



REGULAR CITY COUNCIL MEETING AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
December 2, 2025
6:30 PM

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

4:30 P.M. – CLOSED SESSION

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

CALL TO ORDER - CLOSED SESSION

ROLL CALL - CLOSED SESSION

PUBLIC COMMENTS - CLOSED SESSION ITEMS

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

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

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

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

CALL TO ORDER - OPEN SESSION

PLEDGE OF ALLEGIANCE

ROLL CALL - OPEN SESSION

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

PROCLAMATIONS AND PRESENTATIONS

There are no proclamations or presentations.

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

3. **Minutes of November 18, 2025**

Recommendation: Approve the minutes of the Regular City Council meeting held November 18, 2025.

4. **City Council and Commission Meeting Dates for 2026**

Recommendation: Approve by Minute Order the City Council and Commission meeting dates for 2026.

5. **Appointments to Napa County Committees with Terms Expiring December 2025**

Recommendation: Reappoint by Minute Order Deborah Maffei to the Napa County Mosquito Abatement District Board for a two-year term beginning January 1, 2026, and ending December 31, 2027, and extend Barry Christian's appointment to the NVTAA Active Transportation Advisory Committee (ATAC) by one year to correct the previously assigned term length.

6. **Local Appointments List for Commission Terms Ending in 2026**

Recommendation: Adopt by Minute Order the 2026 Local Appointments List of Commission Vacancies and authorize the recruitment and appointment process for terms expiring December 31, 2026.

7. **American Canyon Building and Construction Codes Update Final Reading**

Recommendation: Adopt an Ordinance amending American Canyon Municipal Code Title 16 to repeal and replace the 2022 California Building Standards Code with the 2025 edition with local amendments; and repeal and replace the 2021 International Property Maintenance Code with the 2024 edition and related model codes with appendices and amendments as identified through express findings of local necessity.

8. **Contract Award for East American Canyon Road Guardrail Project (TR23-0300)**
Recommendation: Adopt a Resolution awarding a Construction Contract to Granite Rock Company in the amount of \$352,097 and authorizing the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).
9. **Annual Impact Fee Inflation Adjustment**
Recommendation: Adopt a Resolution approving the 2026 annual Inflation-adjustment to the Traffic Impact Fee, Water Capacity Fee, Wastewater Capacity Fee, Parks and Recreation Fee, Civic Facilities Fee, General Plan Update Fee, and Affordable Housing Nexus Fee.
10. **Recology American Canyon Franchise Agreement Amendment**
Recommendation: Adopt a Resolution authorizing the City Manager to execute Amendment #2 to the City's Solid Waste Franchise Agreement with Recology American Canyon to address updated definitions and scope of services.

PUBLIC HEARINGS

There are no public hearings.

BUSINESS

11. **City Manager Employment Agreement**
Recommendation: Adopt a Resolution approving an Employment Agreement with Jason B. Holley for employment as City Manager.
12. **Sites Reservoir Project**
Recommendation: Receive an update on the Sites Reservoir Project.
13. **High Strength Waste Project Update**
Recommendation: Receive an update from City staff on High Strength Waste Project.
14. **Selection of Vice Mayor and City Council Committee Appointments for 2026**
Recommendation:
 1. By Minute Order, nominate and select a Vice Mayor to serve for a one-year term, January to December 2026.
 2. By Minute Order, approve the 2026 City Council Appointments List.

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.

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

FUTURE AGENDA ITEMS

17. **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

PUBLIC PARTICIPATION

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

City Council and other public meetings will be conducted in person. 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:** 847 1017 1711; **Passcode:** 123456. **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.

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

ACTION MINUTES
November 18, 2025

4:30 P.M. – CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

The City Council meeting was called to order at 4:31 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

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

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

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

CALL TO ORDER - OPEN SESSION

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL - OPEN SESSION

Present: Councilmember Brando Cruz, Councilmember Melissa Lamattina, 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 Teresa Highsmith.

PROCLAMATIONS AND PRESENTATIONS

3. Polco Best in Governance Award

Council received a Polco Best in Governance Award presentation from City Manager Jason Holley. it was received by Valerie Zizak-Morais, Chamber of Commerce; NVUSD Board members Eve Ryser, President, Lisa W. Chu, Ph.D. – Vice President, Rosanna Mucetti, ED.D. – NVUSD Superintendent; and Arts Foundation Board members.

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

Mayor Washington opened public comments. Written comments: none. Oral comments: Jason Kishineff was called to speak; Hugh Marquez was called to speak; Milan Alas was called to speak; Mialani Boutain was called to speak; Valerie Zizak-Morais 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 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

4. Minutes of November 4, 2025

Action: Approved the minutes of the Regular City Council meeting held on November 4, 2025.

5. Closed Session Report - October 21, 2025

Action: Approved the Closed Session Report from the Regular City Council Meeting of October 21, 2025

6. Closed Session Report - November 4, 2025

Action: Approved the Closed Session Report from the Regular City Council Meeting of November 4, 2025.

7. Northampton and Silver Oak Park Restroom Projects (PR23-0400 and PR23-0500)

Action: Adopted Resolution 2025-90 1) Awarding a construction contract (Agreement 2025-A212) to Benchmark Civil Construction in the amount of \$257,032; and 2) Authorizing the Public Works Director to execute contract change orders up to the approved project budgets, in conjunction with the Northampton and Silver Oak Park Restroom Projects (PR23-0400 and PR23-0500).

PUBLIC HEARINGS

8. American Canyon Building and Construction Codes Update

Council received an American Canyon Building and Construction Codes Update staff report from Community Development Director Brent Cooper. Mayor Washington opened the public hearing and public comments. Written comments: none. Oral comments: none. The public comment period was closed.

Action: Motion to adopt Waive first reading, read by title only, and adopt Ordinance 2025-05 amending American Canyon Municipal Code Title 16 to repeal and replace the 2022 California Building Standards Code with the 2025 edition with local amendments; and repeal and replace the 2021 International Property Maintenance Code with the 2024 edition and related model codes with appendices and amendments as identified through express findings of local necessity. made by Councilmember David Oro, 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

BUSINESS

9. Veterans Park Playground Replacement Project Contract Award

Council received a Veterans Park Playground Replacement Project staff report and presentation from Public Works Director Erica Ahmann Smithies and Deputy City Manager Alexandra Ikeda. Mayor Washington opened public comments. Written comments: none. Oral comments: Beth Marcus was called to speak. The public comment period was closed.

Action: Motion to adopt Resolution 2025-91 taking the following action 1) reallocating funds by reducing the Northampton Park Shade Structure Project (PR23-0400) budget by \$110,000 and increasing the Veterans Park Playground Replacement Project (PR25-0400) budget from \$515,000 to \$625,000 in the Parks Impact Fees Fund (Fund 310); 2) awarding a contract (Agreement 2025-A213) to Miracle Play Systems, Inc. in the amount of \$499,974 for the Veterans Park Playground Replacement Project (PR25-0400) under Sourcewell Contract No. 010521-LTS; and 3) authorizing the Public Works Director to execute contract change orders up to the approved project budget. made by Councilmember Brando Cruz, 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

10. Ratifying 2040 General Plan (Nov. 2025)

Council received a Ratifying 2040 General Plan (Nov. 2025) staff report and presentation from Community Development Director Brent Cooper. Mayor Washington opened public comments. Written comments: none. Oral comments: none. The public comment period was closed.

Action: Motion to adopt Resolution 2025-92 ratifying the 2040 General Plan (dated November 2025). made by Vice Mayor Mark Joseph, 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

11. Draft Artificial Intelligence (AI) and Data Policy

Council received a Draft Artificial Intelligence (AI) and Data Policy staff report and presentation from Deputy City Manager Alexandra Ikeda. 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 Deputy City Manager Alexandra Ikeda.

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

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

12. City Council Committee Report - Mayor Pierre Washington

13. City Council Committee Report - Vice Mayor Mark Joseph

FUTURE AGENDA ITEMS

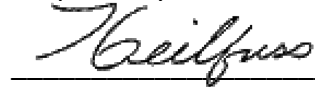
14. Future Agenda Items of Note

ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

CERTIFICATION

Respectfully Submitted,



Taresa Geilfuss, City Clerk



TITLE

City Council and Commission Meeting Dates for 2026

RECOMMENDATION

Approve by Minute Order the City Council and Commission meeting dates for 2026.

CONTACT

Taresa Geilfuss, City Clerk

BACKGROUND & ANALYSIS

Each year, the City Council adopts an annual meeting dates to support effective planning and clear communication across City operations. In addition to establishing the City Council's meeting dates, the annual schedules also include the regular meeting dates for the City's three Commissions—Planning Commission, Parks and Community Services Commission, and the Open Space, Active Transportation, and Sustainability (OSATS) Commission. This approach ensures transparency and provides consistent opportunities for public engagement.

The proposed 2026 meeting dates have been prepared to align with established meeting schedules, recognized City holidays, and any known events that may affect meeting availability.

Staff recommends that the City Council approve the proposed 2026 meeting dates for the City Council and Commissions.

FISCAL IMPACT

There is no direct fiscal impact associated with approving the 2026 meeting dates.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 1: Minimal Communication

Approved meeting dates are posted to the City's website.

ATTACHMENTS:

1. [City Council Meeting Dates](#)
2. [Planning Commission Meeting Dates](#)
3. [Parks and Community Services Commission Meeting Dates](#)
4. [OSATS Commission Meeting Dates](#)

American Canyon City Council
Meeting Dates 2026

January 20, 2026

February 3, 2026

February 17, 2026

March 3, 2026

March 17, 2026

April 7, 2026

April 21, 2026

May 5, 2026

May 19, 2026

June 2, 2026

June 16, 2026

July 21, 2026

August 4, 2026

August 18, 2026

September 1, 2026

September 15, 2026

October 6, 2026

October 20, 2026

November 3, 2026

November 11, 2026

December 1, 2026

December 15, 2026

Planning Commission
Meeting Dates 2026

January 22, 2026

February 26, 2026

March 26, 2026

April 23, 2026

May 28, 2026

June 25, 2026

July 23, 2026

August 27, 2026

September 24, 2026

October 22, 2026

November 19, 2026 **

December 17, 2026 **

** Special dates due to holidays.

Parks and Community Services Commission
Meeting Dates 2026

February 12, 2026

March 12, 2026

April 9, 2026

May 14, 2026

June 11, 2026

August 13, 2026

September 10, 2026

October 8, 2026

November 12, 2026

December 10, 2026

This commission does not meet
in the months of January and July

Open Space, Active Transportation, and Sustainability Commission
Meeting Dates 2026

February 4, 2026

March 4, 2026

April 1, 2026

May 6, 2026

June 3, 2026

September 2, 2026

October 7, 2026

November 4, 2026

December 2, 2026

This commission does not meet
in the months of January and July.



TITLE

Appointments to Napa County Committees with Terms Expiring December 2025

RECOMMENDATION

Reappoint by Minute Order Deborah Maffei to the Napa County Mosquito Abatement District Board for a two-year term beginning January 1, 2026, and ending December 31, 2027, and extend Barry Christian's appointment to the NVTAA Active Transportation Advisory Committee (ATAC) by one year to correct the previously assigned term length.

CONTACT

Taresa Geilfuss, City Clerk

BACKGROUND & ANALYSIS

The City Council appoints representatives to serve on the Napa County Mosquito Abatement District Board. The City Clerk's Office conducted an open recruitment to fill the upcoming vacancy. The two-year term begins January 1, 2026, and ends December 31, 2027.

One application was received: Deborah Maffei, Incumbent – Napa County Mosquito Abatement District Board

Because only one qualified application was submitted, it is not necessary for the City Council to conduct interviews. The Clerk's Office will continue to accept applications for any unfilled committee or commission positions and will bring those forward to Council as additional qualified applications are received.

On December 5, 2023, Barry Christian was appointed by Minute Order 2023-18 to serve on the NVTAA Active Transportation Advisory Committee (ATAC). The ATAC appointment should have been for a three-year term; however, the minute order mistakenly designated it as a two-year term. To correct this administrative error and align the City's appointment schedule with the committee's established term cycle, staff is requesting a one-year extension of Mr. Christian's appointment.

Descriptions of Appointment Bodies:

Napa County Mosquito Abatement District Board

One two-year term is available. Board members represent all residents within the district's service area and may or may not have expertise in mosquito or vector control. Meetings are held on the second Wednesday of each month at 7:00 p.m. at the District Office, 15 Melvin Road, American Canyon.

NVTA Active Transportation Advisory Committee (ATAC)

One three-year term is assigned to the City of American Canyon. ATAC advises the Napa Valley Transportation Authority on matters that promote and encourage safe bicycling and walking, supporting Napa County's goal of becoming more bicycle- and pedestrian-friendly. The committee meets six times per year on Wednesday evenings at 5:00 p.m. at the NVTA offices, 625 Burnell Street, Napa.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Not applicable.

FISCAL IMPACT

There is no fiscal impact to Napa County Board, Commission and Committee member appointments.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Mosquito Abatement District Board Application - Deborah Ann Maffei](#)



Napa County Board, Commission and Committee Application

The Office of the City Clerk is accepting applications to serve as the City's appointee on the following Napa County boards, commissions, or committees.

**ONE VACANCY ON THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD; AND
ONE VACANCY ON THE NAPA VALLEY TRANSIT AUTHORITY (NVTA) CITIZEN'S ADVISORY COMMITTEE; AND
ONE VACANCY ON THE NVTA ACTIVE TRANSPORTATION ADVISORY COMMITTEE (ATAC)**

APPLICATION DEADLINE: November 21, 2025

NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD

One two-year term for the Napa County Mosquito Abatement District Board. The term will begin January 1, 2024, and end December 31, 2025. The board members represent all of the citizens that reside within the area served by the District and may or may not be mosquito and vector control experts. Board meetings are held the second Wednesday of each month at 7:00 p.m. at the District Office, 15 Melvin Road, American Canyon.

NVTA NAPA COUNTY CITIZEN'S ADVISORY COMMITTEE

One two- year term for the NVTA Citizen's Advisory Committee. The committee addresses growing congestion issues and provides advice, comments and suggestions pertaining to plans, programs and projects administered by the NVTA. Committee meetings are held the first Wednesday of every other month at 5:00 p.m. at the NVTA offices at 625 Burnell Street, Napa.

NVTA ACTIVE TRANSPORTATION ADVISORY COMMITTEE (ATAC)

One two-year term as for the NVTA's Active Transportation Advisory Committee (ATAC). ATAC is an Advisory Committee to the Napa Valley Transportation Authority to promote and encourage safe bicycling and walking to further Napa County's goal of becoming bicycle and pedestrian friendly. The committee meets Wednesday evenings at 5:00 p.m., six times a year, at the NVTA offices at 625 Burnell Street, Napa.

Select Board, Commission or Committee *

Napa County Mosquito Abatement District Board

Applicant Information

Name *

Deborah Ann Maffei

Email *

[REDACTED]

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

American Canyon

State

CA

Zip Code

94503

Place of Employment *

NVUSD

Position Held *

Para Educator

Questionnaire

How long have you lived in
American Canyon? *

Are you a registered voter? *

Do you currently serve on this
board, commission or *

If yes, how long have you
served? *

☒ Yes☐ No**What are your principal areas of interest in local government? ***

I am interested in keeping our environment healthy, supporting youth activities, and just helping each other out.

Have you served on other City of American Canyon boards, commissions or committees?☐ Yes☒ No**List employment, membership in service or community organizations, or volunteer work that is relevant to this appointment. ***

I have helped teachers teach their students about entomology in the classroom. I have helped Boy Scouts earn their entomology badge.

(Optional) Provide further information to be considered regarding this appointment.

I have worked with Wes Maffei on a couple of entomology studies.

committee?☒ Yes☐ No**List education, training or special knowledge that would be relevant to this appointment. ***

BA Biology, some post-grad, I have taken a few classes in entomology.

Signature **Deborah Ann Maffei***Date ***

11/06/2025



TITLE

Local Appointments List for Commission Terms Ending in 2026

RECOMMENDATION

Adopt by Minute Order the 2026 Local Appointments List of Commission Vacancies and authorize the recruitment and appointment process for terms expiring December 31, 2026.

CONTACT

Taresa Geilfuss, City Clerk

BACKGROUND & ANALYSIS

The City relies on its various commissions to provide advice and recommendations to the City Council on key policy areas. Commissioners serve as community representatives and help ensure that diverse perspectives inform the City's decision-making processes.

As of December 31, 2025, seven four-year commission terms and two Napa County commission appointments are scheduled to expire. Staff has compiled a final list of these vacancies, including the number of available positions and corresponding terms of service for each commission (Attachment 1).

Recruitment for these vacancies will begin in mid-2026. Unless otherwise directed, staff will follow the previously approved process for filling commission vacancies, outlined below:

1. Public Notification:

A notice of vacancies will be published in accordance with the Maddy Act (Government Code Section 54970), through the City's website, social media platforms, and local newspapers.

2. Application Period:

An application period will open, allowing interested individuals to submit applications online.

3. Review of Applications:

Depending on the number of applications received, the Council may choose to conduct a paper screening. In this scenario, the City Clerk will email application materials to each council member individually. After reviewing the applications, council members will provide the Clerk

with their top three candidates for further consideration. Applicants selected by two or more council members will be invited to interview.

4. Interviews and Appointment:

Interviews will be conducted at a public meeting, during which the City Council will deliberate and appoint new commissioners by majority vote. The Oaths of Office will be administered at the first commission meeting following the appointments.

5. Orientation and Onboarding:

Newly appointed commissioners will participate in an orientation to familiarize them with their roles, responsibilities, and expectations.

Staff recommends that the City Council adopt the final list of vacancies and approve the use of the recruitment and appointment process described above to ensure a timely, transparent, and consistent selection of commissioners.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

There is no significant fiscal impact associated with this action. Minimal costs for public notifications and staff time have been budgeted.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 1: Minimal Communication

Recruitment announcements will be published through the City's website, social media platforms, and local newspapers.

ATTACHMENTS:

[1. Local Appointment List - Maddy Act - 2026 Vacancies](#)

Local Appointments List of Boards, Commissions and Committees 2026 Vacancies

In compliance with the requirements of Government Code [§54972](#), below is a listing of all appointments, with terms ending in 2026 highlighted in yellow.

PLANNING COMMISSION (Authority: American Canyon Municipal Code 2.32)		
Function: The functions, powers and duties of the Planning Commission shall be all those functions, powers and duties of a planning commission and board of zoning adjustment as provided in Chapters 3 and 4 of Title 7 commencing with Government Code §65100 (the planning and zoning law) and shall perform such other duties and functions as may be designated by the city council.		
Requirements: Must be a resident of American Canyon, a registered voter, and 18 years or older by beginning of term.		
Additional info: 5 members appointed by City Council; 4-year term; meets the 4 th Thursday of each month at 6:30 p.m.		
Commissioner	Date of Appointment	Term Expires
1 Eric Altman	3/15/2011 (R 2011-16); 01/20/2015 (CC Minutes); 01/15/2019 (MO 2019-01); 2/11/2019 (MO 2019-05); 11/29/2022 (MO 2022-08)	12/31/2026
2 Davet Mohammad	11/29/2022 (MO 2022-08)	12/31/2026
3 Marilyn Abelon	01/15/2025 (MO 2025-01)	12/31/2028
4 Shelby Goss	01/15/2025 (MO 2025-01)	12/31/2028
5 Charles Plummer	01/15/2025 (MO 2025-01 partial term)	12/31/2026

PARKS & COMMUNITY SERVICES COMMISSION (Authority: American Canyon Municipal Code 2.29 ; Resolution 2011-100)		
Function: The functions, powers and duties shall include review of issues referred to the Commission by the City Council, the City Manager, Parks & Recreation Department, residents or organizations of the city; to provide advice, comment and make recommendations regarding such issues as requested; to organize or facilitate community benefit activities or functions; and other duties as assigned by the City Council. (Ord. 2003-04 § 1, 2003; Ord. 2001-04 § 1, 2001)		
Requirements: Must be a resident of American Canyon, a registered voter, and 18 years or older by beginning of term.		
Additional info: 5 members appointed by City Council; 4-year term; meets the 2 nd Thursday of each month at 6:30 p.m.		
Commissioner	Date of Appointment	Term Expires
1 Gina Griggs	12/15/2020 (MO 2020-14); 01/29/2025 (MO 2025-04)	12/31/2028
2 Iain Smith	01/29/2025 (MO 2025-04)	12/31/2028
3 Elston Mallory, Jr.	01/29/2025 (MO 2025-04)	12/31/2028
4 Scott Myer	01/29/2025 (MO 2025-04 partial term)	12/31/2026
5 Shirley Koot	01/29/2025 (MO 2025-04 partial term)	12/31/2026

OPEN SPACE, ACTIVE TRANSPORTATION AND SUSTAINABILITY COMMISSION (Authority: American Canyon Municipal Code 2.30 ; Ordinance 2023-01)		
Function: The Open Space Advisory Committee serves in an advisory capacity to the City Council. The purpose of the Committee is to oversee Open Space efforts and to periodically report back to City Council on Open Space issues. The Committee should establish priority goals and projects, subject to Council review and confirmation.		
Requirements: Must be a resident of American Canyon, a registered voter, and 18 years or older by beginning of term.		
Additional info: 5 members appointed by City Council; 4-year term; meets the 1 st Wednesday of each month at 6:30 p.m.		
Committee Member	Date of Appointment	Term Expires
1 Nance Matson	09/01/05 (R 2005-83); 03/02/10 (R 2010-20); 01/21/14 (R 2014-07); 03/26/19 (MO 2019-07); 12/21/21 (MO 2021-05); 02/07/23 (MO 2023-06); 01/29/25 (MO 2025-03)	12/31/2028
2 Barry Christian	09/01/05 (R 2005-83); 03/02/10 (R 2010-20); 01/21/14 (R 2014-07); 03/26/19 (MO 2019-07); 12/21/21 (MO 2021-05); 02/07/23 (MO 2023-06); 01/29/25 (MO 2025-03)	12/31/2028
3 Debbie Chavarria	01/29/25 (MO 2025-03)	12/31/2028
4 Tara McClinton-Horner	2/16/2016 (R 2016-14); 01/14/2020 (MO 2020-01); 02/15/2023 (MO 2023-08)	12/31/2026
5 Sean Hughes	02/15/2023 (MO 2023-08)	12/31/2026

NAPA COUNTY BOARDS, COMMISSIONS AND COMMITTEES

Appointed by American Canyon City Council as representatives on Napa County Commissions or Committees

(A full list of Napa County Boards, Commissions and Committees vacancies, including those appointed directly by Napa County, can be found on the Napa County website [here.](#))

NAPA COUNTY LIBRARY COMMISSION

General Information: 8 members: 3 appointed by the BOS; 1 appointed by each city in Napa County. Term is 3 years, beginning on February 1st. Meets the 1st Thursday of every other month, 5:00 p.m., Napa County Library

Representative	Date of Appointment	Term Expires
1 Aisha Nasir	01/30/2023 (MO 2023-05)	02/01/2026

NAPA COUNTY MOSQUITO ABATEMENT DISTRICT

General Information: 1 member appointed from the district at large by the BOS; 1 appointed by each city in Napa County. Term is 2 or 4 years. Meets 2nd Wednesday of each month, 7:00 p.m., 15 Melvin Road, American Canyon, CA 94503.

Representative	Date of Appointment	Term Expires
1 Deborah Maffei	04/04/2017 partial (MO 2017-07), 11/28/2017 (MO 2017-23); 12/3/2019 (MO 2019-15) 12/21/2021 (MO 2021-04); 12/05/2023 (MO 2023-18); 12/02/2025 (MO 2025-23)	12/31/2027

NVRTA - ACTIVE TRANSPORTATION ADVISORY COMMITTEE (ATAC)

General Information: 11 members: 1 appointed by each city in Napa County, 2 from American Canyon. Term is 3 years. Meets Wednesday evenings, six times a year at NVRTA's office at 625 Burnell Street, Napa; 5:00 p.m.

Representative	Date of Appointment	Term Expires
1 Barry Christian	03/18/2014 (MO 2014-02); 10/03/2017 (MO 2017-16) 12/15/2020 (MO 2020-15); 12/05/2023 (MO 2023-18)	12/31/2026
2 VACANT		N/A

NVRTA - CITIZEN ADVISORY COMMITTEE (CAC)

General Information: 19 members: 1 appointed by each city in Napa County. Term is 2 years. Meets Wednesday evenings, six times a year at NVRTA's office at 625 Burnell Street, Napa; 5:00 p.m.

Representative	Date of Appointment	Term Expires
1 VACANT		N/A

GENERAL RULES REGARDING CITY OF AMERICAN CANYON APPOINTMENTS, TERMS AND VACANCIES

(Authority: American Canyon Municipal Code [2.28.010](#))

- All members of boards and commissions of the city shall be appointed by the City Council for four-year terms, commencing on January 1st following the year of appointment. Interim vacancies shall be filled by appointment for the unexpired term of the member replaced.
- Any member of a board or commission of this city may be removed from office at any time, with or without cause, by a majority vote of the city council, except in cases where the mayor or city council are not the appointing authority (in which cases such regular appointing authority may exercise this power of removal).
- Commissioners and board members are expected to attend all meetings, regular and special. If a commissioner or board member cannot attend a regular or special meeting, he shall notify either the commission or board chair or the appropriate staff person assigned to support that commission or board. The full commission or board will decide to either excuse the absence or not excuse it. Whenever a commissioner or board member has more than three unexcused absences in a twelve-month period, then that commissioner or board member shall be removed from office.
- All members of any board or commission shall be initially, and during their incumbencies, bona fide residents of the city. No such member shall, at or during their incumbency, be an employee of the city.



TITLE

American Canyon Building and Construction Codes Update Final Reading

RECOMMENDATION

Adopt an Ordinance amending American Canyon Municipal Code Title 16 to repeal and replace the 2022 California Building Standards Code with the 2025 edition with local amendments; and repeal and replace the 2021 International Property Maintenance Code with the 2024 edition and related model codes with appendices and amendments as identified through express findings of local necessity.

CONTACT

Brent Cooper, AICP, Community Development Director

Ron Beehler, SE, CBO, Contract Building Official

BACKGROUND & ANALYSIS

On November 18, 2025, the City Council approved the first reading of an ordinance amending American Canyon Municipal Code Title 16 to repeal and replace the 2022 California Building Standards Code with the 2025 edition with local amendments; and repeal and replace the 2021 International Property Maintenance Code with the 2024 edition and related model codes with appendices and amendments as identified through express findings of local necessity.

If the final reading is approved, the ordinance will become effective January 1, 2026. A copy of the ordinance is included as Attachment 1.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

There is no fiscal impact related to this code adoption. Costs associated with training and updated code materials were included in the FY 25/26 Budget.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [2025 Building Code Ordinance](#)

ORDINANCE NO. 2025-_____

AN ORDINANCE AMENDING AMERICAN CANYON MUNICIPAL CODE TITLE 16 TO REPEAL AND REPLACE THE 2022 CALIFORNIA BUILDING STANDARDS CODE WITH THE 2025 EDITION WITH LOCAL AMENDMENTS; AND REPEAL AND REPLACE THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE WITH THE 2024 EDITION AND RELATED MODEL CODES WITH APPENDICES AND AMENDMENTS AS IDENTIFIED THROUGH EXPRESS FINDINGS OF LOCAL NECESSITY

WHEREAS, in July 2025, the California Building Standards Commission ("Commission") adopted the California Codes as part of the California State Building Standards Code; and

WHEREAS, California Health and Safety Code Section 17958.5 authorizes cities and counties to modify the California State Building Standards Code by adopting more restrictive standards if such entities determine that such standards are reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, the City of American Canyon has reviewed each of the referenced California and model Codes and it has been determined that certain local amendments are necessary to protect the health, safety, and welfare of its residents; and

WHEREAS, Government Code section 50022 et seq., empowers the City to adopt by reference various Codes including the CALIFORNIA BUILDING CODE, 2025 Edition; CALIFORNIA RESIDENTIAL CODE 2025 Edition; CALIFORNIA ELECTRICAL CODE, 2025 Edition; the CALIFORNIA MECHANICAL CODE, 2025 Edition; the CALIFORNIA PLUMBING CODE, 2025 Edition; the CALIFORNIA ENERGY CODE, 2025 Edition; the CALIFORNIA HISTORICAL CODE, 2025 Edition; the CALIFORNIA EXISTING BUILDING CODE, 2025 EDITION; the CALIFORNIA GREEN BUILDING CODE, 2025 EDITION; the CALIFORNIA ADMINISTRATIVE CODE, 2025 EDITION; the CALIFORNIA REFERENCED STANDARDS CODE, 2025 EDITION; and the INTERNATIONAL PROPERTY MAINTENANCE CODE, 2024 EDITION; INTERNATIONAL SWIMMING POOL AND SPA CODE, 2024 EDITION; CALIFORNIA WILDLAND-URBAN INTERFACE CODE, 2025 EDITION; and

WHEREAS, pursuant to the Government Code, the City has adopted by reference various provisions of the above referenced California and model Codes, subject to particular additions, amendments and deletions as set forth in the Municipal Code; and

WHEREAS, on November 1, 2025 the City Council conducted a duly noticed public hearing considered all of the written and oral testimony presented at the public meeting in making its decision.

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

SECTION 1: **Repeal and Replace** Chapters 16.01 through 16.18 of the City of American Canyon Municipal Code.

- CHAPTER 16.01 GENERAL PROVISIONS;
- CHAPTER 16.02 CALIFORNIA BUILDING CODE, 2025 EDITION;
- CHAPTER 16.03 CALIFORNIA RESIDENTIAL CODE 2025 EDITION;
- CHAPTER 16.04 CALIFORNIA ELECTRICAL CODE, 2025 EDITION;
- CHAPTER 16.05 CALIFORNIA MECHANICAL CODE, 2025 EDITION;

- CHAPTER 16.06 CALIFORNIA PLUMBING CODE, 2025; EDITION;
- CHAPTER 16.07 CALIFORNIA ENERGY CODE, 2025 EDITION;
- CHAPTER 16.08 CALIFORNIA HISTORICAL CODE, 2025 EDITION;
- CHAPTER 16.09 CALIFORNIA EXISTING BUILDING CODE, 2025 EDITION;
- CHAPTER 16.11 CALIFORNIA GREEN BUILDING STANDARDS CODE, 2025 EDITION;
- CHAPTER 16.16 CALIFORNIA ADMINISTRATIVE CODE, 2025 EDITION;
- CHAPTER 16.17 CALIFORNIA REFERENCE STANDARDS CODE; 2025 EDITION;
- CHAPTER 16.18 INTERNATIONAL PROPERTY MAINTENANCE CODE, 2024 EDITION;
- CHAPTER 16.19 INTERNATIONAL SWIMMING POOL AND SPA CODE, 2024 EDITION; and
- CHAPTER 16.20 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, 2025 EDITION.

AMENDING THOSE UNIFORM CODES AND CALIFORNIA BUILDING STANDARDS AS IDENTIFIED HEREIN THROUGH EXPRESSED FINDINGS OF LOCAL NECESSITY; and all other ordinances or parts of ordinances in conflict herewith are hereby repealed as set forth in Exhibit A, attached herein and incorporated by reference.

SECTION 2: **Amend** the following Chapters: 16.01 GENERAL PROVISIONS; and 16.15 STREAMLINED RESIDENTIAL ROOFTOP SOLAR ENERGY PERMIT.

SECTION 3: **No Change** to the following Chapters: 16.10 UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; 16.12 SAFETY ASSESSMENT PLACARDS; 16.13 REPAIR AND RECONSTRUCTION CODE; and 16.14 WATER EFFICIENT LANDSCAPING.

SECTION 4: The City Council of the City of American Canyon finds and declares that the additions, modifications, and changes made to these codes are necessary for protection of public health, safety, and welfare due to climatic, geological, or topographical conditions. These amendments are authorized under Health and Safety Code Sections 18941.5 and 17958 and are read as set forth in Exhibit B.

SECTION 5: The adoption of the proposed ordinance is not a project that has the potential for causing a significant effect on the environment and therefore is not subject to review under the California Environmental Quality Act (CEQA). In addition, the proposed ordinance amendment is exempt under the definition of Project in Section 15378 (b) (3) in that it concerns general policy and procedure making.

SECTION 6: The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall within fifteen days of its adoption cause a summary of it to be published in a newspaper and circulated in the City and thereupon and thereafter this Ordinance shall take effect and be in force according to law.

SECTION 7: This ordinance is enacted pursuant to and in compliance with Health and Safety Code Section 18941.5 and as expressly permitted in Government Code Section 50022.2. For all codes, the effective date of this Ordinance shall be January 1, 2026.

SECTION 8: The City Clerk is hereby directed to file a copy of this ordinance with the California Building Standards Commission of the State of California.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 18th day of November, 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 _____ day of _____, _____, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Pierre Washington, Mayor
APPROVED AS TO FORM:

Teresa Geilfuss, CMC, City Clerk

Teresa Highsmith, City Attorney

Exhibit A Local Building Codes
Exhibit B Required Findings and Determination

EXHIBIT A

Title 16 BUILDING AND CONSTRUCTION CODES

Chapters

- 16.01 General Provisions (NO CHANGES)**
- 16.02 California Building Code (AMENDED CHAPTER)**
- 16.03 California Residential Code (AMENDED CHAPTER)**
- 16.04 California Electrical Code (AMENDED CHAPTER)**
- 16.05 California Mechanical Code (AMENDED CHAPTER)**
- 16.06 California Plumbing Code (AMENDED CHAPTER)**
- 16.07 California Energy Code (AMENDED CHAPTER)**
- 16.08 California Historical Building Code (AMENDED CHAPTER)**
- 16.09 California Existing Building Code (NEW CHAPTER)**
- 16.10 Uniform Code for the Abatement of Dangerous Buildings (NO CHANGES)**
- 16.11 California Green Building Standards Code (NEW CHAPTER)**
- 16.12 Safety Assessment Placards (NO CHANGES)**
- 16.13 Repair and Reconstruction (AMENDED CHAPTER)**
- 16.14 Water-Efficient Landscaping (AMENDED CHAPTER)**
- 16.15 Streamlined Residential Rooftop Solar Energy Permit (AMENDED CHAPTER)**
- 16.16 California Administrative Code (NO CHANGES)**
- 16.17 California Reference Standards Code (NO CHANGES)**
- 16.18 International Property Maintenance Code (NO CHANGES)**
- 16.18 International Swimming Pool and Spa Code (NEW CHAPTER)**
- 16.18 International Wildland Interface Code (NEW CHAPTER)**

****Note to Codifier: Chapters that remain unchanged are not included in this document. Only new and amended chapters are presented below.**

Chapter 16.02 CALIFORNIA BUILDING CODE

16.02.010 Title.

This chapter shall be cited as the California Building Code of the city and any reference in the city municipal code or any chapter thereof to the California Building Code applies to this chapter.

16.02.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Building Code, 2025 Edition,” published and copyrighted by the International Code Council. The documents identified in this section are adopted in their entirety excepting additions, revisions and omissions listed in Sections 16.02.030 through 16.02.260 of this chapter. A copy of the adopted California Building Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

16.02.030 Appendices.

The Building Code as adopted by Section 16.02.020 is amended and adopted with the following appendices:

Appendix Chapter C, Group U – Agricultural Buildings

Appendix Chapter F, Rodent Proofing

Appendix Chapter G, Flood Resistant Construction

Appendix Chapter H, Signs

Appendix Chapter I, Patio Covers

Appendix Chapter J, Grading

Appendix Chapter Q, Emergency Housing

JUSTIFICATION: Appendix C and Q are a part of the Building Code and not a local amendment.

16.02.040 Findings and determination.

As permitted in Health and Safety Code Section 17958.7, the City of American Canyon finds and determines the local amendments to the 2025 California Building Code are either administrative in nature or reasonably necessary to protect the health, safety and general welfare of the public due to local climatic, geological or topographical conditions. Those findings are as follows:

Express Finding Number 1: Climatic. The city is located in a climatic zone with precipitation ranging from fifteen to twenty-six inches per year. Ninety-five percent of precipitation falls during the months of November through April, leaving a dry period of approximately six months each year. Relative humidity remains moderate most of the time. High temperatures in the summer average in the mid-eighty degrees Fahrenheit and in the winter in the mid-fifty degrees Fahrenheit. Prevailing winds in the area are common with gusts up to thirty-five miles per hour. These climatic conditions, along with our topography, necessitate a greater requirement for fire-sprinklers in residential construction, a minimum Class A roof covering and adequate spark arrestors.

Express Finding Number 2: Geological. The city is located in Seismic Design Category D, which is indicative of high seismic vulnerability. The West Napa fault is documented to be present in our city. The area includes various soil conditions and areas with significant movement potential. Buildings and other structures in Seismic Design Category D can experience major seismic damage. These geological conditions necessitate the prohibition of gypsum as a lateral-resisting building element, and the restriction of Portland cement plaster as a lateral-resisting building element to one story structures of R-3 and U-1 occupancies.

Express Finding Number 3: Topographical. Areas of highly combustible dry grasses, weeds, brush and trees adjacent to structures are common throughout the city. Above ground electrical power transmission lines are suspended through trees and above large areas of dry vegetation. The arrangement of man-made features around many buildings greatly limits any approach to all but one side of a building. The area immediately adjacent to the eastern border of the city has been classified as high and very high fire severity zones under the Fire and Resource Assessment Program of the California Department of Forestry and Fire Protection. These topographical conditions, along with our climate, necessitate a greater requirement for fire-sprinklers in residential construction, a minimum Class A roof covering and adequate spark arrestors.

16.02.060 Amend Section 101.4.1 Gas.

Section 101.4.1 first sentence is amended to read as follows:

101.4.1 Gas. The provisions of the California Plumbing Code and California Mechanical Codes shall apply in the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code.

The remainder of the paragraph is retained as published.

16.-02.070 Amend section 105.2 exception 1 Work exempt from permit

Section 105.2 exception 1. is hereby deleted and amended to read as follows:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided that the floor area does not exceed 120 square feet. It is permissible that these structures still be regulated by Section 337 despite exemption from permit.

JUSTIFICATION: This code amendment clarifies permit exemptions and maintains permit application for occupied structures, per Health and Safety Code Section 17958.7.

16.02.080 Amend Section 105.5 Expiration

Section 105.5. is hereby deleted and amended to read as follows:

Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building, structure, equipment or work authorized by such permit is not commenced within twelve (12) months from the date of such permit, or if the building, structure, equipment or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty (180) days.

Before such work can recommence, a new permit shall be first obtained to do so, and the recommence fee shall be one half the amount required for a new permit (i.e. building, electrical, plumbing and mechanical fees only) for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew a permit after expiration for over one year, the permittee shall pay new full permit fee. The maximum life of any permit is three (3) years.

Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time frame required by this section for good and satisfactory reasons. The Building Official may extend the time for action by the permittee for a period not exceeding one hundred eighty (180) days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken.

JUSTIFICATION: Amending the Expiration provisions in the Building Code is an administrative function of the Building Official. The permit timeline from 180 days to 12 months was extended per AB2913.

16.02.090 Amend Section 107.1.2 Electric vehicle charging stations.

Section 107.1.2 of Chapter 1 of Division II of the California Building Code is hereby added to read:

107.1.2 Electric vehicle charging stations. Applications for electric vehicle charging stations may be processed utilizing the City of American Canyon Electric Vehicle Charging Station Expedited/Streamlined ordinance.

16.02.095 Amend Section 202 General definitions.

Section 202 of Chapter 2 of the California Building Code is hereby amended to add or modify the following definitions to read:

City of American Canyon Electric Vehicle Charging Station Expedited/Streamlined Permitting Process: A ministerial permitting process for electric vehicle charging station installations that utilizes an application checklist to expedite review of an electric vehicle charging station permit. For such installations, the process, including permit issuance, may be conducted entirely online utilizing digital forms or may be conducted at the City's Building Permit Counter utilizing printed forms.

JUSTIFICATION: Amendments to the Electric Vehicle Charging Station clarify the applicable Building Code, and is not a local amendment.

16.02.100 Amend Section 109.2 Schedule of permit fees.

Section 109.2 is deleted and replaced as follows:

109.2 Permit fees. Each building, structure, structure, electrical, gas, mechanical, and plumbing system or alteration that requires a permit shall include a fee payment in accordance with a schedule established by City Council Resolution.

The Chief Building Official or his or her designee shall collect fees for permits and services specified in this title. Where the Chief Building Official Director or his designee finds that the fees prescribed in this title do not cover the cost of providing the service which is the subject of the fee, the Chief Building Official or his or her designee may charge a supplemental fee for the unpaid cost of the services provided.

JUSTIFICATION: The proposed changes capitalize position titles as per usual practice.

16.02.110 Amend Section 109.4 Work commencing before permit issuance.

Section 109.4 is deleted and replaced as follows:

109.4 Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee establish by the building official that shall be in addition to the required permit fees. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall not exceed five times the permit fee required by this code. The minimum investigation fee set forth in the fee schedule adopted by this jurisdiction or a lesser fee than the fee resolution may be permitted on the merits of each individual case by the Building Official. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption.

16.02.120 Amend Section 901.2 Fire protection systems.

Chapter 9, Section 901.2 is hereby amended by repealing the first two sentences of Section 901.2 (thus, the provisions of Section 902.2.1 remain in effect) and replacing it with the following:

901.2 Construction documents. The Fire Chief shall have the authority to require construction documents and calculations for all fire protection systems and to require permits be issued for the installation, rehabilitation or modification of any fire protection system. Construction documents for fire protection systems shall be submitted for review and approval prior to the issuance of a building permit.

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption.

16.02.130 Amend Section 903.2 Where required.

Section 903.2 of Chapter 9 is deleted in its entirety based upon Express Findings 1 and 3 in Section 16.02.040, and replaced with the following section:

903.2: Item 1, Approved automatic sprinkler systems shall be installed throughout all existing commercial or multi-family residential building when the floor area of an addition (including mezzanines) exceeds 50% of the existing floor area of the building or when an additional story is added.

903.2: Item 2, Any change of occupancy when the proposed new occupancy classification is more hazardous based on a fire and life safety evaluation by the Fire Code Official and Building Code Official, including conversion of buildings to single-family residences, accessory dwelling units, bed and breakfast, inns, lodging houses or congregate residences for 10 or less persons or other similar uses an automatic fire sprinkler system shall be installed throughout.

903.2 Where required. Approved automatic fire sprinkler systems shall be provided in new and existing buildings in the locations described in this section.

903.2.1 New Construction.

Regardless of any exception listed above or in the remainder of this code or the California Building Code, all buildings shall be equipped throughout with an approved fully automatic fire sprinkler system.

Fire Sprinklers shall not be required if one or more of the following exceptions are met:

1. Must comply with the American Canyon General Building Standards for residential, multi-family residential, commercial and industrial occupancies.
2. When approved by the Fire Code Official spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries and standby engines, provided those spaces or areas are equipped throughout with an automatic fire alarm system and are separated from the remainder of the building by fire barriers consisting of no less than 1-hour fire-resistance-rated wall and 2-hour fire-resistance-rate floor/ceiling assemblies.
3. Automatic fire sprinkler protection for fixed guideway transit systems shall be as per Section 903.2.17.
4. Detached Group U private garages and carports accessory to a Group R-3 occupancy and less than 1,000 square feet and with non-habitable space above.

5. Detached pool houses, workshops, barns and similar structures, built in conjunction with existing non-sprinkled single-family residences and provided the new structure is less than 1,000 square feet and is not intended for use as a dwelling unit.
6. Detached non-combustible canopies less than 3,000 square feet in roof area used exclusively for vehicle washing facilities or vehicle fuel dispensing stations.
7. Group B or M occupancies less than 600 square feet.
8. Detached, unenclosed gazebos, solar trellises or shade structures less than 1,000 square feet.
9. Detached restroom facilities associated with golf courses, parks and similar uses.

903.2.2 Additions. An automatic sprinkler system shall be installed throughout any existing commercial or multi-family residential building when the floor area of an addition (including mezzanines) within any three-year period exceeds 50% of the existing floor area of the building or when an additional story is added.

903.2.3 Change of occupancy. Any change of occupancy when the proposed new occupancy classification is more hazardous based on a fire and life safety evaluation by the Fire Code Official and Building Code Official, including conversion of buildings to single-family residences, accessory dwelling units, bed and breakfast, inns, lodging houses or congregate residences for 10 or less persons or other similar uses an automatic fire sprinkler system shall be installed throughout.

903.2.4 Floor control valves. Approved supervised indicating control valves and flow switches shall be provided at the point of connection to the riser on each floor in buildings two or more stories in height.

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.

An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or Group R-4 Occupancies.

JUSTIFICATION: These Code Amendments were brought forward from the 2022 Code Adoption.

16.02.140 Amend Section 905.3.1 Height.

Item 2 of Section 905.3.1 is deleted based upon Express Findings 1 and 3 in Section 16.02.040, and replaced with the following section:

905.3.1 Height.

2. Class I standpipes shall be installed in buildings three or more stories in height with approved outlets provided at each level including the roof when required by the Fire Code Official.

16.02.150 Amend California Building Code Table 1505.1 Minimum Roof Covering Classification.

Table 1505.1 is to be deleted and based upon Express Findings 1 and 3 in Section 16.02.040, and replaced with the following:

**Table 1505.1
MINIMUM ROOF COVERING
CLASSIFICATION
FOR TYPES OF CONSTRUCTION**

IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A	A	A	A	A	A	A	A	A

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption.

16.02.160 Amend Section 1512 Reroofing.

Section 1512 is amended and based upon Express Findings 1 and 3 in Section 16.02.040, to add the following section:

1512.6 Spark arrestor. Whenever a permit has been issued for reroofing a spark arrestor conforming to Section 2802 shall be installed (or the existing replaced if not in conformance with Section 2802) on all fireplace chimneys before final inspection and approval.

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption with an update to the Building Code reference number.

16.02.180 RESERVED

16.02.190 Amend Section 1809.8 Plain concrete footings.

Delete Section 1809.8 and replace as follows:

1809.8 Plain concrete footings. The edge thickness of plain concrete footings supporting walls of other than light-frame construction shall not be less than 8 inches (203 mm) where placed on soil and in all cases, as a minimum, one ½" (51 mm) continuous rebar shall be placed at the top and at the bottom of all grade beams and spread footings.

Exception: For plain concrete footings supporting Groups R-3 and one-story Group U occupancies the edge thickness is permitted to be 6 inches (152 mm), provided that the footing does not extend beyond a distance greater than the thickness of the footing on either side of the supported wall. In all cases, as a minimum, one ½" (51 mm) continuous rebar shall be placed at the top and at the bottom of all grade beams and spread footings.

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption.

16.02.210 Amend Section 1905.1.7 ACI 318-19, Section 14.1.4.

Section 1905.1.7 is deleted and based upon Express Findings 1 and 3 in Section 16.02.040 is amended to read as follows:

1905.1.7 ACI 318, Section 22.10. Delete ACI 318, Section 22.10, and replace with the following:

22.10 - Plain concrete in structures assigned to seismic design category C, D, E or F.

22.10.1 - Structures assigned to Seismic Design Category C, D, E or F shall not have elements of structural plain concrete, except as follows:

- (a) Isolated footings of plain concrete supporting pedestals or columns are permitted, provided the projection of the footing beyond the face of the supported member does not exceed the footing thickness.

Exception: In detached one- and two-family dwelling three stories or less in height, the projection of the footing beyond the face of the supported member does not exceed the footing thickness.

- (b) Plain concrete footing supporting walls are permitted, provided the footings have at least two continuous longitudinal reinforcing bars. Bars shall not be smaller than No. 4 and shall have a total area of not less than 0.002 times the gross cross-sectional area of the footing. A minimum of one bar shall be provided at the top and bottom of the footing. Continuity of reinforcement shall be provided at corners and intersections.

Exception: In detached one- and two-family dwellings three stories or less in height and constructed with stud bearing walls, plain concrete footings with at least two continuous longitudinal reinforcing bars not smaller than No. 4 are permitted to have a total area of less than 0.002 times the gross cross-sectional area of the footing.

16.02.220 Amend Section 1907.1 General.

Section 1907.1 General is deleted and based upon Express Findings 1 and 3 in Section 16.02.040 is amended to read as follows:

JUSTIFICATION: This Local Code Amendment is brought forward from the 2022 Code Adoption.

1907.1 General. The thickness of concrete floor slabs supported directly on the ground shall not be less than 3 1/2 inches (89 mm). A 6 mil (0.01 inch; 0.254 mm) polyethylene retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the base course or subgrade and the concrete floor slab, or other approved equivalent methods or materials shall be used to retard vapor transmission through the floor slab. As a minimum and in all cases where a slab is to be placed inside of a building, the slab shall be reinforced with not less than six inches by six inches ten gauge welded wire mesh or an approved alternate installed at mid height of the slab.

Exception: A vapor retarder is not required:

1. For detached structures accessory to occupancies in Group R-3, such as garages, utility buildings or other unheated facilities.
2. For unheated storage rooms having an area of less than 70 square feet (6.5 m²) and carports attached to occupancies in Group R-3.
3. For buildings of other occupancies where migration of moisture through the slab from below will not be detrimental to the intended occupancy of the building.
4. For driveways, walks, patios and other flatwork which will not be enclosed at a later date.
5. Where approved based on local site conditions.

In all slabs under habitable spaces, a 4-inch (10 mm) crushed rock capillary water barrier shall be provided under the minimum 10 mil vapor retarder.

JUSTIFICATION: *This Local Code Amendment is brought forward from the 2022 Code Adoption.*

16.02.260 Amend Appendix H Section H101.2 Signs exempt from permits.

Appendix Chapter H Section H101.2 is deleted and replaced as follows:

H101.2 Signs exempt from building and/or electrical permits. The following signs are exempt from the requirements to obtain a building and/or electrical permit before erection:

1. Painted non-illuminated signs not exceeding 9 square feet (2.74 m²).
2. Temporary signs announcing the sale or rent of property not exceeding 9 square feet (2.74 m²).
3. Signs erected by transportation authorities.
4. Projecting signs not exceeding 2.5 square feet (0.23 m²).
5. The changing of moveable parts of an approved sign that is designed for such changes, or the repainting or repositioning of display matter shall not be deemed an alteration.

JUSTIFICATION: *This Local Code Amendment is brought forward from the 2022 Code Adoption.*

Chapter 16.03 CALIFORNIA RESIDENTIAL CODE

16.03.010 Title.

This chapter shall be cited as the California Residential Code of the city and any reference in the city municipal code or any chapter thereof to the California Residential Code applies to this chapter.

16.03.020 Code adoption.

The City of American Canyon adopts all those certain documents marked and designated, as “California Residential Code, 2025 Edition,” together with Appendix H and V published and copyrighted by the International Code Council. The documents identified in this section are adopted in their entirety excepting additions, revisions and omissions listed in Sections 16.03.030 through 16.03.080 of this chapter. A copy of the adopted California Residential Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

JUSTIFICATION: The proposed changes capitalize position titles as per usual practice.

16.03.030 Appendices.

The Residential Code as adopted by Section 16.03.020 is amended and adopted with the following appendices:

Appendix Chapter BF, Patio Covers

Appendix Chapter CI, Swimming Pool Safety Act

The 2025 Version of the Swimming Pool Safety Act is adopted

JUSTIFICATION: Identifying pool safety measures in the Building Code is an Administrative function of the Building Official.

16.03.040 Section R105.2.1 Work exempt from permits.

Item 1 of Section R105.2 exemptions is hereby deleted and amended to read as follows:

1. One-story detached accessory structure, used as tool sheds and storage sheds, playhouses and similar uses provided the floor area does not exceed 120 square feet, (11.15 m²). The height of the one-story detached accessory structure shall not exceed 15 feet (4.75 m) at any point or as specified by local zoning ordinance. It is permissible that these structures shall be regulated by Section 710 and R337 despite exemption from permit.

JUSTIFICATION: This language mirror changes to the Building code. Small accessory structures that are intended for occupancy would require a building permit, such as detached accessory buildings used for ADU's, offices, studios etc.

16.03.040 Amend Section R105.5. Expiration

Section R105.5 is hereby deleted and amended to read as follows:

Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building, structure, equipment or work authorized by such permit is not commenced within 12 months from the date of such permit, or if the building, structure, equipment or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee shall be one half the amount required for a new permit (i.e. building, electrical, plumbing and mechanical fees only) for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay new full permit fee.

Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time frame required by this section for good and satisfactory reasons. The Building Official may extend the time for

action by the permittee for a period not exceeding 180 days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken.

JUSTIFICATION: Identifying measures to address expired permits in the Building Code is an administrative function of the Building Official.

16.03.050 Section R108.7 Re-inspection fee.

Section R108.7 is hereby added to read as follows:

R108.7 Re-inspection Fee. A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the inspection record card is not posted or otherwise available on the work site, the approved plans are not readily available to the inspector. For failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the building official.

16.03.060 Section R108.8 Violation penalties.

Section R108.8 is hereby added to read as follows:

108.8 Violation penalties. Any persons who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall not exceed five times the permit fee required by this code. The minimum investigation fee set forth in the fee schedule adopted by this jurisdiction or a lesser fee than the fee resolution may be permitted on the merits of each individual case by the Building Official. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

16.03.065 Section R313.2 One- and two-family dwellings automatic fire systems, Exception.

Section R313.2, Exception number 1 is hereby deleted and replaced by the following sentence:

An automatic sprinkler system shall be installed throughout any existing one- or two-family dwelling when the floor area of the addition (including mezzanines) exceeds 50% of the existing floor area of the building or when an additional story is added.

16.03.070 Amend Section R506.2.4 Reinforcement support.

Section R506.2.4 is deleted and based upon Express Findings 1 and 3 in Section 16.03.030 is amended to read as follows:

R506.2.4 Reinforcement support. Where provided in slabs on ground, reinforcement shall be supported to remain in place from the center to upper one third of the slab for the duration of the concrete placement. As a minimum, and in all cases where a slab is to be placed inside of a building, the slab shall be reinforced with not less than six inches by six inches ten-gauge welded wire mesh, or an approved alternate.

In all slabs under habitable spaces, a minimum of 4 inches (102 mm) of crushed rock capillary water barrier shall be provided under a minimum 10 mil vapor retarder. The vapor barrier shall be protected by a minimum of 2 inches (51 mm) of sand or equivalent protection.

16.03.080 Amend Section R907 Rooftop Mounted Photovoltaic Panel Systems.

Section R907.1.1. and 907.1.2 are hereby added based upon Express Findings 1 and 3 in Section 16.03.030 to read as follows:

R907.1.1 Solar photovoltaic panels/modules. Solar photovoltaic panels/modules installed upon a roof or as an integral part of a roof assembly shall comply with the requirements of this code and the California Fire Code as amended by the City of American Canyon.

R907.1.2 Structural fire-resistance. The structural frame and roof construction supporting the load imposed upon the roof by the photovoltaic panels/modules shall comply with the requirements of the California Building Code Sections 1510 and 1511.

JUSTIFICATION: Non-building code amendment to simplify language and capitalizes position titles as per usual practice. Renumbering building code amendments to reflect the 2022 building code.

16.03.090 Amend Section R202 General definitions.

Section R202 of Chapter 2 of the California Residential Code is hereby amended to add the following definitions to read:

City of American Canyon Electric Vehicle Charging Station Expedited/Streamlined Permitting Process: A ministerial permitting process for electric vehicle charging station installations that utilizes an application checklist to expedite review of an electric vehicle charging station permit. For such installations, the process, including permit issuance, may be conducted entirely online utilizing digital forms or may be conducted at the City's Building Permit Counter utilizing printed forms.

Chapter 16.04 CALIFORNIA ELECTRICAL CODE

16.04.010 Title.

This chapter shall be cited as the "California Electrical Code" of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Electrical Code, CEC, or Electrical Code, refers and applies to this chapter.

16.04.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Electrical Code, 2025 Edition,” published by BNI Publications, Inc., and copyrighted by the National Fire Protection Association and the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Electrical Code shall be kept on file in the office of the building official for use and examination by members of the public.

Chapter 16.05 CALIFORNIA MECHANICAL CODE**16.05.010 Title.**

This chapter shall be cited as the “California Mechanical Code” of the city and any reference in the city municipal code or any chapter thereof to the California Mechanical Code, CMC or Mechanical Code refers and applies to this chapter.

16.05.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Mechanical Code, 2025 Edition,” published by International Association of Plumbing and Mechanical Officials and copyrighted by International Association of Plumbing and Mechanical Officials and the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Mechanical Code shall be kept on file in the office of the building official for use and examination by members of the public.

Chapter 16.06 CALIFORNIA PLUMBING CODE**16.06.010 Title.**

This chapter shall be cited as the “California Plumbing Code” of the city and any reference in the city municipal code or any chapter thereof to the Uniform Plumbing Code, CPC or Plumbing Code refers and applies to this chapter.

16.06.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Plumbing Code, 2025 Edition,” published by International Association of Plumbing and Mechanical Officials and copyrighted by International Association of Plumbing and Mechanical Officials and the California Building Standards Commission. The documents identified in this section are adopted in their entirety excepting additions, revisions and omissions listed in Sections 16.06.030 and 16.06.040 of this chapter. A copy of the adopted California Plumbing Code shall be kept on file in the office of the building official for use and examination by members of the public.

16.06.030 Appendices.

The Plumbing Code as adopted by Section 16.04.020 is amended and adopted with the following appendices sections:

Appendix C Alternate Plumbing Systems

Appendix D Sizing Storm Water Drainage Systems

16.06.040 Adopt Chapter 16A, Part II Non-potable water reuse systems.

Chapter 16A, Part II is adopted in its entirety.

JUSTIFICATION: Local Code Amendments are brought forward from the 2022 Code Adoption.

Chapter 16.07 CALIFORNIA ENERGY CODE

16.07.010 Title.

This chapter shall be cited as the “California Energy Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Energy Code, or Energy Code, refers and applies to this chapter.

16.07.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Energy Code, 2025 Edition,” by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Energy Code shall be kept on file in the office of the building official for use and examination by members of the public.

Chapter 16.08 CALIFORNIA HISTORICAL BUILDING CODE

16.08.010 Title.

This chapter shall be cited as the “California Historical Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Historical Building Code, or Historical Building Code, refers and applies to this chapter.

16.08.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Historical Building Code, 2025 Edition,” published by the International Code Council and copyrighted by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Historical Building Code shall be kept on file in the office of the building official for use and examination by members of the public.

Chapter 16.09 CALIFORNIA EXISTING BUILDING CODE – Added New Chapter

16.09.010 Title.

This chapter shall be cited as the “California Existing Building Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Existing Building Code, refers and applies to this chapter.

16.09.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Existing Building Code, 2025 Edition,” published by the International Code Council and

copyrighted by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Existing Building Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.11 CALIFORNIA GREEN BUILDING STANDARDS CODE – ADDED NEW CHAPTER

16.11.010 Title.

This chapter shall be cited as the “California Green Building Standards Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Green Building Standards Code, or CALGreen, refers and applies to this chapter.

16.11.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Green Building Standards Code, 2025 Edition,” published by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Green Building Standards Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.15 STREAMLINED RESIDENTIAL ROOFTOP SOLAR ENERGY PERMIT

16.15.010 Intent and purpose.

The intent and purpose of this chapter is to adopt an expedited, streamlined solar permitting process that complies with the Solar Rights Act and AB 2188 (Chapter 521, Statutes 2014) to achieve timely and cost-effective installations of small residential rooftop solar energy systems. This chapter is designed to encourage the use of solar systems by removing unreasonable barriers, minimizing costs to property owners and the city, and expanding the ability of property owners to install solar energy systems. This chapter allows the city to achieve these goals while protecting the public health and safety.

16.15.020 Applicability.

- A. This chapter applies to the permitting of all small residential rooftop solar energy systems in the city.
- B. Small residential rooftop solar energy systems legally established or permitted prior to the effective date of the ordinance codified in this chapter are not subject to the requirements of this chapter unless physical modifications or alterations are undertaken that materially change the size, type, or components of a small rooftop solar energy system in such a way as to require new permitting. Routine operation and maintenance of like-kind replacements shall not require a permit.

16.15.030 Definitions.

“Association” means a nonprofit corporation or unincorporated association created for the purpose of managing a common interest development.

“Building division” means the building and safety division for the City of American Canyon.

“Building official” means the building official for the City of American Canyon.

“City” means the City of American Canyon.

“Common interest development” means any of the following:

1. A community apartment project.

2. A condominium project.
3. A planned development.
4. A stock cooperative.

“Electronic submittal” means the utilization of one or more of the following:

1. Email;
2. The Internet; or
3. Facsimile.

“Expedited permitting,” and “expedited review,” means the process outlined in Section 16.15.070 entitled “Expedited permit review and inspection requirements.”

A “feasible method to satisfactorily mitigate or avoid the specific, adverse impact” includes, but is not limited to, any cost-effective method, condition or mitigation imposed by the city on another similarly situated application in a prior successful application for a similar permit.

“Reasonable restrictions” on a solar energy system are those restrictions that do not significantly increase the cost of the system or significantly decrease its efficiency or specified performance, or that allow for an alternative system of comparable cost, efficiency, and energy conservation benefits.

“Restrictions that do not significantly increase the cost of the system or decrease its efficiency or specified performance” means:

1. For water heater systems or solar swimming pool heating systems: an amount exceeding ten percent of the cost of the system, but in no case more than one thousand dollars, or decreasing the efficiency of the solar energy system by an amount exceeding ten percent as originally specified and proposed.
2. For photovoltaic systems: an amount not to exceed one thousand dollars over the cost of the system as originally specified and proposed, or a decrease in system efficiency of an amount exceeding ten percent as originally specified and proposed.

“Small residential rooftop solar energy system” means all of the following:

1. A solar energy system that is not larger than ten kilowatts alternating current nameplate rating or thirty kilowatts thermal.
2. A solar energy system that conforms to all applicable state fire, structural, electrical, and other building codes as adopted or amended by the City of American Canyon and all state of California health and safety standards.
3. A solar energy system that is installed on a single- or duplex-family dwelling.
4. A solar panel or module array that does not exceed the maximum legal building height as defined by the City of American Canyon.

“Solar energy system” means either of the following:

1. Any solar collector or other solar energy device whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating, space cooling, electric generation, or water heating.
2. Any structural design feature of a building whose primary purpose is to provide for the collection, storage, and distribution of solar energy for electricity generation, space heating, space cooling or water heating.

“Specific, adverse impact” means a significant, quantifiable, direct and unavoidable impact, based on objective, identified and written public health or safety standards, policies or conditions as they existed on the date the application was deemed complete. (Ord. 2015-09 § 1, 2015)

16.15.040 Solar energy system requirements.

A. All solar energy systems shall meet applicable health and safety standards and requirements imposed by the City and the State of California.

B. Solar energy systems for heating water in single-family residences and for heating water in commercial or swimming pool applications shall be certified by an accredited listing agency as defined by the California Plumbing and Mechanical Code.

C. Solar energy systems for producing electricity shall meet all applicable safety and performance standards established by the California Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability.

16.15.050 Aesthetic installation.

Electrical metallic tubing (EMT) and other forms of conduit is not permitted in exposed exterior locations visible from the public right-of-way. Exposed conduit placed toward the rear of the house out of view of the public right-of-way shall be painted to match the color of the house.

16.15.060 Duties of Community Development Department and Building Official.

A. All documents required for the submission of an expedited small residential rooftop solar energy system application shall be made available on the city’s publicly accessible website.

B. Electronic submittal of the required permit application and documents via email, the city’s website, or facsimile shall be made available to all small residential rooftop solar energy system permit applicants.

C. An applicant’s electronic signature shall be accepted on all forms, applications, and other documents in lieu of a wet signature.

D. The building division shall adopt a standard plan and checklist of all requirements with which small residential rooftop solar energy systems shall comply to be eligible for expedited review.

E. The small residential rooftop solar system permit process, standard plans, and checklist shall substantially conform to the recommendations for expedited permitting, including the checklist and standard contained in the most current version of the *California Solar Permitting Guidebook* adopted by the Governor’s Office of Planning and Research.

F. All fees prescribed for the permitting of small residential rooftop solar energy systems must comply with Government Code Sections 65850.55 and 66015 and Health and Safety Code Section 17951.

16.15.070 Expedited permit review and inspection requirements.

A. The building division shall adopt an administrative, nondiscretionary review process to expedite the approval of small residential rooftop solar energy system applications within thirty days of adoption of this chapter. For an application for a small residential rooftop solar energy system that meets the

requirements of the approved checklist and standard plan, the building division shall issue a building permit or other non-discretionary permit within three business days. The building official may require an applicant to apply for a use permit if the official finds, based on substantial evidence, that the solar energy system could have a specific, adverse impact upon the public health and safety.

B. Review of the application shall be limited to the building official's review of whether the applicant meets local, state and federal health and safety requirements.

C. If a use permit is required, the building official may deny an application for the use permit if the official makes written findings based upon substantive evidence in the record that the proposed installation would have a specific, adverse impact upon public health or safety and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. Such findings shall include the basis for the rejection of the potential feasible alternative for preventing the adverse impact.

D. Any condition imposed on an application shall be designed to mitigate the specific, adverse impact upon health and safety at the lowest possible cost. The city shall use its best efforts to ensure that the selected method, condition, or mitigation meets the conditions of Civil Code Section 714(d)(1)(A) and (B).

E. The city shall not condition the approval of an application on the approval of an association as defined in Civil Code Section 4080.

F. If an application for a small residential rooftop solar energy system is deemed incomplete, a written correction notice detailing all deficiencies in the application and any additional information or documentation required to be eligible for expedited permitting shall be sent to the applicant for resubmission.

G. Only one inspection shall be required and performed by the building division for small residential rooftop solar energy systems eligible for expedited review.

H. The inspection shall be done in a timely manner and should include consolidated inspections. An inspection will be scheduled within two business days of a request.

I. If a small residential rooftop solar energy system fails inspection, a subsequent inspection is authorized but need not conform to the requirements of this chapter.

JUSTIFICATION: Amendments are intended to simplify language for clarity.

Chapter 16.16 CALIFORNIA ADMINISTRATIVE CODE – ADDED NEW CHAPTER

16.16.010 Title.

This chapter shall be cited as the "California Administrative Code" of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Administrative Code, refers and applies to this chapter.

16.16.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as "California Administrative Code, 2025 Edition," published by the International Code Council and copyrighted by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Administrative Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.17 CALIFORNIA REFERENCE STANDARDS CODE – ADDED NEW CHAPTER

16.17.010 Title.

This chapter shall be cited as the “California Reference Standards Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Reference Standards Code, refers and applies to this chapter.

16.17.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Reference Standards Code, 2025 Edition,” published by the International Code Council and copyrighted by the California Building Standards Commission. The documents identified in this section are adopted in their entirety. A copy of the adopted California Reference Standards Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.18 INTERNATIONAL PROPERTY MAINTENANCE CODE – ADDED NEW CHAPTER

16.18.010 Title.

This chapter shall be cited as the “International Property Maintenance Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the International Property Maintenance Code, refers and applies to this chapter.

16.18.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “International Property Maintenance Code, 2024 Edition,” published by the International Code Council and copyrighted by the International Code Council. The documents identified in this section are adopted in their entirety. A copy of the adopted International Property Maintenance Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.19 INTERNATIONAL SWIMMING POOL AND SPA CODE – ADDED NEW CHAPTER

16.19.010 Title.

This chapter shall be cited as the “International Swimming Pool and Spa Code” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the International Swimming Pool and Spa Code, refers and applies to this chapter.

16.19.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “International Swimming Pool and Spa Code, 2024 Edition,” published by the International Code Council and copyrighted by the International Code Council. The documents identified in this section are adopted in their entirety. A copy of the adopted International Swimming Pool and Spa Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

Chapter 16.20 CALIFORNIA WILDLAND-URBAN INTERFACE CODE – ADDED NEW CHAPTER

16.20.010 Title.

This chapter shall be cited as the “California Wildland-Urban Interface” of the City of American Canyon and any reference in the city municipal code or any chapter thereof to the California Wildland-Urban Interface, refers and applies to this chapter.

16.20.020 Code adoption.

The City of American Canyon does hereby adopt all those certain documents marked and designated, as “California Wildland-Urban Interface, 2025 Edition,” published by the International Code Council and copyrighted by the International Code Council. The documents identified in this section are adopted in their entirety. A copy of the adopted California Wildland-Urban Interface Code shall be kept on file in the office of the Building Official for use and examination by members of the public.

EXHIBIT B

16.02.040 Findings and determination.

As permitted in Health and Safety Code Section 17958.7, the City of American Canyon finds and determines the local amendments to 2025 California Building Code are either administrative in nature or reasonably necessary to protect the health, safety and general welfare of the public due to local climatic, geological or topographical conditions. Those findings are as follows:

Express Finding Number 1: Climatic. The city is located in a climatic zone with precipitation ranging from fifteen to twenty-six inches per year. Ninety-five percent of precipitation falls during the months of November through April, leaving a dry period of approximately six months each year. Relative humidity remains moderate most of the time. High temperatures in the summer average in the mid-eighty degrees Fahrenheit and in the winter in the mid-fifty degrees Fahrenheit. Prevailing winds in the area are common with gusts up to thirty-five miles per hour. These climatic conditions, along with our topography, necessitate a greater requirement for fire-sprinklers in residential construction, a minimum Class A roof covering and adequate spark arrestors.

Express Finding Number 2: Geological. The city is located in Seismic Design Category D, which is indicative of high seismic vulnerability. The West Napa fault is documented to be present in our city. The area includes various soil conditions and areas with significant movement potential. Buildings and other structures in Seismic Design Category D can experience major seismic damage. These geological conditions necessitate the prohibition of gypsum as a lateral-resisting building element, and the restriction of Portland cement plaster as a lateral-resisting building element to one story structures of R-3 and U-1 occupancies.

Express Finding Number 3: Topographical. Areas of highly combustible dry grasses, weeds, brush and trees adjacent to structures are common throughout the city. Above ground electrical power transmission lines are suspended through trees and above large areas of dry vegetation. The arrangement of man-made features around many buildings greatly limits any approach to all but one side of a building. The area immediately adjacent to the eastern border of the city has been classified as high and very high fire severity zones under the Fire and Resource Assessment Program of the California Department of Forestry and Fire Protection. These topographical conditions, along with our climate, necessitate a greater requirement for fire-sprinklers in residential construction, a minimum Class A roof covering and adequate spark arrestors.



TITLE

Contract Award for East American Canyon Road Guardrail Project (TR23-0300)

RECOMMENDATION

Adopt a Resolution awarding a Construction Contract to Granite Rock Company in the amount of \$352,097 and authorizing the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

CONTACT

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

BACKGROUND & ANALYSIS

The American Canyon Road East Guardrail Project (TR23-0300) is located approximately 490 feet east of the intersection of American Canyon Road East and Via Firenze. American Canyon Road East is a city arterial roadway that links Interstate 80 and the city. The project consists of the removal and replacement of approximately 190 linear feet total of existing temporary barrier systems comprised of concrete K-Rails and plastic crash cushions along both the north (west-bound) and south (east-bound) road shoulders.

The existing guardrail system serves to mitigate for the absence of road shoulders which are infeasible due to the existing creek culvert crossing and steep side slopes which constrict the roadway width. The guardrail system is designed to guide vehicles through the constriction and protect errant vehicles which would otherwise be unable to recover from a lane departure without a barrier. Through collision analysis via the Local Roadway Safety Plan, this segment was identified as a priority for the city due to it being a high injury network with a frequency of collisions. It was determined that the temporary barrier system at this location is deficient and frequently needing to be replaced or maintained due to vehicle collisions. It is also recommended that the guardrail be extended along the north side of the road due to the continuation of the steep side slopes along American Canyon Road.

The city solicited competitive bids for the project on October 9, 2025. The Engineer's Estimate was \$468,000. On November 12, 2025, the following bids were received and publicly read aloud:

Bidder	Total Bid Amount
Granite Rock Company	\$352,097
Zara Construction, Inc.	\$393,270
Globe Engineering Development	\$404,000
North West Demolition, Inc.	\$449,575
Kerex Engineering	\$484,960

The bid submitted by Granite Rock Company in the amount of \$352,097 was the apparent low bid. Staff has reviewed the bid from Granite Rock Company 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 reasonable and customary costs of completing the work.

Staff recommends the Council award a construction contract to Granite Rock Company in the amount of \$352,097 and authorize the Public Works Director to approve and execute contract change orders in an aggregate amount not to exceed the Project Budget, in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The Project Budget is \$780,000, consisting of \$252,450 in Highway Safety Improvement Program (HSIP) funds and \$527,550 in Gas Tax/Highway Users Tax Account (HUTA) funds (Fund 212).

The anticipated construction phase expenditures are as follows:

Item Description	Estimated Cost
Construction Contract	\$352,097
Construction Contingency (20%)	\$70,000
Materials Testing Services	\$10,000
Staff Time (Project Management & Inspection)	\$53,000
Total	\$485,097

After deducting all existing encumbrances and material services paid to date, the remaining FY2025-26 Capital Budget is \$700,577, which is sufficient to cover the anticipated construction phase expenses.

ENVIRONMENTAL REVIEW

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

COMMUNICATION

Level 1: Minimal Communication

There will be anticipated lane closures and/or detours during construction. A simple outreach (social media post) is recommended during construction.

ATTACHMENTS:

1. [Resolution - Granite Rock Company Contract](#)

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AWARDING A CONSTRUCTION CONTRACT TO GRANITE ROCK COMPANY IN THE AMOUNT OF \$352,097 AND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO APPROVE AND EXECUTE CONTRACT CHANGE ORDERS IN AN AGGREGATE AMOUNT NOT TO EXCEED THE PROJECT BUDGET, IN CONJUNCTION WITH THE EAST AMERICAN CANYON ROAD GUARDRAIL PROJECT (TR23-0300)

WHEREAS, the East American Canyon Road Guardrail Project is located approximately 490 feet east of the intersection of American Canyon Road East and Via Firenze; and

WHEREAS, through collision analysis via the Local Roadway Safety Plan, it was determined that the temporary barrier system at this location is deficient and frequently needing to be replaced or maintained due to vehicle collisions; and

WHEREAS, the Project consists of removal and replacement of approximately 190 linear feet of total existing temporary barrier systems comprised of concrete K-rails and plastic crash cushions along both the north (westbound) and south (eastbound) road shoulders; and

WHEREAS, the Engineer's Estimate for the construction of improvements is \$468,000; and

WHEREAS, the City solicited competitive bids for the Project on October 9, 2025, and on November 12, 2025, the following bids were received and publicly read aloud; and

Bidder	Total Bid Amount
Granite Rock Company	\$352,097
Zara Construction, Inc.	\$393,270
Globe Engineering Development	\$404,000
North West Demolition	\$449,575
Kerex Engineering	\$484,960

WHEREAS, staff has reviewed the bid from Granite Rock Company and found it to be both responsive and responsible; and

WHEREAS, staff has verified the contractor's qualifications and references, and found them to be satisfactory and acceptable; and

WHEREAS, staff finds the prices of the Bid Items reasonable and customary costs for completing the work; and

WHEREAS, there are sufficient funds in the FY2025-26 Capital Budget to cover the anticipated construction phase expenses.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby 1) awards a construction contract to Granite Rock Company in the amount of \$352,097; and 2) authorizes the Public

Works Director to approve and execute change orders in an aggregate amount not to exceed the Project Budget in conjunction with the East American Canyon Road Guardrail Project (TR23-0300).

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 2nd day of December, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Teresa L. Highsmith, City Attorney



TITLE

Annual Impact Fee Inflation Adjustment

RECOMMENDATION

Adopt a Resolution approving the 2026 annual Inflation-adjustment to the Traffic Impact Fee, Water Capacity Fee, Wastewater Capacity Fee, Parks and Recreation Fee, Civic Facilities Fee, General Plan Update Fee, and Affordable Housing Nexus Fee.

CONTACT

Brent Cooper, AICP, Community Development Director

BACKGROUND & ANALYSIS

The city of American Canyon collects Impact Fees prior to issuing a building permit to fund infrastructure required to serve new development. The City's impact fees include:

- Traffic Impact Fee
- Water and Wastewater Capacity Fees
- Parks and Recreation Fee
- Civic Facilities Fee
- General Plan Update Fee
- Affordable Housing Nexus Fee

Over time, inflation reduces the purchasing power of impact fees. To maintain their effectiveness, each fee is subject to annual adjustments based on their designated inflation cost index, as authorized by the ordinance implementing each fee.

Impact Fee	Inflation Index
Traffic Impact Fee	Engineering News Record 20 - City Construction Cost Index
Water Capacity Fee	Engineering News Record - City Construction Cost Index for San Francisco
Wastewater Capacity Fee	Engineering News Record 20 - City Construction Cost Index
Parks and Recreation Fee	Engineering News Record 20 - City Construction Cost Index
Civic Facilities Fee	Engineering News Record 20 - City Construction Cost Index
General Plan Update Fee	Engineering News Record 20 - City Construction Cost Index
Affordable Housing Nexus Fee	California Consumer Price Index

The most recent impact fee adjustment occurred on November 19, 2024 (Resolution 2024-79). To sustain buying power over time, each impact fee is adjusted for inflation each year as a housekeeping matter. Each cost index and the benchmark month inflation rate is included as Attachment 2. The proposed Impact Fees are included as Attachment 3.

Citywide Impact Fees

Traffic Impact Fee

The Traffic Impact Fee (TIF) funds transportation improvements identified in the Circulation Element pursuant to ACMC 15.12.050.

Water and Wastewater Capacity Fees

Water and Wastewater capacity fees are collected to construct and improve water, recycled water, and wastewater facilities needed to support new development. These fees are authorized under American Canyon Municipal Code (ACMC) 13.06.090 (Water) and ACMC 14.06.060 (Wastewater). In accordance with State Law, Accessory Dwelling Units (ADUs) are exempt from both Water and Wastewater capacity fees.

Parks & Recreation, Civic Facility, and General Plan Update Fee

These fees are collected to support the development of new parks, recreation facilities, civic buildings, and to fund general plan update funds required to accommodate growth, as outlined in ACMC 15.08.050.

- The Parks & Recreation impact fee applies only to new residential development.
- The Civic Facility and General Plan Update Fees apply to all new development, regardless of type.

Affordable Housing Nexus Fee (ACMC 19.28)

This fee is collected to help fund development of housing that is affordable to lower income residents and is a key implementation policy of the City's General Plan Housing Element. ADUs and affordable housing are exempt from the Affordable Housing Nexus fee.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The Recommended Action will have no direct impact on the General Fund because the proposed adjustments were contemplated in the Fiscal Year 2025-2026 Budget.

ENVIRONMENTAL REVIEW

The proposed impact fee inflation adjustment is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(2) because the activity will not result in a direct or

reasonably foreseeable indirect physical change in the environment; and Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3 because it has no potential for resulting in physical change to the environment, directly or indirectly. In addition, the impact fee inflation adjustment is not a project under CEQA Guidelines Section 15061(b)(3) because it has no potential for causing a significant effect on the environment. Moreover, the inflation adjustment is exempt from environmental review under CEQA Guidelines Section 15378(b)(4) because it is a government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [Resolution - Fee Update 2026](#)
2. [2026 Impact Fee Inflation Factors](#)
3. [Existing and Proposed Impact Fees](#)

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON ADOPTING THE 2026 ANNUAL INFLATION-ADJUSTMENT TO THE TRAFFIC IMPACT FEE; WATER CAPACITY FEE; WASTEWATER CAPACITY FEE; PARKS AND RECREATION FEE; CIVIC FACILITIES FEE; GENERAL PLAN UPDATE FEE; AND AFFORDABLE HOUSING NEXUS FEE

WHEREAS, the City collects “Impact Fees” to mitigate the impact of new development; and

WHEREAS, the City’s impact fees are: Traffic Impact Fee, Water Capacity Fee, Wastewater Capacity Fee, Parks and Recreation Fee, Civic Facilities Fee, General Plan Update Fee, and the Affordable Housing Nexus Fees; and

WHEREAS, over time, inflation erodes the buying power of impact fees; and

WHEREAS, impact fees are adjusted each year to ensure buying power is sustained over time; and

WHEREAS, the City’s impact fees were last adjusted on November 19, 2024 (Resolution 2024-79); and

WHEREAS, the applicable inflation factors, amount of inflation since the previous update, and Municipal Code inflation factor index reference is shown on the table below; and

Impact Fee	Inflation Factor Index	Inflation Factor		Percentage Index Change	Municipal Code Location
		Prior Index Date	Current Index Date		
Traffic	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 15.12.050
Water Capacity Fee	Engineering News Record Construction Cost Index for the San Francisco region (BCI)	Oct-24	Oct-25	3.61%	Section 13.060.090.E
Wastewater Capacity Fee	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 14.04.100.A
Parks and Recreation, Civic Facilities, General Plan Update	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 15.08.050
Affordable Housing Nexus fee	California Consumer Price Index, or 2% whichever is less	Aug-24	Aug-25	~~3.31%~~ 2% Max	Resolution 2016-15

WHEREAS, the City Council considered all written and oral testimony presented at the public meeting on December 2, 2025 in making its decision.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby adjusts these impact fees as follows:

SECTION 1: The 2026 Traffic Impact Fees as shown on the table below:

2026 Traffic Impact Fee

Land Use	Traffic Impact Fee
All	\$753.30 Per Net New Daily Trip
ADU	\$1,307.77 Per ADU

SECTION 2: The 2026 Water Capacity Fees as shown on the table below:

2026 Water Capacity Fee

Land Use	Units	EDU	Water Capacity Fee
Accessory Dwelling Unit	each	0.00	\$0.00
Single Family	each	1.00	\$24,161
Multi-Family	unit	0.65	\$15,704
Commercial/Industrial	gpd	n/a	\$37.02

SECTION 3: The 2026 Wastewater Capacity Fees as shown on the table below:

2026 Wastewater Capacity Fee

Land Use	Units	EDU	Wastewater Capacity Fee
Accessory Dwelling Unit	each	0.00	\$0.00
Single Family	each	1.00	\$13,034
Multi-Family	unit	0.65	\$8,472
Commercial/Industrial	gpd	n/a	\$43.46

SECTION 4: The 2026 Parks & Recreation Fees as shown on the table below:

2026 Parks & Recreation Fee

Parks and Recreation	Fee Per Dwelling Unit
Parkland Acquisition	\$2,631.14
Parkland Development	\$2,991.73
Community Gym	\$1,030.41
Aquatic Center/Pool	\$348.92
Aquatic Center/Slide	\$73.30
Total Per Dwelling Unit	\$7,075.49
Total Per ADU	\$1,939.17

SECTION 5: The 2026 Civic Facility Fees as shown on the table below:

2026 Civic Facility Fee

Civic Facilities	Civic Facility Fee Per Residential Unit	Civic Facility Fee Per Accessory Dwelling Unit	Civic Facility Fee Per Commercial Sqft	Civic Facility Fee Per Office Sqft	Civic Facility Fee Per Industrial Sqft
City Hall Expansion	\$341.68	\$93.84	\$0.180	\$0.350	\$0.127
Police Station	\$103.47	\$28.35	\$0.042	\$0.105	\$0.053
Aquatic Center Offices	\$317.17	\$87.10	\$0.042	\$0.074	\$0.011
Construction - City Library	\$1,197.80	\$328.59	\$0.180	\$0.286	\$0.106
Corp Yard Expansion and offsite improvements	\$93.93	\$26.53	\$0.010	\$0.052	\$0.011
Total - Civic Facilities	\$2,054.05	\$564.41	\$0.46	\$0.87	\$0.31

SECTION 6: The 2026 General Plan Update Fees as shown on the table below:

2026 General Plan Update Fee

Land Use	Units	General Plan Update Fee
Residential	Per DU	\$109.17
Accessory Dwelling Unit	Per DU	\$30.20
Commercial, Office, Industrial	Per Sqft	\$0.0138

SECTION 7: The 2026 Affordable Housing Nexus Fee as shown on the table below:

2026 Affordable Housing Nexus Fee

Type of Use	Affordable Housing Nexus Fee Per Gross Sqft
Residential, Single Family, Townhouse	\$3.64
Residential, Stacked Flats, Apartment	\$4.22
Accessory Dwelling Unit (ADU)	\$0.00
Office	\$0.93
Hotel	\$0.93
Retail	\$0.93
Warehouse	\$0.60
Industrial	\$0.60
All Other Nonresidential	\$0.93

SECTION 8: The 2026 annual impact fee inflation-adjustment schedule shall become effective 60 days following approval by the City Council. The effective date for the updated impact fees shall occur on the 31st day of January, 2026.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon hereby determines the proposed impact fee inflation adjustment is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(2) because the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3 because it has no potential for resulting in physical change to the environment, directly or indirectly. In addition, the impact fee inflation adjustment is not a project under CEQA Guidelines Section 15061(b)(3) because it has no potential for causing a significant effect on the environment. Moreover, the inflation adjustment is exempt from environmental review under CEQA Guidelines Section 15378(b)(4) because it is a government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 2nd day of December, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Teresa Geilfuss, CMC, City Clerk

Teresa Highsmith, City Attorney

2026 Impact Fee Inflation Factors

Impact Fee	Inflation Factor Index	Inflation Factor		Percentage Index Change	Municipal Code Location
		Prior Index Date	Current Index Date		
Traffic	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 15.12.050
Water Capacity Fee	Engineering News Record Construction Cost Index for the San Francisco region (BCI)	Oct-24	Oct-25	3.61%	Section 13.060.090.E
Wastewater Capacity Fee	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 14.04.100.A
Parks and Recreation, Civic Facilities, General Plan Update	Engineering News Record 20-City Construction Cost Index	Oct-24	Nov-25	3.41%	Section 15.08.050
Affordable Housing Nexus fee	California Consumer Price Index, or 2% whichever is less	Aug-24	Aug-25	~~3.31%~~ 2% Max	Resolution 2016-15

ATTACHMENT 3

Existing and Proposed 2026 Impact Fees

:

2026 Traffic Impact Fee

Land Use	Current Traffic Impact Fee Per Net New Daily Trip	Proposed 2026 Traffic Impact Fee	
All	\$735.69	\$753.30	Per Net New Daily Trip
ADU	\$1,277.18	\$1,277.18	Per ADU

2026 Water Capacity Fee

Land Use	Units	EDU	Current Water Capacity Fee	Proposed 2026 Fee
Accessory Dwelling Unit	each	0.00	\$0.00	\$0.00
Single Family	each	1.00	\$23,266	\$24,161
Multi-Family	Unit	0.65	\$15,123	\$15,704
Commercial/Industrial	gpd	n/a	\$35.65	\$37.02

2026 Wastewater Capacity Fee

Land Use	Units	EDU	Current Wastewater Capacity Fee	Proposed 2026 Fee
Accessory Dwelling Unit	each	0.00	\$0.00	\$0.00
Single Family	each	1.00	\$12,729	\$13,034
Multi-Family	Unit	0.65	\$8,274	\$8,472
Commercial/Industrial	gpd	n/a	\$42.44	\$43.46

2026 Parks & Recreation Fee

Parks and Recreation	Current Residential Fee Per Dwelling Unit	Proposed Residential Fee Per Dwelling Unit	Current Accessory Dwelling Unit Parks & Recreation Fee	Proposed 2026 Accessory Dwelling Unit Parks & Recreation Fee
Total	\$6,910.04	\$7,075.49	\$1,893.83	\$1,939.17

2026 Civic Facility Fee (Residential)

Civic Facilities	Current Fee Per Residential Unit	Proposed Fee Per Residential Unit	Current Fee Per ADU	Proposed 2026 Fee Per ADU
Total - Civic Facilities	\$2,006.02	\$2,054.05	\$551.20	\$564.41

2026 Civic Facility Fee (Commercial)

Civic Facilities	Current Fee Per Commercial Sqft	Proposed 2026 Fee Per Commercial Sqft
Total - Civic Facilities	\$0.44	\$0.46

2026 Civic Facility Fee (Office and Industrial)

Civic Facilities	Current Fee Per Office Sqft	Proposed Fee Per Office Sqft	Current Fee Per Industrial Sqft	Proposed 2026 Fee Per Industrial Sqft
Total - Civic Facilities	\$0.85	\$0.87	\$0.30	\$0.31

2026 General Plan Update Fee

Land Use	Units	Current General Plan Update Fee	Proposed 2026 General Plan Update Fee
Residential	Per DU	\$106.62	\$109.17
Accessory Dwelling Unit	Per DU	\$29.49	\$30.20
Commercial, Office, Industrial	Per Sqft	\$0.0135	\$0.0138

2026 Affordable Housing Nexus Fee

Type of Use	Current Affordable Housing Fee Per Gross Sqft	Proposed 2026 Affordable Housing Fee Per Gross Sqft
Residential, Single Family, Townhouse	\$3.57	\$3.64
Residential, Stacked Flats, Apartment	\$4.14	\$4.22
Accessory Dwelling Unit	\$0.00	\$0.00
Office	\$0.00	\$0.93
Hotel	\$0.91	\$0.93
Retail	\$0.91	\$0.93
Warehouse	\$0.91	\$0.60
Industrial	\$0.59	\$0.60
All Other Nonresidential	\$0.91	\$0.93



TITLE

Recology American Canyon Franchise Agreement Amendment

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute Amendment #2 to the City's Solid Waste Franchise Agreement with Recology American Canyon to address updated definitions and scope of services.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Norman Woods, Assistant Public Works Director
Pam Phillips, Environmental Services Manager

BACKGROUND & ANALYSIS

On February 20, 2024, the city entered into an Amended and Restated Franchise Agreement between City of American Canyon and Recology American Canyon for Solid Waste, Recyclables, and Organic Waste Collection, Processing, and Disposal Services. In recent months there have been changes that necessitated an agreement update. To minimize the need to update the agreement through formal channels, there are two focuses of the agreement to be considered:

1. Recology recently closed the Material Recovery Facility (MRF) at the Broadway location. The MRF is where all the recycling material would go to be sorted and processed. The facility and technology were antiquated, making more financial sense to relocate the MRF to the MRF on Levitin Way. The MRF location (address) is described in Article 1 of the Franchise Agreement and therefore needs to be updated to the new address.

Section 1.1.24 of the agreement states: "Material Recovery Facility" means any facility, selected by collector designed, operated, and legally permitted for the purpose of receiving, sorting, processing, storing, or preparing Recyclables for sale. The Material Recovery Facility is currently 2021 Broadway St, Vallejo, CA 94589."

The amended agreement would revise the definition of the Material Recovery Facility as follows: "Material Recovery Facility" means any facility, selected by collector designed, operated, and legally permitted for the purpose of receiving, sorting, processing, storing, or preparing Recyclables for sale.

The Material Recovery Facility is currently located at 820 Levitin Way, American Canyon, CA."

2. Article 3 Scope of Services of the franchise agreement does not consider solid waste services for City-Sponsored Events. Currently, the City must either pay for extra services for events or ask a not-for-profit entity associated with the event to go through the donation process that Recology now has in place. City staff and Recology collaborated on this issue so that the City can now request collection service at up to four (4) one-day City sponsored events per calendar year, free of charge.

The amended agreement would add a new section to Article 3 Scope of Services: "3.29 CITY - SPONSORED EVENTS. Collector shall provide Collection Service at up to four (4) one-day, City-sponsored events per calendar year at no additional cost to the City, provided that the events do not violate Collector's policies against conflicts of interest or behested payments. City shall provide Collector at least thirty (30) days' prior written notice of the date, time, location and estimated attendance of each event."

Staff recommends approving the resolution to amend the contract to change the definition of Material Recovery Facility and to add section 3.29 CITY - SPONSORED EVENTS in the current agreement.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Not applicable.

FISCAL IMPACT

The city will be saving General Fund monies by not having to pay for Collection Service at city-sponsored events.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

[1. Resolution - Recology Agreement Amendment #2](#)

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT #2 TO THE CITY'S SOLID WASTE FRANCHISE AGREEMENT WITH RECOLOGY AMERICAN CANYON TO ADDRESS UPDATED DEFINITIONS AND SCOPE OF SERVICES

WHEREAS, on March 1, 2024, the City of American Canyon ("City") entered into an Amended and Restated Agreement (Agreement #2024-20) with Recology American Canyon for Solid Waste, Recyclables, and Organic Waste Collection, Processing, and Disposal Services; and

WHEREAS, on February 4, 2025, Council approved Amendment #1 (Agreement No. 2025-19); and

WHEREAS, Recology has changed the location of the Material Recovery Facility from 2021 Broadway St, Vallejo, CA 94589 to 820 Levitin Way, American Canyon CA; and

WHEREAS, **Recology** added a new section to the original agreement under Article 3 Scope of Services to include 3.29 City – Sponsored Events; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon does hereby authorize the City Manager to execute an amendment to the city's solid waste franchise agreement with Recology American Canyon as follows:

1. Article 1 Definitions

a. Revise the definition of Material Recovery Facility as follows:

"1.1.24 "Material Recovery Facility" means any facility, selected by Collector designed, operated, and legally permitted for the purpose of receiving, sorting, processing, storing, or preparing Recyclables for sale. The Material Recovery Facility is currently located at 820 Levitin Way, American Canyon, CA. "

2. Article 3 Scope of Services

a. A new Section 3.29 City-Sponsored Events is hereby added:

"3.29 CITY-SPONSORED EVENTS. Collector shall provide Collection Service at up to four (4) one-day City-sponsored events per calendar year at no additional cost to the City, provided that the events do not violate Collector's policies against conflicts of interest or behested payments. City shall provide Collector at least thirty (30) days' prior written notice of the date, time, location and estimated attendance of each event."

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 2nd day of December 2025 by the following vote:

AYES:

NOES:

ABSTAIN:
ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

Teresa Highsmith, City Attorney



TITLE

City Manager Employment Agreement

RECOMMENDATION

Adopt a Resolution approving an Employment Agreement with Jason B. Holley for employment as City Manager.

CONTACT

Jason Holley, City Manager

BACKGROUND & ANALYSIS

Employment Agreement

Jason B. Holley has served as City Manager since October 2017 having served prior as the City's Public Works Director. Both parties desire for Mr. Holley to continue as City Manager and agree to the new terms shown in the employment agreement shown in Attachment 1, Exhibit A.

Salary Schedule

The City Council approves all employee salaries, classification title and changes thereof. The City's employee retirement provider, California Public Employees Retirement System (CalPERS) requires pay rates for employees (including the City Manager) be established pursuant to "publicly available" salary schedule that includes certain information, such as position title and pay range. The City's current FY 2025-26 Salary Schedule emphasizes the pay range for the City Manager position and is adequate to satisfy CalPERS requirements.

Compliance with Government Code section 54953(c)(3): Prior to taking action on this item, which involves executive compensation, an oral summary of the recommended action is to be stated in open session.

Staff recommends the Council adopt a Resolution approving an Employment Agreement with Jason B. Holley for employment as City Manager.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Impacts of the Recommended Action will be addressed during the FY 25/26 Mid-Cycle Budget in February.

ENVIRONMENTAL REVIEW

Not Applicable

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

[1. Resolution](#)

[Exhibit A - Employment Agreement - J. Holley](#)

RESOLUTION NO. 2025-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON APPROVING AN
EMPLOYMENT AGREEMENT WITH JASON B. HOLLEY FOR EMPLOYMENT AS CITY MANAGER.**

WHEREAS, Jason B. Holley has served as City Manager since October 2017; and,

WHEREAS, Mr. Holley and the City Council wish to enter into an employment agreement to confirm the terms and conditions of Mr. Holley's continued employment as City Manager.

NOW, THEREFORE, BE IT RESOLVED that prior to taking action on this item, the City Council of the City of American Canyon provided an oral summary of the recommended action in open session.

NOW, THEREFORE, BE IT FURHTER RESOLVED that the City Council of the City of American Canyon does hereby approve the employment agreement with Jason B. Holley for employment as City Manager attached 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 2nd day of December 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, City Clerk

Teresa L. Highsmith, City Attorney

**AMENDED AND RESTATED AGREEMENT BETWEEN
THE CITY OF AMERICAN CANYON
AND
JASON B. HOLLEY
FOR EMPLOYMENT AS CITY MANAGER**

This Agreement is entered into by and between the City of American Canyon, California, a municipal corporation and general law city ("City"), and Jason B. Holley (Holley), an individual effective January 1, 2026 ("Effective Date"). The City and the City Manager are sometimes individually referred to as a "Party" and collectively as "Parties" in this Agreement.

RECITALS

WHEREAS, the City requires the services of a City Manager, of which the duties of this position are set forth in American Canyon Municipal Code (ACMC) Chapter 2.08; and

WHEREAS, Holley has continuously been employed by the City since December 2013 and meritoriously served as American Canyon's City Manager since October 2017; and

WHEREAS, Holley has the necessary education, executive ability and qualifications to continue to serve as the American Canyon's City Manager; and

WHEREAS, in consideration of these Recitals and the performance by the Parties of the promises, covenants, and conditions contained in this Agreement, the Parties agree as follows:

AGREEMENT

SECTION 1. EMPLOYMENT OF HOLLEY AS CITY MANAGER.

A. Term. The Term of this Agreement shall be from the Effective Date until December 31, 2031.

B. Notice of Non-Renewal. Notwithstanding the City's right to terminate City Manager's employment at any time as provided for in this Agreement, if the City Council determines not to renew the Agreement, City shall issue Holley a Notice of Non-Renewal of the Agreement prior to June 30, 2031.

SECTION 2. OBLIGATIONS OF THE PARTIES.

A. City Manager Obligations.

(1) Duties and Authority.

(a) The City Council sets policy for the governance and administration of the City, and it implements its policies through the City Manager position as set forth in ACMC 2.08 and the City Council's Governance Protocols.

(b) Holley shall be the Chief Executive and administrative head of the City working only under the direction and control of the City Council.

(c) Holley shall have all those powers, authority and perform all the duties of the City Manager position as set forth in the ACMC, the City Council Governance Protocols, various other City policies and procedures approved by the City Council as may be provided from time to time, and applicable state law.

(d) Holley shall administer and enforce policies established by the City Council and promulgate rules and regulations as necessary to implement City Council policies and direct the work of all appointive City officers and departments except as provided for in Section 2.A.(1).(e).

(e) Notwithstanding the foregoing, Holley shall not direct the work of appointive officers that report directly to the City Attorney or the Board of Directors of the American Canyon Fire Protection District, a subsidiary special district of the City (*e.g.*, the District Fire Chief).

(2) Hours of Work.

(a) Holley is an “FLSA-exempt” employee and is expected to work as necessary to fulfill the obligations of the City Manager’s position. Holley does not have set “hours of work” as the City Manager position is expected to always be available, unless utilizing the leave benefits described in Section 3E.

(b) It is recognized Holley must devote significant time to the business of the City and to that end, Holley’s schedule of work each day and/or week shall vary in accordance with the work required to be performed. Holley shall work sufficient hours to perform the duties of the City Manager position; however, Holley has sole discretion over his work schedule and his work location. Moreover, Holley has sole discretion as to the utilization of leave benefits described in Section 3.E.

(c) Except as provided in Section 2.A.(2).(d), Holley shall not undertake any forms of employment outside of his regular duties as City Manager, and shall not undertake teaching, consulting, speaking, or other non-City connected business for which compensation is paid unless specifically authorized by the City Council.

(d) Notwithstanding the foregoing, Holley and his spouse are the owners of the following small businesses: J.B. Holley and Associates, Gamble Holley Enterprises, and Napa Vineyard Massage and Wellness. City agrees Holley may, at his sole discretion, continue any existing activities and/or initiate new activities associated with these businesses provided that the Holley’s undertaking of such activities would not conflict with the regular duties of City Manager position pursuant to the relevant provisions of AB 1234.

(3) Termination for Disability, or Mental or Physical Incapability to Perform.

(a) In the event Holley becomes mentally or physically incapable of performing the functions and duties of the City Manager position with reasonable accommodation and it reasonably appears such incapacity will last for more than six months, the City Council may act to separate Holley according to provisions of Section 4D, Separation Without Cause.

(b) If the City Council does elect to separate Holley due to disability or mental or physical incapability, then Holley shall receive all severance benefits provided in Agreement Section 4D.

(4) Executive Team Building. Holley shall periodically hold “team building” retreats with key personnel, the timing of which shall be in Holley’s discretion.

B. City Obligations.

(1) The City shall compensate Holley as set forth in Section 3.

(2) The City shall provide Holley with an office, staff, office equipment, supplies, automobile allowance, and all other facilities and services adequate for the performance of the duties of the City Manager position, including but not limited to computer, laptop computer, high-speed internet access, cellular phone, software, photocopy machine and scanner, and similar devices in an office at City Hall and in Holley’s home office so Holley is equipped to effectively perform the duties of the City Manager position.

(3) The City shall pay for or provide Holley’s reimbursement for all actual business expenses consistent with Government Code section 53234 *et seq.*, also known as “AB 1234,” City Resolution No. 2005-27 and Government Code Section 12950.1, training concerning sexual harassment and prevention of abusive conduct in the workplace.

(4) The City shall provide Holley a City-issued credit card to charge legally authorized and necessary City business expenses.

(5) The City agrees to pay the professional dues or membership dues and subscriptions on behalf of Holley, including the International City Managers Association (“ICMA”) and the California City Management Foundation (“CCMF”), and attend ICMA and CCMF annual meetings at City expense.

(6) The City agrees to pay Holley’s travel and subsistence expenses when performing the duties of the City Manager position including, but not limited to professional development, short courses, institutes and seminars, and national, regional, state, and local professional conferences, and/or governmental groups and committees upon which Holley serves as a member, subject to annual review by the City Council.

(7) Neither the City Council nor any individual Council Members will give Holley any order, direction, or request that would require Holley to violate the Code of Conduct in the City Council Governance Protocols or any provision of local, state or federal law

C. Mutual Obligations. The Parties recognize the challenges facing the City require exercising decisive leadership. In carrying out this leadership responsibility, the Parties commit to the following:

(1) On or about January 2026, and each January thereafter, the Parties shall meet to establish the shared goals, performance objectives, expectations, priorities, and working relationships they mutually determine are necessary for the proper operation of the City and for the attainment of the City Council’s policy objectives.

(2) Each individual Council Member will make sufficient time available to meet with Holley on a 1:1 basis to provide an opportunity to be briefed on City issues.

(3) The City Council shall evaluate Holley's performance on an annual basis. Holley's "Performance Evaluation" shall be reasonably based upon specific criteria, standards and/or ratings agreed upon in advance, uniformly applied by each Council Member, and reflective the consensus of the Council. Such criteria may be modified from time to time as agreed to by the Parties. The Parties agree more frequent or periodic Performance Evaluations may occur if agreed upon by the Parties as the result of a prior Performance Evaluation. The Parties agree an outside facilitator paid for by City may be used to assist them in conducting Holley's Performance Evaluation.

(4) Holley shall provide "status updates" to the City Council on a quarterly basis; however, the purpose of the status updates shall be limited to the review of progress on key initiatives and expressly not to be considered "Performance Evaluations" as defined above.

SECTION 3. COMPENSATION

A. Generally. The City shall provide Holley compensation and benefits at the same intervals and in the same manner as other regular City employees.

B. Unrepresented Compensation Program. Unless specified otherwise in this Agreement, City shall provide Holley the same Medical Insurance, Retiree Medical Insurance, Cafeteria Plan and all other benefits as other at-will management employees as shown in the Unrepresented Compensation Program. If there is any conflict between this Agreement and any resolution fixing compensation and benefits for at-will management employees or other unrepresented employees, this Agreement shall control.

C. Base Salary. Beginning the first pay period in January 2026, the base salary for the position of City Manager shall be \$303,000, which is consistent with the salary range set forth in the City's FY 2025/26 Salary Schedule.

D. Cost of Living Adjustment. Beginning the first pay period of Fiscal Year 2026/27 and continuing on the first pay period of each fiscal year thereafter, Base Salary shall be subject to automatic cost of living adjustments of between 2% and 4%, as determined by the prior 12-months Consumer Price Index for the San Francisco Bay Area Region.

E. Vacation/Management/Sick Leave.

(1) Holley shall accrue Vacation Leave, Management Leave and Sick Leave in the same manner as at-will management employees, and all paid Holidays as outlined in the Unrepresented Compensation Program.

(2) Holley shall be allowed to "cash out" twice (2x) the maximum amount of accrued leave balances allowed to be cashed by at-will management employees under the Unrepresented Compensation Program.

F. Automobile Allowance. City shall pay Holley a monthly automobile allowance of \$500, which shall be subject to federal and state withholding taxes, in lieu of making a vehicle available for Holley's use.

G. Cell Phone Allowance. City shall pay Holley a monthly technology allowance in the amount of \$250, which shall be subject to federal and state withholding taxes, in lieu of making a cell phone available for Holley's use.

H. Retirement. Parties shall contribute to the California Public Employees Retirement System (CalPERS) on behalf of Holley as follows.

(1) City shall contribute the "Employer's Share" of CalPERS costs for retirement benefits consistent with other "non-safety management" employees as outlined in the Unrepresented Compensation Program, currently the "2% at 55/single highest year" retirement plan for "Classic Employees".

(2) Holley shall contribute "Employee Share" (i.e. 7% of total "CalPERS eligible" compensation) and any sharing of "additional costs" of the "Employer Share" as defined in Government Code Section 20516 and required by the City's contract, including the latest amendments thereof, with CalPERS.

I. Deferred Compensation. Parties shall participate in the City Deferred Compensation Program as follows.

(1) City shall contribute annually an amount equal to the IRS Contribution Limit into Holley's 457 Deferred Compensation Plan.

(2) City shall match any contributions by Holley to his 401(A) Deferred Compensation Matching Plan up to the limits available to the at-will management group as outlined in the Unrepresented Compensation Program, currently 2% of taxable income.

J. Performance Increase. To provide an incentive for Holley to produce results above and beyond the expected fulfillment of Holley's regular duties, the City agrees to consider providing a financial incentive for extraordinary performance. Annually, and at the Council's sole discretion, Holley may be eligible for a "performance increase" equal up to 3% of Holley's Base Salary. Any such incentive would be considered a one-time bonus and not a portion of Holley's salary and thus, is not pensionable. The performance increase may be based, in part, on the accomplishment of specific goals set by the City Council pursuant to Section 2.C of the Agreement.

K. Fidelity Bonds. City shall pay the cost of any fidelity or other bonds required by law for the City Manager position.

L. Indemnification. The cost to defend and indemnify Holley as provided in Agreement Section 5D.

M. No Reduction. The City shall not at any time during the term of this Agreement reduce the base salary, compensation or other financial benefits of Holley, unless as part of a general City management salary reduction, and then in no greater percentage than the average reduction of all City department heads.

SECTION 4. SEPARATION

A. Generally. Holley is an at-will employee serving at the pleasure of the City Council, as provided in Government Code Section 36506. Given the high-profile nature of the City Manager position, an important element of the Agreement pertains to separation, and it is in Parties'

mutual interest that any separation of Holley is done in a businesslike manner. Regardless of whether Holley's "Separation" is by Retirement, Resignation, Separation Without Cause, Separation with Cause, or any other method, the City shall prepare a joint press release which is mutually agreeable to both Parties. The joint press release shall not contain any text or information that would be disparaging to either Party.

B. Retirement. Holley agrees to give the City at least 60-days advance written notice of the effective date of Holley's retirement. Upon the effective date of Retirement, the Parties agree to terminate the Agreement immediately.

C. Resignation. Holley may resign at any time and agrees to give the City at least 60-days advance written notice of the effective date of Holley's resignation, unless the Parties to this agreement mutually agree to other notice. Upon the effective date of Resignation, the Parties agree to terminate the Agreement immediately.

D. Separation Without Cause.

(1) The City Council may separate Holley at any time without cause, provided such action is consistent with the provisions of Section 4.D and applicable law ("Separation Without Cause").

(2) Separation Without Cause may only occur after a Notice of Termination is provided to Holley in writing consistent with the provisions of ACMC Section 2.08.100 and after conducting a removal hearing consistent with the provisions of ACMC Section 2.08.110.

(3) In the event that the City Council determines not to renew the Term of this Agreement or Holley is Separated Without Cause by the City Council during such time that Holley is willing and able to perform the duties of the City Manager position, then the City agrees to:

a. Pay Holley a lump sum cash payment ("Severance Pay") equal to eighteen (18) months' "base salary" then in effect as provided in Section 3.C within 14-days after the conclusion of the removal hearing or expiration of the Employment Agreement, conditioned on Holley's execution of a waiver and release agreement releasing all claims against the City.

b. Extend to Holley the right to continue health insurance pursuant to the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA) and to pay for or reimburse Holley's COBRA coverage for 18 months or until Employee either secures full-time employment or obtains other health insurance, whichever of these three events first occurs ("COBRA Pay"). Holley shall notify the City within five working days of securing new full-time employment or insurance.

(4) Except as provided for in Section 3.M, no single member of the City Council may request, nor shall the City Council act to direct that Holley resign, take a reduction in compensation or benefit, take a material reduction in the powers and authority of the City Manager position as defined in Section 2.A, cede or defer Council authority over the City Manager position to any other person or body other than the City Council, or suggest an elimination of the City Manager position.

(5) Except as provided in Section 4.E, Holley shall not be removed during the 90-day period preceding or following any City election for membership on the City Council.

(6) In the event the City refuses to comply with any provision in this Agreement benefiting Holley, including but not limited to the provisions of Section 4.D.(4), then, Holley no sooner than 14-days after issuing City written Notice of Noncompliance and at his sole discretion may deem the City to have implemented a Separation Without Cause as of the date of such refusal to comply and the City agrees to implement the Severance Pay and COBRA Pay provisions of Section 4.D.(3).(a) and (b) and the Agreement shall be terminated immediately.

E. Separation for Cause.

(1) The City Council may separate Holley at any time with cause, provided such action is consistent with the provisions in this Section 4.E and applicable law ("Separation With Cause").

(2) Separation With Cause may only occur after a Notice of Termination is provided to Holley in writing consistent with the provisions of ACMC Section 2.08.100 and after conducting a removal hearing consistent with the provisions of ACMC Section 2.08.110.

(3) Separation With Cause may only occur for one of the following:

(a) Conviction of a felony or a misdemeanor crime which is likely to have a material adverse impact on the City or on Holley's reputation.

(b) Continued abuse of non-prescription or prescription drugs, alcohol or controlled substances that affect Holley's performance of City Manager duties.

(c) Willful misconduct as defined by ACMC Sections 2.08.150 and 2.08.160.

(4) Upon Separation For Cause, the City shall terminate this Agreement immediately, and Holley shall be entitled to only the compensation accrued up to the date of termination and such other termination benefits and payments as may be required by law. Holley shall not be entitled to any severance benefits provided by Agreement Section 4.D.

F. Payment for Unused Leave Balances.

(1) Regardless of whether Holley's separation is by Retirement, Resignation, Separation Without Cause, Separation with Cause, or any other method, the Parties agree that Holley shall be compensated for all accrued Vacation Leave and Management Leave provided in Agreement Section 3.E.

(2) If Holley's separation is by Retirement, then he may apply accrued Sick Leave to service credit for retirement benefit calculation purposes as permitted by CalPERS.

(3) In the event Holley dies while employed by the City under this Agreement, Holley's beneficiaries or those entitled to Holley's estate, shall be entitled to Holley's earned salary, and any in-lieu payments for accrued benefits, including compensation for the value of all accrued leave balances provided in Agreement Section 3.E.

5. GENERAL PROVISIONS.

A. Provisions Surviving Separation and Agreement Termination. Many sections of this Agreement are intended by their terms to survive Holley's Separation of employment with the City, and the termination of the Agreement including but not limited to Sections 5.D which shall survive Separation and Termination of the Agreement.

B. Amendments. This Agreement may be amended at any time by mutual written agreement of the City and Holley.

C. Conflict of Interest.

(1) Holley shall not engage in any business or transaction or shall not have a financial or other personal interest or association, direct or indirect, which is in conflict with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal as distinguished from financial interest includes an interest arising from blood or marriage relationships or close business, personal, or political associations. This section shall not serve to prohibit independent acts or other forms of enterprise during those hours not covered by active City employment, providing such acts do not constitute a conflict of interest as defined herein.

(2) Holley shall be subject to the conflict of interest provisions of the California Government Code and any conflict of interest code applicable to Holley's City employment.

(3) Holley is solely responsible for submitting to the City Clerk the appropriate Conflict of Interest Statements at the time of appointment, annually thereafter, and at the time of separation from the position.

D. Indemnification.

(1) As provided by the California Torts Claims Act (Government Code Section 810 et seq.) and the indemnity provisions of this Agreement, whichever shall provide the greatest protection to Holley, and the City, jointly and severally, shall defend and indemnify Holley against and for all losses sustained by Holley in direct consequences of the discharge of Holley's duties as City Manager on the City's behalf for the period of Holley's employment.

(2) The City shall defend, save harmless and indemnify Holley against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Holley's duties as City Manager. The City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

(3) If Holley is sued for damages arising out of the performance of Holley's duties, the City shall provide defense counsel for Holley in such suit and indemnify Holley from any judgment rendered against Holley. Such indemnity shall not extend to any judgment for damages arising from acts associated with grounds for Separation With Cause as provided for under Section 4.E.

(4) This indemnification shall extend beyond termination of employment and the otherwise expiration of this Agreement to provide protection for any such acts undertaken or

committed in Holley's capacity as City Manager, regardless of whether the notice of filing of a lawsuit occurs during or following employment with the City. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies that Holley may have under the law.

(5) The City and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against Holley, while acting within the scope of City Manager duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the City or any party affiliated with or otherwise claiming under or through it, regardless of any prior, concurrent, or subsequent active or passive negligence by Holley.

(6) In the event that Holley shall serve as the chief executive of other City-related legal entities as provided in Section 2.A and APMC, then each provision of this Agreement Section 5.D. shall be equally applicable to each City-related legal entity as though set forth in an indemnity agreement between Holley and that legal entity.

(7) The City hereby guarantees the performance of this indemnity obligation by the City-related legal entity, and shall indemnify and hold Holley harmless against any failure or refusal by City-related legal entity to perform its obligations under this Section 5.D.

(8) Notwithstanding the foregoing, and consistent with Sections 53243 through 53243.3 of the Government Code, City Manager shall be required, if convicted of a crime involving an abuse of his office or position, to fully reimburse the City for: (1) any paid leave salary offered by the City to Holley; (2) any funds provided for the legal criminal defense of Holley; (3) any cash settlement related to the termination that City Manager may receive; and (4) any other payments received by City Manager from City that in any way relate to the foregoing.

F. Severability. If any clause, sentence, part, section, or portion of this Agreement is found by a court of competent jurisdiction to be illegal or unenforceable, such clause, sentence, part, section, or portion so found shall be regarded as though it were not part of this Agreement and the remaining parts of this Agreement shall be fully binding and enforceable by the Parties hereto.

G. Jurisdiction and Venue. This Contract shall be construed in accordance with the laws of the State of California, and the Parties agree that venue for legal action concerning any aspect of the Agreement in State Court shall be maintained in Napa County Superior Court and for an action in Federal Court shall be in the United States District Court for the Northern District of California.

H. Entire Agreement. This Contract represents the entire agreement of the Parties, which has been jointly drafted by the Parties, and no representations have been made or relied upon except as set forth in this Agreement which may be amended or modified only by a written, fully executed agreement of the Parties. All prior agreements relating to employment between the Parties are of no further force and effect, except that the City will remain bound by its indemnification obligations as stated therein.

I. Notice. Any notice, amendments, or additions to this Agreement, including change of address of either party during the Term of this Agreement, which Holley or the City shall be required, or may desire, to make shall be in writing and shall be sent by prepaid first-class mail or hand-delivered to the respective Parties as follows:

If to the City:

City Clerk
4381 Broadway Street, Suite 201
American Canyon, CA 94503
Fax: (707) 643-2355

If to Holley:

Current address on file with the City Clerk

J. Allowance of Attorney Fees Associated with Preparation of Agreement. The City shall pay up to a maximum of \$4,000 for Holley's attorney fees associated with the preparation of this Agreement.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF the Parties have executed this Agreement as of the Agreement Effective Date.

CITY MANAGER

APPROVED AS TO FORM:

By: _____
Jason B. Holley

By: _____
R. Craig Scott, Esq.

Date: _____

Date: _____

CITY OF AMERICAN CANYON

By: _____
Pierre Washington, Mayor

Date: _____

ATTEST:
Taresa Geilfuss, City Clerk

APPROVED AS TO FORM:
Teresa Highsmith, City Attorney

By: _____

By: _____

Date: _____

Date: _____



TITLE

Sites Reservoir Project

RECOMMENDATION

Receive an update on the Sites Reservoir Project.

CONTACT

Phil Brun, Management Aide/Special Projects (Retired Annuitant)

BACKGROUND & ANALYSIS

The Sites Reservoir Project (formerly the North of Delta “Off Stream” Project) has been studied by both the California Department of Water Resources (DWR) and the Federal Bureau of Reclamation (Bureau) since the 1970’s, although neither agency pursued it beyond the conceptual stage. In 2010, a consortium of local agencies renewed interest in the Project. The group formed the Sites Reservoir Joint Powers Authority (Sites JPA) and it is now the lead agency pursuing the Project.

The project will result in a new surface water storage reservoir located 70 miles northwest of Sacramento, CA (near the town of Maxwell). It’s worth noting the term “Off Stream” in the Project’s former name, which identifies that it will be located off of a stream. This means the Project will not dam the Sacramento River (or any of its tributaries). The Project stands in contrast to many existing reservoirs which were built by damming naturally flowing rivers without a full understanding of the long-term consequences to the environment. It is unique in this regard because it will provide dramatic benefits to the ecosystem while simultaneously providing a new source of water for American Canyon.

The project is contemplated to impound up to 1,500,000 acre-feet (AF) of water behind a new dam located 15 miles west of the Sacramento River. By way of reference, the new reservoir will be slightly larger than Lake Berryessa. The water will be transported to the reservoir via existing irrigation canals and new pipelines. Water will be diverted from the river at existing diversion points during winter months when flows are high. Based on historical records, the reservoir would be able to be filled even during drought years because it will take advantage of the peak flows that still occur each season. The project is also envisioned to have hydroelectric capabilities and will create new recreational areas.

While water will be diverted into the reservoir during high winter flows, it will be released from the reservoir for use throughout the remainder of the year. The water would be returned to the Sacramento River where it will eventually find its way to the North Bay Aqueduct (NBA) and then it will be pumped to the City's Water Treatment Plant. Although the details are still to be worked out, Sites Water is likely to be considered "non-Project" water by DWR (although this is still under discussion) and will be transmitted through the NBA in the same manner as other "non-Project" water such as "Vallejo Permit Water".

Based on modeling scenarios, it is anticipated that an annual average of at least 658,000 AF of water would be available for diversion and storage in Sites reservoir. Water released from the reservoir will be used for both municipal and agricultural purposes (by water purveyors such as the city) and for environmental uses in the Sacramento River/San Joaquin River Delta (by DWR and others). The environmental uses primarily pertain to increasing the amount of cold-water storage available at Lake Oroville. In effect, DWR will store water for the State Water Project (SWP) in the Sites Reservoir instead of Lake Oroville. The result will be increased availability of cold water for release into the Sacramento River at strategic times beneficial to special status species such as a winter-run chinook salmon. DWR will also release water from Lake Oroville at other strategic times to help maintain Delta water quality and environmental standards. It is these environmental benefits that help make the Project competitive for Proposition 1 funding.

The Sites Project is designed to take advantage of high flows that occur each year. American Canyon's participation level in the project is 4,000 AF which gives the city access to 24,936 AF of allocated storage in the reservoir. This allows the city to manage water releases from storage based on need and storage levels similar to having a local reservoir. Sites JPA engineers are currently running models to provide the city with estimated storage levels and available releases based on historical water year records. This modeling, expected in December, will assist the city in determining how water from the reservoir can be put to beneficial use annually.

It is important to consider Sites Water will still be conveyed through the NBA and the City's use of this pipeline is constrained by limitations on pipeline capacity and seasonal environmental restrictions at the Barker Slough Pumping Plant. The NBA pipeline constraints consist of the pipeline being too small for future demand and an organic biofilm that has developed that constricts the flow capacity. There are also pumping restrictions at specific times of the year which limit the delivery of water due to endangered species concerns. The investigation of the Alternate Intake Project (AIP) is an effort to reduce or eliminate these constraints. Also, the unit cost for Sites Reservoir does not include any costs for any future upgrades or improvements to the NBA, such as the AIP.

Project Governance

The Project is governed by the Sites JPA and its select group of members are all within the Sacramento Valley. The city is a member of the broader "Reservoir Committee", which is made up of all of those agencies that anticipate taking water. There are also representatives from DWR and USBR on the Reservoir Committee. A reasonable comparison is the JPA members are the "Board"

and consist of elected officials of those local agencies while the Reservoir Committee is like a Technical Advisory Committee made up of General Managers, PW Directors, etc.

Next Steps

2026 promises to be a momentous year for the Sites Project with many important decisions and milestones expected. If all goes as planned, groundbreaking by the end of the year could occur. The staff presentation tonight will provide additional information and next steps.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

Tonight's item is informational only. No Council action is request and, there is no financial impact.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 3: Broad Communication

Staff will continue to share information about the Sites Project next year as important milestones unfold.

ATTACHMENTS:

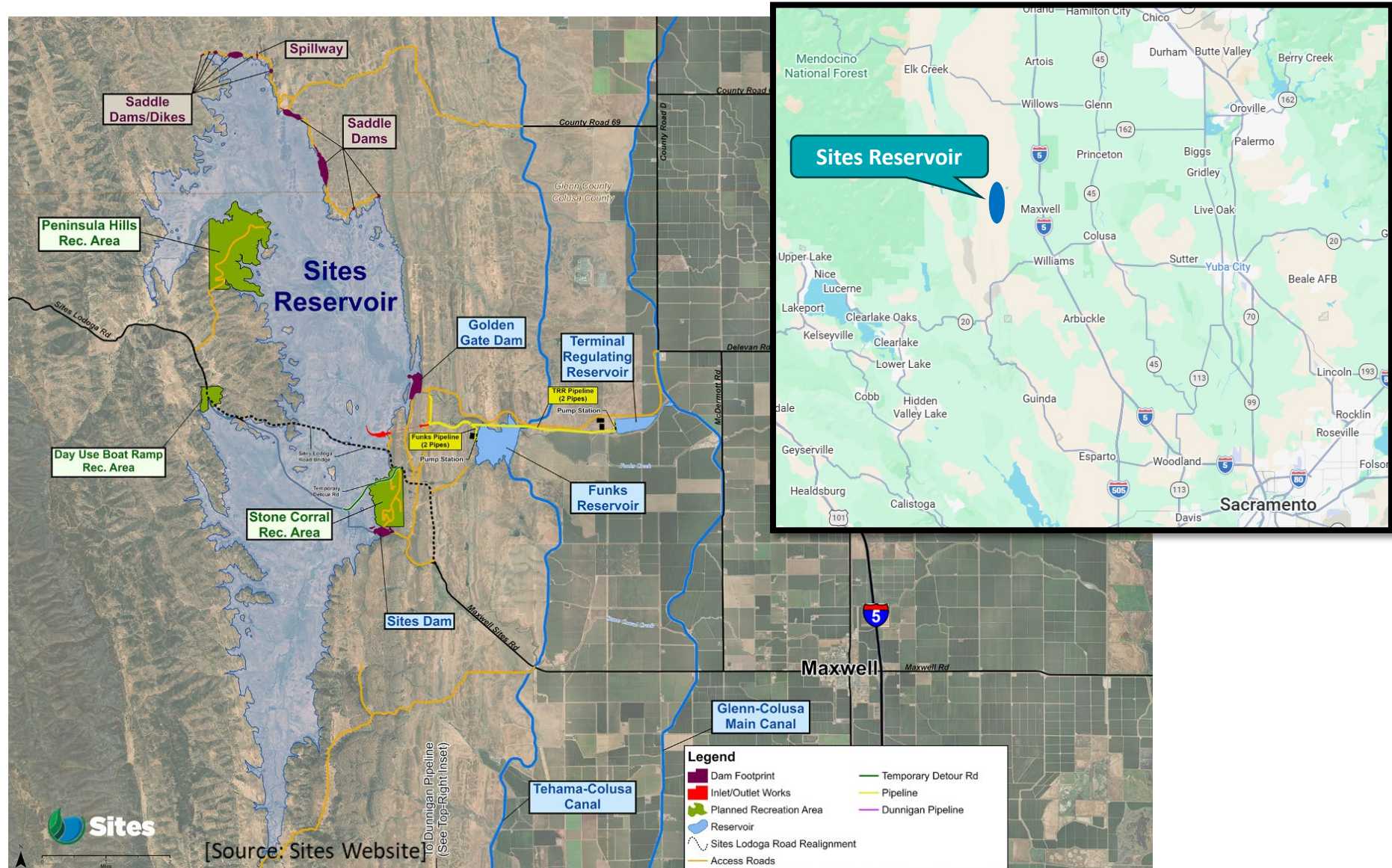
[1. Sites Reservoir Presentation](#)



Sites Reservoir Project Update

December 2, 2025

Sites Reservoir - BACKGROUND



Sites Reservoir - BACKGROUND

Drone Video?

Sites Reservoir - BACKGROUND

Sites Reservoir at a Glance

- ❑ 30 participating agencies across north and south California
- ❑ 1.5 million acre-feet of storage capacity (Berryessa is 1.6 million acre-feet)
- ❑ Average annual diversion available = 658,000 acre-feet
- ❑ Current Project Cost Estimate = \$6.8 billion
- ❑ Certified Final Environmental Impact Report
- ❑ Water Right Application under review
- ❑ Construction Complete in 2032

Sites Reservoir - BACKGROUND

American Canyon Participation at a Glance

- ❑ Council authorized participation in February 2017
- ❑ Allocation of Storage Capacity = 24,936 acre-feet (1.8% of total)
- ❑ Investment to date = \$3.6 million
- ❑ Delivery through North Bay Aqueduct

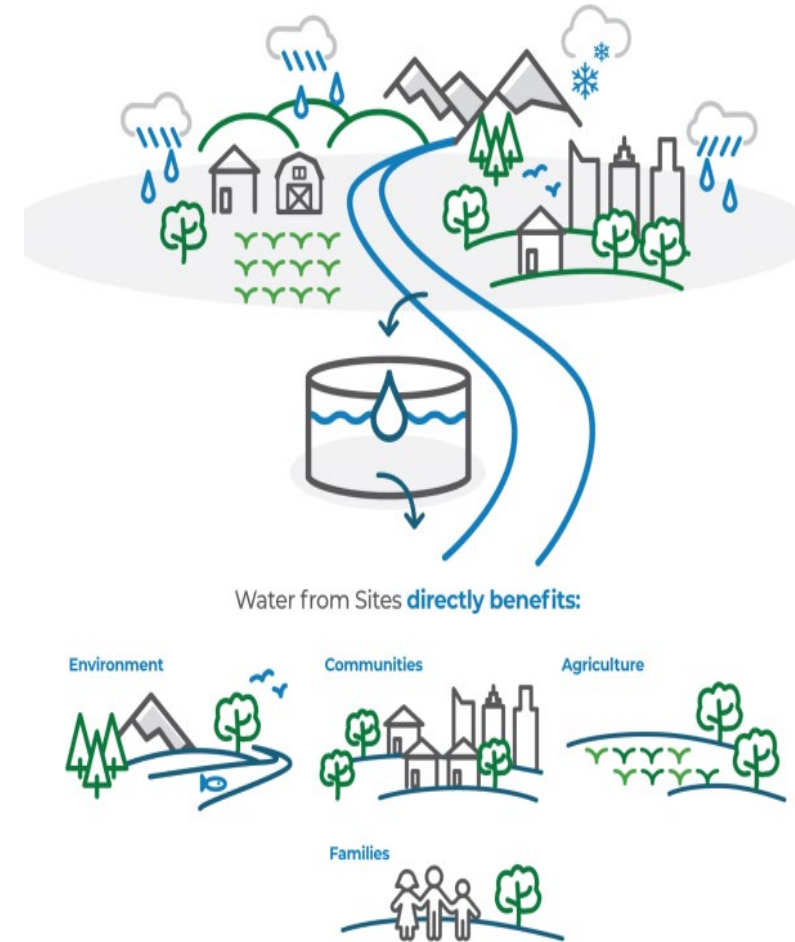
Sites Reservoir - BACKGROUND

Sites Reservoir is a new perspective for water storage

Captures and stores stormwater flows from the **Sacramento River**—after all other water rights and regulatory requirements are met—**for release primarily in dry and critical years**

Sites is **not a “traditional” reservoir project**. It is an **off-stream facility** that **does not dam a major river system** and would **not block fish migration or spawning**.

Sites Reservoir is **one of only two statewide projects specifically named as a priority project in Governor Newsom’s Water Resilience Portfolio**.



[Source: Sites Website]

Sites Reservoir - BACKGROUND

Participants include
**counties, cities, water
and irrigation districts**

Urban and Rural
Sacramento Valley
San Joaquin Valley
Bay Area
Southern California



Sacramento Valley

Carter Mutual Water Company
Colusa County
Colusa County Water Agency
Cortina Water District
Davis Water District
Dunnigan Water District
Glenn County
Glenn-Colusa Irrigation District
LaGrande Water District
Placer County Water Agency
Reclamation District 108
City of Roseville
Sacramento County Water Agency
City of Sacramento
Tehama-Colusa Canal Authority
Westside Water District
Western Canal Water District

Bay Area

City of American Canyon
Santa Clara Valley Water District
Zone 7 Water Agency

San Joaquin Valley

Wheeler Ridge-Maricopa Water Storage District

Southern California

Antelope Valley – East Kern Water Agency
Coachella Valley Water District
Desert Water Agency
Metropolitan Water District
San Bernardino Valley Municipal Water District
San Geronio Pass Water Agency
Santa Clarita Valley Water Agency

Sites Reservoir - BACKGROUND

Designed to be Adaptable to a Changing Climate

As **snowpack declines** due to climate change and **more of our water comes in the form of atmospheric rivers** – Sites Reservoir will **become even more vital** to the future resiliency of our statewide water supply

Sites Reservoir captures and stores this water **for release primarily in dry and critical years** adding **resiliency** to future California water supplies

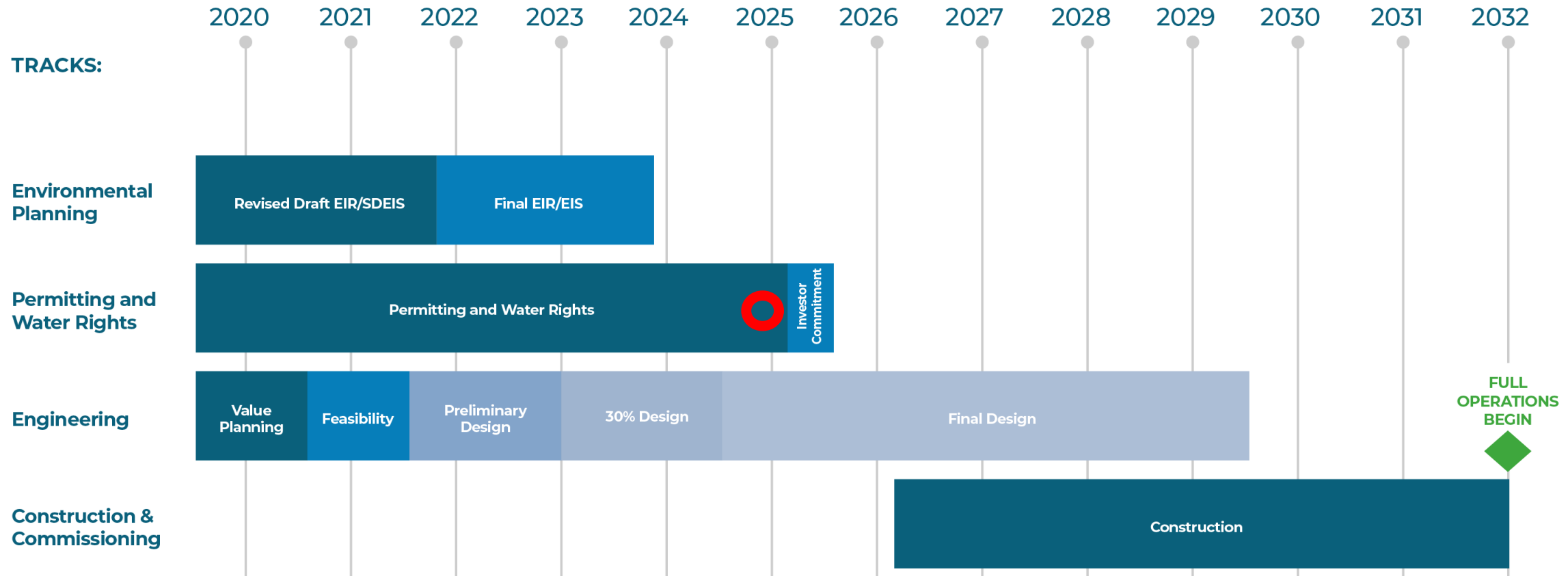
Sites **operates even better** under the most challenging climate change scenarios

Sites Reservoir - BACKGROUND

Benefits

- ❑ Reliable Water Supply – dry-year water supply for California communities, farms, and businesses from off-stream storage.
- ❑ Environmental Benefits – water storage dedicated for native fish, migratory birds, and other species.
- ❑ Use Existing Infrastructure – effective and efficient use of existing canals to convey water to/from Sacramento River
- ❑ Regional Benefits – flood protection, job creation, recreational opportunities.

Sites Reservoir - BACKGROUND



Sites Reservoir – DRY YEAR WATER SUPPLY

- ❑ Urban Water Management Plan shows water supply deficits in single (critical) and multi-year year droughts.
- ❑ Reliability of State Water Project supplies likely decrease in future due to climate change and environmental pressures.
- ❑ Stable water supply in all years benefits future economic development.

Sites Reservoir – DRY YEAR WATER SUPPLY

Priority Options

1. Sites Reservoir

- High Capital Cost
- 100+ year life
- Can be sold/transferred to others

2. Vallejo Treated Water

- High unit cost of water
- Agreement subject to change
- Capital cost has already been paid

3. Potable Re-Use

- High capital cost
- 25-year life
- High operations and maintenance cost

Other Options Considered

- Groundwater
- New Reservoir in Jamieson Canyon
- Conservation/No Economic Development

Sites Reservoir – COST OVERVIEW

- ❑ Construction cost estimate (w/ 15% Change Order Contingency) = \$7.8 billion
- ❑ Federal and State Funding expected = \$2.2 billion
- ❑ \$5.6 million financed over 35-40 years (useful life 100+ years)
- ❑ American Canyon share of \$5.6 million = 2.4% or \$134 million
- ❑ Option to capitalize interest to defer payments to 2032.
- ❑ Annual estimated operating costs = \$0.9 million

Sites Reservoir – COST OVERVIEW

- ❑ Developing New Long Term Water Supply Options is a significant Investment
- ❑ Napa's recent study on Potable Reuse looked at a 1.8 MGD facility producing 1,600 AF/year:
 - Capital Cost = \$140 million
 - Operating Cost = \$5.2 million per year

Sites Reservoir – NEXT STEPS

December

- Sites Authority updates Plan of Finance
- Reservoir modeling specific to American Canyon potential releases is updated

2026 – Q1

- Council Update on Financing Options and Rate Impacts

2026- Q2

- Sites Authority releases Program Baseline Report and Resolution to Offer Capacity
- Council Action to consider executing Benefits and Obligations Agreement for construction and operations of Sites Reservoir

CITY OF
AMERICAN
CANYON



Questions/Discussion



TITLE

High Strength Waste Project Update

RECOMMENDATION

Receive an update from City staff on High Strength Waste Project.

CONTACT

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

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

BACKGROUND & ANALYSIS

The following is an informational update. No Council action is requested at this time.

Background

In 2020, the City of American Canyon began evaluating options to enhance the performance and energy recovery potential of its Water Reclamation Facility (WRF). The facility, which is a membrane bioreactor (MBR) facility, is designed to treat an average dry weather flow of 2.5 million gallons per day (MGD) and currently treats approximately 1.5 MGD.

In partnership with ENGIE, an energy services company (ESCO), the city initiated discussions on the potential to upgrade the WRF to accept and process High-Strength Liquid Organic (HSLO) waste from local food and beverage industries. The evaluation considered not only the sustainability and operational efficiency of the facility but also the potential for the project to function as an economic model, creating local jobs and fostering partnerships with regional businesses.

To support this effort, process modeling and technical analysis were conducted to compare two anaerobic treatment technologies: a traditional anaerobic digester system and an Anaerobic Membrane Bioreactor (AnMBR). These evaluations considered multiple future operating scenarios to assess treatment performance, energy recovery potential, operational reliability, lifecycle cost-effectiveness, and economic impacts.

A technical memorandum was prepared in 2024 based on the modeling work and peer-reviewed by Dr. Damien Batstone, a globally recognized expert in anaerobic digestion and the lead developer of the International Water Association's Anaerobic Digester Model No. 1 (ADM1)—the industry

standard for advanced anaerobic digestion modeling.

GHD, a global professional services firm specializing in engineering, environmental, and construction services, engaged Dr. Batstone to review and validate the conceptual design for upgrading the WRF to manage imported HSLO waste. GHD also tasked Dr. Batstone with confirming the reliability of the BioWin model results used in the analysis.

The modeling outcomes and independent peer review conducted in 2023 confirm that the AnMBR process is technically viable for implementation. The AnMBR technology provides a robust and energy-efficient treatment solution capable of handling variable organic loads, producing high-quality effluent, and maximizing biogas recovery.

In conjunction with the modeling work, the city conducted technical meetings throughout late 2024 and 2025 with leading engineering firms specializing in high-strength waste treatment and renewable gas production. These meetings were led by Assistant Public Works Director Norman Woods, WRF Chief Plant Operator Nolan Garcia, Environmental Services Manager Pam Phillips, and Utility Consultant Brian Anderson. Participating engineering firms included Brown and Caldwell, Carollo, Black & Veatch, West Yost, and GHD, providing expertise and insights on the viability of the proposed technologies.

Analysis

A key factor in selecting AnMBR technology is that the City's WRF operates as a Leap MBR facility using ZeeWeed membranes, and the staff possess unique qualifications in advanced membrane-based wastewater treatment, including specialized training, hands-on experience, and industry expertise. This operational foundation positions the city to implement AnMBR technology effectively, reducing startup risk and enhancing operational reliability.

Based on the technical evaluation, peer review, and the existing facility capabilities and staff expertise, the AnMBR represents a sound, defensible, and sustainable technology choice for the proposed WRF upgrade, supporting both long-term operational efficiency and regional economic development goals.

The proposed High-Strength Waste Receiving Station and Anaerobic Membrane Bioreactor (AnMBR) system at the American Canyon Water Reclamation Facility is estimated to require a total capital investment of approximately \$60 to \$70 million. This figure includes process equipment, civil and site improvements, ancillary systems, renewable natural gas (RNG) recovery infrastructure, and contingency, permitting, and engineering services. The cost estimate aligns with comparable regional investments in advanced digestion and energy recovery facilities.

The project is expected to generate long-term operational savings by producing biogas that can be upgraded to RNG for onsite energy use or sale into renewable fuel markets. Preliminary estimates indicate potential energy cost offsets or revenue of \$500,000 to \$1 million annually, with additional

opportunities for participation in federal and state renewable energy incentive programs. Construction of the facility would support dozens of local construction and engineering jobs and create permanent skilled positions for ongoing operations.

Regional business partners such as Mezzetta, Hess Collection, and Infinity Bottling could benefit through reduced disposal costs and participation in sustainable waste-to-energy partnerships. Overall, the \$60 million investment supports the City's goals for renewable energy generation, resource recovery, and economic development, while positioning the Water Reclamation Facility for long-term operational cost savings and sustainability.

Staff is seeking Council feedback and direction on the recommended technology at this time. The next steps will be proposing a capital improvement project for Fiscal Year 2026/27 to begin design. In addition to design, City staff will evaluate a range of delivery methods such as design-bid-build, design-build, and design-build-finance and associated financing structures to determine the most feasible and cost-effective approach for project implementation that will be brought back to Council for additional consideration in the future.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The project is not budgeted at this time as it's been in the preliminary stages to determine initial feasibility of the project. Next steps include add this as a capital project in Fiscal Year 2026/27. Staff is evaluating potential project delivery methods - including "Progressive Design-Build" as recently permitted by SB 991 (Attachment 3).

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 2: Targeted Communication

Staff will continue to engage our current and potential future high-strength waste customers as the project proceeds.

ATTACHMENTS:

1. [Anaerobic MBR Example #1 FSat \(AnMBR\)](#)
2. [Anaerobic MBR Example #2 ADI \(AnMBR\)](#)
3. [CA SB 991 Fact Sheet](#)
4. [High Strength Waste Presentation](#)

Anaerobic Membrane Bioreactor (AnMBR)

FACT SHEET

For high strength industrial wastewater

Background

In many industrial wastewater treatment applications, aerobic biological processes are applied for the removal of organics. However, as the cost of energy continues to increase around the world, the energy cost associated with aerobic biological processes becomes a significant operational expense. In addition, byproducts of aerobic wastewater treatment including carbon dioxide and bio-solids contribute to the customer's environmental footprint. As the number of organics in the wastewater increase the operating cost and greenhouse gas emissions increase proportionally.

Organic material in wastewater can be a source of energy when treated anaerobically. The methane rich biogas produced can be used as a renewable, storable source of supplemental energy to produce heat or power.

Improving Effluent with AnMBR

Anaerobic digestion has been applied widely throughout the world for highly concentrated organic wastewater treatment. In some cases, where the process can be sensitive to upsets, the quality of the final effluent is often inconsistent. Conventional anaerobic digestion technologies have limitations in their ability to provide better quality, reliability, and efficiency.

Veolia's Anaerobic Membrane Bioreactor technology provides the opportunity to improve effluent quality, reliability, and efficiency utilizing Veolia's proven ZeeWeed* 500 reinforced hollow fiber membrane (Figure 1).

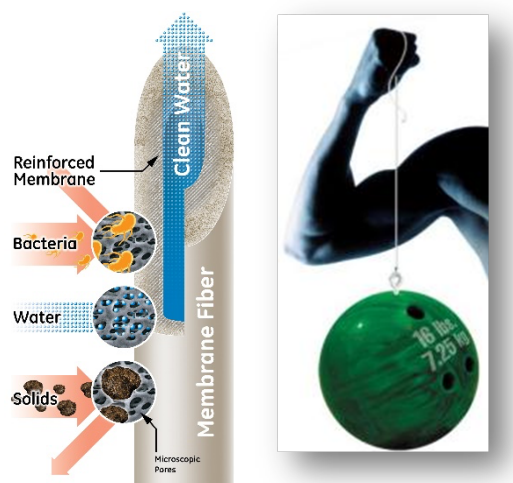


Figure 1: ZeeWeed Hollow Fiber Membrane (left) and Fiber Strength Demonstration (right)

Integrating membrane quality filtration improves the reliability and robustness of anaerobic treatment of industrial wastewater by:

- Absolute retention of biomass for process stability and maximum biogas production.
- Separation of the solids retention time from the hydraulic retention time optimizing biological performance.
- No suspended solids carry over to final effluents significantly improving quality and reliability.
- Effluent suitable for post treatment for reuse applications.

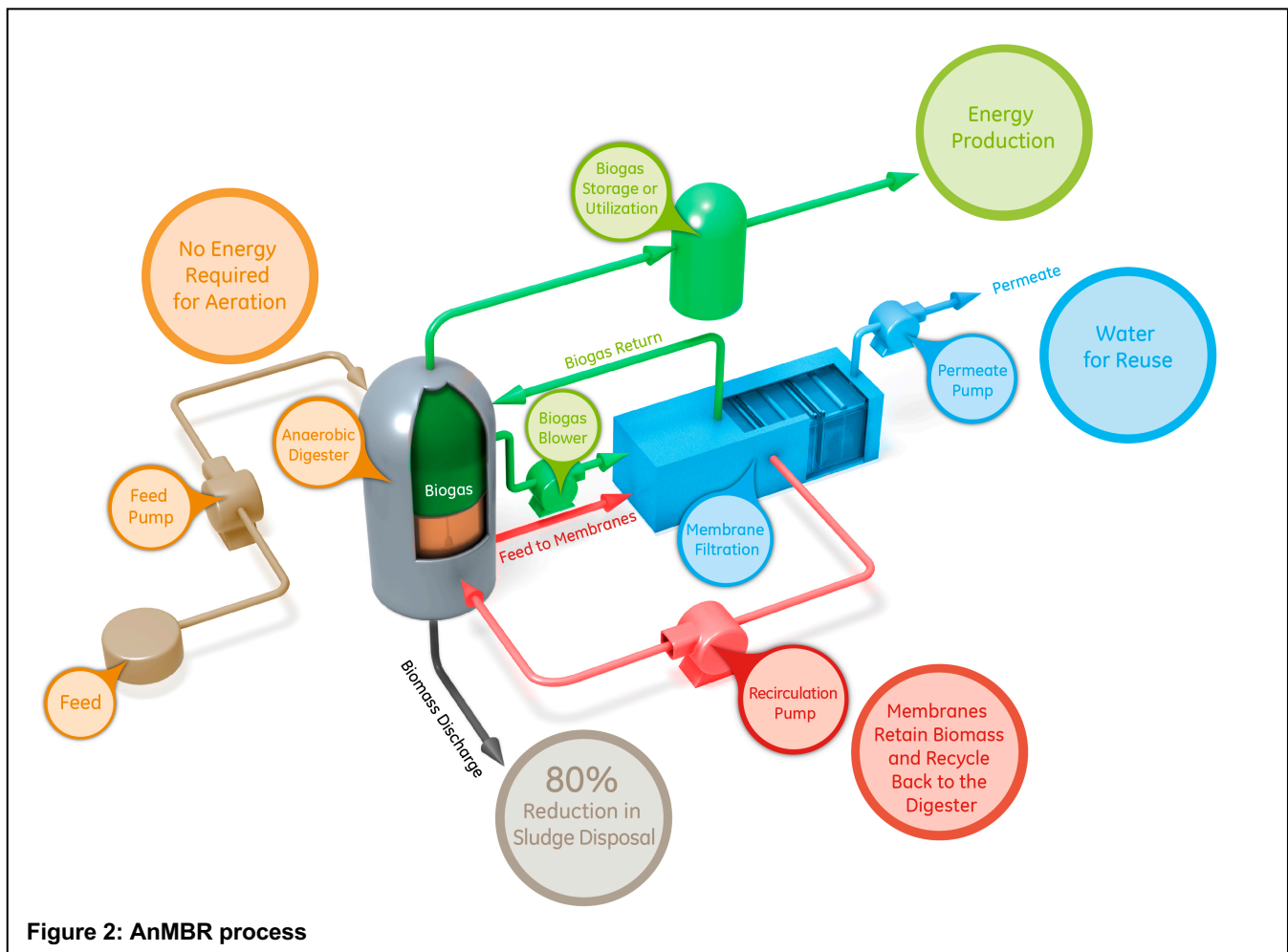


Figure 2: AnMBR process

Benefits

The benefits of the process include:

- Methane rich biogas produced can be used as a renewable, storable, source of supplemental energy to produce heat or power
- Superior effluent quality and reliability using Veolia's ZeeWeed 500 membranes
- Modular scalable system design, minimizes onsite construction and is ideal for future expansion
- Retrofit upgrade for existing conventional anaerobic digestion systems
- No biological oxygen required reducing energy costs for operation
- 80% Reduction in the amount of waste biological sludge that will require disposal compared to aerobic solutions
- Higher organic loading rates reduce footprint
- Process is sealed to the external environment, so odor, VOC, and greenhouse gas emission control is much more efficient
- Leverages Veolia's experience and industry leadership in MBR plant design

Veolia Water Technologies

Please contact us via:

www.veoliawatertechnologies.com



ADI® ANAEROBIC MEMBRANE BIOREACTOR (AnMBR)

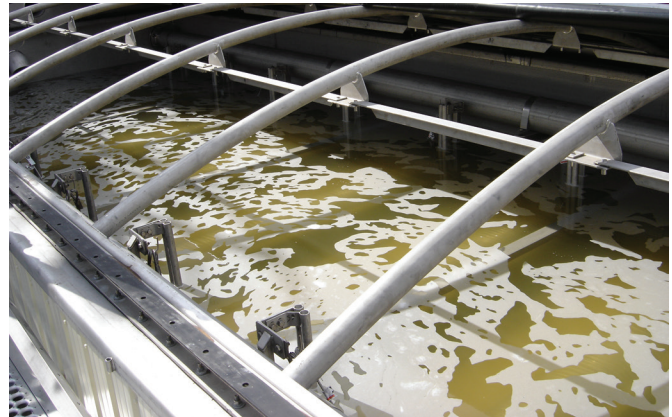
SUPERIOR TREATMENT SOLUTION FOR HIGH-STRENGTH WASTEWATER

THE TECHNOLOGY

The ADI® anaerobic membrane bioreactor (AnMBR) is the latest innovation in biological wastewater treatment. The state-of-the-art ADI® AnMBR system combines anaerobic digestion with physical separation membranes, resulting in maximum organic load removal and biogas production. This high-rate technology produces a superior effluent quality compared to other anaerobic technologies on the market. For example, biochemical oxygen demand (BOD) removal is typically >99.5% and total suspended solids (TSS) removal is 100%.

Years of proven full-scale applications have demonstrated that the AnMBR is ideally suited for treating wastewater streams or slurries with very high concentrations of organics TSS and fat, oil, and grease (FOG). It can also treat solid and semi-solid wastes and slurries. Existing anaerobic

systems can easily be upgraded to an AnMBR to increase loading capacity and improve performance and effluent quality.





STATE-OF-THE-ART SYSTEM

The ADI® AnMBR combines anaerobic digestion with physical separation membranes, resulting in maximum organic load removal, biogas production, and exceptional effluent quality.

THE PROCESS

COMPLETE SOLIDS RETENTION

A membrane barrier within the tank performs the gas-liquid-solids separation and reactor biomass retention functions. This near-absolute barrier ensures complete solids retention, efficient system operation, and process stability—even under high organic loading and intense mixing scenarios. The barrier greatly reduces the requirements for downstream treatment of the anaerobic effluent. The ADI® AnMBR can be paired with an ADI membrane bioreactor (MBR) to provide complete treatment and meet even the strictest discharge requirements.

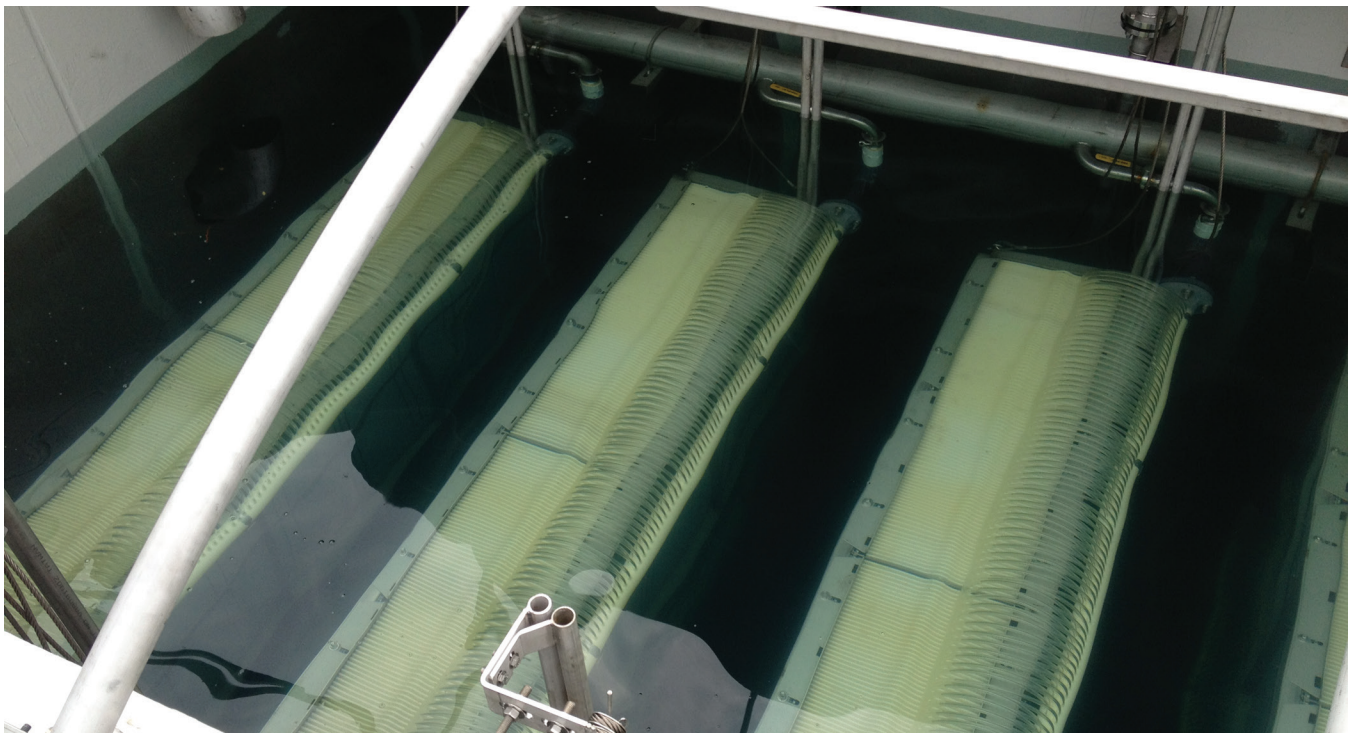
NO GRAVITY SETTLING

Since gravity settling is not required, the AnMBR can employ higher organic loadings and mixing intensities than with other anaerobic technologies. This increases organic removal rates, improves biogas production, and reduces the system footprint so that wastewater treatment can occur in a small space.

RENEWABLE ENERGY FROM BIOGAS

The AnMBR produces the highest-possible-quality anaerobic effluent—and it also produces methane-rich biogas. The AnMBR retractable tank cover collects this valuable resource, which can be treated and used as a renewable energy source. Generating energy from waste provides many attractive financial and environmental benefits.

Biogas can act an alternative to conventional energy sources such as fossil fuels. Various technologies are available for scrubbing the biogas for use in boilers, electrical generators, and turbines. Cogeneration of electricity is also possible. The biogas can also be treated to pipeline quality and compressed for injection into a nearby natural gas pipeline.



A photograph of an industrial facility, likely a distillery or food processing plant. In the background, a large white cylindrical storage tank with a metal ladder is visible. In the foreground, there is a metal walkway with a perforated plate floor and railings. Below the walkway, there are large, light-colored, curved structures, possibly fermentation tanks or storage silos. Various pipes, valves, and a blue handwheel are visible on the equipment. The scene is set outdoors with trees in the background.

KEY INDUSTRIAL MARKETS

- Food & beverage
- Organic food waste
- Brewery
- Distillery
- Chemical
- Fuel and food-grade ethanol production (stillage, syrup, and spent grains)



EXCELLENT WASTEWATER TREATMENT PERFORMANCE

The ADI® AnMBR system provides many benefits for industrial processors worldwide.

COST SAVINGS

- Minimize sludge handling and disposal costs
- Save on energy costs:
 - Significantly less energy-intensive than aerobic systems
 - Biogas can be utilized to reduce fossil fuel consumption
 - Minimize aerobic polishing requirements
- Eliminate primary treatment and wastewater surcharges
- Reduce or eliminate chemical usage

PROCESS ADVANTAGES

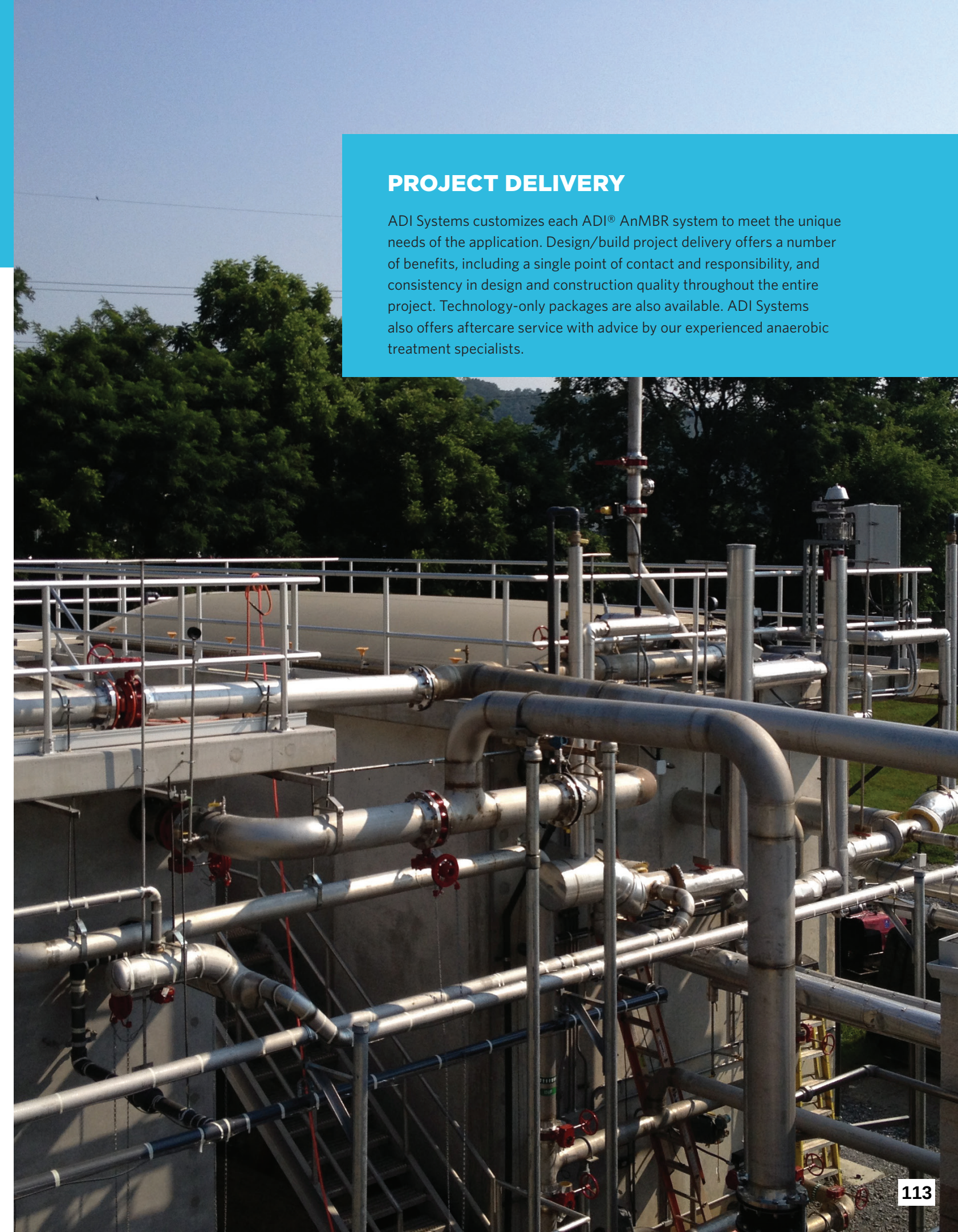
- Membrane barrier ensures complete solids retention and process stability
- Large biomass inventory ensures efficient treatment at all times
- Minimal pretreatment and post-treatment (aerobic polishing) requirements
- Eliminates issues with gravity clarification
- Handles high organic loadings and mixing intensities
- Can digest high amounts of chemical oxygen demand (COD), TSS, and FOG

ENVIRONMENTAL BENEFITS

- Consistent, high-quality effluent
 - Very low effluent BOD concentrations
 - Free of TSS
- Continuously meet discharge requirements
- Small footprint
- Convert organic waste to recoverable green energy (heat and power)
- Waste sludge suitable for land application
- Improve local and global water security

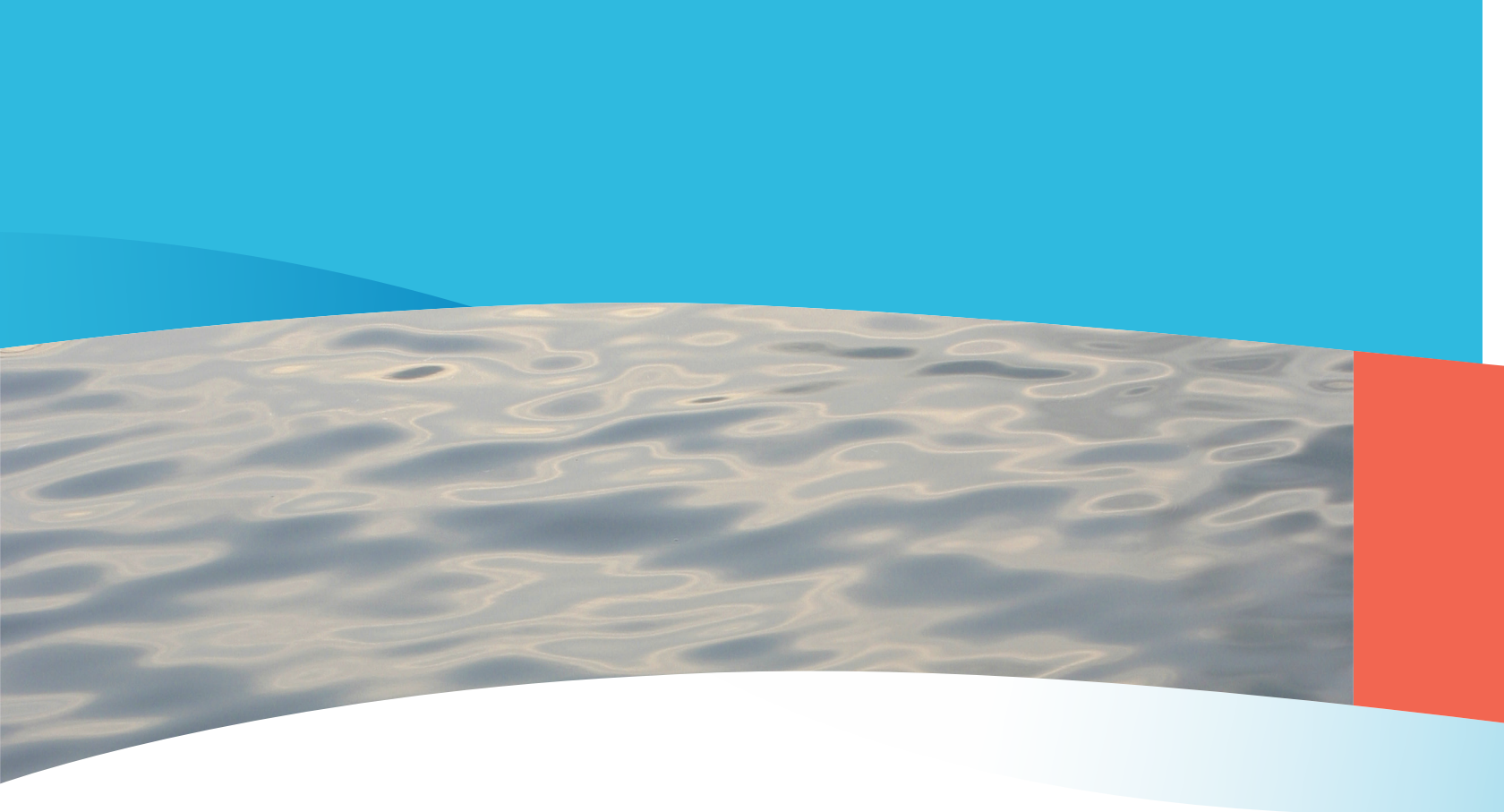
OPERATION & MAINTENANCE

- Avoid common issues while operating at thermophilic temperatures
- Minimal operator attention
- Reduced sludge handling
 - Granular sludge not required
 - Can digest waste activated sludge from downstream aerobic process
- Reduced or eliminated pretreatment requirements
- Superior membrane durability and performance with low maintenance:
 - Long lifetime
 - Simple, infrequent cleaning procedure
 - Membranes are cleaned in place

The background image shows an industrial facility, likely a wastewater treatment plant, featuring a complex network of large, horizontal and vertical pipes, valves, and metal walkways. In the background, there are large, light-colored cylindrical tanks and a dense line of green trees under a clear blue sky. The scene is brightly lit, suggesting a sunny day.

PROJECT DELIVERY

ADI Systems customizes each ADI® AnMBR system to meet the unique needs of the application. Design/build project delivery offers a number of benefits, including a single point of contact and responsibility, and consistency in design and construction quality throughout the entire project. Technology-only packages are also available. ADI Systems also offers aftercare service with advice by our experienced anaerobic treatment specialists.



ADI® SYSTEMS

WASTEWATER TREATMENT AND WASTE-TO-ENERGY SOLUTIONS

ADI® Systems, an Evoqua brand, is a world-leading wastewater treatment and waste-to-energy technology solution provider with over 35 years of experience treating industrial processing wastewater and organic waste. We understand the complex challenges and strive to engineer unique solutions for the industry. Sustainability is the foundation of our design and construction processes, and innovative clean tech research and development is the building block of our many successful projects around the world.

ADI® Systems
an EVOQUA brand

+1 (800) 561-2831 (toll-free)

+1 (506) 452-7307

www.evoqua.com

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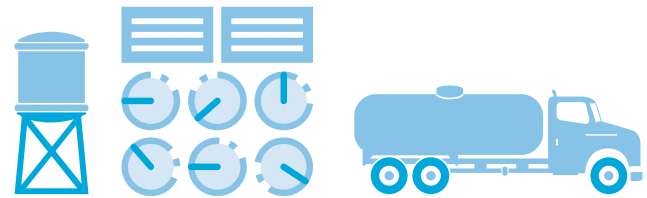
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Subject to change without notice

ADI-AnMBR-BR-1117

PROGRESSIVE DESIGN-BUILD NOW AVAILABLE TO LOCAL CA WATER AGENCIES

Newly signed into law, CA SB 991 allows local water agencies to use the collaborative project delivery method of progressive design-build to deliver water production, storage, supply, treatment, or distribution projects in a more efficient and cost-effective manner.



A Milestone for California Water Agencies

During this critical time of extended drought, local agencies in California are now better equipped to **deliver essential water projects more efficiently and cost effectively** using progressive design-build. Beginning January 1, 2023, local agencies, defined as any **city, county, city and county, or special district** authorized to provide for the production, storage, supply, treatment, or distribution of any water from any source can now use the progressive design-build (PDB) process for **up to 15 public works projects estimated to cost more than \$5 million each**. These changes are in effect until January 1, 2029.



Progressive Design-Build 101



Early Involvement

The owner and design-builder start the process together.



Qualifications Based

The design-builder is selected primarily or exclusively on qualifications and past performance, as opposed to a design package or a bid.



Progressive Process

The project moves forward in two phases where the owner and design-builder work together to progress the design toward a maximum contract price.

A Valuable Form of Collaborative Project Delivery

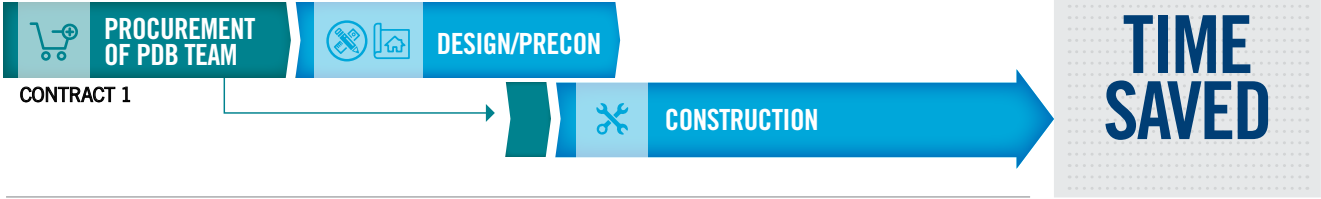
Industry studies show that compared to the design-bid-build method, the PDB process provides cost and schedule certainty earlier in the project life cycle, increases innovation implementation, and better allocates and mitigates project risk.

Benefits of Progressive Design-Build

Balanced Risk Allocation · Efficient Timeline · Cost Transparency

OWNER ENGINEER CONTRACTOR DESIGN-BUILDER

PROGRESSIVE DESIGN-BUILD (PDB)



DESIGN-BID-BUILD (DBB)



Benefits of Progressive Design-Build

	Shortens the overall project schedule and provides schedule certainty earlier in the project		Increases transparency of project cost and provides cost certainty earlier in the project
	Encourages collaboration between owners and design-builders		Streamlines the procurement process
	Gives owners flexibility to move forward with the project using a different procurement method if they cannot reach an agreement with the design-builder		

A Proven Track Record of Successful Projects

PDB is a valuable form of collaborative project delivery that is becoming increasingly popular for public works projects. Explore the [WCDA Project Library](#) to learn more about successful progressive design-build projects in California and across the US. Here are just a few examples of the benefits of PDB in action:

Honey Creek Pump Station, Force Main, & Gravity Sewer Improvements – DeKalb County, Georgia – DeKalb County, Georgia, was issued a Consent Decree from the Environmental Protection Agency (EPA) due to the high level of sanitary sewer overflows that had occurred. The EPA imposed a stringent schedule on this key project. The owner selected the PDB delivery method to meet the aggressive schedule and manage the complex components and challenges. The PDB team developed an approach that saved ten months of construction schedule, obtained required permits in record time, exceeded minority and women business enterprise goals, and executed one of the most complicated bypass pumping and tie-in schemes ever executed in the state.



Lower North Tyger River Water Reclamation Facility – Spartanburg, South Carolina – A global manufacturer of carbon fiber products decided to build a \$1 billion plant in the area and the local sanitary sewer district would need to receive and treat all wastewater generated by the manufacturing facility. This required special pretreatment facilities for the industrial discharge and a large expansion of the local wastewater treatment plant. Time to market was critical for the private plant and the wastewater treatment needs were complex. The PDB team consisted of the design-builder, the private manufacturer, and the public utility. The team iterated through dozens of scenarios and, in the end, was able to save the rural public utility \$20 million in capital costs, meet the aggressive schedule, negotiate an effective off-take agreement with the private manufacturer, and protect the sensitive local environment from significantly increased discharge flows from the public wastewater treatment plant.



Northern Treatment Plant (NTP) – Denver, CO – Colorado’s Metro Water Recovery (Metro) needed to add the NTP to keep up with accelerating population growth and the very stringent effluent limits established to protect the water quality of the South Platte River. Metro selected PDB to deliver this project, primarily to transfer compliance with the very complex treatment process performance requirements at this large scale to the design-builder. The project was successfully delivered with a \$35 million cost savings to the owner and the treatment plant consistently exceeds its discharge performance requirements.





High Strength Waste Technology

December 2, 2025

High Strength Waste Discussions

Conventional Process



Anaerobic Membrane Technology



Partnerships



What is Membrane Technology

American Canyon Membrane Technology

- Separation Process
- Industry Standard
- Energy-Efficient & Cost Saving

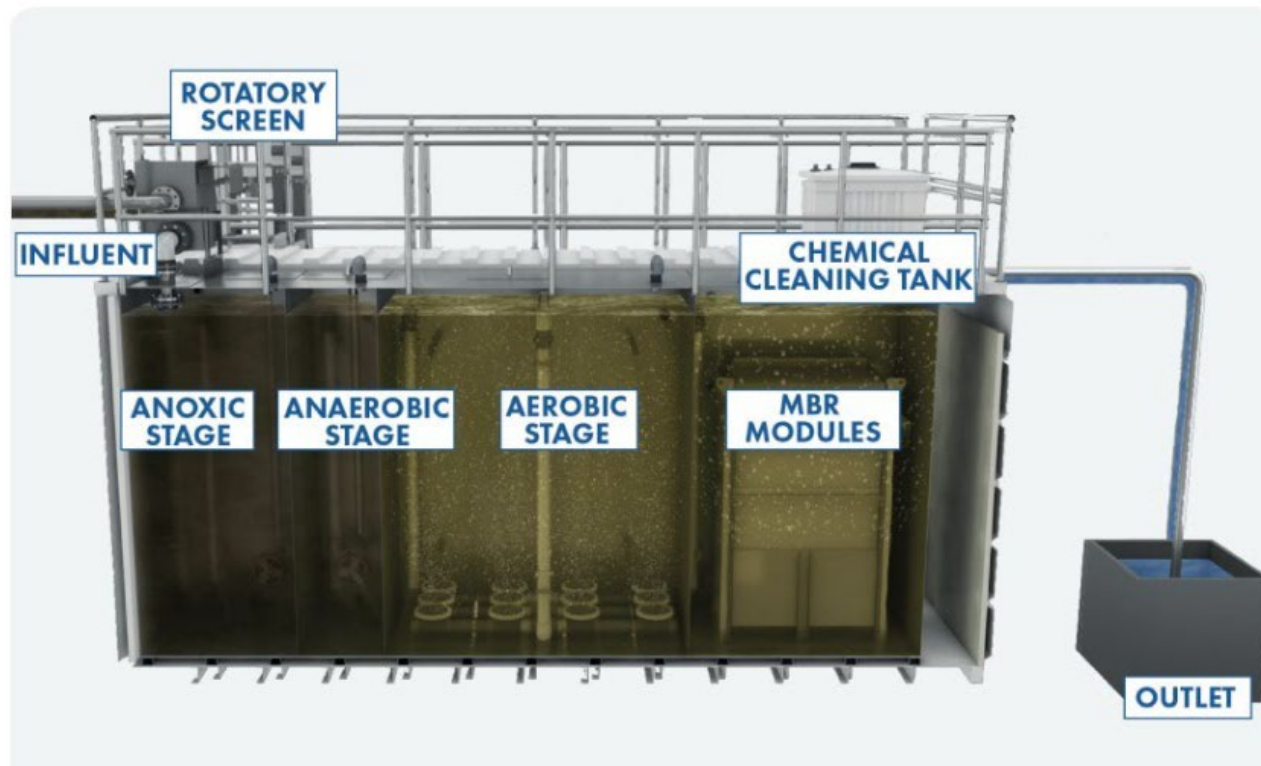
Building on our Footprint

- Higher Efficiency & Savings
- Integrable
- Experienced Staff



Membrane Bioreactor (MBR)

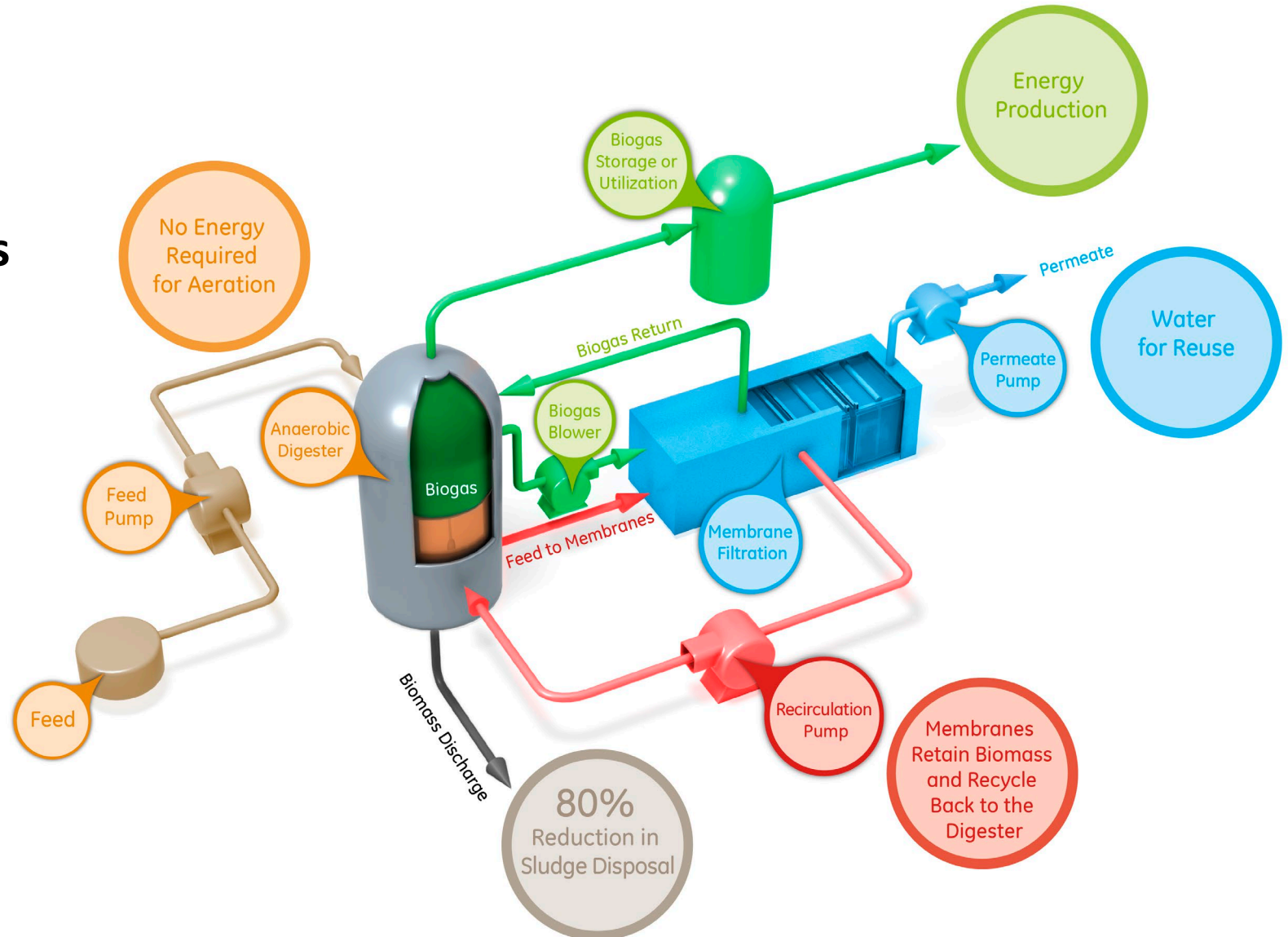
How Does MBR Work?



- Intake
- Initial Treatment
- Treatment Stage
- Air Inclusion
- Final Stages & Filtration

Anaerobic Membrane Technology

- **Combining Systems**
- **Production**
- **Cleaner Discharge**
- **Reduced Sludge Production**





Questions?

Thank You



TITLE

Selection of Vice Mayor and City Council Committee Appointments for 2026

RECOMMENDATION

1. By Minute Order, nominate and select a Vice Mayor to serve for a one-year term, January to December 2026.
2. By Minute Order, approve the 2026 City Council Appointments List.

CONTACT

Taresa Geilfuss, City Clerk

BACKGROUND & ANALYSIS

Per **Resolution No. 2008-46**, the City Council annually nominates and selects a Council member to serve as Vice Mayor for a one-year term. The Mayor or any Council member may nominate another Council member to assume this role for 2026, with the term beginning January 1, 2026. The nomination must be affirmed by a majority vote of the Council.

The **Vice Mayor's** primary responsibilities include:

- Presiding over meetings and signing documents in the mayor's absence.
- Serving on the Finance Subcommittee alongside the Mayor.
- Organizing the Council's efforts for the annual performance evaluation of the City Manager and City Attorney.

Finance Committee Responsibilities

The **Finance Committee** is tasked with reviewing and making policy recommendations to the Council on several key areas, including:

- Investment Policy
- Comprehensive Annual Financial Report (CAFR) – "the audit"
- Self-Insurance Program
- Salary and Retirement Policy
- Employee Benefits Policy
- Liability Insurance Coverage
- Budget and Fiscal Policy
- Retention of a Financial Advisor

The Committee meets at least quarterly on Thursday mornings at 9:00 a.m.

2026 City Council Committee Appointments

Each year, the City Council evaluates and assigns its members to various boards and committees. Some assignments are **predesignated** by City Governance Protocols, such as:

- The mayor and vice mayor serving on the Finance Subcommittee.
- The mayor acting as one of the City's two representatives to the Napa Valley Transportation Authority Board.

When making assignments, it is essential to consider the time commitment involved, including attending meetings and reviewing materials. These assignments provide Council members with opportunities to deepen their knowledge of subject matters relevant to these boards and commissions, representing an investment in their expertise.

While changing assignments is at the Council's discretion (except for predesignated roles), consideration should be given to the value of continuity and the potential benefits of gaining new experiences through reassignment. A balanced approach ensures that changes support both council members' professional growth and the city's overall governance.

Appointments for 2026

Last year, the Council approved the "2025 Committee Appointments List" shown in Attachment 1. Staff recommends the Council review the 2025 List and approve changes by Minute Order.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Not applicable.

ENVIRONMENTAL REVIEW

None

COMMUNICATION

Level 0: No Further Public Communication Needed

ATTACHMENTS:

1. [2025 City Council Appointments List](#)

2025 City Council Committee Appointment List

Name	Meeting Location	Notes	Meeting Contact	First Appointee	Second Appointee	Alternate	Form 700 Filers	Comp.
City Council Standing Committee and Ad-Hoc Subcommittees								
Finance Subcommittee	City Hall	Standing: 9:00 am 2nd Thursday, Quarterly. Brown Act applies	City Manager: 707-647-4351; jholley@americancanyon.gov	Washington	Joseph		Not Required	No
Public Art Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Joseph	Oro		Not Required	No
Legislative Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Lamattina	Joseph		Not Required	No
Commission Interview Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Oro	Cruz		Not Required	No
Watson Ranch Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Cruz	Joseph	Lamattina	Not Required	No
Economic Development Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Joseph	Lamattina		Not Required	No
Community Grant/Volunteer Service Award Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Oro	Joseph		Not Required	No
The Wall That Heals	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Washington	Cruz		Not Required	No
Communications Subcommittee	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Washington	Oro		Not Required	No
Multi-Jurisdictional 2x2 Committee								
Napa County	TBD	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Joseph	Oro		Not Required	No
Napa Valley Unified School District	City Hall	Ad-hoc	City Manager: 707-647-4351; jholley@americancanyon.gov	Lamattina	Joseph		Not Required	No
Local								
TBID Local Governing Committee	City Hall	Meets: 1st Wednesday in May and December; at 11:00 a.m. Brown Act applies.	City Clerk: 707-647-4369; cityclerk@americancanyon.gov	Oro		Joseph	Not Required	No
American Canyon Fire Protection District Board	City Hall	Meets: 4th Tuesday.Monthly. Brown Act applies.	ACFPD Executive Assistant: 707-551-0653; mbanuelos@americancanyon.gov	All Council Members			Required	Yes
Countywide								
Napa County Flood Control and Water Conservation District	1195 Third Street, 3rd Floor, Napa 94558	Meets: 9:00 am. 2nd Tuesday. Monthly. Brown Act applies	clerkoftheboard@countyofnapa.org; paulette.cooper@countyofnapa.org; FPPC: elections@countyofnapa.org	Washington		Cruz	Required	No
Napa County Local Agency Formation Commission (LAFCO)	1196 Third Street, 3rd Floor, Napa 94558	Meets: 2:00 p.m., 1st Monday. Bi-Monthly. Appointment by City Select Committee. Brown Act Applies	Stephanie.pratt@napa.lafco.gov; 707-259-8645	Oro			Required	Yes

2025 City Council Committee Appointment List

Name	Meeting Location	Notes	Meeting Contact	First Appointee	Second Appointee	Alternate	Form 700 Filers	Comp.
Napa County Resource Conservation District (RCD)	625 Burnell St., Napa	Meets: 8:00 a.m., 2nd Thursday. Monthly. Appointment made by Board of Supervisors.	Lucas Patzek 707-690-3119; lucas@naparcd.org			Joseph	Required	No
Napa County Watershed Information Center & Conservancy (WICC)	1195 Third Street, 3rd Floor, Napa 94558	Meets: 3:00 p.m. 4th Thursday. Quarterly. Appointment made by Board of Supervisors.	Dana Morrison, Supervising Planner; 707-253-4437; meetingclerk@countyofnapa.org	Lamattina		Cruz	Not Required	No
Napa County Climate Action Committee (CAC)	1195 Third Street, 3rd Floor, Napa 94558	Standing: 9:30 am 4th Friday. Monthly. Brown Act applies	meetingclerk@countyofnapa.org; 707-253-4417	Joseph	Lamattina	Washington	Not Required	No
Napa Vallejo Waste Management Authority (NVWMA)	City Hall	Meets: 4:00 p.m. on third Mondays in Jan, Mar, Apr, May, Jun, Jul, Sept, Nov. Brown Act applies	Marie.Nicholas@countyofnapa.org; 707-299-1731; nvwma@countyofnapa.org	Washington		Oro	Required	\$100 per meeting
Napa Valley Transportation Authority (NVTA)	625 Burnell Street, Napa 94559	Meets: 1:00 p.m. 3rd Wednesday. Monthly. Brown Act applies	lsanderlin@nvta.ca.gov; 707-259-8633	Washington	Joseph	Cruz	Required	No
Napa Valley Tourism Corporation	Varies	Meets: 8:30 a.m. Last Thursday. Quarterly. Brown Act applies	linsey@visitnapavalley.com; 707-226-5813	Oro		Joseph	Not Required	No
Napa County City Selection Committee	1195 Third Street, 3rd Floor, Napa 94558	Meets: 9:00 p.m., 3rd Tuesday. Quarterly. Rep must be Mayor	707-253-4580; clerkoftheboard@countyofnapa.org	Washington			Not Required	No
(ON HOLD) Napa County Youth Opportunity Commission	Varies	Meets: 4:30 p.m., on 3rd Wednesdays, as needed	District Attorney 707-253-4211	Washington		Cruz	Not Required	No
Napa-Solano Agency on Aging Oversight Board	Alternates: Napa County 1195 Third St., 3rd Floor, Napa Solano County 676 Texas Street, Fairfield	Meets: 10:00 a.m. 4th Monday. Monthly. Appointment made by Board of Supervisors.	Elaine Clark; eclark@solanocounty.gov; Direct 707-784-8792 - Main 707-784-8960	Lamattina		Oro	Required	No
Regional								
Association of Bay Area Governments (ABAG) Executive Board	375 Beale Street, 1st Floor, San Francisco, 94105	Meets: 5:10 p.m., 3rd Thursday. Monthly City select appointment	Fred Castro: fcastro@bayareametro.gov; office 415-820-7913; cell 415-690-0829	Washington (to city selection committee)			Required	\$150 per meeting
Association of Bay Area Governments (ABAG) General Assembly	375 Beale Street, 1st Floor, San Francisco, 94105	Meets: Annually - Usually in June	Fred Castro: fcastro@bayareametro.gov; office 415-820-7913; cell 415-690-0829	Cruz		Oro	Not Required	No
North Bay Water Reuse Authority	ZOOM ONLY	Meets: 9:30 a.m. 3rd Monday, Quarterly	707-235-8965; info@nbwra.org	Joseph		Oro	Required	No
North Bay Watershed Association	Varies	Meets: 9:30 a.m., 1st Friday. Quarterly.	707- 235-8965; northbaywa@gmail.com	Cruz			Not Required	No



CITY COUNCILMEMBER REPORT

Council Meeting Date: 12/02/2025

Submitted by: Vice Mayor Mark Joseph

Event Date: 19/11/2025

Event Type Committee Report

Event Title: Napa Valley Transportation Authority (NVTa)

Event Report: Council member Cruz and I attended the monthly meeting. Items discussed:

- I provided a quick **update on the ad hoc committee** formed to review NVTa's operating agreement (JPA)-- we are still working on technical details, but we agreed we should develop a strategic plan for NVTa.
- We received an introduction to our **new Federal Lobbyists (CFM Advocates)**. Their focus is more on securing funds for their clients, as well as legislative advocacy. They will return next meeting to help us craft a plan for the upcoming year.
- We also received a presentation on the **draft Plan Bay Area 2050+ study**. This regularly updated document focuses on four areas: transportation, housing, the economy and the environment. The plan offers 35 different strategies to address these four areas. The link to the full report is here: <https://planbayarea.org/draftplan>
- We approved the latest **Napa Valley Travel Behavior Study** (the first two were in 2014 and 2020). The methodology has improved each time the survey is conducted. The highlights for this report was an increase in "work at home" which reduced exported trips and reduced overall Vehicle Miles Traveled (VMT), and the overall reduction in total trips. Along with the formal study is access to an online "visualizer" which allows you to analyze the data in much greater detail. This study is critical for Visit Napa Valley and transportation modeling.
- We also received a **first quarter Fiscal Update** (nothing too unusual at this point in time)
- Lastly, we heard about the **Vine Transit system**, including some updates on the Taxi Scrip program. *More importantly, we learned that American Canyon may be receiving some grant funds to augment our current local Transit Shuttle hours of service (to 7pm on weekdays and new weekend service).*

Event Date: 21/11/2025

Event Type Committee Report

Event Title: Climate Action Committee

Event Report: Councilmember Lamattina and I attended the special CAC meeting (combining November and December, due to the holidays). There was a noticeably smaller public turnout, which may explain why the meeting ended about a half-hour early!

- We received an **update on MCE**. We received copies regarding progress within each of our jurisdictions. [Here](#) is AmCan's copy. Of some concern is the fact that we have a relatively lower level of participation in MCE than other jurisdictions.
- We also learned more about our **EV Charging efforts**. First, we are way behind in the number of chargers needed (both level 2 and fast-charging), and American Canyon is further behind than other jurisdictions. However, we are in the process of identifying sites and applying for funds to reduce or eliminate altogether the cost on installation. Five of the 8 sites are in American Canyon. Working on this project is an example of what the new Part-time person could be doing to help the community.

- Lastly, we received an **update on the Regional Climate Action and Adaptation Plan (RCAAP)**. We are processing the over 700 comments received! The goal is to get the final draft completed by the end of this year, with completing the Initial Study by next Spring. Developing an Implementation Plan would come next.

**Event
Date:**

Event Type Community Event

Event Title: City and Community events/activities

Event Report:

- I helped with the Kiwanis monthly food distribution, as well as collected, sorted and shelved food from our Scouts Food Drive and our local Schools.
- I attended a luncheon with close to 70 regional Kiwanians at the Governor's Luncheon at La Strada's.
- I worked on the Fall Student Art Contest, which is a partnership between ACAF and Supervisor Ramos' office. This year we received 18 entries, up from 12 in the Spring Contest. The reception will be held on December 10 at 4:30 in Belia's City Hall office. There you will learn who won, and have some great appetizers. Stick around for her Holiday reception, which starts at 5:30.
- Attended ACAF's monthly board meeting. We discussed our upcoming holiday events and programs, including our Parol Festival (Dec. 6), our Holiday Reception (Dec. 27), and See's Candy Sales.



CITY COUNCILMEMBER REPORT

Council Meeting Date: 12/02/2025

Submitted by: * Mayor Pierre Washington

Event Date: 19/11/2025

Event Type Committee Report

Event Title: American Canyon Fire Protection District Board meeting

Event Report: The ACFPD had one Business item to address. The District Board took the following actions:

- 1) Establish the new classifications of Fire Administration Division Manager and Management Analyst and the related specifications and pay ranges.
- 2) Reclassify the Fire Executive Assistant/Office Manager to Fire Administration Division Manager and the Fire Executive Assistant to Management Analyst II.
- 3) Authorize the Fire Chief to take the necessary personnel and operational actions and any current or future non-substantive changes to the ranges or job specifications to effect the change.

In addition, the Fire Chief, Geoff Belyea introduced the newest addition to the ACFPD Probationary Firefighter/Paramedic Mitchell Smith.



Event Date: 19/11/2025

Event Type Community Event

Event Title: So. County Developer Meeting American Canyon II

Event Report: On November 19, 2025, Supervisor Belia Ramos and I (*along with City Manager Jason Holley*) hosted a 2nd developer meeting in a collaborative discussion on American Canyon's future pertaining to development and circulation needs. The meeting was intended to secure developer engagement, encourage shared responsibility, and ensure council support for coordinated infrastructure planning that advances approved and prospective projects.

I believe we were able to achieve positive momentum and we are scheduled for a follow-up meeting with the developers in two weeks

Event Date: 20/11/2025

Event Type Committee Report

Event Title: Association of Bay Area Government (ABAG)

Event Report: I attended this meeting with Supervisor Belia Ramos, who is the Chair of ABAG. All meetings are in the [Bay Area Metro Center Board Room](#) unless otherwise noted. A hybrid option is also available: see the meeting details and the agenda for instructions to join virtually.

[ABAG Executive Board on 2025-11-20 5:00 PM - Special Meeting](#)

Event Date: 22/11/2025

Event Type Community Event

Event Title: Turkey Give-A-Way Vallejo Community & Assembly Lori Wilson @ Vallejo Fairgrounds

Event Report: On Saturday, I attended two incredible community events focused on giving back for the holiday season.

Vallejo Community Turkey Giveaway at V-Town Shopping Center (8:00 AM – 11:00 AM) with the Vallejo community. The event was well attended, and there were plenty of volunteers ensuring everything ran smoothly.

Turkey Giveaway at Vallejo Fairgrounds, hosted by Assemblywoman Lori Wilson. (11:00am to 3:00pm) This event also had a strong turnout and an amazing team of volunteers and elected officials supporting the effort.

Both events were a great example of community spirit and collaboration.



Future Agenda Items

December 3, 2025, TBID Meeting. 11:00 a.m.

Review Donation Requests

December 3, 2025, OSATS Meeting. 6:30 p.m.

Complete Streets Approach for CIP Projects
BCDC's SB272 Sea Level Rise Report

December 11, 2025, PCS Meeting. 6:30 p.m.

Recommend Community Grants

December 16, 2025, City Council 6:30p

Community Cats Presentation
Crawford Way Tentative Subdivision Map
Award Community Grants
Green Island Road Contract Amendment

December 18, 2025, Planning Comm. 6:30 p.m.

Cancelled

January 20, 2026, City Council 6:30 p.m.

Annual Comprehensive Financial Report
and FY 2024-25 Year End Results
Sales Tax Measure Polling Contract
Q3 CIP Update
Communications Update

December 20, 2026, Planning Comm. 6:30 p.m.

Selection of 2026 Chair/Vice Chair

February 3, 2026, City Council 6:30 p.m.

Quarterly Investment Report QE 12/31/25
Successor RHNA Agreement

February 3, 2026, Finance Subcom. 11:00 a.m.

Mid-year Budget Review

February 4, 2026, OSATS. 6:30 p.m.

TBD

February 12, 2026, PCS Comm. 6:30 p.m.

TBD

February 17, 2026, City Council 6:30 p.m.

Mid-year Budget Review & Adjustments

February 26, 2026, Planning Comm. 6:30 p.m.

Active Transportation Plan General Plan
Amendment

March 3, 2026, City Council 6:30 p.m.

TBD

March 4, 2026, OSATS Comm. 6:30 p.m.

TBD

March 12, 2026, PCS Comm. 6:30 p.m.

TBD

March 17, 2026, City Council. 6:30 p.m.

Active Transportation Plan General Plan
Amendment
Annual Police Report

March 26, 2026, Planning Comm. 6:30 p.m.

TBD

April 1, 2026, OSATS Comm. 6:30 p.m.

TBD

April 7, 2026, City Council 6:30 p.m.

TBD

April 9, 2026, PCS Comm. 6:30 p.m.

TBD

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

Q4 CIP Update

Unscheduled Council Directed Items	Councilmember	Date of Council Vote	Notes
All Electric Reach Code	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