



LLD COMMISSION

September 03, 2026 at 2:00 PM

Greenhorn Members Lounge - 711 McCauley Ranch Rd, Angels
Camp, CA 95222

AGENDA

To view or participate in the meeting online, please use the following link:

Join on your computer, mobile app or room device:

Click here to join the meeting:

<https://teams.microsoft.com/join/2125605537138?p=sDuNf7weGWFqc5Etlq>

Meeting ID: 212 560 553 713 8 | Passcode: jP6mx74e

Download Teams: Add link/URL | Join on the web: Add Link/URL

Or call in (audio only): +1 209-662-6903,,253817460# United States, Stockton
Phone Conference ID: 253 817 460#

In person public attendance will be available with limited seating. Seats are available on a first come, first served basis. Members of the public shall have the right to observe and offer public comment at the appropriate time.

THE LLD COMMISSION appreciates your interest and encourages your participation. The commission meets every first Thursday at 2pm of each month.

The numerical order of the items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Chair or Commission Members. All questions shall be directed to the Chair who, at his/her discretion, will refer to Staff.

Appeals: Any decisions of the LLD Commission may be appealed to the City Council within 10 days of the decision, by submitting a written request and applicable fee to Angels Camp City Hall.

Chair Tom Wrightson | **Vice Chair** Stephen Archer

Commissioners Stephen Archer, Peter Hooberman, Ray Romero, Stephen Wilcox, Jim Dinwiddie, Tom Wrightson

City Clerk Haley Bugarin

2:00 PM REGULAR MEETING

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)
4. APPROVAL OF MINUTES
 - A. Approval of Minutes from AUGUST 5, 2026
5. PUBLIC COMMENT

Any land use item of interest to the public that is within the subject matter jurisdiction of the Commission and is not posted on the Consent or Regular agendas may be addressed during the

Public Comment period. California law prohibits the Commission from taking action on any matter which is not posted on the agenda unless it is determined to be an emergency by the Commission. Five minutes per person.

6. LLD COMMISSION BUSINESS

- A.** Monthly Financial Review for August 2026 - Haley Bugarin, City Clerk
- B. Discussion:** Establish Reserve Balance and Capacity Guidelines - Tom Wrightson, LLD Commission Chair
- C. Discussion:** Review and Update LLD Commission By-Laws - Tom Wrightson, LLD Commission Chair
- D. Discussion:** Provide update on revisions to the SCI LLD/GHC Map - Stephen Wilcox, LLD Commissioner
- E. Discussion:** Extra Maintenance Request Updates - Stephen Wilcox, LLD Commissioner
- F. Discussion:** Additional Defensible Space/Tree Maintenance - Stephen Wilcox, LLD Commissioner
- G. Agreement:** Review and provide feedback on the iWorq quote regarding maintenance and work request system for the LLD in replace of GoDaddy - Haley Bugarin, Administrative Services Officer

7. COMMITTEE REPORTS

8. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at City Hall 209-736-2181. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II) Materials related to an item on this Agenda submitted to the City Council after distribution of the Agenda packet are available for public inspection at City Hall at 200 Monte Verda Street Ste. B, Angels Camp, CA 95222 during normal business hours. The Agenda is also available on line at www.angelscamp.gov.



LLD COMMISSION

August 05, 2026 at 2:00 PM

Greenhorn Members Lounge - 711 McCauley Ranch Rd, Angels
Camp, CA 95222

MINUTES

In person public attendance will be available with limited seating. Seats are available on a first come, first served basis. Members of the public shall have the right to observe and offer public comment at the appropriate time.

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Chair Tom Wrightson | **Vice Chair** Stephen Archer

Commissioners Peter Hooberman, Ray Romero, Stephen Wilcox, Jim Dinwiddie, Jim Briner

City Clerk Haley Bugarin

2:00 PM SPECIAL MEETING

1. ROLL CALL

PRESENT: TOM WRIGHTSON, PETER HOOBERMAN, RAY ROMERO, STEPHEN WILCOX, JIM DINWIDDIE, JIM BRINER

ABSENT: STEPHEN ARCHER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)

ACTION: MOTION TO APPROVE THE AGENDA AS POSTED BY COMMISSIONER WRIGHTSON, SECONDED BY COMMISSIONER DINWIDDIE.

AYE: TOM WRIGHTSON, PETER HOOBERMAN, RAY ROMERO, STEPHEN WILCOX, JIM DINWIDDIE, JIM BRINER

ABSENT: STEPHEN ARCHER

4. APPROVAL OF MINUTES

A. Approval of Minutes from June 4, 2026 and July 22, 2026.

ACTION: MOTION TO APPROVE THE MEETING MINUTES FROM JUNE 4, 2026 AND JULY 22, 2026 BY COMMISSIONER DINWIDDIE, SECONDED BY COMMISSIONER BRINER.

AYE: TOM WRIGHTSON, PETER HOOBERMAN, RAY ROMERO, STEPHEN WILCOX, JIM DINWIDDIE, JIM BRINER

ABSENT: STEPHEN ARCHER

5. PUBLIC COMMENT

Any item of interest to the public that is within the subject matter jurisdiction of the Commission and is not posted on the Consent or Regular agendas may be addressed during the Public Comment period. California law prohibits the Commission from taking action on any matter which is not posted on the agenda unless it is determined to be an emergency by the Commission. Five minutes per person.

- RICHARD GUTIERREZ EXPRESSED CONCERNS REGARDING THE LLD ENGINEERS REPORT AND WETLANDS JURISDICTION.

6. LLD COMMISSION BUSINESS

A. Financial Report: May and June 2026 Financial Report - Haley Bugarin, City Clerk

ACTION: MOTION TO ACKNOWLEDGE RECEIPT OF THE MAY, JUNE, AND JULY EXPENDITURES BY COMMISSIONER BRINER, SECONDED BY COMMISSIONER DINWIDDIE.

AYE: TOM WRIGHTSON, PETER HOOBERMAN, RAY ROMERO, STEPHEN WILCOX, JIM DINWIDDIE, JIM BRINER

ABSENT: STEPHEN ARCHER

B. Discussion: Wetlands Ownership and Responsibility - Stephen Archer, LLD Commissioner

ITEM WAS ADDRESSED DURING THE JULY 22, 2026 SPECIAL MEETING. NO DISCUSSION WAS HAD.

C. Discussion: Maintenance of LLD Owner's Email List - Stephen Archer, LLD Commissioner

DIRECTION WAS GIVEN TO STAFF TO INCORPORATING LLD EMAIL LISTS AND WORK REQUESTS INTO THE CITY'S IWORQ SYSTEM.

D. Discussion: Development and maintenance of the LLD website - Stephen Archer, LLD Commissioner

DIRECTION WAS GIVEN TO STAFF TO EXPLORE AN LLD LANDING PAGE ON THE CITY'S WEBSITE AND INCORPORATING LLD WORK REQUESTS INTO THE CITY'S IWORQ SYSTEM.

E. Discussion: Maintenance and actioning the LLD owner's query and response function including the GoDaddy email system - Stephen Archer, LLD Commissioner

DIRECTION WAS GIVEN TO STAFF TO EXPLORE INCORPORATING LLD EMAIL LISTS INTO THE CITY'S COMMUNICATION SYSTEM.

F. Discussion: Dario contract amendment to include Trail Maintenance - Stephen Wilcox, LLD Commissioner

COMMISSIONERS DISCUSSED THE PROGRESS ON DARIO CONTRACT AMENDMENT.

ACTION: MOTION TO HAVE TREASURER (JIM BRINER) BE THE DEDICATED LIAISON BETWEEN THE CITY AND LLD COMMISSION REGARDING CONTRACTS,

AMENDMENTS, INVOICES, BUDGET, AND OTHER FISCAL MATTERS MADE BY COMMISSIONER DINWIDDIE AND SECONDED BY CHAIRMAN WRIGHTSON.

AYE: TOM WRIGHTSON, PETER HOOBERMAN, RAY ROMERO, STEPHEN WILCOX, JIM DINWIDDIE, JIM BRINER

ABSENT: STEPHEN ARCHER

- G. Discussion:** Unaddressed weed abatement, defensible space clearing, and corresponding maintenance issues - Stephen Wilcox, LLD Commissioner

DIRECTION WAS GIVEN TO STAFF TO EXPLORE AN UPDATED MAP OF THE LLD RESPONSIBILITY AREAS IN COMPARISON TO GHC AND PRIVATELY OWNED PROPERTIES.

7. COMMITTEE REPORTS

8. ADJOURNMENT

ACTION: MOTION TO ADJOURN MEETING AT 3:37 PM, BY COMMISSION MEMBER WRIGHTSON, SECONDED BY COMMISSION MEMBER DINWIDDIE, PASSED 6-0

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AGENDA MEMO

Report on SCI map revision:

- "Figure 1 – 404 Permit Maintenance and Improvements" would be the basis for new map;
- Add locations of "Weed Control", Formal Landscape Planters" and "Formal Lawns" (Tables 1, 2, 3) with existing color-coding.
- Is it possible for a "pop-up" window to appear when selecting a location? This would allow us add information on size of location from table and possibly a "pin location" or location description. (From Steve: 8/11)
- Thank you for following up. I realized that I do not have the current map files. The maps were created by Rebecca Neilon who was contracted by the City during the balloting. I am checking with the City to see if the have the map files. (From Kyle: 8/21)



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AGENDA MEMO

Update on Extra Maintenance:

- Questions/Concerns about areas and needs;
- Consideration/Selection of Bids;
- Work with Michele/City to amend contract;



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AGENDA MEMO

Discussion of additional defensible space/tree maintenance needs:

- Identify danger zones within 100' of residences (examples)
- Identify responsible party (working with Michael from City)
- Obtain bids for LLD areas;
- Take corrective action as determined by Commission;



Service Agreement

For iWorQ Applications and Services

Prepared for:

Angels Camp, CA
584 S Main St, Angels Camp, CA 95222
Population: 3875.0

Prepared by:

Michael Swanton
iWorQ Systems

Deal ID:

121495

Updating Agreement:

11/17/2025

Agreement ID: 263169



Angels Camp, CA hereafter known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all iWorQ application(s) and service(s) including the application(s) and service(s) listed in Appendix A.

2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation. iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request.

iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format. Acquisition of data is the responsibility of the client; iWorQ will not be involved in negotiation for data with third parties.

Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

4. CUSTOMER DATA:

Customer data will be stored in AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage customer data. iWorQ does backups twice per week and onsite backups twice per week. Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management services(s), onsite backups application(s) and other service(s).



Data upload and usage is provided to every customer. This includes uploading files up to 25MB and 100GB of managed data usage on AWS GovCloud. Additional upload file sizes and managed data usage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customers can upload and store images with personal information like driver's license, and more. This data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the sensitive data upload section of the iWorQ software for access and security purposes.

iWorQ is not responsible for: (1) For the content entered into iWorQ's database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizen over the web, and (4) For data sent to the Customer by iWorQ.

5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support requests are typically handled the same day. iWorQ provides "Service NOT Software".

6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoices by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days from the date of the invoice. Any billing changes will require that a new Service(s) Agreement be signed by the Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years but will increase no more than 5% per year.

Customer pricing is based on a 3 Year Term and reflects a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing

7. TERMINATION:

Either party may terminate this agreement after the initial 3-Year Term, without cause if the terminating party gives the other party sixty (60) days written notice. Should the Customer terminate any part of the application(s) and or service(s) the remaining balance will immediately become due. Should the Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed. Upon expiration of the Initial Term, this Agreement shall automatically be renewed for successive one (1) year terms unless either party provides notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.



Upon termination of this Agreement, iWorQ will discontinue all application(s) and or service(s); iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data, which shall be provided to Customer for a cost of no more than \$2500 per copy. Please note, if the Customer is not in compliance with the material terms and conditions of this Agreement, iWorQ will not be required to provide Customer with the data.

8. ACCEPTABLE USE:

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Utah. Customer recognizes that iWorQ Systems is a software company located in Utah. Any changes to this section, including changes to the Venue or Forum, will be subject to an increase in their annual pricing.

10. CUSTOMER IMPLEMENTATION INFORMATION:

Primary Implementation Contact: (* all fields required)

Name*: _____ Title*: _____

Office Phone*: _____ Cell*: _____

Email*: _____

Secondary Implementation Contact: (* all fields required)

Name*: _____ Title*: _____

Office Phone*: _____ Cell*: _____

Email*: _____



11. CUSTOMER BILLING INFORMATION: (* all fields required)

Billing Contact*: _____ **Title*:** _____

Billing Address*: _____

Office Phone*: _____ **Cell*:** _____

Email*: _____

PO #: _____ **Tax Exempt ID # (required):** _____

Note: If a tax-exempt number is not provided, a 10% service increase will be added to the yearly invoice.

12. ACCEPTANCE: (* all fields required)

The effective date of this Agreement is listed below. Authorized representatives of Customer and iWorQ have read the agreement and agree and accept all the terms.

Signature*: _____ **Effective Date*:** _____

Printed Name*: _____ **Title*:** _____

Office Phone*: _____ **Cell*:** _____

Unless otherwise stated, Service Period starts the first day of the month after signature and Effective Date.

APPENDIX A
APPLICATIONS, SERVICES AND PRICING SCHEDULE

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Standard Billing Terms

Recurring Fees:

Standard Invoice Date	Amount	Invoice Purpose	First Year Service Period
30 Days Prior to the Period Start	\$10,500.00	Annual Invoice	11-01-2026 - 10-31-2027

Setup Fees

Standard Invoice Date	Amount	Invoice Purpose	First Year Service Period
30 Days Prior to the Period Start	\$500.00	Agreement Setup Amount	60 Days after Kickoff

Annual Subscription Fees

Application ID	Classification	Application Name	Standard Pricing	Agreement Pricing
100	PKG - Existing	Work Management	\$5,500.00	\$5,500.00
1400	PKG - Existing	Sign Management	\$0.00	\$0.00
1300	PKG - Existing	Pavement Management	\$0.00	\$0.00
300	PKG - Existing	Water Management	\$0.00	\$0.00
300	PKG - Existing	Sewer Management	\$0.00	\$0.00
700	PKG - Existing	Citizen Engagement	\$2,500.00	\$2,500.00
300	IND - Added	Asset Management	\$2,500.00	\$2,500.00

Subscription Fee Total (This amount will be invoiced each year) \$10,500.00

One-Time Setup

Service(s)	Agreement Pricing
Implementation and Setup Cost (Year 1)	\$500.00



Recurring Agreement Pricing	\$10,500.00
Agreement Setup	\$500.00
Total Due Year 1	\$11,000.00

NOTES AND SERVICE DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out immediately upon execution of the contract. Payment terms are net 30 days from the invoice date.
- II. This Subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days.
- III. This cost proposal cannot be disclosed or used to compete with other companies.

UPGRADE AND ADD-ON NOTES

- I. This agreement combines existing services totaling \$ 8,000.00 with proposed added services totaling \$2,500.00 for a new annual total of \$10,500.00.
- II. This agreement adds an Asset Management application.



Package(s) Purchased

Public Works
Citizen Engagement, Public Works Infrastructure

Product Descriptions

Application / Feature	PW Basic	PW Asset (Sewer)	PW Asset (Water)	PW Infrastructure
Work Management	x	x	x	x
Sign Management	x	x	x	x
Pavement Management	x	x	x	x
Available on Multiple Device Types	x	x	x	x
OpenStreetMap w/ Quarterly Updates	x	x	x	x
Configurable Dashboard, Fields, & Reports	x	x	x	x
File Usage Allowance*	x	x	x	x
Sensitive File Uploads	x	x	x	x
Track Completed Work & Maintenance History	x	x	x	x
Sign Layer on OpenStreetMap	x	x	x	x
Road Layer on OpenStreetMap	x	x	x	x
Track Sign Location, MUTCD, Condition, Reflectivity, etc.	x	x	x	x
Track Labor, Inventory, Parts & History	x	x	x	x
Remaining Service Life (RSL), Next Treatment, 5 year budget	x	x	x	x
Track & Manage work by location using OpenStreetMap	x	x	x	x
Water Management			x	x
Sewer Management		x		x
Capital Asset Layers*		x	x	x

Application / Feature	PW Basic	PW Asset (Sewer)	PW Asset (Water)	PW Infrastructure
Work Order Scheduling & Templates		x	x	x
Set Maintenance, Inspection, & Work Schedules		x	x	x
Work Order Status Updates via Text				x
GIS REST Services (ESRI)**				x
Inspection Routing				x
Scheduled Reports*				x
XworQ AI Features				x

* Available for Expansion Purchase

**GIS REST Services Requirements:

iWorQ will be able to publish your agency's ESRI REST Services **monthly** if the following conditions are met:

- The Rest Service URL is either a public access URL or the agency will allow iWorQ to be added to the user group of that data.
 - User Group must have permission settings set to allow root access to pull the data.
- The Rest Service data contains the information needed for system functionality and field types match.
 - The format of that data must conform to iWorQ Systems

iWorQ will update property details monthly. Annual fees are \$500 per layer.

*Note: If configuration changes (i.e. FTP location, name format, field changes, or interval for published updates) iWorQ will charge a minimum fee of \$500 with each additional hour \$250 to accommodate new configuration changes.

Citizen Engagement Package

- Drive citizen satisfaction, streamline communication and reduce overhead costs with a public portal.
- Allow citizens & employees to submit problems, including photos and locations, links to agency website, and seamlessly access those items in the iWorQ software through the Online Portal.
- 3 Web Forms & Links for Employees*

* Available for Expansion Purchase

Asset Management - EV's

- Track location, inspections, maintenance, and work orders (Work Management needed)
- Configurable Dashboard, Fields, & Reports
- Inspection Routing
- 5 Capital Asset Layers on OpenStreetMap*
- Set Maintenance, Inspection, & Work Schedules
- OpenStreetMap w/ Quarterly Updates

* Available for Expansion Purchase