



REGULAR CITY COUNCIL MEETING AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
March 15, 2022
6:30 PM

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

Consistent with Government Code Section 54953 and the American Canyon City Council Resolution Declaring the Existence of a Local Emergency due to the COVID-19 Pandemic, City Council and other public meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus. This meeting will be broadcast live to residents on Napa Valley TV [here](#) and on YouTube [here](#).

You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:

Written comments, Via eComments: The eComments link is located on the Meetings & Agendas page of our website [here](#). Comments received before the 3:00 p.m. day-of-meeting cutoff time will be routed to all Councilmembers at that time. eComments will remain open throughout the meeting, and all comments received will be posted online and become part of the meeting record.

Oral comments, during the meeting: A Zoom Webinar has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment directly to the legislative body during the meeting, use the Register to Speak feature of [eComments](#) or connect via below Zoom link and follow the instructions or by calling 408-638-0968.

Zoom Meeting Link: [Click here](#)
Webinar ID: 836 1946 5437 **Passcode:** 873516

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

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

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

PUBLIC ADDRESS – CLOSED SESSION 5:30 P.M.

The Mayor will call the meeting to order and conduct role 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.

5:30 P.M. CLOSED SESSION

1. **Conference with Labor Negotiators: Authorized Pursuant to Government Code Section 54957.6**
Agency Designated Representatives: City Manager Jason Holley and Labor Counsel Sloan, Sekai, Yeung & Wong
Employee Organization: Teamsters

2. **Conference with Real Property Negotiator: Authorized pursuant to Government Code section 54956.8.**
Property: APN 058-320-015 (Right of Way at Napa Junction Road).
Negotiator: Jason Holley, City Manager

3. **Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code Section 54956.9 (d)(2).**
Two Matters.

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MEETING ANNOUNCEMENT

Pursuant to AB 361 this meeting will be held entirely virtually. All methods available for public participation are detailed on the first page of the agenda.

ROLL CALL

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

PROCLAMATIONS AND PRESENTATIONS

4. **Proclamation Recognizing March 2022 as National Women's History Month**

PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA

This time is reserved for members of the public to address the City Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the City Council. Comments are limited to 3 minutes. Comments for items on the Agenda will be taken when the item is called. 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. Speakers are asked to please speak clearly, and provide

their name. Any handouts for distribution to the City Council must be emailed by 3:00 p.m. on meeting day. To comment via zoom during the meeting: click the "raise your hand" button if joining by computer, or press *9 if joining by phone, when the item is called. To avoid confusion, hands raised outside of Public Comment periods will be lowered.

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

5. **Minutes of March 1, 2022**
Recommendation: Approve the minutes of the March 1, 2022 City Council meeting.
6. **City Attorney March 1, 2022 Closed Session Report**
Recommendation: Approve the City Attorney Closed Session Report for the meeting of March 1, 2022.
7. **Continued Use of Remote Teleconference for Meetings**
Recommendation: Adopt a Resolution reaffirming that a local emergency exists, re-ratifying the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and authorizing continued use of remote teleconferenced meetings of legislative and advisory bodies of the City of American Canyon for the period of March 15, 2022 - April 14, 2022 pursuant to to Ralph M. Brown Act.
8. **Establish New Classification of Management Fellow**
Recommendation: Approve a Resolution Amending the Classification Plan, the Salary Schedule and the Unrepresented Compensation Program to Add the Management Fellow Class.

PUBLIC HEARINGS

There are no Public Hearing Items.

BUSINESS

9. **Juneteenth Independence Day Special Event**
Recommendation: Adopt a Resolution approving a donation of \$25,000 to the American Canyon Arts Foundation for a new Juneteenth Independence Day Special Event.
10. **Potential Treatment Process Improvements at Water Reclamation Facility**
Recommendation: Receive a presentation from Engie Services, Inc. regarding potential treatment process improvements at Water Reclamation Facility.
11. **Sites Reservoir Project - Third Amendment to Agreement**
Recommendation: Adopt a Resolution authorizing the City Manager to execute the Third Amendment to the 2019 Sites Reservoir Agreement.
12. **American Rescue Plan Act of 2021 (ARPA) Funding**
Recommendation: Adopt a Resolution appropriating \$4.9 million of the American Rescue

Plan Act of 2021 (ARPA) in Fiscal Year 2021/22 for use on eligible infrastructure projects.

13. Countywide Climate Action Committee Priorities for 2022

Recommendation: Receive an update and discuss priorities for the Countywide Climate Action Committee in 2022.

MANAGEMENT AND STAFF ORAL REPORTS

MAYOR/COUNCIL COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS

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

Anticipated Future Council Items of Note:

April 5, 2022

- Proclamation Arts in April
- Proclamation Acknowledging Ramadan Month (April)
- Annual Police Report
- Annual Communications Report
- Fiscal Year 2022/2023 Budget Workshop
- Drought Stage 2 Declaration & Water Supply Update

April 19, 2022

- General Plan Update/Urban Limit Line Discussion
- Adopt Urban Water Management Plan

14. City Council Committee Report - David Oro

15. City Council Committee Report - Mark Joseph

16. City Council Committee Report - Mayor Leon Garcia

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, City Clerk

CITY OF AMERICAN CANYON PROCLAMATION



NATIONAL WOMEN'S HISTORY MONTH MARCH 2022

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

WHEREAS, American Canyon women of all race, class, and ethnic backgrounds have positively contributed to the city by playing a vital role in every sphere of life inside and outside of the home, to build strength and compassion, and to express their vision for this community as it grows; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements such as the peace movement, which creates a more fair and just society for all; and

WHEREAS, despite these contributions, the role of women in history has been consistently overlooked and undervalued in the ways of science, literature, teachings, and the study of American history; and

WHEREAS, Soroptimist International of American Canyon encourages the City of American Canyon's residents to join in the observance of National Women's History Month and to educate and pass on learned wisdom regarding women's extraordinary contributions, and on the progress still needed to reach equality; and

NOW, THEREFORE, BE IT RESOLVED, that I, Leon Garcia, Mayor of American Canyon, do hereby proclaim March 8, 2022, as International Women's Day and proclaim the month of March 2022 as National Women's History Month.

Dated: March 15, 2022

Leon Garcia, Mayor

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

ACTION MINUTES

March 1, 2022

PUBLIC ADDRESS – CLOSED SESSION 5:30 P.M.

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

Absent: Vice Mayor Mariam Aboudamous

5:30 P.M. CLOSED SESSION

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

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

CALL TO ORDER

The meeting was called to order at 6:45 p.m.

PLEDGE OF ALLEGIANCE

Mayor Garcia led the Pledge of Allegiance.

MEETING ANNOUNCEMENT

A meeting announcement pursuant to AB 361 was made by Mayor Garcia.

ROLL CALL

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

Absent: Vice Mayor Mariam Aboudamous

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

City Attorney William Ross provided an oral report on Closed Session. Closed Session commenced at 5:37 pm. Closed Session adjourned at 6:43 p.m. A written report will be provided.

PROCLAMATIONS AND PRESENTATIONS

2. Proclamation Recognizing March 2022 as American Red Cross Month

Mayor Garcia announced the Proclamation.

PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA

Mayor Garcia opened Public Comments. Written comments: none. Oral comments: Justin Hamilton Hole was called to speak; Hugh Marquez was called to speak. Justin Hamilton Hole was called to speak. Mayor Garcia closed Public Comments.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

Action: Motion to approve the Consent Calendar made by Councilmember Mark Joseph, seconded by Councilmember Pierre Washington, and CARRIED by roll call vote.

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

Nays: None

Abstain: None

Absent: Vice Mayor Mariam Aboudamous

3. Minutes of Regular City Council Meeting - February 15, 2022

Action: Approved the minutes of the Regular City Council meeting of February 15, 2022.

4. City Attorney February 15, 2022, Closed Session Report

Action: Approved the City Attorney Closed Session Report for the meeting of February 15, 2022.

5. Water Pump Purchase for Water Reclamation Facility

Action: Adopted Resolution 2022-20 approving the purchase of a reclaimed water vertical turbine pump for the Water Reclamation Facility in the amount not to exceed of \$75,000.

6. Green Island Road Special Tax and Bond Accountability Act

Action: Received and filed the Fiscal Year 2020-21 Green Island Road Community Facilities District Local Agency Special Tax and Bond Accountability Act required disclosures.

7. Alternate Intake Project Resolutions of Support

Action: Adopted Resolution 2022-21 in Support of proposed North Bay Aqueduct Alternate Intake Project (Also Known As "Water+").

8. Watson Ranch Lot 10 Final Maps & Subdivision Improvement Agreements

Action: Adopted Resolution 2022-21 taking the following actions in conjunction with the Watson Ranch Lot 10 Project: approving two Final Maps to subdivide the properties (Assessor's Parcel

Numbers 059-430-015 and 059-430-016) to create 219 house lots and 6 parcels (through two phases, Phase 1 and Phase 2); and approving two Subdivision Improvement Agreements for Phase 1 (Agreement 2022-28) and Phase 2 (Agreement 2022-29) pending City approval of the Improvement Plans.

PUBLIC HEARINGS

9. 2021 Calendar Year Housing Element Progress Report

Council received a staff report from Associate Planner William He, following an introduction from Community Development Director Brent Cooper. Mayor Garcia opened Public Comments. Written comments: none. Oral comments: Hugh Marquez was called to speak. Mayor Garcia closed Public Comments and the public hearing.

Action: Received and filed annual 2021 Calendar Year Housing Element Progress Report.

10. Laborers International Union of North America, Local 324 (LIUNA) Appeal

Council received a staff report from Associate Planner William He. Mayor Garcia opened Public Comments. Written comments: none. Oral comments: none. Mayor Garcia closed Public Comments.

Action: Motion to continue the Laborers International Union of North America, Local 324 (LIUNA) Appeal of the Planning Commission approval of the SDG Commerce 217 Warehouse Distribution Center Conditional Use Permit for 6 months to September 6, 2022, made by Councilmember Mark Joseph, seconded by Councilmember Pierre Washington, and CARRIED by roll call vote.

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

Nays: None

Abstain: None

Absent: Vice Mayor Mariam Aboudamous

BUSINESS

11. 6th Cycle Housing Element Update Presentation

Council received a staff report from Luke Lindenbusch from the Napa Sonoma Subregional Housing Collaborative, following an introduction from Community Development Director Brent Cooper. Mayor Garcia opened Public Comments. Written comments: none. Oral comments: none. Mayor Garcia closed Public Comments and the Public Hearing.

Action: Received and filed 6th Cycle Housing Element Update presentation.

MANAGEMENT AND STAFF ORAL REPORTS

Community Development Director Brent Cooper shared upcoming stakeholder outreach for the Housing Element and thanked Planning Commissioners for their outreach efforts. Public Works Director Erica Ahman Smithies shared an update on the Wetlands Edge traffic calming project and encouraged citizens to participate in a survey on the project. Parks & Recreation Director Alexandra Ikeda shared updates and upcoming community events.

MAYOR/COUNCIL COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS

12. City Council Committee Report - Pierre Washington

Action: Received and filed the City Council Committee Report of Councilmember Pierre Washington.

13. City Council Committee Report - Mark Joseph

Action: Received and filed the City Council Committee Report of Councilmember Mark Joseph.

Councilmember Washington had nothing further to add to his report. Councilmember Joseph had nothing further to add to his report. Councilmember Oro has nothing to add but will have a written report on the next agenda. Mayor Garcia mentioned items of interest and on behalf of all councilmembers, shared thoughts for the people of Ukraine.

ADJOURNMENT

The meeting was adjourned at 8:36 p.m.

CERTIFICATION

Respectfully Submitted,

Taresa Geilfuss, City Clerk

William D. Ross
David Schwarz
Kypros G. Hostetter

Law Offices of
William D. Ross
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File No: 199/6

March 10, 2022

VIA E-MAIL

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

Re: Report Upon Return from Closed Session; Virtual Regular Meeting of the
American Canyon City Council; March 1, 2022; Revised

Dear Mayor Garcia and Members of the City Council:

This communication sets forth reportable action, if any, of the City Council (“Council”) of the City of American Canyon (“City”), consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the Virtual March 1, 2022 Regular Council Meeting, consistent with Government Code Section 54957.1.

After convening in Open Session and ascertaining that there were no public comments on the agendaized Closed Session matters, your Council adjourned to Closed Session at 5:37 p.m.

There was one item agendaized for City Closed Session consideration.

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

With respect to the first matter considered under Closed Session Agenda Item No. 1., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(2).

With respect to the second matter considered under Closed Session Agenda Item No. 1., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(2).

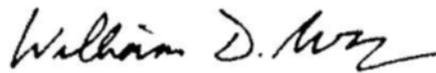
The Honorable Leon Garcia, Mayor
and Members of the City Council
March 10, 2022
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The Closed Session concluded at 6:43 p.m., where it was indicated that a written report upon return consistent with Government Code Section 54957.1, would be prepared and then reconvened in Open Session at 6:45 p.m.

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

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

Very truly yours,

A handwritten signature in black ink, appearing to read "William D. Ross".

William D. Ross
City Attorney

WDR:jf

cc: Jason B. Holley, City Manager
Maria Ojeda, Assistant City Manager
Taresa Geilfuss, City Clerk
Michael Durkee, Special Counsel



TITLE

Continued Use of Remote Teleconference for Meetings

RECOMMENDATION

Adopt a Resolution reaffirming that a local emergency exists, re-ratifying the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and authorizing continued use of remote teleconferenced meetings of legislative and advisory bodies of the City of American Canyon for the period of March 15, 2022 - April 14, 2022 pursuant to to Ralph M. Brown Act.

CONTACT

William D. Ross, City Attorney

BACKGROUND & ANALYSIS

Because of the COVID-19 Pandemic, the City Council, as well as the City Planning Commission and Board of Directors of the American Canyon Fire Protection District, have been conducting meetings via Zoom teleconference, as allowed by Executive Order N-29-20. However, the Executive Order expired on September 30, 2021.

Assembly Bill 361, which was approved at by the Governor on September 16, 2021, allows local agencies such as the City to continue to meet by Zoom or other teleconferencing methods, provided that certain conditions are met.

The effect of Executive Order N-29-20 was to suspend certain provisions of the Ralph M. Brown Open Meeting Act (Government Code Section 54950 et seq.), which only allowed remote teleconference participation by City Council Members through a posting process at each teleconferenced member's location, with agenda provisions indicating that each teleconferenced location be accessible to the public.

The enclosed Resolution would comply with the provisions of AB 361 and allow continued Zoom meetings of the City Council until full in-person meetings are resumed. The ability to continue to meet by Zoom, even in conjunction with Open Meetings, can be accomplished by the City Council provided that monthly resolutions are azenized and enacted with provisions referencing appropriate confirmation of declared emergencies are described.

Stated plainly, the City Council will have to enact a “361 Resolution” at least every 30 days to allow the Zoom teleconferencing procedure to continue.

Changes to the first page of the City Council Agendas were made made beginning October 2021, as the means for the public to participate via continued Zoom teleconference will have to be described consistent with the AB 361 procedures rather than the now-expired Executive Order N-29-20.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Not applicable.

FISCAL IMPACT

None.

ENVIRONMENTAL REVIEW

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

ATTACHMENTS:

[1. Resolution AB361](#)

RESOLUTION NO. 2022-_____

A RESOLUTION OF THE CITY OF AMERICAN CANYON CITY COUNCIL REAFFIRMING THAT A LOCAL EMERGENCY EXISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND AUTHORIZING CONTINUED USE OF REMOTE TELECONFERENCED MEETINGS OF LEGISLATIVE AND ADVISORY BODIES OF THE CITY OF AMERICAN CANYON FOR THE PERIOD OF MARCH 15, 2022 – APRIL 14, 2022 PURSUANT TO THE RALPH M. BROWN ACT

WHEREAS, the City of American Canyon (“City”) is committed to preserving and nurturing public access and participation in meetings of the American Canyon City Council (“City Council”), Council committees, Planning Commission, and all other advisory, elected and appointed committees and commissions (“City Decision Making Bodies”); and,

WHEREAS, all meetings of the City’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the City’s legislative bodies conduct their business; and,

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and,

WHEREAS, a required condition for such teleconference meetings is that a state of emergency be declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and,

WHEREAS, that proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the City’s boundaries, caused by natural, technological, or human-caused disasters; and,

WHEREAS, that proclamation also requires that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and,

WHEREAS, emergency conditions exist in the City, specifically, a State of Emergency has been proclaimed by Governor Newsom on March 4, 2020, proclaiming a State of Emergency to exist in California as a result of the threat of COVID-19; and,

WHEREAS, during the COVID-19 pandemic, the City Council has conducted remote, teleconferenced meetings consistent with the Governor’s Executive Orders promoting social distancing;

WHEREAS, consistent with AB 361, as a condition of extending the use of the provisions found in section 54953(e), the City Council must reconsider the circumstances of the state of emergency that exists in the City, and the City Council has done so; and,

WHEREAS, in response to COVID-19, the Governor of the State of California issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020, and issued Executive Order N-25-20 on March 12, 2020 proclaiming temporary amendments to State law and regulations related thereto; and

WHEREAS, on March 16, 2020 the City’s Director of Emergency Services issued a Proclamation of a Local Emergency by the City of American Canyon Director of Emergency Services and Acknowledgement of a State Proclamation Declaring of a State of Emergency and Acknowledgement of a Federal Proclamation Declaring of a National Emergency (P2020-001) (the “Proclamation”); and

WHEREAS, on March 17, 2020, the American Canyon City Council ratified the Proclamation. The City Council took actions to extend the Proclamation on May 5, June 16, August 4, and October 6, 2020.

WHEREAS, due to the continuing pandemic, the surge of the Delta Variant of COVID-19, followed by the surge of the Omicron Variant, conducting meetings in person continues to present imminent risk to health and safety of attendees; and,

WHEREAS, the City Council hereby finds that the coronavirus causing the State of Emergency proclaimed by Governor Newsom on March 4, 2020, the surge of the Delta Variant of COVID-19 in Napa County, followed by the surge of the Omicron Variant, has caused, and will continue to cause, conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City, and desires to re-affirm that a local emergency persists and re-ratify the Proclamation of State of Emergency by the Governor of the State of California; and,

WHEREAS, as a consequence of the local emergency, the City Council does hereby find that City Decision Making Bodies shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and,

WHEREAS, the City is providing teleconference access via a conference phone-line number to the meetings to ensure public access.

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Exists. The City Council hereby proclaims that a local emergency continues to exist throughout the City, and the surging of Delta and Omicron Variants of COVID-19 would present an imminent risk to meeting in person.

Section 3. Re-Ratifies of Governor’s Proclamation of a State of Emergency. The City Council hereby re-ratifies the Governor’s Proclamation of State of Emergency issued on March 4, 2020.

Section 4. Remote Teleconference Meetings. City Decision Making Bodies and City Staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public teleconferenced meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until such time as the City Council adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which City Decision Making Bodies may continue to conduct teleconferenced meetings without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the American Canyon City Council held on the 15th day of March 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney



TITLE

Establish New Classification of Management Fellow

RECOMMENDATION

Approve a Resolution Amending the Classification Plan, the Salary Schedule and the Unrepresented Compensation Program to Add the Management Fellow Class.

CONTACT

Maria Ojeda, Assistant City Manager
Scott Corey, Human Resources Officer

BACKGROUND & ANALYSIS

ICMA, formerly the International City Management Association, is the leading professional association for city and county managers and other employees who serve local government. Several City employees, including the City Manager and Assistant City Manager, are members.

Since 2004, ICMA has sponsored a Local Government Management Fellowship (LGMF) Program to provide a career-development opportunity to attract recent Masters of Public Administration or Masters of Public Policy graduates to be placed in full-time management-track local government positions. Those who are interested apply to ICMA, which selects finalists based upon academic performance, demonstrated leadership potential, commitment to public service, communication skills, initiative, creativity and positive attitude. Finalists may apply to participating local government agencies across the country for appointment to a fellowship during which they receive direct mentorship from a senior government leader at the agency.

The City would benefit from participating in this program by receiving a contribution of the latest best practices applied to local policies, practices and challenges over a limited at-will employment period of not more than two years. As many graduates of this program go on to attain Executive positions in local government, the City also would likely benefit reputationally in future Executive recruitment efforts.

To participate, it is necessary for the City Council to create a classification of Management Fellow, amend the Salary Schedule to create a hourly rate range of \$30.00 to \$58.00, and amend the Unrepresented Compensation Program to provide the full-range of benefits. The classification and

salary range was set to apply to the LGMF program and similar programs that may be offered from time to time by other professional organizations.

If the City chooses to successfully recruit an LGMF participant, the fellowship could begin as early as the 2022-2023 fiscal year and the appropriate funds would be budgeted through the budget process.

It also is necessary to add the Administrative Clerk III in the City Manger's Office, an existing position, to the Unrepresented Compensation Program.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Funding for this position may be included in the Fiscal Year 2022-23 Budget.

ENVIRONMENTAL REVIEW

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

ATTACHMENTS:

1. [Resolution - Management Fellow](#)
2. [Exhibit A - Management Fellow Class Specification](#)
3. [Exhibit B - Amended Salary Schedule 2021-2022](#)
4. [Exhibit C - Amended Unrepresented Compensation Program](#)

RESOLUTION NO. 2022-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
ESTABLISHING A NEW CLASSIFICATION OF MANAGEMENT FELLOW**

WHEREAS, American Canyon’s Classification Plan is a systematic process for grouping jobs into common classifications based on similarities in duties, responsibilities and requirements; and

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

WHEREAS, the Publicly Available Pay Schedule must include the position title for every employee position, pay rate for each position, and time base for each position; and

WHEREAS, the Unrepresented Compensation Program, dated July 1, 2016 – June 30, 2022, describes benefits and working conditions for unrepresented City employees.

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

1. Add the Management Fellow Class Specification to the Classification Plan as attached hereto as Exhibit A and incorporated by reference; and
2. Amend the Fiscal Year 2021-2022 Salary Schedule to set the Management Fellow pay range at \$30.00 to \$58.00 per hour as attached hereto as Exhibit B; and
3. Amend the Unrepresented Compensation Program, dated July 1, 2016 – June 30, 2022, to add a FLSA Exempt, Limited-Term, At-Will category of benefitted employees covering Management Fellow, and adding Administrative Clerk III in the City Manager’s Office to the Confidential, FLSA Non-Exempt category as attached hereto as Exhibit C.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 15th day of March 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

MANAGEMENT FELLOW

(Limited Term Assignment Not Exceeding Two Years)

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

DEFINITION

Under direction of a Management Team City staff member, performs entry-level professional work for the City Manager's Office or other Department, and supports, participates in and/or leads a variety of projects contributing to the continued success of various City initiatives. Duties and responsibilities are designed to further prepare the incumbent for a successful career in local government.

DISTINGUISHING CHARACTERISTICS

This is a limited term professional fellowship/internship not to exceed two years. This is an FLSA Exempt "At-Will" classification. This class generally does not supervise other City employees.

EXAMPLES OF DUTIES

The Management Fellow will perform a variety of entry-level, professional administrative tasks, research, and analysis in support of various operations in the City Manager's Office or other Departments. The work performed will be highly visible and have direct impact on the organization. Typical assignments/projects will involve supporting the development and implementation of goals, objectives, policies, priorities and key performance indicators through research, studies, surveys, and analysis of operational and administrative issues in any City Department.

Duties may include, but are not limited to, the following:

- Perform entry-level professional administrative work, research, and analysis in support of the assigned Department.
- Provide staff support to the City Council and selected committees on assignment through the preparation of letters, responding to inquiries, memorandums, research reports, legislative analysis, and handling of special projects.
- Interact regularly with personnel from each Department to ensure effective interdepartmental communication and maximize operational effectiveness.
- Perform entry-level program analysis, organizational and administrative field studies, and statistical analysis of research data.
- Report findings of research or study to assigned Management Team member in writing and in person.
- Responds to resident inquiries/requests and resolves all issues within assigned scope of responsibility in a timely manner. Refers more complex issues to the appropriate Department Head, other Management Team member or City Manager's Office for resolution.
- Acts as project manager on City-wide projects on assignment.
- Assist Management Team members in determining work procedures and expedite workflow; study and standardize procedures to improve efficiency and effectiveness of operations.

- Assist with developing and implementing projects and/or programs impacting one or more City Departments.
- Assist in public information functions, including creation and editing of press releases, coordination of newsletter articles, website content management, and other informational efforts.
- Assist with the annual budgetary process by inputting data, performing appropriate analysis, and preparing necessary reports.
- Attend and participate in various organizational meetings and meetings of the City Council and Council Ad-Hoc committees as directed.
- Provide administrative support work as necessary given lean staffing structure of the City.
- Perform work of a confidential nature.
- Perform other duties and responsibilities as assigned.
-

EMPLOYMENT STANDARDS

Knowledge of:

- Principles, methods, practices, and techniques of public administration and public policy, and of the specific subject area of the assignment.
- Research and analytical methods, techniques, and procedures.
- Project management principles.
- Common computer applications including spreadsheet, database, word processing, and presentation software.
- Federal, State, and local laws, rules, and regulations applicable to the assignment given.
- General knowledge of office equipment, including photo copier, telephone, facsimile, calculator, shredder, etc.
-

Ability to:

- Work independently after receiving initial guidance.
- Learn job-related material primarily through oral instruction and observation that takes place mainly in an on-the-job training setting.
- Meet and deal tactfully with the general public, elected officials, vendors, and employees.
- Communicate clearly, verbally and in writing in the English language.
- Perform Basic mathematical skills (adding, subtracting, multiplying and dividing).
- Establish and maintain effective working relationships with others including elected officials, City management and staff, members of the public and business community, and other jurisdictions and agencies.
- Interpret and apply laws, regulations, and policies.
- Prepare comprehensive and accurate reports.
- Work effectively with sensitive and confidential information in a political environment.
- Adjust to rapidly shifting priorities and timelines, and handle multiple demands and competing priorities.
- Work effectively with multidisciplinary teams.
- Organize, direct and coordinate projects and meetings.

Minimum Qualifications:

Each assignment will require its own education and/or experience requirements and will be determined for each assignment.

License Requirement:

Some positions may require possession of a valid driver’s license equivalent to a California Class C Driver License at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Physical Requirements:

Most of the assignments will be performed in typical indoor office environment: (1) Mobility: frequent use of keyboard; frequent sitting for long periods of time; moderate bending and squatting. (2) Lifting: frequently up to 10 pounds; occasionally up to 25 pounds. (3) Vision: constant use of overall vision; frequent reading and close-up work; occasional color and depth vision. (4) Dexterity: frequent repetitive motion; frequent writing; frequent grasping, holding, and reaching. (5) Hearing/Talking: frequent hearing and talking in person and on the phone. (6) Emotional/Psychological: frequent decision-making and concentration; frequent public and/or coworker contact; occasional working alone. (7) Environmental: frequent exposure to noise. (For those assignments that will occur in the field, the physical requirements will be similar to the Engineering Technician job and can be found in that class specification)

| Classification | Adopted | Revised | Retitled | Class Code | FLSA Designation | Rep Unit |
|-------------------|---------|---------|----------|------------|------------------|----------|
| Management Fellow | 3/2022 | | | 6309 | Exempt | 5 |

APPROVED: _____
Assistant City Manager

Date: _____

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | | A | B | C | D | E |
|-----------|--|----------|---------|--------|-------------|--------|---------|
| 4301 | Accountant | Hourly | 37.77 | 39.66 | 41.64 | 43.72 | 45.91 |
| | | Biweekly | 3,022 | 3,173 | 3,331 | 3,498 | 3,673 |
| | | Monthly | 6,547 | 6,874 | 7,218 | 7,578 | 7,958 |
| | | Annually | 78,562 | 82,493 | 86,611 | 90,938 | 95,493 |
| 4402 | Accounting Assistant I | Hourly | 23.38 | 24.55 | 25.78 | 27.07 | 28.42 |
| | | Biweekly | 1,870 | 1,964 | 2,062 | 2,166 | 2,274 |
| | | Monthly | 4,053 | 4,255 | 4,469 | 4,692 | 4,926 |
| | | Annually | 48,630 | 51,064 | 53,622 | 56,306 | 59,114 |
| 4403 | Accounting Assistant II | Hourly | 25.71 | 27.00 | 28.35 | 29.77 | 31.26 |
| | | Biweekly | 2,057 | 2,160 | 2,268 | 2,382 | 2,501 |
| | | Monthly | 4,456 | 4,680 | 4,914 | 5,160 | 5,418 |
| | | Annually | 53,477 | 56,160 | 58,968 | 61,922 | 65,021 |
| 4404 | Accounting Assistant III | Hourly | 28.30 | 29.72 | 31.21 | 32.77 | 34.41 |
| | | Biweekly | 2,264 | 2,378 | 2,497 | 2,622 | 2,753 |
| | | Monthly | 4,905 | 5,152 | 5,410 | 5,680 | 5,964 |
| | | Annually | 58,864 | 61,818 | 64,917 | 68,162 | 71,573 |
| 4405-3405 | Accounting Technician (General & Confidential) | Hourly | 31.12 | 32.68 | 34.31 | 36.03 | 37.83 |
| | | Biweekly | 2,490 | 2,614 | 2,745 | 2,882 | 3,026 |
| | | Monthly | 5,394 | 5,665 | 5,947 | 6,245 | 6,557 |
| | | Annually | 64,730 | 67,974 | 71,365 | 74,942 | 78,686 |
| 4707 | Administrative Clerk I | Hourly | 21.10 | 22.16 | 23.27 | 24.43 | 25.65 |
| | | Biweekly | 1,688 | 1,773 | 1,862 | 1,954 | 2,052 |
| | | Monthly | 3,657 | 3,841 | 4,034 | 4,235 | 4,446 |
| | | Annually | 43,888 | 46,093 | 48,402 | 50,814 | 53,352 |
| 4708 | Administrative Clerk II | Hourly | 23.20 | 24.36 | 25.58 | 26.86 | 28.20 |
| | | Biweekly | 1,856 | 1,949 | 2,046 | 2,149 | 2,256 |
| | | Monthly | 4,021 | 4,222 | 4,434 | 4,656 | 4,888 |
| | | Annually | 48,256 | 50,669 | 53,206 | 55,869 | 58,656 |
| 4709 | Administrative Clerk III | Hourly | 25.53 | 26.81 | 28.15 | 29.56 | 31.04 |
| | | Biweekly | 2,042 | 2,145 | 2,252 | 2,365 | 2,483 |
| | | Monthly | 4,425 | 4,647 | 4,879 | 5,124 | 5,380 |
| | | Annually | 53,102 | 55,765 | 58,552 | 61,485 | 64,563 |
| 1005 | Administrative Services Director At-will Manager in Band M2 | Minimum | | | Control Pt. | | Maximum |
| | | Hourly | 56.65 | | 70.81 | | 84.97 |
| | | Biweekly | 4,532 | | 5,665 | | 6,798 |
| | | Monthly | 9,819 | | 12,274 | | 14,728 |
| Annually | 117,832 | | 147,285 | | 176,738 | | |

Exhibit A

| |
|---|
| 2021/2022 Salary Schedule effective March 15, 2022 |
|---|

| | | A | B | C | D | E | |
|------|-------------------------------------|----------|--------|--------|---------|---------|---------|
| 4706 | Administrative Technician | Hourly | 30.82 | 32.36 | 33.98 | 35.68 | 37.46 |
| | | Biweekly | 2,466 | 2,589 | 2,718 | 2,854 | 2,997 |
| | | Monthly | 5,342 | 5,609 | 5,890 | 6,185 | 6,493 |
| | | Annually | 64,106 | 67,309 | 70,678 | 74,214 | 77,917 |
| 4210 | Aquatics Supervisor | Hourly | 32.40 | 34.02 | 35.72 | 37.51 | 39.39 |
| | | Biweekly | 2,592 | 2,722 | 2,858 | 3,001 | 3,151 |
| | | Monthly | 5,616 | 5,897 | 6,192 | 6,502 | 6,828 |
| | | Annually | 67,392 | 70,762 | 74,298 | 78,021 | 81,931 |
| 1009 | Assistant City Manager | Hourly | | | | | 96.30 |
| | | Biweekly | | | | | 7,704 |
| | | Monthly | | | | | 16,692 |
| | | Annually | | | | | 200,304 |
| 4312 | Assistant Planner | Hourly | 37.66 | 39.54 | 41.52 | 43.60 | 45.78 |
| | | Biweekly | 3,013 | 3,163 | 3,322 | 3,488 | 3,662 |
| | | Monthly | 6,528 | 6,854 | 7,197 | 7,557 | 7,935 |
| | | Annually | 78,333 | 82,243 | 86,362 | 90,688 | 95,222 |
| 4314 | Associate Planner | Hourly | 41.40 | 43.47 | 45.64 | 47.92 | 50.32 |
| | | Biweekly | 3,312 | 3,478 | 3,651 | 3,834 | 4,026 |
| | | Monthly | 7,176 | 7,535 | 7,911 | 8,306 | 8,722 |
| | | Annually | 86,112 | 90,418 | 94,931 | 99,674 | 104,666 |
| 4415 | Building Inspector I | Hourly | 35.06 | 36.81 | 38.65 | 40.58 | 42.61 |
| | | Biweekly | 2,805 | 2,945 | 3,092 | 3,246 | 3,409 |
| | | Monthly | 6,077 | 6,380 | 6,699 | 7,034 | 7,386 |
| | | Annually | 72,925 | 76,565 | 80,392 | 84,406 | 88,629 |
| 4416 | Building Inspector II | Hourly | 38.58 | 40.51 | 42.54 | 44.67 | 46.90 |
| | | Biweekly | 3,086 | 3,241 | 3,403 | 3,574 | 3,752 |
| | | Monthly | 6,687 | 7,022 | 7,374 | 7,743 | 8,129 |
| | | Annually | 80,246 | 84,261 | 88,483 | 92,914 | 97,552 |
| 4917 | Building Maintenance Worker | Hourly | 30.48 | 32.00 | 33.60 | 35.28 | 37.04 |
| | | Biweekly | 2,438 | 2,560 | 2,688 | 2,822 | 2,963 |
| | | Monthly | 5,283 | 5,547 | 5,824 | 6,115 | 6,420 |
| | | Annually | 63,398 | 66,560 | 69,888 | 73,382 | 77,043 |
| 5601 | Bus Driver (Part-time) | Hourly | 18.57 | 19.49 | 20.47 | 21.49 | 22.56 |
| 4318 | Capital Projects Coordinator | Hourly | 43.87 | 46.06 | 48.36 | 50.78 | 53.32 |
| | | Biweekly | 3,510 | 3,685 | 3,869 | 4,062 | 4,266 |
| | | Monthly | 7,604 | 7,984 | 8,382 | 8,802 | 9,242 |
| | | Annually | 91,250 | 95,805 | 100,589 | 105,622 | 110,906 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | | A | B | C | D | E |
|------|--|----------|---------|---------|---------|---------|---------|
| 5602 | Cashier (Seasonal) | Hourly | 15.00 | 15.75 | 16.54 | 17.37 | 18.24 |
| 2201 | Chief Building Official | Hourly | 53.91 | 56.61 | 59.44 | 62.41 | 65.53 |
| | | Biweekly | 4,313 | 4,529 | 4,755 | 4,993 | 5,242 |
| | | Monthly | 9,344 | 9,812 | 10,303 | 10,818 | 11,359 |
| | | Annually | 112,133 | 117,749 | 123,635 | 129,813 | 136,302 |
| 6305 | City Clerk | Hourly | 47.61 | 49.99 | 52.49 | 55.11 | 57.87 |
| | | Biweekly | 3,809 | 3,999 | 4,199 | 4,409 | 4,630 |
| | | Monthly | 8,252 | 8,665 | 9,098 | 9,552 | 10,031 |
| | | Annually | 99,029 | 103,979 | 109,179 | 114,629 | 120,370 |
| | City Council | Monthly | | | | | 315 |
| 1001 | City Manager | Hourly | | | | | 110.58 |
| | | Biweekly | | | | | 8,846 |
| | | Monthly | | | | | 19,167 |
| | | Annually | | | | | 230,000 |
| 4422 | Civil Engineering Technician Class will be obsolete once there are no incumbents No more hires in this class after 9-2010 | Hourly | 39.79 | 41.78 | 43.87 | 46.06 | 48.36 |
| | | Biweekly | 3,183 | 3,342 | 3,510 | 3,685 | 3,869 |
| | | Monthly | 6,897 | 7,242 | 7,604 | 7,984 | 8,382 |
| | | Annually | 82,763 | 86,902 | 91,250 | 95,805 | 100,589 |
| 4419 | Code Enforcement Officer | Hourly | 32.87 | 34.51 | 36.24 | 38.05 | 39.95 |
| | | Biweekly | 2,630 | 2,761 | 2,899 | 3,044 | 3,196 |
| | | Monthly | 5,698 | 5,982 | 6,282 | 6,595 | 6,925 |
| | | Annually | 68,370 | 71,781 | 75,379 | 79,144 | 83,096 |
| 1006 | Community Development Director At-will Manager in Band M1 | Hourly | 64.04 | | 80.05 | | 96.06 |
| | | Biweekly | 5,123 | | 6,404 | | 7,685 |
| | | Monthly | 11,100 | | 13,875 | | 16,650 |
| | | Annually | 133,203 | | 166,504 | | 199,805 |
| 5403 | Construction Management Aide At Will/ Temporary/ Seasonal | Hourly | 29.73 | 31.22 | 32.78 | 34.42 | 36.14 |
| | | | | | | | |
| 3104 | Deputy City Clerk | Hourly | 40.83 | 42.87 | 45.01 | 47.26 | 49.62 |
| | | Biweekly | 3,266 | 3,430 | 3,601 | 3,781 | 3,970 |
| | | Monthly | 7,077 | 7,431 | 7,802 | 8,192 | 8,601 |
| | | Annually | 84,926 | 89,170 | 93,621 | 98,301 | 103,210 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | A | B | C | D | E | |
|------|---|----------|-------------|---------|---------|---------|---------|
| | | Minimum | Control Pt. | | Maximum | | |
| 1008 | Deputy Public Works Director At-will Manager in Band M2 | Hourly | 56.65 | | 70.81 | 84.97 | |
| | | Biweekly | 4,532 | | 5,665 | 6,798 | |
| | | Monthly | 9,819 | | 12,274 | 14,728 | |
| | | Annually | 117,832 | | 147,285 | 176,738 | |
| 2309 | Development Services Engineer | Hourly | 49.63 | 52.11 | 54.72 | 57.46 | 60.33 |
| | | Biweekly | 3,970 | 4,169 | 4,378 | 4,597 | 4,826 |
| | | Monthly | 8,603 | 9,032 | 9,485 | 9,960 | 10,457 |
| | | Annually | 103,230 | 108,389 | 113,818 | 119,517 | 125,486 |
| 4323 | Engineer I | Hourly | 37.11 | 38.97 | 40.92 | 42.97 | 45.12 |
| | | Biweekly | 2,969 | 3,118 | 3,274 | 3,438 | 3,610 |
| | | Monthly | 6,432 | 6,755 | 7,093 | 7,448 | 7,821 |
| | | Annually | 77,189 | 81,058 | 85,114 | 89,378 | 93,850 |
| 4311 | Engineer II | Hourly | 43.87 | 46.06 | 48.36 | 50.78 | 53.32 |
| | | Biweekly | 3,510 | 3,685 | 3,869 | 4,062 | 4,266 |
| | | Monthly | 7,604 | 7,984 | 8,382 | 8,802 | 9,242 |
| | | Annually | 91,250 | 95,805 | 100,589 | 105,622 | 110,906 |
| 4313 | Engineer III | Hourly | 48.26 | 50.67 | 53.20 | 55.86 | 58.65 |
| | | Biweekly | 3,861 | 4,054 | 4,256 | 4,469 | 4,692 |
| | | Monthly | 8,365 | 8,783 | 9,221 | 9,682 | 10,166 |
| | | Annually | 100,381 | 105,394 | 110,656 | 116,189 | 121,992 |
| 4441 | Engineering Technician | Hourly | 33.71 | 35.40 | 37.17 | 39.03 | 40.98 |
| | | Biweekly | 2,697 | 2,832 | 2,974 | 3,122 | 3,278 |
| | | Monthly | 5,843 | 6,136 | 6,443 | 6,765 | 7,103 |
| | | Annually | 70,117 | 73,632 | 77,314 | 81,182 | 85,238 |
| 2200 | Environmental Services Manager | Hourly | 55.52 | 58.30 | 61.22 | 64.28 | 67.49 |
| | | Biweekly | 4,442 | 4,664 | 4,898 | 5,142 | 5,399 |
| | | Monthly | 9,624 | 10,105 | 10,612 | 11,142 | 11,698 |
| | | Annually | 115,482 | 121,264 | 127,338 | 133,702 | 140,379 |
| 4438 | Environmental Specialist I | Hourly | 31.05 | 32.60 | 34.23 | 35.94 | 37.74 |
| | | Biweekly | 2,484 | 2,608 | 2,738 | 2,875 | 3,019 |
| | | Monthly | 5,382 | 5,651 | 5,933 | 6,230 | 6,542 |
| | | Annually | 64,584 | 67,808 | 71,198 | 74,755 | 78,499 |
| 4425 | Enviromental Specialist II | Hourly | 34.05 | 35.75 | 37.54 | 39.42 | 41.39 |
| | | Biweekly | 2,724 | 2,860 | 3,003 | 3,154 | 3,311 |
| | | Monthly | 5,902 | 6,197 | 6,507 | 6,833 | 7,174 |
| | | Annually | 70,824 | 74,360 | 78,083 | 81,994 | 86,091 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | | A | B | C | D | E |
|----------|---|----------|---------|---------|-------------|---------|---------|
| 4439 | Environmental Specialist III | Hourly | 37.06 | 38.91 | 40.86 | 42.90 | 45.05 |
| | | Biweekly | 2,965 | 3,113 | 3,269 | 3,432 | 3,604 |
| | | Monthly | 6,424 | 6,744 | 7,082 | 7,436 | 7,809 |
| | | Annually | 77,085 | 80,933 | 84,989 | 89,232 | 93,704 |
| 3105 | Executive Assistant to the City Manager | Hourly | 31.70 | 33.29 | 34.95 | 36.70 | 38.54 |
| | | Biweekly | 2,536 | 2,663 | 2,796 | 2,936 | 3,083 |
| | | Monthly | 5,495 | 5,770 | 6,058 | 6,361 | 6,680 |
| | | Annually | 65,936 | 69,243 | 72,696 | 76,336 | 80,163 |
| 1004 | Finance Director At-will Manager in Band M2 | | Minimum | | Control Pt. | | Maximum |
| | | Hourly | 56.65 | | 70.81 | | 84.97 |
| | | Biweekly | 4,532 | | 5,665 | | 6,798 |
| | | Monthly | 9,819 | | 12,274 | | 14,728 |
| Annually | 117,832 | | 147,285 | | 176,738 | | |
| 6208 | Finance Manager | Hourly | 49.73 | 52.22 | 54.83 | 57.57 | 60.45 |
| | | Biweekly | 3,978 | 4,178 | 4,386 | 4,606 | 4,836 |
| | | Monthly | 8,620 | 9,052 | 9,504 | 9,979 | 10,478 |
| | | Annually | 103,438 | 108,618 | 114,046 | 119,746 | 125,736 |
| 3102 | Fire Executive Assistant/ Office Administrator | Hourly | 34.22 | 35.93 | 37.73 | 39.62 | 41.60 |
| | | Biweekly | 2,738 | 2,874 | 3,018 | 3,170 | 3,328 |
| | | Monthly | 5,932 | 6,228 | 6,540 | 6,868 | 7,211 |
| | | Annually | 71,178 | 74,734 | 78,478 | 82,410 | 86,528 |
| 3101 | Human Resources Assistant | Hourly | 31.12 | 32.68 | 34.31 | 36.03 | 37.83 |
| | | Biweekly | 2,490 | 2,614 | 2,745 | 2,882 | 3,026 |
| | | Monthly | 5,394 | 5,665 | 5,947 | 6,245 | 6,557 |
| | | Annually | 64,730 | 67,974 | 71,365 | 74,942 | 78,686 |
| 6307 | Human Resources Officer I | Hourly | 32.72 | 34.36 | 36.08 | 37.88 | 39.77 |
| | | Biweekly | 2,618 | 2,749 | 2,886 | 3,030 | 3,182 |
| | | Monthly | 5,672 | 5,956 | 6,254 | 6,566 | 6,894 |
| | | Annually | 68,058 | 71,469 | 75,046 | 78,790 | 82,722 |
| 6308 | Human Resources Officer II | Hourly | 41.76 | 43.85 | 46.04 | 48.34 | 50.76 |
| | | Biweekly | 3,341 | 3,508 | 3,683 | 3,867 | 4,061 |
| | | Monthly | 7,238 | 7,601 | 7,980 | 8,379 | 8,798 |
| | | Annually | 86,861 | 91,208 | 95,763 | 100,547 | 105,581 |
| 2302 | Information Systems Officer | Hourly | 43.32 | 45.49 | 47.76 | 50.15 | 52.66 |
| | | Biweekly | 3,466 | 3,639 | 3,821 | 4,012 | 4,213 |
| | | Monthly | 7,509 | 7,885 | 8,278 | 8,693 | 9,128 |
| | | Annually | 90,106 | 94,619 | 99,341 | 104,312 | 109,533 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | | A | B | C | D | E |
|------|---|----------|---------|-------------|---------|---------|---------|
| 4324 | Lab Analyst | Hourly | 40.72 | 42.76 | 44.90 | 47.15 | 49.51 |
| | | Biweekly | 3,258 | 3,421 | 3,592 | 3,772 | 3,961 |
| | | Monthly | 7,058 | 7,412 | 7,783 | 8,173 | 8,582 |
| | | Annually | 84,698 | 88,941 | 93,392 | 98,072 | 102,981 |
| 5607 | Lifeguard (Temp) | Hourly | 15.75 | 16.54 | 17.37 | 18.24 | 19.15 |
| 5605 | Lifeguard (WSI) (Temp) | Hourly | 16.14 | 16.95 | 17.80 | 18.69 | 19.62 |
| | | | Minimum | Control Pt. | | Maximum | |
| 1010 | Maintenance and Utilities Director At-will Manager in Band M1 | Hourly | 64.04 | | 80.05 | | 96.06 |
| | | Biweekly | 5,123 | | 6,404 | | 7,685 |
| | | Monthly | 11,100 | | 13,875 | | 16,650 |
| | | Annually | 133,203 | | 166,504 | | 199,805 |
| 2210 | Maintenance Supervisor | Hourly | 38.55 | 40.48 | 42.50 | 44.63 | 46.86 |
| | | Biweekly | 3,084 | 3,238 | 3,400 | 3,570 | 3,749 |
| | | Monthly | 6,682 | 7,017 | 7,367 | 7,736 | 8,122 |
| | | Annually | 80,184 | 84,198 | 88,400 | 92,830 | 97,469 |
| 4927 | Maintenance Worker I | Hourly | 25.20 | 26.46 | 27.78 | 29.17 | 30.63 |
| | | Biweekly | 2,016 | 2,117 | 2,222 | 2,334 | 2,450 |
| | | Monthly | 4,368 | 4,586 | 4,815 | 5,056 | 5,309 |
| | | Annually | 52,416 | 55,037 | 57,782 | 60,674 | 63,710 |
| 4928 | Maintenance Worker II | Hourly | 27.69 | 29.07 | 30.52 | 32.05 | 33.65 |
| | | Biweekly | 2,215 | 2,326 | 2,442 | 2,564 | 2,692 |
| | | Monthly | 4,800 | 5,039 | 5,290 | 5,555 | 5,833 |
| | | Annually | 57,595 | 60,466 | 63,482 | 66,664 | 69,992 |
| 4929 | Maintenance Worker III | Hourly | 30.48 | 32.00 | 33.60 | 35.28 | 37.04 |
| | | Biweekly | 2,438 | 2,560 | 2,688 | 2,822 | 2,963 |
| | | Monthly | 5,283 | 5,547 | 5,824 | 6,115 | 6,420 |
| | | Annually | 63,398 | 66,560 | 69,888 | 73,382 | 77,043 |
| | | | Minimum | | | Maximum | |
| 5609 | Management Aide (At Will /Temp) | Hourly | 34.00 | | | | 150.00 |
| 6303 | Management Analyst I | Hourly | 41.40 | 43.47 | 45.64 | 47.92 | 50.32 |
| | | Biweekly | 3,312 | 3,478 | 3,651 | 3,834 | 4,026 |
| | | Monthly | 7,176 | 7,535 | 7,911 | 8,306 | 8,722 |
| | | Annually | 86,112 | 90,418 | 94,931 | 99,674 | 104,666 |
| 6304 | Management Analyst II | Hourly | 47.61 | 49.99 | 52.49 | 55.11 | 57.87 |
| | | Biweekly | 3,809 | 3,999 | 4,199 | 4,409 | 4,630 |
| | | Monthly | 8,252 | 8,665 | 9,098 | 9,552 | 10,031 |
| | | Annually | 99,029 | 103,979 | 109,179 | 114,629 | 120,370 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | A | B | C | D | E | |
|----------|---|----------|---------|--------|-------------|---------|---------|
| | | Minimum | | | | Maximum | |
| 6309 | Management Fellow (At Will /Limited) | Hourly | 30.00 | | | 58.00 | |
| 4831 | Mechanic | Hourly | 33.63 | 35.31 | 37.08 | 38.93 | 40.88 |
| | | Biweekly | 2,690 | 2,825 | 2,966 | 3,114 | 3,270 |
| | | Monthly | 5,829 | 6,120 | 6,427 | 6,748 | 7,086 |
| | | Annually | 69,950 | 73,445 | 77,126 | 80,974 | 85,030 |
| 5101 | Office Assistant (Seasonal) | Hourly | 18.00 | 18.90 | 19.85 | 20.84 | 21.88 |
| 4442 | Parks and Open Space Project Coordinator | Hourly | 30.47 | 31.99 | 33.59 | 35.27 | 37.03 |
| | | Biweekly | 2,438 | 2,559 | 2,687 | 2,822 | 2,962 |
| | | Monthly | 5,282 | 5,545 | 5,822 | 6,114 | 6,419 |
| | | Annually | 63,378 | 66,539 | 69,867 | 73,362 | 77,022 |
| 1003 | Parks and Recreation Director At-will Manager in Band M2 | Hourly | Minimum | | Control Pt. | | Maximum |
| | | Hourly | 56.65 | | 70.81 | | 84.97 |
| | | Biweekly | 4,532 | | 5,665 | | 6,798 |
| | | Monthly | 9,819 | | 12,274 | | 14,728 |
| Annually | 117,832 | | 147,285 | | 176,738 | | |
| 4440 | Permit Technician | Hourly | 30.30 | 31.82 | 33.41 | 35.08 | 36.83 |
| | | Biweekly | 2,424 | 2,546 | 2,673 | 2,806 | 2,946 |
| | | Monthly | 5,252 | 5,516 | 5,791 | 6,081 | 6,384 |
| | | Annually | 63,024 | 66,186 | 69,493 | 72,966 | 76,606 |
| 4833 | Plant Maintenance Mechanic I | Hourly | 30.42 | 31.94 | 33.54 | 35.22 | 36.98 |
| | | Biweekly | 2,434 | 2,555 | 2,683 | 2,818 | 2,958 |
| | | Monthly | 5,273 | 5,536 | 5,814 | 6,105 | 6,410 |
| | | Annually | 63,274 | 66,435 | 69,763 | 73,258 | 76,918 |
| 4832 | Plant Maintenance Mechanic II | Hourly | 36.95 | 38.80 | 40.74 | 42.78 | 44.92 |
| | | Biweekly | 2,956 | 3,104 | 3,259 | 3,422 | 3,594 |
| | | Monthly | 6,405 | 6,725 | 7,062 | 7,415 | 7,786 |
| | | Annually | 76,856 | 80,704 | 84,739 | 88,982 | 93,434 |
| 5402 | Plant Operator Apprentice (Temp) | Hourly | | | | | 30.59 |
| 4435 | Plant Operator I | Hourly | 33.65 | 35.33 | 37.10 | 38.96 | 40.91 |
| | | Biweekly | 2,692 | 2,827 | 2,968 | 3,116 | 3,272 |
| | | Monthly | 5,833 | 6,125 | 6,431 | 6,753 | 7,091 |
| | | Annually | 69,992 | 73,492 | 77,167 | 81,025 | 85,076 |
| 4436 | Plant Operator II | Hourly | 37.00 | 38.85 | 40.79 | 42.83 | 44.97 |
| | | Biweekly | 2,960 | 3,108 | 3,263 | 3,426 | 3,598 |
| | | Monthly | 6,413 | 6,734 | 7,070 | 7,424 | 7,795 |
| | | Annually | 76,960 | 80,808 | 84,843 | 89,086 | 93,538 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | A | B | C | D | E | |
|----------|--|----------|---------|---------|-------------|---------|---------|
| 4437 | Plant Operator III | Hourly | 40.72 | 42.76 | 44.90 | 47.15 | 49.51 |
| | | Biweekly | 3,258 | 3,421 | 3,592 | 3,772 | 3,961 |
| | | Monthly | 7,058 | 7,412 | 7,783 | 8,173 | 8,582 |
| | | Annually | 84,698 | 88,941 | 93,392 | 98,072 | 102,981 |
| 4732 | Police Technician | Hourly | 27.01 | 28.36 | 29.78 | 31.27 | 32.83 |
| | | Biweekly | 2,161 | 2,269 | 2,382 | 2,501 | 2,626 |
| | | Monthly | 4,682 | 4,916 | 5,162 | 5,420 | 5,691 |
| | | Annually | 56,181 | 58,990 | 61,940 | 65,037 | 68,289 |
| 5603 | Program Coord. (Seasonal) | Hourly | 22.64 | 23.77 | 24.96 | 26.21 | 27.52 |
| 1007 | Public Works Director At-will Manager in Band M1 | | Minimum | | Control Pt. | | Maximum |
| | | Hourly | 64.04 | | 80.05 | | 96.06 |
| | | Biweekly | 5,123 | | 6,404 | | 7,685 |
| | | Monthly | 11,100 | | 13,875 | | 16,650 |
| Annually | 133,203 | | 166,504 | | 199,805 | | |
| 2204 | Public Works Superintendent | Hourly | 53.91 | 56.61 | 59.44 | 62.41 | 65.53 |
| | | Biweekly | 4,313 | 4,529 | 4,755 | 4,993 | 5,242 |
| | | Monthly | 9,344 | 9,812 | 10,303 | 10,818 | 11,359 |
| | | Annually | 112,133 | 117,749 | 123,635 | 129,813 | 136,302 |
| 4608 | Recreation Coordinator | Hourly | 29.00 | 30.45 | 31.97 | 33.57 | 35.25 |
| | | Biweekly | 2,320 | 2,436 | 2,558 | 2,686 | 2,820 |
| | | Monthly | 5,027 | 5,278 | 5,542 | 5,819 | 6,110 |
| | | Annually | 60,320 | 63,336 | 66,498 | 69,826 | 73,320 |
| 5604 | Recreation Leader (Seasonal) | Hourly | 15.00 | 15.75 | 16.54 | 17.37 | 18.24 |
| 2212 | Recreation Manager | Hourly | 39.22 | 41.18 | 43.24 | 45.40 | 47.67 |
| | | Biweekly | 3,138 | 3,294 | 3,459 | 3,632 | 3,814 |
| | | Monthly | 6,798 | 7,138 | 7,495 | 7,869 | 8,263 |
| | | Annually | 81,578 | 85,654 | 89,939 | 94,432 | 99,154 |
| 4233 | Recreation Supervisor | Hourly | 32.40 | 34.02 | 35.72 | 37.51 | 39.39 |
| | | Biweekly | 2,592 | 2,722 | 2,858 | 3,001 | 3,151 |
| | | Monthly | 5,616 | 5,897 | 6,192 | 6,502 | 6,828 |
| | | Annually | 67,392 | 70,762 | 74,298 | 78,021 | 81,931 |
| 4634 | Senior Bus Driver | Hourly | 25.62 | 26.90 | 28.25 | 29.66 | 31.14 |
| | | Biweekly | 2,050 | 2,152 | 2,260 | 2,373 | 2,491 |
| | | Monthly | 4,441 | 4,663 | 4,897 | 5,141 | 5,398 |
| | | Annually | 53,290 | 55,952 | 58,760 | 61,693 | 64,771 |

Exhibit A

**2021/2022 Salary
Schedule effective
March 15, 2022**

| | | | A | B | C | D | E |
|------|--|----------|---------|---------|---------|---------|---------|
| 2205 | Senior Civil Engineer | Hourly | 55.52 | 58.30 | 61.22 | 64.28 | 67.49 |
| | | Biweekly | 4,442 | 4,664 | 4,898 | 5,142 | 5,399 |
| | | Monthly | 9,624 | 10,105 | 10,612 | 11,142 | 11,698 |
| | | Annually | 115,482 | 121,264 | 127,338 | 133,702 | 140,379 |
| 5608 | Senior Lifeguard (WSI) (Temp) | Hourly | 18.11 | 19.02 | 19.97 | 20.97 | 22.02 |
| 4930 | Senior Maintenance Worker | Hourly | 33.52 | 35.20 | 36.96 | 38.81 | 40.75 |
| | | Biweekly | 2,682 | 2,816 | 2,957 | 3,105 | 3,260 |
| | | Monthly | 5,810 | 6,101 | 6,406 | 6,727 | 7,063 |
| | | Annually | 69,722 | 73,216 | 76,877 | 80,725 | 84,760 |
| 2209 | Senior Planner | Hourly | 47.61 | 49.99 | 52.49 | 55.11 | 57.87 |
| | | Biweekly | 3,809 | 3,999 | 4,199 | 4,409 | 4,630 |
| | | Monthly | 8,252 | 8,665 | 9,098 | 9,552 | 10,031 |
| | | Annually | 99,029 | 103,979 | 109,179 | 114,629 | 120,370 |
| 5610 | Senior Recreation Leader (Seasonal) | Hourly | 17.25 | 18.11 | 19.02 | 19.97 | 20.97 |
| 5606 | Service Worker (Seasonal) | Hourly | 19.50 | 20.48 | 21.50 | 22.58 | 23.71 |
| 5401 | Student Intern (Temp) | Hourly | 15.00 | 15.75 | 16.54 | 17.37 | 18.24 |
| 4420 | Sustainability Coordinator | Hourly | 31.05 | 32.60 | 34.23 | 35.94 | 37.74 |
| | | Biweekly | 2,484 | 2,608 | 2,738 | 2,875 | 3,019 |
| | | Monthly | 5,382 | 5,651 | 5,933 | 6,230 | 6,542 |
| | | Annually | 64,584 | 67,808 | 71,198 | 74,755 | 78,499 |
| 2211 | Wastewater Operations Manager | Hourly | 55.52 | 58.30 | 61.22 | 64.28 | 67.49 |
| | | Biweekly | 4,442 | 4,664 | 4,898 | 5,142 | 5,399 |
| | | Monthly | 9,624 | 10,105 | 10,612 | 11,142 | 11,698 |
| | | Annually | 115,482 | 121,264 | 127,338 | 133,702 | 140,379 |
| 2207 | Water Systems Manager | Hourly | 53.91 | 56.61 | 59.44 | 62.41 | 65.53 |
| | | Biweekly | 4,313 | 4,529 | 4,755 | 4,993 | 5,242 |
| | | Monthly | 9,344 | 9,812 | 10,303 | 10,818 | 11,359 |
| | | Annually | 112,133 | 117,749 | 123,635 | 129,813 | 136,302 |

Fiscal Year 21/22 Modifications

1. Contract Adjustment- 3.8% pay increase for all permanent employees (excludes City Manager and Temporary employees) effective pay period starting 7/10/2021
2. 2% pay increase for City Manager effective 7/1/2021
3. Update hourly pay rate for Plant Operator Apprentice consistent with Resolution 2007-92
4. Adjust City Manager's compensation effective July 1 per contract approved Oct. 5, 2021
5. Update minimum wage rate and new rate for the following positions: Lifeguard, WSI Lifeguard, Office Assistant, Program Coordinator, Recreation Leader, Cashier, Service Worker, Senior Lifeguard, Student Intern, and Senior Recreation Leader effective 12/25/2021, the pay period that includes 1/1/2022.
6. Create Management Fellow salary range.

| | | | | |
|---|---|---|---|---|
| 2021/2022 Salary Schedule effective March 15, 2022 | | | | |
| A | B | C | D | E |

Fiscal Year 20/21 Modifications

1. Contract Adjustment- 2% pay increase for all permanent employees (excludes City Manager and Temporary employees) effective pay period that includes 7/1/2020
2. 2% pay increase for City Manager effective 7/1/2020
3. Add Maintenance and Utilities Director classification and set salary range to Pay Band M1 effective pay period that includes 7/1/2020
4. Update minimum wage rate and new rate for the following positions: Lifeguard, WSI Lifeguard, Office Assistant, Program Coordinator, Recreation Leader , Cashier, Service Worker, Senior Lifeguard, Student Intern and Senior Recreation Leader effective pay period that includes 1/1/2021.

Fiscal Year 19/20 Modifications

1. 2% pay increase for City Manager effective 7/1/19
2. Contract Adjustment- 4%pay increase for all permanent employees (excludes City Manager, Assistant City Manager and Temporary employees) effective 7/1/19
3. Update minimum wage rate and new rate for the following positions: Lifeguard, WSI Lifeguard, Office Assistant, Program Coordinator Recreation , Cashier, Service Worker, Senior Lifeguard, and Senior Recreation Leader effective 1/1/2020

Fiscal Year 18/19 Modifications

1. 2% pay increase for City Manager effective 7/1/18
2. Contract Adjustment- 3%pay increase for all permanent employees (excludes Temporary employees and City Manager) effective 7/14/18
3. Interim City Manager and Interim Public Works Director pay rates removed from schedule effective 7/1/18. *Note: Interim Department
4. 8% pay increase for Deputy City Clerk 7/1/18
5. Reclassify Management Analyst II (Assistant to the City Manager) and create Assistant City Manager and set new salary effective 12/18/2018
6. Reclassify Human Resources Assistant and create Human Resources Officer I/II and set new salary effective 12/18/2018
7. Update minimum wage rate and new rate for the following positions: Lifeguard, WSI Lifeguard, Office Assistant, Program Coordinator Recreation , Cashier, Service Worker, Senior Lifeguard, , and Senior Recreation Leader effective 1/15/19
8. Move Deputy Public Works Director from Band 2 to Band 3 effective 1/29/2019
9. Retitle Administrative Assistant to Administrative Technician and set new salary range effective 1/29/2019.
10. Retitle Administrative Assistant (Confidential) to Executive Assistant to the City Manager and set new salary range effective 1/29/2019.
11. Retitle Civil Engineer I/II/III to Engineer I/II/III effective 1/29/2019.
12. Add Recreation Supervisor classification and set salary range effective 1/29/2019.
13. Salary adjustment for Deputy City Clerk effective 4/16/2019
14. Correct Lifeguard hourly rate effective 4/16/2019

Fiscal Year 17/18 Modifications

1. Contract Adjustment- 3% increase for all permanent employees (excludes Temporary employees and the City Manager) and added Finance Director to Pay Band M2 effective 7/1/17
2. New Position Parks and Open Space Project Coordinator and set new salary effective 9/5/17
3. Increased maximum salary for Management Aide - approved and effective 10/10/17
4. Set salary of \$189,389 for Interim City Manager effective 10/17/17
5. Set salary range for Interim Public Works Director effective 10/24/17
6. Set new salary ranges for the following positions: Lifeguard, WSI Lifeguard, Office Assistant, Program Coordinator, Recreation Leader, Cashier, Service Worker, Senior Lifeguard, Student Intern, and Senior Recreation Leader effective 2/10/18.
7. Set salary of \$198,598.40 for City Manager effective March 20, 2018.
8. New Position Construction Management Aide and set new hourly salary range effective 5/15/18

| | | | | |
|---|---|---|---|---|
| 2021/2022 Salary Schedule effective March 15, 2022 | | | | |
| A | B | C | D | E |

Fiscal Year 16/17 Modifications

1. New Position Sustainability Coordinator and set new salary effective 10/19/16
2. Salary changes for Finance Manager, Chief Building Official, Development Services Engineer, Public Works Superintendent, Recreation Manager, Water Systems Manager, Environmental Services Manager, Wastewater Operations Manager, Plant Maintenance Mechanic/II, Plant Operator I/II/III, Recreation Coordinator, Aquatics Supervisor, Code Enforcement Officer, Permit Technician (effective 2/11/17)
3. Contract Adjustment- 3% increase for all permanent employees (excludes Temporary employees and the City Manager) effective first
4. City Manager Contract Amendment #3 approved, increased salary to \$204,835 effective 4/8/17
5. Replace Lab Chemist classification with Lab Analyst and set payrate effective 05/16/17

Fiscal Year 15/16 Modifications

1. Contract Adjustment- .5% increase for all permanent employees (excludes Temporary employees and the City Manager) effective first full pay period after 07-01-15
2. New Position and Pay Band M3 established for Deputy Public Works Director- Utilities (effective 11/3/15)
3. City Clerk Pay Band changed to M4 (effective 11/3/15)
4. Salary change for Recreation Leader, Cashier, Lifeguard, WSI/Lifeguard, and Sr. Lifeguard (effective 1/1/16)
5. Contract Adjustment- .5% increase for all permanent employees (excludes Temporary employees and the City Manager) effective first full pay period after 01-01-2016
6. Retitle Plant Operations Manager to Wastewater Operations Manager and set new salary range effective 1/23/16
7. Retitle Water Quality/ Lab Manager to Environmental Services Manager and set new salary range effective 1/23/16
8. Eliminate the Wastewater Systems Manager position effective 1/23/16
9. New Position Fire Executive Assistant/ Office Administrator and set new salary effective 3/12/16
10. City Clerk moved from Management Band 4 to Confidential Unrepresented and pay rate changed (effective 3/15/16)

Fiscal Year 14/15 Modifications

1. Contract Adjustment- .5% increase for all permanent employees (excludes temporary employees) effective 07-01-14
2. New Position- Senior Recreation Leader (effective 10-11-14)
3. Salary Change- Office Assistant (effective 10-11-14)
4. Position Added to Pay Scale- Management Aide (effective April 22, 2015)
5. Salary Change- City Manager-Contract Amendment #2 (effective May 2, 2015)

Fiscal Year 13/14 Modifications

1. New Position- Administrative Services Director (effective 2-05-13)
2. New Position- Management Analyst I (effective 2-05-13)
3. New Position- Management Analyst II (effective 2-05-13)
4. Removed Position- Finance Director (effective 7-01-13)
5. Removed Position- Human Resources Director (effective 7-01-13)
6. Title and Salary Change- Recreation Supervisor to Recreation Manager (effective 11-05-13)
7. New Position- Development Services Manager (effective 11-05-13)
8. Salary Adjustment to Classification- Deputy City Clerk (effective 11-05-13)
9. Salary Adjustment- Recreation Leader, Program Coordinator (effective 11-19-13)

**UNREPRESENTED COMPENSATION
PROGRAM**

July 1, 2016- June 30, 2022

**CITY OF AMERICAN CANYON
UNREPRESENTED EMPLOYEE COMPENSATION PROGRAM**

| | |
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SECTION 1: INTRODUCTION

1.1 Employee Definitions:

At-Will Management Employee – an employee who serves at the will of the City Manager and who has responsibility for formulating, administering, and/or managing City policies and programs. In the City, this would typically be department heads and their assistants/deputies.

Confidential Employee – an employee, who in the course of his or her duties, has access to confidential information relating to the City’s administration of employer-employee relations. This access may include instances of an occasional but critical nature or due to the employee whose position requires the incumbent to provide direct administrative support to a manager who has such access.

Seasonal/Temporary Employee – an employee who is employed for a temporary duration, or to a limited, but specified period of time for training purposes. Assignments may be to specified programs that may continue from year-to-year or as part of a training program for a limited duration. Except for classes that have been identified as part of a special training/apprentice program lasting more than six months, Seasonal/Temporary employees are not eligible for City benefits.

1.2 Purpose of the Unrepresented Employee Compensation Program: For At-will Management employees, this program is adopted to promote the development of a stronger, more effective Management Team, not merely for purposes of employer-employee relations but also as a means of recognizing outstanding management performance in all public service areas. These general purposes may be achieved through several means, notably: training, more effective communication among departments, clear identification of goals and objectives, and by relating effective job performance to an incentive program. Also inherent in such a program is the means of retaining good department heads and strengthening the managers (if any) whose effectiveness and performances fall short of reasonable levels of expectation.

For Confidential and Seasonal/Temporary employees, this program recognizes and rewards performance and ensures that employees who are not represented by a union are treated at least equally to represented employees. Because of the nature of their jobs, these employees serve the City without any representation and should not suffer as a consequence.

1.3 Employees Covered: Employees covered under this program shall include the following:

- A. At-Will Management/FLSA Exempt
 - City Manager
 - Assistant City Manager
 - Finance Director
 - Community Development Director
 - Maintenance & Utilities Director
 - Parks and Recreation Director
 - Public Works Director

- B. At-Will, Limited-Term, FLSA Exempt
 - Management Fellow

- C. Confidential, FLSA Exempt
 - City Clerk
 - Finance Manager
 - Human Resources Officer II
 - Management Analyst I/II

- D. Confidential, FLSA non-exempt
 - Accounting Technician in Payroll
 - Administrative Assistant to the City Manager
 - Administrative Clerk III in the City Manager's Office
 - Deputy City Clerk
 - Fire District Executive Assistant/Office Administrator
 - Human Resources Assistant

- D. Seasonal/Temporary, FLSA non-exempt
 - Bus Driver
 - Cashier
 - Lifeguard
 - Management Aide
 - Office Assistant
 - Plant Operator Apprentice
 - Program Coordinator
 - Recreation Leader
 - Senior Lifeguard
 - Senior Recreation Leader
 - Service Worker
 - Student Intern

Additional job classes may be added to the Unrepresented Program from time to time, based upon the creation of additional City departments/divisions, the addition of new positions, or by the reclassification of existing positions to either At-will Management, Confidential, or Seasonal/Temporary based upon the nature of the work.

1.4 Exempt Status of Employees Covered: Based upon the nature of the work, it is expressly understood that the At-will Management employees covered under this program are exempt from the overtime provisions of the Federal Fair Labor Standards Act. Other positions within Confidential and Seasonal/Temporary employee groups are evaluated for FLSA coverage on a position-by-position basis.

SECTION 2: EMPLOYMENT CONTRACTS

The Management employees as designated in Section 1.3(A) shall be “At Will” employees, and shall enter into an employment contract, confirming the “At Will” status of the employee and setting forth any special pay or benefits such as severance pay. Employment contracts with all At-will Management employees will be approved by the City Manager, or, in the case of the City Manager’s employment contract, approved by the Council, pursuant to the terms of Resolution No. 97-10, authorizing the City Manager to execute employment contracts with At-will Management employees. Where there are conflicting terms and conditions between this program and an employment contract, the greater benefit shall apply.

The provisions of this section notwithstanding, the City Council must consent to the appointment of the Planning Director, consistent with the American Canyon Municipal Code, section 2.08.060(c).

SECTION 3: EMPLOYEE SALARY COMPENSATION

3.1 Wage Increases: At-Will Management and Confidential employees will receive wage increases as follows:

- Effective the pay period beginning February 11, 2017 there shall be an across the board increase of 3% in wages.
- Effective the first full pay period following July 1, 2017, there shall be an across the board increase of 3% in wages.
- Effective the first full pay period following July 1, 2018, there shall be an across the board increase of 3% in wages.
- Effective the first full pay period following July 1, 2019, there shall be an across the board increase of in wages based on the percentage of annual increase (to the nearest one-tenth of a percentage point) of the Consumer Price Index for all Urban Consumers, San Francisco Bay Area (CPI-U) for April 2019 with a 2% floor and a 4% ceiling.
- Effective the first full pay period following July 1, 2020, there shall be an across the board increase of in wages based on the percentage of annual increase (to the nearest one-tenth of a percentage point) of the Consumer Price Index for all Urban Consumers, San Francisco Bay Area (CPI-U) for April 2020 with a 2% floor and a 4% ceiling.
- Effective the first full pay period following July 1, 2021, there shall be an across the board increase of in wages based on the percentage of annual increase (to the nearest one-tenth of a percentage point) of the Consumer Price Index for all

Urban Consumers, San Francisco Bay Area (CPI-U) for April 2020 with a 2% floor and a 4% ceiling.

Separate from the wage increases noted above, the City will provide each At Will Management and Confidential employee a one-time off-salary schedule payment in a lump sum amount to be paid with the pay period beginning February 11, 2017 in the amount of 4.5% of the annual base salary after approval of the Agreement by the City Council.

Such one-time off-salary schedule payment is intended to be non-pensionable compensation in accordance with CalPERS regulations and interpretations, including, but not limited to CalPERS Circular Letter 200-048-16 (November 10, 2016).

3.2 Salary Schedule: The Base Salary Schedule is attached as Exhibit A and represents the Base Salary Schedule effective with the pay period beginning February 11, 2017. The annual salary adjustments as set forth in Section 3.1 of this Resolution will be applied to the then current Base Salary Schedule and become part of the Base Salary Schedule for the ensuing fiscal year.

3.3 Merit Adjustments: Typically, merit adjustments may be made by the City Manager upon recommendation of the direct supervisor and department head according to established City policy based on the employee's performance. Performance reviews with the potential for merit increases will occur no less frequently than annually on an employee's anniversary date. Additional merit increases may be approved by the City Manager for documented exceptional performance. Merit adjustments for At-Will employees will be restored during the term of this Resolution as funding is provided in the budget.

3.4 Longevity: Employees covered by this Program who are covered by the Fair Labor Standards Act (non-exempt FLSA) and, therefore, receive compensation for overtime hours worked shall receive longevity pay in the following increments:

After the completion of 10 years \$100.00 per month

After the completion of 15 years \$150.00 per month

After the completion of 20 years \$200.00 per month

After the completion of 25 years \$250.00 per month

3.5 Recruitment/Retention Adjustments: On occasion, situations may occur when adjustments may be necessary to At-will salary ranges for documented recruitment or retention problems. The City Manager is authorized to adjust the salary range of an At-will management position up to 10% without Council approval if one of the following conditions is met:

Recruitment Problem – If the City makes an extensive effort to recruit qualified candidates including outreach, advertising, and procuring the services of an executive recruiter and that recruitment is not successful based upon the City's compensation

package, then the City Manager can authorize an adjustment to the salary to attract qualified candidates.

Retention Problem – In rare cases, it may be necessary for the City to increase an At-will manager’s pay for retention purposes. This would require that the manager have a bona fide offer, in writing, from another organization with a significant increase in pay.

3.6 Confidential Pay Differential: Each Unrepresented Confidential employee will receive a 3% pay differential to be added to the employee’s base pay. This 3% pay differential will not be added to the salary range for that job class. If at any time that a currently designated Unrepresented Confidential employee who receives the confidential differential is deemed to be Non-Confidential, the 3% confidential differential will cease at that time.

3.7 Application of Compensation Plan: Annual performance evaluations will be completed and salary adjustments implemented within sixty (60) days after the employee’s anniversary date. If a person’s anniversary date falls within the first week of a pay period, any increases will then be effective at the beginning of that pay period; if a person’s anniversary date fall within the second week of a pay period, any increases will then be effective the pay period following the employee’s anniversary date.

SECTION 4: RETIREMENT BENEFITS

Section 4 does not apply to the Seasonal/Temporary employee group.

4.1. Benefits: The City shall provide the Public Employees Retirement System’s (PERS) 2%@55 formula (single highest year) Retirement Plan for “classic” Local Miscellaneous Members; 2% @ 62 formula (3-year average final compensation) for new PERS members. Additional benefits may be added from time to time, as approved by the City Council. The City will only pay for the employer’s share of PERS. The retirement benefits shall also include Sick Leave Conversion, Single Highest Year, Pre-retirement Survivor Benefits, and Post-retirement Survivor Allowance.

4.2 Cost Sharing: If the City’s PERS contribution rate exceeds sixteen percent (16.00%), the employee and City shall share equally such excess rate, provided, however, that the additional employee maximum contribution under this formula shall not exceed five percent (5%).

The City agrees to begin the process to implement a CalPERS contract amendment for this cost sharing arrangement as provided in California Government Code section 20516(a) immediately upon approval of this Agreement. The parties agree to engage in this cost sharing arrangement beginning with the pay period beginning February 11, 2017 as provided in California Government Code section 20516(f) until the CalPERS contract amendment is approved and can become effective.

To the extent that the cost sharing formula reaches the above-referenced cap of 5% (26% City PERS contribution rate overall) during the term of this Agreement, the parties agree to meet further to discuss this issue.

SECTION 5: INSURANCE BENEFITS

Section 5 does not apply to the Seasonal/Temporary employee group.

5.1 Interim City Contributions Towards Medical Premiums for Employees and Covered Retirees Enrolled in CalPERS Health Coverage Through the City: The City will contribute the following towards medical insurance for employees and covered retirees enrolled in CalPERS health coverage through the City:

| | |
|-----------------------------|---------|
| Employee Only | \$ 679 |
| Employee plus One Dependent | \$1,356 |
| Family | \$1,762 |

The employee/covered retiree shall be responsible for paying the difference between the City’s contribution and the full cost of the medical premium for the plan selected by the employee/covered retiree.

5.2 City Contributions Toward Medical Premiums for Employees and Covered Retirees Enrolled in CalPERS Health Coverage Through the City: Effective as soon as practical, but not later than 120 days from the effective date of this Program, the City will contribute the following towards medical insurance for employees and covered retirees enrolled in CalPERS health coverage through the City:

(a) Current and Future Active Employees

- The City will directly contribute a monthly payment equal to 100% of the current “Supplement/Managed Monthly Employee Only Rate for Kaiser Senior Advantage” to CalPERS for the employee.
- The City will also contribute a monthly payment equal to 90% of the selected Kaiser HMO premium rates at each rate of coverage (Employee only, Employee plus One Dependent, and Family) less the monthly payment of the “Supplement/Managed Monthly Employee Only Rate for Kaiser Senior Advantage” referenced above into the employee’s Section 125 Plan with the employee designating such City payment to CalPERS through the Plan.
- The employee shall otherwise be responsible for paying the difference between the City’s contribution and the full cost of the medical premium for the plan selected by the employee. The covered employee must authorize a payroll deduction for their required contribution. If no authorization is made by the employee, the City will not make a contribution to the Section 125 Plan.
- In no event will the City’s contributions noted above exceed the actual cost of the medical insurance benefit provided.

- Any administrative costs associated with the formation or implementation of the 125 Plan will be paid by the City.

(b) Current Covered Retirees and Employees Hired Before the Effective Date of this Section 5.2 Who Retire from City Service and Enroll in CalPERS Health Coverage

- The City will directly contribute a monthly payment equal to 100% of the current “Supplement/Managed Monthly Employee Only Rate for Kaiser Senior Advantage” to CalPERS for a covered retiree.
- CalPERS will deduct the balance of the medical premium from the covered retiree’s retirement payment. The City will simultaneously reimburse the covered retiree for the CalPERS healthcare payment equal to 90% of the selected Kaiser HMO premium rates at each rate of coverage (Employee only, Employee plus One Dependent, and Family) less the monthly payment of the “Supplement/Managed Monthly Employee Only Rate for Kaiser Senior Advantage” referenced above.
- The covered retiree shall otherwise be responsible for paying the difference between the City’s contribution/reimbursement and the full cost of the medical premium for the plan selected by the covered retiree.
- In no event will the City’s contributions noted above exceed the actual cost of the medical insurance benefit provided.

(c) Employees Hired on or After the Effective Date of this Section 5.2 Who Retire from City Service and Enroll in CalPERS Health Coverage

- The City will directly contribute a monthly payment equal to 100% of the current “Supplement/Managed Monthly Employee Only Rate for Kaiser Senior Advantage” to CalPERS for the covered retiree.
- CalPERS will deduct the balance of the medical premium from the retiree’s retirement payment.
- In no event will the City’s contributions noted above exceed the actual cost of the medical insurance benefit provided.

5.3 Cafeteria Plan Payments: The City will contribute the following amounts during the terms of this Program for At-will Management and Confidential employees to be expended by the employee on benefits selected from the City’s Benefits Program (mandatory participation - life, group long term disability, dental, employee assistance program; non-mandatory participation - vision) with any remaining cafeteria dollars to be received as a cash payment, subject to all applicable taxes and withholdings.

Annual increases for each year of agreement to monthly Cafeteria Plan Contributions as follows:

- Effective in the first pay period following approval of Program by City Council:
Unrepresented - \$298.70, At-Will - \$324.45
- Effective in the first pay period following July 1, 2017: Unrepresented - \$307.66, At-Will - \$334.18
- Effective in the first pay period following July 1, 2018: Unrepresented - \$316.89, At-Will - \$344.21
- Effective in the first pay period following July 1, 2019: The same percentage increase as that of the salary increase at the same time as provided in Section 3.1.
- Effective in the first pay period following July 1, 2020: The same percentage increase as that of the salary increase at the same time as provided in Section 3.1.
- Effective in the first pay period following July 1, 2021: The same percentage increase as that of the salary increase at the same time as provided in Section 3.1.
-

SECTION 6: HOLIDAYS

Section 6 does not apply to the Seasonal/Temporary employee group.

All At-will Management and Confidential employees shall receive fifteen (15) paid holidays per year, as follows:

| | | |
|--------------------------|---|--|
| New Years’ Day | - | January 1 |
| Martin Luther Kings’ Day | - | Third Monday in January |
| President’s Day | - | Third Monday in February |
| Caesar Chavez Birthday | - | March 31 |
| Memorial Day | - | Last Monday in May |
| Independence Day | - | July 4 |
| Labor Day | - | First Monday in September |
| Columbus Day | - | Second Monday in October |
| Veteran’s Day | - | November 11 |
| Thanksgiving Day | - | Fourth Thursday in November |
| Day After Thanksgiving | - | Day After Thanksgiving Holiday |
| Christmas Eve | - | See Below |
| Christmas Day | - | See Below |
| Day After Christmas | - | See Below |
| Floating Holiday | - | Day selected by employee, subject to supervisor approval |

Christmas Eve, Christmas Day and the Day after Christmas shall be observed on the following days during the term of this Agreement:

| | |
|------|-----------------------------|
| 2017 | 25, 26 and 27 th |
| 2018 | 24, 25 and 26 th |

| | |
|------|------------------------------|
| 2019 | 24, 25 and 26 th |
| 2020 | 25, 28, and 29 th |
| 2021 | 24, 27 and 28 th |

It is the intent of this resolution that all full-time employees receive fifteen (15) paid holidays regardless of their assigned workweek. When a holiday falls on a Saturday, the proceeding Friday shall be deemed a holiday. When a holiday falls on a Sunday, the following Monday shall be deemed a holiday. When an employee is required to work on a holiday, he/she may select another day as holiday leave with pay during the fiscal year with the consent of the City Manager.

SECTION 7: VACATION LEAVE

Section 7 does not apply to the Seasonal/Temporary employee group.

7.1 Policy and Intent: In recognition of the fact that many management personnel are recruited from outside the City, that the average tenure for top management personnel is substantially lower than that of nonexempt personnel, and that at least two (2) to seven (7) years’ prior experience is required, the following vacation leave policy for At-will Management shall be implemented.

7.2 Vacation Entitlement: At-will Management and Confidential employees shall accumulate vacation in accordance with the following vacation entitlement schedule:

| <u>Years of Continuous Service</u> | <u>Vacation Days Earned/Year</u> |
|------------------------------------|----------------------------------|
| 0 – 2 years | 12 |
| 3 through 5 years | 15 |
| 6 through 10 years | 20 |
| 11 or more years | 25 |

7.3 Vacation Accrual: At-will Management and Confidential employees shall begin earning vacation upon the first day of employment. Vacation leave time shall be accrued as it is earned; odd fractions rounded to the nearest tenth. Vacation time shall not be taken until earned and shall be subject to other provisions of this resolution. When an employee is on a leave without pay status, s/he shall not be entitled to earn vacation.

For purposes of calculating vacation earned upon termination, the employee’s final accrual will be prorated, based on the days worked in the employee’s last month of employment. Upon termination of an employee’s service with the City, s/he shall be paid a lump sum for all earned vacation not taken, at the employee’s hourly rate then in effect.

7.4 Vacation Usage: An employee may take vacation at a time approved by the City Manager, or, in the case of the City Manager, after notification of the City Council. It is the policy of the City that employees take their normal provided vacation leave each year; however, with the approval of the City Manager, an employee may take less than a normal

vacation in one year and carry the balance of his/her earned time over to the next year. Earned vacation may be accumulated up to a maximum of four hundred and eighty (480). All employees with excess vacation hours as of the last day of the pay period containing April 30 will have their vacation accruals adjusted down to the 480 hours accrual cap.

This section and the corresponding vacation accrual caps will also apply to permanent part-time employees on a prorated basis based on their regularly scheduled hours in a work week. For example, a permanent part-time employee who works 20 hours/week will have a vacation accrual cap of two hundred and forty (240) hours – one-half the four hundred and eighty (480) hours cap applicable to full-time employees.

7.5 Sale of Vacation Leave Hours: At Will Managers and Confidential employees may cash out up to forty (40) hours of accrued but unused vacation time at the employee's straight time hourly rate, subject to the following restrictions: (1) the employee must have taken at least forty (40) vacation hours during the past year; and (2) after any such cashout of vacation, the employee has a remaining vacation balance of at least 160 hours. During fiscal year 2020-2021, the ability to cash out vacation leave is suspended.

Qualifying employees must file an irrevocable election identifying the specific amount of vacation he or she wishes to cash out during the month of December. Vacation will be paid in the first paycheck in the month of January in the year following the irrevocable election.

SECTION 8: MANAGEMENT LEAVE

In recognition of the extra hours required to perform at the level of top At-will management, including attendance at numerous meetings outside normal working hours and the fact that employees who are exempt from FLSA are not compensated for overtime work, the following management leave policy shall be implemented:

Each FLSA-exempt, unrepresented employee may receive up to fifteen (15) days Management Leave annually at the discretion of the City Manager. Employees of this group will be able to accumulate a maximum of twenty (20) days of Management Leave in one fiscal year. On July 1 of each year, all hours in excess of 160 will be lost unless an extension of time is granted by the City Manager, who will grant such extensions in limited and extenuating circumstances. It is the responsibility of all employees receiving Management Leave to take their leave in a timely manner. However, upon separation from the City any remaining leave shall be paid to the employee at employee's then current hourly rate.

At-Will Managers and exempt Confidential employees may elect to cash out up to sixty (60) hours of accrued but unused Management Leave each year at the employee's straight time hourly rate. Qualifying employees must file an irrevocable election identifying the specific amount of vacation he or she wishes to cash out during the month of December. Vacation will be paid in the first paycheck in the month of January in the year following the irrevocable election. During fiscal year 2020-2021, the ability to cash out management leave is suspended.

SECTION 9: OTHER LEAVES OF ABSENCE

9.1 *Sick Leave*

- a. At-will Management and Confidential employees shall be entitled to one working day of sick leave with pay for each month or major fraction thereof worked.
- b. Seasonal/Temporary employees receive sick leave in accordance with state law.
- c. Sick leave with pay up to the total number of working days accumulated shall be granted by the City Manager in case of bona fide illness or injury.

9.2 *Family Care:* Sick leave may be used to care for the employee's child, spouse or domestic partner, parent, parent-in-law, grandparent, grandchild, or sibling, who is incapacitated by a serious health condition as defined by State or Federal Law. Sick leave utilized for Family Care shall not exceed forty-eight (48) hours per occurrence.

9.3 *Bereavement Leave:* For At-will Management and Confidential employees, leave with pay up to 4 days per year shall be granted by the City Manager in case of the death or serious illness of spouse or domestic partner regardless of gender, parent or step-parent, grandparent, child, or stepchild, brother or sister, parent-in-law, brother/sister-in-law, son/daughter-in-law, or any relative in the immediate household of the employee. Bereavement or special sick leave shall not be charged against any accumulated leave. An additional 3 days of vacation, CTO, or management leave may be used.

9.4 *Industrial Accident Leave:* The City shall provide paid leave and benefits consistent with the State's Worker's Compensation laws.

9.5 *Miscellaneous Leave With Pay:* At-will Management and Confidential employees shall be granted a leave of absence with full pay for jury duty; subpoena of the employee as a witness; or attendance in court resulting from the employee's official duties as assigned by the City Manager. Any compensation received by the employee for the above, except for travel reimbursement, shall be promptly remitted to the City by the employee.

9.6 *Leave Pursuant to the Family and Medical Care Leave Act and the California Family Rights Act:* Employees shall be entitled to take leave in response to the birth or adoption of a child, or the placement of a child with the employee for foster care; the employee's own serious health condition, or the serious health condition of the child, parent or spouse of the employee, as specified in the federal Family and Medical Care Leave Act (FMLA) and the California Family Rights Act (Government Code Section 12945.2). Employees may use their accrued leave balances during such leave.

If the period of leave exceeds the employer's accrued leave balances, the employee shall take the balance of the leave as unpaid leave.

9.7 *Leave for Pregnancy, Childbirth and Related Medical Conditions (California Government Code Section 12945):* In addition to leave authorized by Section 9.5.1, eligible

employees may take leave based on pregnancy, childbirth, or related medical conditions pursuant to California Government Code Section 12945. Generally, this leave should not exceed six (6) weeks for a normal pregnancy, childbirth, or related conditions, but may be taken for a period of up to a total of four (4) months if the employee is disabled due to pregnancy, childbirth, or other medical conditions. The need for leave beyond six (6) weeks due to disability shall be verified in writing by the employee's physician. The employee may use accrued leave balances during leave taken pursuant to this Section. If the period of leave exceeds the employee's accrued leave balances, the balance of the leave shall be taken as unpaid leave.

9.8 Temporary Disability Integration: An employee who is receiving temporary disability workers compensation benefits, State Disability Insurance (SDI) benefits, or Paid Family Leave (PFL) benefits has the option to integrate accumulated sick leave or accumulated vacation time as shall result in a payment to the employee of full regular salary.

9.9 Leave of Absence Without Pay: Upon the written request of any employee, the City Manager may approve in writing a leave of absence without pay for a period not exceeding three months; the Council may approve such leave for a period not exceeding one year. During such leave of absence, benefits will not be paid unless the employee elects to reimburse the City for the cost; sick leave, vacation, holiday benefits will not be accrued or paid.

9.10 Military Leave: An unrepresented employee called to active duty in any reserve component of the Armed Forces of the United States or the National Guard shall be granted a leave of absence for the duration of said active duty. Any full-time employee on a military leave of absence shall be compensated as outlined in the City's Human Resources Policies and Practices Manual if the employee provides proper documentation from the Commanding Officer concerning their active duty; or, if the employee is a Commanding Officer, with a copy of the order to report to active duty and any applicable extension orders.

SECTION 10: TRAINING AND PROFESSIONAL GROWTH

10.1 Professional Seminars and Training: To promote continued development of skills, knowledge, and abilities among the Management Team and Confidential employees of the City, the City Manager may grant time off to employee for educational leave. Such leave may be received in order to attend professional, technical, or managerial workshops, courses, conferences, conventions, seminars, or related activities. The cost of attendance at these activities, including travel, per diem, registration, tuition, materials or other reasonable costs, are legitimate City expenditures as provided for in the annual City Budget.

10.2 Professional Membership Fees: Most At-will Management and Confidential personnel are expected to maintain membership in appropriate professional organizations. These memberships serve to acquaint the City with the current state-of-the-art in these professional areas by means of publications and special activities. The City will include the costs of these membership fees in the respective department budgets, subject to approval by the City Manager.

10.3 College Tuition Reimbursement: An At-will Management or Confidential employee who is taking courses in a field related to his/her employment may receive reimbursement for tuition and/or materials for 100% of the reasonable cost for books and tuition per fiscal year. "Reasonable cost" shall be the cost of coursework through the California State University System. Such reimbursement shall be after the employee has successfully completed the course with a grade of "C" or better. Further details of this benefit can be found in the City Tuition Reimbursement policy.

SECTION 11: OTHER BENEFITS

11.1 Annual Physical Examinations: For At-will Management and Confidential employees, the costs of any required employment-related medical examination and diagnostic services, as required, shall be borne by the City, and the costs for treatments or correction of deficiencies shall be borne by the employee. This will be in compliance with adopted medical job standards and the Federal Occupational Safety and Health Act.

11.2 Vehicle Reimbursement for At-will Management: At-will Management employees to a far greater extent than other City employees are required to travel throughout the City and the County to fulfill their job requirements. This travel is frequently required outside of normal working hours. In recognition of this employment requirement, the City may provide either the use of a City vehicle or pay an auto allowance of \$400 per month. If it is necessary, the use of a private vehicle shall be reimbursed at the same mileage rate as approved by the City Council, if no auto allowance provisions have been made.

11.3 Vehicle Reimbursement for Councilmembers: In recognition of the travel by automobile that is required of City Councilmembers, each Councilmember can elect to receive either an auto allowance of \$500 per month or be reimbursed for actual mileage at the Internal Revenue Service rate presently in effect (see www.irs.gov).

11.4 Deferred Compensation Plan: Employees may elect payroll deductions in an amount permissible under IRS regulations, to be placed in a deferred compensation program administered at no cost to the City. Such monies deposited would become tax deferred and would be subject to income taxation in the year they are withdrawn from the deferred compensation program. The deferred compensation program shall be administered in accordance with federal law.

11.5 Matching 401(A) Plan: The City will make a contribution of two percent of the employee's salary for both At-will Management and Confidential employees into a 401A deferred compensation plan. Employees are required to contribute two percent (2%) of their own money towards the plan to get this benefit.

SECTION 12: TERMINATION ALLOWANCE

12.1 Severance Pay: In order to foster job security within a professional climate, At-will Management employees who receive no protection from the City's Personnel System will be entitled to severance pay when they are discharged from the City service; provided however, that the employee has been in the employ of the City at least one (1) year. At-will Management employees terminated for cause are not eligible for severance benefits.

12.2 Allowance Schedule: Specific severance pay terms and conditions may be subject to negotiation and included in the employee's Employment Contract, as noted in Section 2 (Employment Contracts).

12.3 Voluntary Resignation: The provisions of this section do not apply to any employee who voluntarily resigns from the City service for personal reasons. Whenever practical, At-will Management employees shall give thirty (30) days' notice prior to voluntary termination in order to leave City service in good standing.



TITLE

Juneteenth Independence Day Special Event

RECOMMENDATION

Adopt a Resolution approving a donation of \$25,000 to the American Canyon Arts Foundation for a new Juneteenth Independence Day Special Event.

CONTACT

Jason Holley, City Manager
Cherri Walton, Deputy City Clerk
Brenda Knight, American Canyon Arts Foundation

BACKGROUND & ANALYSIS

President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, paving the way for the passing of the 13th Amendment, which formally abolished slavery in the United States of America. Word about the signing of the Emancipation Proclamation was delayed some two and one-half years, to June 19, 1865, in reaching authorities and African-Americans in the South and the Southwestern United States.

This day has special meaning, and is called "Juneteenth" combining the words June and Nineteenth; it marks a time to appreciate the African-American experience and encourage the continuous understanding and respect for all cultures. Juneteenth is an opportunity to truthfully acknowledge a period in our history that shaped and continues to influence our society today, a time to honor and pay respect for the sufferings of slavery.

The City of American Canyon strives to be a community that offers equal opportunity to its citizens, all of whom deserve to live with dignity and respect, free from fear and violence, and protected against discrimination; and supports and encourages the unified understanding of one another's experiences in our workplace and throughout the community.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Community and Sense of Place: "Build on the strength of our local community to develop a clear 'sense of place' and establish our unique identity."

FISCAL IMPACT

Funding for the recommended action is currently available in line item 100-80-810-42435. The source of funding is the Community Contributions account that the city maintains for activities such as this. The Arts Foundation will be seeking donations and revenue from vendors to reduce the overall cost of the event. To date, the American Canyon Tourism Improvement District has already agreed to donate \$4,600 for the event and other donations are expected.

ENVIRONMENTAL REVIEW

Not applicable.

ATTACHMENTS:

- [1. Resolution - American Canyon Arts Foundation - Juneteenth](#)
- [2. Juneteenth Program and Budget](#)

RESOLUTION NO. 2022-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
APPROVING A DONATION OF \$25,000 TO THE AMERICAN CANYON ARTS FOUNDATION
FOR A NEW JUNETEENTH INDEPENDENCE DAY SPECIAL EVENT**

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, paving the way for the passing of the 13th Amendment which formally abolished slavery in the United States of America; and

WHEREAS, word about the signing of the Emancipation Proclamation was delayed some two- and one-half years, to June 19, 1865, in reaching authorities and African-Americans in the South and Southwestern United States; and

WHEREAS, this day has special meaning, and is called "Juneteenth" combining the words June and Nineteenth; it marks a time to appreciate the African-American experience and encourage the continuous understanding and respect for all cultures; and

WHEREAS, Juneteenth is an opportunity to truthfully acknowledge a period in our history that shaped and continues to influence our society today, a time to honor and pay respect for the sufferings of slavery; and

WHEREAS, the City of American Canyon strives to be a community that offers equal opportunity to its citizens, all of whom deserve to live with dignity and respect, free from fear and violence, and protected against discrimination; and

WHEREAS, the City of American Canyon is committed to supporting the First Annual Juneteenth Community Celebration that is being held on Sunday, June 19, 2022 at the American Canyon Main Street Park sponsored by the American Canyon Arts Foundation; and

WHEREAS, the American Canyon Arts Foundation will be seeking donations from vendors to reduce the overall cost of the event; and

Whereas, the American Canyon Arts Foundation received \$4,600 from the American Canyon Tourism District for the event and other donations are expected; and

WHEREAS, there will be motivational speakers, special entertainment, vendors and a kid's zone with arts and crafts; and

WHEREAS, the American Canyon Arts Foundation requested \$25,000 for the event.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby approves a donation from account number 100-80-810-42435 with sufficient budget to provide \$25,000 to the American Canyon Arts Foundation for the First Annual Juneteenth Community Celebration with the understanding the donations and revenue received by the Foundation for the event will be returned to the City to reduce the overall cost of the event.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 15th day of March, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Leon Garcia, Mayor

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

Brenda Knight Events

in partnership with

City of American Canyon & American Canyon Arts Foundation

1st Annual Juneteenth Celebration

PROGRAM DRAFT (03/05/2022)

Gospel Hour and Blessing of the Juneteenth Celebration *(will start at noon or 1:00 p.m.)*

Faith Based Representatives: Baptist, AME, Catholic, United Methodist, CME

Music narration and introduction of spiritual music -Michael Johnson

ALLEN TEMPLE BAPTIST CHURCH MALE CHORUS ENSEMBLE

PRAISE DANCERS

Music narration and introduction of Gospel Music – Michael Johnson

GOSPEL SINGER – JACOREE PROTHRO

LIFT EVERY VOICE AND SING

AFRICAN DANCERS.....TO ANNOUNCE PROGRAM IS STARTING

WELCOME AND PROCLAMATIONS ***(Invited)***

Mayor Leon Garcia (Confirmed), Congressman Mike Thompson, State Senator Bill Dodd, Assemblymember Cecilia Aguiar-Curry and Supervisor Belia Ramos(Confirmed)

Introduction of African American invited Elected Officials

KEYNOTE SPEAKER – Mr. Paul Cobb, Publisher of Post News Group

DECENDANTS OF OUR HISTORY MAKERS

SPEAKER: Regina Mason – Great, great, great granddaughter of runaway slave William Grimes

Music Narration and introduction of Jazz – *Bow Hammer Skins* – Michael Johnson

SPEAKER: Sarah Rush – Great, great, great granddaughter of Booker T. Washington

Music narration and introduction of Blues – *West Coast Blues* – Michael Johnson

SPEAKER: Orlando Harris – Cousin of Rosa Parks

Music narration and introduction of R&B – *Top Shelf Classics* – Michael Johnson

GLORY SUNG TO END PROGRAM

**Closing comments – Councilmember Pierre Washington, City Manager – Jason Holley
Introduction of Committee Members - Event Planner – Brenda Knight**

| | | | |
|------------------------------|----------------------------------|--|--------------------|
| | Juneteenth Celebration | | |
| | Sunday, June 19, 2020 | | |
| | American Canyon Main Street Park | | |
| | | | |
| Itemized Budget | | | |
| | | | |
| Brenda Knight Events | | | \$3,500.00 |
| K-Style Sound Productions | | | \$5,000.00 |
| Speakers and Entertainment | | | \$6,350.00 |
| Keynote Speaker | | | \$300.00 |
| Church Choir transportation | | | \$500.00 |
| Parking Lot Shuttle | | | \$3,000.00 |
| Security | | | \$3,200.00 |
| Staging | | | \$1,000.00 |
| Balloon Arch | | | \$375.00 |
| Red/Black/Green Decoration | | | \$500.00 |
| Generator | | | \$100.00 |
| Portable restrooms/sanitizer | | | \$1,800.00 |
| Flyer design and printing | | | \$775.00 |
| Photographer | | | \$300.00 |
| | | | |
| TOTAL | | | \$26,700.00 |



TITLE

Potential Treatment Process Improvements at Water Reclamation Facility

RECOMMENDATION

Receive a presentation from Engie Services, Inc. regarding potential treatment process improvements at Water Reclamation Facility.

CONTACT

Felix Hernandez III, Maintenance and Utilities Director

BACKGROUND & ANALYSIS

Engie Services, Inc. recently completed the Citywide Sustainability/Resiliency Project. Additional opportunities have been identified and tonight the City Council will receive a presentation by representatives of Engie regarding the status of that project (Attachment 1).

Of note, Engie has identified potential treatment process improvements at Water Reclamation Facility that could allow additional Significant Industrial Users (SIU's) to connect to the City's Publicly Operated Treatment Works (POTW) (ie. the Water Reclamation Facility or "WRF"). Representatives will present options regarding these improvements (Attachment 2).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

Not applicable

ENVIRONMENTAL REVIEW

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

ATTACHMENTS:

[1. Citywide Sustainability Project Progress Update](#)

2. ENGIE Potential WRF Improvements



Energy & Sustainability Progress Update

February 2022



Today's Agenda

- Program Goals
- Implementation Status
- Solar Production Data
- Impact to Date



City of American Canyon

Efficiency Measures, Cleaner Generation and Storage



Need for Efficiency & Resiliency

City of American Canyon sought to reduce energy spending to help with a projected \$3.2 million budget shortfall in 2020. The City planned for a future with reduced carbon emissions and impact from public safety power shutoffs (PSPS). The City leaned into an energy & sustainability initiative during a time of crisis.

Benefits

- Ability to **maintain critical operations** during PSPS events
- **Reduced carbon emissions and utility bills** and replace end-of-life equipment through improved efficiency and renewable generation
- Loan and grants secured meant the comprehensive energy program required **zero up-front capital investment**
- **Ongoing energy savings** cover the full cost of the loan payments
- 94% of the work completed by **union labor**
- **Educate** community on sustainability initiatives and green infrastructure, **empower** leaders of tomorrow

Funding

- Tax Exempt Lease Purchase
- \$600,000 CAL OES Grant
- \$89,200 SGIP Funding
- \$7,000 EV Charging Rebate

Solution Summary

Scope

- 1.1 MW Solar PV across 3 sites
- 120 kW BESS system
- Emergency generators across 4 sites
- 4 dual-port EV chargers
- 1,200+ LED lighting retrofits and occupancy sensors
- HVAC upgrades and smart thermostats

Community

- Events & Outreach: Pollution Prevention Week, Earth Day Home Kits, Energy Saving Tips, Sustainability Website
- 2 Wastewater College Internships underway, 2 more in March
- Thought Leadership & recognition on cutting edge sustainability initiative



Implementation Status

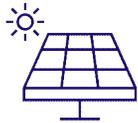
| | LED Lighting | Solar Generation (PV) | Battery Storage | HVAC | EMS | EV Charging | Emergency Generators |
|---------------|--------------|-----------------------|-----------------|------|-----|-------------|----------------------|
| WRF | | | | | | | |
| WTP | | | | | | | |
| PSB | | | | | | | |
| City Hall | | | | | | | |
| Senior Center | | | | | | | |
| Corp Yard | | | | | | | |

Supply Chain Delay

Permitting

Complete

Solar PV Commissioning Process



Permission to Operate (PTO)

- From PG&E
- Solar Savings Begin



Commissioning

- Troubleshoot
- Panel Washing
- Data Reconciliation



Final Completion

- All Scopes



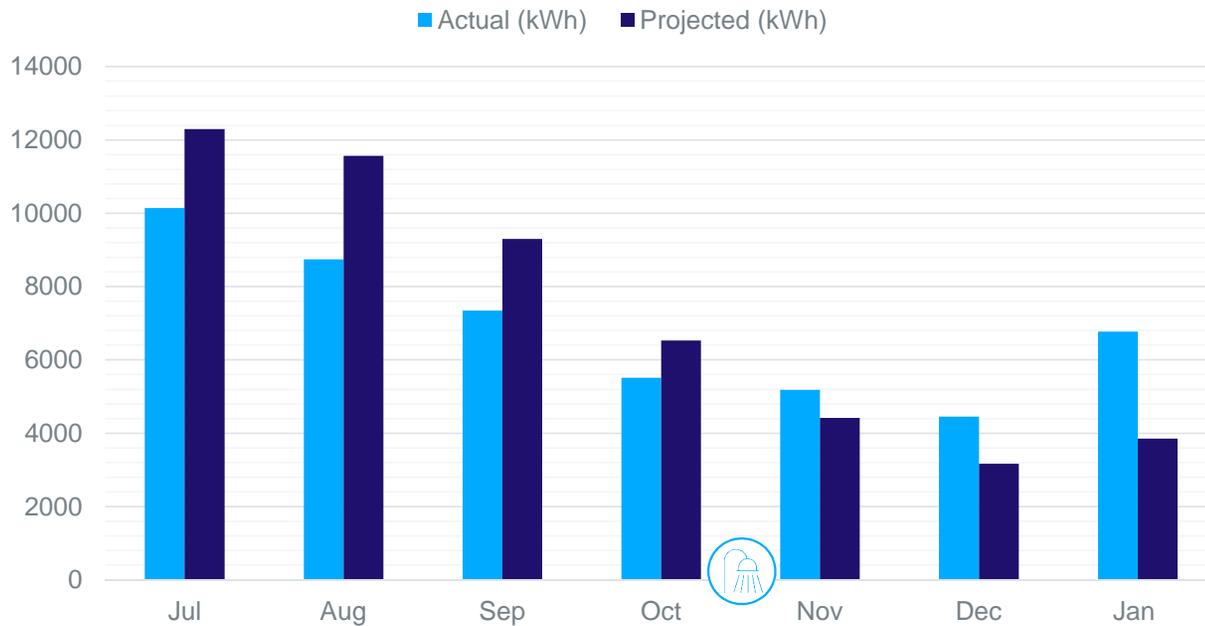
Guarantee Begins

- Year 1 Savings
- Warranties Begin

Solar Production

Public Safety Building

Public Safety Building (PSB) Production

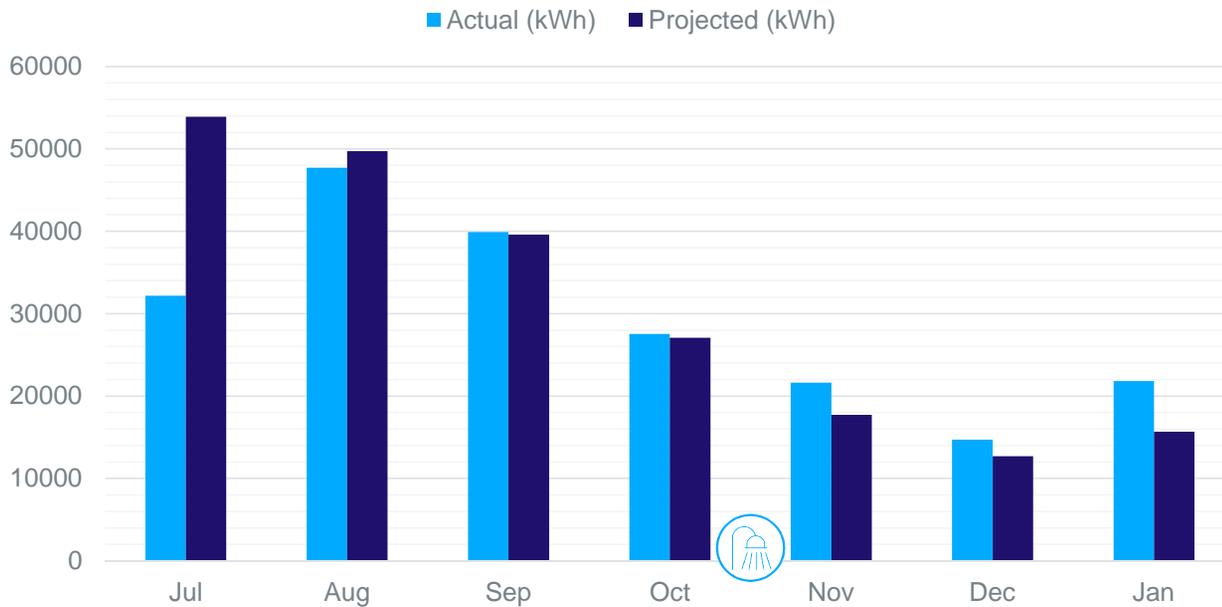


48,187 kWh
savings to date

Solar Production

Water Treatment Plant

Water Treatment Plant (WTP) Production

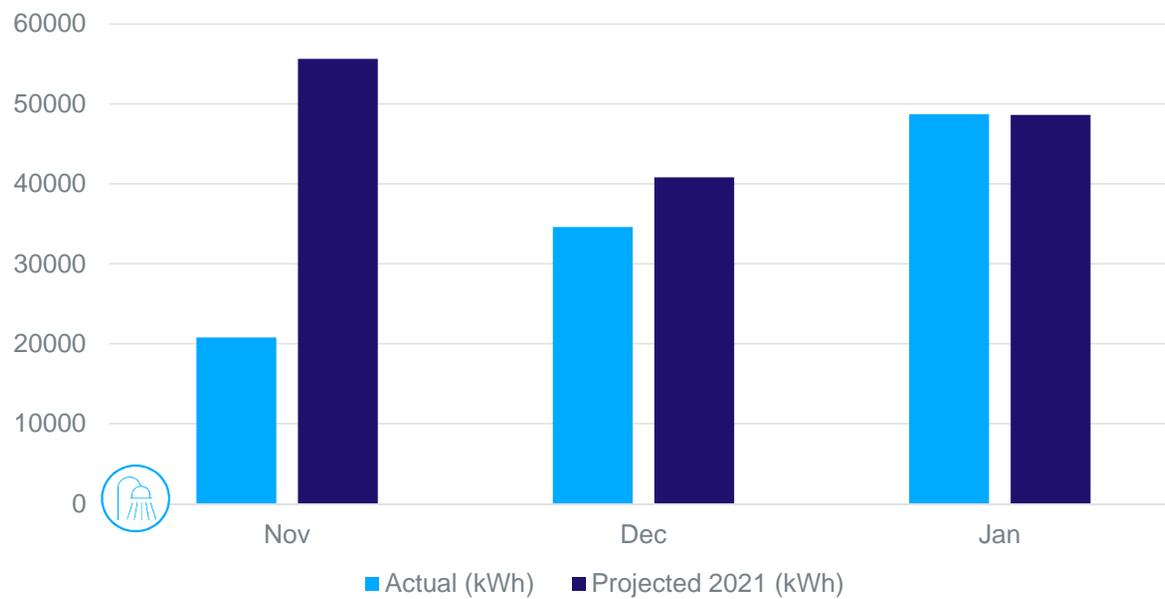


205,653 kWh
savings to date

Solar Production

Water Reclamation Facility

Water Reclamation Facility (WRF) Production



104,137 kWh
savings to date

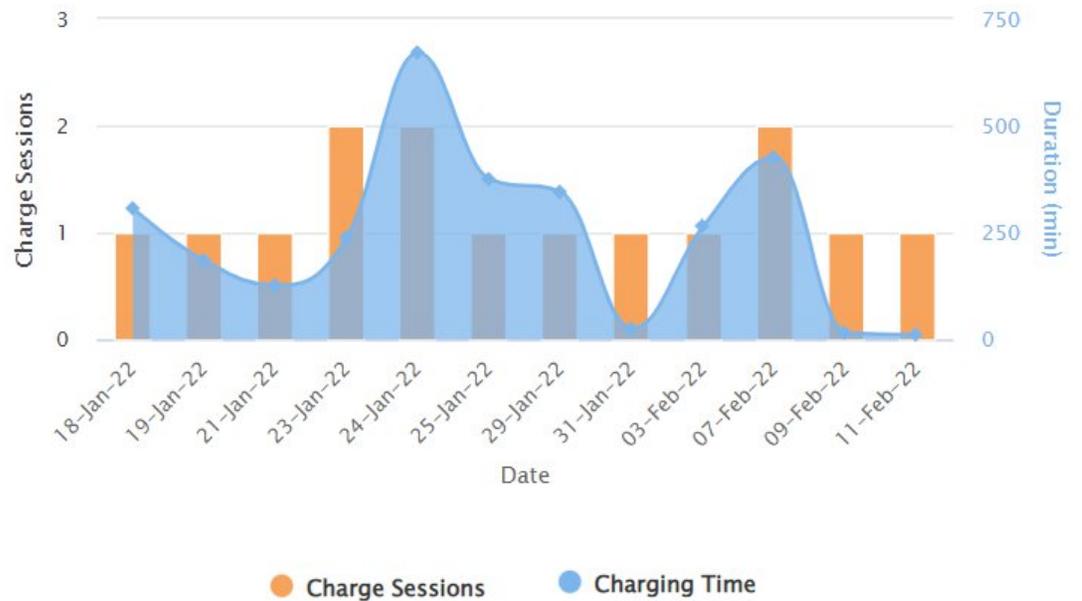
EV Charging

Metrics for the last 30 days

- 4 active ports located at City Hall
- Currently free of charge for city staff and community
- Unique drivers: 3
- Charge Sessions: 15
- Energy Used: 270.36 kWh
- Avg Charging Time: 3h 19m



Charge Sessions Summary



Program Impact

To date:

- Over 357,977 kWh generated through solar s
- \$121,927 accumulated savings through Jan 2022

Project saves **328 tons of CO2** annually based on MCE and PG&E renewables portfolio mix.



OR



824,329 miles driven by an avg passenger vehicle

CO2 emissions from 39.5 homes' energy use for one year



Thank You

Louise Blavet

Program Manager

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Kelly Fergusson

Senior Business Development Manager

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Master Planning and Supporting Industrial Economic Growth across the City of American Canyon

March 15, 2022



Agenda

- City Goals
- Possibilities for Treatment Process Upgrades / Energy Savings
- Budgetary Proforma
- Program Benefits
- Next Steps



City Goals

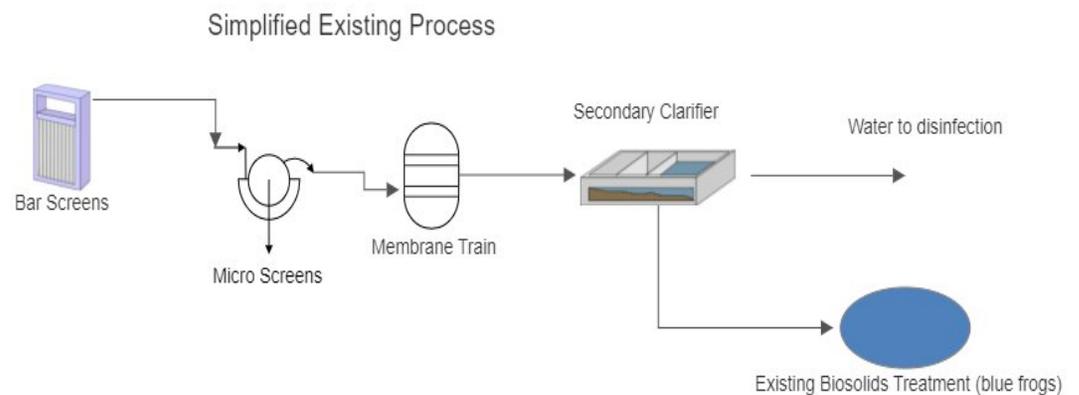
- Support American Canyon's Significant Industrial Users (SIUs)
- GHG reduction and reaching net-zero by 2030
- Address climate change emergency across all city sectors (transportation, building, renewable energy, carbon sequestration and public awareness)
- Upgrade and expand capacity at WRF and WTP
 - Reuse water quality improvement
 - New revenue streams from treated Title 22 Water, High Strength Waste
 - Water infrastructure resilience
 - Water resource security
 - Increase Water Plant Production
 - Reduce energy and operational costs

**Water Reclamation
Facility (WRF)
151 Mezzetta Court**



WRF Current Operations, Stated Challenges

- Capacity constraints – stress tests indicate potential problems meeting effluent limits
- Inability to treat and dispose organic waste from industrial users even though pipeline exists
 - Increasing pressure from SIUs to take high strength waste
 - Compliance pressure to meet SB 1383
- Loss of reuse water revenue
- Available standby generation awaiting islanding capability (microgrid components)



WRF Stated Opportunities

Revenue generation / cost savings

Liquids Train

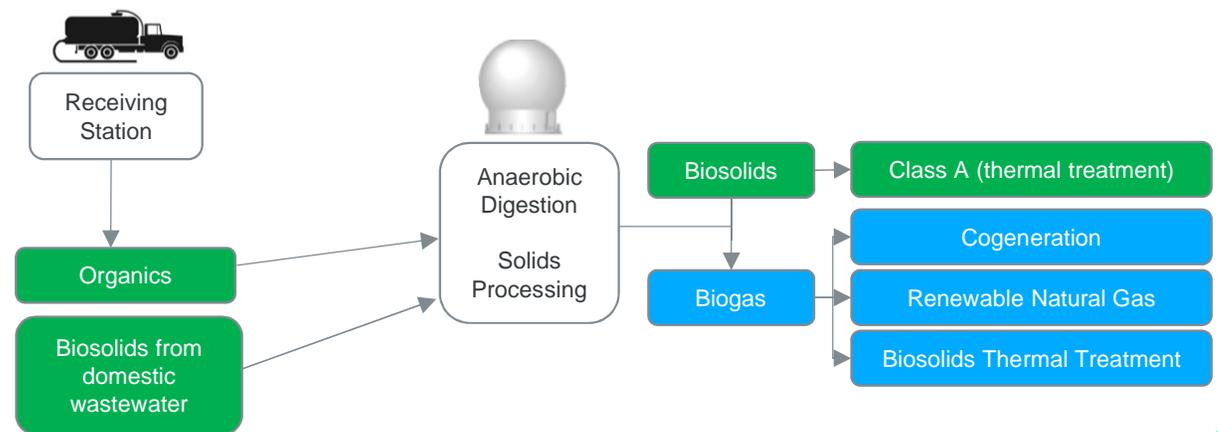
- Produce **Title 22 Water**

Interested Significant Industrial Users (SIUs)

- ❖ Trinchero Family Estates
- ❖ Infinity Bottling
- ❖ Napa Recycling
- ❖ Ringgold Distilling
- ❖ Barry Callebaut
- ❖ Purple Wine
- ❖ M&M Sanitary
- ❖ Miocene Winery
- ❖ ...

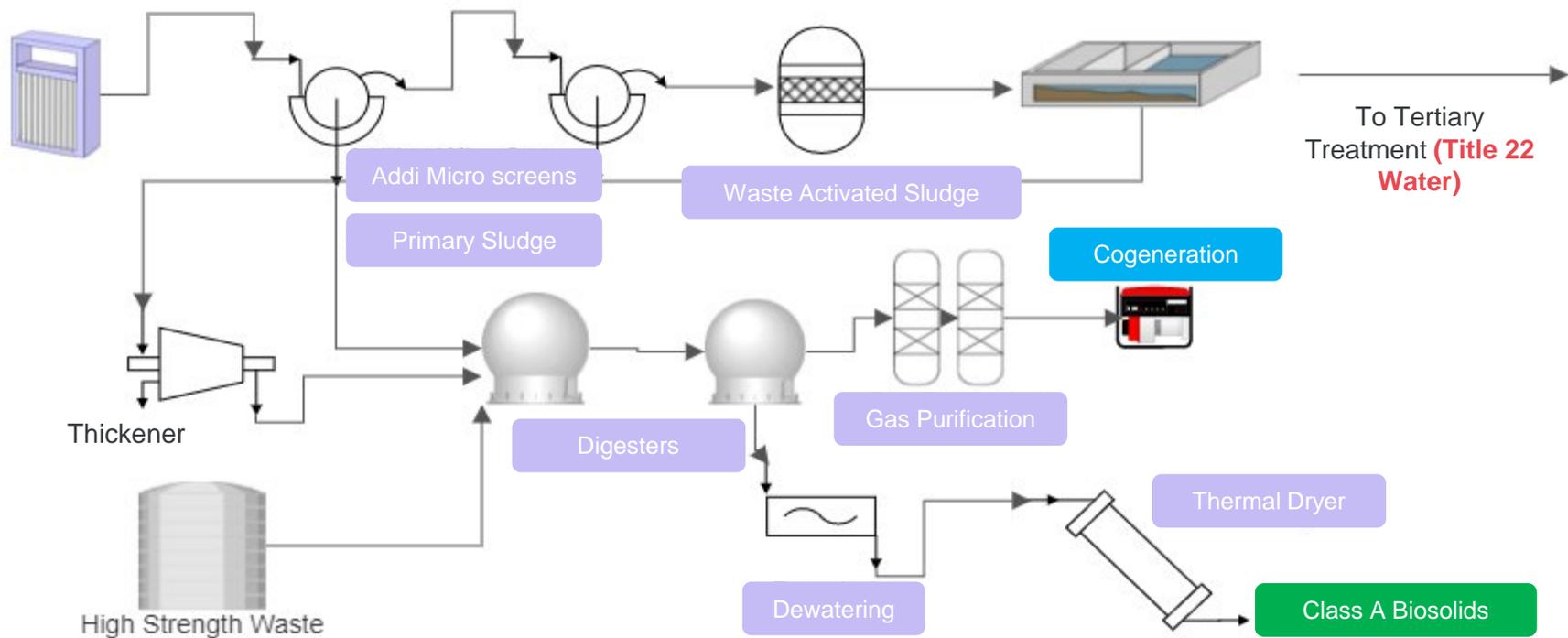
Solids Train

- Provide opportunity to discharge wastewater outside the domestic sewer system
- Treat domestic waste (existing and expanded capacity) & medium and high strength waste (industrial users)



WRF Potential Upgrades

Simplified Proposed Process



Project Benefits



- **Estimated \$51+ million in net project benefits** resulting from new Title 22 and High Strength Waste revenue streams and energy, resiliency and operational savings and new revenue streams for the City
- **Expanded plant capacity** for housing development and industrial economic growth
- Compliance with CA's "Short-Lived Climate Pollutant Reduction" law (**SB 1383**)
- **80-90% reduction in greenhouse gas emissions as a result of diverting organics from landfill and treating industrial waste**
- More efficient and safer plant operations
- **Turnkey and expeditious implementation** of complex wastewater, energy and capital projects
 - Link Facilities Master Plan recommendations with implementation
 - Seamless integration with pressing Corp Yard relocation
 - Complete microgrids for resilience of critical facilities
 - Reduce energy and operational costs

Budgetary Proforma

Assumptions

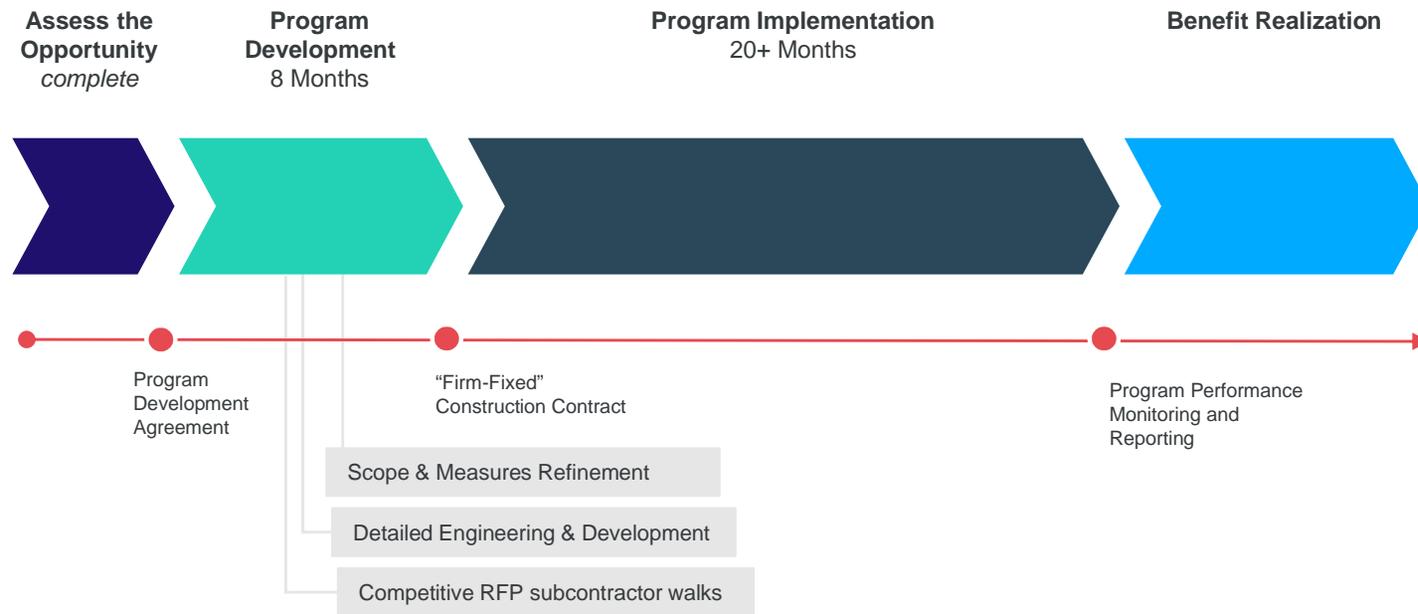
- Utility escalation 4.5%
- Raw water cost \$75/acre foot
- Water rate escalation 5.12%
- Finance interest rate: 3.25%, 20 years
- Resiliency value 25% of existing PG&E bill
- Revenue Streams: High Strength Waste & Title 22

Benefits

- Cash flow positive in Year 1
- \$51+ million in net savings over project lifetime
- Improve critical infrastructure capacity to support future City growth

| Year | Electric Savings | Waste & Water Revenue | Microgrid Resiliency Savings | O&M Savings | Total Savings & Revenue | M&V Cost | Finance Payment | Total Program Cost | Net Savings |
|---------------|---------------------|-----------------------|------------------------------|--------------------|-------------------------|------------------|---------------------|---------------------|---------------------|
| | (A) | (B) | (C) | (D) | (E) = (A)+(B)(C)+(D) | (F) | (G) | (H) = (F)+(G) | (I) = (E) - (H) |
| Year 1 | \$ 192,720 | \$ 1,680,425 | \$ 41,676 | \$ 60,000 | \$ 1,974,821 | \$ 18,683 | \$ 1,725,575 | \$ 1,744,258 | \$ 230,563 |
| Year 2 | \$ 201,392 | \$ 1,733,594 | \$ 43,551 | \$ 61,800 | \$ 2,040,338 | \$ 19,243 | \$ 1,781,656 | \$ 1,800,900 | \$ 239,438 |
| Year 3 | \$ 210,455 | \$ 1,788,499 | \$ 45,511 | \$ 63,654 | \$ 2,108,119 | \$ 19,821 | \$ 1,839,560 | \$ 1,859,381 | \$ 248,738 |
| Year 4 | \$ 219,926 | \$ 1,845,199 | \$ 47,559 | \$ 65,564 | \$ 2,178,247 | \$ 20,415 | \$ 1,899,346 | \$ 1,919,761 | \$ 258,486 |
| Year 5 | \$ 229,822 | \$ 1,903,756 | \$ 49,699 | \$ 67,531 | \$ 2,250,809 | \$ 21,028 | \$ 1,961,074 | \$ 1,982,102 | \$ 268,706 |
| Year 6 | \$ 240,164 | \$ 1,964,234 | \$ 51,936 | \$ 69,556 | \$ 2,325,891 | \$ 21,659 | \$ 2,024,809 | \$ 2,046,468 | \$ 279,423 |
| Year 7 | \$ 250,972 | \$ 2,026,699 | \$ 54,273 | \$ 71,643 | \$ 2,403,587 | \$ 22,308 | \$ 2,090,616 | \$ 2,112,924 | \$ 290,663 |
| Year 8 | \$ 262,265 | \$ 2,091,219 | \$ 56,715 | \$ 73,792 | \$ 2,483,992 | \$ 22,978 | \$ 2,158,561 | \$ 2,181,538 | \$ 302,453 |
| Year 9 | \$ 274,067 | \$ 2,157,864 | \$ 59,267 | \$ 76,006 | \$ 2,567,205 | \$ 23,667 | \$ 2,228,714 | \$ 2,252,381 | \$ 314,824 |
| Year 10 | \$ 286,400 | \$ 2,226,709 | \$ 61,935 | \$ 78,286 | \$ 2,653,331 | \$ 24,377 | \$ 2,301,147 | \$ 2,325,524 | \$ 327,806 |
| Year 11 | \$ 299,288 | \$ 2,297,830 | \$ 64,722 | \$ 80,635 | \$ 2,742,475 | \$ 25,108 | \$ 2,375,934 | \$ 2,401,043 | \$ 341,432 |
| Year 12 | \$ 312,756 | \$ 2,371,306 | \$ 67,634 | \$ 83,054 | \$ 2,834,750 | \$ 25,862 | \$ 2,453,152 | \$ 2,479,014 | \$ 355,736 |
| Year 13 | \$ 326,830 | \$ 2,447,219 | \$ 70,678 | \$ 85,546 | \$ 2,930,272 | \$ 26,637 | \$ 2,532,880 | \$ 2,559,517 | \$ 370,755 |
| Year 14 | \$ 341,538 | \$ 2,525,653 | \$ 73,858 | \$ 88,112 | \$ 3,029,161 | \$ 27,437 | \$ 2,615,198 | \$ 2,642,635 | \$ 386,526 |
| Year 15 | \$ 356,907 | \$ 2,606,697 | \$ 77,182 | \$ 90,755 | \$ 3,131,541 | \$ 28,260 | \$ 2,700,192 | \$ 2,728,452 | \$ 403,089 |
| Year 16 | \$ 372,968 | \$ 2,690,443 | \$ 80,655 | \$ 93,478 | \$ 3,237,543 | \$ 29,108 | \$ 2,787,949 | \$ 2,817,056 | \$ 420,487 |
| Year 17 | \$ 389,751 | \$ 2,776,984 | \$ 84,284 | \$ 96,282 | \$ 3,347,302 | \$ 29,981 | \$ 2,878,557 | \$ 2,908,538 | \$ 438,765 |
| Year 18 | \$ 407,290 | \$ 2,866,421 | \$ 88,077 | \$ 99,171 | \$ 3,460,959 | \$ 30,880 | \$ 2,972,110 | \$ 3,002,990 | \$ 457,969 |
| Year 19 | \$ 425,618 | \$ 2,958,854 | \$ 92,041 | \$ 102,146 | \$ 3,578,659 | \$ 31,807 | \$ 3,068,704 | \$ 3,100,510 | \$ 478,149 |
| Year 20 | \$ 444,771 | \$ 3,054,390 | \$ 96,182 | \$ 105,210 | \$ 3,700,554 | \$ 32,761 | \$ 3,168,436 | \$ 3,201,197 | \$ 499,357 |
| Year 21 | \$ 464,786 | \$ 3,153,139 | \$ 100,511 | \$ 108,367 | \$ 3,826,802 | \$ - | \$ - | \$ - | \$ 3,826,802 |
| Year 22 | \$ 485,701 | \$ 3,255,215 | \$ 105,034 | \$ 111,618 | \$ 3,957,567 | \$ - | \$ - | \$ - | \$ 3,957,567 |
| Year 23 | \$ 507,557 | \$ 3,360,736 | \$ 109,760 | \$ 114,966 | \$ 4,093,019 | \$ - | \$ - | \$ - | \$ 4,093,019 |
| Year 24 | \$ 530,397 | \$ 3,469,825 | \$ 114,699 | \$ 118,415 | \$ 4,233,337 | \$ - | \$ - | \$ - | \$ 4,233,337 |
| Year 25 | \$ 554,265 | \$ 3,582,610 | \$ 119,861 | \$ 121,968 | \$ 4,378,704 | \$ - | \$ - | \$ - | \$ 4,378,704 |
| Year 26 | \$ 579,207 | \$ 3,699,224 | \$ 125,254 | \$ 125,627 | \$ 4,529,312 | \$ - | \$ - | \$ - | \$ 4,529,312 |
| Year 27 | \$ 605,272 | \$ 3,819,804 | \$ 130,891 | \$ 129,395 | \$ 4,685,362 | \$ - | \$ - | \$ - | \$ 4,685,362 |
| Year 28 | \$ 632,509 | \$ 3,944,492 | \$ 136,781 | \$ 133,277 | \$ 4,847,060 | \$ - | \$ - | \$ - | \$ 4,847,060 |
| Year 29 | \$ 660,972 | \$ 4,073,439 | \$ 142,936 | \$ 137,276 | \$ 5,014,623 | \$ - | \$ - | \$ - | \$ 5,014,623 |
| Year 30 | \$ 690,716 | \$ 4,206,797 | \$ 149,368 | \$ 141,394 | \$ 5,188,275 | \$ - | \$ - | \$ - | \$ 5,188,275 |
| Totals | \$11,757,282 | \$82,579,276 | | \$2,854,525 | \$99,733,614 | \$502,019 | \$47,564,171 | \$48,066,190 | \$51,667,424 |

Partnership Timeline



Questions?





TITLE

Sites Reservoir Project - Third Amendment to Agreement

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute the Third Amendment to the 2019 Sites Reservoir Agreement.

CONTACT

Felix Hernandez III, Maintenance and Utility Director

BACKGROUND & ANALYSIS

Executive Summary/Latest Information

The following link is to a video that best explains "[Why We Need Sites Reservoir!](#)" It covers the following topics:

- How Sites Reservoir can provide environmental benefits
- How Sites Reservoir is an important project for all of California as we tackle climate change and future droughts
- How Sites Reservoir benefits ag, urban and the environment throughout California
- How Sites Reservoir has a diverse investor profile, for different reasons, but Sites is the unifier

Additional information - including the 2019 Value Planning Study and the 2021 Feasibility Cost Estimate Fact Sheet is [here](#).

Project Background

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 Northbay Aquaduct (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".

A fixed amount of water is anticipated to be available to Sites JPA members each year, including drought years. The amount available (approximately 500,000 AF) 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. The amount of water available to the City is 4,000 AFY. This amount is not expected to vary year to year. This differs from the City's contract with DWR (for SWP Water) where the amount of water available does vary each year. By way of comparison, the City is contracted to receive up to 5,200 AFY from the SWP, but because the average reliability is only 62%, the "normal" amount is only 3,200 AFY (i.e. 62% of 5,200 AFY). The amount of Sites Water (4,000 AFY) requested by staff equates to double amount of shortfall between the contracted amount and normal amount of SWP Water.

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.

Phase 1 Accomplishments

Phase 1 of the Project included preliminary work in several areas; initial environmental analysis, investigation of permitting requirements, and initial engineering and operational analysis. In addition, and perhaps most crucial, was the preparation of the Water System Improvement Program (WSIP) application to the California Water Commission to pursue State Proposition 1 funding. This process has resulted in over \$800 million being designated for the Project. In addition, these efforts helped secure approximately \$440 million in a U.S. Department of Agriculture (USDA) low interest loan. Two additional funding/financing mechanisms that look favorable are Federal Water Infrastructure Improvements for the Nation (WIIN) Act funding and Federal Water Infrastructure Financing and Innovation Act (WIFIA) funds, which are also low interest loans. WIIN Act funding is managed by the US Bureau of Reclamation (USBR) and WIFIA funds are controlled by the US Environmental Protection Agency (US EPA). Phase 1 was completed in 2019.

Phase 2 Approach

Phase 2 of the Project requires a substantial amount of work. Activities will include: completion of the supplemental feasibility study in order to secure WIIN Act funding, preparation of environmental studies and documentation, and project engineering and design. Due to the immense amount of work, these tasks will be undertaken in smaller increments in order to develop levels of certainty for the project.

It is important to note the "pay-as-you-go" approach to Phase 2 provides the City an "off-ramp" whereby the City has the ability sell its "stake" in the Project to another Committee Member instead of proceeding with subsequent Agreements in Phase 3 (Construction). This will help the City recover any upfront costs in the event the City no longer wishes to participate in the Project.

The participation rate for the remainder of Phase 2 is \$400/AF . By continuing to participate in the Phase 2, the City is agreeing to pay \$1.6M over the next three years, regardless of whether the Project is ever built. Once construction begins in 2024-2025 (Phase 3), only one subjection agreement is contemplated.

Staff recommends authorizing the City Manager to execute Third Amendment to the Sites Reservoir Agreement in order to continue to participate in the Project.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

The cost for Amendment 3 is \$400/AF as follows. Installment 1 (\$100/AF) is due by May 1, 2022. Installment 2 (\$140/AF) is due March 1, 2023. Installment 3 (\$160/AF) is due March 1, 2024. FY 2021/22 Water Fund Budget Line Item 530-85-450-46110 has sufficient funding to approve the Recommended Action. Funding for Installments 2 and 3 will occur as part of the subsequent Water Fund budget process.

ENVIRONMENTAL REVIEW

The Recommended Action to initiate contracts for feasibility and planning studies is Statutorily Exempt from CEQA (§15262). Construction of the Sites Reservoir will be a "project" under CEQA and the Sites Reservoir Joint Powers Authority (JPA) will act as the Lead Agency in order to conduct a review of its potential environmental impacts and bring this information forward at the earliest possible time for consideration. In 2020-21, the Sites JPA prepared a Revised Draft Environmental Impact Report/Supplemental Draft Environmental Impact Statement. The public comment period ended in January 2022 and a response to comments is expected by the end of 2022.

ATTACHMENTS:

1. [Resolution -Sites Reservoir and Exhibit A](#)

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AUTHORIZING THE CITY MANAGER TO EXECUTE THE THIRD AMENDMENT OF THE 2019 SITES RESERVOIR AGREEMENT

WHEREAS, on February 21, 2017, Council approved participation as a member of the Sites Reservoir Project in the amount of 4,000 acre-feet; and

WHEREAS, on February 5, 2019, Council approved participation in Phase 2 (2019) of the Sites Reservoir Project; and

WHEREAS, in December 2021 actions were taken by the Sites Reservoir Joint Powers Authority to adopt the Amendment 3 Work Plan which together constitute the scope, schedule and budget for the next stage of project development through December 2024; and

WHEREAS, in taking these actions, funding requirements were set which established the timing and amount due from each participating member that wishes to continue its participation in the Project during the Amendment 3 Work Plan period; and

WHEREAS, cost for Amendment 3 is \$400/AF and is as follows: Installment 1 (\$100/AF) is due by May 1, 2022). Installment 2 (\$140/AF) is due March 1, 2023. Installment 3 (\$160/AF) is due March 1, 2024.; and

WHEREAS, FY 2021/22 Water Fund Budget Line Item 530-85-450-46110 has sufficient funding to approve the Recommended Action.

WHEREAS, funding for Installments 2 and 3 will occur as part of the subsequent Water Fund budget process.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the City Manager to execute the Third Amendment of the Sites Reservoir Agreement attached hereto as Exhibit A and incorporated by reference.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 15th day of March 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

THIRD AMENDMENT TO 2019 RESERVOIR PROJECT AGREEMENT

BY AND AMONG
SITES PROJECT AUTHORITY

and

THE PROJECT AGREEMENT MEMBERS LISTED HEREIN

Dated as of January 1, 2022

THIS THIRD AMENDMENT TO 2019 RESERVOIR PROJECT AGREEMENT (this “Third Amendment”), dated as of January 1, 2022, by and among SITES PROJECT AUTHORITY, a joint powers authority duly organized and existing under the laws of the State of California (the “Authority”), and the project agreement members listed in the Agreement referenced below (the “Project Agreement Members”) amends that certain 2019 Reservoir Project Agreement dated as of April 1, 2019 (the “Original Agreement”), as previously amended by the First Amendment to 2019 Reservoir Project Agreement dated as of January 1, 2020 (the “First Amendment”) and by the Second Amendment to 2019 Reservoir Project Agreement dated as of July 1, 2020 (the “Second Amendment” and, together with the Original Agreement, the First Amendment and the Second Amendment, the “Agreement”), each by and among the Authority and the Project Agreement Members;

WITNESSETH:

WHEREAS, Authority and the Project Agreement Members have determined to approve an Amendment 3 Work Plan and to extend the term of the Agreement to December 31, 2024; and

WHEREAS, under Section 11 of the Agreement, the Agreement may be amended by a writing executed by the Authority and at least 75% of the total weighted vote of the then current Committee members as provided in Subsection 3(g); and

WHEREAS, except as provided below in Section 2.07 below, all acts, conditions and things required by law to exist, to have happened and to have been performed precedent to and in connection with the execution and the entering into of this Third Amendment do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the parties hereto are now duly authorized to execute and enter into this Third Amendment;

NOW, THEREFORE, THIS THIRD AMENDMENT WITNESSETH, the Authority and the Project Agreement Members agree, as follows:

ARTICLE I

DEFINITIONS

Section 1.01. Definitions. All capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement.

ARTICLE II

AMENDMENTS TO AGREEMENT

Section 2.01. Project Agreement Members.

(a) Effective January 1, 2022, Exhibit A to the Agreement titled “Project Agreement Members” shall be removed and replaced with Exhibit A to this Third Amendment titled “Project Agreement Members.”

Section 2.02. Work Plan.

(a) Effective January 1, 2022, the Amendment 2 Work Plan attached as Exhibit B to the Second Agreement shall be supplemented by the Work Plan attached hereto as Exhibit B (the “Amendment 3 Work Plan”).

Section 2.03. Funding.

The Agreement is hereby amended to remove Section 4(a) in its entirety and replace it with the following:

“(a) Budget. The Committee shall, in cooperation with the Authority’s Board, provide and approve both a Fiscal Year operating budget and reestablish a Phase 2 budget target, annually or more frequently as needed. The Project Agreement Members shall contribute their respective pro-rata share of the budgeted sums reflected in the Amendment 3 Work Plan in accordance with Section 5 of this Project Agreement. The contribution with respect to the pro-rata budgeted sums reflected in the Amendment 3 Work Plan shall be payable by each Project Agreement Member in three installments. The first installment shall be in an amount equal to \$100 per acre-foot and shall be payable by no later than May 1, 2022. The second installment shall be in an amount equal to up to \$140 per acre-foot and shall be payable by no later than January 1, 2023. The third installment shall be in an amount equal to up to \$160 per acre-foot and shall be payable by no later than January 1, 2024. The obligation of the Project Agreement Members to make the second installment and third installment shall be conditioned upon the Authority and the Committee reapproving the Amendment 3 Work Plan or approving an amendment thereto by (i) an affirmative vote of at least 75% of the total number of Directors of the Authority Board and (ii) an affirmative vote of at least 75% of the total weighted vote as provided at Subsection 3(g) of the then-current Committee members, prior to January 1, 2023 or January 1, 2024, as applicable.”

Section 2.04. Future Development of the Proposed Sites Reservoir Project.

The Agreement is hereby amended to add the below Sections 6(c), 6(d) and 6(e):

“(c) On or prior to March 31, 2022, each Project Agreement Member shall provide the Authority with a completed Project Agreement Member Project Payment Annex in the form attached hereto as Exhibit C. The Project Agreement Members, upon written request of the Authority, will meet with Authority staff from time to time, but not more often than once per calendar quarter, at which meeting, Authority staff will provide such Project Agreement Members with information regarding the then-current financing options being considered by the Authority and the expected terms of such financing options and the Project Agreement Member will provide updates regarding the status of the items identified in the Project Agreement Member Project Payment Annex.

(d) On or prior to June 30, 2023, each Project Agreement Member shall provide the Authority with a written update (the “Project Agreement Member Update”) with respect to the progress in the implementation of such repayment option, the remaining actions to be taken and the estimated completion dates.

For those Project Agreement Members that identified special benefit assessments or land based charges imposed in an improvement district as a source of repayment for an Authority

financing in its Project Agreement Member Payment Annex, the Project Agreement Member Update will also include a confirmation that such Project Agreement Member has the legal or contractual authority to discontinue water service to a water user that is delinquent in the payment of such special benefit assessment or land based charge, as applicable.

The Project Agreement Member Update will also include a confirmation that the Project Agreement Member has adopted a debt management policy that is compliant with California Government Code Section 8855(i), or, if such Project Agreement Member has not adopted such a debt management policy, the Project Agreement Member Update will include a statement that such Project Agreement Member expects to adopt such a debt management policy or an opinion from the general counsel to such Project Agreement Member to the effect that such a debt management policy is not required to be adopted by the Project Agreement Member to finance its share of the Project.

The Project Agreement Member Update shall also identify any change in the proposed source of repayment from the source identified in the Project Agreement Member Payment Annex previously submitted to the Authority.

(e) The Project Agreement Members that identified the repayment options of either special benefit assessments or land based charges imposed in an improvement district in their respective Project Agreement Member Payment Annexes agree to use best efforts to complete the necessary procedures to comply with the applicable requirements of Proposition 218 by no later than June 30, 2023.”

Section 2.05. Term. The Agreement is hereby amended to remove Section 8(b) in its entirety and replace it with the following:

“(b) The term of this Project Agreement shall continue until December 31, 2024. In the event that this Third Amendment is not approved by Project Agreement Members with the requisite percentage of the total weighted vote as set forth in the Agreement by March 31, 2022, the Agreement shall be revived immediately upon approval by such requisite percentage, without any additional approval of the Project Agreement Members, and this Third Amendment shall become effective.”

Section 2.06. Admission of New Project Agreement Members. The Agreement is hereby amended to add the following sentence to end of the paragraph included under Section 10 of the Agreement:

“The Authority shall have the right to charge Project Agreement Members executing the Agreement after a date determined by the Board a fee, which such fee shall be established by the Board, to compensate Project Agreement Members who executed the Agreement prior to a date determined by the Board, for providing funding for the initial phases of the Project.”

Section 2.07. California Environmental Quality Act. The Agreement is hereby amended to add the following Section 18:

“Section 18 California Environmental Quality Act

Notwithstanding any provision of this Agreement, the Authority and the Project Agreement Members fully reserve all of their respective rights, powers, authority and discretion with respect to

the proposed Project pursuant to the agencies' respective obligations and responsibilities under the California Environmental Quality Act ("CEQA"). This includes: (A) the power and discretion of the Authority as the lead agency, upon the completion of its CEQA review, to adopt feasible mitigation measures or a feasible project alternative, to approve the proposed Project based on the requisite CEQA findings, or to disapprove the proposed Project; and (B) the powers and discretion of the Project Agreement Members concerning the specific matters within their respective jurisdiction and authority acting as responsible agencies under CEQA. Any future decisions on whether to issue an approval of the proposed Project, and if so, how to issue such approval, will not be made until the agency making the decision has first completed its CEQA review of the proposed Project."

ARTICLE III

PROJECT AGREEMENT MEMBER PARTICIPATION

Section 3.01. Project Agreement Participation. Each Project Agreement Member shall specify its participation in the Sites Reservoir Project by indicating its storage amount in the Sites Reservoir Project on the signature page to this Third Amendment. Based upon the respective participation elections of the Project Agreement Members, the Authority shall update Exhibit A pursuant to Section 5 of the Agreement.

ARTICLE IV

MISCELLANEOUS

Section 4.01. Effectiveness of Agreement. Except as expressly amended by this Third Amendment, the Agreement is hereby ratified and confirmed and shall continue in full force and effect in accordance with the terms and provisions thereof. The amendments set forth in this Third Amendment shall be incorporated as part of the Agreement upon their effectiveness in accordance with Section 11 of the Agreement.

Section 4.02. Execution in Several Counterparts. This Third Amendment may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the Authority and the Project Agreement Members shall preserve undestroyed, shall together constitute but one and the same instrument.

Section 4.03. Laws Governing Third Amendment. The effect and meaning of this Third Amendment and the rights of all parties hereunder shall be governed by, and construed according to, the laws of the State.

IN WITNESS WHEREOF, the Authority and Project Agreement Members hereto, pursuant to resolutions duly and regularly adopted by their respective governing bodies, have caused their names to be affixed by their proper and respective officers on the date shown below:

Dated: _____

SITES PROJECT AUTHORITY

By: _____
Name:
Title:

[PROJECT AGREEMENT MEMBER]

Dated: _____

(Authority & Project Agreement Member)

By: _____
Name:
Title:

[PROJECT AGREEMENT MEMBER]
REPRESENTATIVES

The primary and alternate representatives of the [PROJECT AGREEMENT MEMBER] are identified below.

Primary Representative:

Alternate Representative:

ELECTION OF PARTICIPATION AMOUNT

[PROJECT AGREEMENT MEMBER] hereby elects to participate in the Sites Reservoir Project in the below amount.

- a) **Annualized Acre-Foot**
(acre-feet of releases)
- b) **Storage Allocation**
(acre-feet of storage)
*Box "a" * 6.234*
- c) **Total Budget Authorization**
*Box "a" * \$400 per acre-foot*

| |
|--|
| |
| |
| |

*****PARTICIPATION LEVELS ARE PRELIMINARY AND MAY BE ADJUSTED FOLLOWING REBALANCING*****

EXHIBIT A

PROJECT AGREEMENT MEMBERS

| Participant | Third Amendment Participation | | Percent |
|--|---|---|----------------|
| | Annualized Acre-Foot (Box "a") | Storage Allocation (Box "b") | |
| American Canyon, City of | 4,000 | 24,936 | 2.4% |
| Antelope Valley-East Kern Water Agency | 500 | 3,117 | 0.3 |
| Carter Mutual Water Company # | 300 | 1,870 | 0.2 |
| Coachella Valley Water District | 10,000 | 62,340 | 6.0 |
| Colusa County | 10,000 | 62,340 | 6.0 |
| Colusa County Water District | 10,073 | 62,795 | 6.0 |
| Cortina Water District | 450 | 2,805 | 0.3 |
| Davis Water District | 2,000 | 12,468 | 1.2 |
| Desert Water Agency | 6,500 | 40,521 | 3.9 |
| Dunnigan Water District | 2,972 | 18,527 | 1.8 |
| Glenn-Colusa Irrigation District | 5,000 | 31,170 | 3.0 |
| Irvine Ranch Water District | 1,000 | 6,234 | 0.6 |
| LaGrande Water District | 1,000 | 6,234 | 0.6 |
| Metropolitan Water District of S. CA | 50,000 | 311,700 | 29.8 |
| Reclamation District 108 | 4,000 | 24,936 | 2.4 |
| Rosedale-Rio Bravo Water Storage District | 500 | 3,117 | 0.3 |
| San Bernardino Valley Municipal Water District | 21,400 | 133,408 | 12.8 |
| San Geronio Pass Water Agency | 14,000 | 87,276 | 8.4 |
| Santa Clara Valley Water District | 500 | 3,117 | 0.3 |
| Santa Clarita Valley Water Agency | 5,000 | 31,170 | 3.0 |
| Westside Water District | 5,375 | 33,508 | 3.2 |
| Wheeler Ridge-Maricopa Water Storage District | 3,050 | 19,014 | 1.8 |
| Zone 7 Water Agency | 10,000 | 62,340 | 6.0 |
| Total: | 167,620 | 1,044,943 | 100.0 |

Participation Percentages exclude State of California and United States Bureau of Reclamation share of the Project.

Denotes a non-public agency. Refer to California Corporations Code Section 14300 et. seq. with additional requirements provided in both the Public Utilities Code and Water Code.

EXHIBIT B
AMENDMENT 3 WORK PLAN

Exhibit B
Reservoir Committee
2022, 2023 and 2024 Work Plan Summary

Reservoir Committee and Authority Board Annual Budget for FY 2022, FY 2023 and FY 2024 (\$000)

| Work Plan | Subject Area | 2022 | 2023 | 2024 | Total |
|-----------------------|----------------------------|-------------------|-------------------|-------------------|--------------------|
| Revenue | Participation Revenue | \$16,762 | \$23,467 | \$26,819 | \$67,048 |
| | Authority Board Seats | \$505 | \$505 | \$505 | \$1,515 |
| | Federal Revenue | \$10,000 | \$20,000 | \$20,000 | \$50,000 |
| | State Revenue | \$18,300 | \$0 | \$0 | \$18,300 |
| | Carry-over Funds | \$6,000 | \$0 | \$0 | \$6,000 |
| Revenue Total | | \$51,567 | \$43,972 | \$47,324 | \$142,863 |
| Expenses | Communications | (\$477) | (\$477) | (\$495) | (\$1,449) |
| | Engineering | (\$18,715) | (\$30,516) | (\$20,485) | (\$69,716) |
| | External Affairs | (\$273) | (\$273) | (\$282) | (\$828) |
| | General Project Activities | (\$620) | (\$545) | (\$565) | (\$1,730) |
| | Permitting | (\$7,503) | (\$4,731) | (\$2595) | (\$14,829) |
| | Planning | (\$5,092) | (\$1,212) | (\$278) | (\$6,582) |
| | Program Operations | (\$8,594) | (\$7,440) | (\$5690) | (\$21,724) |
| | Real Estate | (\$902) | (\$903) | (\$935) | (\$2,740) |
| Expenses Total | | (\$42,176) | (\$46,097) | (\$31,325) | (\$119,598) |
| Grand Total | | \$9,391 | (\$2,125) | \$15,999 | \$23,265 |

EXHIBIT C

FORM OF PROJECT AGREEMENT MEMBER
PROJECT PAYMENT ANNEX

Project Agreement Member:

Date:

| | | | | | | |
|--|--|--|--|--|---|--|
| Expected Source(s) of Repayment For Authority Financing (Check Each Box That Applies): | <input type="checkbox"/> Amounts Collected Through Department of Water Resources State Water Project Annual Statement of Charges | <input type="checkbox"/> Water Rates and Charges (Proposition 218 Compliance Required) | <input type="checkbox"/> Water Rates and Charges (Proposition 218 Compliance Not Required) | <input type="checkbox"/> Special Benefit Assessment-Districtwide | <input type="checkbox"/> Special Benefit Assessment Levied by District on Certain Lands | <input type="checkbox"/> Land-Based Charges Imposed Within an Improvement District |
| If An Improvement District, Has It Been Formed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If no, is it anticipated to be formed by June 30, 2023? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| If A Special Benefit Assessment, Has the Special Benefit Been Approved In An Amount To Pay Debt Service On The Authority Financing? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If no, is it anticipated to be presented for landowner approval by June 30, 2023? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Does the District Have A Debt Management Policy Compliant With Section 8855(i) of the California Government Code? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | |



TITLE

American Rescue Plan Act of 2021 (ARPA) Funding

RECOMMENDATION

Adopt a Resolution appropriating \$4.9 million of the American Rescue Plan Act of 2021 (ARPA) in Fiscal Year 2021/22 for use on eligible infrastructure projects.

CONTACT

Erica Ahmann Smithies, Public Works Director
Felix Hernandez III, Maintenance and Utilities Director
Lincoln Bogard, Finance Director

BACKGROUND & ANALYSIS

On August 7, 2021, City Council adopted Resolution No. 2021-68 to increase revenue budgets for the FY 2020-21 and FY 2021-22 for the receipt of ARPA relief funding in the amount of \$2,449,028 per year and to provide direction and recommendations of ARPA funds allocated to the City.

On February 1, 2022, City Council was presented an overview of the City's capital needs (parks/civic facilities, utilities, roads, and transportation) and the significant gap between those needs and available funding. The funding gap discussion was intended to help Council in prioritizing appropriations in the FY 2022/23 Budget (and beyond) and its Capital Improvement Program. The funding gap also provided a platform for staff to seek direction on the use of one time funding revenue, Federal American Rescue Plan Act (ARPA), in the amount of \$4.9 million.

City Council previously discussed the following eligible ARPA expenditures:

- Maintenance or construction of new infrastructure, including roads and utilities
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure
- Health services
- Environmental remediation
- School or educational services
- Provision of police, fire, and other public safety services

Following the February 1st funding gap discussion between the capital needs and known revenue,

City Council provided direction to staff to bring back a proposed list of infrastructure projects to consider committing ARPA funding towards. Staff has completed their analysis for utilizing ARPA funds and is proposing the following project options:

1. **Benton Way Enhanced Crosswalk Improvements Project:** The project will install an enhanced crosswalk such as a rectangular rapid-flashing beacon (RRFB) on Benton Way at Chaucer Lane, pavement markings, and upgrade curb ramps to ADA compliance at this intersection. (Estimated Cost \$76,000. Estimated construction beginning in 2022.)
2. **Class II Bike Lanes and Intersection Improvements Project:** The project will implement Class II Bike facilities and upgrade crosswalk facilities (high visibility pavement markings) on Donaldson Way East from Highway 29 to Newell Drive, Shenandoah Drive from Donaldson Way to Silver Oak Trail, and Silver Oak Trail from American Canyon Road to Newell Drive. (Estimated Cost \$145,000. Estimated construction beginning in 2022.)
3. **Elliot Drive Enhanced Crosswalk Improvements Project:** The project will install an enhanced crosswalk such as a rectangular rapid-flashing beacon (RRFB) on Elliot Drive adjacent to the Senior Center, traffic calming, pavement markings and upgrade curb ramps to ADA compliance at this mid-block crossing. (Estimated Cost \$76,000. Estimated construction beginning in 2022.)
4. **Melvin Road Sidewalk and Drainage Improvements Project:** The project will implement sidewalk gap closures on Melvin Road, curb ramp upgrades, traffic calming, and improve storm drainage. (Estimated Cost \$1,004,000. Estimated construction beginning in 2023.)
5. **Knightsbridge Reconstruction and Water Main Improvements Project:** The project will replace the water main on Knightsbridge Way from Elliot Drive to Danrose and all five courts within that segment, upgrade all curb ramps to ADA compliance, reconstruct the pavement on Knightsbridge Way, apply various pavement treatments to the five courts, and thermoplastic striping and pavement markings. (Estimated Cost \$1,850,000. Estimated construction beginning in 2022.)
6. **ARPA Paving and Utility Improvements (Rancho Del Mar Area) Project:** The project will replace or rehabilitate water and sewer utilities identified in their respective master plans, upgrade curb ramps to ADA compliance, reconstruct Rio Del Mar from Highway 29 to Carolyn Drive, apply various pavement treatments to all of Los Altos Place east of Carolyn Drive, Cassayre Drive, Flamingo Court, Del Rio Court, Alta Loma Drive, Joan Drive from Carolyn Drive to Los Altos Place, and Carolyn Drive from Rio Del Mar to Los Altos Place, and thermoplastic striping and pavement markings. (Estimated Cost \$5,895,000. Estimated construction beginning in 2023.)

It is anticipated that smaller projects #1-3 & 5 above could be commence before the end of 2022. However, the larger projects, #4 and #6, will need more design work and likely start in the 2023 construction season.

The preliminary total cost for all six projects is estimated at \$9,046,000. While the ARPA funding is approximately \$4.9 million, it is possible to offset several projects with other revenue sources such

as Measure A for storm drainage work, Measure T for street paving, and local enterprise funds for utilities.

Staff is requesting City Council to consider the above mentioned projects and either approve the appropriation of ARPA funds to these projects or provide further direction.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

On February 1, 2022, City staff presented to Council the City's overall capital need of at least \$650 million and current resources of only \$21 million. City Council requested that a majority of one-time ARPA funding would be utilized to address infrastructure projects while reserving approximately 10% for other eligible programs or projects. The proposed projects discussed above can be completed with the appropriation of funding from other revenue sources. Attached is a breakdown of estimated expenditures by project and below is the anticipated revenue sources to fund the projects. Note, funding specifically appropriated from Measure T will need to be brought back to City Council as a public hearing prior to any expenditures.

The City has received \$2.45 million of ARPA funding to date and will receive the remaining \$2.45 million in July of 2022 for an approximate total of \$4.9 million. At Council's request, 10% or \$500,000 of the ARPA funds are excluded from the proposed infrastructure projects. Staff will bring back a future item to the City Council related to these funds. All ARPA funds must be appropriated by December 31, 2024 and expended by December 31, 2026.

Anticipated Revenue Sources

| | |
|--------------|--------------------|
| ARPA Revenue | \$4,390,000 |
| Measure T | \$1,155,000 |
| Water CIP | \$1,667,000 |
| Sewer CIP | \$1,334,000 |
| Measure A | \$500,000 |
| Total | \$9,046,000 |

ENVIRONMENTAL REVIEW

Projects will go through CEQA review as part of the design process, but it is anticipated that all proposed projects will be categorically exempt from CEQA per Section 15301 (Existing Facilities) and 15302 (Replacement or Reconstruction).

ATTACHMENTS:

- [1. Resolution - ARPA](#)
- [2. Proposed ARPA Projects](#)

3.ARPA Plan Layouts

RESOLUTION NO. 2022- _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
RESOLUTION APPROPRIATING \$4.9 MILLION OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) IN
FISCAL YEAR 2021/22 FOR USE ON ELIGIBLE INFRASTRUCTURE PROJECTS.**

WHEREAS, on March 11, 2021, the President of the United State signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the COVID-19 pandemic; and

WHEREAS, approximately \$350 billion of the ARPA funding was allotted to assist state, local, tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, the City of American Canyon allocation of ARPA relief funds total \$4,898,056; and

WHEREAS, on August 17, 2021, City Council adopted Resolution No. 2021-68 increasing the revenue budget for the line item 240-85-960-33110 by \$2,449,028 for both FY 2021-21 and FY 2021-22 for the receipt of ARPA relief funds; and

WHEREAS, such funds are to be used in accordance with the guidelines of the plan summarized below:

- Maintenance or construction of new infrastructure, including roads and utilities
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure
- Health services
- Environmental remediation
- School or educational services
- Provision of police, fire, and other public safety services; and

WHEREAS, on February 1, 2022, City Council further considered infrastructure needs citywide and directed City staff to analyze and prioritize eligible infrastructure projects to fit the ARPA allocation; and

WHEREAS, on March 15, 2022, staff presented to City Council a list of ARPA eligible infrastructure projects to appropriate ARPA funds in FY2021-22; and

WHEREAS, additional funds from other revenue sources will be needed to complete a portion of the ARPA projects and will be appropriated in the FY2022-23 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby appropriates \$4,898,056 of the American Rescue Plan Act of 2021 (ARPA) in Fiscal Year 2021/22 for use on eligible infrastructure projects detailed in Exhibit A.

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of American Canyon held on the 15th day of March, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

PROPOSED ARPA PROJECTS

Projects

| | |
|--|-----------------|
| Benton Way Enhanced Crosswalk Improvements | \$ 75,920.00 |
| Class II/Intersection Project | \$ 145,652.50 |
| Elliot Drive Enhanced Crosswalk Improvements | \$ 75,920.00 |
| Melvin Road Sidewalk and Drainage Improvements | \$ 1,003,877.50 |
| Knightsbridge Reconstruction and Water Main Improvements | \$ 1,850,886.33 |
| ARPA Paving and Utility Improvements (Rancho Del Mar Area) | \$ 5,893,512.17 |

Estimated Expenditures **\$ 9,045,768.50**

Anticipated Revenue Sources

| | |
|--------------|-----------------|
| ARPA Revenue | \$ 4,390,000.00 |
| Measure T | \$ 1,155,000.00 |
| Water CIP | \$ 1,667,000.00 |
| Sewer CIP | \$ 1,334,000.00 |
| Measure A | \$ 500,000.00 |

Estimated Revenue Committed **\$ 9,046,000.00**

Benton Way Enhanced Crosswalk Improvements

| | | | ENGINEERS ESTIMATE | | |
|------------------|--|-------|--------------------|---------------------|--------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 1,500.00 | \$ 1,500.00 |
| 2 | Traffic Control System | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| 3 | RRFB Solar Crosswalk Signs | 1 | LS | \$ 45,000.00 | \$ 45,000.00 |
| 4 | Thermoplastic Pavement Markings (Shark Teeth and Crosswalks) | 1,500 | SF | \$ 7.00 | \$ 10,500.00 |
| 5 | Approach Signs | 2 | EA | \$ 200.00 | \$ 400.00 |
| BID TOTAL | | | | \$ 58,400.00 | |

Location: Benton Way at Chaucer Lane

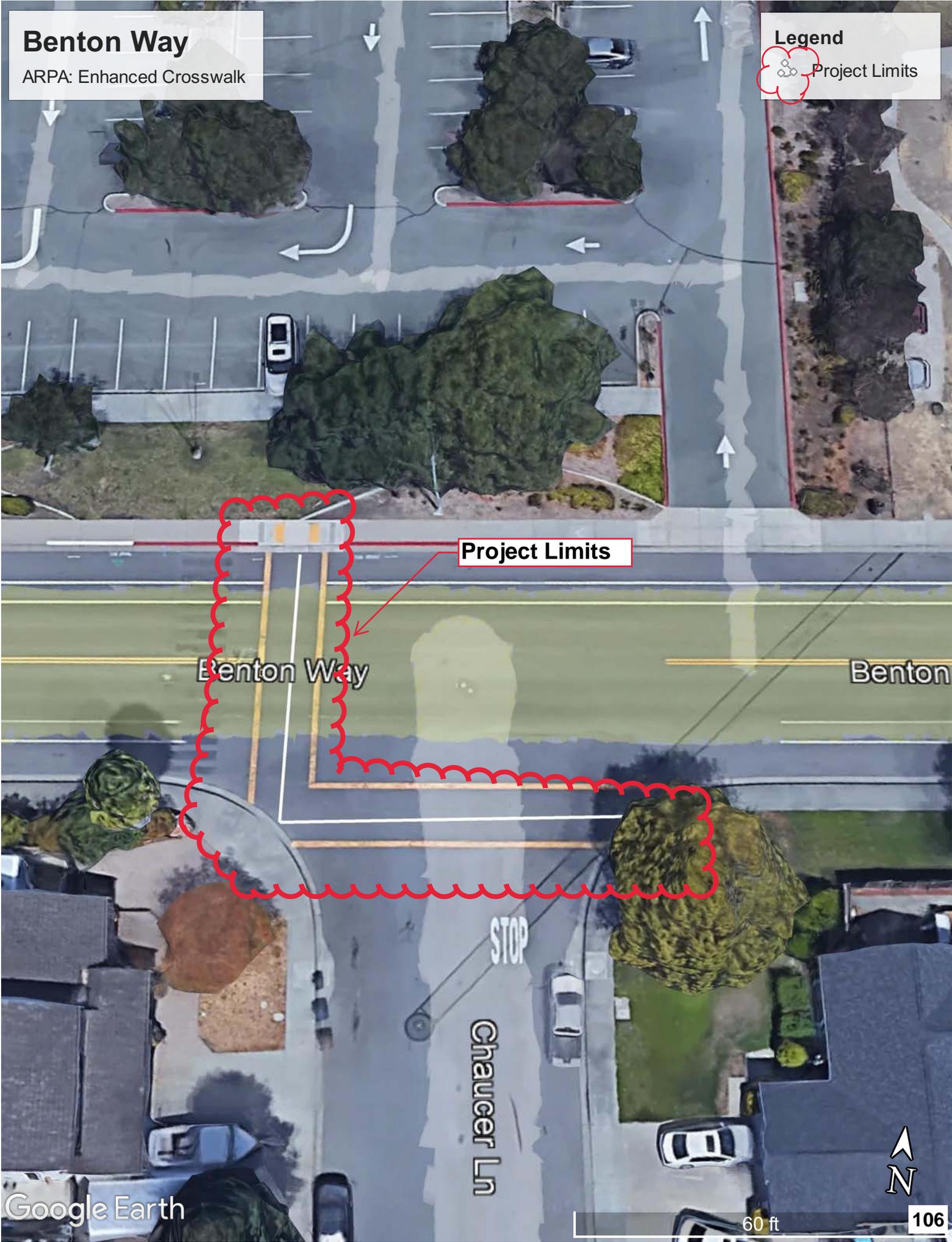
| | | |
|-------------------------------|----|---------------------|
| Design (10%) | \$ | 5,840.00 |
| Construction Management (10%) | \$ | 5,840.00 |
| Contingencies (10%) | \$ | 5,840.00 |
| Grand Total | | \$ 75,920.00 |

Benton Way

ARPA: Enhanced Crosswalk

Legend

 Project Limits



Project Limits

Benton Way

Benton

Chaucer Ln

STOP

Class II Bike Lanes and Intersection Improvements

| | | | ENGINEERS ESTIMATE | | |
|------------------|---------------------------------|-------|--------------------|----------------------|--------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 3 | Class II Thermoplastic Striping | 8,600 | LF | \$ 1.50 | \$ 12,900.00 |
| 4 | Thermoplastic Pavement Markings | 9,650 | SF | \$ 7.00 | \$ 67,550.00 |
| 5 | Signs | 25 | EA | \$ 200.00 | \$ 5,000.00 |
| BID TOTAL | | | | \$ 100,450.00 | |

Locations:

Donaldson (from east Highway 29 to Newell Drive), Shenandoah (from Donaldson to Silver Oak), and Silver Oak Trail (From American Canyon Road East to Newell Drive)

| | | |
|--|----------------------------------|-----------|
| | Design (15%) \$ | 15,067.50 |
| | Construction Management (15%) \$ | 15,067.50 |
| | Contingencies (15%) \$ | 15,067.50 |

| |
|----------------------------------|
| Grand Total \$ 145,652.50 |
|----------------------------------|

Class II Bike Lanes and Intersection Improvements

ARPA: Donaldson Way East, Shenandoah and Silver Oak Trail

Legend

 Project Limits

ell Open Space

Newell Dr

Americ

White Oak Dr

Shenandoah Dr

Shenandoah Park

Tapestry Ln

Donaldson Way E

Hearthstone Dr

DoubleTree by Hilton Hotel & Spa Napa...

Walgr

Google Earth

29

1000 ft

108

Image Landsat / Copernicus

Elliot Drive Enhanced Crosswalk Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|-------|-----------|---------------------|--------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 1,500.00 | \$ 1,500.00 |
| 2 | Traffic Control System | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| 3 | RRFB Solar Crosswalk Signs | 1 | LS | \$ 45,000.00 | \$ 45,000.00 |
| 4 | Thermoplastic Pavement Markings (Shark Teeth and Crosswalks) | 1,500 | SF | \$ 7.00 | \$ 10,500.00 |
| 5 | Approach Signs | 2 | EA | \$ 200.00 | \$ 400.00 |
| BID TOTAL | | | | \$ 58,400.00 | |

Location: Elliot Drive at Senior Center/Trail

| | |
|-------------------------------|---------------------|
| Design (10%) | \$ 5,840.00 |
| Construction Management (10%) | \$ 5,840.00 |
| Contingencies (10%) | \$ 5,840.00 |
| Grand Total | \$ 75,920.00 |

Elliot Drive

ARPA: Enhanced Crosswalk (Senior Center/Trail)

Legend

 Project Limits

Senior Center

Project Limits



Melvin Road Sidewalk and Drainage Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|-------|-----------|----------------------|---------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Clearing and grubbing | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 5 | Class 2 Aggregate Base (4") | 146 | CY | \$ 60.00 | \$ 8,760.00 |
| 6 | Sidewalk | 11825 | SF | \$ 12.00 | \$ 141,900.00 |
| 7 | Curb and Gutter | 2005 | LF | \$ 45.00 | \$ 90,225.00 |
| 8 | ADA Ramps | 4 | EA | \$ 5,000.00 | \$ 20,000.00 |
| 9 | Bioretention | 1 | LS | \$ 30,000.00 | \$ 30,000.00 |
| 10 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 4.00 | \$ 4,000.00 |
| 11 | Portable Changeable Message Signs | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| BID TOTAL | | | | \$ 331,885.00 | |

Location: Melvin Road from Cassayre to Wilson Way

| | |
|-------------------------------|--------------|
| Design (15%) | \$ 49,782.75 |
| Construction Management (15%) | \$ 49,782.75 |
| Contingencies (20%) | \$ 66,377.00 |

| |
|-------------------------------|
| Subtotal \$ 497,827.50 |
|-------------------------------|

Storm Drainage (Measure A)

| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
|--------------|------------|------|-----------|----------------------|---------------|
| 1 | HDPE 18" | 1620 | LF | \$ 200.00 | \$ 324,000.00 |
| 2 | Curb Inlet | 5 | EA | \$ 5,000.00 | \$ 25,000.00 |
| Total | | | | \$ 349,000.00 | |

| | |
|-------------------------------|--------------|
| Design (15%) | \$ 52,350.00 |
| Construction Management (15%) | \$ 52,350.00 |
| Contingencies (15%) | \$ 52,350.00 |

| |
|-------------------------------|
| Subtotal \$ 506,050.00 |
|-------------------------------|

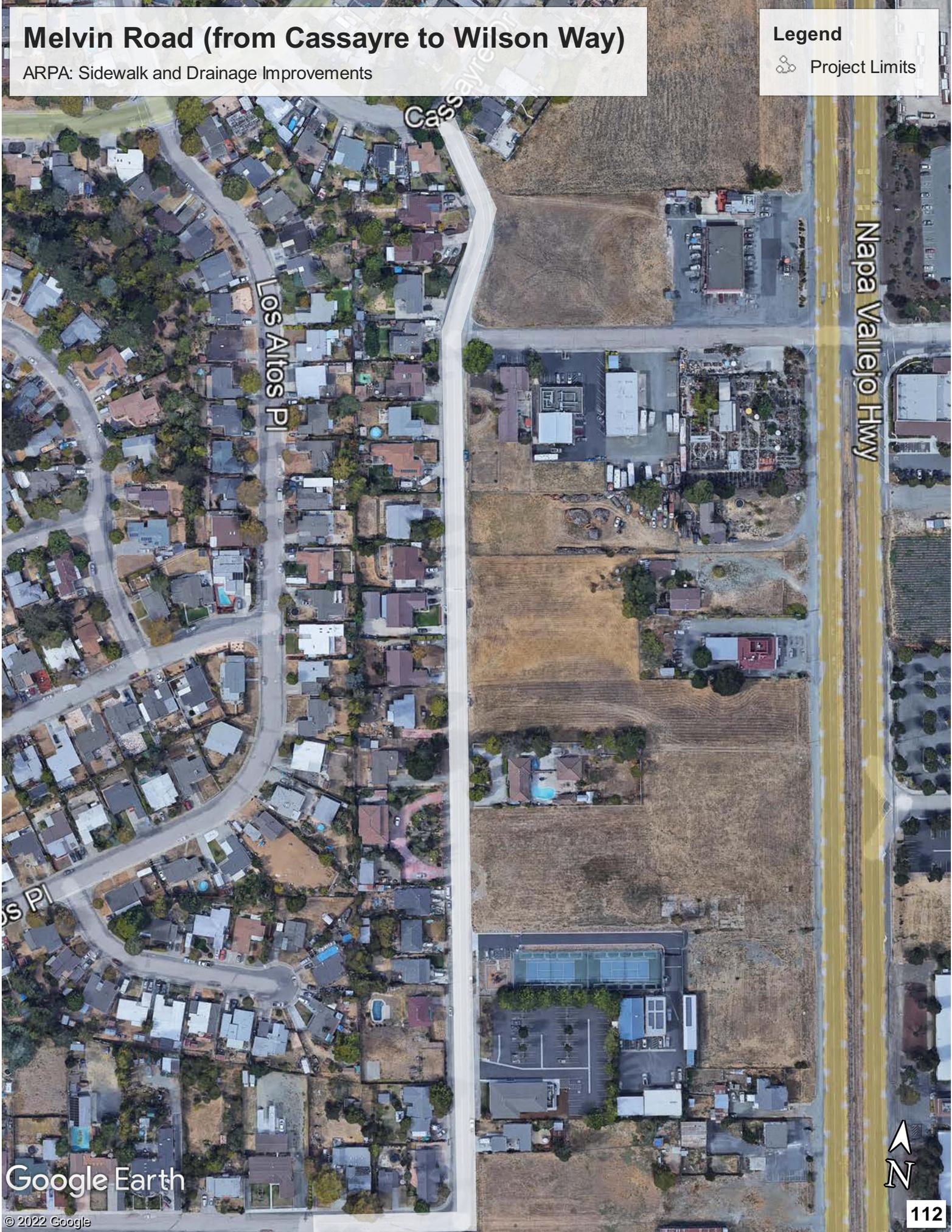
| |
|------------------------------------|
| Grand Total \$ 1,003,877.50 |
|------------------------------------|

Melvin Road (from Cassayre to Wilson Way)

ARPA: Sidewalk and Drainage Improvements

Legend

 Project Limits



Knightsbridge Reconstruction and Water Main Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|----------|------|------------------------|---------------|
| | DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 25,000.00 | \$ 25,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 2,500.00 | \$ 2,500.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Knightsbridge Reconstruct (Elliot to Danrose) | 4,745 | SY | \$ 155.00 | \$ 735,423.33 |
| | Regent Court - 2-Layer Surface Treatment | 1,018 | SY | \$ 12.00 | \$ 12,218.67 |
| | Park Lane - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| | Lansford Court - 2-Layer Surface Treatment | 1,021 | SY | \$ 12.00 | \$ 12,257.33 |
| | Arden Court - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| | Linwood Lane - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| 5 | 8" Water Main Replacement | 2,778 | LF | \$ 125.00 | \$ 347,250.00 |
| 6 | ADA Ramps | 18 | EA | \$ 5,000.00 | \$ 90,000.00 |
| 7 | Thermoplastic Striping | 3600 | LF | \$ 2.00 | \$ 7,200.00 |
| 8 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 7.00 | \$ 7,000.00 |
| 9 | Portable Changeable Message Signs | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| BID TOTAL | | | | \$ 1,276,473.33 | |

Locations:

Knightsbridge Way (from Elliot Drive to Danrose),
Regent Court, Park Lane, Lansford Court, Arden
Court, Linwood Lane

Design (15%) \$ 191,471.00

Construction Management (15%) \$ 191,471.00

Contingencies (15%) \$ 191,471.00

| |
|------------------------------------|
| Grand Total \$ 1,850,886.33 |
|------------------------------------|

Knightsbridge Area

ARPA: Pavement and Water Main Improvements

Legend

 Project Limits



ARPA Paving and Utility Improvements (Rancho Del Mar Area)

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|--------|-----------|------------------------|-----------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 50,000.00 | \$ 50,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Clearing and grubbing | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 5 | Rio Del Mar Reconstruct (SR29 to Carolyn Dr) | 10,112 | SY | \$ 155.00 | \$ 1,567,394.44 |
| 6 | Carolyn Drive (Rio Del Mar to Los Altos) - 2-Layer Surface Treatment | 4,657 | SY | \$ 12.00 | \$ 55,880.00 |
| 7 | Joan Drive (Carolyn to Los Altos) - 2-Layer Surface Treatment | 3,726 | SY | \$ 12.00 | \$ 44,706.67 |
| 8 | Los Altos (Rio Del Mar E to Rio Del Mar W) - 2-Layer Surface Treatment | 5,639 | SY | \$ 12.00 | \$ 67,666.67 |
| 9 | Los Altos (Rio Del Mar to Carolyn) - 2-Layer Surface Treatment | 8,128 | SY | \$ 12.00 | \$ 97,533.33 |
| 10 | Alta Loma 2-Layer Surface Treatment | 5,808 | SY | \$ 12.00 | \$ 69,696.00 |
| 11 | Del Rey Court 2-Layer Surface Treatment | 1,936 | SY | \$ 12.00 | \$ 23,232.00 |
| 12 | Cassayre 2-Layer Surface Treatment | 1,357 | SY | \$ 12.00 | \$ 16,280.00 |
| 11 | Flamingo Court Microsurface | 3,589 | SY | \$ 4.50 | \$ 16,150.00 |
| 12 | Sewer CIPP (6" and 8") | 9,200 | LF | \$ 100.00 | \$ 920,000.00 |
| 13 | 8" Water Main Replacements | 6,415 | LF | \$ 125.00 | \$ 801,875.00 |
| 14 | ADA Ramps | 30 | EA | \$ 5,000.00 | \$ 150,000.00 |
| 15 | Thermoplastic Striping | 7297 | LF | \$ 2.00 | \$ 14,594.00 |
| 16 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 7.00 | \$ 7,000.00 |
| 17 | Portable Changeable Message Signs | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| BID TOTAL | | | | \$ 3,929,008.11 | |

Locations:

Rio Del Mar from Highway 29 to Carolyn Drive, all of Los Altos Place east of Carolyn Drive, Cassayre Drive, Flamingo Court, Del Rio Court, Alta Loma Drive, Joan Drive from Carolyn Drive to Los Altos Place, and Carolyn Drive from Rio Del Mar to Los Altos Place

| | | |
|-------------------------------|----|------------|
| Design (15%) | \$ | 589,351.22 |
| Construction Management (15%) | \$ | 589,351.22 |
| Contingencies (20%) | \$ | 785,801.62 |

| | | |
|--------------------|-----------|---------------------|
| Grand Total | \$ | 5,893,512.17 |
|--------------------|-----------|---------------------|

Ranch Del Mar Area

ARPA: Pavement and Utility Improvements

Legend

 Project Limits



Los Altos Pl

Google Earth

Los Altos Pl

900 ft



PROPOSED ARPA PROJECTS

Projects

| | | |
|--|----|--------------|
| Benton Way Enhanced Crosswalk Improvements | \$ | 75,920.00 |
| Class II/Intersection Project | \$ | 145,652.50 |
| Elliot Drive Enhanced Crosswalk Improvements | \$ | 75,920.00 |
| Melvin Road Sidewalk and Drainage Improvements | \$ | 1,003,877.50 |
| Knightsbridge Reconstruction and Water Main Improvements | \$ | 1,850,886.33 |
| ARPA Paving and Utility Improvements (Rancho Del Mar Area) | \$ | 5,893,512.17 |

Estimated Expenditures **\$ 9,045,768.50**

Anticipated Revenue Sources

| | | |
|--------------|----|--------------|
| ARPA Revenue | \$ | 4,390,000.00 |
| Measure T | \$ | 1,155,000.00 |
| Water CIP | \$ | 1,667,000.00 |
| Sewer CIP | \$ | 1,334,000.00 |
| Measure A | \$ | 500,000.00 |

Estimated Revenue Committed **\$ 9,046,000.00**

Benton Way Enhanced Crosswalk Improvements

| | | | ENGINEERS ESTIMATE | | |
|------------------|--|-------|--------------------|---------------------|--------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 1,500.00 | \$ 1,500.00 |
| 2 | Traffic Control System | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| 3 | RRFB Solar Crosswalk Signs | 1 | LS | \$ 45,000.00 | \$ 45,000.00 |
| 4 | Thermoplastic Pavement Markings (Shark Teeth and Crosswalks) | 1,500 | SF | \$ 7.00 | \$ 10,500.00 |
| 5 | Approach Signs | 2 | EA | \$ 200.00 | \$ 400.00 |
| BID TOTAL | | | | \$ 58,400.00 | |

Location: Benton Way at Chaucer Lane

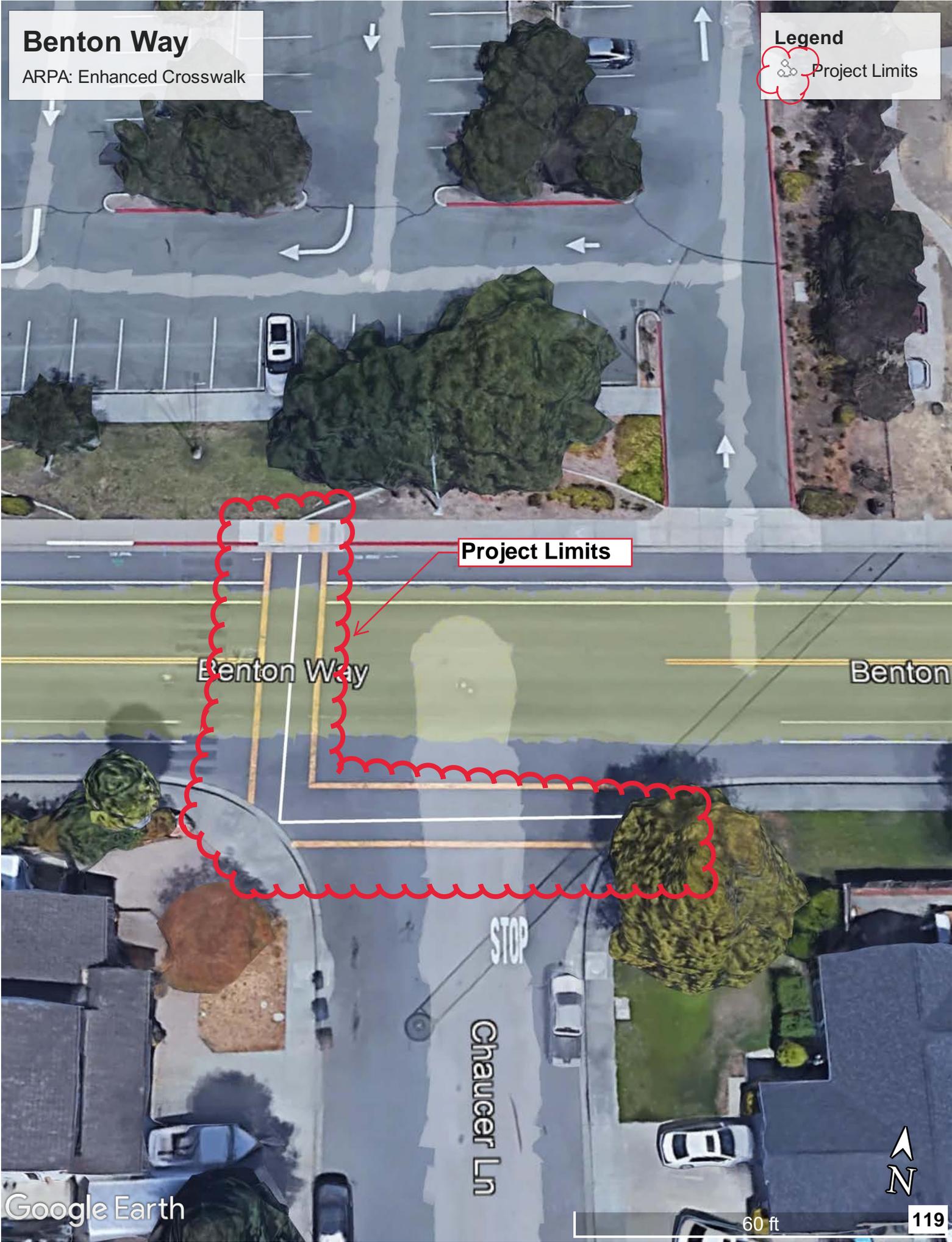
| | |
|-------------------------------|---------------------|
| Design (10%) | \$ 5,840.00 |
| Construction Management (10%) | \$ 5,840.00 |
| Contingencies (10%) | \$ 5,840.00 |
| Grand Total | \$ 75,920.00 |

Benton Way

ARPA: Enhanced Crosswalk

Legend

 Project Limits



Benton Way

Project Limits

Benton

STOP

Chaucer Ln

Class II Bike Lanes and Intersection Improvements

| | | | ENGINEERS ESTIMATE | | |
|------------------|---------------------------------|-------|--------------------|----------------------|--------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 3 | Class II Thermoplastic Striping | 8,600 | LF | \$ 1.50 | \$ 12,900.00 |
| 4 | Thermoplastic Pavement Markings | 9,650 | SF | \$ 7.00 | \$ 67,550.00 |
| 5 | Signs | 25 | EA | \$ 200.00 | \$ 5,000.00 |
| BID TOTAL | | | | \$ 100,450.00 | |

Locations:

Donaldson (from east Highway 29 to Newell Drive), Shenandoah (from Donaldson to Silver Oak), and Silver Oak Trail (From American Canyon Road East to Newell Drive)

| | | |
|--|----------------------------------|-----------|
| | Design (15%) \$ | 15,067.50 |
| | Construction Management (15%) \$ | 15,067.50 |
| | Contingencies (15%) \$ | 15,067.50 |

| | |
|-----------------------|-------------------|
| Grand Total \$ | 145,652.50 |
|-----------------------|-------------------|

Class II Bike Lanes and Intersection Improvements

ARPA: Donaldson Way East, Shenandoah and Silver Oak Trail

Legend

 Project Limits

ell Open Space

Newell Dr

Americ

White Oak Dr

Shenandoah Dr

Shenandoah Park

Tapestry Ln

Donaldson Way E

Hearthstone Dr

DoubleTree by Hilton Hotel & Spa Napa...

Walgr

Google Earth

29

1000 ft

121

Image Landsat / Copernicus

Elliot Drive Enhanced Crosswalk Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|----------|------|---------------------|--------------|
| | DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 1,500.00 | \$ 1,500.00 |
| 2 | Traffic Control System | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| 3 | RRFB Solar Crosswalk Signs | 1 | LS | \$ 45,000.00 | \$ 45,000.00 |
| 4 | Thermoplastic Pavement Markings (Shark Teeth and Crosswalks) | 1,500 | SF | \$ 7.00 | \$ 10,500.00 |
| 5 | Approach Signs | 2 | EA | \$ 200.00 | \$ 400.00 |
| BID TOTAL | | | | \$ 58,400.00 | |

Location: Elliot Drive at Senior Center/Trail

| | |
|-------------------------------|---------------------|
| Design (10%) | \$ 5,840.00 |
| Construction Management (10%) | \$ 5,840.00 |
| Contingencies (10%) | \$ 5,840.00 |
| Grand Total | \$ 75,920.00 |

Elliot Drive

ARPA: Enhanced Crosswalk (Senior Center/Trail)

Legend

 Project Limits

Senior Center

Project Limits



Melvin Road Sidewalk and Drainage Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|-------|-----------|----------------------|---------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Clearing and grubbing | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 5 | Class 2 Aggregate Base (4") | 146 | CY | \$ 60.00 | \$ 8,760.00 |
| 6 | Sidewalk | 11825 | SF | \$ 12.00 | \$ 141,900.00 |
| 7 | Curb and Gutter | 2005 | LF | \$ 45.00 | \$ 90,225.00 |
| 8 | ADA Ramps | 4 | EA | \$ 5,000.00 | \$ 20,000.00 |
| 9 | Bioretention | 1 | LS | \$ 30,000.00 | \$ 30,000.00 |
| 10 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 4.00 | \$ 4,000.00 |
| 11 | Portable Changeable Message Signs | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| BID TOTAL | | | | \$ 331,885.00 | |

Location: Melvin Road from Cassayre to Wilson Way

Design (15%) \$ 49,782.75
 Construction Management (15%) \$ 49,782.75
 Contingencies (20%) \$ 66,377.00

Subtotal \$ 497,827.50

Storm Drainage (Measure A)

| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
|--------------|------------|------|-----------|----------------------|---------------|
| 1 | HDPE 18" | 1620 | LF | \$ 200.00 | \$ 324,000.00 |
| 2 | Curb Inlet | 5 | EA | \$ 5,000.00 | \$ 25,000.00 |
| Total | | | | \$ 349,000.00 | |

Design (15%) \$ 52,350.00
 Construction Management (15%) \$ 52,350.00
 Contingencies (15%) \$ 52,350.00

Subtotal \$ 506,050.00

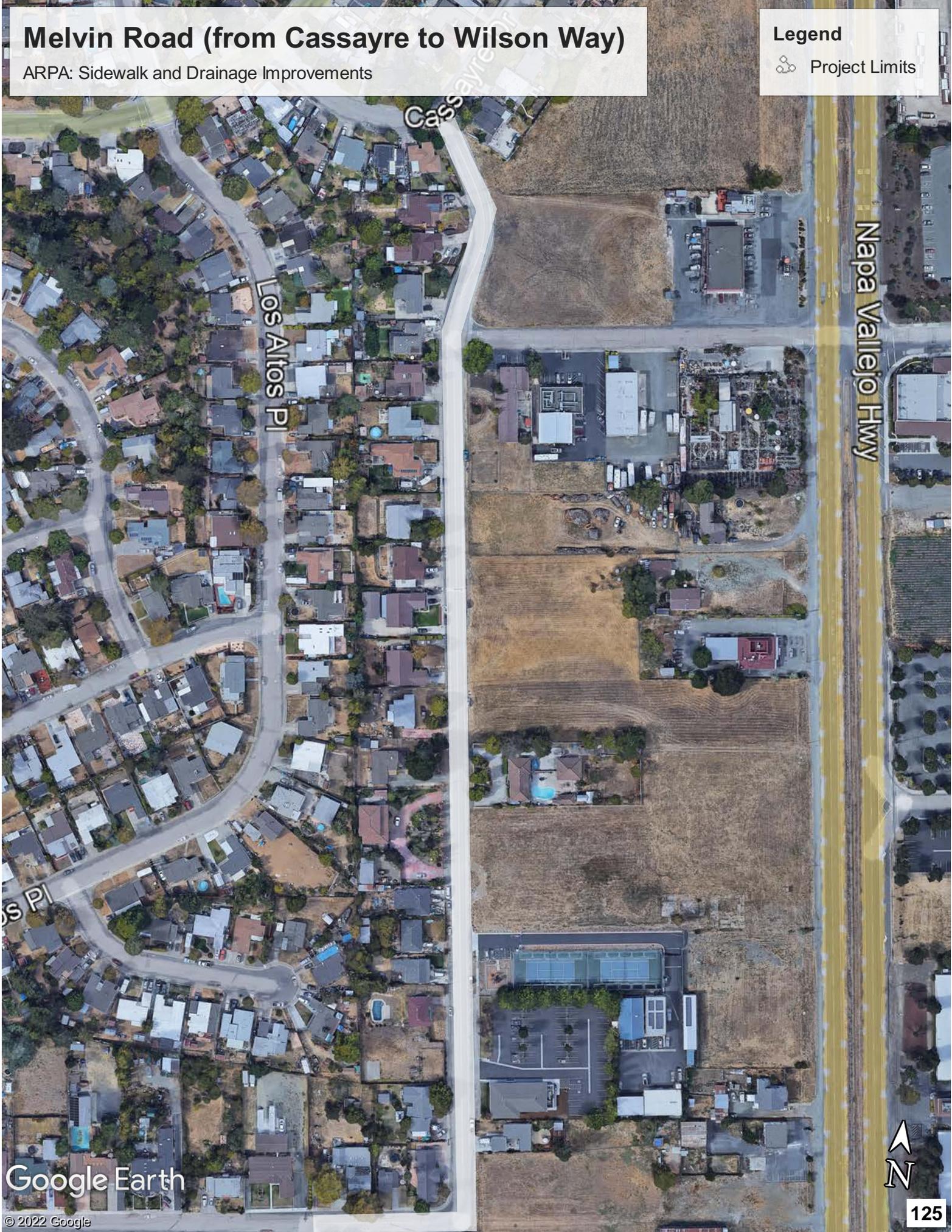
Grand Total \$ 1,003,877.50

Melvin Road (from Cassayre to Wilson Way)

ARPA: Sidewalk and Drainage Improvements

Legend

 Project Limits



Knightsbridge Reconstruction and Water Main Improvements

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|-------|-----------|------------------------|---------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 25,000.00 | \$ 25,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 2,500.00 | \$ 2,500.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Knightsbridge Reconstruct (Elliot to Danrose) | 4,745 | SY | \$ 155.00 | \$ 735,423.33 |
| | Regent Court - 2-Layer Surface Treatment | 1,018 | SY | \$ 12.00 | \$ 12,218.67 |
| | Park Lane - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| | Lansford Court - 2-Layer Surface Treatment | 1,021 | SY | \$ 12.00 | \$ 12,257.33 |
| | Arden Court - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| | Linwood Lane - 2-Layer Surface Treatment | 851 | SY | \$ 12.00 | \$ 10,208.00 |
| 5 | 8" Water Main Replacement | 2,778 | LF | \$ 125.00 | \$ 347,250.00 |
| 6 | ADA Ramps | 18 | EA | \$ 5,000.00 | \$ 90,000.00 |
| 7 | Thermoplastic Striping | 3600 | LF | \$ 2.00 | \$ 7,200.00 |
| 8 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 7.00 | \$ 7,000.00 |
| 9 | Portable Changeable Message Signs | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| BID TOTAL | | | | \$ 1,276,473.33 | |

Locations:

Knightsbridge Way (from Elliot Drive to Danrose),
Regent Court, Park Lane, Lansford Court, Arden
Court, Linwood Lane

Design (15%) \$ 191,471.00

Construction Management (15%) \$ 191,471.00

Contingencies (15%) \$ 191,471.00

| |
|------------------------------------|
| Grand Total \$ 1,850,886.33 |
|------------------------------------|

Knightsbridge Area

ARPA: Pavement and Water Main Improvements

Legend

 Project Limits



ARPA Paving and Utility Improvements (Rancho Del Mar Area)

| | | | | ENGINEERS ESTIMATE | |
|------------------|--|--------|-----------|------------------------|-----------------|
| DESCRIPTION | QUANTITY | UNIT | UNIT COST | TOTAL | |
| 1 | Mobilization/Demobilization | 1 | LS | \$ 50,000.00 | \$ 50,000.00 |
| 2 | Traffic Control System | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| 3 | Storm Water Management and Sedimentation/Erosion Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 |
| 4 | Clearing and grubbing | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| 5 | Rio Del Mar Reconstruct (SR29 to Carolyn Dr) | 10,112 | SY | \$ 155.00 | \$ 1,567,394.44 |
| 6 | Carolyn Drive (Rio Del Mar to Los Altos) - 2-Layer Surface Treatment | 4,657 | SY | \$ 12.00 | \$ 55,880.00 |
| 7 | Joan Drive (Carolyn to Los Altos) - 2-Layer Surface Treatment | 3,726 | SY | \$ 12.00 | \$ 44,706.67 |
| 8 | Los Altos (Rio Del Mar E to Rio Del Mar W) - 2-Layer Surface Treatment | 5,639 | SY | \$ 12.00 | \$ 67,666.67 |
| 9 | Los Altos (Rio Del Mar to Carolyn) - 2-Layer Surface Treatment | 8,128 | SY | \$ 12.00 | \$ 97,533.33 |
| 10 | Alta Loma 2-Layer Surface Treatment | 5,808 | SY | \$ 12.00 | \$ 69,696.00 |
| 11 | Del Rey Court 2-Layer Surface Treatment | 1,936 | SY | \$ 12.00 | \$ 23,232.00 |
| 12 | Cassayre 2-Layer Surface Treatment | 1,357 | SY | \$ 12.00 | \$ 16,280.00 |
| 11 | Flamingo Court Microsurface | 3,589 | SY | \$ 4.50 | \$ 16,150.00 |
| 12 | Sewer CIPP (6" and 8") | 9,200 | LF | \$ 100.00 | \$ 920,000.00 |
| 13 | 8" Water Main Replacements | 6,415 | LF | \$ 125.00 | \$ 801,875.00 |
| 14 | ADA Ramps | 30 | EA | \$ 5,000.00 | \$ 150,000.00 |
| 15 | Thermoplastic Striping | 7297 | LF | \$ 2.00 | \$ 14,594.00 |
| 16 | White Thermoplastic Pavement Markings (limit lines, crosswalk lines, words, arrows, symbol markings, etc.) | 1000 | SF | \$ 7.00 | \$ 7,000.00 |
| 17 | Portable Changeable Message Signs | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| BID TOTAL | | | | \$ 3,929,008.11 | |

Locations:

Rio Del Mar from Highway 29 to Carolyn Drive, all of Los Altos Place east of Carolyn Drive, Cassayre Drive, Flamingo Court, Del Rio Court, Alta Loma Drive, Joan Drive from Carolyn Drive to Los Altos Place, and Carolyn Drive from Rio Del Mar to Los Altos Place

| | | |
|-------------------------------|----|------------|
| Design (15%) | \$ | 589,351.22 |
| Construction Management (15%) | \$ | 589,351.22 |
| Contingencies (20%) | \$ | 785,801.62 |

| | | |
|--------------------|-----------|---------------------|
| Grand Total | \$ | 5,893,512.17 |
|--------------------|-----------|---------------------|

Ranch Del Mar Area

ARPA: Pavement and Utility Improvements

Legend

 Project Limits



Los Altos Pl

Los Altos Pl

Google Earth

900 ft



BENTON WAY ENHANCED CROSSWALK IMPROVEMENTS PROJECT



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| |
|-------------------------|
| CITY OF AMERICAN CANYON |
| ENHANCED CROSSWALK |

| |
|--------------|
| DRAWING NO. |
| PROJ 1 |
| SHT 01 OF 05 |

CLASS II BIKE LANES AND INTERSECTION IMPROVEMENTS PROJECT ¹³¹



CITY OF AMERICAN CANYON
CLASS II BIKE LANES AND CROSSWALKS

DRAWING NO.
PROJ 2
SHT 02 OF 06

ELLIOT DRIVE ENHANCED CROSSWALK IMPROVEMENTS PROJECT



CITY OF AMERICAN CANYON
ENHANCED CROSSWALK

DRAWING NO.
PROJ 3
SHT 03 OF 05

MELVIN ROAD SIDEWALK AND DRAINAGE IMPROVEMENTS PROJECT



CITY OF AMERICAN CANYON
SIDEWALK AND STORM DRAIN IMPROVEMENTS

DRAWING NO.
PROJ 4
SHT 04 OF 06

KNIGHTSBRIDGE RECONSTRUCTION AND WATER MAIN IMPROVEMENTS PROJECT



| | | |
|-----------------------------------|--|--------------|
| CITY OF AMERICAN CANYON | | DRAWING NO. |
| PAVEMENT AND UTILITY IMPROVEMENTS | | PROJ 5 |
| | | SHT 05 OF 06 |



TITLE

Countywide Climate Action Committee Priorities for 2022

RECOMMENDATION

Receive an update and discuss priorities for the Countywide Climate Action Committee in 2022.

CONTACT

Jason B. Holley, City Manager
Mark Joseph, Councilmember
Pierre Washington, Councilmember

BACKGROUND & ANALYSIS

Councilmembers Joseph and Washington represent American Canyon on the Napa Countywide Climate Action Committee (CAC). On February 25, 2022, the CAC discussed priorities for 2022 (Attachment 1). Councilmembers Joseph and Washington will re-cap the latest CAC meeting and solicit Council input on priorities for 2022.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Not applicable

ENVIRONMENTAL REVIEW

Not applicable.

ATTACHMENTS:

[1. CAC Priorities - February 25, 2022](#)

From: [Elliott, Deborah](#)
Cc: [Brent Cooper](#); [Morrison, David](#); [Cortez, Nelson](#); [Jason Holley](#); [Suellen Johnston](#); spotter@cityofnapa.org; [Carranza, Tiffany](#); mprestwich@cityofsthelena.org; [Cindy Tzafopoulos](#); SRogers@yville.com; [Michelle Dahme](#); PNixon@cityofsthelena.org; vsmith@cityofnapa.org; [Michael Barrett](#); [Doyle-Stevens, Leah](#); [Eddy Gomez](#); jmccann@cityofsthelena.org; [Quackenbush, Alexandria](#); [Mone, Robert](#)
Subject: [External] CAC Potential Action Items - Additional Information
Date: Tuesday, March 1, 2022 4:04:44 PM
Attachments: [image009.png](#)
[4C Memo - CAC Potential Action Items 02-25-22.pdf](#)
[CAC Member Survey Additional Actions - February 2022.pdf](#)
[CAC Potential Actions Pros-Cons.pdf](#)

Good afternoon CAC members and staff,

As requested, attached are the following items for your use:

- 1) The memo distributed on 2/25 with information about the top five potential actions from the survey
- 2) The additional actions suggested by CAC members on the survey
- 3) A list of pro and cons of the top five potential actions

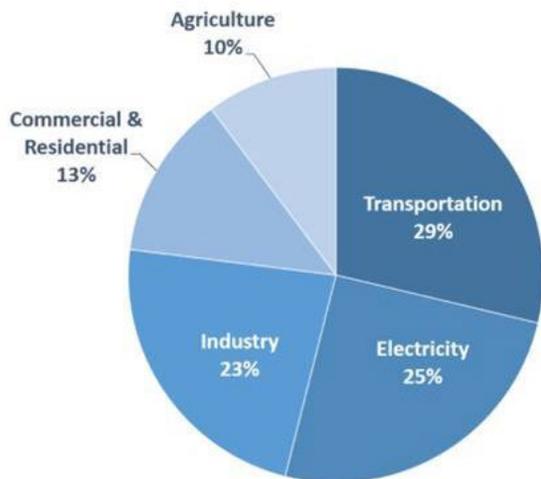
This information is for you to take back to your individual jurisdictions for discussion as needed. We anticipate that we will discuss these items further at the next CAC meeting on March 25, 2022.

We also thought it would be useful to share greenhouse gas emissions data from the US as a whole, California, and the 2005 Napa Countywide GHG emissions.

Please let me know if you have questions or need any additional information.

Source: USEPA [Sources of Greenhouse Gas Emissions | US EPA](#)

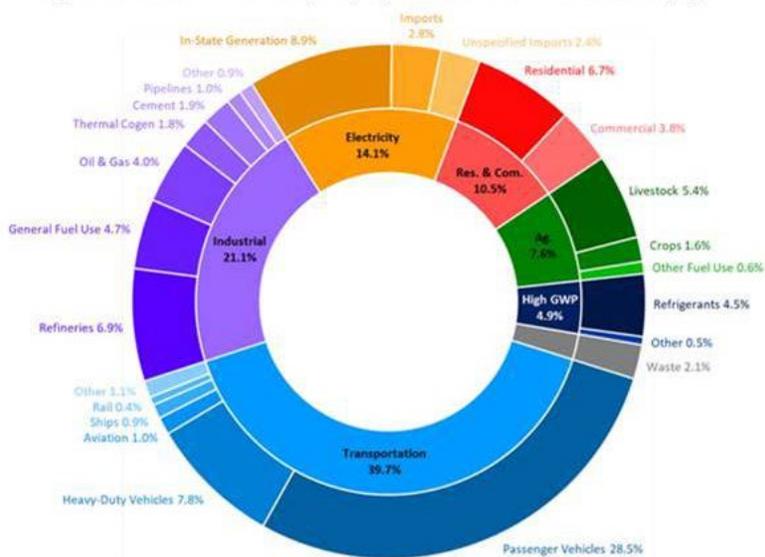
Total U.S. Greenhouse Gas Emissions by Economic Sector in 2019



Total Emissions in 2019 = 6,558 [Million Metric Tons of CO₂ equivalent](#). Percentages may not add up to 100% due to independent rounding.

Source: CARB [ghg_inventory_trends_00-19.pdf \(ca.gov\)](#)

Figure 4. 2019 GHG Emissions by Scoping Plan Sector and Sub-Sector Category.

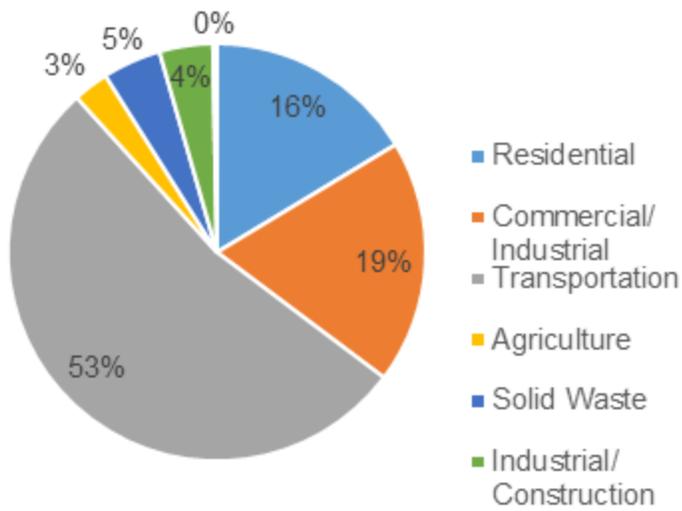


This figure breaks out 2019 emissions by sector into an additional level of sub-sector categories. The inner ring shows the broad Scoping Plan sectors. The outer ring breaks out the broad sectors into sub-sectors or emission categories under each sector.

In 2019, emissions from statewide emitting activities were 418.2 million metric tons of CO₂ equivalent (MMTCO₂e, or million tonnes CO₂e).

Source: Napa Countywide Community Climate Action Framework [Draft_napa_climate.pdf \(napawatersheds.org\)](#)

2005 Napa Countywide GHG Emissions



In 2005, emissions from countywide emitting activities were 1,200,281 metric tons of CO2 equivalent (MMTCO2e).

Thank you,

DEBORAH ELLIOTT

Environmental Resource Specialist | Napa County
Tel. (707) 259-5969 | deborah.elliott@countyofnapa.org



A Tradition of Stewardship
A Commitment to Service

MEMORANDUM

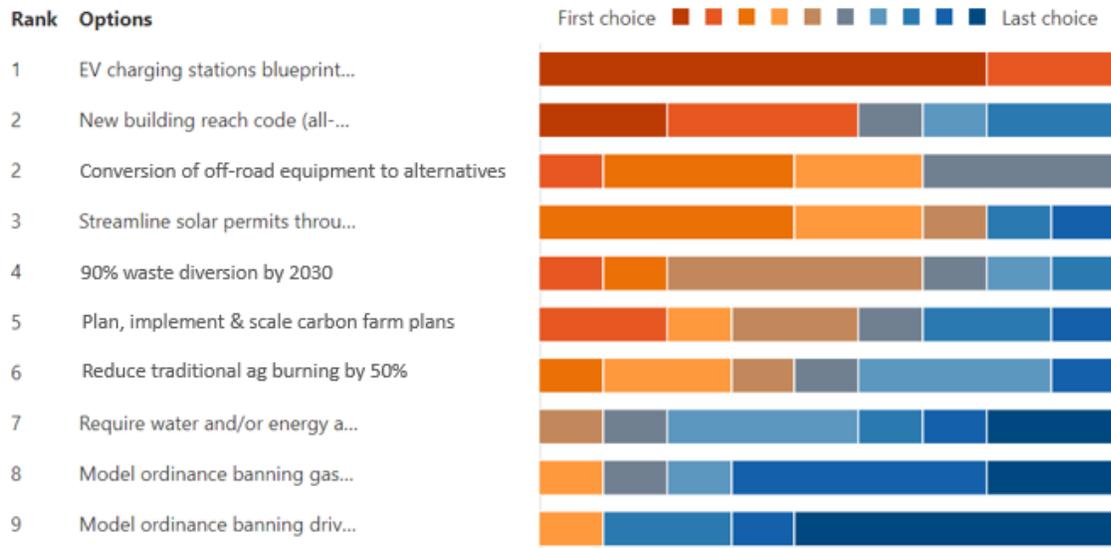
| | |
|------------------------------|--|
| To: Climate Action Committee | From: Deborah Elliott, Environmental Resource Specialist |
|------------------------------|--|

| | |
|-------------------------|--|
| Date: February 24, 2022 | Re: Potential Actions for FY 2022/2023 |
|-------------------------|--|

Climate Action Committee (CAC) members were sent a survey the week of February 14th. Please see below for the results. The top five potential actions are listed in detail below the chart and will be discussed at the meeting on February 25, 2022.

1. Prioritize the climate actions that you would like the CAC to work on in FY2022/2023

[More Details](#)



1) EV Charging Station Blueprint

Work Plan: evaluate constraints and opportunities to accelerate EV adoption and increase EV charging stations strategically throughout the County.

Timeline: 6-9 months

Partners: NVT, jurisdictions, regional agencies, local stakeholders

Potential Cost: \$25K-\$50K in either consultant costs or staff costs.

2) New Building Reach Code (all-electric or electric preferred)

Work Plan: Work with stakeholders, the CAC and jurisdictional staff to develop a uniform reach code that can be adopted by each jurisdiction.

Timeline: Ideally a reach code would be adopted in fall 2022 to align with adoption of the 2022 California Building Code on January 1, 2023.

Partners: local stakeholders, jurisdictional staff, BayREN staff

Potential Cost: Overall costs to the CAC would be low, but each jurisdiction would have staffing requirements to update and pass the updated code.

3) Develop a program to support conversion of agricultural equipment, off-road equipment, and freight from diesel to alternatives (\$\$\$)

Work Plan: Off-road diesel engines are widely used in agricultural goods production and supply operations: from planting to harvesting and processing. The work plan could include outreach, incentives and/or education around fuel switching and/or electric technologies.

Timeline: 1 year

Partners: Ag stakeholders, electric technology developers, alternative fuels developers, jurisdictional staff.

Potential Cost: \$50k-100K

4) Streamline solar permits through the adoption of SolarAPP+ (\$)

Work Plan: SolarAPP+ is a standardized plan review software developed by the National Renewable Energy Laboratory (NREL) that can run compliance checks and process building permit approvals for eligible rooftop solar systems.

Timeline: 6 months

Partners: Jurisdictions

Potential Cost: Staff costs. Funding may be available from the California Energy Commission this summer to reimburse any associated staffing costs

5) Develop a program to achieve 90% waste diversion by 2030 (\$\$)

Work Plan: Collaborate with partners to develop policies, programs, and education campaigns to severely reduce the amount waste sent to landfills.

Timeline: 1-2 years. Solid waste staff is currently focused on SB1382.

Partners: Waste haulers, jurisdictional staff

Potential Cost: \$20k-\$30k

Potential Action Items Pros & Cons - CAC February 2022

| Pros | Cons |
|--|--|
| EV Charging Station Blueprint | |
| The plan will give a clearer picture of where in the County additional charging capacity is needed. | Cost is unclear at this time, but could be \$25k-\$50K+ depending on the work plan. |
| The plan will help inform the public about the incentives related to EV adoption. | |
| New Building Reach Code (All-Electric) | |
| A reach code will reduce GHG emissions of new buildings by installing electric equipment and no gas (ex: electric water heating, HVAC, cooking). | If one uniform reach code is not adopted by all jurisdictions, it will be confusing for contractors, real estate professionals and homebuyers. |
| It is prudent to do it now, before the State likely requires it in the 2025 code cycle. | Outreach and education will be needed to stakeholders including builders/developers, housing advocates, real estate professionals. |
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| Progress is already being made on waste diversion with the implementation of SB1383 and this program could build on that. | Waste staff will be focused on implementing SB1383 requirements for the near-term. |

3/1/2022

CAC Member Survey February 2022

Are there other actions that the Committee should consider? Please list them here.

- E-bikes and how to encourage their use (along with efforts to enhance bike lanes).
- Expand recycled water infrastructure in all jurisdictions
- Expand fast charging EV stations throughout Napa County
- Advance health forest initiatives (fuel reduction, thinning of non-native and flammable species) that support wildfire mitigation and environmental habitat protection
- Identify grant opportunities in general that will help reduce carbon emissions.
- Have a legislation watch that will inform members of pending or developing issues.
- Collaborate with other committees and agencies in the County that share efforts to reduce our carbon footprint.
- Find ways to coordinate and avoid duplication of effort and at the same time be supportive of those efforts.
- Consider Ad Hoc committees which include subject matter experts that are not members of the CAC to help guide our efforts and find new approaches.
- Evaluate existing power grid and make recommendations for future grid improvements
- Evaluate need for additional water retention infrastructure
- Financial Options/Strategies: 1. Grants, which may be for program development and or incentives. 2. Cash incentives from State and Federal agencies to support climate action crisis.
- Review and discuss the current electric grid and its capacity to take on future electricity demands.



David Oro - City Council Member Committee Report

Committee Name: **Napa Valley Local Tourism Business Improvement District Meeting (American Canyon)**

Meeting Date: March 3, 2022

Topics of Discussion:

The committee took action to fund the American Canyon Juneteenth event using its funding for this fiscal year for local sponsorships. A sub-committee of myself and Kenta Kamohara, GM at the Holiday Inn, will work to more formalize the application process on how this sponsorship funding for local events and organizations will be used in the next fiscal year.

On the local front, the hotels are doing better, particularly in staffing. Look out for a refreshed DoubleTree. Eric Burrow, GM at DoubleTree, stated that they are planning for a full hotel renovation and are meeting with designers. Timing TBD, but it's not years away.

We received an update from Visit Napa Valley. Generally the trends are up and to the right - which is good - meaning we are getting back to pre-pandemic levels seen in 2019.



FY23 STR FORECAST

| Occupancy (%) | 2022 | | | | | | 2023 | | | | | |
|----------------------|-------|-------|-------|--------|--------|-------|-------|-------|-------|-------|-------|-------|
| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
| STR Forecast | 73.3% | 73.7% | 74.9% | 69.6% | 62.8% | 51.7% | 51.4% | 61.1% | 63.4% | 67.5% | 72.0% | 73.3% |
| 2021/2022 | 72.9% | 68.6% | 74.1% | 71.5% | 64.4% | 52.1% | 38.5% | 49.0% | 54.7% | 62.8% | 69.1% | 72.6% |
| 2018/2019 | 78.1% | 80.6% | 81.4% | 77.6% | 70.1% | 54.7% | 55.5% | 65.6% | 68.1% | 73.0% | 79.8% | 80.1% |
| Percent Change 21/22 | 0.5% | 7.4% | 1.1% | -2.7% | -2.5% | -0.8% | 33.5% | 24.7% | 15.9% | 7.5% | 4.2% | 1.0% |
| Percent Change 18/19 | -6.1% | -8.6% | -8.0% | -10.3% | -10.4% | -5.5% | -7.4% | -6.9% | -6.9% | -7.5% | -9.8% | -8.5% |

| ADR | 2022 | | | | | | 2023 | | | | | |
|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
| STR Forecast | \$ 453.80 | \$ 474.01 | \$ 520.80 | \$ 488.96 | \$ 395.11 | \$ 322.51 | \$ 297.37 | \$ 331.23 | \$ 341.23 | \$ 383.24 | \$ 467.21 | \$ 446.23 |
| 2021/2022 | \$ 438.77 | \$ 459.56 | \$ 517.61 | \$ 515.41 | \$ 428.28 | \$ 365.91 | \$ 326.00 | \$ 354.21 | \$ 356.65 | \$ 393.16 | \$ 471.07 | \$ 452.19 |
| 2018/2019 | \$ 349.00 | \$ 354.44 | \$ 405.68 | \$ 402.44 | \$ 322.69 | \$ 254.03 | \$ 232.62 | \$ 261.15 | \$ 282.52 | \$ 307.02 | \$ 382.22 | \$ 360.47 |
| Percent Change 21/22 | 3.4% | 3.1% | 0.6% | -5.1% | -7.7% | -11.9% | -8.8% | -6.5% | -4.3% | -2.5% | -0.8% | -1.3% |
| Percent Change 18/19 | 30.0% | 33.7% | 28.4% | 21.5% | 22.4% | 27.0% | 27.8% | 26.8% | 20.8% | 24.8% | 22.2% | 23.8% |

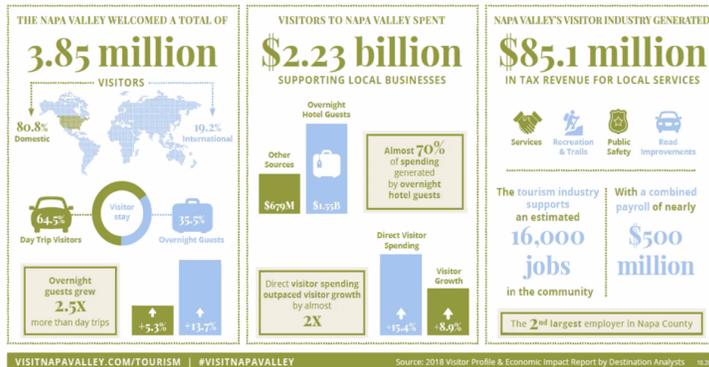
| TID Projected Qtr 4 | 2022 | | | | | | 2023 | | | | | |
|---------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
| Room Count | \$ 795,187 | \$ 808,193 | \$ 902,429 | \$ 813,548 | \$ 574,034 | \$ 398,597 | \$ 365,394 | \$ 436,986 | \$ 517,174 | \$ 632,116 | \$ 872,136 | \$ 739,330 |

| TID REVENUE | |
|--------------------|--------------|
| TID Projected FY23 | \$ 7,855,124 |
| TID Projected FY22 | \$ 7,779,365 |
| Variance \$ | \$ 75,759 |
| Variance % | 1% |

VNV Finance Committee recommends FY23 Budget 80-85% of STR Projection \$6.2M-\$6.7M

| New | Room Count | Out of Service | Room Count |
|------------------|------------|------------------|----------------------------|
| Four Seasons | 85 | Calistoga Ranch | -50 |
| Cambria | 90 | Meadowood | -63 |
| Stanley Ranch | 135 | | |
| Total New | 310 | Total OOS | -113 |
| | | | 197 Total new rooms |

Getting Back to Pre-Pandemic Tourism Economic Impact



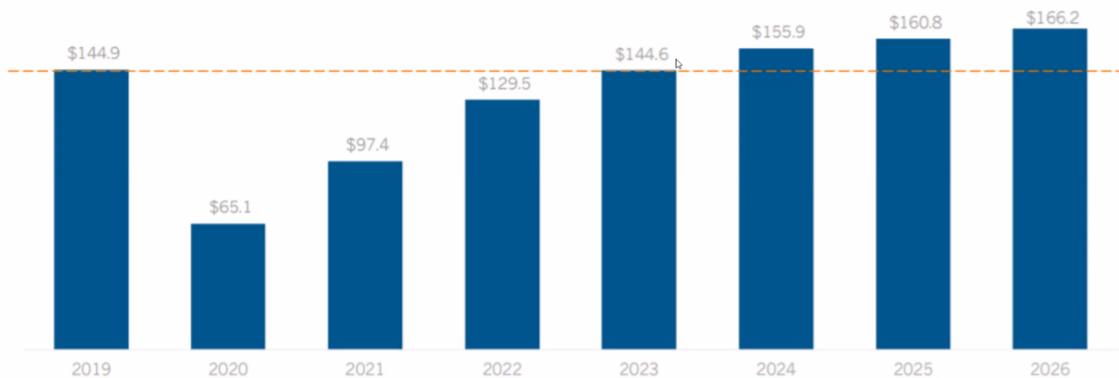
← **2021**

- ✓ Fewer People
- ✓ Spending More Money
- ✓ Staying Longer
- ✓ Napa Valley wins back more than our fair share

Travel Spending Forecast



January 2022
California State Forecast



Source: Tourism Economics, January 2022 Forecast



Community Events and Other Activities

Meet & Greet with Napa Valley Vine Trail New Executive Director

Meeting Date: February 24, 2022

Attended the open house with new Napa Valley Vine Trail Executive Director Shawn Casey-White at Vineyard 29's downtown Napa tasting on First Street. She's an accomplished executive with a progressive track record, Casey-White comes from the American Heart Association and brings more than two decades of experience in philanthropy to Napa's grass-roots nonprofit. I invited Ms. Casey-White to provide an update to the Council in the near

future. Date is currently being worked out with staff.



State of the City

Meeting Date: February 23, 2022

Great job. First thing I noticed was the clarity and definition of the new audio and visual investment. Given the hybrid nature of our world today, this is a great investment now and in the future. Overall, I loved all the updates and the length was about right, though a few department updates could have slowed down their presentations. It went by quickly for me and others reached out to me directly sharing the same sentiment. Slow 'er down next time.

The American Canyon Community & Parks Foundation Annual Community Open House

Meeting Date: March 6, 2022

I think this was the first normal event I've been to since the pandemic (i.e. largely maskless). Got to catch up with a lot of people I hadn't seen together in a long time. Also so a lot of new faces which is encouraging. Didn't get to say to everyone though.



Sheriff Oscar Ortiz's Campaign Kickoff Celebration

Meeting Date: March 6, 2022

Attended and supported Sheriff Oscar Ortiz's Campaign Kickoff Celebration at Black Stallion winery. I've been to a lot of Up Valley events but this was the most people I have seen attend that were from American Canyon. Was very happy to see so many familiar faces.





CITY COUNCIL COMMITTEE REPORT

Meeting Date: March 15, 2022 Submitted By: Mark Joseph, Council member

Committee Name: Countywide Climate Action Committee

Received an update on the **Greenhouse Gas Inventory** (data collection is mostly done; results should be available by late summer). Also received a report **on future electricity demand** from Electric Vehicles (EV's); although very useful, does not address the full electric demand (think all electric homes). Lastly, we discussed **upcoming projects for next fiscal year**. I have asked the City Manager to include this discussion topic to get feedback from the full Council. The items, and related analysis, is attached.

Committee Name: Climate Ad hoc Committee

This committee met again and heard from Sebastian Conn, MCE, on incentives available and the data that we can receive regarding "deep green" accounts. We also discussed moving forward on the Action Plan—more focused on the format at this point. We talked about helping with Earth Day celebrations in April and promoting an EV/E-bike event at our Walmart in September.

I was invited to speak at an ACHS Chemistry class on local actions relating to Climate Action.

Committee Name: Community Events and Activities

Working on the upcoming **Kiwanis Crab Feed**. We held an in-person Membership Meeting at Junction Brewery. Also attended the **Arts Foundation's** board meeting and went with about a dozen of us to Napa for the Lighted Artworks display. Very exciting (and cold). Made it to the **Parks Foundation's Open House**, and got a chance to talk to Lisa Chu, our NVUSD Trustee. Attended a planning session for the upcoming **Juneteenth Event** at Main Street Park.



A Tradition of Stewardship
A Commitment to Service

MEMORANDUM

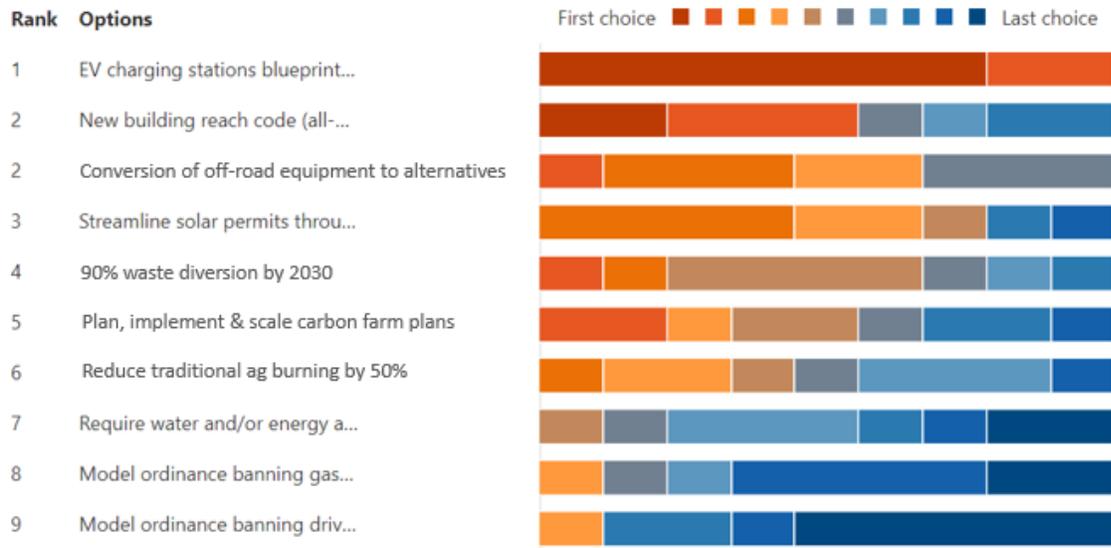
| | |
|------------------------------|--|
| To: Climate Action Committee | From: Deborah Elliott, Environmental Resource Specialist |
|------------------------------|--|

| | |
|-------------------------|--|
| Date: February 24, 2022 | Re: Potential Actions for FY 2022/2023 |
|-------------------------|--|

Climate Action Committee (CAC) members were sent a survey the week of February 14th. Please see below for the results. The top five potential actions are listed in detail below the chart and will be discussed at the meeting on February 25, 2022.

1. Prioritize the climate actions that you would like the CAC to work on in FY2022/2023

[More Details](#)



1) EV Charging Station Blueprint

Work Plan: evaluate constraints and opportunities to accelerate EV adoption and increase EV charging stations strategically throughout the County.

Timeline: 6-9 months

Partners: NVT, jurisdictions, regional agencies, local stakeholders

Potential Cost: \$25K-\$50K in either consultant costs or staff costs.

2) New Building Reach Code (all-electric or electric preferred)

Work Plan: Work with stakeholders, the CAC and jurisdictional staff to develop a uniform reach code that can be adopted by each jurisdiction.

Timeline: Ideally a reach code would be adopted in fall 2022 to align with adoption of the 2022 California Building Code on January 1, 2023.

Partners: local stakeholders, jurisdictional staff, BayREN staff

Potential Cost: Overall costs to the CAC would be low, but each jurisdiction would have staffing requirements to update and pass the updated code.

3) Develop a program to support conversion of agricultural equipment, off-road equipment, and freight from diesel to alternatives (\$\$\$)

Work Plan: Off-road diesel engines are widely used in agricultural goods production and supply operations: from planting to harvesting and processing. The work plan could include outreach, incentives and/or education around fuel switching and/or electric technologies.

Timeline: 1 year

Partners: Ag stakeholders, electric technology developers, alternative fuels developers, jurisdictional staff.

Potential Cost: \$50k-100K

4) Streamline solar permits through the adoption of SolarAPP+ (\$)

Work Plan: SolarAPP+ is a standardized plan review software developed by the National Renewable Energy Laboratory (NREL) that can run compliance checks and process building permit approvals for eligible rooftop solar systems.

Timeline: 6 months

Partners: Jurisdictions

Potential Cost: Staff costs. Funding may be available from the California Energy Commission this summer to reimburse any associated staffing costs

5) Develop a program to achieve 90% waste diversion by 2030 (\$\$)

Work Plan: Collaborate with partners to develop policies, programs, and education campaigns to severely reduce the amount waste sent to landfills.

Timeline: 1-2 years. Solid waste staff is currently focused on SB1382.

Partners: Waste haulers, jurisdictional staff

Potential Cost: \$20k-\$30k

Potential Action Items Pros & Cons - CAC February 2022

| Pros | Cons |
|--|--|
| EV Charging Station Blueprint | |
| The plan will give a clearer picture of where in the County additional charging capacity is needed. | Cost is unclear at this time, but could be \$25k-\$50K+ depending on the work plan. |
| The plan will help inform the public about the incentives related to EV adoption. | |
| New Building Reach Code (All-Electric) | |
| A reach code will reduce GHG emissions of new buildings by installing electric equipment and no gas (ex: electric water heating, HVAC, cooking). | If one uniform reach code is not adopted by all jurisdictions, it will be confusing for contractors, real estate professionals and homebuyers. |
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3/1/2022



City Council Committee Report

Meeting Date: March 15, 2022 Submitted By: Leon Garcia, Mayor

Committee & City Related Reports:

Napa Vallejo Waste Management Authority: February 17, 2022; Authorized the Chair to sign Agreement No. 2022-10 with CPS HR Consulting in the amount of \$25,000 for the recruitment of an Executive Director for the Authority. Executive Rich Luthy is retiring.

Flood Board: March 1, 2022; The Board approved a contract with California Conservation Corps for \$253,920 for a three years for ongoing stream maintenance.

The Board adopted a Resolution in support of the Proposed Alternate Intake Project that divert State Water Project deliveries from the Sacramento River to the North Bay Aqueduct.

ABAG: March 4, 2022; Confirmation of Napa County/Cities RHNA Transfers with ABAG

North Bay Watershed Association: March 4, 2022; Guest presentation of Monitoring wastewater for SARS-CoV-2 in the Bay Area. The program analyzes concentrations of coronavirus RNA in order to inform local pandemic response efforts

Napa County Board of Supervisors - Fire Tax: March 8, 2022; The Napa County Board of Supervisors approved County Fire Chief requests regarding a ballot measure, which if successful will impose a Transaction and Use Tax of one-quarter of one percent (.25%) for ten years. In addition the BOS adopted a Resolution ordering a Special Election and consolidating it with the June 7, 2022 Primary Election for the purpose of enabling the Voters of Napa County to approve or reject the aforementioned Ordinance known as the **Napa County Wildfire Prevention and Suppression Measure (Measure L)**.

Community Events:

ACCERT: March 2, 2022; The team assisted with COVID vaccinations on American Canyon High school.

CANV: March 4, 2022; Food Distribution with local volunteers at Holy Family Parish

ACCPF: March 6, 2022; Membership Open House and distribution of Heart Your Parks signs to top bidders.