totals for Audit Services	178	178	84	440

Section B - Specific Audit Approach

City of American Canyon Proposal for Auditing Services

Summary Timeline

Segment	FY2025	Phase
Entrance Conference	May 15, 2025	I
Audit Planning C&A's Office	May 16, 2025	I
List of Items Required by Client	May 20, 2025	I
Interim Testing	June 16, 2025	I
Interim Exit Conference and Completion	June 20, 2025	I
Preparation and Mailing of Confirmation Letter	August 1, 2025	II
Year-end Field Work Planning Meeting	August 1, 2025	II
Progress Conference	August 26, 2025	II
Update List of Items Required by Client - Final	August 26, 2025	II
Year-end Field Work and Compliance Testing	September 22, 2025	II
Exit Conference	September 26, 2025	II
Final List of Recommendations	September 26, 2025	II/III
Audit Adjustments	November 1, 2025	II/III
Draft Reports, Financials, Management Letters	November 1, 2025	III
Final Reports, Financials, Management Letters	November 15, 2025	III
Council, Commission & Public Presentations	As Needed	III

City Client List

Cities/Towns	ACFR	GAS	GAGAS	Single Audit	EAAP	Other	Bond (P39)
City of Albany	✓	✓	✓			✓	
City of Carmel-by-the-Sea	✓	✓	✓			✓	
City of Cotati	✓	✓	✓			✓	
City of Del Rey Oaks		✓	✓			✓	
City of El Cerrito	✓	✓	✓	✓		✓	
City of Gridley	✓	✓	✓	✓		✓	
City of Marina	✓	✓	✓	✓		✓	
City of Oroville	✓	✓	✓	✓		✓	
City of Pacific Grove	✓	✓	✓	✓		✓	
City of Point Arena		✓	✓			✓	
City of Rocklin	✓	✓	✓	✓		✓	
City of Saratoga	✓	✓	✓	✓			
Town of Los Gatos	✓	✓	✓	✓			
Town of Yountville	✓	✓	✓			✓	

This is a partial listing from our total list of clients which includes 110 local governments and nonprofits.

Section C

Scope of Services

Section C - Scope of Services

City of American Canyon Proposal for Auditing Services

Audit Scope

We understand, accept, and have included in our work plan the following scope of services:

- A.** Independent Auditor's Reports for the City on the fair presentation of the financial statements in conformity with generally accepted accounting principles based upon audits of the Basic Financial Statements of the City. The other supplementary information listed in the Table of Contents in the City's ACFR, including combining schedules and additional budgetary comparison schedules, are not a required part of the basic financial statements, however, C&A is to provide a report on the combining and individual fund financial statements and supporting schedules. The information presented shall be based on the auditing procedures applied during the audits of these basic financial statements.
- B.** C&A will issue a separate management letter (SAS 114) that include disclosures of material and non-material weaknesses in internal controls, disclosures of violations of finance-related legal and contractual provisions, and auditors' recommendations for financial and program management improvements. City staff comments addressing any issues disclosed, such as a material weakness, will be incorporated in the report.
- C.** C&A will issue a separate management letter (SAS 115) that includes an overview on the scope of the audit and the firms' responsibility under U.S. GAAS; any misstatements, audit adjustments or significant audit findings; and any difficulties encountered during the audit including disagreements with management.
- D.** C&A will perform and prepare a report for the GANN Appropriations Limit Agreed Upon Procedures.
- E.** C&A will prepare a separate Single Audit Report of Federal Financial Assistance (if required), including internal controls over financial reporting and compliance performed in accordance with the U.S. Office of Management and Budget (OMB) Circulate A-133, Audits of States, Local Governments, and Non-Profit Organizations. The report will include the appropriate Schedule of Expenditures of Federal Awards, footnotes, findings and questioned costs, including reportable conditions and material weaknesses, and follow up on prior audit findings where required.
- F.** Our audits are to be performed in accordance with all applicable and generally accepted auditing standards including, but not limited to: the standards set forth for financial audits by the Governmental Accounting Standards Board (GASB), in the General Accounting Office's (GAO) Government Auditing Standards, and in the U.S. Office of Management and Budget (OMB) Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.
- G.** C&A will provide assistance to the City in order to meet the requirements for the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting." Our assistance will include all items noted in section III.A. of the RFP.
- H.** All working papers and reports must be retained, at C&A's expense, for a minimum of five (5) years following completion of the audit, unless the firm is notified in writing by the City of the

Section C - Scope of Services
City of American Canyon Proposal for Auditing Services

need to extend the retention period. C&A will be required to make working papers available, upon request, to the following parties or their designees:

1. Parties designated by the federal or state governments or by the City as part of an audit quality review process.
 2. Auditors of entities of which the City of Capitola is a sub-recipient of grant funds.
 3. State of California, Office of the State Controller.
- I.* In addition, C&A shall respond to the inquiries of successor auditors and allow successor auditors to review working papers relating to matters of accounting significance.
- J.* C&A will prepare the City's Annual Financial Transactions Report required by the State Controller's Office and file the reports electronically with the State Controller's Office before the due date each fiscal year.

Note: The scope of services in the RFP supersedes the above scope which generally aligns with the RFP but may not be listed in the same specific order.

Section D

Partner, Supervisory and Staff Resumes

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

We are aware of the need for continuity of personnel on the engagement and promise that the Engagement Partner will be directly involved in the audit **during each year** of the contract. We believe that extensive partner involvement provides continuity that could not be achieved in any other way. All staff committed in this proposal will be available for the entire June 30, 2025 audit and are available 12 months a year for questions, comments and implementation support. We understand that the Engagement Partners, managers and other supervisory staff and specialists may be changed only with the express prior written permission of the City. Other audit personnel may be changed at our discretion as long as the replacements have substantially the same or better qualifications or experience. The City retains the right to approve or reject replacements.

Sheldon Chavan, CPA

Managing Partner (Member CalCPA, AICPA, GFOA, CSMFO, GAQC)



Sheldon holds a B.S. in Accounting from San Jose State University. He began his career in public accounting in **1998** and has been auditing local governments and nonprofit organizations ever since. Sheldon is a CPA licensed in California and a member of AICPA, CalCPA, CSMFO, GAQC and GFOA. **He has also been a member of the GFOA Special Review Committee, with responsibility for reviewing ACFR's for award of the Certificate of Excellence in Financial Reporting.** Sheldon has prepared/reviewed ACFR's for the City of Berkeley, City of Sunnyvale, City of Pittsburg and many others over his career. Most recently, Sheldon prepared the ACFR of the City of Oroville, Town of Lost Gtos and the City of Albany for the fiscal years ended June 30, 2023 (partial listing).

ACFR
Preparation

Sheldon has managed governmental audits his entire career, which includes the technical review of all work papers, staffing, scheduling, reporting, state compliance, federal compliance, state controllers reports and much more. He is responsible for running the audit in the field and providing accounting and auditing technical support to other partners and staff, primarily in the areas of compliance with auditing standards generally accepted in the United States of America, the standards set forth for financial audits in the United States General Accounting Office's (GAO) *Government Auditing Standards*, and the provisions of the Federal Single Audit Act and the United States Office of Management and Title 2 CFR Part 200 (Uniform Guidance). Sheldon also ensures that each staff has met the continuing professional education requirements under these standards and teaches several in-house seminars a year. He also administers our firm's quality control system as required by GAAS and Yellow Book standards. Sheldon has been performing audits under the Single Audit Act his entire career. Understanding the complexities of the various federal programs is one of his specialties. Over the years, Sheldon has audited major programs such as ARPA, CARES Act, National School Lunch, Title II Education Technology, IDEA Special Education Local Assistance, Title I, Education Jobs Fund, Title IV Drug Free Schools, NCLB Title III, Title II Improving Teacher Quality, CDBG, Shelter Plus Care, Home Investment in Affordable Housing, HUD Section 8, Highway Planning and Construction, Medi-Cal, Low-income Low Energy Assistance, and many more.

Sheldon has extensive experience auditing government bond programs and can assist the City with bond covenant calculations, bond compliance, tax filings, bond arbitrage issues and any other general

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

reporting requirements. In addition, we currently have multiple clients for which we complete special bond performance audits each year. We also provide contractor prequalification services for some clients who use restricted bond funds for modernization and infrastructure improvements.

Sheldon's recent continuing professional education:

Description of Program/Training
Yellow Book: Revised Government Auditing Standards
Government Auditing Standards - Yellow Book
Frequent Government and NPO Frauds: Misuse of Assets
Governmental and Nonprofit Annual Update: Federal Government Activities
Single Audit Lighting Round
Governmental Audit Quality Center Annual Update Webcast
Program-Specific Audits' plus 'Audit Tools and Guidance'
Applying Risk Assessment Standards: Understanding the Entity and Its Environment
GASB Updates
Governmental Accounting and Auditing Conference Webcast - 5121266C
Not-for-Profit Organizations Conference Webcast - 5121343C
Cases in NFP Acct. & Auditing: 'Financial Statement Requirements' plus 'Net Asset Classifications'
Governmental Auditing: Course Two Performance Audits
Governmental Auditing: Course Three Financial Audits, Attestation Engagements, and..
Governmental Accounting and Reporting
Ethics: AA&C LLP - Accounting Firm Practice Development Committee
State and Local Govt Planning Considerations
Cases in NFP Acct. & Auditing: Contributions
Field Work Documentation: Preparation, Maintenance, Types of Workpapers
School District Update Including LCFF and LCAP Compliance
School Districts Conference
Understanding the Changes to Yellow Book Independence
California Regulatory Review Course
Fraud Audit Techniques Using Excel
Applying the Uniform Guidance in Your Single Audits
Testing Compliance' plus 'Reporting Requirements
Fid Act Understanding impacts of GASB 84
Its Here! Fid Act Implementation Considerations
Accounting and Auditing Conference
Bernard Madoff Investment Securities' Auditor'
The Detection and Prevention of Fraud in Financial Statements
Governmental Auditing: Course One Fundamental Principles for Government Auditing

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

The following is a **partial list** of Sheldon's clients over the years:

Cities and Towns	Special Districts/JPA's	School Districts/COE's	Nonprofits and Other
City of Albany	Bay Area Water Services & Cons	Antelope Elementary	2006 Washington St.
City of Berkeley	Central Marin Sanitation Agency	Belmont Redwood Shores	Bay Area Special Education JPA
City of Carmel-by-the-Sea	East Bay Dischargers Authority	Burlingame	Bay Area Water Users Association
City of Del Rey Oaks	Fairfield-Suisan Sanitation	Cabrillo Unified	Black Adoption Placement
City of Marina	Half Moon Bay Fire Protection	Campbell Union	Boys and Girls Clubs of Sonoma
City of Novato	Hayward Area Parks and Rec	Cloverdale Unified	Center for Empowering Refugees
City of Oroville	Highland Recreation District	Cotati Rohnert Park	Children of Grace
City of Pacific Grove	Los Trancos Water District	Hillsborough City	Collective Roots
City of Pittsburg	Mckinney Water District	La Honda Pescadero	Credo High School
City of Point Arena	Menlo Park Fire Protection	Lakeside	Diagnostics for the Real World
City of Salinas	Midpen Regional Open Space	Las Lomas Elementary	Hidaya Foundation
City of San Rafael	Pleasant Hill Parks and Rec	Lassen View Elementary	Livebooks
City of Saratoga	Point Montara Fire District	Los Altos Elementary	Mashery
City of Scotts Valley	Santa Clara Regional Open Space	Luther Burbank	Mission Charter
City of Sonoma	Saratoga Cemetery District	Manton Joint Union	Mission Language and Vocational
City of South San Francisco	South Bayside System Authority	Menlo Park City	Morgan Hill Charter Foundation
City of Suisun City	South San Francisco Conf. Ctr.	Millbrae Elementary	Morgan Hill Charter School
City of Sunnyvale	Sausalito-Marín City Sanitation	Mineral	Nob Hill Home Owners Assoc.
City of Tracy	Tahoe Regional Planning Agency	Mountain View Whisman	O'Conner Water
Town of Los Gatos	The Cities Group	Orchard	One Million Lights
Town of Windsor	Valley of the Moon Fire	Pacifica	Orange County Charter School
	West Bay Sanitary District	Plum Valley	Pathway to Choices
	West County Wastewater District	Portola Valley Elementary	Pyramid Alternatives
	Westborough Water District	Red Bluff	Redwood City Education Foundation
	Woodside Fire Protection District	Salinas Union High	San Jose Conservation Charter
		San Bruno Park	San Jose Conservation Corps
		San Carlos Elementary	Singularity University
		San Mateo County Office	Sociometrics
		San Mateo Union High	South Tahoe Area Transit Authority
		Scotts Valley Unified	Stone Bridge Charter School
		Sequoia Union High	Woodside Atherton Authority
		Sonoma Valley Unified	Work2future Foundation
		Union School District	
		West County Agency (LEA)	
		Windsor Unified	
		Woodside Elementary	

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Jeffrey J. Ira, CPA

Independent Reviewer (Member CalCPA, AICPA, GFOA, CSMFO, GAQC)



Jeffrey is a graduate of Humboldt State University with a B.S. in Business with a concentration in Accounting. He is a CPA licensed in California, a member of the AICPA, the California Society of CPAs, the GFOA and the CSMFO. Jeff joined our firm in 2017 and has been auditing local governments since 1981. Jeff is a member of the GFOA Special Review Committee, with responsibility for reviewing ACFRs for award of the Certificate of Excellence in Financial Reporting. **Jeff served as a Councilmember and the Mayor for Redwood City.** He has also served on various local governing boards and committees, which makes him acutely aware of both your financial and management needs. Jeff will be responsible for concurrent review of your audit, which is a quality control measure designed to ensure the audit is completed effectively and in compliance with governmental auditing standards, compliance requirements and uniform guidance requirements.

Jeff has forty years of professional experience and has participated in a variety of auditing and consulting engagements with cities, school districts, and special districts including the following (partial listing):

Cities and Towns	Special Districts	School Districts/COE's
City of Berkeley	Bay Area Water Supply Conserv. Agency	Antelope Elementary
City of Cloverdale	Central Marin Sanitation Agency	Cabrillo Unified
City of Oroville	East Bay Dischargers Authority	Cotati Rohnert Park
City of Point Arena	Half Moon Bay Fire Protection	La Honda Pescadero
City of Saratoga	Los Trancos Water District	Lassen View Elementary
City of Sonoma	Menlo Park Fire Protection	Las Lomas Elementary
City of Tracy	Pleasant Hill Parks and Rec	Los Altos Elementary
Town of Los Gatos	Point Montara Fire Protection District	Luther Burbank
City of Pittsburg	Santa Clara Regional Open Space Auth	Redwood City Elementary
City of San Rafael	Saratoga Cemetery District	Menlo Park City
City of Concord	South Bayside Systems Authority	Millbrae Elementary
City of Salinas	South San Francisco Conf. Ctr.	Santa Cruz City
City of Sunnyvale	Tahoe Regional Planning Agency	Mountain View Whisman
City of San Carlos	The Cities Group	Orchard School District
City of South San Francisco	West Bay Sanitary District	Burlingame
City of Marina	West County Wastewater District	Jefferson Union High
City of San Bruno	Westborough Water District	Portola Valley Elementary
City of Campbell	Woodside Fire Protection District	Red Bluff
City of Novato	Highland Recreation	San Bruno Park
Town of Atherton	Coast side Water District	San Mateo County Office
City of Cupertino		Sequoia Union High
		Sonoma Valley Unified
		San Mateo Unified
		Ravenswood Elementary
		Windsor Unified
		Woodside Elementary

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

A summary of Jeff's recent professional education includes:

Description of Program/Training	
GAGAS - Ethical Principles In Government Auditing	Government Auditing
GAGAS - Field Work and Reporting Standards	Major Changes to Auditing Standards
GAGAS - Field Work Standards For Financial Audits	Limiting Auditor Liability
GAGAS - General Field Work And Reporting Standards	Auditor Communications: Critical New Requirements
GAGAS - General Standards	School Districts Conference
GAGAS - Reporting Standards For Financial Audits	Governmental Accounting, Reporting, and Auditing Update
GAGAS - Use and Application of GAGAS	GASB Basic Financial Statements for State and Local Governments

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Paul Pham, CPA

Associate Partner (AICPA, CalCPA)



Paul received his Bachelor of Science from Pacific University and hopes to pursue a Master of Accountancy in the near future. Paul has been working in public and private accounting since 2007 and has completed Fourteen governmental audit seasons. He has completed financial and compliance audits for the entities listed below since 2007. Besides the standard control documentation and substantive testing required for GAAS audits, Paul has performed audits and prepared reports under OMB Subpart F and the Single Audit Act for most of the entities listed below. He has audited Federal grants from various agencies, including FEMA, HUD, FTA, the Department of Education (Title I, Special Education, Title II, Adult Ed) and much more.

Paul's recent continuing professional education:

Description of Program/Training	
GAGAS - Ethical Principles In Government Auditing	Government Auditing
GAGAS - Field Work and Reporting Standards	Major Changes to Auditing Standards
GAGAS - Field Work Standards For Financial Audits	Limiting Auditor Liability
GAGAS - General Field Work And Reporting Standards	Auditor Communications: Critical New Requirements
GAGAS - General Standards	School Districts Conference
GAGAS - Reporting Standards For Financial Audits	Governmental Accounting, Reporting, and Auditing Update
GAGAS - Use and Application of GAGAS	GASB Basic Financial Statements for State and Local Governments

The following is a partial list of Paul's clients over the years:

Cities and Towns	Special Districts	School Districts/COE's	Nonprofits and Charter Schools
City of Albany	Bay Area Water Services & Cons	Antelope Elementary	Bay Area Water Users Association
City of Berkeley	Central Marin Sanitation Agency	Burlingame	Black Adoption Placement
City of Carmel-by-the-Sea	Fairfield-Suisan Sanitation District	Cabrillo Unified	Boys and Girls Clubs of Sonoma
City of Del Rey Oaks	Menlo Park Fire Protection	Cotati Rohnert Park	Center for Empowering Refugees
City of Oroville	Midpen Regional Open Space	Hillsborough City	Children of Grace
City of Pacific Grove	Santa Clara Regional Open Space	La Honda Pescadero	Collective Roots
City of Point Arena	Saratoga Cemetery District	Las Lomas Elementary	Credo High School
City of Rocklin	South Bayside System Authority	Lassen View Elementary	Hidaya Foundation
City of Saratoga	South San Francisco Conf. Ctr.	Los Altos Elementary	Livebooks
City of Sonoma	Suasalito-Marin City Sanitation District	Luther Burbank	Mashery
City of Suisun City	Tahoe Regional Planning Agency	Manton Joint Union	Mission Charter
City of Tracy	The Cities Group	Millbrae Elementary	Mission Language and Vocational School
Town of Los Gatos	Valley of the Moon Fire	Mineral	NASA AMES Exchange
	West Bay Sanitary District	Mountain View Whisman	Orange County Charter School
	Westborough Water District	Orchard	Pathway to Choices
		Pacifica	Pyramid Alternatives
		Plum Valley	Redwood City Education Foundation
		Portola Valley Elementary	San Jose Conservation Charter
		Red Bluff	San Jose Conservation Corps
		San Bruno Park	Sociometrics
		San Carlos Elementary	South Tahoe Area Transit Authority
		San Lorenzo Valley Unified	Stone Bridge Charter School
		San Mateo County Office	Work2future Foundation
		Scotts Valley Unfied	
		Sequoia Union High	
		Sonoma Valley Unified	
		Soquel Elementary	
		Union School District	
		West County Agency (LEA)	
		Windsor Unified	
		Woodside Elementary	

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Angela Lee, CPA

Audit Manager

Angela received her Bachelor and Master of Science in Accounting from San Francisco State University. Angela has been working in public accounting since 2014 and has completed ten audit seasons. Since starting with C&A, she completed the financial and compliance audits for the entities listed below and has additional experience local government and non-profit industries not listed below. Angela has audited over 80 local governments and nonprofits since 2014. Besides the standard control documentation and substantive testing required for GAAS audits, Angela has performed audits and prepared reports under GAGAS and Uniform Guidance. She has also audited Federal grants from various agencies, including HUD, Department of Justice, the Department of Education (Title I, Special Education) and much more.

Angela’s recent continuing professional education:

Description of Program/Training	
GAGAS - Ethical Principles In Government Auditing	Government Auditing
GAGAS - Field Work and Reporting Standards	Major Changes to Auditing Standards
GAGAS - Field Work Standards For Financial Audits	Limiting Auditor Liability
GAGAS - General Field Work And Reporting Standards	Auditor Communications: Critical New Requirements
GAGAS - General Standards	School Districts Conference
GAGAS - Reporting Standards For Financial Audits	Governmental Accounting, Reporting, and Auditing Update
GAGAS - Use and Application of GAGAS	GASB Basic Financial Statements for State and Local Governments

The following is a list of Niru’s clients over the past year:

Cities and Towns	Special Districts	School Districts/COE's	Nonprofits and Other
City of Albany	Bay Area Water Services & Cons	Antelope Elementary	Bay Area Water Users Association
City of Carmel-by-the-Sea	Chico Area Recreation and Park District	Burlingame	Boys and Girls Clubs of Sonoma
City of Del Rey Oaks	Lake Canyon Community Services District	Cabrillo Unified	Center for Empowering Refugees
City of Oroville	Midpen Regional Open Space	Cotati Rohnert Park	Children of Grace
City of Pacific Grove	Ross Valley Sanitary District	Hillsborough City	Credo High School
City of Point Arena	Santa Clara Regional Open Space	Las Lomas Elementary	Hidaya Foundation
City of Rocklin	South San Francisco Conf. Ctr.	Lassen View Elementary	Mission Charter
City of Saratoga	Steger Sanitary District	Los Altos Elementary	NASA AMES Exchange
City of Marina	Suasalito-Marin City Sanitation District	Luther Burbank	Pathway to Choices
City of Suisun City	The Cities Group	Millbrae Elementary	Peninsula Conflict Resolution Center
	Valley of the Moon Fire	Orchard	Redwood City Education Foundation
	West Bay Sanitary District	Pacifica	Stone Bridge Charter School
	Westborough Water District	Red Bluff	Work2future Foundation
		San Bruno Park	Stone Bridge Charter School
		San Carlos Elementary	
		San Lorenzo Valley Unified	
		San Mateo County Office	
		Sequoia Union High	
		Sonoma Valley Unified	
		Soquel Elementary	
		Union School District	
		West County Agency (LEA)	
		Woodside Elementary	

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Andrew Quintero

Senior Auditor

Andrew has successfully completed five seasons of governmental auditing. Andrew has performed tests of controls, substantive tests, state compliance testing and Federal compliance testing for various special districts and cities. He has been the Senior Auditor in-charge of clients such as the City of Yountville, City of Suisun City, Fairfield-Suisun Sanitary District and many more. Besides the standard control documentation and substantive testing required for GAAS audits, Andrew has performed audits and prepared reports under OMB Subpart F and the Single Audit Act. He has audited Federal grants from various agencies, including Special Education, National School Lunch, Title I, Department of Education grants and others.

Andrew's recent continuing professional education:

Description of Program/Training	
GAGAS - Ethical Principles In Government Auditing	Government Auditing
GAGAS - Field Work and Reporting Standards	Major Changes to Auditing Standards
GAGAS - Field Work Standards For Financial Audits	Limiting Auditor Liability
GAGAS - General Field Work And Reporting Standards	Auditor Communications: Critical New Requirements
GAGAS - General Standards	School Districts Conference
GAGAS - Reporting Standards For Financial Audits	Governmental Accounting, Reporting, and Auditing Update
GAGAS - Use and Application of GAGAS	GASB Basic Financial Statements for State and Local Governments

The following is a list of Andrew's clients:

Cities and Towns	Special Districts	School Districts/COE's	Nonprofits and Other
City of Oroville	Bay Area Water Supply Conservation Agency	Jefferson Union High School District	Peninsula Conflict Resolution Center
City of Pacific Grove	Castro Valley Sanitary District	John Swett Unified School District	Redwood City Education Foundation
City of Point Arena	El Dorado Hills Community Services District	Las Lomas School District	San Mateo County Exposition and Fair Association
City of Rocklin	Lake Canyon Community Services District	Lassen View Union Elementary School District	Sonoma Valley Hospital Foundation
City of Saratoga	Midpeninsula Regional Open Space District	Los Altos School District	The Moca Foundation
City of Suisun City	Purissima Hills Water District	Luther Burbank School District	The San Jose Library Foundation
Town of Yountville	Ross Valley Sanitary District	Menlo Park City School District	
	Santa Clara County Regional Open Space Auth	Millbrae School District	
	Sausalito-Marin City Sanitation District	Mountain View Whisman School District	
	Stege Sanitary District	Napa Valley Unified School District	
	Silicon Valley Clean Water	Orchard School District	
	South San Francisco Conference Center	Pacifica School District	
	The Cities' Group	Red Bluff Joint Union High School District	
	Valley of the Moon Fire District	Red Bluff Union Elementary School District	
	West Bay Sanitary District	Roseland Elementary School District	
	West Valley Sanitation District	San Bruno Park School District	
	Westborough Water District	San Carlos School District	
		San Lorenzo Valley Unified School District	
		San Mateo Foster City School District	
		San Rafael City Schools	
		Santa Rosa City Schools	
		Woodside Elementary	

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Matthew Ojeda

Senior Auditor

Matthew graduated from the San Jose State University, with a B.S. in Accounting. Starting in public accounting in 2014, he has successfully completed seven seasons of governmental auditing. Matthew has performed tests of controls, substantive tests, state compliance testing and Federal compliance testing for various special districts and school districts. Besides the standard control documentation and substantive testing required for GAAS audits, Matthew has performed audits and prepared reports under OMB Subpart F and the Single Audit Act. He has audited Federal grants from various agencies, including Special Education, National School Lunch, Title I, Department of Education grants and others.

Matthew's recent continuing professional education:

Description of Program/Training	
GAGAS - Ethical Principles In Government Auditing	Government Auditing
GAGAS - Field Work and Reporting Standards	Major Changes to Auditing Standards
GAGAS - Field Work Standards For Financial Audits	Limiting Auditor Liability
GAGAS - General Field Work And Reporting Standards	Auditor Communications: Critical New Requirements
GAGAS - General Standards	School Districts Conference
GAGAS - Reporting Standards For Financial Audits	Governmental Accounting, Reporting, and Auditing Update
GAGAS - Use and Application of GAGAS	GASB Basic Financial Statements for State and Local Governments

The following is a list of Matthew's clients over the years:

Cities and Towns	Special Districts	School Districts/COE's	Nonprofits and Other
City of Del Rey Oaks	Castro Valley Sanitary District	Antelope Elementary	Boys and Girls Club of Central Sonoma County
City of Oroville	Central Marin Sanitation Agency	Burlingame	Boys and Girls Clubs of Sonoma Valley
City of Pacific Grove	Fairfield-Suisan Sanitation District	Cabrillo Unified	Credo High School
City of Point Arena	Midpen Regional Open Space Auth	Cotati Rohnert Park	Diagnostics for the Real World
City of Rocklin	Oro Loma Sanitary District	Golden Valley Unified	Mission Language and Vocational School
City of Saratoga	Santa Clara Regional Open Space Auth	Hillsborough City	Morgan Hill Charter Foundation
City of Suisun City	Saratoga Cemetery District	Las Lomitas Elementary	Morgan Hill Charter School
Town of Los Gatos	Sausalito-Marin City Sanitation District	Lassen View Elementary	Orange County Charter School
	Silicon Valley Clean Water	Los Altos Elementary	Organic Farming Research Foundation
	The Cities Group	Luther Burbank	Prohealth Homecare
	West Valley Sanitation District	Millbrae Elementary	Redwood City Education Foundation
		Mission Preparatory School	San Jose Conservation Charter
		Mountain View Whisman	San Jose Conservation Corps
		Napa Valley Unified	San Mateo County Exposition Fair Association
		Orchard	Sociometrics
		Pacifica	Work2future Foundation
		Palo Alto Unified	
		Portola Valley Elementary	
		Red Bluff	
		Roseland Charter	
		Roseland Elementary	
		San Bruno Park	
		San Carlos Elementary	
		San Lorenzo Valley Unified	
		San Mateo County Office	
		San Mateo Foster City	
		Santa Rosa City School	
		Scotts Valley Unfied	
		Sequoia Union High	
		Sonoma Valley Unified	
		Soquel Elementary	
		South San Francisco Unified	
		Union School District	
		Woodside Elementary	

Section D - Partner, Supervisory and Staff Resumes

City of American Canyon Proposal for Auditing Services

Professional Education and Training

Our professionals complete 80 hours of continuing professional education every two years in auditing and accounting which includes at least 80 hours of governmental auditing and accounting training specific to local governments. We use a combination of in-house seminars, self-study and outside seminars sponsored by AICPA, GFOA, the California Education Foundation and other recognized groups.

All assigned staff meet the educational requirements for Governmental engagements as specified by the California Board of Accountancy, Federal General Accounting Office, Governmental Accounting Standards Board, and the AICPA as appropriate.

Attachments

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

June 18, 2021

To the Partners of Chavan & Associates, LLP
and the Peer Review Committee
of the California Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Chavan & Associates, LLP in effect for the year ended December 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements are identified as not having been performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

To the Partners of Chavan & Associates, LLP **Attachment A**
and the Peer Review Committee
of the California Society of Certified Public Accountants
Page 2

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Chavan & Associates, LLP in effect for the year ended December 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Chavan & Associates, LLP has received a peer review rating of *pass*.

The Peer Group, LLP

Santa Ana, California

FEES SUMMARY

FOR THE ANNUAL INDEPENDENT AUDIT

OF THE

CITY OF AMERICAN CANYON

Submitted January 25, 2025



Chavan & Associates, LLP
Certified Public Accountants
16450 Monterey Road, Suite 5
Morgan Hill, CA 95037
Phone: (650) 346-1329
Fax: (408) 872-4159
E-mail: sheldon@cnallp.com
Contact: Sheldon Chavan, Partner

Fees Summary

City of American Canyon Proposal for Auditing Services

Date: January 25, 2025

Firm: Chavan & Associates, LLP (C&A)
 16450 Monterey Road, Suite 5
 Morgan Hill, CA 95037
 Phone: (650) 346-1329

Contact Person: Sheldon Chavan, Managing Partner
 Sheldon@cnallp.com
 650-346-1329

Price per Year by Service Level:

Services	Hours	Optional				
		2025	2026	2027	2028	2029
City Audit, ACFR, Reports and Letters	376	\$ 38,200	\$ 40,700	\$ 42,200	\$ 43,700	\$ 45,200
Single Audit	40	5,000	5,000	5,000	5,000	5,000
TDA Compliance Audit	16	2,000	2,000	2,000	2,000	2,000
GANN Limit AUP	8	800	800	800	800	800
Management Letters	N/A	Included	Included	Included	Included	Included
GASB implementation and guidance	N/A	Included	Included	Included	Included	Included
Present Reports to Council/Committees	N/A	Included	Included	Included	Included	Included
Meals, Lodging and Transportation	N/A	Included	Included	Included	Included	Included
Subtotal City Audit	440	46,000	48,500	50,000	51,500	53,000
City AFTR (SCO)	20	5,000	5,000	5,000	5,000	5,000
Total All-Inclusive Maximum Price	460	\$ 51,000	\$ 53,500	\$ 55,000	\$ 56,500	\$ 58,000

Certification: I, the undersigned, certify I am duly authorized to represent C&A and I am empowered to submit this bid. In addition, I certify I am authorized to contract with the City of American Canyon on behalf of C&A.

 _____ Signature	Managing Partner _____ Title	January 25, 2025 _____ Date
---	------------------------------------	-----------------------------------

Sheldon Chavan

 Name

Fees Summary

City of American Canyon Proposal for Auditing Services

Schedule of Professional Fees

Our professional fees are based on actual time devoted to an engagement, at hourly rates related to the experience levels of the individuals performing the work. The following is our standard fee schedule for our audit personnel:

	Standard & Quoted Hourly Rates		Hours	Fiscal Year Ending				
								Optional
				2025	2026	2027	2028	2029
Engagement Partner	\$ 225	40	\$ 9,000	\$ 9,270	\$ 9,548	\$ 9,835	\$ 10,130	
Associate Partner/Reviewer	200	8	1,600	1,648	1,697	1,748	1,801	
Manager	150	24	3,600	3,708	3,819	3,934	4,052	
Supervisor	100	120	12,000	12,360	12,731	13,113	13,506	
Professional Staff	85	240	20,400	21,012	21,642	22,292	22,960	
Administrative Staff	75	8	600	618	637	656	675	
Professional Discount	N/A	N/A	(1,200)	(116)	(74)	(77)	(124)	
Total Fees Base Audit		440	46,000	48,500	50,000	51,500	53,000	
Additional Fees and Services:								
City AFTR (SCO)	N/A	20	5,000	5,000	5,000	5,000	5,000	
Total All-Inclusive Maximum Price		460	\$ 51,000	\$ 53,500	\$ 55,000	\$ 56,500	\$ 58,000	

Manner of Payment

Progress payments will be made on the basis of pro-rated audit work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with our proposal.

Rates for Additional Professional Services

In the event that extraordinary circumstances require additional services beyond the agreed upon scope, C&A will provide, in writing and in advance, the reasons for the additional services along with our estimated costs and a statement that no work will be performed prior to City approval. **Rates for additional services would be the same as those identified under the quoted hourly rates above.**



TITLE

Quarterly Investment Report for City and Fire District for Fiscal Year 2024-25 Quarter 2

RECOMMENDATION

Receive and file the City and Fire District's Treasurer's Report for the quarter ended December 31, 2024.

CONTACT

Juan Gomez, Interim Assistant City Manager

BACKGROUND & ANALYSIS

The City's Investment Policy requires; the Treasurer to submit a quarterly investment report to the City Council. The report (Attachment 1) for the quarter ended December 31, 2024, includes investment transactions for both the City and Fire District. The report shows the City's cash and investment book balance, including debt reserves and unspent proceeds, was \$85,092,719. The Fire District's book balance was \$5,972,295.

- The City's diversified portfolio includes \$30.3 million invested in the California State Treasurer's Office Local Agency Investment Fund (LAIF), \$25.7 million invested in the California Asset Management Program and \$24.9 million managed by Chandler Asset Management. The funds managed by Chandler are invested in U.S. Treasury Notes, Federal Agency Securities, Asset Backed Securities, U.S. Corporate Notes, Supranational Securities, and FDIC insured Corporate Notes.
- The Fire District maintains cash and investment accounts separately from the City. The book value of the District's total portfolio is \$6.0 million. All cash not needed to meet the current operational requirements of the Fire District is invested with Local Agency Investment Fund (LAIF).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

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

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

1. [Investment Report Dec 31, 2024](#)
2. [Chandler Investment Holdings](#)

**Investment Report
For the Quarter Ended
December 31, 2024**

City of American Canyon



<u>Operating and Capital Funds</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Book Yield</u> ⁽¹⁾	<u>% of Portfolio</u>
Cash - Petty	\$ 2,000	\$ 2,000		0.00%
Cash - Westamerica Bank	1,949,637	1,949,637	0.30%	2.35%
Local Agency Investment Fund	30,345,448	30,333,977	4.62%	36.64%
California Asset Management Program	15,678,004	15,678,004	4.73%	18.93%
California Asset Management Program - TERM	10,000,000	10,000,000	5.29%	12.07%
Asset Backed Securities	1,386,726	1,387,888	4.62%	1.67%
Federal Agency Securities	3,137,807	3,109,809	4.36%	3.79%
Collateral Mortgage Obligations	454,288	447,494	4.70%	0.55%
Corporate Notes	6,360,634	6,259,924	4.85%	7.68%
Money Market Fund	82,595	82,595	4.09%	0.10%
Cash	435	435		0.00%
Supranational	1,060,841	1,050,841	4.45%	1.28%
U.S. Treasury Notes	12,369,657	12,154,006	4.32%	14.93%
TOTAL OPERATING CASH	82,828,072	82,456,610		100.00%
 <u>Debt Reserves and Proceeds</u>				
Debt Service Reserves				
602 - American Canyon Road	726,225	726,225		
603 - CFD	876,176	876,176		
Capital Reserve				
601 - 2004 Reassessment	344,257	344,257		
360 - AmCyn Road East	317,989	317,989		
TOTAL DEBT & CAPITAL RESERVES	2,264,647	2,264,647		
 TOTAL CASH AND INVESTMENTS - CITY	 \$ 85,092,719	 \$ 84,721,257		

(1) The weighted average yield as operating and capital funds for the month ended 12/31/2024 was 4.58%.

**Investment Report
For the Quarter Ended
December 31, 2024**



American Canyon Fire Protection District

Description	<u>Book Value</u>	<u>Market Value</u>	<u>Book Yield</u> ⁽²⁾	<u>% of Portfolio</u>
Cash - Westamerica Bank	\$ 1,040,784	1,040,784	0.30%	17.43%
Local Agency Investment Fund	4,931,511	4,929,647	4.62%	82.57%
TOTAL CASH AND INVESTMENTS - FIRE DISTRICT	\$ 5,972,295	\$ 5,970,431		100.00%

(2) The weighted average yield for the month ended 12/31/2024 was 3.87%.

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

Submitted,



 Juan Gomez
 Finance Director/Treasurer

MONTHLY ACCOUNT STATEMENT

City of American Canyon | Account #10130 | As of December 31, 2024

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

US Bank

PORTFOLIO SUMMARY

City of American Canyon | Account #10130 | As of December 31, 2024

Portfolio Characteristics

Average Modified Duration	2.61
Average Coupon	3.33%
Average Purchase YTM	3.49%
Average Market YTM	4.49%
Average Quality	AA
Average Final Maturity	3.01
Average Life	2.68

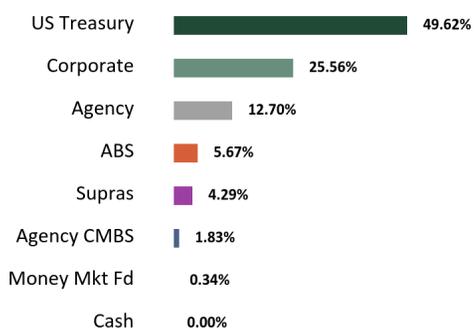
Account Summary

	Beg. Values as of 12/01/2024	End Values as of 12/31/2024
Market Value	24,536,354.91	24,492,991.74
Accrued Interest	182,879.69	181,070.10
Total Market Value	24,719,234.59	24,674,061.85
Income Earned	47,777.00	91,566.54
Cont/WD	0.00	0.00
Par	24,908,543.02	24,954,880.94
Book Value	24,807,124.78	24,852,983.22
Cost Value	24,729,507.79	24,768,350.92

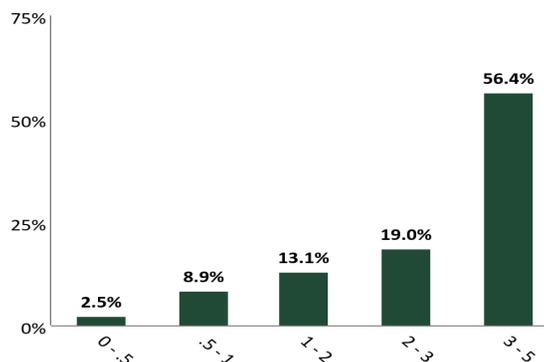
Top Issuers

Government of The United States	49.62%
Federal Home Loan Banks	5.23%
FHLMC	3.70%
Farm Credit System	3.20%
International Bank for Recon and Dev	2.55%
FNMA	2.40%
JPMorgan Chase & Co.	1.61%
Bank of America Corporation	1.60%

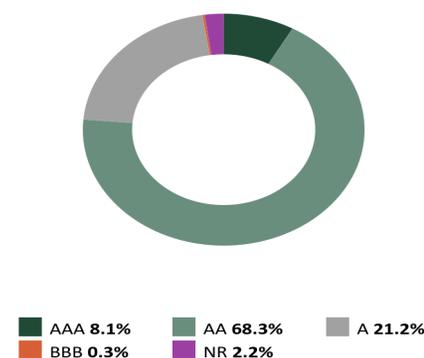
Sector Allocation



Maturity Distribution



Credit Quality



*See Footnote

Performance Review

Total Rate of Return	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (07/01/10)
City of American Canyon	(0.18%)	(0.83%)	3.68%	3.68%	4.22%	1.14%	1.36%	1.64%	1.59%
Benchmark Return*	(0.07%)	(0.76%)	3.42%	3.42%	3.86%	0.74%	1.05%	1.37%	1.35%

*Periods over 1 year are annualized.

Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark:
The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch

Execution Time: 01/03/2025 09:52:55 PM

Chandler Asset Management | info@chandlerasset.com | www.chandlerasset.com | 800.317.4747

CONFIDENTIAL | 116

RECONCILIATION SUMMARY



City of American Canyon | Account #10130 | As of December 31, 2024

Maturities / Calls

Month to Date	0.00
Fiscal Year to Date	(375,000.00)

Principal Paydowns

Month to Date	(56,522.67)
Fiscal Year to Date	(539,359.78)

Purchases

Month to Date	1,264,723.86
Fiscal Year to Date	5,423,898.35

Sales

Month to Date	(1,118,233.56)
Fiscal Year to Date	(4,140,617.76)

Interest Received

Month to Date	91,017.08
Fiscal Year to Date	372,316.23

Purchased / Sold Interest

Month to Date	(945.28)
Fiscal Year to Date	(2,770.40)

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	24,807,124.78	24,562,565.58
Maturities/Calls	0.00	(375,000.00)
Principal Paydowns	(56,522.67)	(539,359.78)
Purchases	1,264,723.86	5,423,898.35
Sales	(1,118,233.56)	(4,140,617.76)
Change in Cash, Payables, Receivables	(20,573.43)	(18,013.80)
Amortization/Accretion	3,304.33	15,878.81
Realized Gain (Loss)	(26,840.09)	(76,368.18)
Ending Book Value	24,852,983.22	24,852,983.22

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	24,536,354.91	23,913,728.98
Maturities/Calls	0.00	(375,000.00)
Principal Paydowns	(56,522.67)	(539,359.78)
Purchases	1,264,723.86	5,423,898.35
Sales	(1,118,233.56)	(4,140,617.76)
Change in Cash, Payables, Receivables	(20,573.43)	(18,013.80)
Amortization/Accretion	3,304.33	15,878.81
Change in Net Unrealized Gain (Loss)	(89,221.60)	288,845.13
Realized Gain (Loss)	(26,840.09)	(76,368.18)
Ending Market Value	24,492,991.75	24,492,991.75

HOLDINGS REPORT

City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
ABS									
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	12,549.80	11/16/2021 0.89%	12,547.16 12,549.20	99.22 4.64%	12,452.19 3.07	0.05% (97.01)	Aaa/NA AAA	1.06 0.21
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	8,871.23	07/13/2021 0.52%	8,870.44 8,871.05	99.50 4.47%	8,827.04 2.05	0.04% (44.01)	Aaa/NA AAA	1.21 0.13
44935FAD6	HART 2021-C A3 0.74 05/15/2026	5,747.17	11/09/2021 0.75%	5,745.89 5,746.83	99.60 4.64%	5,724.11 1.89	0.02% (22.72)	NA/AAA AAA	1.37 0.10
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	39,427.01	02/15/2022 1.89%	39,421.08 39,425.24	99.14 4.60%	39,088.49 32.94	0.16% (336.75)	Aaa/AAA NA	1.37 0.31
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	26,220.30	05/10/2022 3.63%	26,218.94 26,219.88	99.55 4.54%	26,101.05 14.03	0.11% (118.83)	Aaa/AAA NA	1.65 0.35
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	34,379.55	04/07/2022 3.09%	34,378.75 34,379.31	99.39 4.53%	34,170.84 44.77	0.14% (208.48)	Aaa/AAA NA	1.71 0.38
47787JAC2	JDOT 2022 A3 0.36 09/15/2026	27,812.41	03/10/2022 2.34%	27,806.26 27,810.23	99.17 4.82%	27,580.79 28.68	0.11% (229.44)	Aaa/NA AAA	1.71 0.33
362554AC1	GMCAR 2021-4 A3 0.68 09/16/2026	12,590.44	10/13/2021 0.68%	12,590.12 12,590.36	99.07 4.44%	12,473.25 3.57	0.05% (117.12)	Aaa/AAA NA	1.71 0.25
448977AD0	HART 2022-A A3 2.22 10/15/2026	22,893.59	03/09/2022 2.23%	22,892.71 22,893.33	99.25 4.77%	22,722.21 22.59	0.09% (171.12)	NA/AAA AAA	1.79 0.29
380146AC4	GMCAR 2022-1 A3 1.26 11/16/2026	13,458.02	01/11/2022 1.24%	13,456.85 13,457.70	99.09 4.61%	13,336.19 7.07	0.05% (121.51)	NA/AAA AAA	1.88 0.27
362585AC5	GMCAR 2022-2 A3 3.1 02/16/2027	34,540.68	04/05/2022 3.13%	34,533.46 34,537.74	99.35 4.63%	34,316.23 44.62	0.14% (221.51)	Aaa/AAA NA	2.13 0.43
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	61,045.63	07/12/2022 3.77%	61,039.80 61,043.27	99.56 4.56%	60,779.90 101.47	0.25% (263.37)	Aaa/NA AAA	2.13 0.55
02582JIT8	AMXCA 2022-2 A 3.39 05/17/2027	210,000.00	05/17/2022 3.42%	209,953.55 209,991.74	99.56 4.65%	209,066.97 316.40	0.85% (924.77)	NA/AAA AAA	0.37 0.36
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	121,954.30	10/12/2022 3.29%	121,944.83 121,949.59	100.29 4.69%	122,310.40 275.89	0.50% 360.81	Aaa/NA AAA	2.45 0.64
58768PAC8	MBART 2022-1 A3 5.21 08/16/2027	160,361.63	11/15/2022 5.27%	160,329.92 160,344.62	100.45 4.59%	161,077.97 371.33	0.66% 733.35	Aaa/AAA NA	2.62 0.65
05592XAD2	BMWOT 2023-A A3 5.47 02/25/2028	45,000.00	07/11/2023 5.47%	44,992.03 44,994.56	100.87 4.55%	45,389.79 41.03	0.19% 395.23	NA/AAA AAA	3.15 0.88
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	255,000.00	09/07/2023 5.17%	254,929.31 254,947.65	101.06 4.56%	257,702.75 584.80	1.05% 2,755.10	NR/AAA AAA	3.71 1.59

HOLDINGS REPORT

City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
43813YAC6	HAROT 2024-3 A3 4.57 03/21/2029	150,000.00	08/09/2024 4.62%	149,976.44 149,978.31	99.94 4.65%	149,908.35 190.42	0.61% (69.96)	Aaa/NA AAA	4.22 1.85
34535VAD6	FORDO 2024-D 4.61 08/15/2029	145,000.00	11/19/2024 4.66%	144,995.35 144,995.46	99.90 4.70%	144,859.21 297.09	0.59% (136.25)	Aaa/NA AAA	4.62 2.35
Total ABS		1,386,851.77	4.10%	1,386,622.88 1,386,726.08	100.08 4.62%	1,387,887.72 2,383.68	5.67% 1,161.64	Aaa/AAA AAA	2.68 1.04

AGENCY									
3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP 0.375 07/21/2025	190,000.00	07/21/2020 0.48%	189,053.80 189,895.73	97.84 4.37%	185,896.76 316.67	0.76% (3,998.97)	Aaa/AA+ AA+	0.55 0.54
3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.375 08/25/2025	305,000.00	08/25/2020 0.47%	303,572.60 304,815.31	97.50 4.34%	297,362.80 400.31	1.21% (7,452.51)	Aaa/AA+ AA+	0.65 0.63
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP 0.375 09/23/2025	280,000.00	09/23/2020 0.44%	279,157.20 279,877.55	97.25 4.27%	272,302.80 285.83	1.11% (7,574.75)	Aaa/AA+ AA+	0.73 0.71
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	300,000.00	11/09/2020 0.57%	298,926.00 299,817.17	96.88 4.29%	290,629.80 225.00	1.19% (9,187.37)	Aaa/AA+ AA+	0.85 0.83
3130ATUC9	FEDERAL HOME LOAN BANKS 4.5 12/12/2025	450,000.00	02/08/2023 4.21%	453,393.00 451,128.82	100.22 4.26%	450,981.45 1,068.75	1.84% (147.37)	Aaa/AA+ AA+	0.95 0.91
3130AWMN7	FEDERAL HOME LOAN BANKS 4.375 06/09/2028	300,000.00	07/26/2023 4.27%	301,350.00 300,952.36	99.77 4.45%	299,314.50 802.08	1.22% (1,637.86)	Aaa/AA+ AA+	3.44 3.15
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	280,000.00	09/12/2023 4.51%	278,350.80 278,781.66	99.96 4.39%	279,889.12 3,845.14	1.14% 1,107.46	Aaa/AA+ AA+	3.69 3.32
3133EPWK7	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 09/22/2028	280,000.00	09/22/2023 4.66%	278,023.20 278,526.07	100.50 4.35%	281,392.16 3,465.00	1.15% 2,866.09	Aaa/AA+ AA+	3.73 3.36
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	250,000.00	12/28/2023 3.88%	254,180.00 253,329.24	99.62 4.36%	249,044.25 472.22	1.02% (4,284.99)	Aaa/AA+ AA+	3.96 3.59
3130AVBD3	FEDERAL HOME LOAN BANKS 4.5 03/09/2029	250,000.00	04/22/2024 4.71%	247,680.00 248,009.57	100.01 4.50%	250,016.75 3,500.00	1.02% 2,007.18	Aaa/AA+ AA+	4.19 3.73
3133ERDH1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.75 04/30/2029	250,000.00	05/21/2024 4.47%	253,052.50 252,673.48	101.19 4.44%	252,978.50 2,012.15	1.03% 305.02	Aaa/AA+ AA+	4.33 3.85
Total Agency		3,135,000.00	3.07%	3,136,739.10 3,137,806.96	99.22 4.36%	3,109,808.89 16,393.16	12.70% (27,998.07)	Aaa/AA+ AA+	2.38 2.17

AGENCY CMBS

HOLDINGS REPORT

City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3137FG6X8	FHMS K-077 A2 3.85 05/25/2028	460,000.00	05/24/2023 4.24%	451,554.69 454,288.38	97.28 4.70%	447,493.98 1,475.83	1.83% (6,794.40)	Aaa/AA+ AAA	3.40 3.04
Total Agency CMBS		460,000.00	4.24%	451,554.69 454,288.38	97.28 4.70%	447,493.98 1,475.83	1.83% (6,794.40)	Aaa/AA+ AAA	3.40 3.04

CASH									
CCYUSD	Receivable	434.64	-- 0.00%	434.64 434.64	1.00 0.00%	434.64 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		434.64	0.00%	434.64 434.64	1.00 0.00%	434.64 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00

CORPORATE									
037833DT4	APPLE INC 1.125 05/11/2025	155,000.00	09/16/2021 0.82%	156,643.00 155,128.09	98.69 4.83%	152,974.31 242.19	0.62% (2,153.79)	Aaa/AA+ NA	0.36 0.35
857477BR3	STATE STREET CORP 1.746 02/06/2026	80,000.00	02/02/2022 1.75%	80,000.00 80,000.00	99.61 5.82%	79,691.12 562.60	0.33% (308.88)	Aa3/A AA-	1.10 0.09
91324PEC2	UNITEDHEALTH GROUP INC 1.15 05/15/2026	350,000.00	-- 1.43%	345,778.05 348,687.87	95.56 4.53%	334,475.05 514.31	1.37% (14,212.82)	A2/A+ A	1.37 1.33
89236TJK2	TOYOTA MOTOR CREDIT CORP 1.125 06/18/2026	350,000.00	-- 1.15%	349,529.80 349,856.56	95.08 4.65%	332,784.55 142.19	1.36% (17,072.01)	A1/A+ A+	1.46 1.42
06051GJD2	BANK OF AMERICA CORP 1.319 06/19/2026	200,000.00	09/16/2021 1.22%	200,670.00 200,091.84	98.37 5.35%	196,734.20 87.93	0.80% (3,357.64)	A1/A- AA-	1.47 0.45
06368FAC3	BANK OF MONTREAL 1.25 09/15/2026	100,000.00	09/23/2021 1.39%	99,311.00 99,763.75	94.55 4.62%	94,547.00 368.06	0.39% (5,216.75)	A2/A- AA-	1.71 1.65
931142ERO	WALMART INC 1.05 09/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,974.17	94.60 4.36%	37,840.76 121.33	0.15% (2,133.41)	Aa2/AA AA	1.71 1.66
89114TZN5	TORONTO-DOMINION BANK 1.95 01/12/2027	300,000.00	01/25/2022 2.11%	297,689.85 299,054.77	94.41 4.88%	283,218.30 2,746.25	1.16% (15,836.47)	A2/A- AA-	2.03 1.93
87612EBM7	TARGET CORP 1.95 01/15/2027	135,000.00	01/19/2022 1.99%	134,770.50 134,906.03	95.14 4.47%	128,439.95 1,213.88	0.52% (6,466.08)	A2/A A	2.04 1.94
808513BY0	CHARLES SCHWAB CORP 2.45 03/03/2027	75,000.00	03/01/2022 2.47%	74,919.00 74,964.91	95.49 4.66%	71,618.55 602.29	0.29% (3,346.36)	A2/A- A	2.17 2.06
084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027	220,000.00	03/07/2022 2.30%	219,958.20 219,981.62	95.79 4.32%	210,731.18 1,489.89	0.86% (9,250.44)	Aa2/AA A+	2.20 2.10
023135CF1	AMAZON.COM INC 3.3 04/13/2027	150,000.00	04/25/2022 3.34%	149,740.50 149,880.85	97.36 4.53%	146,038.20 1,072.50	0.60% (3,842.65)	A1/AA AA-	2.28 2.15

HOLDINGS REPORT



City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
74340XBN0	PROLOGIS LP 2.125 04/15/2027	325,000.00	11/09/2022 5.15%	286,419.25 305,051.86	94.53 4.68%	307,215.03 1,457.99	1.25% 2,163.16	A3/A WR	2.29 2.18
927804GH1	VIRGINIA ELECTRIC AND POWER CO 3.75 05/15/2027	65,000.00	05/16/2022 3.82%	64,797.20 64,903.19	97.74 4.77%	63,530.87 311.46	0.26% (1,372.32)	A2/BBB+ A	2.37 2.22
14913R3A3	CATERPILLAR FINANCIAL SERVICES CORP 3.6 08/12/2027	180,000.00	08/22/2022 3.81%	178,277.40 179,095.02	97.64 4.57%	175,754.70 2,502.00	0.72% (3,340.32)	A2/A A+	2.61 2.42
931142EX7	WALMART INC 3.95 09/09/2027	140,000.00	-- 3.98%	139,833.40 139,911.01	99.02 4.34%	138,627.02 1,720.44	0.57% (1,283.99)	Aa2/AA AA	2.69 2.49
06051GGF0	BANK OF AMERICA CORP 3.824 01/20/2028	200,000.00	04/10/2023 5.10%	191,298.00 195,273.53	97.83 5.33%	195,666.60 3,420.36	0.80% 393.07	A1/A- AA-	3.05 1.91
79466LAF1	SALESFORCE INC 3.7 04/11/2028	250,000.00	08/23/2023 4.84%	238,280.00 241,710.75	97.35 4.58%	243,363.50 2,055.56	0.99% 1,652.75	A1/A+ NA	3.28 3.02
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	250,000.00	09/06/2023 5.10%	235,697.50 239,751.42	96.66 4.80%	241,647.50 1,541.67	0.99% 1,896.08	A1/A WR	3.33 3.07
037833ET3	APPLE INC 4.0 05/10/2028	50,000.00	05/08/2023 4.04%	49,903.50 49,935.30	98.57 4.46%	49,286.20 283.33	0.20% (649.10)	Aaa/AA+ NA	3.36 3.09
02665WEM9	AMERICAN HONDA FINANCE CORP 5.125 07/07/2028	200,000.00	08/17/2023 5.33%	198,238.00 198,731.40	100.47 4.98%	200,944.80 4,954.17	0.82% 2,213.40	A3/A- A	3.52 3.10
46647PDG8	JPMORGAN CHASE & CO 4.851 07/25/2028	200,000.00	08/04/2023 5.27%	197,018.00 198,073.14	99.82 5.31%	199,639.00 4,204.20	0.82% 1,565.86	A1/A AA-	3.57 2.33
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	305,000.00	01/24/2024 4.64%	304,502.85 304,594.28	99.58 4.71%	303,704.67 5,884.81	1.24% (889.61)	A1/A+ NA	4.08 3.61
78016HZV5	ROYAL BANK OF CANADA 4.95 02/01/2029	300,000.00	08/26/2024 4.30%	307,740.00 307,132.85	100.15 4.91%	300,440.10 6,187.50	1.23% (6,692.75)	A1/A AA-	4.09 3.58
17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	275,000.00	03/14/2024 4.74%	276,287.00 276,077.45	100.50 4.71%	276,386.28 4,631.08	1.13% 308.82	A1/AA- NA	4.16 3.59
61747YFD2	MORGAN STANLEY 5.164 04/20/2029	300,000.00	05/30/2024 5.44%	297,084.00 297,525.51	100.10 5.31%	300,289.20 3,055.37	1.23% 2,763.69	A1/A- A+	4.30 2.97
91159HJM3	US BANCORP 5.775 06/12/2029	300,000.00	06/20/2024 5.26%	305,430.00 304,704.50	102.26 5.33%	306,776.10 914.38	1.25% 2,071.60	A3/A A	4.45 3.09
437076DC3	HOME DEPOT INC 4.75 06/25/2029	105,000.00	06/17/2024 4.90%	104,322.75 104,393.22	100.01 4.75%	105,007.25 83.13	0.43% 614.03	A2/A A	4.48 3.99
756109CB8	REALTY INCOME CORP 4.0 07/15/2029	300,000.00	09/27/2024 4.32%	295,881.00 296,100.02	96.17 4.95%	288,504.00 5,533.33	1.18% (7,596.02)	A3/A- NA	4.54 4.01
171239AL0	CHUBB INA HOLDINGS LLC 4.65 08/15/2029	300,000.00	09/19/2024 4.06%	307,731.00 307,278.30	99.48 4.78%	298,442.40 5,851.25	1.22% (8,835.90)	A2/A A	4.62 4.03

HOLDINGS REPORT



City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
46647PAX4	JPMORGAN CHASE & CO 4.452 12/05/2029	200,000.00	12/09/2024 4.72%	198,072.00 198,101.13	97.80 5.23%	195,605.40 643.07	0.80% (2,495.73)	A1/A AA-	4.93 3.54
Total Corporate		6,400,000.00	3.75%	6,325,747.15 6,360,634.33	97.86 4.85%	6,259,923.76 64,398.47	25.56% (100,710.57)	A2/A A+	3.08 2.58

MONEY MARKET FUND									
31846V203	FIRST AMER:GVT OBLG Y	82,594.53	-- 4.09%	82,594.53 82,594.53	1.00 4.09%	82,594.53 0.00	0.34% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		82,594.53	4.09%	82,594.53 82,594.53	1.00 4.09%	82,594.53 0.00	0.34% 0.00	Aaa/ AAAm AAA	0.00 0.00

SUPRANATIONAL									
459058JB0	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.625 04/22/2025	180,000.00	04/15/2020 0.70%	179,303.40 179,957.66	98.80 4.60%	177,842.34 215.97	0.73% (2,115.32)	Aaa/AAA NA	0.31 0.30
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	250,000.00	10/21/2020 0.52%	249,717.50 249,953.59	96.86 4.44%	242,140.50 218.75	0.99% (7,813.09)	Aaa/AAA NA	0.82 0.80
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	210,000.00	11/28/2023 4.55%	200,928.00 203,069.55	97.14 4.38%	203,998.62 3,450.42	0.83% 929.07	Aaa/AAA NA	3.53 3.22
45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	130,000.00	07/06/2023 4.53%	129,855.70 129,898.19	100.41 4.37%	130,531.96 2,730.00	0.53% 633.77	Aaa/AAA NA	3.53 3.17
4581X0EN4	INTER-AMERICAN DEVELOPMENT BANK 4.125 02/15/2029	300,000.00	02/15/2024 4.31%	297,534.00 297,961.69	98.78 4.45%	296,327.70 4,675.00	1.21% (1,633.99)	Aaa/AAA NA	4.13 3.69
Total Supranational		1,070,000.00	2.90%	1,057,338.60 1,060,840.68	98.22 4.45%	1,050,841.12 11,290.14	4.29% (9,999.56)	Aaa/AAA NA	2.53 2.29

US TREASURY									
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	450,000.00	-- 0.71%	443,619.96 448,513.79	96.29 4.22%	433,316.25 4.66	1.77% (15,197.54)	Aaa/AA+ AA+	1.00 0.97

HOLDINGS REPORT



City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	350,000.00	-- 0.90%	347,500.15 349,363.53	95.78 4.27%	335,243.65 670.67	1.37% (14,119.88)	Aaa/AA+ AA+	1.25 1.21
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	350,000.00	-- 1.04%	343,220.70 347,765.47	94.50 4.26%	330,766.45 915.42	1.35% (16,999.02)	Aaa/AA+ AA+	1.58 1.54
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	650,000.00	-- 0.88%	645,862.26 648,606.54	94.43 4.26%	613,826.85 1,656.42	2.51% (34,779.69)	Aaa/AA+ AA+	1.67 1.61
91282CDG3	UNITED STATES TREASURY 1.125 10/31/2026	700,000.00	-- 1.28%	694,789.06 698,060.66	94.53 4.27%	661,737.30 1,348.76	2.70% (36,323.36)	Aaa/AA+ AA+	1.83 1.77
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	350,000.00	09/27/2022 4.25%	325,035.16 337,570.70	96.29 4.25%	337,016.05 2,235.58	1.38% (554.65)	Aaa/AA+ AA+	2.25 2.13
91282CEN7	UNITED STATES TREASURY 2.75 04/30/2027	400,000.00	06/13/2022 3.43%	387,734.38 394,153.00	96.68 4.26%	386,709.60 1,883.98	1.58% (7,443.40)	Aaa/AA+ AA+	2.33 2.21
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	700,000.00	-- 2.97%	708,996.10 704,545.76	97.65 4.25%	683,582.90 62.85	2.79% (20,962.86)	Aaa/AA+ AA+	2.50 2.36
91282CKZ3	UNITED STATES TREASURY 4.375 07/15/2027	275,000.00	10/28/2024 4.07%	277,126.95 276,989.31	100.06 4.35%	275,161.15 5,557.91	1.12% (1,828.16)	Aaa/AA+ AA+	2.54 2.33
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	250,000.00	09/08/2022 3.36%	247,275.39 248,542.47	97.12 4.28%	242,800.50 2,654.52	0.99% (5,741.97)	Aaa/AA+ AA+	2.67 2.49
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	280,000.00	12/20/2022 3.84%	283,401.56 281,954.34	99.61 4.28%	278,894.28 2,950.96	1.14% (3,060.06)	Aaa/AA+ AA+	2.75 2.54
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	280,000.00	01/09/2023 3.67%	285,490.63 283,231.81	99.61 4.27%	278,895.12 1,978.18	1.14% (4,336.69)	Aaa/AA+ AA+	2.83 2.62
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	280,000.00	01/26/2023 3.62%	283,215.63 281,955.47	98.85 4.29%	276,786.16 29.97	1.13% (5,169.31)	Aaa/AA+ AA+	3.00 2.79
9128283W8	UNITED STATES TREASURY 2.75 02/15/2028	300,000.00	03/08/2023 4.37%	278,660.16 286,514.74	95.27 4.39%	285,796.80 3,116.17	1.17% (717.94)	Aaa/AA+ AA+	3.13 2.91
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	450,000.00	-- 3.63%	449,876.96 449,919.20	97.94 4.31%	440,740.35 4,167.75	1.80% (9,178.85)	Aaa/AA+ AA+	3.25 2.99
91282CHA2	UNITED STATES TREASURY 3.5 04/30/2028	575,000.00	-- 3.61%	572,176.76 573,098.90	97.48 4.32%	560,495.63 3,446.82	2.29% (12,603.27)	Aaa/AA+ AA+	3.33 3.08
91282CHE4	UNITED STATES TREASURY 3.625 05/31/2028	250,000.00	06/15/2023 3.95%	246,347.66 247,487.13	97.81 4.32%	244,524.00 796.70	1.00% (2,963.13)	Aaa/AA+ AA+	3.42 3.16
91282CHQ7	UNITED STATES TREASURY 4.125 07/31/2028	430,000.00	-- 4.64%	420,509.38 422,987.49	99.31 4.33%	427,032.57 7,422.76	1.74% 4,045.08	Aaa/AA+ AA+	3.58 3.24
91282CHX2	UNITED STATES TREASURY 4.375 08/31/2028	450,000.00	-- 4.53%	446,964.85 447,746.77	100.08 4.35%	450,357.75 6,689.40	1.84% 2,610.98	Aaa/AA+ AA+	3.67 3.30

HOLDINGS REPORT



City of American Canyon | Account #10130 | As of December 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CJA0	UNITED STATES TREASURY 4.625 09/30/2028	450,000.00	10/19/2023 4.97%	443,285.16 444,916.49	100.94 4.35%	454,207.95 5,317.48	1.85% 9,291.46	Aaa/AA+ AA+	3.75 3.37
91282CJN2	UNITED STATES TREASURY 4.375 11/30/2028	350,000.00	12/21/2023 3.82%	358,599.61 356,808.22	100.04 4.36%	350,141.75 1,346.15	1.43% (6,666.47)	Aaa/AA+ AA+	3.92 3.54
91282CJW2	UNITED STATES TREASURY 4.0 01/31/2029	250,000.00	02/26/2024 4.31%	246,533.20 247,128.33	98.63 4.37%	246,575.50 4,184.78	1.01% (552.83)	Aaa/AA+ AA+	4.08 3.66
91282CKD2	UNITED STATES TREASURY 4.25 02/28/2029	300,000.00	02/27/2024 4.30%	299,378.91 299,483.33	99.53 4.37%	298,597.80 4,332.18	1.22% (885.53)	Aaa/AA+ AA+	4.16 3.72
91282CKG5	UNITED STATES TREASURY 4.125 03/31/2029	300,000.00	04/08/2024 4.43%	295,933.59 296,531.13	99.02 4.38%	297,050.70 3,161.74	1.21% 519.57	Aaa/AA+ AA+	4.25 3.81
91282CKP5	UNITED STATES TREASURY 4.625 04/30/2029	400,000.00	04/29/2024 4.66%	399,296.88 399,391.61	100.96 4.38%	403,833.60 3,168.51	1.65% 4,441.99	Aaa/AA+ AA+	4.33 3.86
91282CKT7	UNITED STATES TREASURY 4.5 05/31/2029	350,000.00	06/26/2024 4.33%	352,570.31 352,301.71	100.48 4.38%	351,672.30 1,384.62	1.44% (629.41)	Aaa/AA+ AA+	4.41 3.95
91282CKX8	UNITED STATES TREASURY 4.25 06/30/2029	450,000.00	-- 3.97%	455,619.14 455,175.80	99.45 4.39%	447,508.80 52.83	1.83% (7,667.00)	Aaa/AA+ AA+	4.50 4.05
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	350,000.00	07/30/2024 4.30%	348,796.88 348,898.35	98.42 4.39%	344,452.50 5,858.70	1.41% (4,445.85)	Aaa/AA+ AA+	4.58 4.07
91282CFJ5	UNITED STATES TREASURY 3.125 08/31/2029	500,000.00	-- 3.52%	491,214.84 491,719.19	94.72 4.39%	473,597.00 5,309.05	1.93% (18,122.19)	Aaa/AA+ AA+	4.67 4.22
91282CLR0	UNITED STATES TREASURY 4.125 10/31/2029	325,000.00	12/17/2024 4.29%	322,676.76 322,695.05	98.85 4.39%	321,257.30 2,296.10	1.31% (1,437.75)	Aaa/AA+ AA+	4.83 4.30
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	300,000.00	12/09/2024 4.07%	300,750.00 300,740.91	98.86 4.38%	296,591.70 1,087.91	1.21% (4,149.21)	Aaa/AA+ AA+	4.91 4.38
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	325,000.00	12/30/2024 4.38%	324,860.35 324,860.43	99.95 4.39%	324,836.85 39.28	1.33% (23.58)	Aaa/AA+ AA+	5.00 4.44
Total US Treasury		12,420,000.00	3.42%	12,327,319.32 12,369,657.62	97.90 4.32%	12,154,007.11 85,128.82	49.62% (215,650.51)	Aaa/AA+ AA+	3.23 2.95
Total Portfolio		24,954,880.94	3.49%	24,768,350.92 24,852,983.22	97.86 4.49%	24,492,991.74 181,070.10	100.00% (359,991.47)	Aa2/AA- AA	3.01 2.61
Total Market Value + Accrued						24,674,061.85			



TITLE

Giovannoni Logistics Center Tentative Parcel Map and Design Permit Extension

RECOMMENDATION

Adopt a Resolution for a twelve-month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit from March 21, 2025, to March 21, 2026, APNs 057-130-034 and 057-130-036 (File No. PL24-0031)

CONTACT

William He, AICP, Senior Planner

BACKGROUND & ANALYSIS

The Giovannoni Logistics Center consists of up to 2.4 million square feet of high-cube warehouse on 163 acres of a 208-acre project site. Approximately 45-acres will remain open space for stormwater detention and wetlands preservation. The semi-rectangular project site is bordered by industrial development in the Green Island Business Park to the west, the Napa Logistics Park and Devlin Road to the north, the Napa Branch Line to the east, and Green Island Road, a stone supply business, and a wine distribution warehouse to the south. A location map is included as Attachment 2.

The City Council approved a Tentative Parcel Map (TPM) and Design Permit on March 21, 2023. The TPM will expire two years from the approval date if a Final Map is not completed and ready for Recordation (Municipal Code (ACMC) Chapter 18). The Design Permit will expire in two years if the project construction does not commence (ACMC Section 19.41.060). Currently, the applicant is processing mass grading plans for the project but they have not submitted a final map, and construction has not yet commenced.

On November 15, 2024, the Applicant requested a TPM and Design Permit extension due to ongoing legal matters outside the applicant's control that have delayed the project. The applicant's letter of justification is available as Attachment 3.

The Subdivision Ordinance states that a TPM will expire two years from the approval date. The Municipal Code further states that if the TPM is extended, the Design Permit associated with the TPM will also be extended (American Canyon Municipal Code Section 19.41.060).

The City Council is entitled to grant a twelve-month TPM extension up to three times when there are no significant changes to the project (ACMC Section 18). Approval of this first request would extend the TPM and Design Permit expiration date to March 21, 2026.

On February 4, 2025, in response to oral concerns expressed by Ernie Knodel of Orchard Development during the public hearing, this item was continued to March 4, 2024. The City Attorney has opined that all discussions of NLP II and fair-share contributions to the pump station, force main, and/or gravity sewer will be agendaized and scheduled at a future meeting. Therefore, materials for the map extension will be the same as those prepared for the original February 4 meeting when the matter was first agendaized.

Public Outreach

Project outreach occurred between January 21, 2025, and February 3, 2025. A copy of the public notification addresses and map is included in Attachment 4. Specific events are outlined below:

Jan. 5, 2021 – Original Posting of Project on website

Jan. 21, 2025 – Public Notice of City Council Meeting Posted on Bulletin Board at City Hall and at Public Safety Building.

Jan. 21, 2025 – Public Notice of City Council Meeting published in newspaper.

Jan. 21, 2025 – Public Hearing Notice mailed to property owners and residents within 500 feet.

Jan. 28, 2025 – Staff report published, and GovDelivery Notice of public review workshop sent to e-mail subscribers list (4,340 +/-)

Feb. 3, 2025 – GovDelivery Notice Reminder of City Council meeting sent to email subscribers list (4,340 +/-)

Feb. 4, 2025 – City Council Meeting

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The Giovannoni TPM and Design Permit extension project required a developer deposit for review and processing, so there is no fiscal impact for staff time.

ENVIRONMENTAL REVIEW

The Tentative Parcel Map and Design Permit was contemplated in the Giovannoni Logistics Center EIR (SCH #2021010104), which was certified by the City Council in March 2023. The 12-month Parcel Map and Design Permit extension is substantially consistent with the certified EIR and approved project. In accordance with CEQA Section 15162, no further analysis is required when there is no substantial evidence of changed circumstances.

ATTACHMENTS:

1. Resolution - Giovannoni TPM and Design Permit Extension
2. Giovannoni TPM Extension - Location Map
3. Giovannoni TPM Extension - Request Letter
4. Giovannoni TPM extension - public outreach docs

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON, CALIFORNIA, APPROVING A TWELVE-MONTH EXTENSION TO THE GIOVANNONI TENTATIVE PARCEL MAP AND DESIGN PERMIT FROM MARCH 21, 2025, TO MARCH 21, 2026, APNS 057-090-008, 057-130-034 AND 057-130-036 (FILE NO. PL24-0031)

WHEREAS, on March 21, 2023, the City Council (i) approved a water supply assessment, (ii) certified the Final Environmental Impact Report (SCH #2021010104), (iii) adopted CEQA Findings of Fact, (iv) adopted a Statement of Overriding Considerations, and (v) adopted a Mitigation Monitoring and Reporting Program for the Giovannoni Logistics Center located north of Green Island Rd and bisected by Devlin Rd at APNs 057-090-008, 057-130-034, and 057-130-036; and

WHEREAS, on March 21, 2023, the City Council approved an application filed by Buzz Oates, LLC, (Applicant) for approval of the Giovannoni Logistics Center Phase 1 Design Permit to allow up to 1,069,904 square feet of High Cube Warehouse Uses on 70.2 acres located at APNs 057-090-008, 057-130-034, and 057-130-036; and

WHEREAS, on March 21, 2023, the City Council approved the Giovannoni Logistics Center Tentative Parcel Map to create a two-lot subdivision for up to 1,069,904 square feet of High Cube Warehouse Uses on 70.2 acres located at APNs 057-090-008, 057-130-034, and 057-130-036; and

WHEREAS, in accordance with the American Canyon Municipal Code (ACMC) Section 18.20.060, the Project was valid for two years with an expiration date set for March 21, 2025; and

WHEREAS, on June 21, 2024, the Property Owner submitted mass grading plans for construction (File No. DV24-0009); and

WHEREAS, on November 15, 2024, the Applicant submitted a request for the City Council to extend the Tentative Parcel Map and Design Permit expiration date for twelve months in accordance to ACMC Section 18.20.060(C), which would extend the expiration to March 21, 2026; and

WHEREAS, the Tentative Parcel Map and Design Permit extension is substantially consistent with the certified EIR (SCH #2021010104) and approved project, and in accordance with CEQA Section 15162, no further analysis is required when there is no substantial of changed circumstances; and

WHEREAS, a duly-noticed public hearing was held by the City of American Canyon City Council on February 4, 2025 and March 4, 2025 on the subject application, at which time all those in attendance were given the opportunity to speak on this Tentative Parcel Map and Design Permit extension proposal; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby approves a twelve-month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit, subject to the following Conditions of Approval:

SECTION 1. CONDITIONS OF APPROVAL

1. Approval is granted for the twelve (12) month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit to develop up to 1,069,904 square feet of High Cube Warehouse Uses located north of Green Island Rd and bisected by Devlin Rd at APNs 057-090-008, 057-130-034, and 057-130-036 (File No. PL24-0031).
2. The Applicant shall defend, indemnify, and hold harmless the City of American Canyon ("City"), its elected and appointed officials, officers, employees, attorneys, representatives, boards, commissions, volunteers and agents from and against all claims, actions, including actions to arbitrate or mediate, damages, losses, judgments, liabilities, expenses and other costs, or proceedings against the City, its elected and appointed officials, officers, employees, attorneys, representatives, boards, commissions, volunteers, or agents to attack, modify, set aside, void, or annul an approval, conditional approval, permit, entitlement, environmental document, environmental clearance, mitigation plan, or any other document or any of the proceedings, acts, or determinations taken, done, or made prior to granting of such approval, conditional approval, permit, entitlement, environmental clearance, environmental document, mitigation plan, or other document, by the City, including, without limitation, an action against an advisory agency, appeal board, or legislative body within the applicable limitation period.

The obligation to defend, indemnify and hold the City harmless shall include the payment of all legal costs and attorney's fees (including a third party award of attorney's fees), arising out of, resulting from, or in connection with the City's act or acts leading up to and including approval of any environmental document or mitigation plan granting approvals to the Applicant, incurred on behalf of, or by, the City, its elected and appointed officials, officers, employees, representatives, attorneys, boards, commissions, volunteers and agents in connection with the defense of any claim, action, or proceeding challenging the entire or a portion of an approval, conditional approval, permit, entitlement or any other document of any related claim.

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

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

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

3. All previous conditions for the Giovannoni Logistics Center Tentative Parcel Map and Design Permit as documented in Resolutions 2023-23 and Resolution 2023-24 shall remain in full force and effect.

4. The approval shall become effective subject to return of the “Applicant Confirmation of Conditions of Approval” form signed by the property owner incorporated into this Resolution as Exhibit A.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

Exhibit A: Confirmation of Conditions of Approval



Exhibit A

**Applicant Confirmation of Conditions of Approval
Giovannoni Logistics Center Tentative Parcel Map and Design Permit extension
APNs 057-090-008, 057-130-034, and 057-130-036
(File No. PL24-0031)**

As shown by my signature below, I confirm that I understand and agree to abide by the conditions of approval included in the Tentative Parcel Map and Design Permit extension approval for PL24-0031 dated March 4, 2025.

Applicant's signature

Date

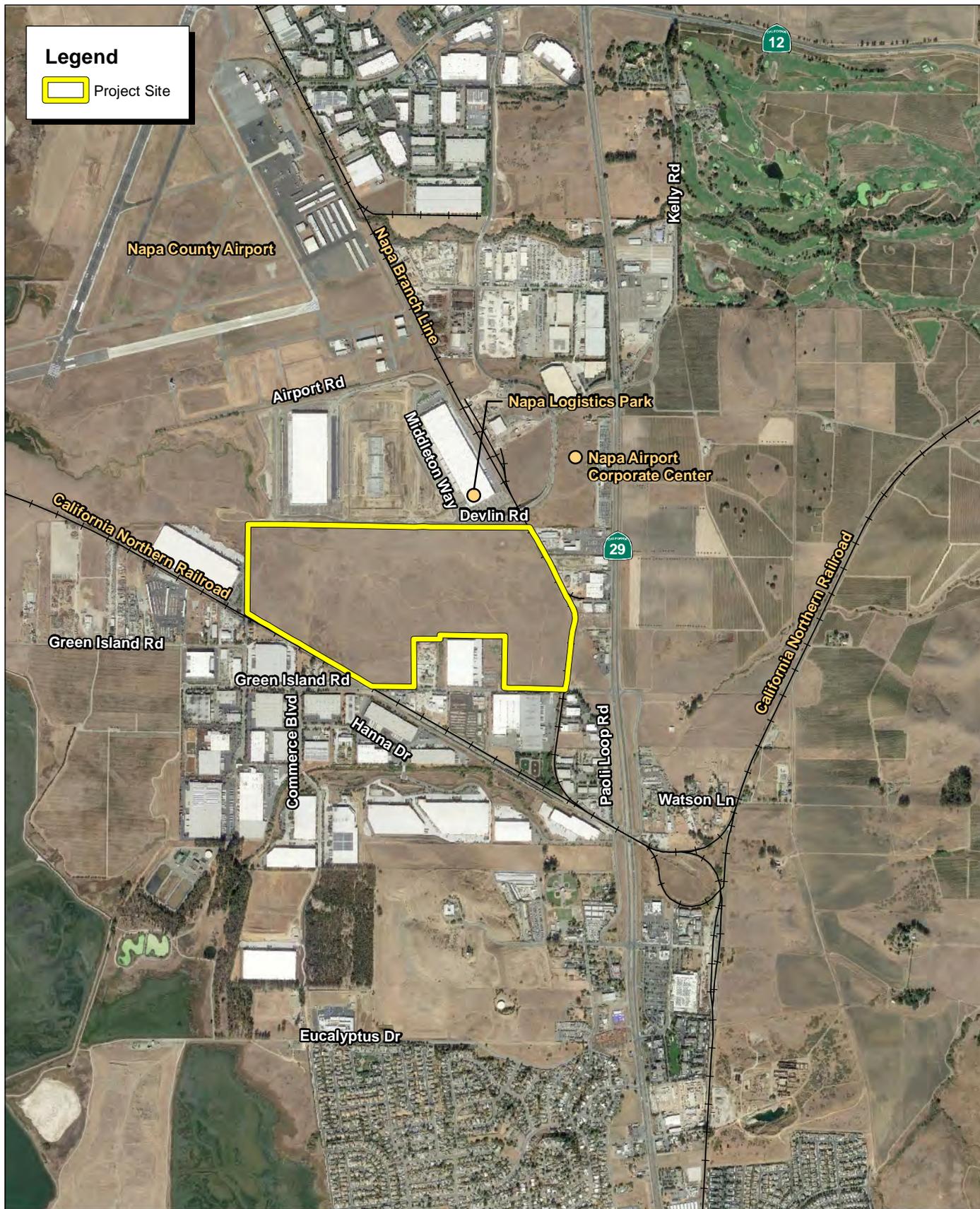
Applicant's name

Property Owner's signature

Date

Property Owner's name

Please return signed confirmation to the City of American Canyon Community Development Department, 4381 Broadway, Suite 201, American Canyon, CA 94503



Source: Google Earth Aerial Imagery, 10/2020. County of Napa.



November 15, 2024

Brent Cooper, AICP
Community Development Director
City of American Canyon
4381 Broadway Street, Suite 201
American Canyon, CA 94503

RE: Resolution No. 2023-24 – Giovannoni Logistics Center Tentative Parcel Map (PL 20-0043)

Dear Mr. Cooper,

Please accept this letter as my formal request for an extension on the approval of the Tentative Parcel Map referenced above which was originally approved on March 21, 2023. The map pertains to existing APNs 057-130-034 (portion) and 057-130-036 and would ultimately facilitate the final parcels for our future development, including dedication of the required conservation easement. A copy of the map is attached for reference. The current expiration is March 25, 2025.

Due to ongoing legal matters outside of the projects control, our timeline in moving forward with development has been temporarily delayed. While we are committed to recording the map and commencing construction, I am not confident I will be able to meet the March 2025 map deadline given the current circumstances. As such, I'm requesting a 12-month extension for the approval and recordation of the subject map to allow enough time for the underlying legal matters to resolve.

We are committed to moving forward with this project and appreciate your consideration of this request. I'm happy to provide any additional information, if needed.

Thank you for your time and understanding.

Sincerely,



Katelyn Moore
Senior Development Project Manager
Buzz Oates Construction, Inc.
(775) 232-6922

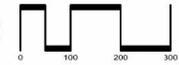


LEGEND

- PROPERTY BOUNDARY
- PROPERTY BOUNDARY AFTER LOT LINE ADJUSTMENT (SHOWN FOR REFERENCE)
- EASEMENT
- EXISTING LOT LINE
- EXISTING RIGHT OF WAY
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- CATCH BASIN
- FIRE HYDRANT
- MANHOLE
- STREET LIGHT
- STORM DRAIN
- SANITARY SEWER
- WATER LINE
- RECYCLED WATER

TENTATIVE MAP
GIOVANNONI LOGISTICS CENTER - EAST
EXISTING CONDITIONS

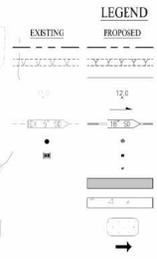
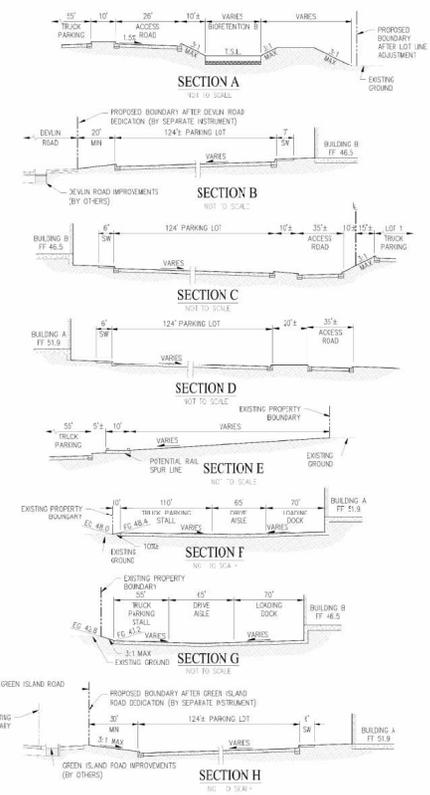
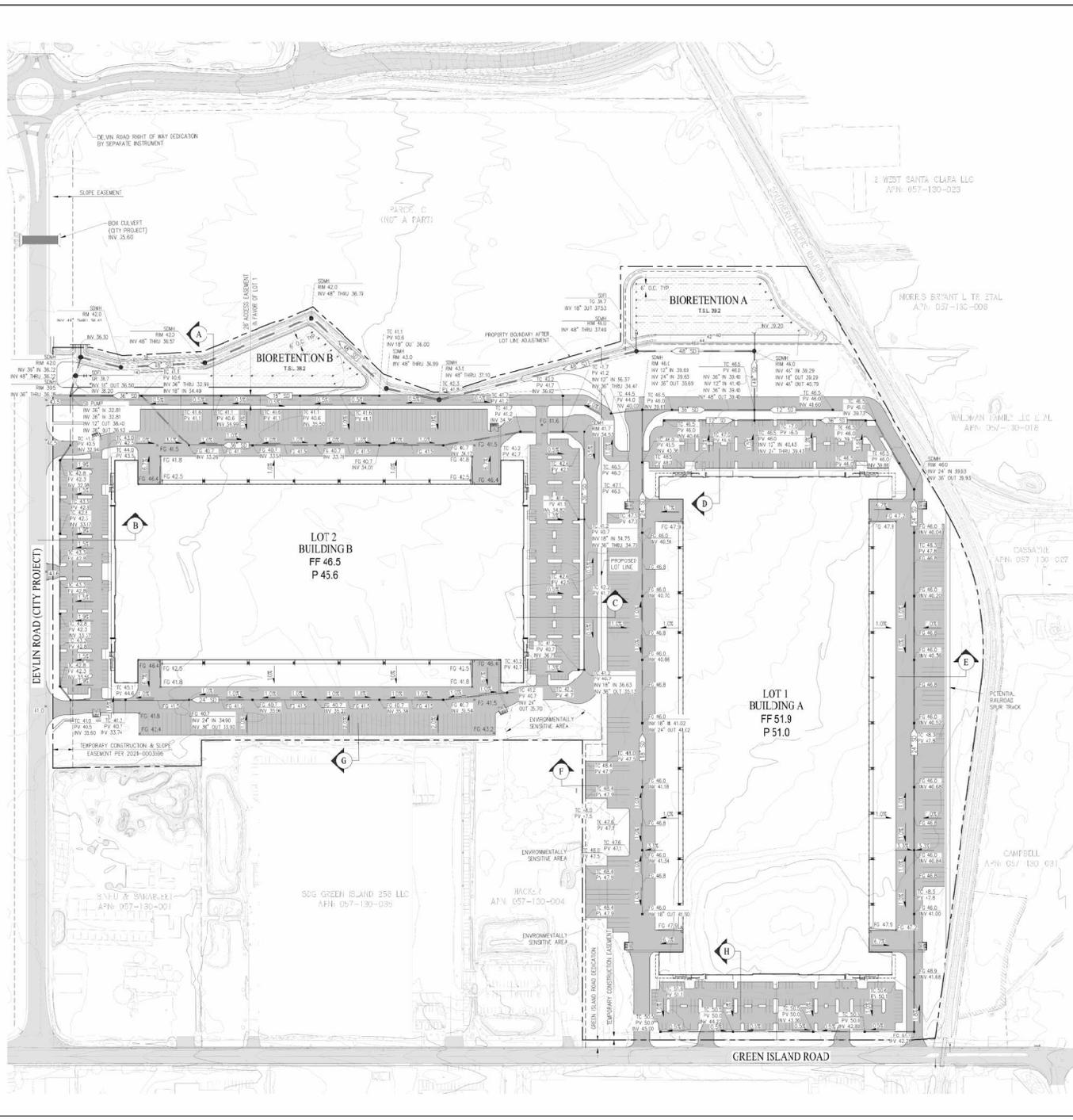
CITY OF AMERICAN CANYON NAZAR COUNTY CALIFORNIA
 SCALE 1" = 100' DATE: SEPTEMBER 17, 2021



SAN RAMON • (925) 866-0322
 ROSEVILLE • (916) 798-4496
 WWW.CBGMDC.COM
 CIVIL ENGINEERS • SURVEYORS • PLANNERS

SHEET NO.
TM-2
 OF 4 SHEETS

FILED: 09/20/2021 10:58 AM



DESCRIPTION	QTY (CY)	FILL (CY)
ROUGH GRADING	135,500	146,900
UTILITY/DEVELOPMENT SPOILS	2,000	---
SUBTOTAL	141,500	146,900
NET (BALANCE)	---	5,400

PRELIMINARY EARTHWORK SUMMARY		
DESCRIPTION	QTY (CY)	FILL (CY)
ROUGH GRADING	135,500	146,900
UTILITY/DEVELOPMENT SPOILS	2,000	---
SUBTOTAL	141,500	146,900
NET (BALANCE)	---	5,400

- EARTHWORK NOTES:**
1. ALL SPOIL QUANTITIES ARE PRELIMINARY. QUANTITIES EXCLUDE BUILDING SPOILS, UTILITY SPOILS (FROM BUILDING FOOTING SPOILS, RETAINING WALL SPOILS), AND SPOILS FOR LANDSCAPE ELEMENTS AND TREES. CONTRACTOR TO VERIFY ALL SPOILS WITH FINAL UTILITY, ARCHITECTURAL, AND STRUCTURAL PLANS PRIOR TO CONSTRUCTION.
 2. DETENTION BASIN/SWITCHER QUALITY BASIN EARTHWORK IS INCLUDED IN THE ROUGH GRADING QUANTITIES. THIS INCLUDES CUT TO THE BOTTOM OF THE GRAVEL LAYER.
 3. EARTHWORK QUANTITIES DO NOT INCLUDE ANY SHROCK OR SWELL ADJUSTMENT.
- STREAM DRAIN PIPE NOTES:**
1. MINIMUM PIPE SLOPE FOR 24" - 48" SD PIPE IS 0.0007 F'/FT
 2. MINIMUM PIPE SLOPE FOR 12" - 18" SD PIPE IS 0.001 F'/FT

TENTATIVE MAP

GIOVANNONI LOGISTICS CENTER - EAST

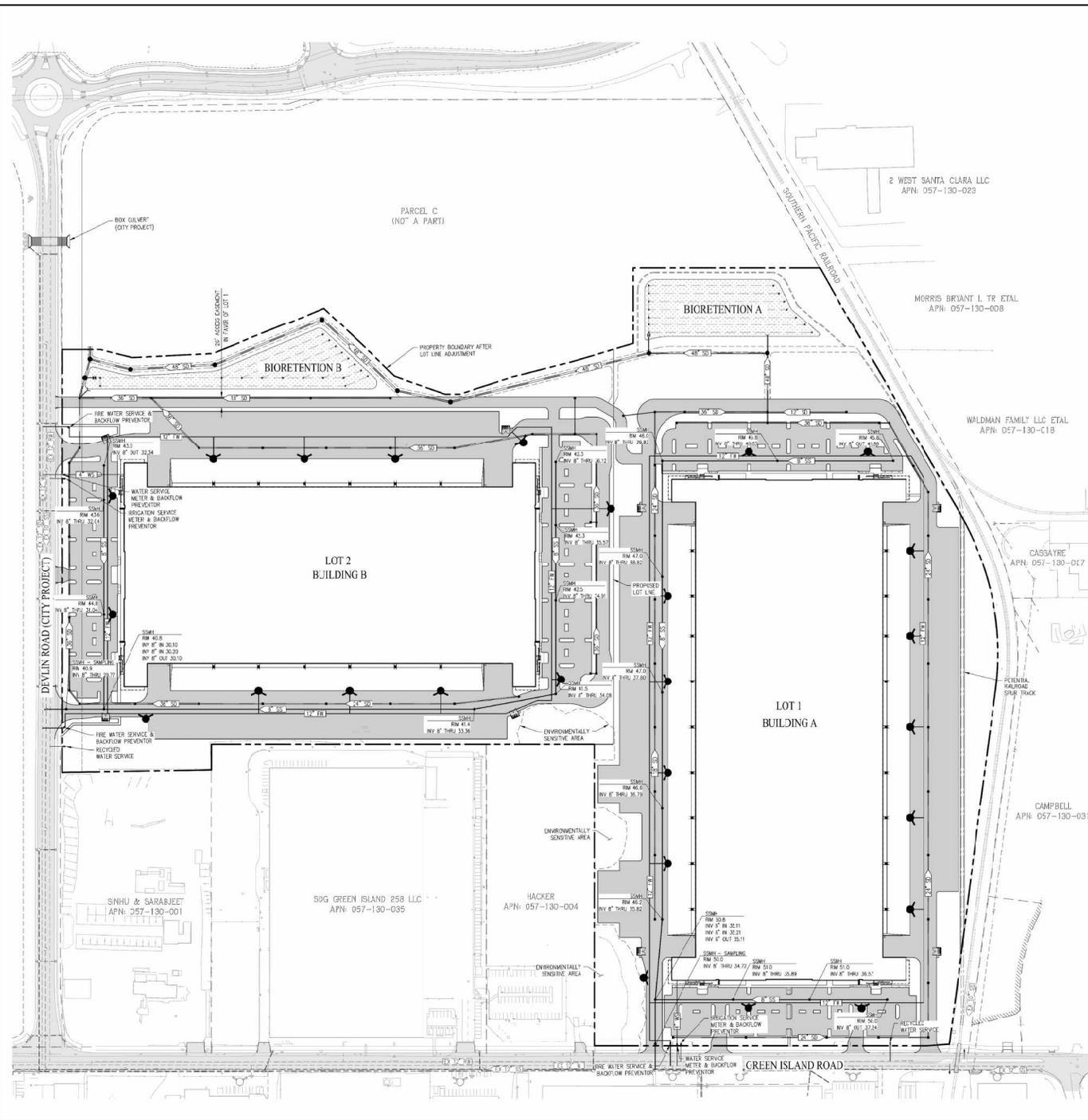
PRELIMINARY GRADING & DRAINAGE PLAN

CITY OF AMERICAN CANYON NAPA COUNTY CALIFORNIA
SCALE 1"=100' DATE: SEPTEMBER 17, 2021

cbg
CIVIL ENGINEERS • SURVEYORS • PLANNERS

SAN RAMON • (925) 896-0322
ROSEVILLE • (916) 798-4466
WWW.CBMAG.COM

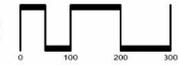
SHEET NO.
TM-3
OF 3 SHEETS



LEGEND

EXISTING	PROPOSED	DESCRIPTION
- - - - -	- - - - -	PROPERTY BOUNDARY
- - - - -	- - - - -	STORM DRAIN PIPE
- - - - -	- - - - -	SANITARY SEWER PIPE
- - - - -	- - - - -	DOMESTIC WATER PIPE
- - - - -	- - - - -	RECYCLED WATER PIPE
- - - - -	- - - - -	PRIVATE FIRE SERVICE
- - - - -	- - - - -	DOMESTIC WATER SERVICE
•	•	MANHOLE
•	•	DRAINAGE INLET
•	•	STORMWATER QUALITY
•	•	FIRE HYDRANT

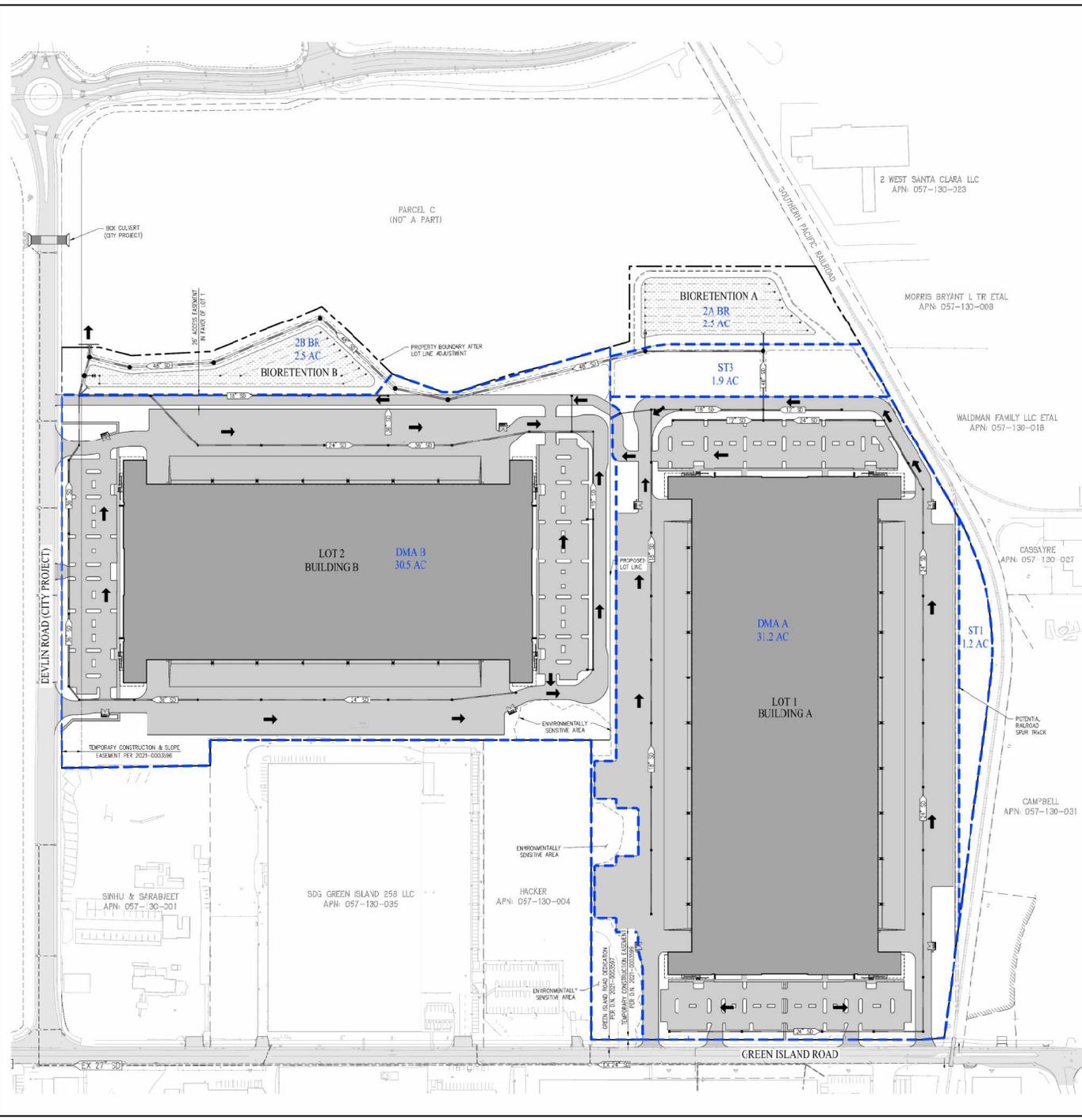
TENTATIVE MAP
GIOVANNONI LOGISTICS CENTER - EAST
PRELIMINARY UTILITY PLAN
 CITY OF AMERICAN CANYON NAZA COUNTY CALIFORNIA
 SCALE 1"=100' DATE: SEPTEMBER 17, 2021



SAN RAMON • (925) 866-0322
 ROSEVILLE • (916) 798-4496
 WWW.CBMAG.COM
 CIVIL ENGINEERS • SURVEYORS • PLANNERS

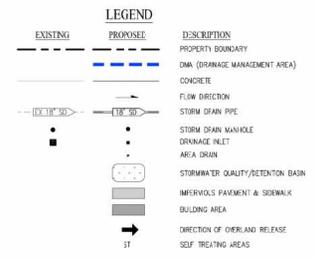
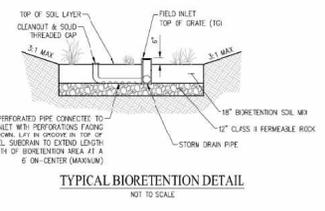
SHEET NO.
TM-4
 OF 6 SHEETS

FILED: 9/21/21 10:11 AM



WATER QUALITY TABLE

DRAINAGE MANAGEMENT AREA (DMA)	DRAINAGE AREA (AC)	TREATMENT AREA REQUIRED (SF)	TREATMENT AREA PROVIDED (SF)	BIURETENTION FACILITY
2A EAST	31.2	51,790	52,950	BR A
2B EAST	30.5	45,834	46,070	BR B
ST 1	1.2	-	-	-
ST 3	1.9	-	-	-
2A BR (BR A)	2.5	-	-	-
2B BR (BR B)	2.5	-	-	-
TOTAL	69.8			



TENTATIVE MAP
GIOVANNONI LOGISTICS CENTER - EAST
PRELIMINARY STORM WATER CONTROL PLAN
 CITY OF AMERICAN CANYON NAPA COUNTY CALIFORNIA
 SCALE 1"=100' DATE: SEPTEMBER 17, 2021

CITY OF AMERICAN CANYON CITY COUNCIL

NOTICE OF PUBLIC HEARING (2025-07)

On **Tuesday, February 4, 2025**, at the hour of 6:30 p.m., at **4381 Broadway, Suite 201** (in the American Canyon City Council Chambers), a public hearing will be held by the City Council of the City of American Canyon to consider the following application:

- APPLICATION:** A twelve-month extension to the Giovannoni Logistics Center Tentative Parcel Map and Design Permit from March 21, 2025, to March 21, 2026 (File no. PL24-0031)
- PROJECT DESCRIPTION:** Recordation of the “Final Map” is a necessary step in the process for development of the Giovannoni Logistics Center. This application would extend the time to file a “Final Map” application for the Giovannoni Logistics Center Tentative Parcel Map from March 21, 2025 to March 21, 2026. The Design Permit was approved in conjunction with the Parcel Map, so it would be extended along with the Parcel Map extension.
- ENVIRONMENTAL REVIEW:** The Tentative Parcel Map and Design Permit was contemplated in the Giovannoni Logistics Center EIR (SCH #2021010104), which was certified by the City Council in December of 2022. The 12-month Parcel Map and Design Permit extension is substantially consistent with the certified EIR and approved project. In accordance with CEQA Section 15162, no further analysis is required when there is no substantial evidence of changed circumstances.
- PROJECT LOCATION:** North of Green Island Road, bisected by Devlin Road, American Canyon, CA 94503; Assessor’s Parcel Numbers 057-090-008, 057-130-034, 057-130-036
- APPLICANT:** Buzz Oates, LLC

All interested persons are invited to attend the meeting and be heard on this matter. Copies of all documents that relate to the above-described project may be examined at the Community Development Department office prior to the hearing. The meeting will be conducted in person and by teleconference via a Zoom connection where the City Council and staff will participate with both audio and video presence. The meeting will be accessible for all members of the public to attend via the City’s website, YouTube, and Cable TV Channel 28 and public comments enabled via email and phone.

Written comments may be submitted to Taresa Geilfuss, CMC, City Clerk by email at cityclerk@americancanyon.gov. Hardcopy comments may be delivered to City Hall at 4381 Broadway, Suite 201, American Canyon, CA 94503, prior to the public hearing or to the City Council meeting. Electronic comments may be submitted up to 3 pm on the day of the hearing on our website at this link: <https://www.americancanyon.gov/Work/Local-Government/City-Hall/City-Clerk/Meetings-Agendas>.

If you challenge the particular proceedings in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City prior to the public hearing.

Public meetings/events sponsored or conducted by the City of American Canyon are held in accessible sites. Requests for accommodations may be made by calling (707) 647-5310 (voice) or 711 for the California Relay Service or by e-mailing the ADA Coordinator at cityclerk@americancanyon.gov at least 72 hours in advance of the event. Copies of documents distributed at the meeting are available in alternative formats upon request.



Taresa Geilfuss, CMC City Clerk

Date: January 24, 2025

057-130-034,036
RIGHT FROM THE START
3263 BROWNS VALLEY RD
NAPA CA 94558

057-090-084
EXETER 1 MIDDLETON LLC
100 W MATSONFORD RD
WAYNE PA 19087

057-090-086
G3 KELLY DEVLIN LLC
502 E WHITMORE AVE
MODESTO CA 95358

057-130-008
[REDACTED]
MERANO PO BOX 966
SAINT HELENA CA 94574

057-130-016
[REDACTED]
5353 NAPA VALLEJO HWY
AMERICAN CANYON CA 94503

057-130-023
2 WEST SANTA CLARA LLC
PO BOX 1300
MORGAN HILL CA 95038

057-130-035
SDG GREEN ISLAND 258 LLC
413 W YOSEMITE AVE #105
MADERA CA 93637

057-160-024
[REDACTED]
2139 LAUREL ST
NAPA CA 94559

057-160-030/031
SUTTER HOME WINERY INC
PO BOX 248
SAINT HELENA CA 94574

057-090-008
RIGHT FROM THE START
3263 BROWNS VALLEY RD
NAPA CA 94558

057-090-084
RAR2 - NAPA LOGISTICS PARK LLC
PO BOX 4900 DEPT 207
SCOTTSDALE AZ 85261

057-130-001
[REDACTED]
KAUR SIDHU
1865 TANEN ST
NAPA CA 94559

057-130-013
[REDACTED]
248 WAY
NAPA CA 94558

057-130-018
AC BROADWAY LLC
110 W A ST #1125
SAN DIEGO CA 92101

057-130-026/030
STATE OF CALIFORNIA
P O BOX 942874
SACRAMENTO CA 94274

057-130-037
NAPA JUNCTION RV STORAGE LLC
3423 BROADWAY ST #D-5
AMERICAN CANYON CA 94503

057-160-025
110 DODD COURT LLC
2249 WEBSTER ST
SAN FRANCISCO CA 94115

057-360-004,007
NLP IV DWF
PO BOX 4900
SCOTTSDALE AZ 85261

057-090-082/130-022/160-009
SOUTHERN PACIFIC R/R
PO BOX 2500
BROOMFIELD CO 80038

057-090-085
NAPA-VALLEJO WASTE MANAGEMENT
AUTHORITY
1195 THIRD ST #B-10
NAPA CA 94559

057-130-004
[REDACTED]
1808 GREEN ISLAND RD
AMERICAN CANYON CA 94503

057-130-014,015
[REDACTED]
885 TOPAZ CIR
VACAVILLE CA 95687

057-130-020
SOUTHERN PACIFIC TRANSPORTATION
CORP
PO BOX 2500
BROOMFIELD CO 80038

057-130-027
[REDACTED]
1792 2ND ST
NAPA CA 94559

057-160-012
TLAC MANAGEMENT LLC
PO BOX 5899
NAPA CA 94581

057-160-029
SSF LLC
405 GREEN ISLAND RD
AMERICAN CANYON CA 94503



TITLE

American Canyon Municipal Code Chapter 12.04.051 Skatepark Use

RECOMMENDATION

Waive first reading, read by title only, and introduce an Ordinance of the City of American Canyon to repeal and replace Chapter 12.04.051 "Skatepark Use" to the American Canyon Municipal Code.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

The former Skatepark was temporarily located behind the Phillip West Aquatics Center, adjacent to the American Canyon Middle School Gymnasium. It was fenced off and closed to the public during school hours. The City of American Canyon's Municipal Code 12.04.051, titled "Skate Park Use - Use of or Trespass at Skate Park When Closed," outlined the rules and regulations for the use of this temporary skatepark.

In 2022, the City and the Napa County Unified School District agreed to a property exchange, resulting in the relocation of the Skatepark to Veterans Memorial Park. The new facility was constructed and opened in April 2024, with temporary rules and signage in place. In response to the relocation and newly constructed Skatepark, an update to the Municipal Code is necessary. City staff, in collaboration with the City's Risk Management team, are recommending an update to Municipal Code 12.04.051 (Attachment 1). On November 14, 2024, the Parks and Community Services Commission reviewed the proposed updates and recommended that the City Council adopt the revised Municipal Code. This update will establish comprehensive rules and regulations for the Skatepark's operation, ensuring alignment will current risk management best practices and standards for a skatepark facility.

The adoption of this ordinance will repeal and replace the current rules and regulations, modernizing the Skatepark's guidelines to meet current risk management expectations. Additionally, it will rename Municipal Code 12.04.051 to "Skatepark Rules and Use."

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The fiscal impact will be \$3,500 to replace and update the Skatepark signage, which will be funded through the Parks and Facility Maintenance budget, 100-50-540-42310 and was included in the Mid-Year 2024-25 Budget Update.

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

- [1. Ordinance 12.04.051 Skatepark Use](#)

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE CHAPTER 12.04.051 "SKATEPARK USE" TO THE AMERICAN CANYON MUNICIPAL CODE

The Council of the City of American Canyon does hereby ordain as follows:

SECTION 1. Chapter 12.04.051 "Skatepark Use" of the City of American Canyon's Municipal Code is hereby repealed and replaced with the following:

CHAPTER 12.04.051 SKATEPARK USE

- (A) For the purpose of this section, the term "skatepark" means the designated concrete recreational skating facility at Veterans Memorial Park that contains ramps, obstacles, and structures such as half-pipe, bowls, rails, ledges, and stairs, which allow participants to perform tricks and practiced skills.
- (B) This section does not apply to any duly authorized City employees.
- (C) Any person who violates this section is guilty of an infraction and upon conviction thereof shall be punished as provided by law.
- (D) The City of American Canyon reserves the right to eject anyone from the skatepark for any reason and reserves the right to close the facility without notice.
- (E) The skatepark is open daily from sunrise to sunset unless otherwise posted. Use of the skatepark before sunrise, after sunset, or outside of posted hours is prohibited.
- (F) Anyone under the age of 14 must be accompanied by a parent or guardian.
- (G) No camping or overnight or extended use.
- (H) No loitering or trespassing.
- (I) Disorderly conduct, excessive noise, rioting, or any actions that disturb the peace is strictly prohibited.
- (J) No person shall ride a skateboard or inline skate in the skatepark except while wearing a helmet, kneepads, and elbow pads.
- (K) No person shall use the skatepark for any purpose other than skateboarding. Inline skating, bicycles, scooters, and motorized equipment are prohibited unless expressly authorized by the City of American Canyon.
- (L) Unauthorized ramps, jumps, equipment or obstacles may not be brought to the skatepark or used at the skatepark.
- (M) Fighting, intimidation, hazing, abusive/foul/offensive language and behavior, and profanity are not permitted.
- (N) Keep food and drink off the skating surface and ramps.
- (O) The use of drugs, alcohol, or being under the influence of such substances is strictly prohibited at the skatepark. Alcoholic beverages are not permitted on the premises.
- (P) The use of tobacco products is strictly prohibited, including but not limited to cigarette smoking, electronic cigarettes or other vaping devices, nicotine delivery systems, smokeless tobacco, and any other paraphernalia.

- (Q) No glass, stones, or similar items in or around the skating area.
- (R) No fires or barbeques.
- (S) No amplified music without prior approval from the City of American Canyon.
- (T) Animals are not permitted within the skatepark.
- (U) Organized events, commercialized lessons, and contests require express written authorization from the City of American Canyon.
- (V) Vendors are prohibited unless approved by the City of American Canyon.
- (W) Dispose of trash into designated trash receptacles.
- (X) No graffiti or tagging.
- (Y) Activity is not permitted when the surface is wet or icy.

SECTION 2. EFFECTIVE DATES. This ordinance shall take effect thirty (30) days after its adoption.

SECTION 3. SEVERABILITY. The ordinance shall be liberally constructed to achieve its purpose and preserve its validity. If any provisions or clause of this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the valid provision or application. To this end, the provisions of this ordinance are declared to be severable and are intended to have independent validity.

The foregoing ordinance was introduced and read at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 4th day of March 2025, by the following vote:

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

The foregoing ordinance was adopted at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 18th day of March 2025, by the following vote:

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

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



TITLE

Wetlands Edge Enhancement Project (PR19-0100)

RECOMMENDATION

Adopt a Resolution 1) amending the FY2024-25 Capital Budget and increasing the Project Budget from \$450,000 to \$950,000; 2) awarding a construction contract to Marina Landscape, Inc. in the amount of \$679,065.95, and 3) authorizing the Public Works Director to execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the Wetlands Edge Enhancement Project (PR19-0100).

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
David Miller, CPII, Capital Projects Coordinator
Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

In 2017, the City Council approved the Clarke Ranch Master Plan in response to overwhelming public support for expanded amenities and services. The Wetlands Edge Enhancement Project, also referred to as Clark Ranch Phase I, builds on that vision by creating an inclusive space for outdoor learning and family gatherings. Furthermore, the receipt of a \$250,000 Outdoor Environmental Education Facilities grant from California State Parks underscores the project's importance and provides essential funding for its implementation. Upon completion, the Wetlands Edge Enhancement Project will serve as a key destination for residents and visitors, offering a range of activities that cater to diverse interests while preserving the ecological integrity of the site.

The primary objective of the Wetlands Edge Enhancement Project is to provide several outdoor amenities that enhance educational and recreational opportunities while preserving the site's natural environment. Key components include the design and construction of an outdoor classroom, a nature trail, demonstration gardens and interpretive signage and exhibits. The outdoor classroom will feature shaded seating for approximately 40 people and promoting environmental education and community engagement. Demonstration gardens will showcase native and pollinator-friendly plants, further supporting local biodiversity. The nature trail, a linear path composed of compacted decomposed granite, will provide ADA-compliant access and a formalized route for visitors to explore the wetlands area without disturbing the natural grasses. Interpretive signage and exhibits

along the trail will offer interactive learning opportunities, highlighting topics such as local wildlife, native plants, migration patterns, and wetlands conservation. This project is justified by the significant community interest in enhancing recreational and educational facilities.

The City solicited competitive bids for the Project on December 3, 2024. The Engineer's Estimate was \$564,731. On January 9, 2025, the following bids were received:

Bidder	Total Bid Amount
Marina Landscape, Inc.	\$679,065.95
Kerex Engineering	\$986,460.72
Hanford Applied Restoration & Conservation	\$1,064,054.75

The bid submitted by Marina Landscape Inc., in the amount of \$679,065.95 was the apparent low bid. Staff has reviewed the bid from Marina Landscape Inc., and found it to be both responsive and responsible. Staff has verified the contractor's qualifications including valid Class A license, DIR registration, and references, and found them to be satisfactory and acceptable. The prices of the Bid Items reflect the reasonable and customary costs of completing the work. Staff recommends the Council award a construction contract to Marina Landscape, Inc. in the amount of \$679,065.95 in conjunction with the Wetlands Edge Enhancement Project (PR19-0100).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The FY2024-25 Capital Budget currently provides for a Project Budget for the Wetlands Edge Enhancement Project (PR19-0100) in the amount of \$450,000. Upon completion of the design and receipt of bids, it was determined that additional funds are required to complete the Project. The table below is the proposed updated Project Budget.

Category	Amount
Design	\$60,000.00
Construction	\$679,065.95
Contingency (20% of construction)	\$135,813.05
Materials Testing Services	\$30,000.00
Construction Management	\$45,121.00
Project Budget	\$950,000.00

There are available funds in the Park Impact Fee fund (fund 310) to cover the required additional

amount, the additional budget request will decrease fund balance to \$1.2 million. Therefore, staff recommends amending the Project Budget as follows:

Source	Current	Increase	Proposed
Fund 230, Outdoor Environmental Education Facilities Grant Fund	\$250,000	\$0	\$250,000
Fund 310, Parks Impact Fee	\$200,000	\$500,000	\$700,000
Total	\$450,000	\$500,000	\$950,000

ENVIRONMENTAL REVIEW

15304 - The Project is exempt from review under the California Environmental Quality Act ("CEQA") under the Class 4 exemption of minor alterations to land of Section 15304 of Title 14 of the California Code of Regulations and said exemption is not negated by any exception under Section 15300.2 of said Regulations.

ATTACHMENTS:

1. [Resolution - Wetlands Edge Enhancement Project](#)
2. [Exhibit - Wetlands Edge Enhancement Project Site Map](#)
3. [Site Plan with Planting Legend](#)
4. [Rendering View 1](#)
5. [Rendering View 2](#)
6. [Bid Results](#)
7. [Construction Plans](#)
8. [Wetlands Enhancement Presentation-2025-03-04.pdf](#)
9. [ACCPF Letter of Support](#)
10. [NSBTC Letter of Support](#)

RESOLUTION NO. 2025-_____

ADOPT A RESOLUTION 1) AMENDING THE FY2024-25 CAPITAL BUDGET AND INCREASING THE PROJECT BUDGET FROM \$450,000 TO \$950,000; 2) AWARDING A CONSTRUCTION CONTRACT TO MARINA LANDSCAPE, INC. IN THE AMOUNT OF \$679,065.95, AND 3) AUTHORIZING THE PUBLIC WORKS DIRECTOR TO EXECUTE CONTRACT CHANGE ORDERS IN AN AGGREGATE AMOUNT NOT TO EXCEED THE PROJECT BUDGET, IN CONJUNCTION WITH THE WETLANDS EDGE ENHANCEMENT PROJECT (PR19-0100).

WHEREAS, the primary objective of the Wetlands Edge Enhancement Project (PR19-0100; “Project”) is to provide several outdoor amenities that enhance educational and recreational opportunities while preserving the site’s natural environment; and

WHEREAS, the Project will serve as a key destination for residents and visitors, offering a range of activities that cater to diverse interests while preserving the ecological integrity of the site; and

WHEREAS, the Project includes construction of walking trails, an outdoor shade structure, restroom and landscaping; and

WHEREAS, the Engineer’s Estimate for the Project is \$564,731; and

WHEREAS, the City solicited competitive bids for the Project on December 3, 2024, and on January 9, 2025, the following bids were received; and

Bidder	Total Bid Amount
Marina Landscape Inc.	\$679,065.95
Kerex Engineering	\$986,460.72
Hanford Applied Restoration & Conservation	\$1,064,054.75

WHEREAS, staff has reviewed the bid from Marina Landscape Inc. and found it to be both responsive and responsible; and

WHEREAS, staff finds the prices of the Bid Items reflect reasonable and customary costs of completing the work; and

WHEREAS, upon completion of the design and receipt of bids, it was determined that additional funds are required to complete the improvements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon, hereby amends the FY 2024-25 Capital Budget as follows; and

Budget Line Item	Name	Amount
310-85-450-48310	Parks Impact Fee Fund Transfer to CIP Fund (Fund 350)	\$500,000
350-85-450-46110	CIP Fund Capital Outlay	\$500,000

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby amends the Project Budget for the Wetlands Edge Enhancement Project, increasing it as follows; and

Source	Current	Increase	Proposed
Fund 230, Outdoor Environmental Education Facilities Grant Fund	\$250,000	\$0	\$250,000
Fund 310, Parks Impact Fee Fund	\$200,000	\$500,000	\$700,000
Total	\$450,000	\$500,000	\$950,000

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon does hereby award a construction contract to Marina Landscape, Inc. in the amount of \$679,065.95, and 3) authorizing the Public Works Director to execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the Wetlands Edge Enhancement Project (PR19-0100).

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



EUCALYPTUS DRIVE

WETLANDS EDGE DRIVE

WETLANDS EDGE ENVIROMENTAL
ENHANCEMENT PROJECT





PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY	SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY
TREES											
	ACER MACROPHYLLUM	BIG LEAF MAPLE	15 GAL.	MOD	1		RHUS INTEGRIFOLIA	LEMONADE BERRY	DEEPROOT 40	LOW	5
	AESCULUS CALIFORNICA	CALIFORNIA BUCKEYE	5 GAL.	V. LOW	6		RHUS OVATA	SUGAR BUSH	DEEPROOT 40	LOW	3
	CERCIS OCCIDENTALIS	WESTERN REDBUD	5 GAL.	V. LOW	3		RIBES AUREUM	GOLDEN CURRANT	DEEPROOT 40	LOW	6
	CORYLUS CORNUTA CALIFORNICA	WESTERN HAZELNUT	5 GAL.	LOW	2		RIBES SANGUINEUM	RED FLOWERING CURRANT	DEEPROOT 40	LOW	3
	EXISTING TREE TO REMAIN	---	---	---	5		ROSA CALIFORNICA	CALIFORNIA WILD ROSE	DEEPROOT 40	LOW	8
	FRAXINUS LATIFOLIA	OREGON ASH	15 GAL.	MOD	5		RUBUS URSINUS	CALIFORNIA BLACKBERRY	DEEPROOT 40	LOW	20
	GARRYA ELLIPTICA	COAST SILKTASSEL	5 GAL.	LOW	1		SALVIA APIANA	WHITE SAGE	1 GAL.	LOW	3
	POPULUS FREMONTII	FREMONT COTTONWOOD	15 GAL.	MOD	1		SALVIA CLEVELANDII	CLEVELAND SAGE	DEEPROOT 40	LOW	12
	QUERCUS AGRIFOLIA	COAST LIVE OAK	15 GAL.	LOW	14		SALVIA MELLIFERA	BLACK SAGE	DEEPROOT 40	V. LOW	12
	QUERCUS LOBATA	VALLEY OAK	15 GAL.	LOW	5		SALVIA SONOMENSIS	CREEPING SAGE	1 GAL.	LOW	9
	SALIX LASIOLEPIS	ARROYO WILLOW	5 GAL.	HIGH	3		SCROPHULARIA CALIFORNICA	CALIFORNIA FIGWORT	DEEPROOT 40	LOW	12
	SAMBUCUS MEXICANA	MEXICAN ELDERBERRY	5 GAL.	LOW	4		SYMPHORICARPOS ALBUS	WHITE SNOWBERRY	DEEPROOT 40	LOW	6
	UMBELLULARIA CALIFORNICA	BAY LAUREL	15 GAL.	MOD	5	EXISTING TO REMAIN					
SHRUBS											
	ARCTOSTAPHYLOS X 'HOWARD MCMINN'	MANZANITA	DEEPROOT 40	LOW	4		ACHILLEA M. 'PAPRIKA'	COMMON YARROW	EXISTING	LOW	3
	BACCHARIS PILULARIS	COYOTE BRUSH	DEEPROOT 40	LOW	3		ACHILLEA M. 'SALMON BEAUTY'	COMMON YARROW	EXISTING	LOW	3
	CALYCANTHUS OCCIDENTALIS	WESTERN SPICEBUSH	1 GAL.	MOD	3		ARCTOSTAPHYLOS X 'HOWARD MCMINN'	MANZANITA	EXISTING	LOW	2
	CEANOTHUS GLORIOSUS PORRECTUS	WILD LILAC	DEEPROOT 40	LOW	10		BACCHARIS PILULARIS	COYOTE BRUSH	EXISTING	LOW	4
	ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	DEEPROOT 40	V. LOW	3		CEANOTHUS SPP.	WILD LILAC	EXISTING	LOW	3
	HETEROMELES ARBUTIFOLIA	TOYON	DEEPROOT 40	LOW	3		EPILOBIUM CANUM	CALIFORNIA FUCHSIA	EXISTING	LOW	2
	LONICERA HISPIDULA	CALIFORNIA HONEYSUCKLE	DEEPROOT 40	LOW	7		ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	EXISTING	V. LOW	3
	LUPINUS ALBIFRONS	BUSH LUPINE	1 GAL.	LOW	6		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	EXISTING	LOW	2
	MIMULUS AURANTIACUS	STICKY MONKEYFLOWER	DEEPROOT 40	LOW	24		HETEROMELES ARBUTIFOLIA	TOYON	EXISTING	LOW	2
	PRUNUS ILICIFOLIA LYONII	CATALINA CHERRY	DEEPROOT 40	LOW	7		MUHLENBERGIA RIGENS	DEER GRASS	EXISTING	LOW	4
GRASSES											
	MUHLENBERGIA RIGENS	DEER GRASS	DEEPROOT 16	LOW	31	PERENNIALS					
	ACHILLEA MILLEFOLIUM CALIFORNICA	COMMON YARROW	4"	LOW	6		ASCLEPIAS FASCICULARIS	NARROWLEAF MILKWEED	1 GAL.	LOW	16
	ASCLEPIAS FASCICULARIS	NARROWLEAF MILKWEED	1 GAL.	LOW	16		EPILOBIUM CANUM	CALIFORNIA FUCHSIA	DEEPROOT 16	LOW	34
	EPILOBIUM CANUM	CALIFORNIA FUCHSIA	DEEPROOT 16	LOW	34		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	DEEPROOT 40	LOW	18
	ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	DEEPROOT 40	LOW	18		FRAGARIA CHILOENSIS	BEACH STRAWBERRY	1 GAL.	MOD	19
	FRAGARIA CHILOENSIS	BEACH STRAWBERRY	1 GAL.	MOD	19		MONARDELLA VILLOSA	COYOTE MINT	4"	LOW	18
	MONARDELLA VILLOSA	COYOTE MINT	4"	LOW	18						



LOOKING SOUTHWEST TOWARDS THE WETLANDS



LOOKING NORTHEAST TOWARDS WETLANDS EDGE ROAD

BID SCHEDULE PART A – WETLANDS EDGE ENHANCEMENT PROJECT					RSA Engineers Estimate		Marina Landscape, Inc.		Kerex Engineering		Hanford Applied Restorator	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X		1 Traffic Control		1 LS	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$1,200.00	\$1,200.00	\$1,870.00	\$1,870.00
X		2 Erosion Control & Stormwater Pollution Prevention		1 LS	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$9,600.00	\$9,600.00	\$15,000.00	\$15,000.00
X		3 Dust Control		1 LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00
X		4 Soil Prep and Fine Grading	16917	SF	\$2.00	\$33,834.00	\$1.85	\$31,296.45	\$0.96	\$16,240.32	\$1.00	\$16,917.00
X		5 Mulch (3" Deep, Min.)	16917	SF	\$0.75	\$12,687.75	\$1.00	\$16,917.00	\$0.60	\$10,150.20	\$2.75	\$46,521.75
X		6 Tree Bubbler Assy: Rain Bird 1806-SAM-PRS SQ Series, 6"	98	EA	\$50.00	\$4,900.00	\$130.00	\$12,740.00	\$72.00	\$7,056.00	\$421.00	\$41,258.00
X		7 Shrub Spray - MP Rotator on Stake	16917	SF	\$1.75	\$29,604.75	\$1.00	\$16,917.00	\$0.60	\$10,150.20	\$2.50	\$42,292.50
X		8 RCV: Weathermatic MAX-DW-SPR-NP - 1"	12	EA	\$575.00	\$6,900.00	\$500.00	\$6,000.00	\$7,800.00	\$93,600.00	\$659.00	\$7,908.00
X		9 QCV: Rain Bird 44-NP, 1"	5	EA	\$250.00	\$1,250.00	\$350.00	\$1,750.00	\$600.00	\$3,000.00	\$395.00	\$1,975.00
X		10 Gate Valve: Nibco T-113	3	EA	\$500.00	\$1,500.00	\$350.00	\$1,050.00	\$720.00	\$2,160.00	\$659.00	\$1,977.00
X		11 Master Valve: Weathermatic 8200CR-XS24NP - 1.5"	1	EA	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,020.00	\$1,020.00	\$2,360.00	\$2,360.00
X		12 Controller - Rain Master DXI-PSBTW w/Accessories per City	1	EA	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$36,000.00	\$36,000.00	\$39,000.00	\$39,000.00
X		13 Schedule 40 Mainline - 1"	316	LF	\$6.00	\$1,896.00	\$9.00	\$2,844.00	\$14.40	\$4,550.40	\$26.00	\$8,216.00
X		14 Schedule 40 Mainline - 1.25"	144	LF	\$9.00	\$1,296.00	\$10.00	\$1,440.00	\$15.60	\$2,246.40	\$20.50	\$2,952.00
X		15 Schedule 40 Mainline - 1.5"	329	LF	\$12.00	\$3,948.00	\$11.00	\$3,619.00	\$16.80	\$5,527.20	\$16.00	\$5,264.00
X		16 PVC Pipe & Wire Sleeving	10	LF	\$15.25	\$152.50	\$250.00	\$2,500.00	\$72.00	\$720.00	\$73.50	\$735.00
X		17 Irrigation Audit	1	LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$3,600.00	\$3,600.00	\$4,560.00	\$4,560.00
X		18 15 Gallon Trees	31	EA	\$350.00	\$10,850.00	\$200.00	\$6,200.00	\$180.00	\$5,580.00	\$398.00	\$12,338.00
X		19 5 Gallon Trees	19	EA	\$150.00	\$2,850.00	\$80.00	\$1,520.00	\$36.00	\$684.00	\$226.00	\$4,294.00
X		20 1 Gallon Shrubs	56	EA	\$25.00	\$1,400.00	\$20.00	\$1,120.00	\$12.00	\$672.00	\$91.00	\$5,096.00
X		21 Deeproot 40	166	EA	\$18.00	\$2,988.00	\$20.00	\$3,320.00	\$16.80	\$2,788.80	\$47.50	\$7,885.00
X		22 Deeproot 16	65	EA	\$15.00	\$975.00	\$15.00	\$975.00	\$9.60	\$624.00	\$40.50	\$2,632.50
X		23 4" Pot	24	EA	\$10.00	\$240.00	\$20.00	\$480.00	\$7.20	\$172.80	\$40.50	\$972.00
X		24 1-year Landscape Maintenance Period	1	EA	\$14,000.00	\$14,000.00	\$20,000.00	\$20,000.00	\$21,600.00	\$21,600.00	\$88,200.00	\$88,200.00
X		25 Concrete Paving	2079	SF	\$22.00	\$45,738.00	\$19.00	\$39,501.00	\$30.00	\$62,370.00	\$19.50	\$40,540.50
X		26 Stabilized Decomposed Granite Paving	1001	SF	\$9.00	\$9,009.00	\$14.00	\$14,014.00	\$38.40	\$38,438.40	\$17.50	\$17,517.50
X		27 Shade Structure	1	EA	\$94,000.00	\$94,000.00	\$177,000.00	\$177,000.00	\$174,000.00	\$174,000.00	\$125,595.00	\$125,595.00
X		28 8'x8' Shed	1	EA	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$7,200.00	\$7,200.00	\$12,200.00	\$12,200.00
X		29 Bicycle Racks	2	EA	\$2,500.00	\$5,000.00	\$1,000.00	\$2,000.00	\$1,440.00	\$2,880.00	\$3,200.00	\$6,400.00
X		30 Benches	3	EA	\$2,500.00	\$7,500.00	\$2,200.00	\$6,600.00	\$1,920.00	\$5,760.00	\$4,470.00	\$13,410.00
X		31 Waste Receptacles	6	EA	\$1,500.00	\$9,000.00	\$2,300.00	\$13,800.00	\$3,000.00	\$18,000.00	\$3,830.00	\$22,980.00
X		32 Dog Waste Station	2	EA	\$500.00	\$1,000.00	\$1,150.00	\$2,300.00	\$2,160.00	\$4,320.00	\$2,260.00	\$4,520.00
		Total				\$335,719.00		\$421,303.45		\$557,910.72		\$608,386.75

BID SCHEDULE PART B – RESTROOM IMPROVEMENTS					RSA Engineers Estimate		Marina Landscape, Inc.		Kerex Engineering		Hanford Applied Restorator	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X		1 Traffic Control		1 LS	\$ 3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$8,000.00	\$8,000.00	\$7,500.00	\$7,500.00
X		2 Erosion Control & Stormwater Pollution Prevention		1 LS	\$ 6,000.00	\$6,000.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$13,000.00	\$13,000.00
X		3 Dust Control		1 LS	\$ 4,000.00	\$4,000.00	\$500.00	\$500.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
X		4 Demo Existing Concrete Path	50	SF	\$ 35.00	\$1,750.00	\$45.00	\$2,250.00	\$100.00	\$5,000.00	\$77.00	\$3,850.00
X		5 Demo Existing Fence	53	LF	\$ 10.00	\$530.00	\$45.00	\$2,385.00	\$100.00	\$5,300.00	\$56.00	\$2,968.00
X		6 Demo Existing HMA Paving	90	SF	\$ 20.00	\$1,800.00	\$60.00	\$5,400.00	\$50.00	\$4,500.00	\$57.00	\$5,130.00
X		7 Remove & Replace Curb and Gutter 12"	10	LF	\$ 85.00	\$850.00	\$435.00	\$4,350.00	\$150.00	\$1,500.00	\$350.00	\$3,500.00
X		8 Grading and earthwork	1900	SF	\$ 5.00	\$9,500.00	\$13.00	\$24,700.00	\$45.00	\$85,500.00	\$28.00	\$53,200.00
X		9 6" Class II AB - Restroom Base	6.5	CY	\$ 150.00	\$975.00	\$415.00	\$2,697.50	\$1,500.00	\$9,750.00	\$1,430.00	\$9,295.00
X		10 6" Class II AB - Roadway	2	CY	\$ 150.00	\$300.00	\$400.00	\$800.00	\$1,500.00	\$3,000.00	\$2,160.00	\$4,320.00
X		11 4" Class II AB – Concrete Sidewalk/Path	1	CY	\$ 150.00	\$150.00	\$620.00	\$620.00	\$1,500.00	\$1,500.00	\$2,160.00	\$2,160.00
X		12 4" Concrete Path/Sidewalk	50	SF	\$ 18.00	\$900.00	\$35.00	\$1,750.00	\$100.00	\$5,000.00	\$32.00	\$1,600.00
X		13 4" Hot Mix Asphalt (Type A) – Wetlands Edge Drive	0.5	TON	\$ 250.00	\$125.00	\$9,000.00	\$4,500.00	\$2,000.00	\$1,000.00	\$7,850.00	\$3,925.00
X		14 4" Sanitary Sewer Lateral	75	LF	\$ 125.00	\$9,375.00	\$30.00	\$2,250.00	\$500.00	\$37,500.00	\$283.00	\$21,225.00
X		15 4" Sanitary Sewer Cleanout (SSCO)	3	EA	\$ 650.00	\$1,950.00	\$600.00	\$1,800.00	\$2,500.00	\$7,500.00	\$3,160.00	\$9,480.00
X		16 Connect to Existing SS Main	1	EA	\$ 2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$15,000.00	\$15,000.00	\$27,800.00	\$27,800.00
X		17 Water Service Lines	42	LF	\$ 94.00	\$3,948.00	\$30.00	\$1,260.00	\$500.00	\$21,000.00	\$152.00	\$6,384.00
X		18 Connect to Existing Water Service	3	EA	\$ 2,000.00	\$6,000.00	\$1,000.00	\$3,000.00	\$2,500.00	\$7,500.00	\$3,930.00	\$11,790.00
X		19 CXT Denali Restroom	1	LS	\$164,594.00	\$164,594.00	\$190,000.00	\$190,000.00	\$200,000.00	\$200,000.00	\$248,800.00	\$248,800.00
		Total				\$217,747.00		\$257,762.50		\$428,550.00		\$442,927.00

Combined Totals **\$553,466.00** **\$679,065.95** **\$986,460.72** **\$1,051,313.75**

CITY OF AMERICAN CANYON GENERAL NOTES

RSA 10/2018

- 1. CONTRACTOR AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT... 2. CONTRACTOR SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY OF AMERICAN CANYON PRIOR TO PERFORMING ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY OR ON ANY PORTION OF THE CITY'S PUBLIC WATER, SEWER, OR STORMWATER SYSTEMS... 3. CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY AND ALL DAMAGES TO EXISTING STRUCTURES AND UTILITIES DURING CONSTRUCTION... 4. CONTRACTOR SHALL VERIFY LOCATIONS, ELEVATIONS, DISTANCES, AND FEATURES THAT MAY AFFECT THE WORK... 5. A SET OF SIGNED CONSTRUCTION DRAWINGS AND A SET OF SPECIFICATIONS WILL BE KEPT AT ALL TIMES AT THE JOB SITE ON WHICH ALL CHANGES OR VARIATIONS IN THE WORK... 6. CONTRACTOR TO EXPOSE AND CHECK LOCATIONS OF EXISTING INVERTS PRIOR TO CONSTRUCTION... 7. CONTRACTOR SHALL NOTIFY ALL PUBLIC OR PRIVATE UTILITY COMPANIES 48 HOURS PRIOR TO COMMENCEMENT OF WORK ADJACENT TO EXISTING UTILITY LINES UNLESS ENCROACHMENT PERMIT SPECIFIES OTHERWISE... 8. CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS FOR APPROVAL... 9. CONTRACTOR SHALL CONTACT THE PUBLIC WORKS DIRECTOR TO ARRANGE A PRE-CONFERENCE FOR THE PURPOSE OF REVIEWING JOB REQUIREMENTS AND CITY PROCEDURES... 10. PRIOR TO THE START OF CONSTRUCTION, CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) AT 811 OR (800) 642-2444 FOR THE LOCATION OF EXISTING UTILITY FACILITIES... 11. ALL MATERIALS SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR UNLESS OTHERWISE NOTED... 12. CONTRACTOR SHALL COORDINATE ALL NECESSARY UTILITY RELOCATIONS, IF REQUIRED, WITH THE APPROPRIATE UTILITY COMPANIES... 13. CONTRACTOR SHALL NOTIFY THE PUBLIC WORKS DIRECTOR AT LEAST 72 HOURS IN ADVANCE OF COMMENCEMENT OF ANY PART OF THE WORK... 14. PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES, CONTRACTOR SHALL LOCATE, BY EXCAVATION, EXISTING WATER FACILITIES TO ASCERTAIN VERTICAL AND HORIZONTAL POSITION... 15. THE CONTRACTOR SHALL COORDINATE AND SCHEDULE ALL INSPECTIONS AT LEAST 48 HOURS IN ADVANCE BY CONTACTING THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION AT (707) 641-4562... 16. CONSTRUCTION ACTIVITIES ASSOCIATED WITH THE GRADING/IMPROVEMENT PLANS SHALL BE LIMITED TO BETWEEN 7:00 A.M. AND 6:00 P.M. MONDAY THROUGH FRIDAY... 17. PRIOR TO FINAL INSPECTION, CONTRACTOR SHALL PROVIDE CITY WITH VIDEO INSPECTION OF ALL PUBLIC AND PRIVATE STORM DRAIN IMPROVEMENTS... 18. WITH THE EXCEPTION OF WATER USED FOR LOADING AND TESTING OF POTABLE WATER LINES, ALL CONSTRUCTION WATER USED FOR THE PROJECT SHALL BE OBTAINED FROM A SOURCE OTHER THAN AMERICAN CANYON POTABLE WATER SOURCES... 19. AT PROJECT COMPLETION, THE ENGINEER OF RECORD SHALL PROVIDE PLANS LABELED "AS-BUILT" TO THE CITY OF AMERICAN INDICATING ANY AND ALL CHANGES MADE DURING CONSTRUCTION...

CITY OF AMERICAN CANYON UTILITY NOTES

05/2016

- 1. THE ACPFD SHALL BE RESPONSIBLE FOR ALL ON-SITE FIRE SERVICES AND THEIR APPURTENANCES INCLUDING UNDERGROUND FIRE SERVICE LINES, PRIVATE FIRE HYDRANTS AND FIRE SPRINKLER LATERALS AND RISERS... 2. PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL CONTACT ACPFD FIRE PREVENTION DIVISION AT (707) 257-4940 TO ARRANGE A PRE-CONSTRUCTION MEETING FOR THE PURPOSE OF REVIEWING JOB REQUIREMENTS AND FIRE DISTRICT INSPECTION PROCEDURES... 3. REQUESTS FOR FIRE DISTRICT FIELD INSPECTION SHALL BE MADE A MINIMUM OF 48 HOURS IN ADVANCE BY CALLING THE FIRE PREVENTION DIVISION AT (707) 257-4940, MONDAY THROUGH FRIDAY 8:00 AM TO 3:00 PM... 4. CONSTRUCTION WORK FOR WHICH FIRE DISTRICT APPROVAL IS REQUIRED SHALL BE SUBJECT TO INSPECTION AND SUCH CONSTRUCTION WORK SHALL REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES UNTIL APPROVED OR INSTRUCTED TO COVER... 5. AN APPROVED/SIGNED COPY OF THE APPROVED PLANS SHALL BE AVAILABLE FOR REVIEW AT THE TIME OF INSPECTION BY THE FIRE DISTRICT... 6. ANY CHANGES TO THE APPROVED FIRE PROTECTION PLANS SHALL BE NOTED ON THE PLAN (IN RED) PRIOR TO THE TIME OF INSPECTION BY THE FIRE PREVENTION INSPECTOR... 7. PRIOR TO FINAL PROJECT APPROVAL AND SIGN OFF, THE OWNER AND/OR CONTRACTOR SHALL BE REQUIRED TO SUBMIT TO THE FIRE DEPARTMENT INSPECTOR A COMPLETED COPY OF THE NFPA CONTRACTORS MATERIAL CERTIFICATION FOR UNDERGROUND PIPING... 8. IF STREETS OR ACCESS ROADS ARE NOT PAVED FROM OCTOBER 15TH THROUGH APRIL 15TH, THE FIRE DISTRICT REQUIRES THAT A TEMPORARY ALL WEATHER ACCESS ROAD BE PROVIDED PRIOR TO THE STOCKPILING OF COMBUSTIBLE MATERIALS OR BEGINNING COMBUSTIBLE CONSTRUCTION... 9. FIRE APPARATUS ACCESS ROADS SHALL HAVE AN UNOBSTRUCTED MINIMUM WIDTH OF 20 FEET (CURB TO CURB) AND A MINIMUM UNOBSTRUCTED VERTICAL CLEARANCE OF 13'6" AT ALL TIMES.

CITY OF AMERICAN CANYON SANITARY SEWER NOTES

10/2018

- 1. ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC IMPROVEMENTS (ENGINEERING STANDARDS), INCLUDING ALL ADDENDA, STANDARD PLAN REVISIONS, AND SPECIAL PROVISIONS... 2. SEWER MAINS, SEWER LATERALS AND CLEANOUTS SHALL CONFORM TO AND BE INSTALLED IN ACCORDANCE WITH THE ENGINEERING STANDARDS... 3. PRIOR TO BEGINNING ANY EXCAVATION, TO AVOID CONFLICTS, THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ALL EXISTING UNDERGROUND UTILITIES IN THE AREA OF THE PROPOSED WORK... 4. ALL TRENCHING, BACKFILL, AND RE-SURFACING REQUIRED FOR INSTALLATION OF SANITARY SEWER FACILITIES SHALL BE PER ENGINEERING STANDARD DRAWINGS 4.01 AND 4.02... 5. THE LOCATION OF EACH SEWER LATERAL, THE LETTER "S" SHALL BE INSCRIBED INTO THE FACE OF THE CURB... 6. CAUTION TAPE SHALL BE LAID ON THE TOP OF INITIAL BACKFILL, ALONG THE ENTIRE LENGTH OF ALL SEWER LINES... 7. EACH LATERAL SHALL HAVE A CLEANOUT BEHIND PROPERTY LINE, AS WELL AS WITHIN FIVE (5) FEET OF THE BUILDING...

CITY OF AMERICAN CANYON EROSION AND SEDIMENT CONTROL NOTES

10/2018

- THE FOLLOWING NOTES REPRESENT MINIMUM ENFORCEMENT NOTES, THE DEVELOPER IS RESPONSIBLE TO ENFORCE THE BEST MANAGEMENT PRACTICES AT THE SITE ALONG WITH OTHER SOURCES... 1. IN CASE OF EMERGENCY, CALL _____ AT _____ (24-HOUR NUMBER)... 2. A STAND-BY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES... 3. EROSION CONTROL DEVICES SHOWN ON THIS PLAN MAY BE REMOVED WHEN APPROVED BY CITY OFFICIAL... 4. GRADED AREAS ADJACENT TO FILL SLOPES LOCATED AT THE SITE PERIMETER MUST DRAIN AWAY FROM THE TOP OF SLOPE... 5. ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL DEVICES WITHIN 24 HOURS AFTER EACH RAINSTORM...

CITY OF AMERICAN CANYON EROSION AND SEDIMENT CONTROL NOTES CONT'D

RSA 10/2018

- 6. A GUARD SHALL BE POSTED ON THE SITE WHENEVER THE DEPTH OF WATER IN ANY DEVICES EXCEEDS TWO FEET... 7. THE PLACEMENT OF ADDITIONAL DEVICES TO REDUCE EROSION DAMAGE AND CONTAIN POLLUTANTS WITHIN THE SITE IS LEFT TO THE DISCRETION OF THE FIELD ENGINEER... 8. DESILTING BASINS MAY NOT BE REMOVED OR MADE INOPERABLE BETWEEN NOVEMBER 1 AND APRIL 15 OF THE FOLLOWING YEAR... 9. STORMWATER POLLUTION AND EROSION CONTROL DEVICES ARE TO BE MODIFIED, AS NEEDED, AS THE PROJECT PROGRESSES... 10. EVERY EFFORT SHOULD BE MADE TO ELIMINATE THE DISCHARGE OF NON-STORMWATER FROM THE PROJECT SITE AT ALL TIMES... 11. ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE... 12. STOCKPILES OF EARTH AND OTHER CONSTRUCTION-RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE... 13. CONTRACTOR TO FOLLOW CITY OF AMERICAN CANYON'S STANDARDS AND SPECIFICATIONS 11.0.2 WATER POLLUTION CONTROL... 14. FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING... 15. EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC RIGHT-OF-WAY... 16. DEVELOPERS/CONTRACTORS/QUALIFIED SWPPP DEVELOPERS (QSD)/QUALIFIED SWPPP PRACTITIONER (QSP), ARE RESPONSIBLE TO INSPECT ALL EROSION CONTROL DEVICES... 17. TRASH AND CONSTRUCTION-RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE... 18. SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC... 19. ANY SLOPES WITH DISTURBED SOILS OR DENUDED OF VEGETATION MUST BE STABILIZED... 20. PROVIDE STORMWATER CONVEYANCE SYSTEM STENCILING AND SIGNAGE... 1. PROVIDE CONCRETE STAMPING, OR EQUIVALENT, OF ALL STORMWATER CONVEYANCE SYSTEM INLETS AND CATCH BASINS... 2. POST SIGNS AND PROHIBITIVE LANGUAGE AND/OR GRAPHICAL ICONS, WHICH PROHIBIT ILLEGAL DUMPING AT PUBLIC ACCESS POINTS... 21. THE FOLLOWING BMPs FROM THE "CALIFORNIA STORM WATER BMP CONSTRUCTION HANDBOOK" - NOVEMBER 2004, OR LATEST EDITION OR EQUAL, MUST BE IMPLEMENTED FOR ALL CONSTRUCTION ACTIVITIES...

EROSION CONTROL

- 1. EC1 - SCHEDULING
2. EC2 - PRESERVATION OF EXISTING VEGETATION
3. EC3 - HYDRAULIC MULCH
4. EC4 - HYDROSEEDING
5. EC5 - SOIL BINDERS
6. EC6 - STRAW MULCH
7. EC7 - GEOTEXTILES & MATS
8. EC8 - WOOD MULCHING
9. EC9 - EARTH DIKES AND DRAINAGE SHALES
10. EC10 - VELOCITY DISSIPATION DEVICES
11. EC11 - SLOPE DRAINS
12. EC12 - STREAMBANK STABILIZATION
13. EC13 - POLYACRYLAMIDE

WIND EROSION CONTROL

WE1 - WIND EROSION CONTROL

WASTE MANAGEMENT & MATERIAL POLLUTION CONTROL

- 1. WM1 - MATERIAL DELIVERY AND STORAGE
2. WM2 - MATERIAL USE
3. WM3 - STOCKPILE MANAGEMENT
4. WM4 - SPILL PREVENTION AND CONTROL
5. WM5 - SOLID WASTE MANAGEMENT
6. WM6 - HAZARDOUS WASTE MANAGEMENT
7. WM7 - CONTAMINATION SOIL MANAGEMENT
8. WM8 - CONCRETE WASTE MANAGEMENT
9. WM9 - SANITARY/SEPTIC WASTE MANAGEMENT
10. WM10 - LIQUID WASTE MANAGEMENT

TEMPORARY SEDIMENT CONTROL

- 1. SE1 - SILT FENCE
2. SE2 - SEDIMENT BASIN
3. SE3 - SEDIMENT TRAP
4. SE4 - CHECK DAM
5. SE5 - FIBER ROLLS
6. SE6 - GRAVEL BAG BERM
7. SE7 - STREET SHEEPING AND VACUUMING
8. SE8 - SANDBAG BARRIER
9. SE9 - STRAW BALE BARRIER
10. SE10 - STORM DRAIN INLET PROTECTION

EQUIPMENT TRACKING CONTROL

- 1. TC1 - STABILIZED CONSTRUCTION ENTRANCE EXIT
2. TC2 - STABILIZED CONSTRUCTION ROADWAY
3. TC3 - ENTRANCE/OUTLET TIRE WASH

NON-STORMWATER MANAGEMENT

- 1. NS1 - WATER CONSERVATION PRACTICES
2. NS2 - DENATURING OPERATIONS
3. NS3 - PAVING AND GRINDING OPERATIONS
4. NS4 - TEMPORARY STREAM CROSSING
5. NS5 - CLEAR WATER DIVERSION
6. NS6 - ILLICIT CONNECTION/DISCHARGE
7. NS7 - POTABLE WATER/IRRIGATION
8. NS8 - VEHICLE AND EQUIPMENT CLEANING
9. NS9 - VEHICLE AND EQUIPMENT FUELING
10. NS10 - VEHICLE AND EQUIPMENT MAINTENANCE
11. NS11 - FUEL DRIVING OPERATIONS
12. NS12 - CONCRETE CURING
13. NS13 - CONCRETE FINISHING
14. NS14 - MATERIAL AND EQUIPMENT USE
15. NS15 - DEMOLITION ADJACENT TO WATER
16. NS16 - TEMPORARY BATCH PLANTS

CITY OF AMERICAN CANYON WATER NOTES

RSA 10/2018

- 1. ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC IMPROVEMENTS (ENGINEERING STANDARDS) LATEST EDITION, INCLUDING ALL ADDENDA, STANDARD PLAN REVISIONS, AND SPECIAL PROVISIONS... 2. PRIOR TO THE START OF CONSTRUCTION CONTRACTOR SHALL CONTACT THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION AT (707) 641-4562 TO ARRANGE A PRE-CONSTRUCTION MEETING... 3. ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY OR ON ANY PORTION OF THE CITY'S PUBLIC WATER SYSTEM REQUIRES AN ENCROACHMENT PERMIT FROM THE CITY OF AMERICAN CANYON... 4. THE CONTRACTOR SHALL CONTACT THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION AT (707) 641-4562 AT LEAST 48 HOURS IN ADVANCE OF BEGINNING WORK FOR SCHEDULING OF CONSTRUCTION INSPECTIONS... 5. PRIOR TO BEGINNING ANY EXCAVATION AND TO AVOID CONFLICTS, THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ALL EXISTING UNDERGROUND UTILITIES... 6. ALL TRENCHING, BACKFILL, AND RE-SURFACING REQUIRED FOR INSTALLATION OF WATER SYSTEM FACILITIES SHALL BE PER ENGINEERING STANDARD DRAWINGS 4.01 AND 4.02... 7. START EXCAVATION BY EXPOSING END OF EXISTING MAIN TO DETERMINE ITS LINE AND GRADE... 8. NO 1/2 INSULATED COPPER WIRE SHALL BE LAID ON THE TOP OF AND ALONG THE ENTIRE LENGTH OF ALL NON-METALLIC LINES...

CITY OF AMERICAN CANYON WATER NOTES CONT'D

RSA 10/2018

- 9. CAUTION TAPE SHALL BE LAID ON THE TOP OF INITIAL BACKFILL, ALONG THE ENTIRE LENGTH OF ALL WATER LINES... 10. AT THE LOCATION OF EACH WATER SERVICE LATERAL, THE LETTER "W" SHALL BE INSCRIBED INTO THE FACE OF THE CURB... 11. EXISTING WATER VALVES TO BE OPERATED BY CITY PERSONNEL ONLY... 12. WATER LINES SHALL NOT BE PHYSICALLY CONNECTED TO THE AMERICAN CANYON WATER SYSTEM UNTIL DISINFECTED AND TESTED... 13. ALL SALVAGEABLE APPURTENANCES SHALL BE RETURNED TO THE CITY OF AMERICAN CANYON CORPORATION YARD... 14. THERE SHALL BE NO UN-METERED CONNECTIONS TO THE CITY'S WATER SYSTEM... 15. THE CONTRACTOR SHALL INSTALL A TWO-INCH (2") TEMPORARY REDUCED PRESSURE BACKFLOW VALVE... 16. ITEMS SPECIFIED IN THE ENGINEERING STANDARDS ARE APPROVED BY THE CITY ENGINEER... 17. VERTICAL AND HORIZONTAL DEFLECTIONS IN WATER MAINS SHALL NOT EXCEED MANUFACTURER'S RECOMMENDATIONS... 18. WATER SERVICES SHALL BE INSTALLED OVER THE TOP OF THE UNDERGROUND JOINT TRENCH UTILITIES... 19. PROVIDE STANDARD BOXES FOR ALL VALVES PER CITY OF AMERICAN CANYON STANDARDS... 20. ASBESTOS CEMENT PIPE (ACP) WILL NOT BE ALLOWED UNDER ANY CIRCUMSTANCES... 21. PVC PIPE SHALL BE DRIA... 22. ALL DUCTILE IRON PIPE AND APPURTENANCES SHALL BE WRAPPED WITH 10 MILS THICK POLYETHYLENE TUBING... 23. WHEN A WATER MAIN AND A SEWER LINE ARE IN A PARALLEL ALIGNMENT... 24. BACKFILL AROUND WATER LINES PROTECTED WITH POLYETHYLENE WRAP SHALL BE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS... 25. A MINIMUM OF TWO FEET (2') OF COVER ON WATER MAINS SHALL BE MAINTAINED... 26. WATER SERVICES ARE TO BE INSTALLED AT EACH LOT... 27. PRIOR TO FINAL INSPECTION, A CROSS-CONNECTION VERIFICATION INSPECTION MUST BE PERFORMED... 28. ALL BUTTERFLY VALVES SHALL BE EQUIPPED WITH FLOWM ADAPTOR... 29. ALL HARDWARE USED FOR UNDERGROUND INSTALLATION OF VALVES, FITTINGS, AND ALL OTHER APPURTENANCES, SHALL BE STAINLESS STEEL.

DEMOLITION NOTES

08/2024

- 1. PRIOR TO BEGINNING OF DEMOLITION WORK, CONTRACTOR/APPLICANT SHALL OBTAIN ALL NECESSARY PERMITS FROM THE CITY OF AMERICAN CANYON, AND OTHER APPLICABLE AGENCIES... 2. CONTRACTOR SHALL NOT BEGIN ANY EXCAVATION UNTIL ALL EXISTING UTILITIES HAVE BEEN MARKED IN THE FIELD BY THE APPLICABLE ENTITY RESPONSIBLE FOR THAT PARTICULAR UTILITY...

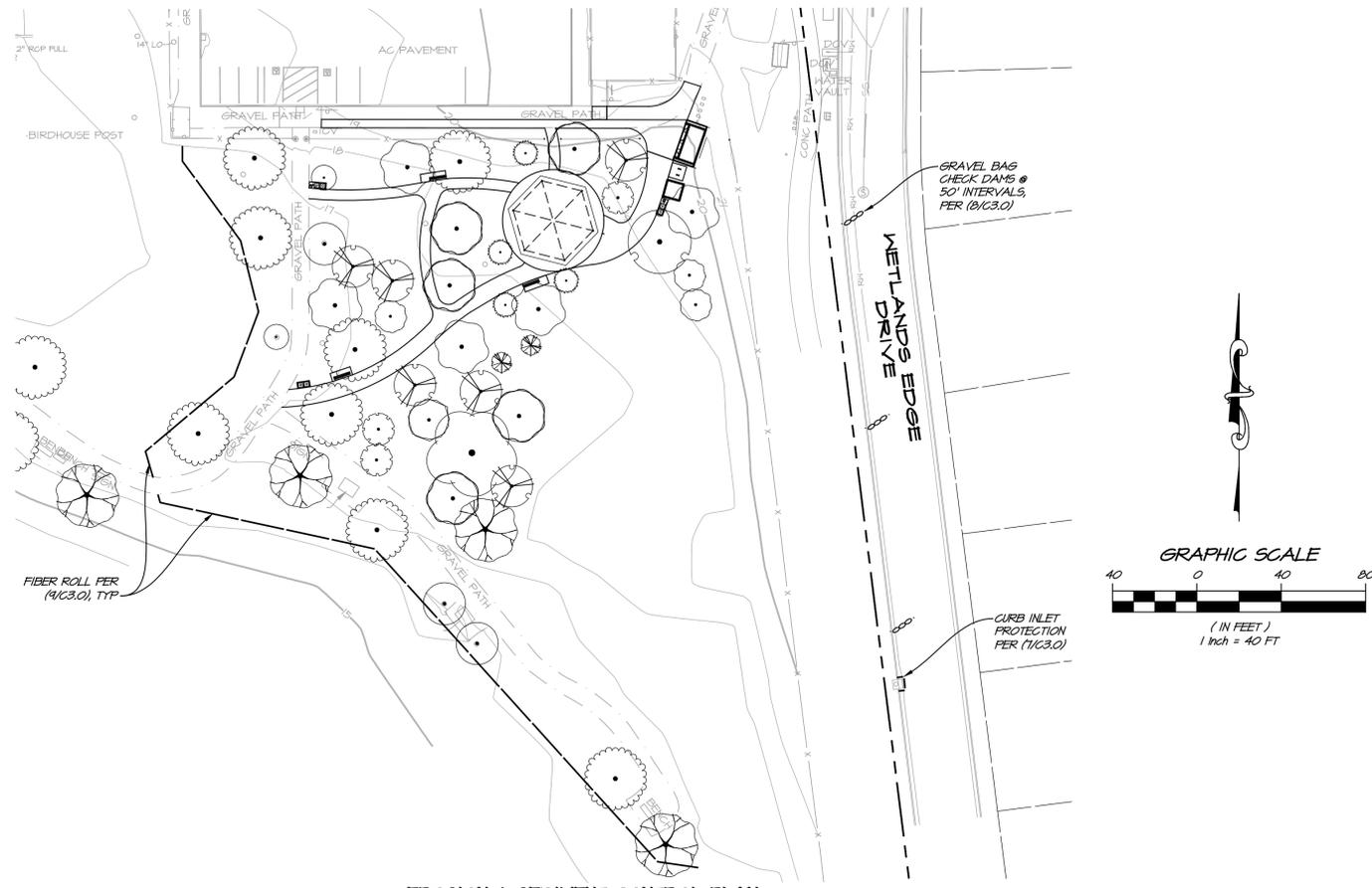
Table with columns: NO, DATE, REVISIONS, BY, APPD

RSAP+ CONSULTING CIVIL ENGINEERS + SURVEYORS + (1986) 1515 FOURTH STREET NAPA, CALIF. 94559 OFFICE (707) 252-3301 www.rsap.com

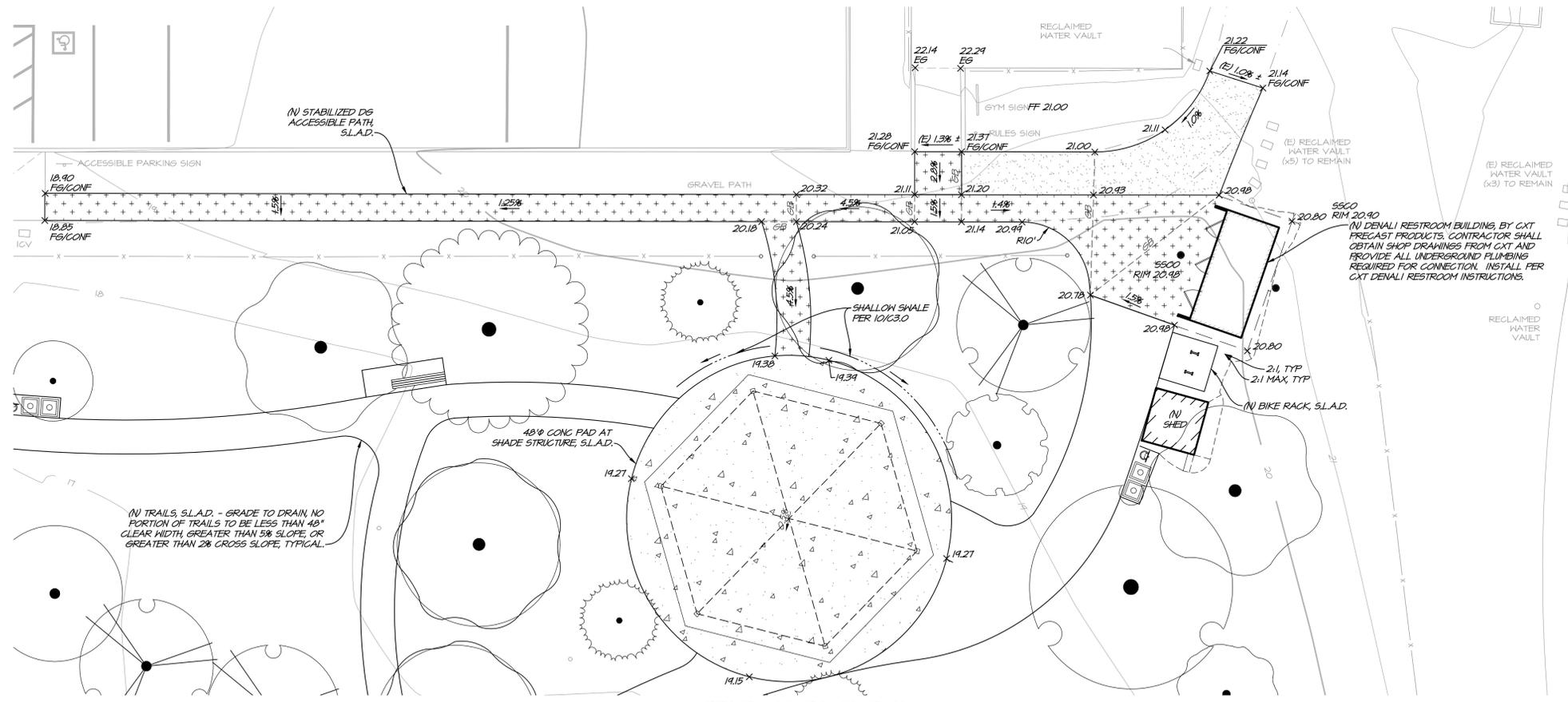
AMERICAN CANYON - WETLANDS EDGE PARK CITY OF AMERICAN CANYON NOTES AMERICAN CANYON CALIFORNIA



DATE: DEC 21, 2024 DRAWN: LAGUM DESIGNED: DOB CHECKED: PSN JOB NO. 41230413 SHEET NO. C1.1 2 OF 17 SHEETS



EROSION & SEDIMENT CONTROL PLAN
SCALE: 1" = 40'



RESTROOM GRADING PLAN
SCALE: 1" = 10'

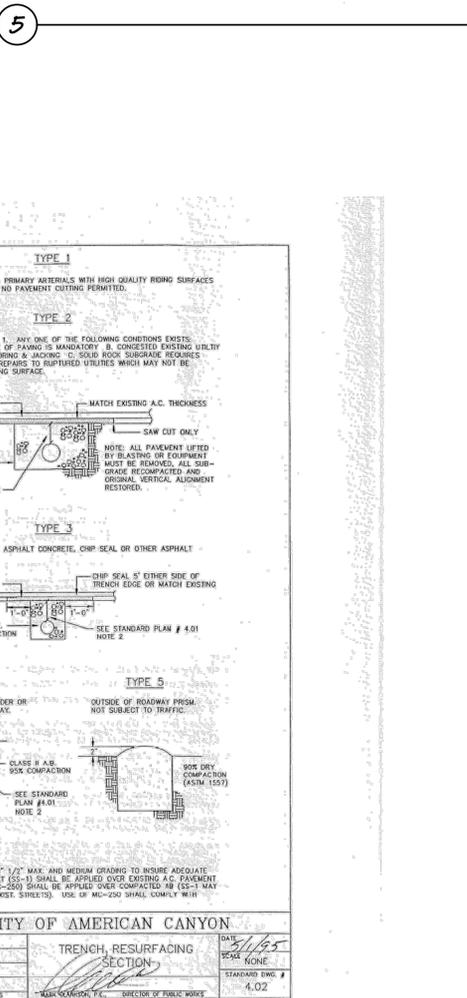
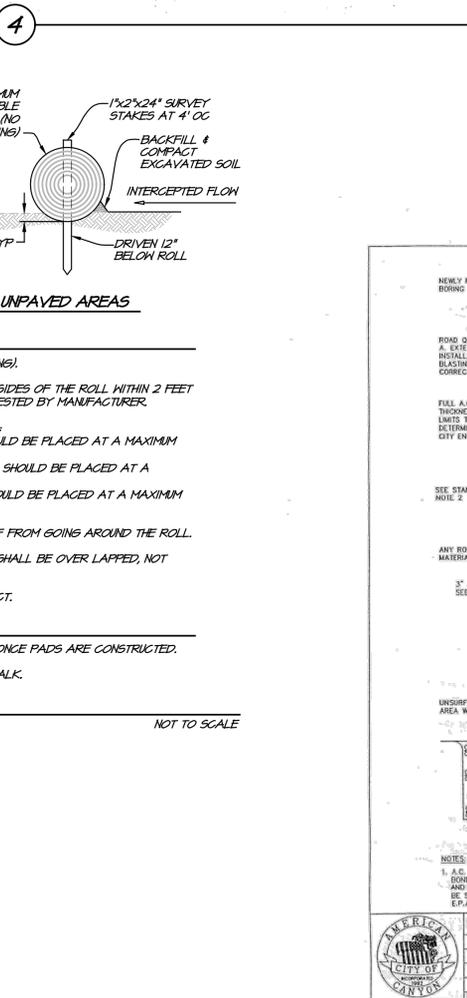
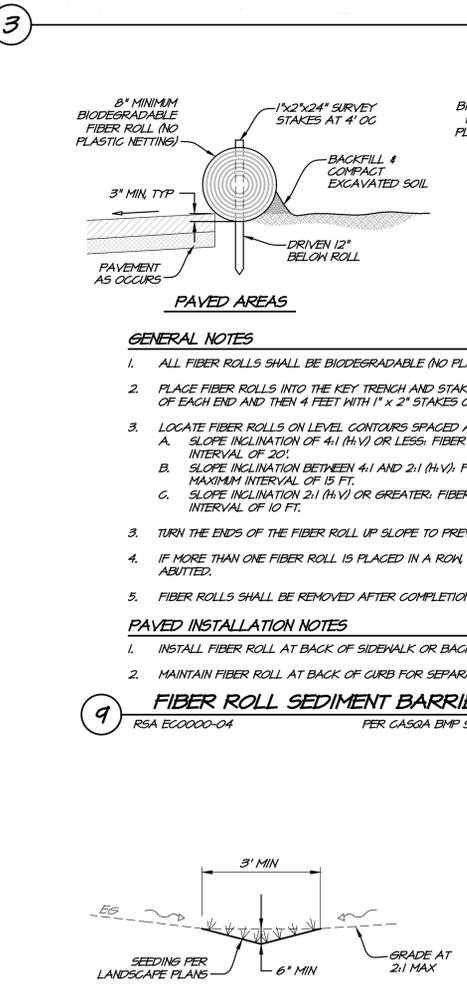
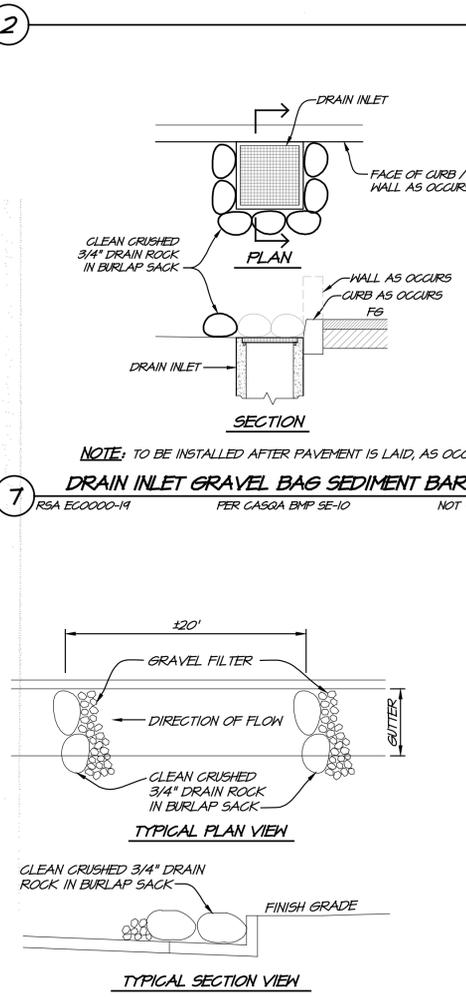
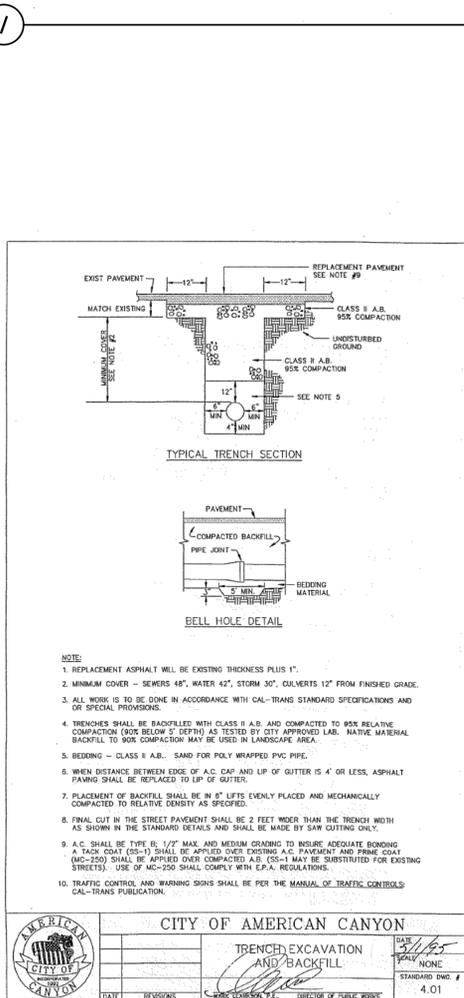
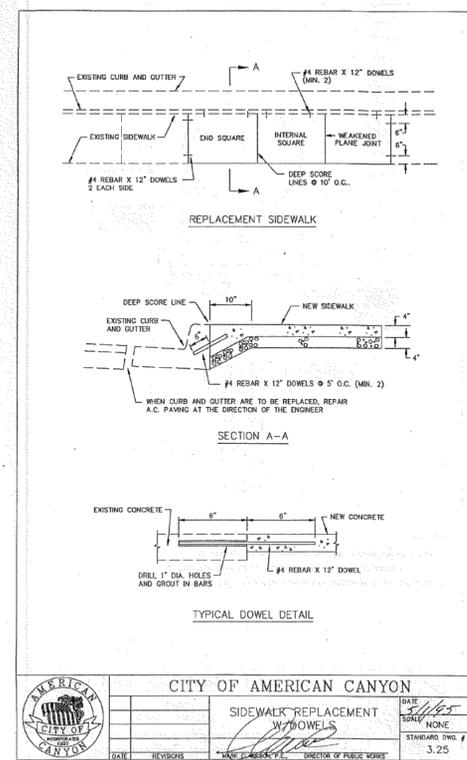
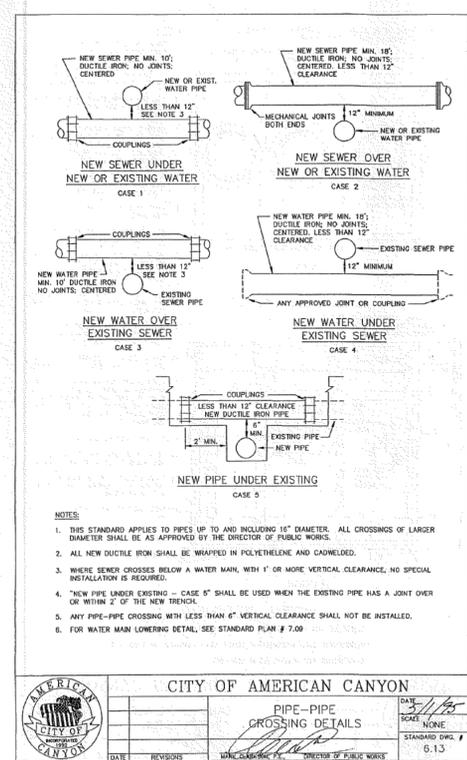
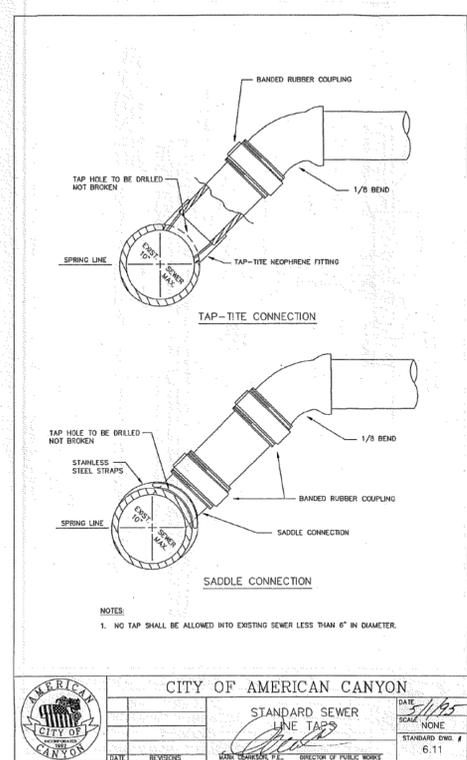
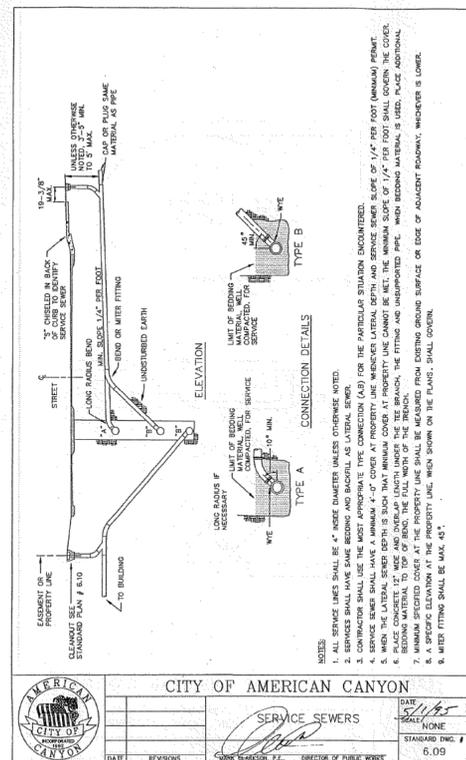
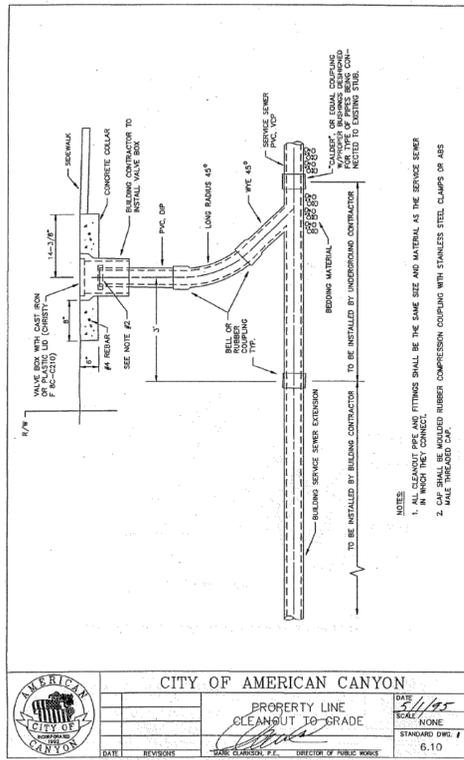
NO.	DATE	REVISIONS	BY

RSA+
1515 FOURTH STREET
NAPA, CALIF. 94559
OFFICE (707) 252.3301
WWW.RSACAL.COM
RSA+ CONSULTING CIVIL ENGINEERS + SURVEYORS * 1980

AMERICAN CANYON - WETLANDS EDGE PARK
GRADING PLAN & ESCP
AMERICAN CANYON
CALIFORNIA



DATE	DEC 21, 2024
DRAWN	LACMM
DESIGNED	DOB
CHECKED	PSH
JOB NO.	41230413
SHEET NO.	C2.1
	4 OF 17 SHEETS



DATE	REVISIONS	DATE	REVISIONS

DATE	REVISIONS	DATE	REVISIONS

DATE	REVISIONS	DATE	REVISIONS

DATE	REVISIONS	DATE	REVISIONS

DATE	REVISIONS	DATE	REVISIONS

DATE	REVISIONS	DATE	REVISIONS

AMERICAN CANYON - WETLANDS EDGE PARK DETAILS

AMERICAN CANYON CALIFORNIA

1515 FOURTH STREET
NAPA, CALIF. 94559
OFFICE (707) 252-3301
WWW.RSACIVIL.COM

RSA+
RSA+ CONSULTING CIVIL ENGINEERS + SURVEYORS

DATE: DEC 21, 2024
DRAWN: LACMM
DESIGNED: DDB
CHECKED: PSH
JOB NO: 41230413
SHEET NO: C3.0
5 OF 17 SHEETS

LANDSCAPE CONSTRUCTION DOCUMENTS FOR WETLANDS EDGE PARK AMERICAN CANYON, CALIFORNIA

WETLANDS
EDGE PARK



NO.	DATE	REVISIONS	BY / APPD.

STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94559
(707) 252-8115

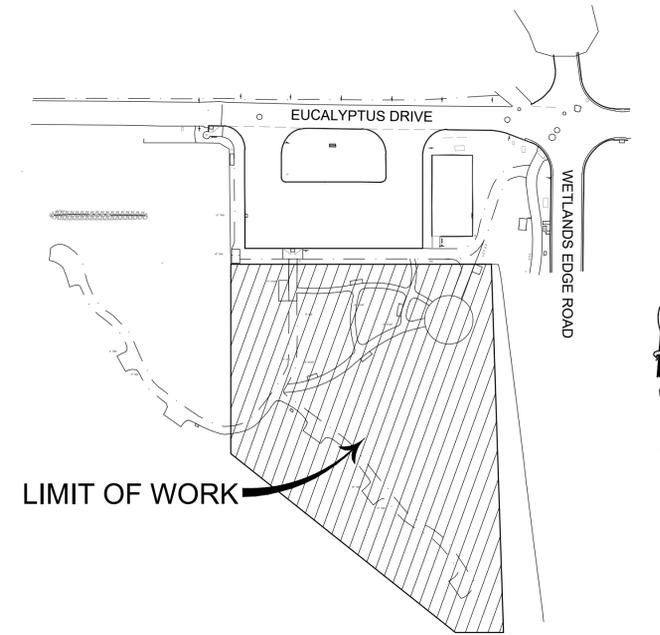
SHEET INDEX

L-0.0	COVER SHEET
L-1.0	GENERAL NOTES & SPECIFICATIONS
L-2.0	CONSTRUCTION CALLOUT PLAN
L-3.0	LAYOUT PLAN
L-4.0	TREE PLAN
L-5.0	SHRUB PLAN
L-6.0 TO L-6.1	IRRIGATION PLAN
L-7.0 TO L-7.1	CONSTRUCTION DETAILS
L-8.0	PLANTING DETAILS
L-9.0	IRRIGATION DETAILS

VICINITY MAP

SITE MAP

SITE LOCATION



WETLANDS EDGE PARK
COVER SHEET
AMERICAN CANYON, CALIFORNIA

CONSULTANTS:

CIVIL ENGINEER: RSA+
1515 FOURTH STREET
NAPA, CA 94559
(707) 252-3301

CLIENT:

CITY OF AMERICAN CANYON
4381 BROADWAY STREET SUITE 201
AMERICAN CANYON, CA. 94503
(707) 647-4360

MWELo STATEMENT OF COMPLIANCE

"I AGREE TO COMPLY WITH THE REQUIREMENTS OF THE WATER EFFICIENT LANDSCAPE ORDINANCE AND SUBMIT A COMPLETE LANDSCAPE DOCUMENTATION PACKAGE."

Susan Heiken
SUSAN HEIKEN, PLA
STUDIO 1515

CA LICENSE #6292



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0
SHEET NO.	L-0.0

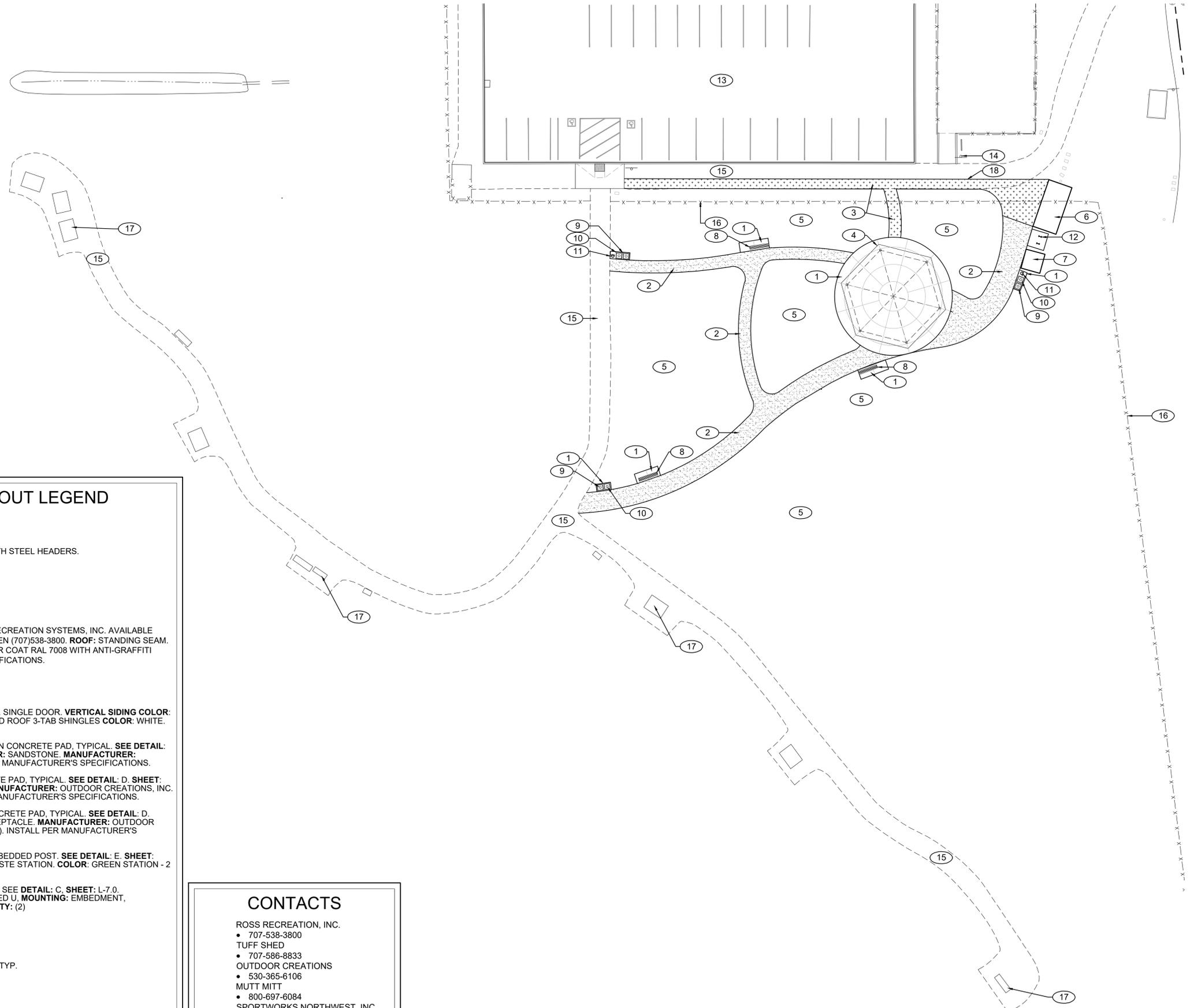
NO.	DATE	REVISIONS	BY	APPD.

STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94559
(707) 252-8115

WETLANDS EDGE PARK
CONSTRUCTION CALLOUT PLAN
AMERICAN CANYON, CALIFORNIA



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0
SHEET NO.	L-2.0



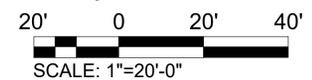
CONSTRUCTION CALLOUT LEGEND

- ① CONCRETE PAVING. SEE **DETAIL: A. SHEET: L-7.0.**
FINISH: MEDIUM BROOM. **COLOR:** NATURAL GRAY.
- ② NATURAL DIRT TRAIL.
BID ALTERNATE: DECOMPOSED GRANITE PAVING WITH STEEL HEADERS.
SEE DETAIL: B. SHEET: L-7.0. COLOR: TAN.
- ③ STABILIZED DECOMPOSED GRANITE PAVING.
MANUFACTURER: ORGANIC-LOCK
SUPPLIER: WHEELER ZAMORINI
COLOR: TAN
INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ④ 44' CHARLESTON SHADE STRUCTURE BY CLASSIC RECREATION SYSTEMS, INC. AVAILABLE THROUGH ROSS RECREATION. CONTACT JON BAWDEN (707)538-3800. **ROOF:** STANDING SEAM. **ROOF COLOR:** SANDSTONE. **FRAME COLOR:** POWDER COAT RAL 7008 WITH ANTI-GRAFFITI CLEAR COAT. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ⑤ PLANTING AREA, TYPICAL.
- ⑥ PUBLIC RESTROOM. SEE CIVIL ENGINEER'S PLANS.
- ⑦ 8'x8' GARDEN RANCH STORAGE SHED BY TUFF SHED. SINGLE DOOR. **VERTICAL SIDING COLOR:** PONYTAIL. **TRIM COLOR:** DELICATE WHITE. STANDARD ROOF 3-TAB SHINGLES **COLOR:** WHITE. PRESSURE TREATED FLOOR.
- ⑧ SURFACE MOUNT BACKLESS WOOD GRAIN BENCH ON CONCRETE PAD, TYPICAL. **SEE DETAIL: C. SHEET: L-7.0. MODEL:** #428 TIMBER SERIES. **COLOR:** SANDSTONE. **MANUFACTURER:** OUTDOOR CREATIONS. **QUANTITY:** (10). INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ⑨ SURFACE MOUNT TRASH RECEPTACLE ON CONCRETE PAD, TYPICAL. **SEE DETAIL: D. SHEET: L-7.0. MODEL:** #515 TIMBER TRASH RECEPTACLE. **MANUFACTURER:** OUTDOOR CREATIONS, INC. **COLOR:** SANDSTONE. **QUANTITY:** (7). INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ⑩ SURFACE MOUNT RECYCLING RECEPTACLE ON CONCRETE PAD, TYPICAL. **SEE DETAIL: D. SHEET: L-7.0. MODEL:** #515 TIMBER RECYCLING RECEPTACLE. **MANUFACTURER:** OUTDOOR CREATIONS, INC. **COLOR:** SANDSTONE. **QUANTITY:** (7). INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ⑪ MUTT MITT DISPENSER ON CONCRETE PAD WITH EMBEDDED POST. **SEE DETAIL: E. SHEET: L-7.0. MANUFACTURER:** MUTT MITT. **MODEL:** DOG WASTE STATION. **COLOR:** GREEN STATION - 2 PLY MUTT MITTS.
- ⑫ EMBEDDED BIKE RACK ON CONCRETE PAD, TYPICAL. **SEE DETAIL: C. SHEET: L-7.0. MODEL/PRODUCT:** WESTPORT NO SCRATCH INVERTED U. **MOUNTING:** EMBEDMENT. **SUPPLIER:** SPORTWORKS NORTHWEST, INC. **QUANTITY:** (2). INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- ⑬ EXISTING ASPHALT PARKING AREA TO REMAIN.
- ⑭ EXISTING PARK SIGN TO REMAIN.
- ⑮ EXISTING DECOMPOSED GRANITE PATH TO REMAIN, TYP.
- ⑯ EXISTING FENCE TO REMAIN.
- ⑰ EXISTING SITE FURNISHINGS TO REMAIN, TYP.
- ⑱ **BID ALTERNATE:** SOUTHEAST TRAILS, PLANTING AND SITE FURNISHINGS.

CONTACTS

- ROSS RECREATION, INC.
• 707-538-3800
- TUFF SHED
• 707-586-8833
- OUTDOOR CREATIONS
• 530-365-6106
- MUTT MITT
• 800-697-6084
- SPORTWORKS NORTHWEST, INC.
• 888-661-0555
- WHEELER ZAMORINI
• 707-543-8400

- REFER TO SHEET L-1.0 FOR CONSTRUCTION NOTES & SPECIFICATIONS.
- REFER TO SHEET L-7.0 FOR CONSTRUCTION DETAILS.

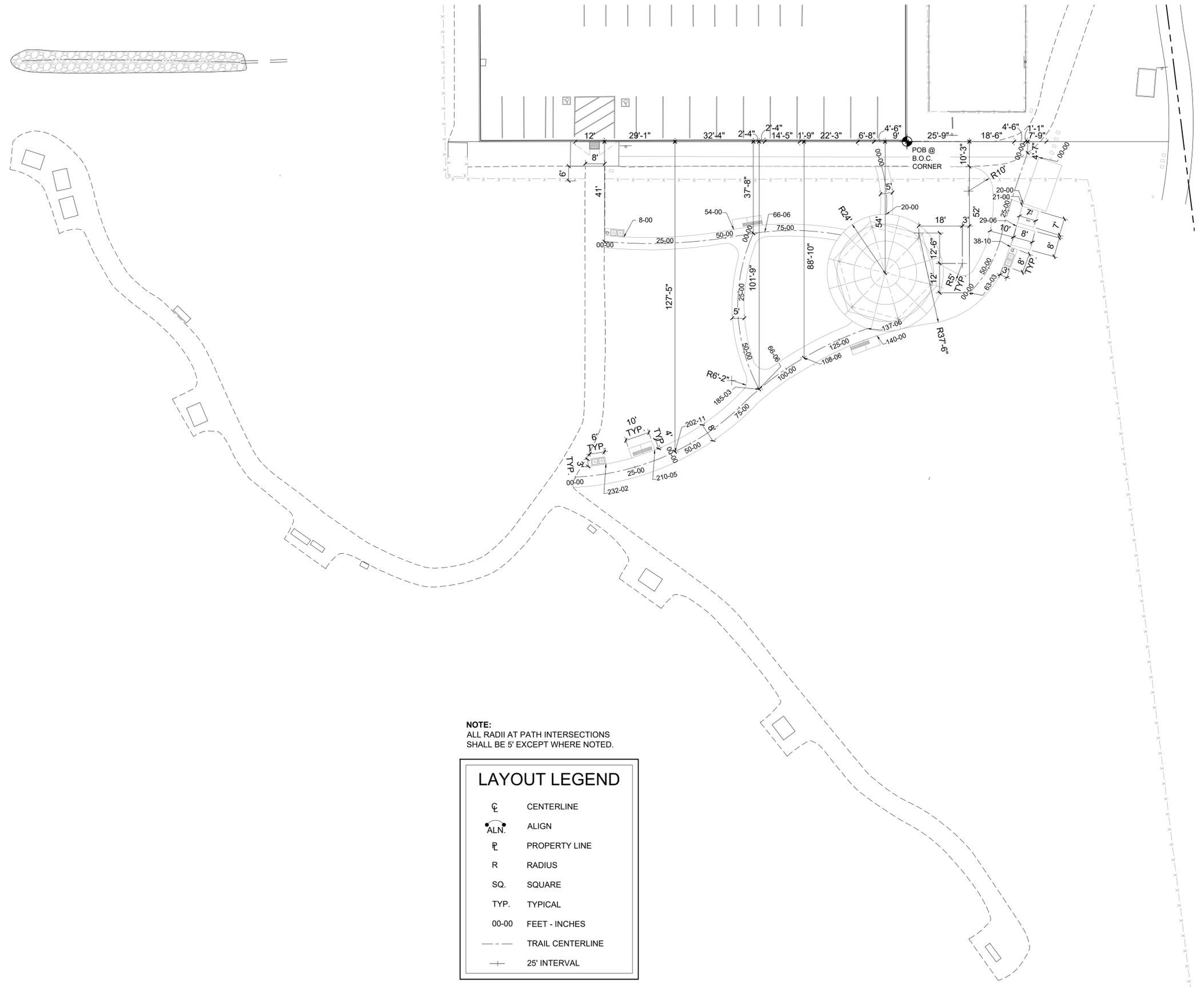


NO.	DATE	REVISIONS	BY / APPD.



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH

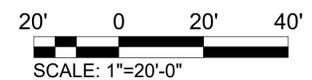
JOB NO. 24_007.0
SHEET NO.
L-3.0

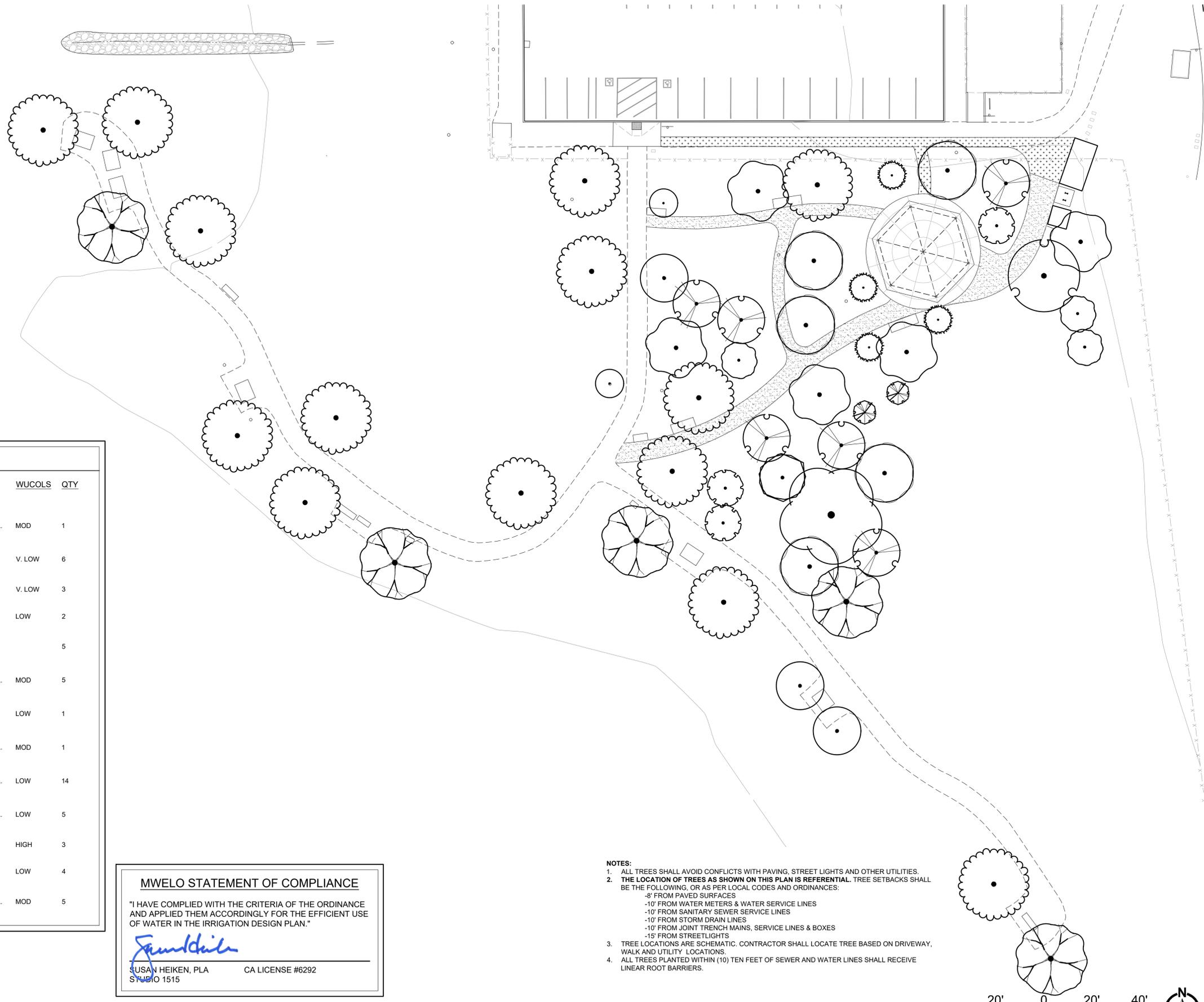


NOTE:
ALL RADII AT PATH INTERSECTIONS
SHALL BE 5' EXCEPT WHERE NOTED.

LAYOUT LEGEND	
	CENTERLINE
	ALIGN
	PROPERTY LINE
	RADIUS
	SQUARE
	TYPICAL
	FEET - INCHES
	TRAIL CENTERLINE
	25' INTERVAL

- REFER TO SHEET L-1.0 FOR GENERAL NOTES & SPECIFICATIONS.
- REFER TO SHEET L-7.0 FOR CONSTRUCTION DETAILS.





TREE LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY
TREES					
	ACER MACROPHYLLUM	BIG LEAF MAPLE	15 GAL.	MOD	1
	AESCULUS CALIFORNICA	CALIFORNIA BUCKEYE	5 GAL.	V. LOW	6
	CERCIS OCCIDENTALIS	WESTERN REDBUD	5 GAL.	V. LOW	3
	CORYLUS CORNUTA CALIFORNICA	WESTERN HAZELNUT	5 GAL.	LOW	2
	EXISTING TREE TO REMAIN	---	---	---	5
	FRAXINUS LATIFOLIA	OREGON ASH	15 GAL.	MOD	5
	GARRYA ELLIPTICA	COAST SILKTASSEL	5 GAL.	LOW	1
	POPULUS FREMONTII	FREMONT COTTONWOOD	15 GAL.	MOD	1
	QUERCUS AGRIFOLIA	COAST LIVE OAK	15 GAL.	LOW	14
	QUERCUS LOBATA	VALLEY OAK	15 GAL.	LOW	5
	SALIX LASIOLEPIS	ARROYO WILLOW	5 GAL.	HIGH	3
	SAMBUCUS MEXICANA	MEXICAN ELDERBERRY	5 GAL.	LOW	4
	UMBELLULARIA CALIFORNICA	BAY LAUREL	15 GAL.	MOD	5

MWELO STATEMENT OF COMPLIANCE

"I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE IRRIGATION DESIGN PLAN."

Susan Heiken
SUSAN HEIKEN, PLA
STUDIO 1515

CA LICENSE #6292

NOTES:

- ALL TREES SHALL AVOID CONFLICTS WITH PAVING, STREET LIGHTS AND OTHER UTILITIES.
- THE LOCATION OF TREES AS SHOWN ON THIS PLAN IS REFERENTIAL. TREE SETBACKS SHALL BE THE FOLLOWING, OR AS PER LOCAL CODES AND ORDINANCES:
-8' FROM PAVED SURFACES
-10' FROM WATER METERS & WATER SERVICE LINES
-10' FROM SANITARY SEWER SERVICE LINES
-10' FROM STORM DRAIN LINES
-10' FROM JOINT TRENCH MAINS, SERVICE LINES & BOXES
-15' FROM STREETLIGHTS
- TREE LOCATIONS ARE SCHEMATIC. CONTRACTOR SHALL LOCATE TREE BASED ON DRIVEWAY, WALK AND UTILITY LOCATIONS.
- ALL TREES PLANTED WITHIN (10) TEN FEET OF SEWER AND WATER LINES SHALL RECEIVE LINEAR ROOT BARRIERS.

- REFER TO SHEET L-1.0 FOR PLANTING NOTES & SPECIFICATIONS.
- REFER TO SHEET L-8.0 FOR PLANTING DETAILS.



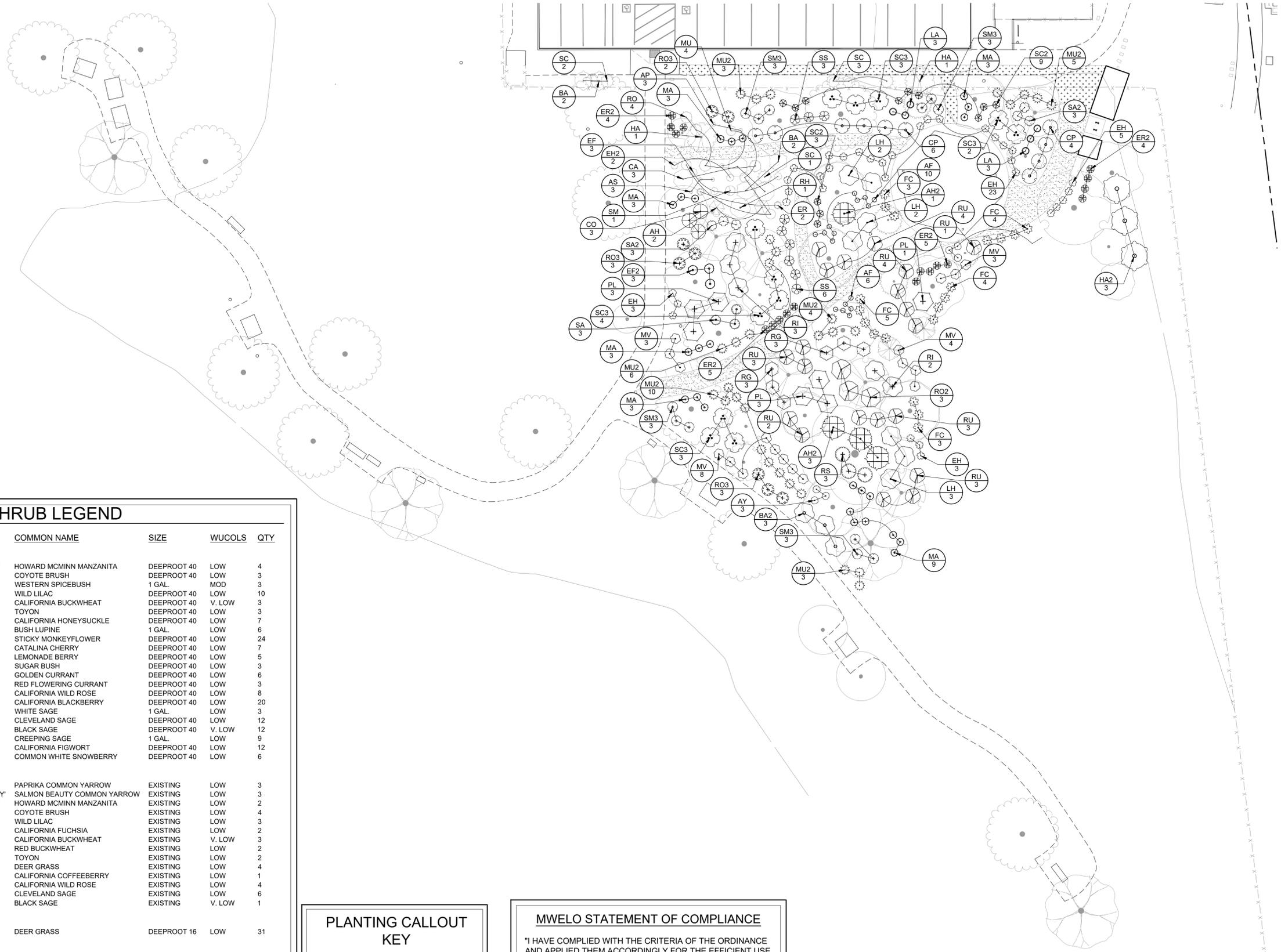
NO.	DATE	REVISIONS	BY	APPRO



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH

JOB NO. 24_007.0

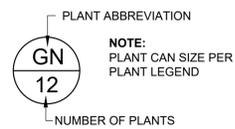
SHEET NO.
L-5.0



SHRUB LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY
SHRUBS					
AH2	ARCTOSTAPHYLOS X 'HOWARD MCMINN'	HOWARD MCMINN MANZANITA	DEEPROOT 40	LOW	4
BA2	BACCHARIS PILULARIS	COYOTE BRUSH	DEEPROOT 40	LOW	3
CO	CALYCANTHUS OCCIDENTALIS	WESTERN SPICEBUSH	1 GAL.	MOD	3
CP	CEANOTHUS GLORIOSUS PORRECTUS	WILD LILAC	DEEPROOT 40	LOW	10
EF2	ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	DEEPROOT 40	V. LOW	3
HA2	HETEROMELES ARBUTIFOLIA	TOYON	DEEPROOT 40	LOW	3
LH	LONICERA HISPIDULA	CALIFORNIA HONEYSUCKLE	DEEPROOT 40	LOW	7
LA	LUPINUS ALBIFRONS	BUSH LUPINE	1 GAL.	LOW	6
MA	MIMULUS AURANTIACUS	STICKY MONKEYFLOWER	DEEPROOT 40	LOW	24
PL	PRUNUS ILICIFOLIA LYONII	CATALINA CHERRY	DEEPROOT 40	LOW	7
RI	RHUS INTEGRIFOLIA	LEMONADE BERRY	DEEPROOT 40	LOW	5
RO2	RHUS OVATA	SUGAR BUSH	DEEPROOT 40	LOW	3
RG	RIBES AUREUM	GOLDEN CURRANT	DEEPROOT 40	LOW	6
RS	RIBES SANGUINEUM	RED FLOWERING CURRANT	DEEPROOT 40	LOW	3
RO3	ROSA CALIFORNICA	CALIFORNIA WILD ROSE	DEEPROOT 40	LOW	8
RU	RUBUS URSINUS	CALIFORNIA BLACKBERRY	DEEPROOT 40	LOW	20
SA	SALVIA APIANA	WHITE SAGE	1 GAL.	LOW	3
SC3	SALVIA CLEVELANDII	CLEVELAND SAGE	DEEPROOT 40	LOW	12
SM3	SALVIA MELLIFERA	BLACK SAGE	DEEPROOT 40	V. LOW	12
SS	SALVIA SONOMENSIS	CREeping SAGE	1 GAL.	LOW	9
SC2	SCROPHULARIA CALIFORNICA	CALIFORNIA FIGWORT	DEEPROOT 40	LOW	12
SA2	SYMPHORICARPOS ALBUS	COMMON WHITE SNOWBERRY	DEEPROOT 40	LOW	6
EXISTING TO REMAIN					
AP	ACHILLEA MILLEFOLIUM 'PAPRIKA'	PAPRIKA COMMON YARROW	EXISTING	LOW	3
AS	ACHILLEA MILLEFOLIUM 'SALMON BEAUTY'	SALMON BEAUTY COMMON YARROW	EXISTING	LOW	3
AH	ARCTOSTAPHYLOS X 'HOWARD MCMINN'	HOWARD MCMINN MANZANITA	EXISTING	LOW	2
BA	BACCHARIS PILULARIS	COYOTE BRUSH	EXISTING	LOW	4
CA	CEANOTHUS SPP.	WILD LILAC	EXISTING	LOW	3
EH2	EPILOBIUM CANUM	CALIFORNIA FUCHSIA	EXISTING	LOW	2
EF	ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	EXISTING	V. LOW	3
ER	ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	EXISTING	LOW	2
HA	HETEROMELES ARBUTIFOLIA	TOYON	EXISTING	LOW	2
MU	MUHLENBERGIA RIGENS	DEER GRASS	EXISTING	LOW	4
RH	RHAMNUS CALIFORNICA	CALIFORNIA COFFEEBERRY	EXISTING	LOW	1
RO	ROSA CALIFORNICA	CALIFORNIA WILD ROSE	EXISTING	LOW	4
SC	SALVIA CLEVELANDII	CLEVELAND SAGE	EXISTING	LOW	6
SM	SALVIA MELLIFERA	BLACK SAGE	EXISTING	V. LOW	1
GRASSES					
MU2	MUHLENBERGIA RIGENS	DEER GRASS	DEEPROOT 16	LOW	31
PERENNIALS					
AY	ACHILLEA MILLEFOLIUM CALIFORNICA	CALIFORNIA COMMON YARROW	4"	LOW	6
AF	ASCLEPIAS FASCICULARIS	NARROWLEAF MILKWEED	1 GAL.	LOW	16
EH	EPILOBIUM CANUM	CALIFORNIA FUCHSIA	DEEPROOT 16	LOW	34
ER2	ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	DEEPROOT 40	LOW	18
FC	FRAGARIA CHILOENSIS	BEACH STRAWBERRY	1 GAL.	MOD	19
MV	MONARDELLA VILLOSA	COYOTE MINT	4"	LOW	18

PLANTING CALLOUT KEY



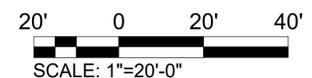
MWEO STATEMENT OF COMPLIANCE

"I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN."

Susan Heiken

SUSAN HEIKEN, PLA CA LICENSE #6292
STUDIO 1515

- REFER TO SHEET L-1.0 FOR PLANTING NOTES & SPECIFICATIONS.
- REFER TO SHEET L-8.0 FOR PLANTING DETAILS.





NO.	DATE	BY	APP.

STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94559
(707) 252-8115

WETLANDS EDGE PARK
SHRUB IRRIGATION PLAN
AMERICAN CANYON, CALIFORNIA



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0
SHEET NO.	L-6.1

IRRIGATION POINT OF CONNECTION (POC) 'A'

IRRIGATION POINT OF CONNECTIONS:
EXISTING 2" SERVICE LINE AND 2" WATER METER FOR RECYCLED WATER SYSTEM. REFER TO CIVIL ENGINEER'S PLANS AND/OR JOINT UTILITY PLANS FOR COORDINATION OF SIZES AND LOCATIONS.

IRRIGATION DESIGN BASED ON THE ASSUMPTION OF A MINIMUM STATIC WATER PRESSURE OF 95 P.S.I. AT THE POINT OF CONNECTION AND A MAXIMUM FLOW RATE OF 32 GPM. CONTRACTOR TO VERIFY AND CONTACT LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.

WATER PURVEYOR:
CITY OF AMERICAN CANYON
4381 BROADWAY STREET, SUITE 201
AMERICAN CANYON, CALIFORNIA 94503
707-647-5325

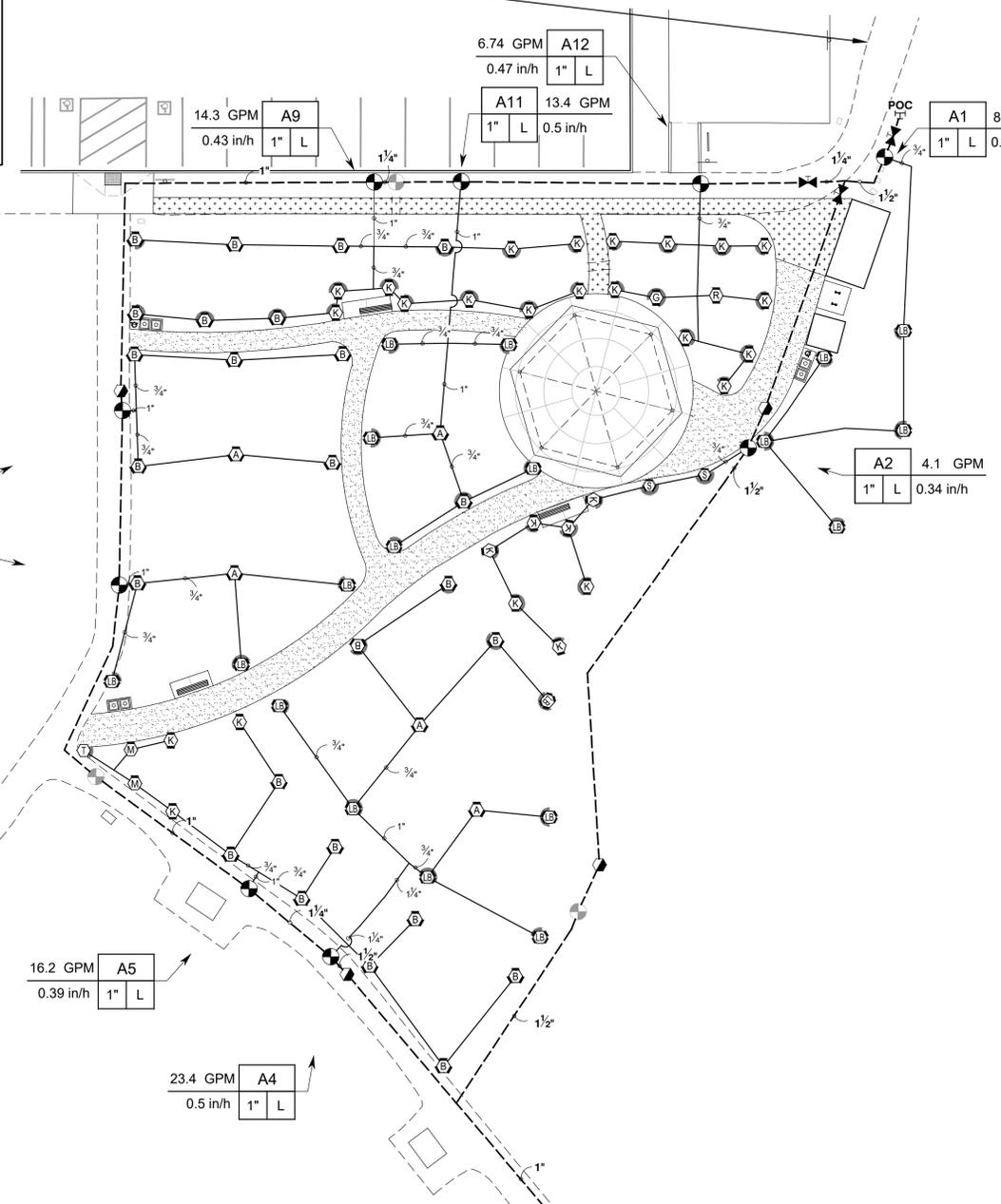
ELECTRICAL POINT OF CONNECTION (POC) 'A'

EXISTING ELECTRICAL POINT OF CONNECTIONS: 120 VOLT POWER FOR IRRIGATION CONTROLLERS.

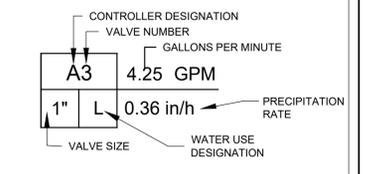
VERIFY THE ACCURACY OF ALL INFORMATION IN THE FIELD PRIOR TO BEGINNING ANY WORK. NOTIFY OWNER AND LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.

IRRIGATION LEGEND

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION
⊙	RAIN BIRD 1806-SAM-PRS SQ SERIES SHRUB SPRAY GIN, POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL, 1/2IN. NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, AND PRESSURE REGULATING DEVICE.
⊕	HUNTER MP CORNER MP-STAKE-PRS40-CV SHRUB ROTATOR, 6IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. T=TURQUOISE ADJ ARC 45-105 ON PRS40 BODY.
⊕ L ⊕	HUNTER MP1000 MP-STAKE-PRS40-CV SHRUB ROTATOR, 6IN. POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. M=MAROON ADJ ARC 90 TO 210, L=LIGHT BLUE 210 TO 270 ARC, O=OLIVE 360 ARC ON PRS40 BODY.
⊕ G ⊕ R	HUNTER MP2000 MP-STAKE-PRS40-CV SHRUB ROTATOR, 6IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. K=BLACK ADJ ARC 90-210, G=GREEN ADJ ARC 210-270, R=RED 360 ARC ON PRS40 BODY.
⊕ Y ⊕ A	HUNTER MP3000 MP-STAKE-PRS40-CV SHRUB ROTATOR, 6IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. B=BLUE ADJ ARC 90-210, Y=YELLOW ADJ ARC 210-270, A=GRAY 360 ARC ON PRS40 BODY.
⊕ B	HUNTER MP3500 MP-STAKE-PRS40-CV SHRUB ROTATOR, 6IN. POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. LB=LIGHT BROWN, ADJUSTABLE ARC, 90-210, ON PRS40 BODY.
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION
⊕	WEATHERMATIC MAX-DW-XPR-NP PLASTIC REMOTE CONTROL VALVE WITH PRESSURE REGULATOR, 1IN., 1-1/2IN., 2IN. SIZE AS NOTED, WITH NON-POTABLE PURPLE HANDLE.
⊕	RAIN BIRD 44-NP 1" BRASS QUICK-COUPLING VALVE, WITH CORROSION-RESISTANT STAINLESS STEEL SPRING, WITH SWING ASSEMBLY OF RAIN BIRD TSJ-12. LOCKING NON-POTABLE PURPLE RUBBER COVER, AND 2-PIECE BODY.
⊕	NIBCO T-113 CLASS 125 BRONZE GATE SHUT OFF VALVE WITH PURPLE WHEEL HANDLE, SAME SIZE AS MAINLINE PIPE DIAMETER AT VALVE LOCATION. SIZE RANGE - 1/4" - 3"
⊕	WEATHERMATIC 8200CR-XS24NP 1-1/2" BRASS REMOTE CONTROL VALVE WITH NON-POTABLE ALERT SOLENOID, 1IN.-3IN. SIZE AS NOTED.
⊕	EXISTING BACKFLOW PREVENTER 2" EXISTING REDUCED PRESSURE BACKFLOW PREVENTER
⊕	RAIN MASTER DXI-PSBTW LAGUNA DXI AC DECODER CONTROLLER, TYPE 2 STAINLESS-STEEL SECURITY PEDESTAL MOUNT, 200 STATIONS, ETHERNET READY, FLOW SENSOR READY, COMPATIBLE WITH PRO MAX CONNECT APP.
⊕	WEATHERMATIC SLFSI-T15-MAX 1" 1-1/2IN. FLANGED FLOW ASSEMBLY WITH MAX-DW-15 MASTER VALVE AND SLFSI-T15 FLOW SENSOR
POC	POINT OF CONNECTION 2" TIE INTO EXISTING RECYCLED WATER IRRIGATION SYSTEM.
---	IRRIGATION LATERAL LINE: PURPLE PVC CLASS 200 SDR 21-NP
---	IRRIGATION LATERAL LINE: PURPLE PVC CLASS 200 SDR 21-NP
---	IRRIGATION MAINLINE: PURPLE PVC SCHEDULE 40 - NP
---	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE & WIRE CONDUIT - PIPE SLEEVING IS 2X DIAMETER OF PIPE.



IRRIGATION CALLOUT KEY



IRRIGATION LAYOUT NOTE

THE IRRIGATION PLAN IS DIAGRAMMATIC. ALL IRRIGATION EQUIPMENT SHOWN WITHIN PAVED AREA IS FOR DESIGN CLARIFICATION ONLY AND SHALL BE INSTALLED IN THE PLANTING AREAS WHERE POSSIBLE. ALL VALVES AND SYSTEM EQUIPMENT SHALL BE LOCATED IN PLANTING AREAS. CONTRACTOR SHALL INSTALL MAINLINE AND LATERALS CLEAR OF JOINT TRENCH AND OTHER UTILITIES PER CODE.

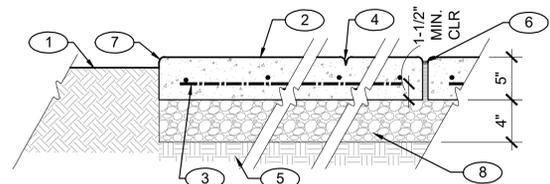
MWELo STATEMENT OF COMPLIANCE

"I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE IRRIGATION DESIGN PLAN."

Susan Heiken
SUSAN HEIKEN, PLA CA LICENSE #6292
STUDIO 1515

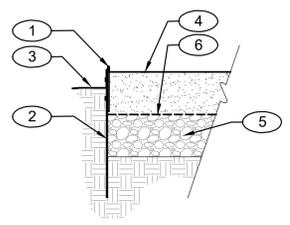
• REFER TO SHEET L-1.0 FOR IRRIGATION NOTES & SPECIFICATIONS.
• REFER TO SHEET L-9.0 FOR IRRIGATION DETAILS.





- 1 FINISH GRADE - 1" BELOW TOP OF PAVING AT TURF AREAS AND 2" BELOW TOP OF PAVING AT SHRUB AREAS.
- 2 CONCRETE SLAB: MEDIUM BROOM FINISH.
- 3 #3 REBAR @ 18" O.C. BOTH WAYS.
- 4 1/4" WIDE CONTROL JOINT, 1/3 DEPTH OF SLAB. SEE PLANS FOR LOCATION.
- 5 SUBGRADE MOISTURE CONDITIONED AND COMPACTED PER GEOTECHNICAL RECOMMENDATIONS.
- 6 3/8" IMPREGNATED ASPHALTIC FIBER EXPANSION JOINT (20' O.C. MAX) AND WHERE PAVING MEETS EXISTING PAVING, BLDG SLABS, STRUCTURES, TYP.
- 7 1/2" TOOLED RADIUS.
- 8 CLASS II AGGREGATE BASE MOISTURE CONDITIONED AND COMPACTED TO 95% RELATIVE COMPACTION. SHALL BE FIRM AND UNYIELDING WHEN PROOF ROLLED.

A CONCRETE PAVING
SCALE: 1-1/2"=1'-0"



- 1 SHURLOCK STEEL LANDSCAPE EDGING, 1/2" THICK x 4" HIGH WHERE ADJACENT TO LANDSCAPE. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- 2 12" STEEL STAKE.
- 3 FINISH GRADE - 2" BELOW TOP OF PAVING AT SHRUB/GROUND COVER AREA, 1" BELOW TOP OF PAVING AT TURF AREA.
- 4 DECOMPOSED GRANITE. 4" THICK COMPACTED IN TWO SEPARATE LIFTS.
- 5 4" THICK CLASS II AGGREGATE BASE. MOISTURE CONDITION AND COMPACT TO 95% RELATIVE COMPACTION.
- 6 FILTER FABRIC.

B DECOMPOSED GRANITE
SCALE: 1-1/2"=1'-0"

MODEL # 428 - FLAT WOODGRAIN BENCH, 72" x 24" x 18" | OUTDOOR CREATIONS, INC. | SCALE: 1" = 18" | CUSTOMER APPROVAL x | DRAWN BY: MNC

WEIGHT: 750 LBS
TEXTURE: Woodgrain
COLOR:
SEALER:

NOTES:
1. Concrete mix design to include a mixture of Portland Cement, water, coarse and fine aggregates, pure mineral oxide coloring agents (when applicable) to yield a minimum compressive strength of 5000 psi.
2. Final product shall be reinforced with #4 and #5 rebar grid.
3. Product is cast in 1-piece with no assembly required.
4. Hairline cracks may develop over time. These are not structural failures, but inherent characteristics of the material itself.
5. Air pockets are a common occurrence in precast products. The frequency and size of air pockets are variable and to be expected, especially on vertical surfaces.
6. Concrete corners and edges will chip if not handled according to guidelines. Patch kits are available but may or may not blend and can be variable.
7. There is a level of care and maintenance associated with your product and is the responsibility of the end user. Choosing the right sealer can help minimize those costs.

OUTDOOR CREATIONS, INC.
2270 Barney Street
Anderson, CA 96007
(530) 365-6106
FAX (530) 365-5129

C BENCH

MODEL # 515 - CONCRETE SQUARE WOODGRAIN TRASH RECEPTACLE | OUTDOOR CREATIONS, INC. | SCALE: 1" = 18" | CUSTOMER APPROVAL x | DRAWN BY: MNC

WEIGHT: 1275 LBS
TEXTURE: Woodgrain
COLOR:
SEALER:

NOTES:
1. Concrete mix design to include a mixture of Portland Cement, water, coarse and fine aggregates, pure mineral oxide coloring agents (when applicable) to yield a minimum compressive strength of 5000 psi.
2. Final product shall be reinforced with #4 and #5 rebar grid.
3. Product is cast in 1-piece with no assembly required.
4. Hairline cracks may develop over time. These are not structural failures, but inherent characteristics of the material itself.
5. Air pockets are a common occurrence in precast products. The frequency and size of air pockets are variable and to be expected, especially on vertical surfaces.
6. Concrete corners and edges will chip if not handled according to guidelines. Patch kits are available but may or may not blend and can be variable.
7. There is a level of care and maintenance associated with your product and is the responsibility of the end user. Choosing the right sealer can help minimize those costs.

OUTDOOR CREATIONS, INC.
2270 Barney Street
Anderson, CA 96007
(530) 365-6106
FAX (530) 365-5129

D WASTE & RECYCLING RECEPTACLE

DOG WASTE STATION WITH ROUND CAN

Includes Everything:
Bag Dispenser -with 2 keys
Telescoping Post -strong
Waste Can - 12-gallon, with lid & liner clamps
Sign -high visibility
400 Mutt Mitts & 25 Can Liners
Hardware & Installation Instructions

Choose Color: Dark Green or White/Black
Choose Bag Type: 2-Ply or Single Ply

Material: Rustproof Aluminum, maintenance-free
Header Spacing: 2 Prongs, 5" apart, fits all header bags
Installed Dimensions: 72" h x 13" w x 15" d
10-Year Warranty

E MUTT MITT DISPENSER

Westport No Scratch™, Surface Mount Bike Rack | Technical Drawing

PRODUCT WEIGHT = 27.0 LB

Sportworks Northwest Inc. | 15540 Wood Red Rd NE, Bldg A-200 | Woodinville, WA 98072 | www.sportworks.com
Contact: Tel: 425-483-7000 | Fax: 425-488-0001 | salesandsupport@sportworks.com
All dimensions in inches. All dimensions and specifications nominal. Specifications are subject to change without notice. Copyright © 2019 Sportworks Northwest, Inc. All rights reserved.

FILE NAME: 3001-6-02.dwg, REVISION A, 1, REVISION DATE: 2/13/2019

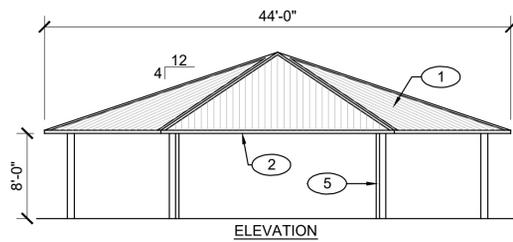
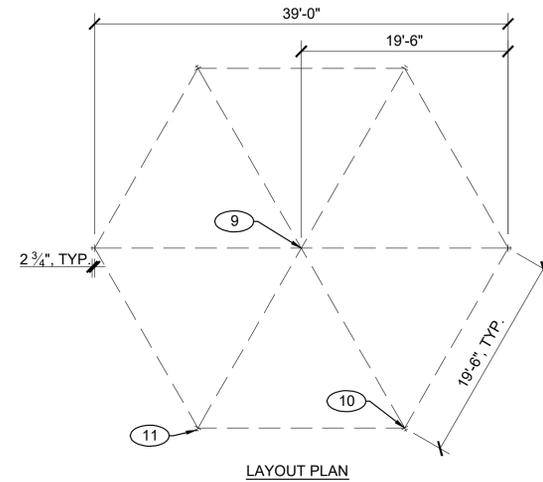
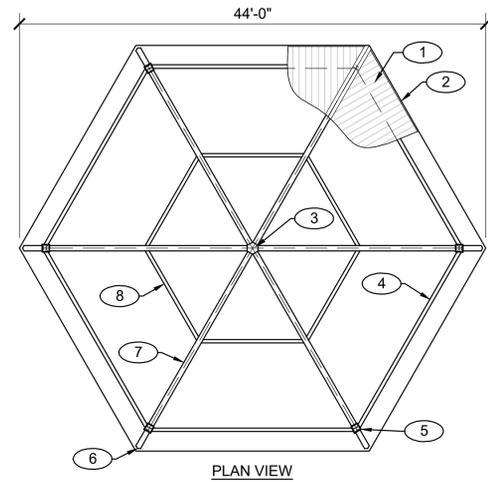
F BIKE RACK
SCALE: NTS

NO.	DATE	REVISIONS	BY	APPRO

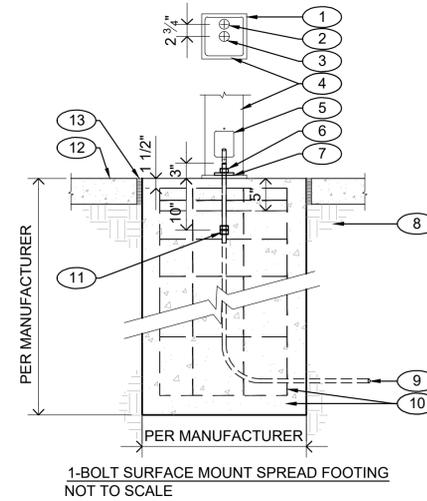
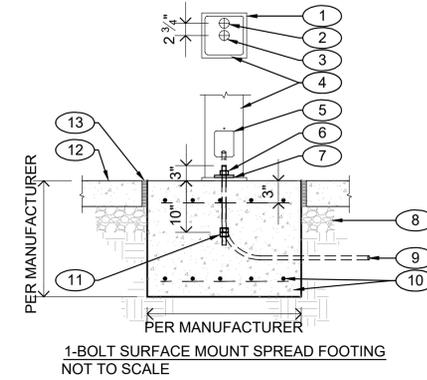
STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94559
(707) 252-8115



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0
SHEET NO.	L-7.0



- ① 24 GAUGE HR-36 STEEL ROOF.
- ② 24 GAUGE FASCIA TRIM.
- ③ COMPRESSION RING.
- ④ PERIMETER BEAM.
- ⑤ 8"X8" COLUMN.
- ⑥ EXTENSION BEAM.
- ⑦ MAIN BEAM.
- ⑧ MID BEAM.
- ⑨ CENTER OF STRUCTURE.
- ⑩ CENTER OF FOOTING A- BOLT AND COLUMN.
- ⑪ CENTER OF ELECTRICAL CONDUIT IF REQUIRED.



- ① BASE PLATE.
- ② ELECTRICAL CONDUIT IF REQUIRED.
- ③ A-BOLT HOLE.
- ④ 8"X8" COLUMN.
- ⑤ HANDHOLE WITH COVER.
- ⑥ HEX NUT BY CONTRACTOR.
- ⑦ WASHER AND BASE-PLATE.
- ⑧ OPTIONAL BASE ROCK OR COMPACTED SUBGRADE.
- ⑨ STUB ELECTRICAL CONDUIT PER LOCAL CODE.
- ⑩ CONCRETE FOOTING AND REBAR PER STRUCTURAL ENGINEER.
- ⑪ ALL THREAD BOLT AND HEX NUTS PER STRUCTURAL ENGINEER.
- ⑫ CONCRETE SLAB.
- ⑬ EXPANSION JOINT MATERIAL.

FOOTING NOTE:
FOOTING WILL BE DETERMINED BY MANUFACTURER'S STRUCTURAL ENGINEERS DURING THE FINAL DESIGN

A **PREFABRICATED SHADE STRUCTURE**
SCALE: 1/8"=1'-0"

NO.	DATE	REVISIONS	BY	APPD

STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94559
(707) 252-8115

WETLANDS EDGE PARK
CONSTRUCTION DETAILS
AMERICAN CANYON, CALIFORNIA



DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0

SHEET NO.
L-7.1

SPECIAL STREET TREE REQUIREMENTS:

- 15 GALLON CONTAINER STOCK
- 7 FOOT MINIMUM HEIGHT
- PLANT 5 FEET FROM BACK OF SIDEWALK OR 9 FEET FROM BACK OF CURB WHERE THERE IS NO SIDEWALK.
- PLANT WITHIN INDIVIDUAL LOT 5 FEET FROM PROPERTY LINE WHERE POSSIBLE.
- SPECIMEN TO BE SELECTED FROM APPROVED CITY LIST ONLY.
- SOME SPECIMENS MAY REQUIRE ROOT BARRIER AND VERTICAL DRAIN.
- LOCATION AND PLANTING ARE SUBJECT TO CITY ENGINEER INSPECTION.

NOTES:

- BACKFILL MATERIAL: MIX EXISTING SOIL WITH 1/3 NITRATED REDWOOD SOIL CONDITIONER.
- DO NOT PLANT WITHIN 6" OF ANY UNDERGROUND UTILITY.

CITY OF AMERICAN CANYON		DATE 5/1/95
PLANTING DETAILS		SCALE NONE
DRAWN		STANDARD DWG. # 9.02
CITY OF AMERICAN CANYON		

NOTES:

- TREES SHALL BE LOCATED SO THEY ARE 2'-0" (MIN.) CLEAR OF ALL PEDESTRIAN PATHWAYS AND ROAD PAVEMENT OR GROUND COVER (I.E., CONC. SIDEWALKS, BRICK PAVERS SET IN MORTAR ETC.)
- PLASTIC OR FIBERGLASS ROOT CONTROL BARRIER MUST BE INSTALLED IF TREE IS TO BE PLANTED WITHIN 5' OF CURB, SIDEWALK OR OTHER RIGID PAVEMENT. ROOT CONTROL BARRIER SHALL BE "DEEP ROOT" MODEL 22-49-18, "CENTURY ROOT CONTROLLER" MODEL RC 24 X 70 OR ANY SIMILAR COMMERCIALY AVAILABLE PRODUCT SPECIFICALLY INTENDED FOR TREE ROOT CONTROL BY THE MANUFACTURER.
- 3/4" - 1" RIVER ROCK MUST BE PLACED ALONG OUTSIDE OF ROOT BARRIER

CITY OF AMERICAN CANYON		DATE 5/1/95
TREE ROOT CONTROL		SCALE NONE
DRAWN		STANDARD DWG. # 9.01
CITY OF AMERICAN CANYON		

PROVIDE CITY WITH PLANTING MIXTURE SPECIFICATIONS

CITY OF AMERICAN CANYON		DATE 5/1/95
SHRUB PLANTING DETAILS		SCALE NONE
DRAWN		STANDARD DWG. # 9.05
CITY OF AMERICAN CANYON		

NO.	DATE	REVISIONS	BY

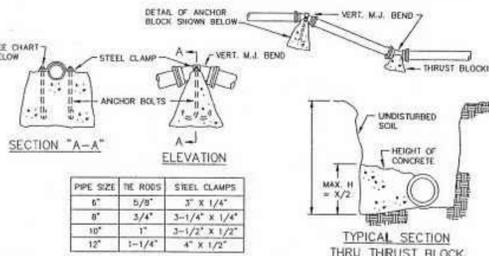
STUDIO 1515
LANDSCAPE ARCHITECTURE
1426 FOURTH STREET NAPA, CA 94959
(707) 252-8115

WETLANDS EDGE PARK
IRRIGATION DETAILS
AMERICAN CANYON, CALIFORNIA



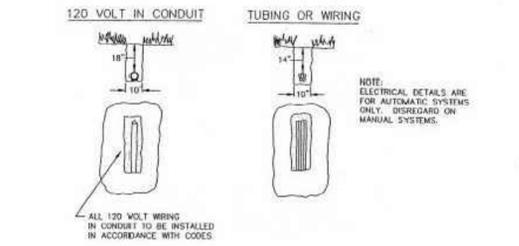
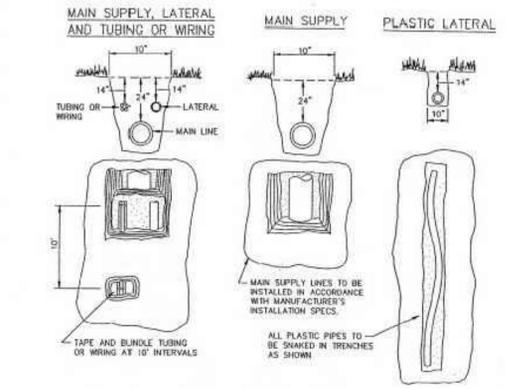
DATE	DEC 27, 2024
DRAWN	TB
DESIGNED	RB
CHECKED	SH
JOB NO.	24_007.0
SHEET NO.	L-9.0

REQUIRED BEARING AREA - TOTAL SQUARE FEET						
TYPE OF FITTING	90° BEND	45° BEND	11 1/4" OR 22 1/2" BEND	TEE OR DEAD END	TEE W/PLUG	CROSS W/PLUGS
4"	3	2	1	3	3	4
6"	4	3	2	4	4	5
8"	7	5	3	7	7	9
10"	12	8	5	12	12	15
12"	16	11	7	16	16	20

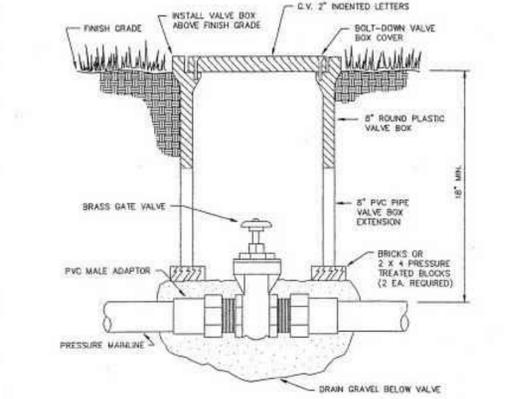


- NOTES:**
- THRUST BLOCKS AND ANCHOR BLOCKS TO BE CONSTRUCTED OF CLASS B CONCRETE.
 - AREAS GIVEN ARE FOR CLASS 150 PIPE AT TEST PRESSURE OF 150 PSI IN SOIL WITH PSI BEARING CAPACITY. INSTALLATIONS USING DIFFERENT PIPE, TEST PRESSURES AND/OR SOIL TYPES SHOULD ADJUST AREAS ACCORDINGLY. SUBJECT TO APPROVAL OF ENGINEER.
 - BLOCKS TO BE POURED AGAINST UNDISTURBED SOIL. WHERE UNDISTURBED SOIL IS NOT AVAILABLE, SIZE THE THRUST BLOCK ACCORDING TO THE VOLUME OF CONCRETE REQUIRED FOR ANCHOR BLOCK.
 - JOINTS AND FACE OF PLUGS TO BE KEPT CLEAR OF CONCRETE.
 - USE MECHANICAL JOINT RETAINER GLANDS AT ALL ANCHOR BLOCK FITTINGS.
 - POLYWRAP FITTINGS IN ACCORDANCE WITH ENGINEERING STANDARD SPECIFICATIONS.

CITY OF AMERICAN CANYON
THRUST BLOCK & ANCHOR BLOCK DETAILS
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 7.12

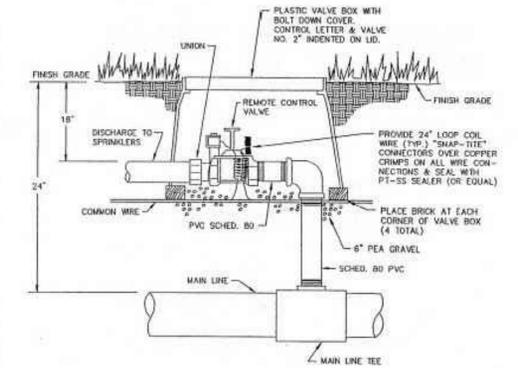


CITY OF AMERICAN CANYON
TYPICAL TRENCHING DETAIL
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.01



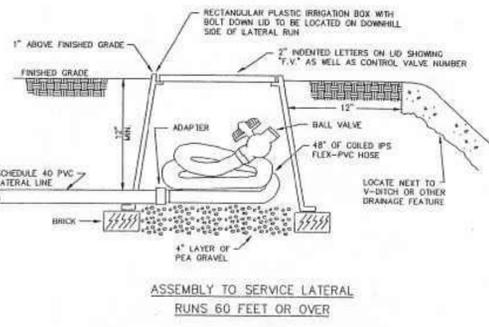
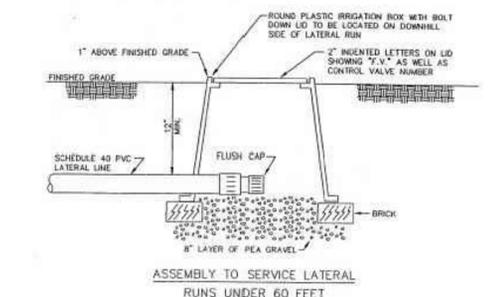
- NOTES:**
- VALVE BOX SHALL BE CONSTRUCTED OF GREEN PLASTIC OR FIBERGLASS MATERIAL WITH A BOLT DOWN COVER.
 - VALVE BOX AND PIPE SHALL BE INSTALLED, CENTERED & PLUMB ABOVE VALVE.

CITY OF AMERICAN CANYON
ISOLATION VALVE INSTALLATION DETAIL
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.07

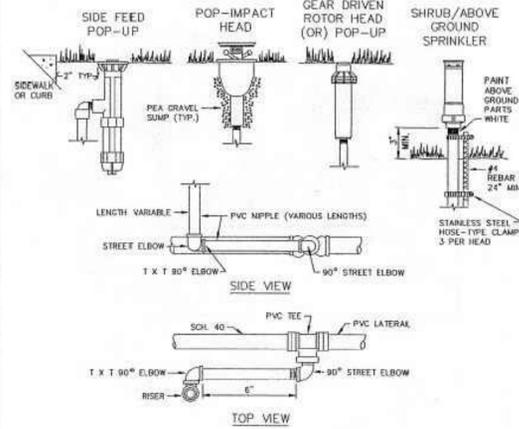


- NOTES:**
- INSTALL WIRE PER CODE.
 - TAPE AND BUNDLE WIRE EVERY 10'.
 - PROVIDE EXPANSION COILS AT EACH WIRE CONNECTION IN BOX.
 - COMPACT SOIL ADJACENT TO BOX.

CITY OF AMERICAN CANYON
REMOTE CONTROL VALVE ASSEMBLY DETAIL
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.03

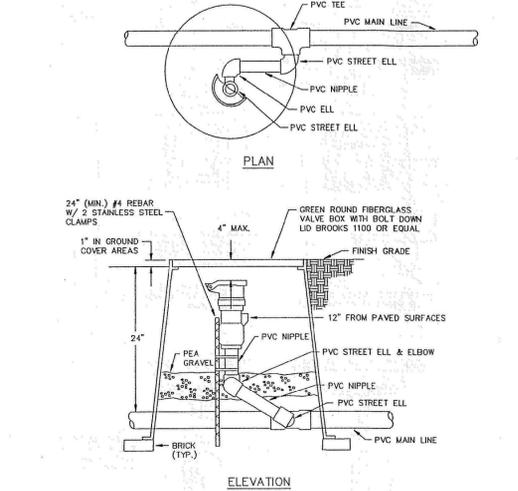


CITY OF AMERICAN CANYON
FLUSH VALVE DETAIL FOR DRIP EMITTER SYSTEMS
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.05



- NOTES:**
- COMPACT SOIL TO 90% RELATIVE COMPACTION.
 - ALL COMPONENTS FOR THE SWING JOINT SHALL BE PVC SCHEDULE 80 OR MARLEX 90° (STREET) ELBOWS ON LATERAL SWING ASSEMBLIES.
 - NO ABOVE GROUND SPRINKLER HEADS SHALL BE PLACED AT CURBSIDE OR OTHER AREAS OF PREDICTABLE PEDESTRIAN OR VEHICLE TRAFFIC.

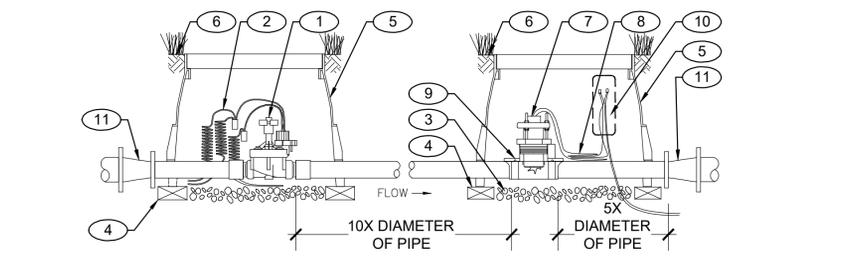
CITY OF AMERICAN CANYON
SWING JOINT & SPRINKLER HEAD DETAILS
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.04



- NOTES:**
- TEFLON TAPE REQUIRED ON ALL THREADED FITTINGS.
 - QUICK COUPLER TO BE RAMBRID 44 NP OR APPROVED EQUAL.
 - ALL FITTINGS AND NIPPLES TO BE SCHEDULE 80.

CITY OF AMERICAN CANYON
QUICK COUPLER MAIN LINE
DATE: 2/1/95
SCALE: NONE
STANDARD DWG # 10.02

- NORMALLY OPEN MASTER VALVE(S)
- 36-INCH LENGTH OF COILED WIRE TO SATELLITE CONTROLLER SPARE STATION
- 3-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL
- BRICK
- VALVE BOX WITH COVER - 12-INCH SIZE
- FINISH GRADE
- RAIN BIRD FS SERIES 350 FLOW SENSOR(S)
- 36-INCH LENGTH OF COILED PE-CABLE TO FLOW SENSING EQUIPMENT AT CCU/SATELLITE CONTROLLER ASSEMBLY
- DOUBLE-STRAP SADDLE
- SEE SITECONTROL DETAIL 612 FOR SPLICE. SEE FLOW SENSOR DETAIL FOR WIRING DIAGRAM.
- CONCENTRIC REDUCER



FLOW SENSOR AND MASTER VALVE
SCALE: NTS

CITY OF
AMERICAN
CANYON

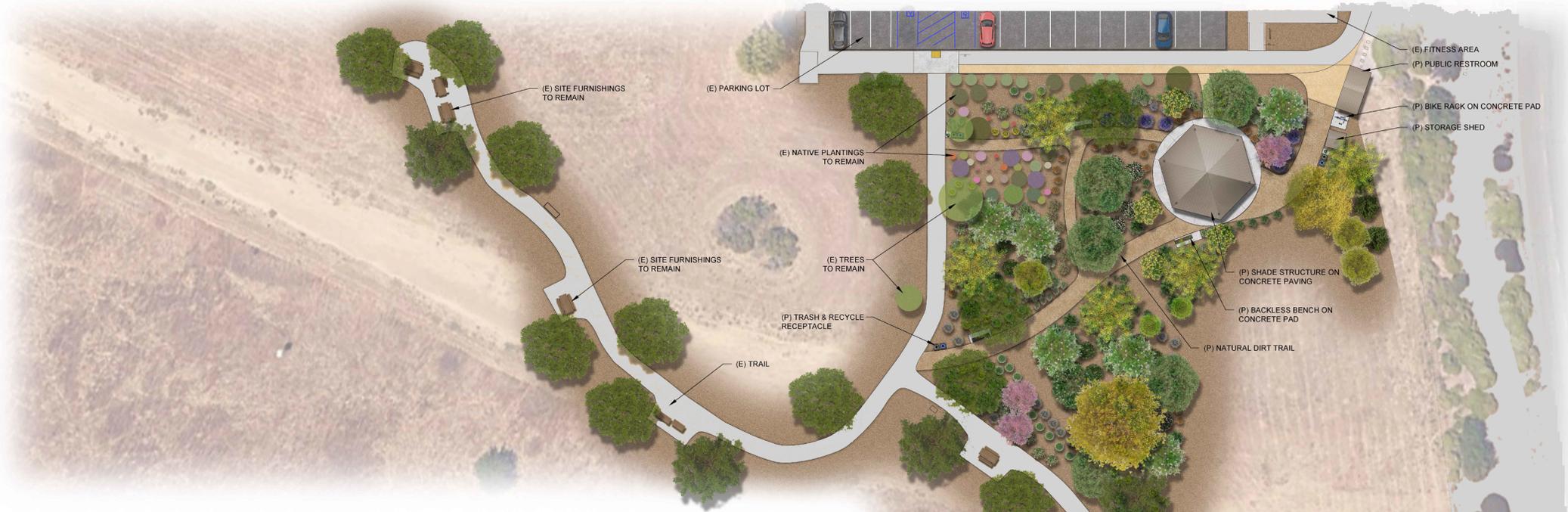


WETLANDS EDGE ENHANCEMENT PROJECT (PR19-0100)

Erica Ahmann Smithies, Public Works Director

Current Condition

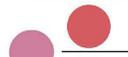
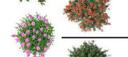




PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY	SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	WUCOLS	QTY
TREES						SHRUBS (CONT.)					
	ACER MACROPHYLLUM	BIG LEAF MAPLE	15 GAL.	MOD	1		RHUS INTEGRIFOLIA	LEMONADE BERRY	DEEPROOT 40	LOW	5
	AESCULUS CALIFORNICA	CALIFORNIA BUCKEYE	5 GAL.	V. LOW	6		RHUS OVATA	SUGAR BUSH	DEEPROOT 40	LOW	3
	CERCIS OCCIDENTALIS	WESTERN REDBUD	5 GAL.	V. LOW	3		RIBES AUREUM	GOLDEN CURRANT	DEEPROOT 40	LOW	6
	CORYLUS CORNUTA CALIFORNICA	WESTERN HAZELNUT	5 GAL.	LOW	2		RIBES SANGUINEUM	RED FLOWERING CURRANT	DEEPROOT 40	LOW	3
	EXISTING TREE TO REMAIN	---	---	---	5		ROSA CALIFORNICA	CALIFORNIA WILD ROSE	DEEPROOT 40	LOW	8
	FRAXINUS LATIFOLIA	OREGON ASH	15 GAL.	MOD	5		RUBUS URSINUS	CALIFORNIA BLACKBERRY	DEEPROOT 40	LOW	20
	GARRYA ELLIPTICA	COAST SILKTASSEL	5 GAL.	LOW	1		SALVIA APIANA	WHITE SAGE	1 GAL.	LOW	3
	POPULUS FREMONTII	FREMONT COTTONWOOD	15 GAL.	MOD	1		SALVIA CLEVELANDII	CLEVELAND SAGE	DEEPROOT 40	LOW	12
	QUERCUS AGRIFOLIA	COAST LIVE OAK	15 GAL.	LOW	14		SALVIA MELLIFERA	BLACK SAGE	DEEPROOT 40	V. LOW	12
	QUERCUS LOBATA	VALLEY OAK	15 GAL.	LOW	5		SALVIA SONOMENSIS	CREeping SAGE	1 GAL.	LOW	9
	SALIX LASIOLEPIS	ARROYO WILLOW	5 GAL.	HIGH	3		SCROPHULARIA CALIFORNICA	CALIFORNIA FIGWORT	DEEPROOT 40	LOW	12
	SAMBUCUS MEXICANA	MEXICAN ELDERBERRY	5 GAL.	LOW	4		SYMPHORICARPOS ALBUS	WHITE SNOWBERRY	DEEPROOT 40	LOW	6
	UMBELLULARIA CALIFORNICA	BAY LAUREL	15 GAL.	MOD	5	EXISTING TO REMAIN					
	ARCTOSTAPHYLOS X HOWARD MCMINNI	MANZANITA	DEEPROOT 40	LOW	4		ACHILLEA M. 'PAPRIKA'	COMMON YARROW	EXISTING	LOW	3
	BACCHARIS PILULARIS	COYOTE BRUSH	DEEPROOT 40	LOW	3		ACHILLEA M. 'SALMON BEAUTY'	COMMON YARROW	EXISTING	LOW	3
	CALYCANTHUS OCCIDENTALIS	WESTERN SPICEBUSH	1 GAL.	MOD	3		ARCTOSTAPHYLOS X HOWARD MCMINNI	MANZANITA	EXISTING	LOW	2
	CEANOTHUS GLORIOSUS PORRECTUS	WILD LILAC	DEEPROOT 40	LOW	10		BACCHARIS PILULARIS	COYOTE BRUSH	EXISTING	LOW	4
	ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	DEEPROOT 40	V. LOW	3		CEANOTHUS SPP.	WILD LILAC	EXISTING	LOW	3
	HETEROMELES ARBUTIFOLIA	TOYON	DEEPROOT 40	LOW	3		ERIOGONUM CANUM	CALIFORNIA FUCHSIA	EXISTING	LOW	2
	LONICERA HISPIDULA	CALIFORNIA HONEYSUCKLE	DEEPROOT 40	LOW	7		ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	EXISTING	V. LOW	3
	LUPINUS ALBUS	BUSH LUPINE	1 GAL.	LOW	6		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	EXISTING	LOW	2
	MIMULUS AURANTIACUS	STICKY MONKEYFLOWER	DEEPROOT 40	LOW	24		HETEROMELES ARBUTIFOLIA	TOYON	EXISTING	LOW	2
	PRUNUS ILICIFOLIA LYONII	CATALINA CHERRY	DEEPROOT 40	LOW	7		MUHLENBERGIA RIGENS	DEER GRASS	EXISTING	LOW	4
							RHAMNUS CALIFORNICA	CALIFORNIA COFFEEBERRY	EXISTING	LOW	1
							ROSA CALIFORNICA	CALIFORNIA WILD ROSE	EXISTING	LOW	4
							SALVIA CLEVELANDII	CLEVELAND SAGE	EXISTING	LOW	6
							SALVIA MELLIFERA	BLACK SAGE	EXISTING	V. LOW	1
SHRUBS						GRASSES					
	ARCTOSTAPHYLOS X HOWARD MCMINNI	MANZANITA	DEEPROOT 40	LOW	4		MUHLENBERGIA RIGENS	DEER GRASS	DEEPROOT 16	LOW	31
	BACCHARIS PILULARIS	COYOTE BRUSH	DEEPROOT 40	LOW	3	PERENNIALS					
	CALYCANTHUS OCCIDENTALIS	WESTERN SPICEBUSH	1 GAL.	MOD	3		ACHILLEA MILLEFOLIUM CALIFORNICA	COMMON YARROW	4"	LOW	6
	CEANOTHUS GLORIOSUS PORRECTUS	WILD LILAC	DEEPROOT 40	LOW	10		ASCLEPIAS FASCICULARIS	NARROWLEAF MILKWEEED	1 GAL.	LOW	16
	ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	DEEPROOT 40	V. LOW	3		ERIOGONUM CANUM	CALIFORNIA FUCHSIA	DEEPROOT 16	LOW	34
	HETEROMELES ARBUTIFOLIA	TOYON	DEEPROOT 40	LOW	3		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	DEEPROOT 40	LOW	16
	LONICERA HISPIDULA	CALIFORNIA HONEYSUCKLE	DEEPROOT 40	LOW	7		FRAGARIA CHILENSIS	BEACH STRAWBERRY	1 GAL.	MOD	16
	LUPINUS ALBUS	BUSH LUPINE	1 GAL.	LOW	6		MONARDELLA VILLOSA	COYOTE MINT	4"	LOW	16
	MIMULUS AURANTIACUS	STICKY MONKEYFLOWER	DEEPROOT 40	LOW	24						
	PRUNUS ILICIFOLIA LYONII	CATALINA CHERRY	DEEPROOT 40	LOW	7						

PLANT LEGEND

<u>SYMBOL</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>SIZE</u>	<u>WUCOLS</u>	<u>QTY</u>	<u>SYMBOL</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>SIZE</u>	<u>WUCOLS</u>	<u>QTY</u>
TREES						SHRUBS (CONT.)					
	ACER MACROPHYLLUM	BIG LEAF MAPLE	15 GAL.	MOD	1		RHUS INTEGRIFOLIA	LEMONADE BERRY	DEEPROOT 40	LOW	5
	AESCULUS CALIFORNICA	CALIFORNIA BUCKEYE	5 GAL.	V. LOW	6		RHUS OVATA	SUGAR BUSH	DEEPROOT 40	LOW	3
	CERCIS OCCIDENTALIS	WESTERN REDBUD	5 GAL.	V. LOW	3		RIBES AUREUM	GOLDEN CURRANT	DEEPROOT 40	LOW	6
	CORYLUS CORNUTA CALIFORNICA	WESTERN HAZELNUT	5 GAL.	LOW	2		RIBES SANGUINEUM	RED FLOWERING CURRANT	DEEPROOT 40	LOW	3
	EXISTING TREE TO REMAIN	---	---	---	5		ROSA CALIFORNICA	CALIFORNIA WILD ROSE	DEEPROOT 40	LOW	8
	FRAXINUS LATIFOLIA	OREGON ASH	15 GAL.	MOD	5		RUBUS URSINUS	CALIFORNIA BLACKBERRY	DEEPROOT 40	LOW	20
	GARRYA ELLIPTICA	COAST SILKTASSEL	5 GAL.	LOW	1		SALVIA APIANA	WHITE SAGE	1 GAL.	LOW	3
	POPULUS FREMONTII	FREMONT COTTONWOOD	15 GAL.	MOD	1		SALVIA CLEVELANDII	CLEVELAND SAGE	DEEPROOT 40	LOW	12
	QUERCUS AGRIFOLIA	COAST LIVE OAK	15 GAL.	LOW	14		SALVIA MELLIFERA	BLACK SAGE	DEEPROOT 40	V. LOW	12
	QUERCUS LOBATA	VALLEY OAK	15 GAL.	LOW	5		SALVIA SONOMENSIS	CREeping SAGE	1 GAL.	LOW	9
	SALIX LASIOLEPIS	ARROYO WILLOW	5 GAL.	HIGH	3		SCROPHULARIA CALIFORNICA	CALIFORNIA FIGWORT	DEEPROOT 40	LOW	12
	SAMBUCUS MEXICANA	MEXICAN ELDERBERRY	5 GAL.	LOW	4		SYMPHORICARPOS ALBUS	WHITE SNOWBERRY	DEEPROOT 40	LOW	6
	UMBELLULARIA CALIFORNICA	BAY LAUREL	15 GAL.	MOD	5	EXISTING TO REMAIN					
	---	---	---	---	---		ACHILLEA M. 'PAPRIKA'	COMMON YARROW	EXISTING	LOW	3
	---	---	---	---	---		ACHILLEA M. 'SALMON BEAUTY'	COMMON YARROW	EXISTING	LOW	3
	---	---	---	---	---		ARCTOSTAPHYLOS X 'HOWARD MCMINN'	MANZANITA	EXISTING	LOW	2
	---	---	---	---	---		BACCHARIS PILULARIS	COYOTE BRUSH	EXISTING	LOW	4
	---	---	---	---	---		CEANOTHUS SPP.	WILD LILAC	EXISTING	LOW	3
	---	---	---	---	---		EPILOBIUM CANUM	CALIFORNIA FUCHSIA	EXISTING	LOW	2
	---	---	---	---	---		ERIOGONUM FASCICULATUM	CALIFORNIA BUCKWHEAT	EXISTING	V. LOW	3
	---	---	---	---	---		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	EXISTING	LOW	2
	---	---	---	---	---		HETEROMELES ARBUTIFOLIA	TOYON	EXISTING	LOW	2
	---	---	---	---	---		MUHLENBERGIA RIGENS	DEER GRASS	EXISTING	LOW	4
	---	---	---	---	---		RHAMNUS CALIFORNICA	CALIFORNIA COFFEEBERRY	EXISTING	LOW	1
	---	---	---	---	---		ROSA CALIFORNICA	CALIFORNIA WILD ROSE	EXISTING	LOW	4
	---	---	---	---	---		SALVIA CLEVELANDII	CLEVELAND SAGE	EXISTING	LOW	6
	---	---	---	---	---		SALVIA MELLIFERA	BLACK SAGE	EXISTING	V. LOW	1
	---	---	---	---	---	GRASSES					
	---	---	---	---	---		MUHLENBERGIA RIGENS	DEER GRASS	DEEPROOT 16	LOW	31
	---	---	---	---	---	PERENNIALS					
	---	---	---	---	---		ACHILLEA MILLEFOLIUM CALIFORNICA	COMMON YARROW	4"	LOW	6
	---	---	---	---	---		ASCLEPIAS FASCICULARIS	NARROWLEAF MILKWEED	1 GAL.	LOW	16
	---	---	---	---	---		EPILOBIUM CANUM	CALIFORNIA FUCHSIA	DEEPROOT 16	LOW	34
	---	---	---	---	---		ERIOGONUM GRANDE RUBESCENS	RED BUCKWHEAT	DEEPROOT 40	LOW	18
	---	---	---	---	---		FRAGARIA CHILOENSIS	BEACH STRAWBERRY	1 GAL.	MOD	179
	---	---	---	---	---		MONARDELLA VILLOSA	COYOTE MINT	4"	LOW	10
	---	---	---	---	---						

ARTIST RENDERING



Native Plantings / Shade Structure / Walking Trails / Benches

ARTIST RENDERING



Framed by lush native landscaping, the scene opens to an uninterrupted view of the wetlands, blending natural beauty with serene open space.

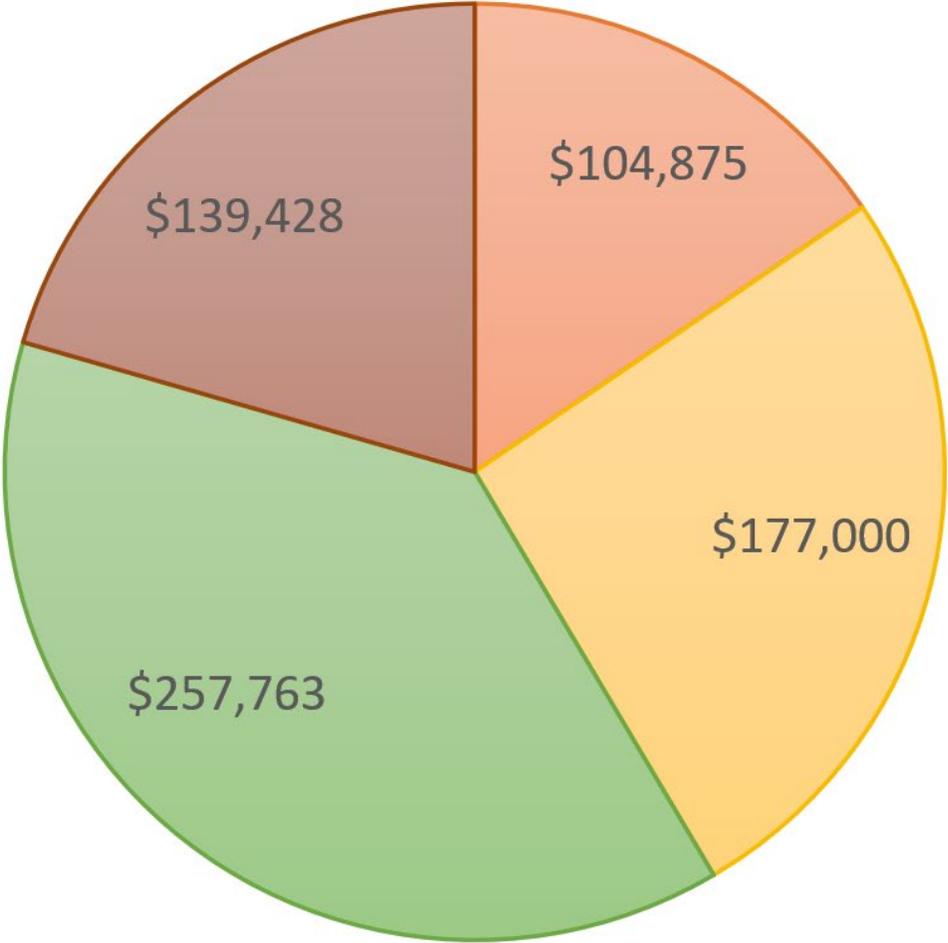
The combination of natural stone, vertical siding, and modern roofing creates a balance between rustic aesthetics and contemporary public facility standards.



Engineer's Estimate	Part A – Landscape/Structures	Part B – Restroom Improvements	Combined Total
	\$335,719.00	\$217,747.00	\$553,466.00

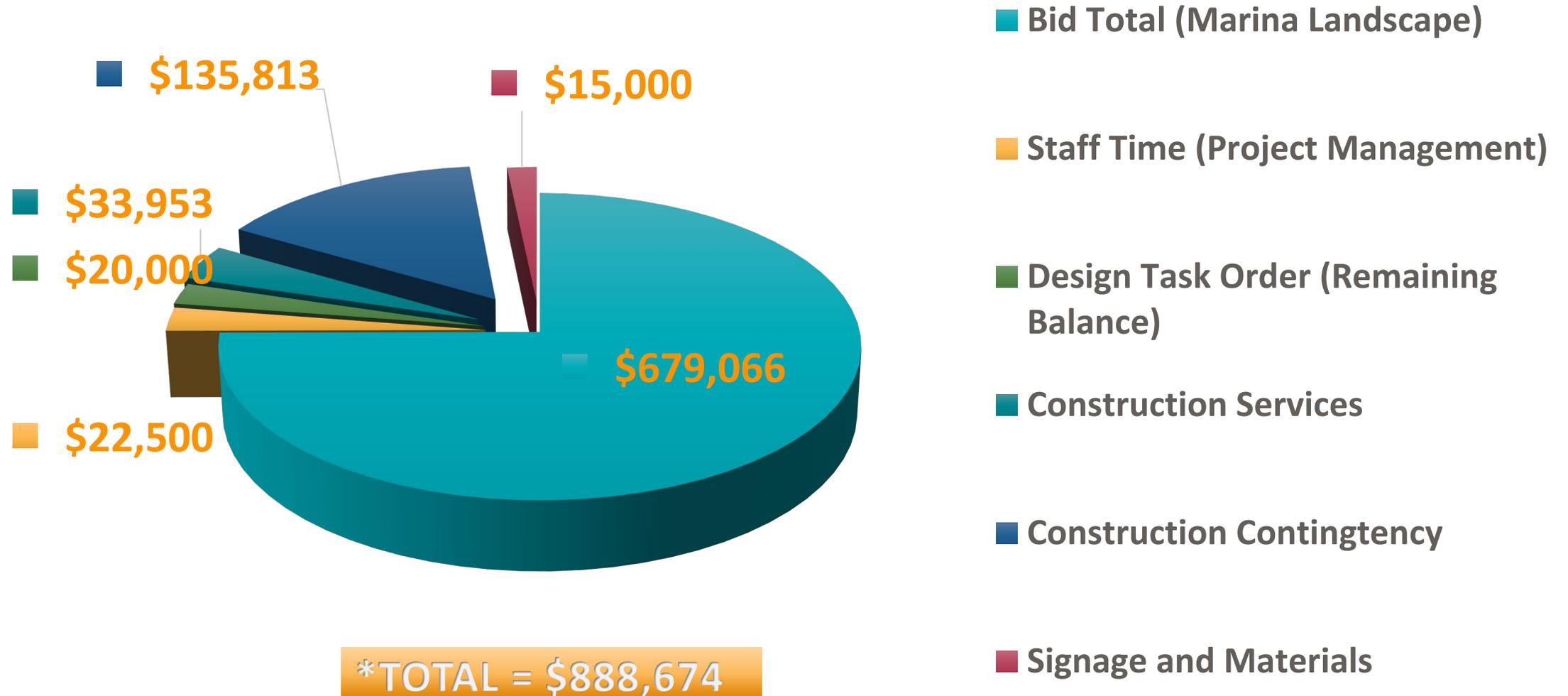
Bidder	Part A – Landscape/Structures	Part B – Restroom Improvements	Combined Total
Marina Landscape, Inc.	\$421,303.45	\$257,762.50	\$679,065.95
Kerex Engineering	\$557,910.72	\$428,550.00	\$986,460.72
Hanford Applied Restoration & Conservation	\$608,386.75	\$442,927.00	\$1,051,313.75

Bid Cost Breakdown



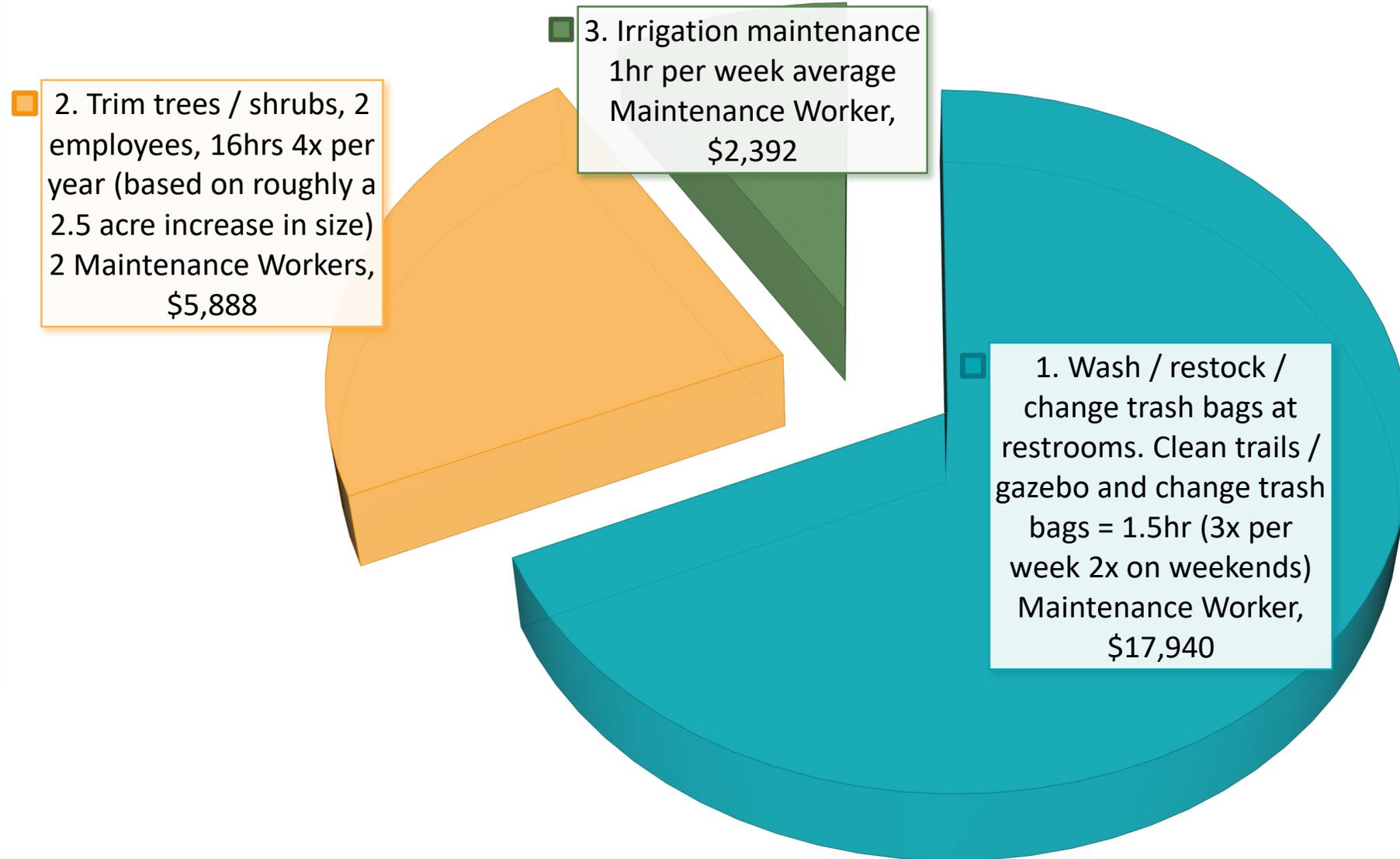
- Planting and Irrigation
- Shade Structure
- Bathroom
- Trails/Amentities/other

CONSTRUCTION COST



* Does not include current expenditures

YEARLY MAINTENANCE





American Canyon Community & Parks Foundation
101 W American Canyon Road, Suite 508-102
American Canyon, CA 94503
Tax Id #:47-3226686
(707) 363-1915

February 24, 2025

Dear Mayor Washington and City Council,

On behalf of the American Canyon Community and Parks Foundation (Parks Foundation), I am pleased to provide this letter in support for the City's Wetlands Edge Enhancement Project.

The Parks Foundation understands that the City received grant funds to develop a permanent restroom, covered outdoor gathering area, new trails, and native plantings in the area south of the existing parking lot. This project will increase opportunities for environmental education and recreation, showcasing the natural amenities of the City's shoreline along the Napa River. The new restroom will enhance the visitor experience and provide much needed permanent facilities.

The Parks Foundation serves over 4,000 students and families annually in environmental and watershed education programs and is dedicated to the conservation and restoration of the Wetlands. We believe that these resources are a source of pride and joy for our community and support opportunities to increase access and encourage stewardship of these areas.

In the past the Foundation has co-hosted Wetlands volunteer days, planned nature programs, and raised money for capital projects to show support of conservation and education. The Parks Foundation eagerly supports the City's efforts to develop the site. The proposed plan will support existing education and conservation efforts while allowing opportunities for expansion.

We encourage you to approve the Wetlands Edge Enhancement project and look forward to future collaborations with the Napa River Ecology Center.

Janelle Sellick, Executive Director
American Canyon Community & Parks Foundation
Tax Id #:47-3226686
(707) 363-1915
janelle@acparks.org



Napa-Solano Counties BUILDING AND CONSTRUCTION TRADES COUNCIL

AFFILIATED WITH
AFL-CIO
CALIFORNIA LABOR FEDERATION, AFL-CIO
BUILDING TRADES DEPARTMENT, WASHINGTON, D.C.
STATE BUILDING & CONSTRUCTION TRADES COUNCIL



PHONE (707) 426-6454
FAX (707) 426-6419
2540 N. WATNEY WAY
FAIRFIELD, CALIFORNIA 94533-6732

February 21, 2025

City Council of American Canyon
4381 Broadway Street, Suite 201
American Canyon, CA 94503

Dear Council Members,

I am writing in support of the approval of the Wetlands Edge Enhancement Project on behalf of the Napa-Solano Building and Construction Trades Council. As Business Manager of the Council representing 15 union affiliates, I want to first thank you for partnering with the Napa-Solano BTC on a Project Labor Agreement which has already been used to finish several projects.

I understand the project has returned to the council after a delay since the original plans in 2018 and hope you can find a way to approve this important project as part of the Wetlands Planting Plan. We look forward to working with the city to complete this project when approved.

Thank you,

Danny Bernardini
Business Manager



TITLE

Community Service Awards Selection Policy

RECOMMENDATION

Adopt a Resolution of the City Council of the City of American Canyon to repeal and replace Resolution 2020-26 with the updated Community Service Awards Selection Policy.

CONTACT

Mark Josepha, Vice-Mayor
David Oro, Council Member

Jason Holley, City Manager

BACKGROUND & ANALYSIS

This is a council requested item and was continued from the February 4, 2025, Regular City Council meeting.

Resolution 2020-26 (Attachment 3) was collaboratively created by City staff and the City Council Community Awards Subcommittee (Joseph/Oro) as a collective effort to honor and celebrate the invaluable contributions of community members who have made a significant impact on American Canyon through their volunteer efforts.

Attachment 4, a redlined draft prepared by previous Gateway Award recipients, incorporates requested edits to better align with the Volunteer Recognition Ball and selection process for the Community Service Awards celebrated at the event each year.

Since the February 4 meeting, the Subcommittee has refined the draft policy which is now recommended for Council approval (Attachment 2, Ex. A).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Community and Sense of Place: "Build on the strength of our local community to develop a clear 'sense of place' and establish our unique identity."

FISCAL IMPACT

Not Applicable

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

1. Resolution - Community Service Award Selection Policy
2. Exhibit A - Community Service Awards Policy
3. Resolution - 2020-26
4. Community Service Awards Selection Policy - Redline

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE RESOLUTION 2020-26 WITH AN UPDATED COMMUNITY SERVICE AWARDS SELECTION POLICY.

WHEREAS, American Canyon was built upon the dedication of countless volunteer hours; and

WHEREAS, the city's founders embodied a spirit of volunteerism that continues to define the community's character; and

WHEREAS, 22 years ago, the Community Recognition Ball was established to honor and celebrate the outstanding contributions of organizations and individuals who exemplify this spirit of service; and

WHEREAS, organizational leaders and members of the public may nominate fellow community members for recognition based on their exceptional volunteer service; and

WHEREAS, the **Gateway Award** is the highest honor presented at the Community Recognition Ball, awarded to an American Canyon resident who has demonstrated long-term, diverse volunteer service that has significantly contributed to the development of local agencies, organizations, or major projects; and

WHEREAS, the **Youth of the Year Award** recognizes an outstanding young individual under the age of 19 who has provided significant volunteer service or completed impactful community projects; and

WHEREAS, Youth Commissioners who volunteer their time to serve on any of the City's commissions will be formally recognized for their valuable contributions; and

WHEREAS, past Gateway Award recipients have collaborated to revise and refine this policy to ensure it accurately reflects the purpose of the Community Recognition Ball and the selection criteria for the Community Service Awards;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon adopts the updated Community Service Awards Selection Policy, as set forth in **Exhibit A**.

PASSED, APPROVED, AND ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney



COMMUNITY SERVICE AWARDS SELECTION POLICY

Effective March 2025

PURPOSE

The City of American Canyon is committed to recognizing and honoring community service and volunteer efforts by local organizations and individuals. The City presents a select group of outstanding members of the community with the “Gateway Award”, “Youth of the Year Award”, and “Public Safety Member of the Year,” among other awards. This policy identifies the criteria and process for awarding the Gateway and other related awards.

Section One: Service Award Categories and Eligibility

The Gateway Award and other related honors are among the City's most prestigious recognitions. As outlined below, these awards celebrate outstanding community service, civic pride, and commitment to making American Canyon a better place.

All winners in categories 1.0, 2.0 and 3.0 shall be residents of American Canyon.

- 1.0 Gateway Award —Nominees should exemplify the spirit of the American Canyon community, uphold its values and interests, and a proven track record of contributing to the City’s betterment through long-term and varied involvement in local organizations or significant projects. The Gateway Award winner will also serve as the Grand Marshal at the City’s Fourth of July Parade. Nominees should meet the following qualifications and demonstrate the following traits:
 - 1.1 Recipients may only win this award once in their lifetime but may be nominated once per year.
 - 1.2 Contributions must be voluntary; individuals who are paid to perform for their community service are not eligible (see Community Achievement Award exception below)
- 2.0 Youth of the Year —Nominees must be under the age of 19 and actively engaged in the American Canyon community, providing significant volunteer service or completing projects that contribute to the community’s improvement.
- 3.0 Youth Commissioners – Any student volunteering to serve on any of the City’s Commissions shall be recognized for their efforts.
- 4.0 Public Safety Member of the Year - Nominees will be an American Canyon Fire Protection District employee, an American Canyon Police Department employee, or a community member (e.g., a CERT Volunteer) who has made a significant contribution to public safety in the community and the profession.
- 5.0 Organizational Award Winner – Any nonprofit community organization, service club, school-related organization, faith-based organization, or sports program may nominate one of its members as Volunteer of the Year. Additionally, the organization may select up to ten other members to receive Certificates of Appreciation.

- 6.0 Community Achievement Award – This award is not necessarily given every year but is reserved for individuals who, while they may not meet the standard criteria outlined in this policy, are nonetheless deserving of recognition. The recipient may hold a paid position; however, they must demonstrate a substantial and lasting positive impact on the community. Their contributions should support and promote local businesses, non-profits, charities, or grassroots initiatives as part of the award qualifications.

Section Two: Nomination & Selection Process

- 1.0 Gateway Award –
- 1.1 Nominations may be made by any American Canyon resident, business owner or employee. City staff will be responsible for creating and distributing nomination forms for both online and offline use and for establishing deadlines for submission.
 - 1.2 The Gateway Award winner will be selected through a vote by the former Gateway Award winners and the City Council. To ensure a fair process, the City will use an electronic (online) voting process, a secret paper ballot may be used if necessary.
 - 1.3 Prior to the vote, former Gateway Award winners should meet privately to discuss the nominees. Due to Brown Act restrictions, City Council members will not participate in this discussion.
 - 1.4 Each City Councilmember and former Gateway Award winner shall have one vote in the selection process. However, if a Councilmember is also a former Gateway Award winner, they are still limited to one vote.
 - 1.5 After the voting deadline has passed, City staff will conduct a simple tally of votes to determine the winner. Late votes will not be counted. The Gateway Award winner will then be notified. In the event of a tie, two winners may be announced.
- 2.0 Youth of the Year - The nomination and selection process will be similar to the Gateway Award process, that is, an American Canyon resident, and voluntary service.
- 3.0 Youth Commissioners – Each Youth Commissioner will be recognized.
- 4.0 Public Safety Member of the Year - Nominations may be submitted by any American Canyon resident, business owner, or employee. Leadership from the Police Department and Fire District will select a Firefighter, Police Officer, or other significant contributor to public safety. The award will alternate each year between a Police Officer and Firefighter, unless a community volunteer is chosen.
- 5.0 Organizational Award Winner – Each recognized organization may select their Volunteer of the Year in any appropriate manner that ensures a fair result. They may also select up to 10 other members to receive a Certificate of Appreciation.
- 6.0 Community Achievement Award Winner – Former Gateway Award winners are authorized to select a deserving recipient. Since this award may not be given out annually, the selection process will be more informal. However, past recipients should provide a written statement explaining their choice.

Section Three: Notification and Outreach

- 1.0 City staff will establish a schedule, including deadlines and any revisions to the nomination forms. The annual event will be promoted through the City's standard communication channels.
- 2.0 In addition to the general promotion, City staff will send out a notice to all the recognized community groups and to local school Principals, encouraging them to participate and providing them with the necessary information. Youth-oriented groups, such as Scouting America, or youth sports, such as Little League, are also encouraged to identify Youth of the Year nominees, along with their own adult volunteer nominees.

Section Four: Volunteer Recognition Ball

- 1.0 The City will host an annual Volunteer Recognition Ball to honor volunteers and award recipients. This should be a semi-formal affair.
- 2.0 In recognition of the value contributions made by volunteers to the City, the use of City Funds is authorized to offset some or all the cost of the Recognition Ball. Participants should be charged a reasonable —one that encourages participation while ensuring it does not place a financial burden on City operations.
- 3.0 The City will cover the cost for the Gateway Award winner and other recipients as appropriate. Community groups are encouraged to cover the cost of their Volunteer of the Year.
- 4.0 The Recognition Ball should be held in April, aligning with Volunteer Month.

Contact

Community Service Awards Program
Parks and Recreation Department
Phone: 707.648.7275
Email: parksinfo@americancanyon.gov
Website: www.americancanyon.gov

RESOLUTION NO. 2020-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON ESTABLISHING THE
COMMUNITY SERVICE AWARDS SELECTION POLICY**

WHEREAS, American Canyon was founded upon the backs of many volunteer hours; and

WHEREAS, American Canyon's founders can-do volunteer spirit is infectious and has become a well-known point of community pride and character; and

WHEREAS, 22 years ago, the Community Recognition Ball was established to honor and recognize the organization's and individual's infectious volunteer spirit; and

WHEREAS, the organization leadership and the public may nominate their fellow community member to be recognized for their outstanding community service; and

WHEREAS, the Gateway Award is the most prestigious award presented at the Community Recognition Ball that honors an individual or business owner who has a long-term and varied involvement in the development of American Canyon agencies, organizations or significant projects; and

WHEREAS, the Youth of the Year recognizes a young person who participates heavily in the American Canyon community providing significant volunteer service or project completion that better the community; and

WHEREAS, City Staff met with a City Council Subcommittee to help guide the creation of the Community Service Awards Selection Policy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby establishes the Community Service Awards Selection Policy attached hereto as Exhibit A and incorporated by reference.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 17th day of March, 2020, by the following vote:

AYES: Council Members Aboudamous, Joseph, Leary, Vice Mayor Oro, and Mayor Garcia
NOES: None
ABSTAIN: None
ABSENT: None

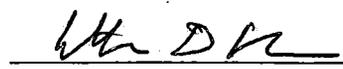


Leon Garcia, Mayor

ATTEST:


Suellen Johnston, City Clerk

APPROVED AS TO FORM:


William D. Ross, City Attorney



COMMUNITY SERVICE AWARDS SELECTION POLICY

2020-XX

PURPOSE

The City of American Canyon seeks to recognize and acknowledge community service and volunteer efforts by local organizations and individuals. In addition, the City recognizes a few outstanding members of the community who have made significant contributions to the community by presenting them with a "Gateway Award", "Youth of the Year Award", "Public Safety Member of the Year". This policy identifies the criteria and process for awarding the Gateway and Youth of the Year Awards.

1.0 – Policy

The Gateway Award, Youth of the Year, and Public Safety Member of the Year are among the City's greatest and most prestigious honors. As described below, they are intended to recognize significant community service, pride, and interest in making American Canyon a better place:

- 1.1 Gateway Award –nominees should display the American Canyon community spirit, embody the community values and interests, and a successful track record of working for the betterment of the City. The Award recognizes their long-term and varied involvement in the development of American Canyon agencies, organizations, or significant projects. Nominees need not be an American Canyon resident, but will have displayed long-term commitment to the community.
- 1.2 Youth of the Year –nominees must be under the age of 19, participate heavily in the American Canyon community providing significant volunteer service or project completion in American Canyon that betters the community.
- 1.3 Public Safety Member of the Year - nominees will be an American Canyon Fire Protection District employee, American Canyon Police Department employee or community member who has made a significant contribution to public safety in the community and the profession.

2.0 - Nominee Selection for Gateway Award and Youth of the Year

Nominations may be made by any American Canyon resident, business owner or employee. As these awards are most representative of the City, the City Council assists in the selection process and presents the awards to the winners. Former Gateway Award winners will be offered the opportunity to assist in the selection process. To make the selection process as fair as possible, the City will utilize an electronic (online) voting process. Selections shall be made by allowing each City Council Member and each former Gateway Award winner one vote. However, in the event a Councilmember is also a Gateway Award winner,

they shall still only be allowed one vote. There is oftentimes a tight timeline from awards nomination deadline to Recognition Ball, therefore any votes received after the deadline will be nullified and not counted. After the voting deadline has passed, City staff conducts a simple tally of nominations to determine the winner. The nominator is notified of the wonderful news.

3.0 - Nominee Selection for Public Safety Member of the Year

Nominations may be made by any American Canyon resident, business owner or employee. Police Department and Fire District leadership and peers will select a Firefighter/Police Officer or other significant community contributor to public safety, alternating each year between Police Officer and Firefighter.

4.0 – Contact

Community Service Awards Program

Parks and Recreation Department

Phone: 707.648.7275

Email: parksinfo@cityofamericancanyon.org

Website: www.cityofamericancanyon.org



COMMUNITY SERVICE AWARDS RECOGNITION SELECTION POLICY

~~2020~~25-XX

PURPOSE

The City of American Canyon seeks to recognize and acknowledge community service and volunteer efforts by local organizations and individuals. In addition, the City recognizes a few outstanding members of the community who have made significant contributions to the community by presenting them with a “Gateway Award”, “Youth of the Year Award”, and “Public Safety Member of the Year”. This policy identifies the criteria and process for awarding the Gateway and other related Youth of the Year Awards.

Section One: 1.0- Policy Service Award Categories and Eligibility

The Gateway Award, and other awards Youth of the Year, and Public Safety Member of the Year are among the City's greatest and most prestigious honors. As described below, they are intended to recognize significant community service, pride, and interest in making American Canyon a better place. : All winners in categories 1.0, 2.0 and 3.0 shall be a resident of American Canyon.

1.0 Gateway Award —nominees should display the American Canyon community spirit, embody the community values and interests, and a successful track record of working for the betterment of the City. The Gateway Award winner will also be the Grand Marshal at the City’s Fourth of July Parade. Nominees should meet the following qualifications and demonstrate the following traits:

1.1 Must be a resident of American Canyon

1.2 May only be selected once

1.3 The contributions must be voluntary; individuals paid to perform the community service are not eligible (but see below for Community Achievement Award)

1.4 The individual should have a long-term and varied involvement in the development of American Canyon organizations or significant projects.

~~1.1 —The Award recognizes their long-term and varied involvement in the development of American Canyon agencies, organizations, or significant projects. Nominees need not be an American Canyon resident, but will have displayed long-term commitment to~~

~~the community.~~

Youth of the Year —nominees must be under the age of 19, participate heavily in the American Canyon community providing significant volunteer service or project completion in American Canyon that better the community.

2.0

3.0 Youth Commissioners – Any student volunteering to serve on any of the City's Commissions should be recognized for their efforts.

4.0 ~~1.3~~ Public Safety Member of the Year - nominees will be an American Canyon Fire Protection District employee, American Canyon Police Department employee, or community member (for example, a CERT Volunteer) who has made a significant contribution to public safety in the community and the profession.

5.0 Organizational Award Winner – Any nonprofit community organization, service club, school-related organization, faith-based organization, or sports program may nominate one of their members to be their Volunteer of the Year. That agency may also select up to ten other members for Certificates of Appreciation.

6.0 Community Achievement Award – This is a recognition that is not always awarded each year. It reflects an individual that may not qualify under the conditions of this policy, but who may nonetheless be deserving. The individual may be in a paid position, however they shall demonstrate a substantial and lasting positive impact on the community. The impact of the program/project should promote local businesses, non-profits, local charities or grassroots initiatives as part of the qualifications. The former Gateway Award Winners are authorized to select an individual deserving of the award.

~~2.0 Section Two: –Nomination & Selection Process for Gateway Award and Youth of the Year~~

1.0 Gateway Award –

1.1 Nominations may be made by any American Canyon resident, business owner or employee. City staff will develop and produce the nomination forms for both online and offline use, as well as to establish deadlines for receiving the nominations.

1.2 The Gateway Award winner will be voted on by the former Gateway Award winners and the City Council. As these awards are most representative of the City, the City Council assists in the selection process and presents the awards to the winners. Former Gateway Award winners will be offered the opportunity to assist in the selection process. To make the selection process as fair as possible, the City will utilize an electronic (online) voting process; however, a

secret paper “ballot” may be used as necessary.

1.3 Prior to the vote, the former Gateway Award winners should meet privately to discuss the nominees. Given the Brown Act restrictions, Council members will not participate in that process.

1.4 Selections shall be made by allowing each City Council Member and each former Gateway Award winner one vote. However, in the event a Councilmember is also a Gateway Award winner, they shall still only be allowed one vote.

1.5 ~~There is oftentimes a tight timeline from awards nomination deadline to Recognition Ball, therefore any votes received after the deadline will be nullified and not counted.~~ After the voting deadline has passed, City staff conducts a simple tally of ~~nominations~~ votes to determine the winner. Votes received after the deadline will not be counted. The ~~nominator~~ Gateway Award winner is notified of the wonderful news. In the event of a tie, two winners may be announced.

2.0 Youth of the Year - The nomination and selection process will be similar to the Gateway Award process, except the local High School Principal will be invited to nominate up to five students, based on input from teachers and school staff.

3.0 Youth Commissioners – Each Youth Commissioner will be recognized.

4.0 Public Safety Member of the Year - Nominations may be made by any American Canyon resident, business owner or employee. Police Department and Fire District leadership and peers will select a Firefighter/Police Officer or other significant community contributor to public safety, alternating each year between Police Officer and Firefighter, unless a community volunteer is selected.

5.0 Organizational Award Winner – Each recognized organization may select their Volunteer of the Year in any appropriate manner that ensures a fair result. They may also select up to 10 other members to receive a Certificate of Appreciation.

6.0 Community Achievement Award Winner – Insofar as this award may not be given out each year, the selection process will be more informal. The former Gateway Award winners should provide a written statement explaining their selection.

Section Three: Notification and Outreach

1.0 City staff will develop a schedule, including deadlines and any revisions to the forms. Promoting the annual event will be done through the City’s normal communication channels.

2.0 In addition to the general promotion, City staff will send out a notice to all the recognized community groups and to the local High School Principal, encouraging

them to participate and providing them with the necessary information.

Section Four: Volunteer Recognition Ball

- 1.0 The City will host an annual Volunteer Recognition Ball to honor our volunteers and various award winners. This should be a semi-formal affair.
- 2.0 In recognition of the value provided to the City by our volunteers, the use of City Funds is authorized to offset some or all the cost of the Recognition Ball. Participants should be charged an appropriate fee that does not discourage participation but does not also create a financial burden for City operations.
- 3.0 The City should pay for the Gateway Award Winner and other winners as appropriate. The Community groups are encouraged to pay for the cost of their Volunteer of the Year.
- 4.0 The Recognition Ball should be held in April, since April is Volunteer Month.

~~3.0-Nominee Selection for Public Safety Member of the Year~~

~~Nominations may be made by any American Canyon resident, business owner or employee. Police Department and Fire District leadership and peers will select a Firefighter/Police Officer or other significant community contributor to public safety, alternating each year between Police Officer and Firefighter.~~

~~4.0-Contact~~

Community Service Awards Program
Parks and Recreation Department
Phone: 707.648.7275
Email: parkinfo@cityofamericancanyon.org
Website: www.cityofamericancanyon.org



TITLE

Parks and Recreation Refund Policy

RECOMMENDATION

Adopt a Resolution of the City Council of the City of American Canyon to repeal and replace Resolution 2009-113 and Resolution 2008-153 with the updated Parks and Recreation Refund Policy.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

A clear refund policy is a key component of delivering exceptional customer service in a Parks and Recreation Department. It ensures that our community receives consistent, transparent guidelines when cancellations or interruptions occur. By establishing straightforward criteria, we aim to minimize any misunderstandings, build trust, and ensure fair treatment for all participants. This approach not only enhances the customer experience but also helps maintain the integrity of the City's operations. Ultimately, it fosters a positive relationship with our community, encouraging continued engagement and satisfaction with our programs.

Resolution 2009-113 (Attachment 2), adopted by the City Council on October 20, 2009, aligns with industry standards and practices of surrounding agencies. However, it fails to meet current customer expectations, particularly in allowing staff the flexibility to address individual life circumstances. The policy limits staff's ability to exercise compassion and understanding, which are essential for delivering exceptional service and fostering positive community relations.

Resolution 2008-153 (Attachment 3), adopted by the City Council on October 21, 2008, provided a framework for facility rentals, fees, and fee waivers. Since then, the City Council has approved Resolution 2024-091: Parks and Recreation Department Fee Schedule (Attachment 4), and the department developed an administrative process, outlined in the Facility Rules and Regulations (Attachment 5), to guide facility rentals. Fee waivers are managed through individual agreements for specific groups, and the fee policy includes discounts for nonprofit organizations. Any fee waiver requests outside of our current process should be reviewed and approved individually by the City Council to ensure transparency and alignment with the City's goals and priorities.

Staff recommends that the City Council repeal and replace Resolution 2009-113 and 2008-153 with the updated Parks and Recreation Refund Policy (Attachment 1). This updated policy offers a more comprehensive, customer-focused approach that ensures transparency, enhances operational efficiency, and aligns with the City's commitment to exceptional service and community engagement. The administrative process for facility rentals is working effectively, providing flexibility to update the process based on industry standards and best practices. Facility rental fees have been addressed in the Parks and Recreation Department User Fee Schedule. Although this update was not originally included in the Parks and Community Services Commission's (Commission) Work Plan for FY2024/25, the department has been operating outside the current policies to better align with its operational standards and better address the community's evolving needs. To ensure compliance with City Council-approved policies and formalize these changes, staff presented the proposed Parks and Recreation Refund Policy to the Commission on October 10, 2024. The Commission expressed support for the update, recommending that the City Council adopt the Parks and Recreation Refund Policy.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Not Applicable.

ENVIRONMENTAL REVIEW

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

ATTACHMENTS:

- [1. Resolution - Parks and Recreation Refund Policy](#)
- [2. Resolution 2009-113](#)
- [3. Resolution 2008-153](#)
- [4. Resolution 2024-91: Parks and Recreation Department Fee Schedule](#)
- [5. Facility Rental Rules and Regulations](#)

RESOLUTION NO. 2025 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE RESOLUTION 2009-113 AND RESOLUTION 2008-153 WITH THE UPDATED PARKS AND RECREATION REFUND POLICY.

WHEREAS, the City of American Canyon is committed to providing high-quality programs, facilities, and services that meet the needs of our diverse community; and

WHEREAS, we strive to deliver exceptional customer service to all patrons, ensuring that every interaction reflects our commitment and dedication to excellence; and

WHEREAS, we recognize the importance of a fair and equitable refund policy that accommodates the varied circumstances of community members while upholding the values of inclusivity, respect, and responsiveness; and

WHEREAS, a clearly defined and equitable refund policy fosters trust between the City and its residents by demonstrating the City’s responsiveness to community needs; and

WHEREAS, the City recognizes the importance of financial accountability and transparency in its operations, ensuring that public funds are managed responsibly and in the best interest of the community; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon adopts the Parks and Recreation Refund Policy, effective March 4, 2025, upon the approval of this Resolution.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 4th day of March 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

CITY OF AMERICAN CANYON PARKS AND RECREATION REFUND POLICY

PURPOSE

The purpose of this policy is to establish a fair and equitable refund process for all fee-based classes, programs, services, and facility rentals offered by the City of American Canyon Parks and Recreation Department. This policy ensures transparency, consistency, and flexibility in addressing refund requests while maintaining the department's commitment to delivering high-quality services to our community.

PROCESS

Cancellations, refunds, and transfer requests must be submitted in writing through the Refund and Cancellation Request form. Some programs, classes, services, and facility rentals, also referred to as offerings or classes, may be designated or advertised as "nonrefundable", in which case refunds will not be processed. Refunds may take up to 45 days to process when the request is received. Payments made by debit or credit card will be refunded to the original card, while payments made by cash or check will be refunded via check. If the original card is no longer used, the refund will be issued as a check. All refunds will be made payable to the head of the household listed in the account for the respective offering.

CREDIT CARD PROCESSING FEE

Credit card processing fees are nonrefundable and will not be included in any refund issued for a program, service, class, or facility rental. Refunds will only cover the original payment amount, minus any applicable processing fees.

CREDIT ON HOUSEHOLD

In lieu of paying the Refund Processing Fee for a refund, participants have the option to receive their refund as a household credit. This credit can be applied toward any future offering. Household credits are not transferable to other accounts. At the end of each fiscal year, by June 1st, any remaining credits on household will be refunded to the participant in the form of a check minus, a \$10 Refund Processing Fee.

FORCE MAJEURE

Notwithstanding anything to the contrary contained in this policy, the City shall be excused from its obligations under this policy to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For this policy, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemics, epidemic, civil disturbance, acts of terrorism, regulations of public authority, inclement weather, the loss or unavailability of electrical power such as in a Public Safety Shutoff event, and other causes beyond their control. The participant waives any right of recovery against the City, including waiver of incidental and/or consequential damages, and the participant shall not charge or seek recovery for damages resulting from "acts of God" or Force Majeure Events from or against the City, its officers, employees, volunteers, or agents.

PROGRAMS/CLASSES/SERVICES

For all fee-based offerings provided by the City of American Canyon either through city staff, volunteers, or Independent Contracted Instructors.

City Program Authority: The City of American Canyon Parks and Recreation Department reserves the right to cancel, postpone, or combine programs, classes, services, and events, or change instructors, leaders, and teachers to ensure the highest quality of service for our customers. In the event an offering is canceled before the start date by the Parks and Recreation Department, a full credit or refund will be issued for each registered participant. We will make every effort to communicate any cancellations in a timely manner to minimize inconvenience.

In the event that an offering has canceled date(s) or is canceled mid-session, registered participants will receive a partial refund and/or credit for any missed classes. In some cases, a makeup class may be offered instead of a partial refund or credit.

Reimbursements: A refund will not be issued for household credits or offerings with a registration fee of \$30 or less. However, the Department will provide a credit that can be applied toward a future offering of interest.

Transfer: Transfer requests may be processed without a fee up to seven days before the scheduled start date of the offering. Requests made less than seven days may not be accommodated. If a transfer is made to an offering with a difference in fees, a payment is due at the time of making the transfer.

Refund Request: Refund may be requested by the participant up to seven days prior to the start of the offering. Refund requests made less than seven days prior to the start of the offering may not be considered. Refunds will not be issued once an offering has concluded.

Refund Processing Fee: A processing fee of \$10 will be applied to any offering refund and will be deducted from the refunded amount. Household credits and refunds related to a medical excuse are exempt from this processing fee.

Medical Excuse: Transfers, credits, or refunds for a medical reason require a doctor's note from a certified healthcare provider. The doctor's note must clearly state the participant's name, the date of the illness or injury, and the anticipated return date. Refunds will be reviewed on a case-by-case basis to determine whether a full or partial refund is appropriate. For prorated refunds, participants will receive a refund only for the remaining missed classes. If a full or partial refund is issued, the processing fee will be waived. Participants must submit their doctor's note before the last day of the offering; failure to do so may result in the denial of a refund request.

Prorated Requests: A prorated registration fee may be applied when a participant registers for a program after the start date or mid-session. The prorated amount to be charged is the fee for the remaining number of classes plus any additional administrative or class fees. Prorated fees will not be offered for personal schedule conflicts or for participants who have attended all classes but did not register before the program's start date. Please note that proration of fees may not be available for all offerings.

Non-Attendance: A refund or credit will not be issued for missed program dates or non-attendance, except in the case of a documented medical issue as outlined in the Medical Excuse clause.

FACILITY RENTALS

For all facility rentals on public property managed and operated by the City of American Canyon- including, but not limited to, picnic reservations, building and field rentals, and community-based events - which is broadly defined as a facility rental. Applicants are required to be 18 years or older to book a facility rental with the City of American Canyon. To reserve a facility, residents may submit an application and refundable deposit up to 12 months in advance, and nonresidents up to 6 months in advance. Facility Rentals are processed on a first-come, first-serve basis. All remaining facility rental fees and requirements are due no less than 30 days prior to the rental date. Failure to meet this requirement may result in the facility rental being canceled and a refund will not be issued.

City Facility Rental Authority: The City of American Canyon reserves the right to refuse business of any previous or potential applicant at its sole discretion, for any reason deemed appropriate. This includes, but is not limited to, concerns regarding past conduct, non-compliance with policies and/or facility rules and regulations, or other considerations that may affect the City's operations or community standards.

Closures: The City of American Canyon reserves the right to cancel a facility rental at any time. We will make every effort to notify the applicant promptly, some cancellations may occur on short notice depending on the circumstances. If the City initiates the cancellation, the applicant may choose between a full refund, credit, or an alternative date. The full refund will include all applicable fees, such as the refundable deposit, facility rental fees, and insurance. If an alternative date is chosen, the applicant may select a comparable facility, with any additional fees being the applicant's responsibility.

Refundable Deposit: A refundable deposit is required at the time of submitting a facility rental application to reserve a date. This deposit serves as a security measure to ensure compliance with the City of American Canyon's Facility Rental Rules and Regulations, as well as cover any potential damage to the facility. A refund will be processed two weeks after a facility rental concludes, as long as the applicant follows all rental guidelines and no damage occurs. If any rules are violated or damage is found, the deposit may be fully or partially withheld to cover the costs.

Emergency Situation Processing Fee: In the event a facility rental must be canceled due to an emergency, a minimum \$100 Cancellation Fee will be withheld from the refund at the discretion of the Parks and Recreation Director. This policy applies only to emergency situations and will be reviewed on a case-by-case basis, and a doctor's note or other appropriate documentation may be required for exceptions beyond the standard Facility Rental Cancellation guidelines. The City reserves the right to deny any request for a refund or exception for any reason.

Inclement Weather and Poor Air Quality: This clause pertains only to outdoor facility rentals. Inclement weather is defined as conditions such as heavy rain, thunderstorms, high winds, snow, sleet, hail, extreme cold or heat, as well as any weather phenomenon that poses a risk to the safety and comfort of the applicant and their guests. Additionally, a facility rental may be canceled if the Air Quality Index (AQI) reaches a reading of 151 or above, indicating unhealthy air quality. These measures ensure the safety and well-being of all participants and attendees, and the City will make every effort to notify the applicant as soon as possible.

Should the applicant need to cancel their facility rental due to inclement weather or poor air quality, they are required to contact the Parks and Recreation Department 24 hours prior to their facility rental. City staff will review the request based on information from the National Weather Service and AirNow

(or equivalent application that the City uses). If the request is approved, applicants may choose to receive a full refund, credit to their household account, or reschedule to a future date for any facility rental canceled due to inclement weather and poor air quality.

Facility Rental Cancellations: The deposit will be refunded, minus the Cancellation Fee, for facility rentals canceled seven business days after booking and securing the rental date. The following schedule will be used to determine the City's cancellation process for facility rental refunds:

- **From Date of Booking to Thirty-One (31) Days Prior to the Rental Date:** The refundable deposit will be forfeited, and 50% of any rental fees paid to the City will not be refunded.
- **Thirty (30) Days or Less Prior to the Rental Date:** All paid fees to the City, including the refundable deposit, will not be refunded.

RESOLUTION NO. 2009-113

**ESTABLISHING A REFUND POLICY FOR PARKS AND RECREATION
DEPARTMENT PROGRAMS AND CLASSES AS RECOMMENDED BY THE
PARKS AND COMMUNITY SERVICES COMMISSION**

WHEREAS, there is a need for an adopted refund policy for Parks and Recreation Department programs and classes; and

WHEREAS, there is a desire for the refund policy to balance good customer service with the City's need to recover a portion of the cost of processing a refund; and

WHEREAS, the Parks and Community Services Commission considered various refund policy alternatives.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby establishes the following refund policy for Parks and Recreation Department programs and classes as recommended by the Parks and Community Services Commission:

Refunds, minus a \$10 processing fee for each refunded class or program, will be given if the refund request is made at least seven (7) days prior to the start of the class or program. Refunds may be requested by fax, walk-in, e-mail, or by mail and must be made in writing. Non-attendance in a program is not grounds for a refund. The Department Director, or his designee, will have the authority to process a refund requested less than seven (7) days prior to the start of the class or program if the program participant suffers from an injury or illness that prevents participation and a note from a physician is provided. If a class or program is cancelled a full refund will be granted. For City sponsored youth sports leagues, the start of the program shall be defined as the date teams are formed and established. The Department will have the authority to designate and advertise specific activities or programs as "non-refundable".

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of American Canyon on the 20th day of October, 2009 by the following vote:

AYES: Councilmembers Bennett, Coffey, West, Vice Mayor Callison and Mayor Garcia
NOES: None
ABSTAIN: None
ABSENT: None

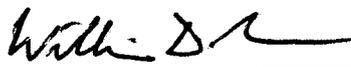


Leon Garcia, Mayor

ATTEST:


Sherry M. Kelly, Interim City Clerk

APPROVED AS TO FORM:


William D. Ross, City Attorney

RESOLUTION NO. 2008-153

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
MODIFYING THE PARK AND RECREATION RENTAL POLICIES AND PROCEDURES
AND ESTABLISHING A FACILITY FEE WAIVER POLICY**

WHEREAS, the City of American has a number of buildings and park facilities available for public use; and

WHEREAS, individuals, groups, agencies and organizations reserve and rent the building and facilities for a variety of purposes; and

WHEREAS, it is common for non-profits, governmental agencies, and services organizations to request that facility rental fees be waived so that an event or program can be held at a City building or facility; and

WHEREAS, there is a need to establish a policy for evaluating the waiver requests and to have park and recreation facility rental policies and procedures; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby modifies the Park and Recreation Facility Rental Policies and Procedures and establishes the Facility Fee Waiver Policy as described in Exhibit "A" as recommended by the Parks and Community Services Commission.

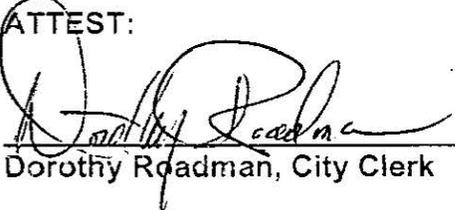
PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of American Canyon on the 21st day of October, 2008 by the following vote:

AYES: Garcia, Coffey, Bennett, Callison, West
NOES: None
ABSTAIN: None
ABSENT: None



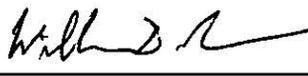
Leon Garcia, Mayor

ATTEST:



Dorothy Roadman, City Clerk

APPROVED AS TO FORM:



William D. Ross, City Attorney

Exhibit "A"

City of American Canyon

Park and Recreation Facility Rental Policies and Procedures And Fee Waiver Policy

Amended October 21, 2008

I. Procedures

1. Telephone reservations will not be accepted.
2. Application forms must be signed by a responsible adult, eighteen years or older.
3. Residents may reserve facilities no more than one year in advance. Non-residents may reserve facilities no more than four months in advance.
4. Ongoing rentals can only be booked for three months at a time. Staff will review each ongoing rentals every three months. Staff will determine the number of requests that have been made for the facility at the time of the ongoing rental and also consider the need for the facility for new or proposed City programs. If the ongoing rental is preventing residents from utilizing a City facility on a frequent basis or preventing a City activity or program from being held, the ongoing rental can be ended at the end of the next three month cycle.
5. Rental applications must be completed and turned in with the rental fee no less than one week prior to the rental date. Those wishing to rent the Aquatics Center are asked to start the rental policy well in advance of rental date (at least two weeks) so there will be enough time to determine if a sufficient number of lifeguards are available.
6. A completed application form and the rental fee must be turned in at the Community Services Office, 100 Benton Way, before a rental will be placed on the calendar. Any required cleaning/damage deposits must be paid no later than one week prior to the event.
7. When required, a Certificate of Insurance must be turned in one week before the event/activity date.
8. Approved applications cannot be transferred, assigned or subletted.
9. The City reserves the right to cancel, reschedule or otherwise adjust reservations when necessary or in the event of an emergency.

II. Deposit: Clean Up and Damages

1. A refundable deposit is required for rental of most facilities. The deposit must be paid no later than one week prior to the event. Any cleaning or damage repair expenses in excess of the deposit amount will be the responsibility of the individual signing the application form.
2. Storage is not available either before or after the rental event.

3. The facility renter is responsible for the removal of all decorations, disposing of trash, and the complete clean up of the facility. Clean up is to be done WITHIN THE RENTAL HOURS.
4. Rice and birdseed, etc., may NOT be thrown inside or outside the buildings. An additional fee of \$50 will be charged if this rule is violated.
5. The City will determine the cost of cleaning the facility or repairing damages. Renters that leave the facility clean and undamaged, vacate the facility at the proper time, and return the facility keys (if any given) will be eligible to get the refundable deposit back. Deposit refunds will be processed and mailed to the renter within 15 working days after the rental.

III. Certificate of Insurance

1. A completed Certificate of Insurance listing "City of American Canyon" as additional insured for \$1,000,000 is required for most facility rentals. A sample certificate is provided attached to the rental application form.
2. Insurance is required for the rental of the Community Center (gym or stage), Recreation Center, Aquatics Center, ballfields/soccer fields, and hard courts when used for leagues or tournaments or ongoing practices. Insurance is also required when City facilities are rented by individuals, firms or organizations that offer classes or instruction that are not sponsored by the City of American Canyon Community Services Department such as tennis lessons, exercise classes, etc.
3. If the rental applicant is unable to obtain the required insurance, it can usually be obtained through the Community Services Department office from Driver Alliant Insurance services. The cost is variable based on the type and size of the event.
4. Proof of insurance must be provided at least one week prior to the event.

IV. Security

Security guards must be provided based on the following guidelines:

Events, other than concerts or dances, which do not involve the use of alcoholic beverages:

Security guards not required, but one City employed Building Monitor may be present.

Concerts, dance events, or other events involving the use of alcoholic beverages with less than 199 attendees:

One security guard required and one City employed Building Monitor present.

Concerts, dance events, or other events involving the use of alcoholic beverages with more than 199 attendees:

Two security guards required and one City employed Building Monitor present.

Security guards not required for basketball or volleyball practices or games.

The Community Services Director may require more or less security than listed based on the type of event, anticipated attendance and other relevant factors.

The security guards must be bonded, insured and pre-approved by the City of American Canyon. The security guards must be present at all times. The security guard will ensure that alcoholic beverages do not leave the interior of the building. Acquisition and cost of security is the sole responsibility of the renter. A security guard contract must be submitted to the City of American Canyon no later than one week prior to the rental. If security vacates the premises before event completion, the American Canyon Police Department will be contacted and the event may be closed down.

V. Decorations and Banners, Advertising

1. Decoration, preparation, and clean up time must be completed during the rental hours.
2. Cellophane adhesives, nails, screws, staples, etc. in the walls or on the windows are prohibited.
3. All decorations must be fireproof or of fire-retardant material.
4. At no time shall exits or fire extinguishers be covered or obstructed.
5. The City reserves the right to remove any or all decorations/banners at any time at the expense of the individual or organization scheduled to use the facility.
6. Decorations must be removed when the group leaves the building.
7. No advertising shall be exhibited and no solicitations or sales may be made in the building or on the grounds without written permission of the City.

VI. Miscellaneous Information

1. Smoking is not permitted within the facilities.
2. Other than guide dogs or assist animals for the disabled, animals are not permitted in City buildings.
3. Parking availability is not guaranteed, and on occasion may be limited. Overnight parking is NOT allowed.
4. The individual renting the facility and signing the application form shall be present at the event and shall be responsible for the control and supervision of all people in attendance at the event.

5. City approval is required for concession sales and fundraising at City facilities. Approval from the Napa County Department of Environmental Management is also required for food sales.
6. The City of American Canyon reserves the right to set the maximum number of people attending any rental function. Occupation limits are to be strictly enforced.
7. The City of American Canyon reserves the right to enforce an escalation clause, which would result in a \$10 per person charge for each person above and beyond the renter's stated maximum attendance.
8. A twenty-five percent surcharge will be added to rentals for commercial use of City facilities.
9. If a renter states that there will be no alcoholic beverages at an event, the event will be shut down if alcoholic beverages are sold, served or consumed on City premises.
10. Refund policy for cancellations:
Advance cancellation notice of 30+ days the City of American Canyon retains 10% of rental fee for an administration fee; cancellation within 15-29 days of the event, the City of American Canyon retains 50% of rental fee; cancellation of the event within 0-14 days the City of American Canyon retains 100%. Rentals at outdoor venues may be rescheduled if adverse weather results in the need to cancel the event. If the event cannot be rescheduled, a full refund will be given.

Definitions:

Resident – Person that lives within the City Limits of American Canyon.

Non-Resident – Person that does not live within the City Limits of American Canyon.

Non-Profit Organization – Bonafide clubs, organization or groups that are formed for other than commercial purposes.

Resident Non-Profit Organization - Non-profit that is headquartered in American Canyon, has more than half its membership from American Canyon or demonstrates that the rental is directed towards members/clients that live in American Canyon.

Non-Resident, Non-Profit Organization - Non-profit that is not headquartered in American Canyon, doesn't have more than half its membership from American Canyon, or cannot demonstrate that the rental is directed towards members/clients that live in American Canyon.

Active Activities Committee Organization – Resident non-profit organization that has had a representative attend a minimum of fifty percent of Activities Committee meetings during the six-month period preceding the rental request.

PARK AND RECREATION FACILITY FEES

NOTE: COMMERCIAL USE OF ANY FACILITY WILL RESULT IN THE ADDITION OF A 25% SURCHARGE TO THE RENTAL FEE.

Phillip West Aquatic Center

Resident	\$ 72.00 per hour
Non-Resident	\$ 90.00 per hour
Non-Profit Organization	\$ 54.00 per hour
Non-Resident, Non-Profit Organization	\$ 81.00 per hour
Active Activities Committee Organization	\$ 36.00 per hour
Surcharge \$20 per hour for rentals with more than 75 participants.	
Deposit	\$ 75.00.

Wading Pool Only

Resident	\$ 36.00 per hour
Non-Resident	\$ 45.00 per hour
Non-Profit Organization	\$ 27.00 per hour
Non-Resident, Non-Profit Organization	\$ 40.50 per hour
Deposit	\$ 75.00

Recreation Center

Resident	\$ 25.00 per hour
Resident (Full Day)	\$200.00
Non-Resident	\$ 35.00 per hour
Non-Resident (Full Day)	\$300.00
Non-Profit Organization	\$ 20.00 per hour
Non-Profit Organization (Full Day)	\$150.00
Non-Resident, Non-Profit Organization	\$ 30.00 per hour
Non-Resident, Non-Profit Organization	\$250.00
Active Activities Committee Organization	\$ 15.00 per hour
Active Activities Committee (Full Day)	\$100.00
Deposit	\$150.00

Community Center

Resident	\$ 52.00 per hour
Non-Resident	\$ 65.00 per hour
Non-Profit Organization	\$ 39.00 per hour
Non-Resident, Non-Profit Organization	\$ 58.50 per hour
Active Activities Committee Organization	\$ 26.00 per hour

Deposit	\$250.00
Deposit (Basketball/Volleyball)	\$100.00

Community Center – Stage Only

Resident	\$ 32.00 per hour
Non-Resident	\$ 40.00 per hour
Non-Profit Organization	\$ 25.00 per hour
Non-Resident, Non-Profit Organization	\$ 36.00 per hour
Active Activities Committee Organization	\$ 16.00 per hour

Deposit	\$100
---------	-------

Picnic Areas – Three Or More Tables (Community Park and Linwood Park)

Resident	\$ 10.00 per hour
Non-Resident	\$ 30.00 per hour
Non-Profit Organization	\$ 7.50 per hour
Non-Resident, Non-Profit Organization	\$ 20.00 per hour

Deposit (Community Park/Restrooms)	\$ 50.00
------------------------------------	----------

Picnic Areas – Area With Only One Or Two Tables

Resident	\$ 5.00 per hour
Non-Resident	\$ 15.00 per hour
Non-Profit Organization	\$ 5.00 per hour
Non-Resident, Non-Profit Organization	\$10.00 per hour

Ball Fields/Soccer Fields

Resident	\$ 15.00 per hour
Non-Resident	\$ 25.00 per hour
Non-Profit Organization	\$ 10.00 per hour
Non-Resident, Non-Profit Organization	\$ 20.00 per hour

Sports Courts (Basketball, Tennis)

Resident	\$ 10.00 per hour
Non-Resident	\$ 20.00 per hour
Non-Profit Organization	\$ 7.50 per hour
Non-Resident, Non-Profit Organization	\$ 15.00 per hour

Facility Fee Waiver Policy

Fees charged for the use of City facilities may be waived by the City Manager or his/her designee, if the applicant requests a fee waiver under one of the following categories and the appropriate criteria are met.

I. Intergovernmental Cooperation

A. Fees may be waived for special events or temporary uses when the applicant is another government agency and the use is related to the performance of its normal functions and is a benefit to residents of American Canyon. Fee waiver requests for the ongoing use of City facilities by other governmental agencies will be sent to City Council for consideration.

II. Youth Programs

A. Fees may be waived for building and athletic field rental for American Canyon youth organizations that are open to all American Canyon youth that meet age or size requirements.

B. Youth organizations that are not open to all youth and limit participation based on skill level or other limiting factors such as attendance at a particular school, church or other affiliation, are not eligible for fee waivers.

III. City Sponsored Program

A. Fees may be waived for events and programs that are sponsored or co-sponsored by the Community Services Department or other City department. The Department Director may choose to sponsor or co-sponsor an event or program if the Director determines that all of the following criteria are met:

1. The program or event is within the scope of services normally provided by the Department; and
2. The event is open to the public; and
2. All resources provided by the City in sponsorship of the event must be provided for within the Department's current budget without a reduction of other programs and services.

IV. Financial Hardship/Non-Profit

A. The City Manager or his/her designee may waive fees for a non-profit agency or community service organization if the City Manager determines that the following criteria are met:

1. The organization is a valid non-profit with 501(c) 3 status, or organization has 501 (c) 4 status and is requesting use of a City facility for an event that fully benefits the community, not the 501 (c) 4 organization or its members;
2. The imposition of the fees would create a financial hardship on the organization as demonstrated on the Organization Financial Information Form or the imposition of the fees would make it prohibitive for the event to be held as demonstrated on the Event Financial Information Form.

3. Fees will only be waived for fundraisers if the financial hardship criteria are met, all funds raised benefit the community, and at least 10% of the profit be directed towards youth programs.
4. The program or event is of significant value to the community or to a significant portion of its residents;
5. The event or program is open to the public and is in compliance with the City's non-discrimination policy;
6. The City Manager or his/her designee determines that the proposed event or program will have no significant impacts on the facilities or department activities, that the facility user will provide volunteer services and materials to mitigate any impacts created by the event or program or that the impacts that are created are adequately offset by the public benefit provided by the program or event.
7. The waiver of fees does not relieve the facility user of insurance requirements and requirements related to providing security guards, where applicable.
8. Requests for a waiver of insurance will only be considered if the event meets all the qualifications of the rental fee waiver policy and is designated as a City Sponsored Program. Requests for the waiver of insurance requirements will not be considered for the selling and/or serving alcoholic beverages.

APPEAL PROCESS – Decisions made pertaining to the administration of the City's fee waiver and facility rental policies by a designee of the City Manager may be appealed to the City Manager. Decisions made by the City Manager pertaining to the administration of the facility rental policy may be appealed to the City Council.

City of American Canyon
FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: _____

Organization Contact: _____ E-mail: _____

Address: _____

Phone: _____ Fax: _____

Type of Organization: _____ 501 (c) 3, _____ 501 (c) 4, _____ Governmental Agency

_____ Other: _____

Date of Event: _____ City Facility Requested: _____

Name and Purpose of Event: _____

Is this activity an **annual** event or a **one time only** event? _____

I have read the Facility Rental Fee Waiver policy. I am applying for a fee waiver based on the belief that my organization qualifies under the following category: (Check One)

_____ I. Intergovernmental Cooperation

_____ II. Youth Sports Programs Open To All American Canyon Youth
That Meet Age or Size Requirements

_____ III. City Sponsored or Co-Sponsored Program or Event

_____ IV. Financial Hardship/Non-Profit*

*Non-Profits requesting a rental fee waiver for financial hardship must complete and submit the following: 1) Organization Financial Statement 2) Event Financial Statement 3) Provide copy of the letter from the IRS proving non-profit status.

Signature: _____ Date: _____

City of American Canyon
FEE WAIVER REQUEST
ORGANIZATION FINANCIAL STATEMENT &
EVENT FINANCIAL STATEMENT

Organization Name: _____ **Tax ID #:** _____

Organization Contact: _____ **E-mail:** _____

Address: _____

Phone: _____ **Fax:** _____

Organization's Fiscal Year Begins: _____, 2008 and Ends _____, _____.

Signature _____ **Date** _____

Total Amount Currently In Organization's Checking and Savings Account \$ _____

Total Amount Currently Invested In CD's, Other Investments \$ _____

ANTICIPATED INCOME IN CURRENT FISCAL YEAR:

Memberships and/or Dues	
Donations and/or Gifts	
Fundraisers	
Grants	
Interest Income	
Other:	
TOTAL	

ANTICIPATED EXPENSES IN CURRENT FISCAL YEAR:

Rent, Facility Expenses	
Office Supplies, Postage, Printing	
Other Supplies	
Advertising	
Activity Costs	
Other:	
TOTAL	

EVENT FINANCIAL STATEMENT

EVENT NAME: _____

EVENT DATE: _____

PROJECTED REVENUE FROM THE EVENT:

Fundraising	
Donations	
Admission Fees, Ticket	
Advertising Revenue	
Raffle, Auctions	
Other:	
Other:	
TOTAL	

PROJECTED INCOME FROM THE EXPENSES:

Entertainment	
Advertising	
Rental Equipment	
Food or Catering Costs	
Refreshments	
Supplies	
Security Guards	
Insurance	
Printing	
Postage	
Decorations	
Other:	
Other:	
Other:	
TOTAL	

RESOLUTION NO. 2024-91

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE RESOLUTION 2024-24 WITH THE UPDATED PARKS AND RECREATION DEPARTMENT USER FEE SCHEDULE.

WHEREAS, the Parks and Recreation Department offers a wide variety of programs, services, and rentals to the residents of American Canyon and customers in neighboring cities; and

WHEREAS, the City Council approved and adopted Resolution 2024-24 on March 19, 2024, amending and updating the Parks and Recreation Department User Fee Schedule from 2023, and established the department's 16 Service Categories and Cost Recovery Pyramid Model; and

WHEREAS, recovery of the costs of providing governmental services to the fullest extent possible is of vital importance to the economic health of the City budget, and hereby the health, safety, and welfare of the residents of the City of American Canyon; and

WHEREAS, the City's fiscal policy requires that the City align fees with the costs of providing services, except in cases where the social benefit impact outweighs the objective of full cost recovery; and

WHEREAS, due to the production timeline for the Winter/Spring Activity Guide, which covers programs from January through April, went to print on November 8, 2024, the CPI adjustment report for August 2024 was used; and

WHEREAS, the Parks and Recreation Department User Fees from January 1, 2025, through December 31, 2025, shall be automatically adjusted by 2.7% based on the Consumer Price Index (CPI) for all Urban Consumers for the San Francisco, Oakland, and San Jose metropolitan area as published by the Bureau of Labor Statistics using the August 2024 report; and

WHEREAS, incremental fee increases are essential for the City, as they help offset inflation and labor costs while preventing larger hikes in the future. However, not all programs and services can accommodate an increase due to market conditions and data collected from comparable agencies; and

WHEREAS, some fees have increased beyond the CPI to align with cost recovery standards as outlined in the 16 Service Categories and Cost Recovery Pyramid Model; and

NOW, THEREFORE, BE IT RESOLVED the City of American Canyon as follows:

SECTION 1: GENERAL INFORMATION AND SPECIAL CONDITIONS

1. All fees will be rounded up to the nearest dollar.
2. The Resident Rate will only apply to American Canyon residents residing within the American Canyon city limits. Individuals claiming residency will be required to provide valid identification at the time of registration. Residency may be claimed by the following: 1) A California Driver's License with an American Canyon residential address; or 2) A photo identification card with the individual's first and last name, and a utility bill or lease agreement matching the individual's identification and American Canyon residential address.

3. The Nonresident Rates will apply to anyone residing outside the American Canyon city limits. Programs, classes, services, camps, and rentals will be 15% more than the Resident Rate and Drop-In programs will be one dollar (\$1.00) more than the Resident Rate.
4. The American Canyon Nonprofit Rates will only apply to American Canyon nonprofit organizations that have a valid State of California 501(c)(3) certificate. This benefit will only apply to facility rental fees as indicated on the Parks and Recreation Department User Fee Schedule and set at 25% less than the Resident Rate. All other facility rental rules and regulations, and requirements will apply – including insurance and refundable deposits.
5. The Nonresident Nonprofit Rates will apply to nonresident nonprofit organizations that have a valid State of California 501(c)(3) Certificate. This benefit will only apply to facility rental fees as indicated on the Parks and Recreation Department User Fee Schedule and set at the Resident Rate. All other facility rental rules and regulations, and requirements will apply – including insurance and refundable deposits.
6. Nonprofit and Community Partner Community Events – American Canyon nonprofit organizations and community partners are encouraged to host, coordinate, and manage community-based events for American Canyon residents at City parks and facilities. These community events provide great community benefit (Tier 1 – within the Cost Recovery Pyramid Model) by enhancing our resident’s quality of life, providing unique experiences that celebrate our community’s cultural diversity, and showcasing our community’s inclusivity. The City values these relationships and partnerships – in exchange, the City will provide a City park or facility at no charge to the nonprofit organization or community partner. All other community event rules and regulations, and requirements apply.

SECTION 2. USER FEE SCHEDULE

1. The Parks and Recreation Department User Fee Schedule is outlined within Exhibit A.
2. By January 1, 2026, and thereafter, the City shall increase the service fees in the Parks and Recreation Department User Fee Schedule to automatically adjust to the annual percentage change of the Consumer Price Index (CPI) for all Urban Consumers for the San Francisco, Oakland and San Jose metropolitan area as published by the Bureau of Labor Statistics for the 12-month period ending nearest, but at least sixty (60) days prior to, the Adjustment Date.
3. The City of American Canyon recognizes the importance of adapting to the evolving needs of its community. The City reserves the right to establish new program fees throughout the year to ensure the delivery of diverse and inclusive services that meet the varying needs of residents. This flexibility will enable the City to enhance program offerings and promote greater accessibility for all members of the American Canyon community.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon adopts the Parks and Recreation Department User Fee Schedule, effective January 1, 2025, upon the approval of this Resolution.

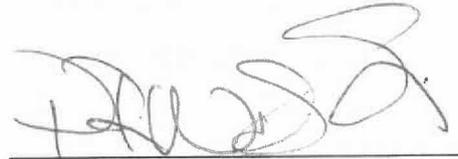
PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 17th day of December 2024, by the following vote:

AYES: Councilmembers Cruz, Lamattina, Oro, Vice Mayor Joseph, Mayor Washington

NOES:

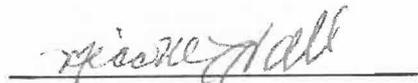
ABSTAIN:

ABSENT:



Pierre Washington, Mayor

ATTEST:



Nicolle Hall, Deputy City Clerk

 Dec 18, 2024

William D. Ross, City Attorney

EXHIBIT A

CITY OF AMERICAN CANYON PARKS AND RECREATION DEPARTMENT USER FEE SCHEDULE

ADMINISTRATIVE FEES					
	Details	Resident	Nonresident	Nonprofit	NR Nonprofit
Program Cancellation Fee	Per Program	\$10.00	\$10.00		
Program Credit Refund Processing Fee	Per Transaction	\$10.00	\$10.00		
Special Event Application	Per Application	\$250.00	\$288.00		
Special Event Street Closure Permit – Minor Fee (No City Staff)	Flat Rate	\$165.00	\$190.00		
Special Event Street Closure Permit – Staff Involvement	Flat Rate + Hrly Rate Per Staff Person	\$165.00 + \$60 per hr.	\$190 + \$60 per hr.		
Facility Rental Cancellation	Flat Rate	\$100.00	\$100.00		
Facility Rental Vendor Permit	Flat Rate	\$52.00	\$60.00		
Facility Rental Bounce House Permit (Authorized Vendor)	Flat Rate	\$52.00	\$60.00		
Facility Rental Incidental Fee	Per Incidental	\$100.00	\$100.00		
City Special Event Vendor – 4 th of July	Flat Rate	\$300.00	\$345.00	\$75.00	\$150.00
City Special Event Vendor – general	Flat Rate	\$150.00	\$173.00	\$25.00	\$150.00
Special Event Information Booth (non-sales)	Flat Rate	\$100.00	\$115.00	\$25.00	\$100.00
*Special Event Information Booth Insurance (non-sales / non-food vendor)	Flat Rate	\$84.00	\$97.00		
*Special Event Vendor Insurance (food sales)	Flat Rate	\$97.00	\$113.00		
Banner Reservations	Flat Rate/Monthly/Per Banner	\$44.00	\$51.00	\$35.00	\$44.00
Sign Board Reservations	Flat Rate/Weekly/Per Location – 1 Side	\$17.00	\$20.00	\$13.00	\$17.00
AQUATICS FEES					
	Details	Resident	Nonresident	Nonprofit	NR Nonprofit
Group Swim Lessons	Per Participant	\$79.00	\$91.00		
Semi-Private Swim Lesson	Per Participant	\$116.00	\$133.00		
Private Swim Lesson	Per Participant	\$165.00	\$189.00		
Lifeguard Training	Per Participant	\$257.00	\$296.00		
Jr. Lifeguard Program	Per Participant	\$334.00	\$385.00		
Lifeguard Recertification Class	Per Participant	\$134.00	\$155.00		
Lap Swim: Drop-In	Daily Drop-In	\$7.00	\$8.00		
Lap Swim: Monthly Light	8-Visits/Monthly	\$48.00	\$53.00		
Lap Swim: Monthly Unlimited	12-Visits/Monthly	\$65.00	\$75.00		
Water Exercise: Drop-In	Daily Drop-In	\$7.00	\$8.00		
Water Exercise: Monthly Class	Per Participant	\$68.00	\$79.00		
Recreation Swim: 2 yrs. & Under	Daily Drop-In	FREE	FREE		
Recreation Swim (M-F): Youth 3-12 yrs.	Daily Drop-In	\$4.00	\$5.00		
Recreation Swim (M-F): Adult	Daily Drop-In	\$5.00	\$6.00		
Recreation Swim (Sat): Youth 3-12 yrs.	Daily Drop-In	\$5.00	\$6.00		
Recreation Swim (Sat) Adult	Daily Drop-In	\$6.00	\$7.00		

Recreation Swim Pool Party	Flat Rate/Rec Swim	\$83.00	\$95.00		
Recreation Swim Pool Party – Extra Guests	Per Participant/Max 30	\$4.00	\$5.00		
Recreation Swim Pool Party: Refundable Deposit	Flat Rate/Refundable	\$100.00	\$100.00		
Private Pool Party Rental (1-50 People)	Hrly Rate/3 HR. Min.	\$105.00	\$122.00	\$80.00	\$105.00
Private Pool Party Rental (51-100 People)	Hrly Rate/3 HR. Min.	\$129.00	\$148.00	\$97.00	\$129.00
Private Pool Party Rental (101-150 People)	Hrly Rate/3 HR. Min.	\$152.00	\$176.00	\$114.00	\$152.00
Aquatics Pool Rental – Lane Rental for Programming	Hrly. Rate/3 Hrs + 3 Lanes	\$13.00	\$15.00	\$10.00	\$13.00
Private Pool Rental – Refundable Deposit	Flat Rate/Refundable	\$300.00	\$300.00	\$300.00	\$300.00
RECREATION/SPORTS/FITNESS CLASS					
Teen Camp – 3 Days + 1 Field Trip	Per Participant/Per Wk.	\$90.00	\$104.00		
Specialty Camps – 5 Days	Per Participant/Per Wk.	\$90.00	\$104.00		
Early Bird Camp Drop-Off (8am-9am)	Per Participant/Per Wk.	\$10.00	\$12.00		
Late Owl Camp Pick-Up (3pm-5pm)	Per Participants/Per Wk.	\$20.00	\$23.00		
Jr. Warriors Basketball League (5-7 yrs)	Per Participant	\$105.00	\$121.00		
Jr. Warriors Basketball League (7-9 yrs)	Per Participant	\$140.00	\$161.00		
Jr. Warrior Basketball League (10-13 yrs)	Per Participant	\$140.00	\$161.00		
Adult Softball League	Per Participant	\$52.00	\$60.00		
Adult Basketball/Volleyball League	Per Participant	\$52.00	\$60.00		
Adult Soccer/Flag Football League	Per Participant	\$52.00	\$60.00		
Program Special Events	Per Participant	\$6.00- \$15.00	\$7.00- \$18.00		
Recreation Classes – Staff Lead	Per Participant	\$30.00- \$127.00	\$35.00- \$147.00		
Independent Contracted Instructor Class	Per Participant	\$30.00- \$350.00	\$35.00- \$403.00		
Open Gym Drop-In	Daily Drop-In Per Visit	\$8.00	\$9.00		
Community Garden	Annual Fee	\$58.00	\$67.00		
SENIOR SERVICES (50+ YRS)					
Senior Day Trips	Per Participant	\$51.00	\$59.00		
Senior Programs: Drop-In	Daily Visit Per Program	\$1.00	\$2.00		
Senior Programs: Monthly Light Pass	8 Visits/Monthly	\$9.00	\$11.00		
Senior Programs: Monthly Unlimited Pass	15 Visits/Monthly	\$16.00	\$19.00		
FACILITY RENTALS					
Runs & Races	Per Participant	\$4.00	\$5.00	\$2.00	\$4.00
Parking Lot Rental	Hrly. Rate/2 HR. Min.	\$35.00	\$42.00	\$27.00	\$35.00
Baseball/Softball Field Rental	Hrly. Rate/2 HR. Min.	\$16.00	\$19.00	\$13.00	\$16.00
Baseball/Softball Field Prep	Daily Flat Rate	\$41.00	\$47.00		
Turf Field Rental: Youth Programs	Hrly. Rate/2 HR. Min.	\$17.00	\$20.00	\$13.00	\$17.00
Turf Field Rental: Tournaments/Adult Programs	Hrly. Rate/2 HR. Min.	\$24.00	\$28.00	\$19.00	\$24.00
Park Rental: For Profit/Festival/Event	Hrly. Rate/2 HR. Min.	\$78.00	\$90.00		
Court Rental: Tennis/Pickleball/Basketball/Bocce	Hrly. Rate/2 HR. Min.	\$13.00	\$15.00	\$10.00	\$13.00
Group Picnic Rental	Daily Flat Rate	\$155.00	\$178.00	\$117.00	\$155.00
Recreation Building Rental	Hrly. Rate/3 HR. Min.	\$52.00	\$60.00	\$40.00	\$52.00
Adult Activity Center Rental: Assembly Room	Hrly. Rate/3 HR. Min.	\$71.00	\$83.00	\$54.00	\$71.00
Adult Activity Center Rental: Meeting Room	Hrly. Rate/2 HR. Min.	\$36.00	\$43.00	\$28.00	\$36.00

Adult Activity Center Rental: Commercial Kitchen	Hrly. Rate/2 HR. Min.	\$82.00	\$94.00	\$62.00	\$82.00
Napa Junction Community Center: Assembly Room	Hrly. Rate/3 HR. Min.	\$93.00	\$107.00	\$70.00	\$93.00
Napa Junction Community Center: Classroom	Hrly. Rate/2 HR. Min.	\$42.00	\$48.00	\$31.00	\$42.00
Projector Rental	Daily Flat Rat	\$52.00	\$60.00		
Audio Rental	Daily Flat Rat	\$52.00	\$60.00		
Facility Rental Staff Rate	Hourly Rate	\$50.00	\$50.00		
*Portable Restroom Rental – Single Stall Restroom	Flat Rate	\$203.00	\$234.00		
*Portable Restroom Rental – Single Stall + Handwashing Station	Flat Rate	\$287.00	\$330.00		
*Portable Restroom Rental – ADA Restroom	Flat Rate	\$273.00	\$314.00		
*General Liability Insurance: Rentals	Flat Rate	\$122.00	\$140.00		
*General Liability + Liquor Liability Insurance: Rental	Flat Rate	\$189.00	\$218.00		
*Sports Event Insurance (1-100 people)	Flat Rate	\$236.00	\$272.00		
Facility Rental Cleaning Fee (35 people or less)	Flat Rate	\$155.00	\$178.00		
Facility Rental Cleaning Fee (36+ people)	Flat Rate	\$206.00	\$237.00		
*Fees are set at Market Rate and are subject to change.					



4381 Broadway Street, American Canyon CA 94503
(707)648-7275 / americancanyon.gov

FACILITY RENTAL APPLICATION

(APPLICANT MUST BE 18+ YEARS. Please complete the application in its entirety or the permit process may be delayed)

Facility Location / Room: _____

Rental Date(s): _____ Day(s) of the Week: _____

Rental Time: _____ am/pm to _____ am/pm Event Time: _____ am/pm to _____ am/pm Total Hours: _____

*Rental hours must include all-time needed for decorating, setup, event time, and cleanup.

Type of Event: _____

Total Expected Attendance: _____ Nonprofit Tax ID: _____

Applicant Name: (main contact for rental): _____

Name of Organization: _____

Address: _____

City/State: _____ Zip: _____ Phone Number: _____

Email: _____

- | | | | |
|------------------------------------|----------------|--|----------------|
| 1. Will alcohol be served? | Yes ___ No ___ | 7. Do you plan to have vendors? | Yes ___ No ___ |
| 2. Will alcohol be sold? | Yes ___ No ___ | 8. Will music be played? | Yes ___ No ___ |
| 3. Will there be an admission fee? | Yes ___ No ___ | ** If you answered Yes #8, what kind of music will be | |
| 4. Will food be sold? | Yes ___ No ___ | played (circle all that apply): DJ / Band / Acoustic / Phone | |
| 5. Will food be served? | Yes ___ No ___ | 9. Will you have a bounce house or jumper? | Yes ___ No ___ |

**If you answered Yes #5, what is the cooking method? _____

6. Will you have event tents? Yes ___ No ___

If you answered yes to #6, how many _____, and what are their sizes? _____

*anything bigger than a 10x10 tent will need additional approval from the City.

AGREEMENT AND RELEASE OF LIABILITY

I certify that I, the Applicant reserving with the City of American Canyon (City), am at least 18 years of age. The undersigned or, if signing for an organization, that organization, certifies that the above information is accurate and correct and that the undersigned has read and understood the Facility Rental Rules and Regulations as set forth by the City pertaining to the use of City facilities. I understand that I or an appointed representative must

be present at the beginning of the rental time and must be present at the end of the rental time for inspection. I agree to do a full facility evaluation walk-through with City staff of all areas listed on the evaluation form prior to and after the event to review any current or new damages to the facility with may have occurred during my rental. I understand that failure to comply with the Facility Rental Rules and Regulations may lead to losing portions and/or all of my rental deposit and fees, which in some cases may exceed the rental deposit amount. I further understand that if I delegate my applicant responsibilities to other members or service agencies for which I have contracted, I still have the ultimate responsibility of the facility during my rental.

It is further agreed that the applicant shall indemnify, defend, and hold harmless the City its officers, employees, and agents from any and all losses, costs, expenses, claims, litigation, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the applicant's use or occupancy of a facility or property controlled by the City, unless solely caused by the gross negligence or willful misconduct of the City, its officers, employees, or agents.

Force Majeure: Notwithstanding anything to the contrary contained in this agreement, the City shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemics, epidemic, civil disturbance, acts of terrorism, regulation of public authority, inclement weather, the loss or unavailability of electrical power such as in a Public Safety Power Shutoff event, and other causes beyond their control. The undersigned waives any right of recovery against the City, including waiver of incidental and/or consequential damages, and the undersigned shall not charge or seek recovery for damages resulting from "acts of God" or Force Majeure Events from or against the City, its officers, employees, or agents.

Applicant Name: _____ Signature: _____ Date: _____

FACILITY RENTAL RULES AND REGULATIONS

By signing the Facility Rental Application, you are signing that you have read and understand all information contained herein, which constitutes a contract between you and the City of American Canyon (City). The following rental policies outline the conditions for use of the City facilities. All City facilities are governed by these general rules, in addition to specific conditions for each facility.

- 1. Rental Application and Requirements** – Facility rentals are accepted on a first-come, first-served basis and will only be accepted with a completed Rental Application and a refundable deposit fee. American Canyon residents may reserve facilities up to one (1) year in advance of their rental date; nonresidents may reserve up to six (6) months in advance of their rental date. Applicants must be at least 18 years of age. American Canyon residents must provide valid proof of residency (i.e., California I.D. or utility bill in the applicant's name) to qualify for the resident rate. All other facility rental forms (including insurance and ABC license), and fees are due and to be paid in full thirty (30) days before the facility rental date. Applicants who fail to meet these requirements may result in their facility rental being canceled and a refund may not be issued, including withholding the refundable deposit. Facility rentals are not permitted to go beyond 10:00 p.m. daily; applicants are required to clean up and vacate the facility by 10:00 p.m.
- 2. Rental Contact Requirements** - All contact regarding the rental fees, insurance, and on-site coordination will only be arranged with the original applicant. If the original applicant is unavailable for the facility rental coordination on the day of the facility rental, the applicant must designate an alternate person to assume this responsibility in advance of the facility rental and inform the city in writing. Applicants will be required to meet with City staff thirty (30) days before the facility rental date to review the facility layout, review rules and regulations, and submit required signed documents.
- 3. Nonprofit Groups** – Nonprofit organizations are required to provide evidence of their approved State of California nonprofit 501 (c)(3) status to qualify for the nonprofit facility rental rate.
- 4. Facility Attendance** – Applicants are required to abide by the maximum capacity limits for their facility rental. Failure to comply with these requirements on the day of the event may result in the cancellation of the rental, and no refund will be issued. Additionally, incidental fees may be incurred.
- 5. Refundable Deposit** – The Refundable Deposit is due at the time of submitting the Facility Rental Application to secure a facility rental with the City of American Canyon. This deposit serves as a security measure to ensure compliance with the City's Facility Rules and Regulations and cover any potential damage. If necessary, the deposit may be withheld at any time. Should the deposit be insufficient to cover the damages, the applicant will be billed for the remaining balance, which must be paid within 72 hours of receiving the invoice. Refunds will be processed two weeks after the rental concludes, provided all rental guidelines are followed and no damage is found, and may take up to 45 days to receive. In the event of rule violation or damage, the deposit may be partially or fully withheld to cover the associated costs.
- 6. Facility Rental Fees** – Facility rental fees are fixed hourly rental fees that are set by the City of American Canyon. Facility rentals are booked in full-hour increments and must include setup, event time, and cleanup; there is a 3-hour minimum on all facility rentals with the city. Facility rental fees will be required to be paid in full thirty (30) days before the rental date; failure to pay the facility rental fees as outlined within these rules and regulations may result in the facility rental being canceled, and the refundable deposit, including any fees paid, may be forfeited by the applicant and retained by the City.
- 7. Cancellation Fee:** In the event a facility must be canceled due to an emergency, a \$100 Cancellation Fee will be withheld from the refund at the discretion of the Parks and Recreation Director. This policy applies only to emergency situations, and a doctor's note or other appropriate documentation may be required for exceptions beyond the standard Facility Rental Cancellations guidelines as outlined below.

8. Facility Rental Cancellations – The deposit will be refunded, minus the Cancellation Fee, for facility rentals canceled seven (7) business days after booking and securing the rental date. The following schedule will be used to determine the City's cancellation process for facility rental refunds:

- **From Date of Booking to Thirty-One (31) Days Before the Rental Date:** The refundable deposit will be forfeited, and 50% of any rental fees paid to the City will not be refunded.
- **Thirty (30) Days or Less Before the Rental Date:** All paid rental fees to the City, including the refundable deposit, will not be refunded.

City facilities may be closed at any time, with or without notice, this includes closures due to inclement weather. City staff will make every effort to contact the applicant ahead of time of any facility closures that may affect the rental date. If a closure occurs and a facility rental is canceled on behalf of the city, a refund credit will be applied to the applicant's household. This credit may be used for any Parks and Recreation program, service, or rental in the future.

9. Permit Changes – All facility rental changes must be made in writing to City staff. Changes made less than thirty (30) days before the rental date and resulting in additional fees will be required to be paid in full by the applicant at the time of making the change. If the applicant fails to make this payment, the changes will not be granted, and the rental will not be altered. All facility rental fees are due and are to be paid in full thirty (30) days before the facility rental date. Failure to pay the rental balance in full thirty (30) days before the rental date may result in the facility rental being canceled and a refund may not be issued, including withholding the refundable deposit. It is the applicant's responsibility to check and verify their facility rental permit to ensure that all facility rental details are accurate and correct. Corrections must be addressed with City staff in writing before the rental date to ensure the permit reflects the facility rental. Changes made on the day of the rental will need to be addressed with City staff on duty and will be documented on a facility rental sheet; the applicant will be required to sign off on these additional changes. These changes will be reviewed by City staff on the following Monday, and the applicant will be assessed the appropriate rental fees to reflect the changes to the facility rental. These fees may be deducted from the refundable deposit, and/or the applicant may be billed separately if the deposit is not sufficient to cover the balance.

10. Facility Rental Onsite Appointments – Facility Rentals receive one (1) thirty (30) minute onsite appointment walkthrough at the rented facility location. Applicants are required to schedule their one (1) time courtesy appointment with City staff; appointments are scheduled on a first-come, first-serve basis. City staff will open the facility at the specified time per the agreed-upon scheduled appointment. Appointments start at the designated scheduled start time and will end at the designated end time; appointments will not be rescheduled on the day of the appointment due to late arrivals by the applicant, vendor, and/or family. Applicants are responsible for rescheduling and/or canceling their appointments by contacting City staff 48 hours before their scheduled appointment. Appointments that exceed thirty (30) minutes will be subjected to an additional appointment charge of \$50 for every thirty (30) minutes; a minimum of thirty (30) minutes will be charged. Applicants are encouraged to ensure that vendors and/or family members attend this scheduled appointment. Applicants will be charged \$50 for any additional thirty (30) minute appointments after the first courteous rental appointment.

11. City staff on duty during rental- City staff will be on duty during all approved use of City facilities. City staff is not available for loading/unloading supplies, waiting tables, serving, moving rented furniture or equipment, and/or assisting with the applicant's portion of the cleanup.

12. Adhering to the time scheduled on the permit - The time stated on the application form for the rental will be strictly enforced. If the applicant does not use full-time as stated on their application, there will be no refunds given or funds transferred. The rental period must include all the time necessary for setup and

cleanup for the rental, and the time must be consecutive. All facility usage is based upon space availability and is limited to specific rental periods. City staff will set up tables and chairs unless other arrangements have been approved by the city. The City must receive a written floor plan a minimum of thirty (30) days before the rental date. Otherwise, a standard room setup will be provided. The facility will not be open before the stated rental time for any renter, caterers, bands, decorators, etc. participating in a rental activity, nor can items be stored overnight in a city facility before or after any rental activity.

- 13. Cleaning requirements** – City staff are responsible for the setup and takedown of City tables, chairs, and equipment. Applicants will be responsible for the removal and/or disposal of food, beverages, paper goods, decorations, signage, equipment, furniture, and personal items once the rental has concluded. The city will not authorize the overnight storage of any personal items or equipment or be responsible for any items left behind. All rental trash is to be properly bagged and placed in the designated trash receptacles. Applicants will be required to notify City staff immediately of any large spills within the facility(ies) that are rented per this agreement. Applicants are responsible for ensuring that DJs, caterers, decorators, etc. adhere to the City's cleaning requirements and exit the facility by the rental end time. Failure to adhere to the City cleaning requirements could result in the forfeit of the entire facility rental deposit, and /or the applicant may be billed separately if the deposit is not sufficient to cover the additional balance.
- 14. Condition of the facility** – The applicant acknowledges that the facility will be made available in an as-is condition and the City undertakes no obligation to make improvements or changes to their existing conditions. City staff will check the condition of the facility with the applicant before the start of the rental and before their departure to determine if additional damage, cleaning, or overtime use has occurred. City staff will document any issues during the total length of the rental including but not limited to setup, event time, and cleanup. This on-site evaluation is only one means of evaluating the return of the rental deposit; however, additional charges may be imposed for damages or cleanup not identified on the evaluation form if additional items are identified after the applicant has left the facility. It is the responsibility of City staff to enforce facility use regulations and prevent abuse of any facility or facility use privileges, including but not limited to, requesting police department assistance to stop the service of alcoholic beverages, remove disruptive individuals, and/or to clear the facility and cancel the rental. In the case of such cancellation of a facility rental, no rental fees will be refunded or transferred, including withholding the refundable deposit. For more information about the refundable deposit, please refer to Section 5 of this Agreement, titled "Refundable Deposit."
- 15. Liability** - The applicant is financially responsible and accountable for any and all accidents or injuries to persons or property resulting from your use of City facilities. The applicant is responsible for knowing and understanding all rules and regulations governing City facilities. The applicant shall also be responsible for the control and supervision of all people in attendance during the usage of the facility and shall take care to see that no damage is done to the facility and that everyone conducts himself or herself in an orderly manner. Minors must be supervised at all times during the facility rental, this includes setup and cleanup. The city will not be held responsible for unsupervised minors. If facility damage, inappropriate behavior of a rental group, or exceeding capacity levels occurs at any rental activity, the rental may be shut down, a refund may not be issued including withholding the refundable deposit, and further use of City facilities by the applicant or group may be denied.
- 16. Compliance with all applicable law, rules, and regulations** – The applicant shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings. The applicant agrees to abide by all applicable local, federal, and state accessibility standards and regulations. The applicant further agrees that it is solely responsible for reviewing and ensuring compliance with all Applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc. The City reserves the right to immediately revoke an applicant's right to use the facility under this agreement should the applicant fail to comply

with any provisions of this section.

17. Group Picnic Rentals: *(Only applicable to these types of rentals)*

- a. **Inclement Weather and Poor Air Quality:** Inclement weather is defined as conditions such as heavy rain, thunderstorms, high winds, snow, sleet, hail, extreme cold or heat, as well as any weather phenomenon that poses a risk to the safety and comfort of the applicant and their guests. Additionally, a facility rental may be canceled if the Air Quality Index (AQI) reaches a reading of 151 or above, indicating unhealthy air quality. These measures ensure the safety and well-being of all participants and attendees, and the city will make every effort to notify the applicant as soon as possible.

Should the applicant need to cancel their facility rental due to inclement weather or poor air quality, they are required to contact the Parks and Recreation Department 24 hours before their facility rental. City staff will review the request based on information from the National Weather Service and AirNow. If the request is approved, applicants may receive a refund or a credit to their household account for any facility rental canceled due to inclement weather or poor air quality.

- b. **Jumpers and Bounce Houses:** Applicants are required to go through the City's preferred vendor list for jumpers and bounce houses. The city-approved bounce house or jumper vendors have been vetted by City staff and meet the City insurance requirements. Separate rental fees may apply to the vendor at the time of making the rental.

18. For Pool Rentals: *(Only applicable to these types of rentals)*

- a. The applicant and their guests are required to always wear proper swimming attire while swimming in a city aquatic facility.
- b. Swimming will not be permitted unless there is a designated City Lifeguard on duty. The applicant and their guests will not be permitted into the facility before the start time stated on the facility rental permit and will be required to exit the facility per the end time stated on the permit. Additional facility rental use outside the permitted time will be billed to the applicant and rounded up to the nearest hour.
- c. Applicants and their guests who are experiencing a contagious or communicable disease shall not be permitted to utilize any City facility including, but not limited to entering the aquatics facility or water.

19. Facility Restrooms & Keys – Depending on the nature of the rental, applicants may be required to have a portable restroom(s). The number of restrooms required is determined by City staff and based on the type of rental, duration, and attendance. The City of American Canyon will arrange the portable restrooms through a verified vendor, and applicants will be charged directly for this service. Restrooms will be delivered before the rental date and secured with a city lock.

Applicants must pay a \$50 Refundable Key Deposit, which must be paid before picking up the key. The key may be picked up one business day before the event date. The deposit will be refunded if the lock and key are returned to the Parks and Recreation Department the following business day during office hours. Failure to return these items will result in the forfeiture of the deposit.

20. Insurance Requirements – Applicants must purchase event insurance through the City's third-party provider at Market Rate. Depending on the nature of the event, additional coverage, such as liquor liability for events serving alcohol, will be required. Insurance premiums may vary based on factors including the type of event, activity, number of guests, and event duration. Applicants reserving dates for the next calendar year may be subjected to increased insurance premiums if premiums

are raised through our carrier. Applicants are responsible for any additional fee increases.

Nonprofit organizations and businesses may provide Commercial General Liability Insurance. They must procure and maintain coverage, for the entire use period, that is at least as broad as Insurance Services Office Form CG 00 01, with limits of no less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include unamended contractual liability, and any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

- a. Such insurance shall name the City, its officers, employees, agents, and volunteers as additional insureds before the use of the facility. The applicant shall file certificates of such insurance with the City, which shall be endorsed to provide thirty (30) days' notice to the City of cancellation or any change of coverage limits. If a copy of the insurance certificate is not on file before the event, the City may deny access to the facility, the facility rental may be canceled, and a refund may not be issued.
- b. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact the business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City.
- c. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all-inclusive, or to the exclusion of other coverage, or a waiver of any type. If the applicant maintains higher limits than the minimum shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the applicant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

21. Indemnification – Applicant assumes complete financial responsibility for the event and any damages to persons or property arising out of or in connection with the event. Applicants shall indemnify, defend, and hold harmless the City of American Canyon, its officers, employees, and agents from any and all losses, costs, expenses, claims, litigation, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the applicant's use or occupancy of a facility or property controlled by the City of American Canyon unless solely caused by the gross negligence or willful misconduct of City of American Canyon, its officers, employees, or agents.

22. Alcohol - Alcoholic beverages may be consumed within a city facility with an approved Certificate of Insurance and Scheduled Endorsement including Liquor Liability. Alcoholic beverages may not be sold or consumed at any officially designated youth facility rental. The serving or selling of alcoholic beverages remains at the discretion of the City. In rentals where alcohol will be sold or consumed, the city requires the applicant to purchase an additional permit from the Department of Alcoholic Beverage Control (ABC). A copy of the ABC-issued permit must be turned into the City thirty (30) days before the facility rental date and posted near the bar in a visible location during the entire facility rental. In addition, the city is not responsible for any such violations by the lessee of the ABC permit or the law with respect to alcohol. The lessee shall name the City as additionally insured under the lessee's Comprehensive General Liability insurance policy and Scheduled Endorsement. The city may limit the number of hours that alcoholic beverages can be served during the facility rental. The serving and selling of alcoholic beverages must end at least 30 minutes before the end of the event time. At any time during your facility rental, City staff has the authority to discontinue the consumption, sale, or

serving of alcoholic beverages.

Alcohol consumption by a minor will not be tolerated. The applicant understands that if alcohol is served to minors, City staff may cancel the facility rental and/or request assistance from the American Canyon Police Department. In such an event, the applicant may be held responsible for the illegal distribution of alcohol, a refund may not be issued, including the forfeit of the refundable deposit.

23. Selling of food and beverages – For facility rentals where food and beverages will be sold, the city may require the applicant to purchase an additional temporary food permit from the Napa County Public Health Department. A copy of the issued temporary food permit must be submitted to the City thirty (30) days before the rental date.

24. Security Requirements – The City reserves the right to require security for specific facility rentals. The security staff will take direction from City staff. Security officers are responsible for the safety and security of the facility, City staff, and facility rental participants. The following are basic guidelines for assigning security officers at facility rentals and are set at the discretion of City staff:

- 0-100 in attendance Up to two (2) officers
- 101-200 in attendance Two (2) officers
- 201-300 in attendance Three (3) officers
- 301-400 in attendance Four (4) officers
- 401-500 in attendance Five (5) officers

25. General Safety Guidelines – The Applicant is responsible for the conduct of their guest and the overall oversight of the facility rental. Facility rental guests are not permitted to be left unattended; minors 12 years and under, are required to be supervised by an adult chaperon throughout the duration of the facility rental. Children may not be left unsupervised at any time while utilizing a city facility. The applicant and their guests will be required to follow reasonable verbal directions from City staff and posted facility rules and regulations. Failure to comply may result in the facility rental being canceled, a refund may not be issued, including the forfeit of the refundable deposit.

26. Smoking - It shall be unlawful to smoke or in any other way engage in the use of tobacco or tobacco-like products of any kind or description and in any form, on any property owned and/or operated by the City, including any buildings, historic sites or structures, restrooms, grandstands, stadiums, bleachers, amphitheaters, covered arenas, picnic sites, other similar places or assembly, also in any City parklands, open spaces, sports fields, swimming pools, snack bars, parking lots, sidewalks, or trails, unless in a place designated and posted or temporarily permitted for such use. Smoke, mist or fog machines, haze, or vapor-type devices are prohibited in all City facilities.

27. Decorations and Setup - Adhesives, nails, screws, pins, or staples on facility walls are prohibited. Taping of City facility chairs and/or tables is prohibited. City tables must be covered before rental usage. Decorative materials may not be attached to light fixtures and must be completely removed from the facility at the conclusion of the activity. Confetti, glitter, sequins, rice, birdseed, straight pins on, the carpet, and/or sparklers are prohibited in any City facility. Birthday candles, ceremonial flames and/or ceremony candles need prior approval from City staff. If balloons are utilized for decorations, they must be weighted down and not be released intentionally to float to the ceiling areas and/or released outside City facilities. Pinatas are permitted, provided that the applicant ensures full clean-up of any mess created. All decorative materials must be fireproof and/or flame retardant. At no time shall exits or facility signage be obstructed by decorations or rental equipment.

28. Event Tents: Applicants are required to indicate on their application if they plan to have additional event tents at their event. Standard 10x10 tents are permitted; however, any tents larger than this must be reviewed and approved by the city at least 30 days prior to the event. Additional requirements and permits may apply to tents exceeding the 10x10 size. Furthermore, all tents must be securely

weighed down with sandbag weights; staking them into the ground or using buckets filled with water is not permitted.

- 29. Vendors:** Applicants must submit a detailed vendor list to the City of American Canyon for review and approval 30 days prior to the event date. All vendors are required to have a valid business license, and food vendors must obtain a Health Permit issued by the Napa County Health Department to operate within city limits. The applicant will be required to purchase additional insurance through the City's third-party vendor to cover the cost of their vendors – this additional fee will be based on the event and the activity and pay a nonrefundable Vendor Fee of \$52.00 for American Canyon residents and \$60.00 for non-residents. Unauthorized vendors are not permitted on City property; violators will be asked to leave, and the facility rental may be canceled without a refund.

Furthermore, all vendors, including food vendors, are responsible for packing in and out their supplies and trash, including grease. If a vendor is found to be in violation of these requirements, the applicant will be held responsible for any consequences and cleanup costs, which will be deducted from the refundable deposit. Additional fees may also be incurred beyond the refundable deposit.

- 30. Music/Audio** – Facility rentals will be required to restrict music and noise levels to not exceed 60 decibels. Amplified music will be restricted to the interior of the facility with noise exposure outside not to exceed 60 decibels at the facility boundary. At the discretion of City staff, outdoor music may be amplified.
- 31. Lighting** - Strobe, rotating, flashing, and/or up lights are permitted in City facilities. Smoke, mist or fog machines, haze, or vapor-type devices are prohibited in all City facilities. The rental facilities have automatic smoke detectors, which are monitored by the American Canyon Fire District. Applicants in violation of this regulation will be financially responsible for all charges levied by the Fire District for a response call. Mist machines are prohibited due to their potential for damaging floor surfaces and creating a safety hazard for guests.
- 32. Drone Videography and Photography** – To protect the health and safety of our program participants, recreational drones, model airplanes, and any other unmanned aerial vehicles or systems are not permitted on any property owned and/or operated by the City, including any buildings, historical sites or structures, restrooms, grandstands, stadiums, bleachers, amphitheaters, covered arenas, picnic sites, other similar places or assembly, also in any City parklands, open spaces, sports fields, swimming pools, parking lots, sidewalks, or trails.
- 33. Holidays** – City facilities are closed on specific City holidays and will not be available for rent.
- 34. Additional Incident Fee** - Excessive cleaning performed by any City beyond the normal facility rental cleaning requirements or minor facility repairs following a rental activity will result in a minimum cleaning fee of \$100 per incident. Any amount for these services shall be deducted from the rental deposit, or in the event of an insufficient deposit balance, shall be a separate obligation of the applicant.
- 35. Additional Staff Charges** –Applicants and vendors will be given 15 minutes after the specified end time listed on the permit to exit the facility. In the event the rental exceeds the permitted rental time, the applicant will be charged up to \$50 per additional hour; a minimum of one (1) hour will be charged. Any amount for these services shall be deducted from the rental deposit, or in the event of an insufficient deposit balance, shall be a separate obligation of the applicant.
- 36. Violation of these policies** - A fee for liquidated damages of two times the amount of the deposit, will be imposed for violation of any facility rental regulation or misrepresentation of material information in the rental application, including but not limited to, misrepresenting the type of activity or sponsoring organization, misrepresenting residency of the applicant, exceeding the capacity of the facility,

misrepresenting if alcohol will be served or sold, or misrepresenting the number or age group of participants/guests. This fee will be imposed regardless of actual damage to the facility or increased cost incurred by the City in supervising the activity and is in addition to any such costs, which will be withheld from the deposit amount.

- 37. Denial of Rental Application** – At any time, the City may deny the use or the rental of a City facility for any reason, including but not limited to rentals by individuals or organizations that have used City facilities in the past where problems have occurred, where facility rental application information was misrepresented or inaccurate, such use would jeopardize the health and safety of our City staff and/or guest and community members, etc.

Applicant Name: _____ **Signature:** _____ **Date:** _____



City Council Committee Report

Submitted ^{*} Councilmember David Oro
by:

Council Meeting Date: 03/04/2025

Event Date: 2025-02-03

Event Type: Committee Report

Event Title: * Local Agency Formation Commission of Napa County ("Napa LAFCO")

Event Report: I was officially sworn in as an alternate member of the Local Agency Formation Commission of Napa County (Napa LAFCO).

Unlike other bodies, alternate commissioners on Napa LAFCO actively participate in discussions, are seated at the table, and engage in deliberations—I just don't have a vote unless the voting City representative is absent. That will be the case at the next meeting, where I will serve as a voting member. (More detail on the make-up of members below).

For those unfamiliar with LAFCOs, they are an obscure but critical governing body, especially for a growing city like American Canyon and a rural county like Napa. LAFCOs were created by the California Legislature in 1963 with regulatory and planning responsibilities to coordinate the timely development of local governmental agencies and their services while protecting agricultural and open-space resources. Most notably, this includes managing boundary lines by approving or disapproving proposals involving the formation, expansion, or dissolution of cities and special districts.

Napa LAFCO is comprised of five regular and three alternate members. Three distinct member representations are on LAFCO and divided between (a) cities, (b) county, and (c) general public. All terms are four years and begin on the first Monday in May, unless filling an unexpired term. The County of Napa Board of Supervisors appoints two regular and one alternate member from among its ranks. The City Selection Committee, which consists of locally elected mayors, appoints two regular and one alternate members from the councils of the five cities in Napa County. The Commission's city and county members appoint one regular and one alternate public member

LAFCO of Napa County meets on the 1st Monday of even-numbered months (February, April, June, August, October, and December).

More on my appointment here

<https://napa.lafco.ca.gov/david-oro>

More on info on Napa LAFCO website here

<https://napa.lafco.ca.gov/>

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-20

Event Type: Other

Event Title: * Napa County League of Governments Dinner

Event Report: Along with staff and other council members, I attended the Napa County League of Governments (NCLOG) dinner, where representatives from cities across the county gathered to discuss key regional issues. Originally, NCLOG was established to administer and facilitate a Community Development Strategy Committee, focusing on the interconnected challenges of housing, transportation, and other civic concerns. These meetings provide a critical forum for collaboration and policy discussions that impact the broader Napa County region.

During this session, we heard from Molly Rattigan, Napa's Deputy City Manager, who delivered a comprehensive presentation on homelessness and the steps the City of Napa is taking to address this pressing issue. Her presentation highlighted the systemic challenges, current initiatives, and regional coordination efforts aimed at supporting the

unhoused population. The discussion underscored how homelessness is not just a local issue but a statewide concern, requiring strategic planning and shared resources across jurisdictions. Napa's approach serves as a potential model for cities like American Canyon, reinforcing the need for collaboration in tackling complex social challenges.

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-26

Event Type Community Event

Event Title: * Wine & Wild – Wildlife Education Series

Event Report: I attended the first half of the Wine & Wild event, organized by the American Canyon Community & Parks Foundation. It was a great opportunity to see community members come together to learn about local wildlife and their role in our ecosystem.

Held at Legend Napa Valley, the event featured a social hour with wine and light snacks, followed by an engaging presentation from Napa County Wildlife Rescue, including an appearance by Blossom the Opossum, their ambassador animal. The Wine & Wild series is a free, docent-led wildlife education program hosted by local wineries, aiming to raise awareness about conservation and environmental stewardship. More information about the American Canyon Community & Parks Foundation can be found at www.acparks.org.

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-07

Event Type Other

Event Title: * Resident Concerns and Clarification on Watson Ranch Development

Event Report: A resident living near the Ruins site in Watson Ranch reached out with concerns regarding the temporary amphitheater and its approval process. They were drawn to Watson Ranch based on previous reports about the planned permanent entertainment venue, which was envisioned as part of a broader Town Center featuring a hotel, distillery, winery, restaurants, retail spaces, and public gathering places. However, they were surprised to learn that a temporary concert venue had been approved for three years, averaging two concerts per week, with parking at the proposed hotel site. This raises concerns about how the temporary nature of the project aligns with the long-term vision for the development.

Beyond the amphitheater, the resident raised additional concerns about broader communication issues related to the development, including:

- The end of the developer's credit, which resulted in higher HOA fees despite prior assurances that they would decrease over time.
- The ongoing lack of working mailboxes seven months after moving into the development.

I responded by providing links to relevant documents, offering to meet to discuss their concerns, and suggesting they provide a list of questions in advance so I can gather more information at our discussion - which happened earlier this month. I also advised them that mail delivery falls under federal jurisdiction and recommended they contact Congressman Mike Thompson's office for assistance.

These concerns highlight a fundamental issue: Watson Ranch was never intended to be a private, part-time special event venue operating like a theme park—only open for select concerts or exclusive gatherings. The Watson Ranch Specific Plan, developed over years of community input and discussion, clearly defines the Napa Valley Ruins & Gardens (NVR&G) as:

"A mixed-use town center centered on the old cement/basalt plant ruins, which would consist of civic, retail, entertainment, commercial, and visitor-serving uses."

The City's General Plan further emphasizes the goal of creating a vibrant and active Town Center, stating:

"Provide for the development of a Town Center that physically and functionally serves as the symbolic and identifiable focus of community activities and events for the City of American Canyon and which is a regional destination within Napa Valley."

The intent has always been to establish a functioning town center, where civic life, businesses, and community activities coexist and thrive year-round. Transforming it into a private event venue that operates only for select occasions is not what the citizens of American Canyon envisioned or what was presented during the years of public engagement and planning.

Moving forward, it is essential that both the City and developer clearly communicate how the temporary concert venue fits into the long-term plan and ensure that any changes to the vision for Watson Ranch reflect the community's original expectations.

File/Photo Upload Max file size for all uploads is 25 MB



City Council Committee Report

Submitted by: * Vice Mayor Mark Joseph

Council Meeting Date: 03/04/2025

Event Date: 2025-02-19

Event Type: Committee Report

Event Title: * Napa Valley Transportation Authority (NVTA)

Event Report: A number of issues going on at this time.

First, we are in the middle of recruiting a new Executive Director to replace Kate Miller, who is retiring at 6/30/25. We have received a number of qualified candidates and are working through the process.

Second, I met with some Board members and staff to review ways to increase transit ridership. This discussion started with free fares, but shifted towards increasing the frequency of routes (every 30 minutes vs. every hour). Any changes to the system will be expensive or involve trade-offs.

Third, during our monthly board meeting, we heard a progress update on our Capital Projects (see attached), including our SR29 Multi-Modal project and the upcoming SR29/12/Airport interchange (at this point, trying to preserve some or all of the environmental analysis when SR 12 was widened some 10+ years ago).

We also received an update on our Transit System (AmCan's shuttle is doing better than the other "on-demand" services!). Overall, transit ridership grew 12\$ over the last year, but still below the pre-pandemic levels.

File/Photo Upload NVTA Project Update 2-2025.pdf

10.66MB

Max file size for all uploads is 25 MB

Event Date:

Event Type: Other

Event Title: * Community Meetings

Event Report: I attended Congressman Thompson's President Day Rally in Napa, along with several other American Canyon dignitaries, including our ACHS Choir, who sang the National Anthem! From there, I attended the Napa Dem's Club meeting, and listened to speakers discussing communications and misinformation.

Stopped in to welcome the Commission on Aging, who held their first off-site board meeting since the Pandemic. I left before all the action happened.

Along with Mayor Washington, I was on the panel that advanced Seamus O'Donnell to Eagle Scout. Very impressive young man.

File/Photo Upload Max file size for all uploads is 25 MB

Event Date:

Event Type: Community Event

Event Title: * Community Activities

Event Report:

- Getting ready for this year's Crab Feed. Very grateful that we had as many elected and appointed City staff attend the event. In fact, we sold more tickets than ever (post-pandemic, and in a smaller venue).
- Helped with the Kiwanis Food Distribution--we're getting more and more participants.

- Working with the City, the Arts Foundation finally installed its Community Mosaic--on the street-facing wall of the Napa Junction Community Center (see photo). These still a few things we need to do, but it's basically done and ready for the public to enjoy.
- ACAF also hosted its third annual ACHS Art Show at the DoubleTree. Much bigger crowd than in the past, and we plan to partner with the Chamber and the annual Mustard Celebration next year. We're getting more participation with student artists, too--thanks to the efforts of our Art Teachers.
- ACAF will also start working with Supervisor Ramos to hold a student art contest. In addition to scholarships, the winners will have their art on display at Belia's American Canyon office.

File/Photo Upload

IMG_1759.jpeg

2.93MB

Max file size for all uploads is 25 MB

NVTA PROJECT UPDATE

February 19, 2025

Grant Bailey, P.E.

Program Manager - Engineer



Redwood P&R Improvements



Project Manager: Grant Bailey

Project Objective: Provide infrastructure improvements to Redwood P&R, to improve safety and add amenities for drivers and riders.

Project Scope

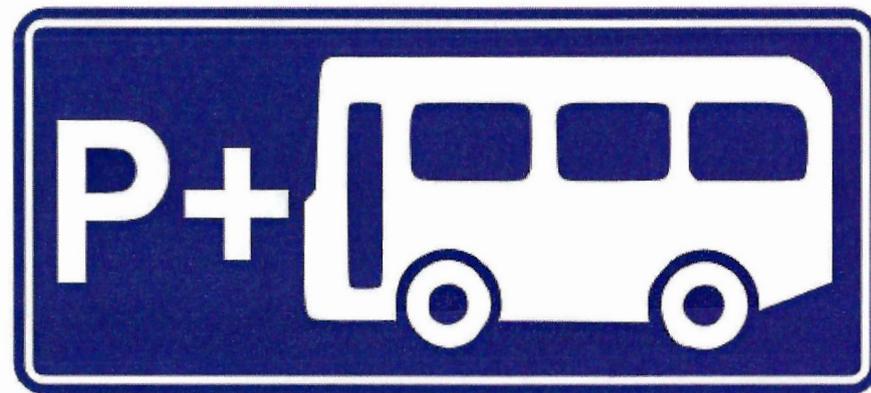
- ❑ Add restroom
 - ❑ Including power and water
- ❑ Update pavement striping & signage
- ❑ Update Electronic Transit Information Display (ETID)

Schedule

- ❑ Design: Aug 2024 – May 2025
- ❑ Contract Bid/Award: Jun 2025 – Aug 2025
- ❑ Construction: Sep 2025 – Dec 2025

Estimated Cost

- ❑ Preconstruction: \$240,000
- ❑ Construction: \$700,000



© 2015 California Department of Transportation. ALL RIGHTS RESERVED

Napa Valley Forward – Oakville Cross Road



Project Manager: Danielle Schmitz

Project Objective: Construct a roundabout at Oakville Cross Rd and State Route 29 to improve multi-modal safety and operations at the intersection.

Estimated Cost

- Pre-construction - \$2.1 million
- Construction - \$7.8 million

Status

- Project obtained environmental clearance in 2024

Schedule

- 2024 – Environmental Clearance
- Spring 2025 – Final design
- Fall 2025 – Right-of-way clearance
- Spring 2026 – Construction (funding dependent)



SR 29 at Oakville Cross Road, Oakville | Napa Valley

SR 29/12/Airport Interchange

Project Manager: Danielle Schmitz/Grant Bailey

Project Objective: Reduce congestion at the intersection of SR29/12/Airport Blvd (SR/12 and Kelly Road) and reconfiguring into a grade-separated interchange and at grade roundabout at Kelly.

- **Estimated Cost**
 - ❑ Total project: approx. \$100M
- **Status**
 - ❑ Prepare preliminary environmental revalidation documents for Caltrans
- **Schedule**
 - ❑ 2024-25 – Environmental Reval
 - ❑ 2026-28 – Design
 - ❑ 2026-28 – Right-of-way
 - ❑ 2030 – Construction (funding dependent)



SR 29 American Canyon Corridor



Project Manager: Grant Bailey

Project Objective: make operational and intersection improvements and add multimodal facilities along SR 29 between Napa Junction Road and American Canyon Road.

• **Cost**

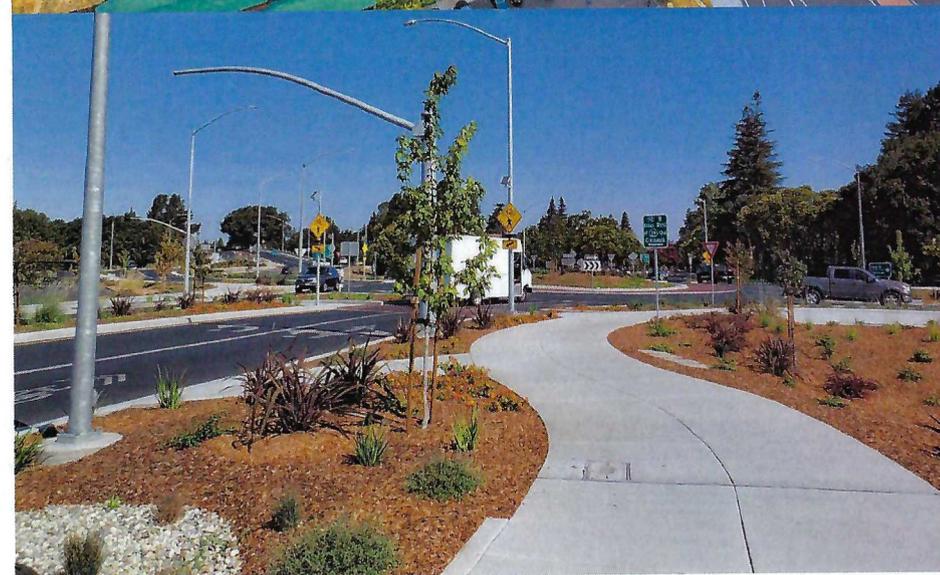
- Pre-construction - \$20 million
- Construction - \$55 million

• **Status**

- PA&ED kicked off April 2024
- First public meeting March/April 2025

• **Schedule (pending funding)**

- 2023 – PID approval (complete)
- 2024-26 – Environmental
- 2026-28 – Design
- 2026-28 – Right-of-way
- 2028 – Construction (funding dependent)



Resilient SR37



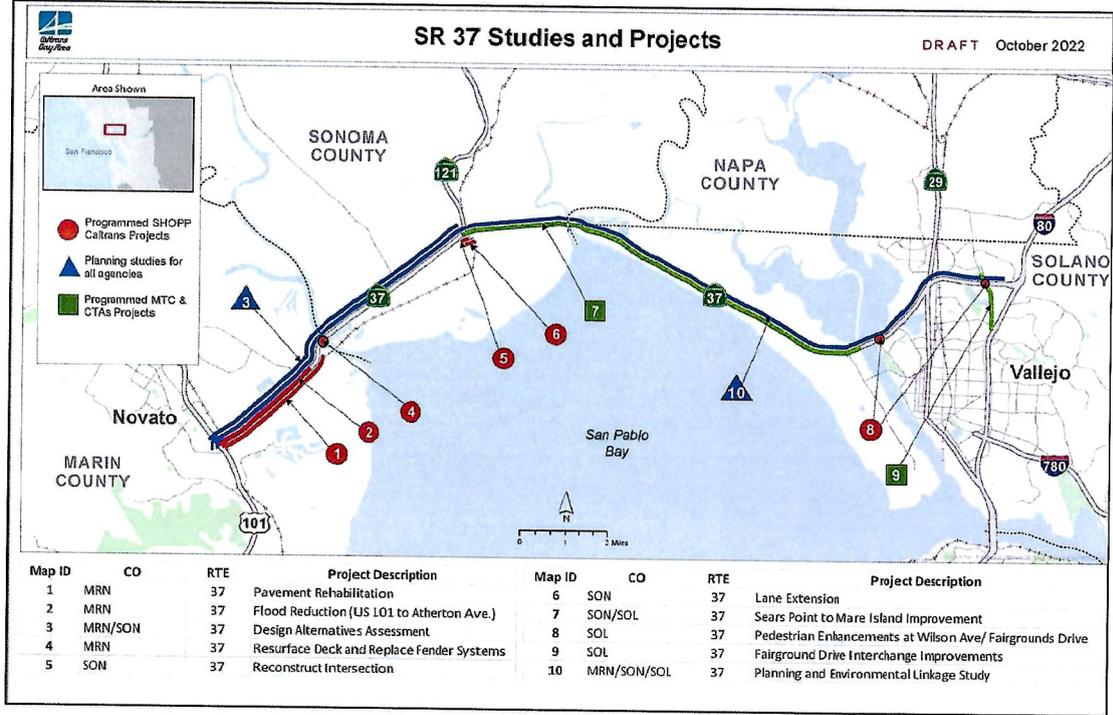
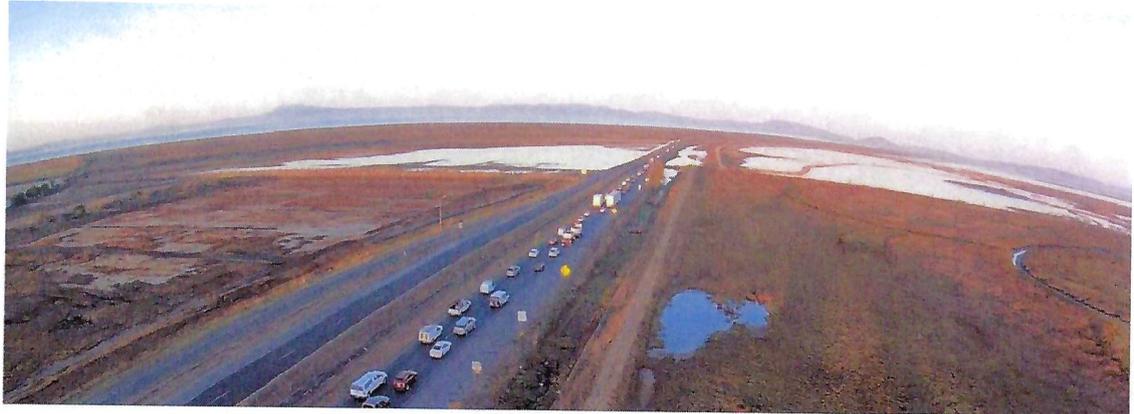
Project Objective: Elevate 21-mile long SR37 corridor from Hwy 101 to I-80 to address forecasted sea level rise in 2130.

• **Projects**

- ❑ Planning and Environmental Linkages (PEL)
- ❑ Sears Point to Mare Island Improvement Project (SPMIIP)

• **Cost/Timeline**

- ❑ \$8 - \$11 Billion
- ❑ Projected completion year: 2050



Resilient SR37 - PEL



Planning & Environmental Linkages Study (PEL)

• Purpose

- Defines the "problem"
- Establishes:
 - Independent Utility
 - Logical Termini
- Prioritizes Sections

• Status

- Dec 2022 – PEL Study Complete
- Dec 2024 – PEL Addendum Complete

• Section Priority

- Top: Section 2
- 2nd – 4th: Sections 6 & 7 (tie), 4
- 5th – 8th: Sections 1, 8, 3, 5



Resilient SR37 - Sears Point to Mare Island Improvements



Project Objective: Widen this section 4 lanes to allow for transit opportunities, reduced travel times, and tolling and make ecological improvements.

Status

- EIR Amendment Ongoing
- Summer 2026 – Design Complete
- Fall 2029 – Construction Complete
- Tolay Creek Bridge

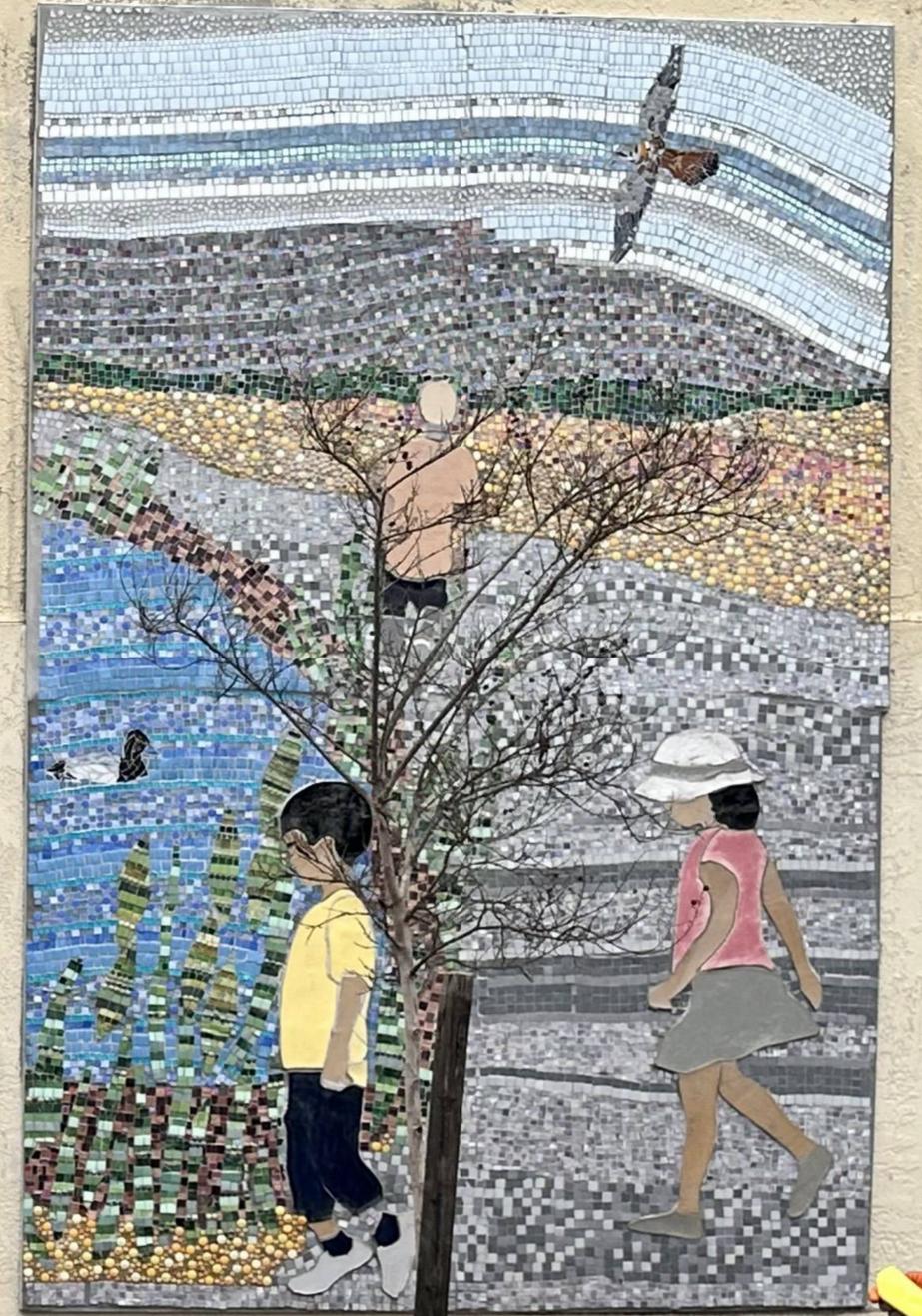
Phasing

- Phase 1: Tolay Creek Bridge & SR37/121 Jnct
- Phase 2: Eastbound SR37
- Phase 3: Westbound SR37

Funding

- Total Cost: ~\$500M
- Funded: \$248M
- Shortfall: ~\$250M







City Council Committee Report

Submitted by: * Mayor Pierre Washington

Council Meeting Date: 03/04/2025

Event Date: 2025-02-19

Event Type: Community Event

Event Title: * Adult Activity Center Open House

Event Report: This open House event was tailored for our active adult community, this event offered a relaxed setting to watch the full State of the City video, featuring insights from me and connecting with the councilmembers and City staff for meaningful conversation.

A small lunch was provided and a raffle with prizes was held. We had approximately 25 residents/people attending.

[American Canyon State of the City video](#)

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-19

Event Type: Committee Report

Event Title: * NVTA Napa Valley Transit Authority

Event Report: Vice Mayor Mark Joseph and I both are assigned to the NVTA. The Vice mayor is the Chair of the Board, and I am a Committee Director. NVTA is committed to reducing congestion and promoting multimodal transportation options.

NVTA operate the Vine Bus, which provides:

- Fixed-route service and on-demand service
- Door-to-door paratransit
- Local shuttles
- Regional and express bus service to key transportation hubs like the San Francisco Ferry, BART, and Amtrak.

Mission Statement

The Napa Valley Transportation Authority provides safe, efficient, and sustainable transportation choices for residents, workers, businesses, and visitors in the Napa Valley.

<https://nvta.ca.gov/projects/soscol-junction/>



File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-19

Event Type Community Event

Event Title: * Troop 7012 Eagle Scout Interview

Event Report: Vice Mayor Mark Joseph and I were selected to participate in the Eagle Scout interview and review for Seamus O'Donnell, of Scout Troop 7012.

What a pleasure it was to get to see this young man reflect upon his personal growth and contribution to his communities.

It was a joy getting to sit on the board alongside my fellow colleague of city council and observe this young man graduate to his Eagle Scout certificate.

Becoming an Eagle Scout is a valuable experience that'll lead to several benefits for the recipient. These include lifelong friendships, increased confidence, and leadership experience. Eagle Scouts will also have a competitive advantage in college admissions, job applications, and military service.

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-20

Event Type Community Event

Event Title: * Napa County League of Governance (NLOG)

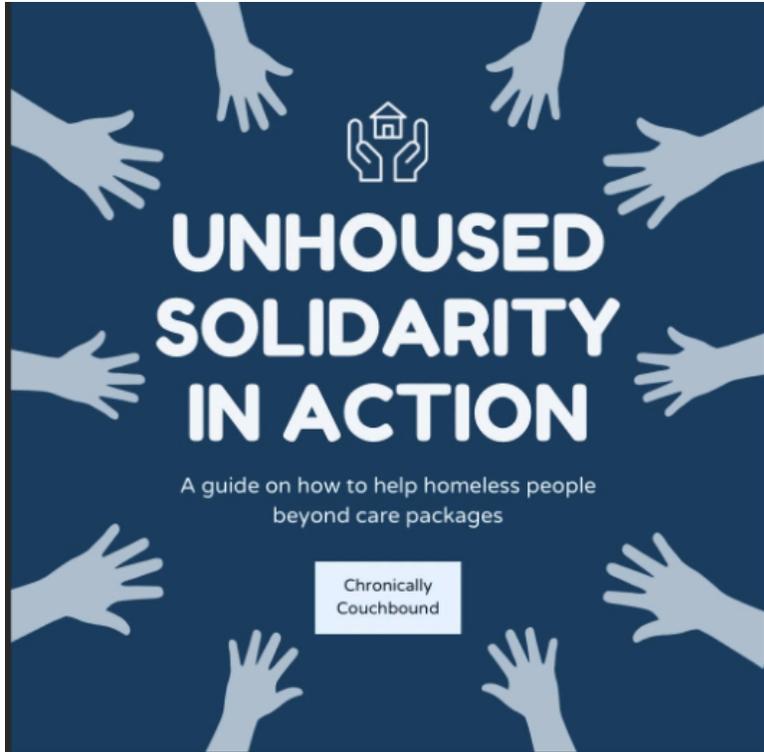
Event Report: The council attending this meeting and received valuable information pertaining to homelessness/unhoused people.

The City's within Napa County and County of Napa, in collaboration with many community partner agencies, have implemented a range of strategies to address homelessness, focusing on long-term solutions that tackle the root causes of the issue. These efforts include:

- **Expanded Shelter Capacity:** Through as the opening of the North Napa Center Encampment Resolution Program and the renovation of the South Napa Shelter, over 100 new shelter beds have been added in the last year, providing safe and secure accommodations for those experiencing homelessness.

- **Permanent Supportive Housing:** Investments in permanent supportive housing, such as the Valley Lodge Apartments and Heritage House, have resulted in over 134 formerly chronically homeless individuals moving into permanent housing. These developments include vital social support services to help residents stabilize and rebuild their lives.
- **Collaborative Approach:** The City and County have fostered partnerships with various agencies, including nonprofit service partners, healthcare agencies, law enforcement and public safety agencies, and Health & Human Services, to ensure coordinated efforts in connecting individuals to emergency shelter, permanent housing and social support services.
- **Pursuing State and Federal Resources:** The City and County have actively sought funding opportunities made available by the State of California and Federal Government. This data demonstrates the effectiveness of investing in programs that provide that offer comprehensive service.

The success of these initiatives reflects a coordinated and comprehensive approach to addressing homelessness in Napa County. While challenges persist, the data from the 2024 PIT Count demonstrate tangible progress and offer hope for continued improvement in the years to come.



File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-21 **Event Type:** Community Event

Event Title: * American Canyon Realtors (ACRE)

Event Report: Meet with the ACRE for State of the City Q&A, Facilitated by maria Sullivan and the AC Chamber of Commerce.

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-22 **Event Type:** Community Event

Event Title: * Community Democratic Club first Black Gavel Award

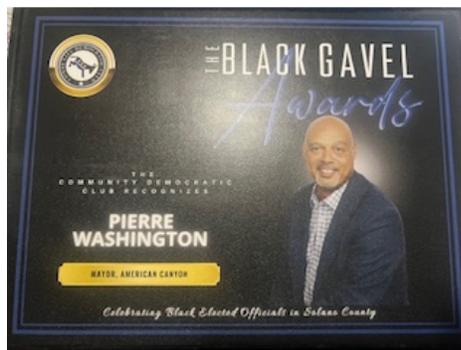
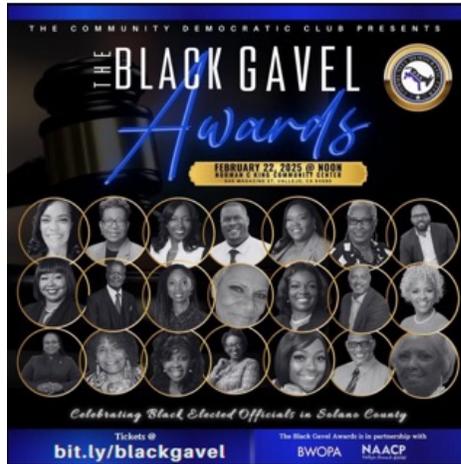
Event Report: Dr. Latressa Wilson Alford, president of BWOPA.

On Saturday, February 22, from 12-3, the Community Democratic Club, in partnership with BWOPA, the NAACP and other Black organizations, hosted its first Black Gavel Awards.

These awards honor new and returning Black elected officials in Solano & Napa County.

The award brunch took place at the Norman J. King Center in Vallejo.

I was honor to receive the Black Gavel Award,



File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-22

Event Type: Community Event

Event Title: * Napa Valley Support Services - Inclusive Fashion Show

Event Report:



Napa Valley Support Services

INCLUSIVE FASHION SHOW

02|22|25

AT 1:00-4:00PM
Napa Valley College PAC



AN INCLUSIVE FASHION SHOW FEATURING LOCAL CELEBRITY MODELS AND SILENT AUCTION BENEFITING NAPA VALLEY SUPPORT SERVICES PROGRAMS

Scan me!

www.napavalleysupportservices.org

[https://www.facebook.com/NapaValleySupport Services/](https://www.facebook.com/NapaValleySupportServices/)

jamie@napavalleysupportservices.org

Contact us for sponsorship opportunities

File/Photo Upload Max file size for all uploads is 25 MB

Event Date: 2025-02-24

Event Type: Committee Report

Event Title: * Napa County Commission on Aging (COA) Comprehensive Services for Older Adults

Event Report: The purpose of the Commission is to serve as a communication vehicle between older adults and the local organizations designed to render services to the older adult community.

The Commission establishes committees to address legislation and public education. Ad-hoc committees are created from time to time to handle special topics brought to the Commission. Annual Reports to the Board of Supervisors discuss the many pressing problems facing older adults in Napa County.

Special meetings are held in various other locations throughout the county. This meeting was held in American Canyon in our Council Chambers.

Mission Statement

The Commission serves as an advocate for the senior population by helping them to maintain a good quality of life and to remain independent by increasing awareness of the issues facing older adults in Napa County and by influencing public policy through regular reports to the Board of Supervisors.

File/Photo Upload Max file size for all uploads is 25 MB

Future Agenda Items

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

Introduction of New Commissioners
Marin Clean Energy (MCE) Presentation
Recap of 2024/25 Work Plan
Newell Open Space Preserve Biological Survey Scope of Work
Newell Management Plan
Capital Improvement Projects FY 25/26

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

Introduction of New Commissioners
Recap of 24/25 Work Plan
Facility Naming
FY25/26 CIP

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

Proclamation – Acknowledging Holi
Presentation – Community Leaders Coalition
General Plan and Housing Element Annual Report
Annual Police Report
Annual Communications Report

March 21, 2025 – Council Strategic Planning Session

Strategic Plan: 2025-2026 Work Plan

March 27, 2025 – Planning Commission Meeting. 6:30 p.m.

Annual CIP Update
General Plan Update and EIR
Crawford Way Apartment Townhome Design Permit
258 Napa Junction Appeal

April 1, 2025 – Regular City Council Meeting. 6:30 p.m.

Proclamation – Earth Day
Presentation – Community Benefits Program

April 2, 2025 – OSATS Commission Meeting. 6:30 p.m.

Annual CIP Update
Bicycle Friendly Designation Application Update
General Plan Update

April 10, 2025 – Parks and Community Services Meeting. 6:30 p.m.

Facility Naming
General Plan Update

April 15, 2025 – Regular City Council Meeting. 6:30 p.m.

General Plan Update Workshop

April 24, 2025 – Planning Commission Meeting. 6:30 p.m.

TBD

Unscheduled Council Directed Items	Councilmember	Date of Council Vote	Notes
American Canyon History Report	Washington	7/18/2023	In progress, PCS on 4/10
Alignment of West Side Connector	Joseph	10/17/2023	In progress pending General Plan Update (May 2025)
All Electric Reach Code (Discussion only)	Joseph	11/7/2023	On hold pending RCAAP and <i>Berkeley</i> litigation.
Food Ware Ordinance	Joseph	9/17/2024	On hold, pending RCAAP
Purple Heart Designation	Washington	10/15/2024	In progress, council date TBD
A.I. Policy	Oro	12/3/2024	In progress, council date TBD
Certification Program for Non-Profits	Joseph	12/17/2024	In progress, council date TBD