



CITY COUNCIL MEETING

March 17, 2026 at 6:00 PM

Angels Fire House – 1404 Vallecito Road

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](#)

Meeting ID: 259 054 873 390

Passcode: NRF287

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 209-662-6903,,253817460#](#) United States, Stockton

Phone Conference ID: 253 817 460#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

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 CITY COUNCIL appreciates your interest and encourages your participation. Regularly scheduled meetings are held the 1st and 3rd Tuesday of each month. The Agenda is divided into two sections:

CONSENT AGENDA: These matters include routine financial and administration actions and are usually approved by a single majority vote.

REGULAR AGENDA: These items include significant financial and administration actions of special interest, hearings and work sessions. 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 Mayor or Council Members. All questions shall be directed to the Mayor who, at his/her discretion, will refer to City Staff.

Mayor Caroline Schirato | **Vice Mayor** Michael Chimente

Council Members Alvin Broglio, Scott Behiel, and Kara Scott,

Interim City Administrator Steve Williams | **City Attorney** Douglas White

5:00 P.M. CLOSED SESSION

1. ROLL CALL
2. PUBLIC COMMENT PRIOR TO ADJOURNMENT TO CLOSED SESSION

The public may address the City Council on any item of public interest not otherwise on the agenda that is within the jurisdiction of the City. No action may be taken. Matters to be addressed may be referred to City Staff or placed on a subsequent meeting agenda. Speakers are limited to five minutes per person.

3. ADJOURN TO CLOSED SESSION

- A. **Public Employee Employment (Govt. Code Section 54957(b)(1).)** Title: City Administrator, (Steve Williams, Interim City Administrator)

6:00 PM REGULAR MEETING

4. ROLL CALL

5. PLEDGE OF ALLEGIANCE

6. REPORT OUT OF CLOSED SESSION

7. PRESENTATIONS / COMMENDATIONS

- 1. **Presentation** - The Resource Connection, Mia Huss
- 2. **Presentation** - Historic Downtown Merchants of Angels Camp, Jesse Gibbs

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

9. PUBLIC COMMENT

The public may address the City Council on any item of public interest not otherwise on the agenda that is within the jurisdiction of the City. No action may be taken. Matters to be addressed may be referred to City Staff or placed on a subsequent meeting agenda. Speakers are limited to five minutes per person.

10. CONSENT ITEMS

- A. **Approve** Draft Minutes of February 25, 2026 (Michelle Gonzalez, Deputy City Clerk)
- B. **Approve** Draft Minutes of March 3, 2026 (Michelle Gonzalez, Deputy City Clerk)
- C. **Approve** Draft Minutes of March 5, 2026 (Michelle Gonzalez, Deputy City Clerk)
- D. **Approve** Draft Minutes of March 10, 2026 (Michelle Gonzalez, Deputy City Clerk)
- E. **Receive and File** Accounts Payable (A/P) Checks and Treasurer's Report February 2026 (Michelle Gonzalez, Finance Director)

11. ACTION ITEMS

- A. **Resolution 26-39** - Preparation of the Engineer's Report for the Continuation of the Landscaping and Lighting District No. 2 - Greenhorn Creek for FY 2026-27, Greenhorn Creek: Levy Administration, Kyle Tankard, SCI Consulting Group
- B. **Resolution 26-37** - Letter of Agreement to partner with the San Joaquin Small Business Development Center for Assistance with the City's Community Development Block Grant Economic Development Program subject to securing CDBG funds, Amy Augustine, City Planner
- C. **Resolution 26-38** Capital Equipment and Vehicle Replacement Policy and Establishing a Capital Equipment and Vehicle Replacement Fund, Michelle Gonzalez, Finance Director
- D. **Resolution 26-40** - Approving a Memorandum of Understanding for the Implementation of the Highway 4 Corridor Regional Water Supply Long-term Water Study Needs, Steve Williams, Interim City Administrator
- E. **Resolution 26-41** - Approving an Employment Agreement between the City of Angels and Michael Hodson for the position of City Administrator, Steve Williams, Interim City Administrator

12. INFORMATIONAL ITEMS

- A. 2016 Space Needs Assessment, Steve Williams, Interim City Administrator

13. ADMINISTRATION REPORT

14. CITY COUNCIL REPORT

15. CORRESPONDENCE

16. CITY COUNCIL CALENDAR

A. Receive, review, and provide feedback regarding the Calendar (From March - May 2026)
(Michelle Gonzalez, Deputy City Clerk)

17. FUTURE AGENDA ITEMS

18. ADJOURNMENT

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The Resource Connection

Engaging Families
Empowering Communities
Enriching Lives

Strong families, sustainable communities
and successful individuals.





Who We Are

We make child care possible! The Resource Connection is a nonprofit organization that provides support for Amador and Calaveras County families.

The Resource Connection is one big umbrella that includes Resource and Referral, but also other programs you may have heard about like WIC or the crisis centers in Calaveras County.

At Resource and Referral, we provide support with finding child care, paying for child care and supporting child care providers in the region.





Vision & Mission



Vision
Strong families, sustainable communities, and successful individuals.

Mission
The Resource Connection’s mission is to engage families, empower communities, and enrich the lives of the residents of Amador and Calaveras Counties.

The Engaging Families
Resource Empowering Communities
Connection Enriching Lives

**Serving Amador and Calaveras
Counties for 45 Years**



Providers
335

Children
3,066

Families
576



Programs:



Finding & Paying for Child Care

- Free child care referrals for families to local child care centers and licensed family child care homes.
- 1,368 referrals provided last year.

Child Care Subsidy

- Processed 8,611 provider payments last fiscal year.
- Over \$5.8 million in child care subsidies were paid.

Child Care Provider Support

- Technical assistance, training, and referrals were available to 33 child care centers, 49 family child care homes, and 12 license-exempt centers.

Family, Friend and Neighbor Care (FFN)

- 172 FFN care providers
- These providers are license-exempt.





Programs:



Emergency Child Care Bridge

- Support families caring for children in foster care with trauma-informed child care choices.

Lending Library

- Borrow educational books and curriculum for your family or child care business - for free!

Community Resource Directory

- Annual print publication and online resource for Amador and Calaveras Counties.
- Distributed over 4,500 last year.

Trainings

- Offered 70 hours of professional growth training for child care business owners and staff.





Programs:



Amador County Grandparent Respite

- Providing over 460 hours of support for grandparents raising children.

Consumable Closet

- Free supplies for child care providers to help support high quality early learning environments.



Community Impact Snapshot (2023-2024)

Educators Trained
235

Free Referrals Provided
1,656

Total Child Care Subsidies Distributed To Child Care Providers
\$4,749,547

Stipends administered to strengthen quality of child care programs in both counties:
\$501,872

Lending Library Items
5,000

Hours of assistance provided to child care providers
7,133

Angels Camp Data



Licensed Family Child Care Homes: 3
Licensed Child Care Centers: 6
License-Exempt Centers: 0

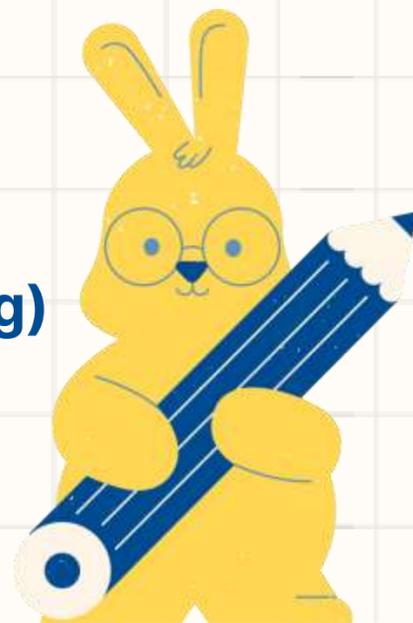
The Resource Connection
Engaging Families
Empowering Communities
Enriching Lives



45 Years of Support

Together we have supported providers, families and children through various events and activities. Some we would like to highlight:

- Annual Children's Fair
- Provider Nights
- Consumable Closet
- Lending Library
- Workshops (first aid, CPR, budgeting)



FREE ENTRY

COLOR OUR COMMUNITY

Rain or Shine

24TH ANNUAL CALAVERAS CHILDREN'S FAIR

SATURDAY, APRIL 11TH 11:00AM - 3:00PM

Bret Harte High School Track Angels Camp

EVENT HIGHLIGHTS

Music - Fun Activities - Free lunch - Face Painting
Car Seat Check - Public Health - Community Resources
Fire & Police - Outdoor Activities

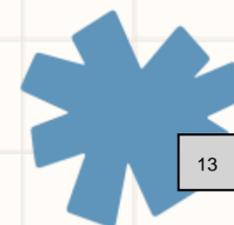
Service animals only, please.

The Resource Connection

FOR MORE INFORMATION, PLEASE CALL THE RESOURCE CONNECTION 209-754-1075

Calaveras Child Care Council

The mission of the Calaveras Child Care Council (CCCC) supports the development of affordable, accessible, quality child care which promotes the success of all children, their families, and the economy of our communities.



How You Can Support Us

- Support families and children
- Support local child care centers and providers
- Come visit and tour our office
- Attend local Child Care Council meetings
- Prioritize child care centers and providers in your general plan
- Craft ordinances that are friendly for providers, child care centers and families with children



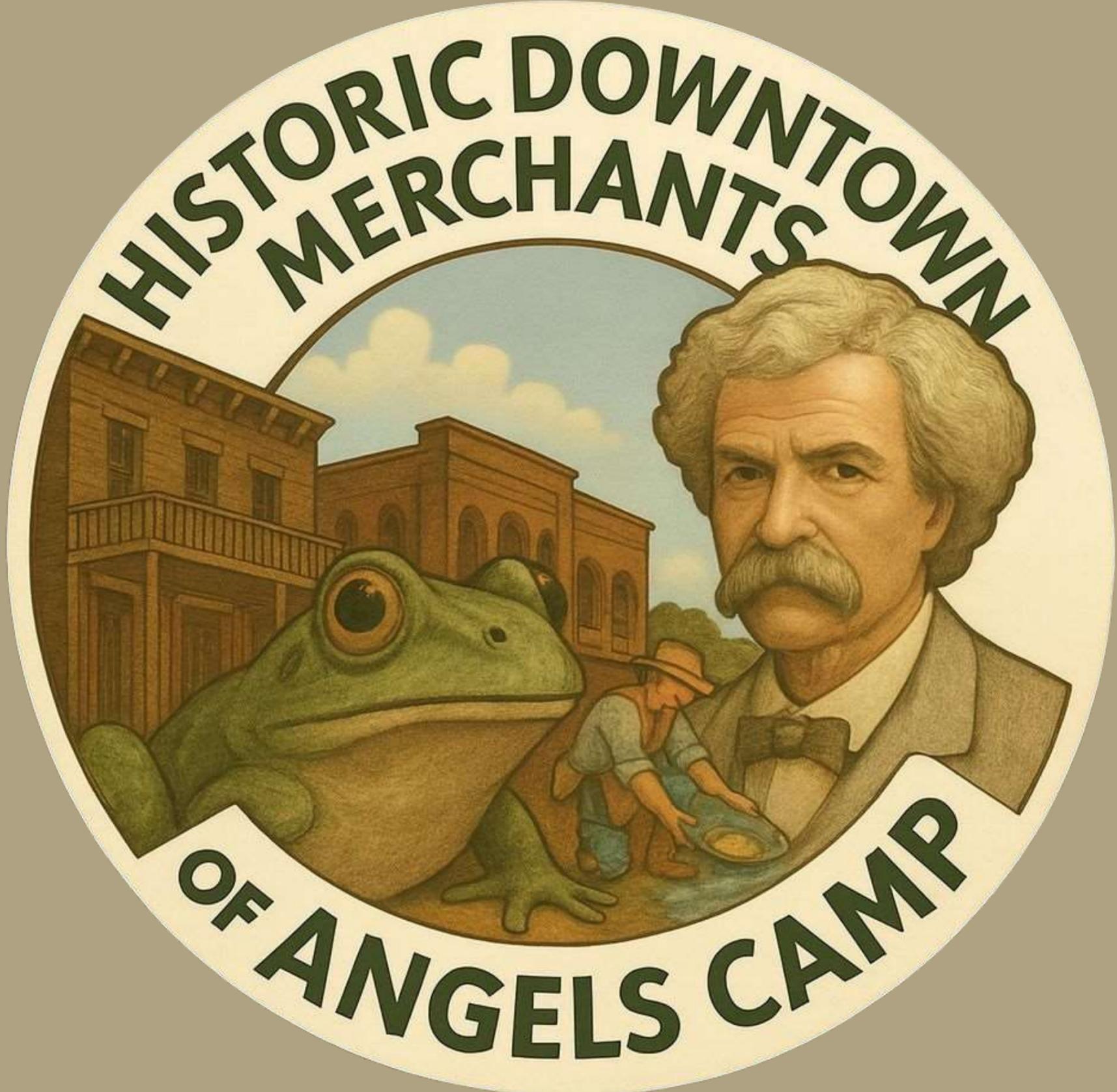
The Resource Connection

Engaging Families
Empowering Communities
Enriching Lives

Thank You!

Questions?







Our

Mission

“To bring together the business owners of Historic Downtown Angels Camp to celebrate and preserve our historic downtown, strengthen business-to-business partnerships, spark economic vitality, and create a welcoming destination for residents and visitors alike”

What are the Objectives of HDMAC

Networking Opportunities

Provide a platform for Historic Downtown Merchants to meet monthly to share business activity, ideas, challenges along with collaborating on Downtown events

Community Engagement

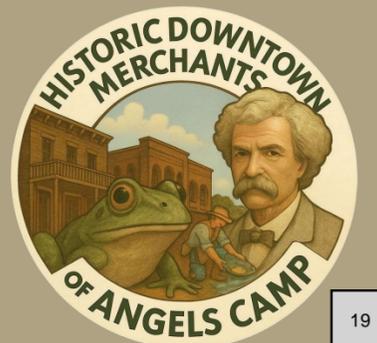
Develop and promote local business engagement with both our local community, neighboring communities and tourism

Historic Downtown Business Advocates

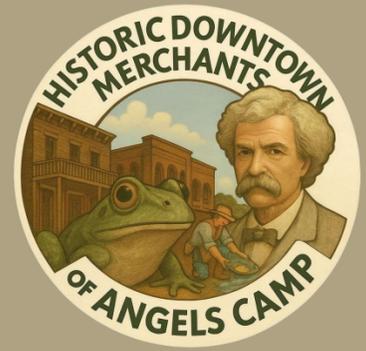
Working to unify and involve the Historic Downtown Business community along with the City of Angels Camp to enhance and drive business development

HDMAC 2026 Priorities

- **Working with the City for Better Directional Signage to Historic Downtown Angels Camp**
- **Historic Downtown Beautification**
- **Coordinating Downtown Group Business Events**
- **Better Business to Business Connections and Networking**
- **Attracting New Business to Historic Downtown to Fill Building Vacancies**
- **Helping/Working with both New and Existing Business to further Growth and Longevity**
- **Encouraging the continued exploration from the City in getting Historical Destingation for Historic Downtown**



**Mayor
Council Members
City Staff
Thank You!**





SPECIAL CITY COUNCIL MEETING

February 25, 2026 at 5:30 PM

Angels Fire House – 1404 Vallecito Road

DRAFT MINUTES

Mayor Caroline Schirato (**PRESENT**) | **Vice Mayor** Michael Chimento (**PRESENT**)

Council Members Alvin Broglio (**PRESENT**), Kara Scott (**PRESENT**), and Scott Behiel (**PRESENT**)

Interim City Administrator Steve Williams (**PRESENT**) | **City Attorney** Will Creger, White Brenner LLP

5:30 P.M. CLOSED SESSION

1. ROLL CALL

2. PUBLIC COMMENT PRIOR TO ADJOURNMENT TO CLOSED SESSION - NONE

3. ADJOURN TO CLOSED SESSION

A. **Public Employee Employment (Govt. Code Section 54957(b)(1).)** Title: City Administrator
(Steve Williams, Interim City Administrator)

4. REPORT OUT OF CLOSED SESSION

DIRECTION WAS GIVEN TO STAFF

5. PUBLIC COMMENT - NONE

6. ADJOURNMENT

ACTION: MOTION TO ADJOURN THE MEETING AT 6:48 PM BY COUNCIL MEMBER BROGLIO, SECONDED BY COUNCIL MEMBER SCOTT, PASSED 5–0

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk

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CITY COUNCIL MEETING

March 03, 2026 at 6:00 PM

Angels Fire House – 1404 Vallecito Road

DRAFT MINUTES

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Mayor Caroline Schirato **(PRESENT)** | **Vice Mayor** Michael Chimente **(PRESENT)**

Council Members Alvin Broglio **(PRESENT)**, Kara Scott **(PRESENT)**, and Scott Behiel **(PRESENT)**

Interim City Administrator Steve Williams **(PRESENT)** | **City Attorney** Will Creger, White Brenner LLP **(PRESENT)**

5:00 P.M. CLOSED SESSION

1. ROLL CALL
2. PUBLIC COMMENT PRIOR TO ADJOURNMENT TO CLOSED SESSION
3. ADJOURN TO CLOSED SESSION
 - A. Public Employee Employment (Govt. Code Section 54957(b)(1).)
 - B. Conference with Legal Counsel
 - C. Conference with Real Property Negotiators, CA Gov Code Section 54956.8

6:00 PM REGULAR MEETING

4. ROLL CALL
5. PLEDGE OF ALLEGIANCE
6. REPORT OUT OF CLOSED SESSION

Direction was given to staff.
7. PRESENTATIONS / COMMENDATIONS
8. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)

ACTION: MOTION TO APPROVE THE AGENDA AS POSTED, BY VICE MAYOR CHIMENTE, SECONDED BY COUNCIL MEMBER BEHIEL, PASSED 5-0

9. PUBLIC COMMENT

- Veronica Matildi spoke about the Angels Camp Business Association's Farmers Market from June 12 through September 25.

10. CONSENT ITEMS

- A. Approve Draft Minutes of February 17, 2026 (Michelle Gonzalez, Deputy City Clerk)
- B. **RESOLUTION 26-26** City of Angels Housing Element Annual Progress Report (APR) for 2025 and General Plan Update for 2025, Amy Augustine, City Planner
- C. **RESOLUTION 26-36** – Approving an amendment to the Police Administrative Services Manager job description to remove the P.O.S.T. public safety dispatcher certification requirement, Steve Williams, Interim City Administrator
- D. **RESOLUTION 26-34** – Authorizing the City to open negotiations with the Angels Camp Police Officers Association (ACPOA) for a successor Memorandum of Understanding (MOU) and designating the City Attorney as the city's lead negotiator, Steve Williams, Interim City Administrator

ACTION: MOTION TO APPROVE CONSENT ITEMS A, B, C, AND D BY COUNCIL MEMBER BEHIEL, SECONDED BY COUNCIL MEMBER BROGLIO, PASSED 5-0

11. ACTION ITEMS

- A. **RESOLUTION 26-33** – Rejecting bids received for the 2025/26 Citywide Pavement Repair Project and Authorizing the City Engineer to make changes to the plans and readvertise, Aaron Brusatori, City Engineer

ACTION: MOTION TO APPROVE RESOLUTION 26-33 BY COUNCIL MEMBER BEHIEL, SECONDED BY COUNCIL MEMBER SCOTT, PASSED 5-0

- B. **RESOLUTION 26-31** - Authorizing an Application for a T-Mobile Hometown Grant Program for Interpretive Signage and Par Course workout stations at Utica Park, Amy Augustine, City Planner

ACTION: MOTION TO APPROVE RESOLUTION 26-31 BY COUNCIL MEMBER BROGLIO, SECONDED BY VICE MAYOR CHIMENTE, PASSED 5-0

- C. **RESOLUTION 26-32** - Authorizing Membership in Main Street America for Three Years, Amy Augustine, City Planner

ACTION: MOTION TO APPROVE RESOLUTION 26-32 BY COUNCIL MEMBER SCOTT, SECONDED BY VICE MAYOR CHIMENTE, PASSED 5-0

- D. **RESOLUTION 26-35** - Rescinding Resolution 25-97 and approving the revised Resolution establishing the Greenhorn Creek LLD Commission as an official Commission of the City of Angels, Steve Williams, Interim City Administrator

ACTION: MOTION TO APPROVE RESOLUTION 26-35 BY COUNCIL MEMBER BROGLIO, SECONDED BY COUNCIL MEMBER BEHIEL, PASSED 5-0

E. RESOLUTION 26-21 - Agreement 26-06 - Approving Amendment #1 to the Employment Agreement with Interim Chief of Police Joel Broumas, Steve Williams, Interim City Administrator

ACTION: MOTION TO APPROVE RESOLUTION 26-21 BY COUNCIL MEMBER BROGLIO, SECONDED BY VICE MAYOR CHIMENTE, PASSED 5-0

F. RESOLUTION 26-28 – Approving Employment Agreement 26-11 between the City of Angels and Haley Bugarin for the position of Administrative Services Officer starting at step 4 of the salary schedule, Steve Williams, Interim City Administrator

ACTION: MOTION TO APPROVE RESOLUTION 26-28 BY VICE MAYOR CHIMENTE, SECONDED BY COUNCIL MEMBER BEHIEL, PASSED 5-0

INFORMATIONAL ITEMS

- 12. ADMINISTRATION REPORT - REPORT GIVEN**
- 13. CITY COUNCIL REPORT – ALL REPORTED OUT**

CORRESPONDENCE

- 14. CITY COUNCIL CALENDAR - REVIEWED**
- 15. FUTURE AGENDA ITEMS**

- Update from PG&E on Street Lights
- Caltrans Project on Main Street Start-up Date
- Wayfinding Signs Update – Wayfinding Study 2015
- Council 1-Year Goals

16. ADJOURNMENT

ACTION: MOTION TO ADJOURN THE MEETING AT 6:59 PM BY VICE MAYOR CHIMENTE, SECONDED BY COUNCIL MEMBER SCOTT, PASSED 5-0

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk



SPECIAL CITY COUNCIL MEETING

March 05, 2026 at 8:30 AM

Greenhorn Creek Resort - 711 McCauley Ranch Rd, Angels Camp, CA 95222

DRAFT MINUTES

Mayor Caroline Schirato (**PRESENT**) | **Vice Mayor** Michael Chimente (**PRESENT**)

Council Members Alvin Broglio (**PRESENT**), Kara Scott (**PRESENT**), and Scott Behiel (**PRESENT**)

Interim City Administrator Steve Williams (**PRESENT**) | **City Attorney** Will Creger, White Brenner LLP

8:30 A.M. CLOSED SESSION

1. ROLL CALL
2. PUBLIC COMMENT PRIOR TO ADJOURNMENT TO CLOSED SESSION - NONE
3. ADJOURN TO CLOSED SESSION
 - A. **Public Employee Employment (Govt. Code Section 54957(b)(1).)** Title: City Administrator, (Steve Williams, Interim City Administrator)
4. REPORT OUT OF CLOSED SESSION

NO DIRECTION WAS GIVEN
5. PUBLIC COMMENT - NONE
6. ADJOURNMENT

ACTION: MOTION TO ADJOURN THE MEETING AT 5:43 PM BY COUNCIL MEMBER BEHIEL, SECONDED BY COUNCIL MEMBER BROGLIO, PASSED 5-0

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk

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SPECIAL CITY COUNCIL MEETING

March 10, 2026 at 8:30 AM

Angels Fire House – 1404 Vallecito Road

DRAFT MINUTES

Mayor Caroline Schirato (**ABSENT**) | **Vice Mayor** Michael Chimente (**PRESENT**)

Council Members Alvin Broglio (**PRESENT**), Kara Scott (**ABSENT**), and Scott Behiel (**PRESENT**)

Interim City Administrator Steve Williams (**PRESENT**) | **City Attorney** Will Creger, White Brenner LLP

8:30 A.M. CLOSED SESSION

1. ROLL CALL
2. PUBLIC COMMENT PRIOR TO ADJOURNMENT TO CLOSED SESSION - NONE
3. ADJOURN TO CLOSED SESSION
 - A. **Public Employee Employment (Govt. Code Section 54957(b)(1).)** Title: City Administrator, (Steve Williams, Interim City Administrator)
4. REPORT OUT OF CLOSED SESSION

DIRECTION WAS GIVEN TO STAFF
5. ADJOURNMENT

ACTION: MOTION TO ADJOURN THE MEETING AT 9:07 AM BY COUNCIL MEMBER BROGLIO, SECONDED BY COUNCIL MEMBER BEHIEL, PASSED 3-0, 2 ABSENT

Michael Chimente, Vice Mayor

Michelle Gonzalez, Deputy City Clerk

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**City of Angels
AP Check Report - February 2026**

<u>Date</u>	<u>Ck No</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
2/04/2026	95406	ALPHA ANALYTICAL LABORATORIES INC	Water Testing Services FY 25-26	3,392.00
2/04/2026	95407	ANGELS FOOD MARKET	Cleaning supplies	49.96
2/04/2026	95408	BOBCAT CENTRAL INC	S770 T4 BOBCAT SKI MAINT. (remaining balance)	482.03
2/04/2026	95409	BOIRE, LAURIE	Cleaning the Police Dep. for January 2026	120.00
2/04/2026	95410	CALAVERAS LUMBER CO INC	Invoices 573711, 574922, 82193, 82319, 82376, 82392, 82552, 82610, 82974, 83142, 83213, 83276, 83305, 83325, 83511, 83605, 83644, 83663, 83801, 83967, 84080, 84315, 84353, 84362, 84364, 84380	3,653.43
2/04/2026	95411	CAMPORA PROPANE SERVICE	PROPANE -ANGELS FIRE DEP	560.92
2/04/2026	95412	CONDOR EARTH TECHNOLOGIES INC	GROUNDWATER MONITERING AND REPORTING 7/7/25-1/8/26	2,411.98
2/04/2026	EFT	CONETH SOLUTIONS INC	Invoices 8993, 9029	8,257.00
2/04/2026	95413	CRESCENT SUPPLY	Supplies for POORTINGA	141.53
2/04/2026	95414	HACH COMPANY	Invoices 14843698, 14847593	8,785.67
2/04/2026	95415	HOLT OF CALIFORNIA	Invoices X1545401, X1545901	1,180.16
2/04/2026	EFT	HUNT & SONS LLC	Fuel delivery date 2-2-26	678.73
2/04/2026	95416	LN CURTIS & SONS	SUPPLIES FOR ANGELS FIRE	140.61
2/04/2026	95417	METTLER-TOLEDO, LLC	FULL PREVENTIVE MAINT. ONSITE. CONTRACT 1/1-12/31/26	599.00
2/04/2026	95418	NO CONTRACT PEST CONTROL INC	Farmer market building pest control	112.00
2/04/2026	95419	O'REILLY AUTOMOTIVE INC	Invoices 3509-209249, 3509-209465, 3509-209509, 3509-209512, 3509-209893, 3509-211526, 3509-211591, 3509-211631, 3509-211705, 3509-211773, 3509-213017, 3509-213203, 3509-213469, 3509-213471, 3509-213574, 3509-214085, 3509-214139, 3509-214216	1,157.27
2/04/2026	95420	PACE SUPPLY CORP	Equipment for meter change project	6,929.43
2/04/2026	EFT	PINNACLE PUBLIC FINANCE INC	2017 REFINANCING LOAN AGREEMENT	164,007.26
2/04/2026	95421	QUILL CORPORATION	OFFICE SUPPLIES FOR WASTE WATER	16.52
2/04/2026	95422	ROARK WEBER	PROFESSIONAL SERVICES FOR DECEMBER 2025	1,630.00
2/04/2026	95423	SAN JOAQUIN DELTA COLLEGE	JUSTIN HART 1000137298/RANGE TRAINING FEES	1,861.00
2/04/2026	95424	Selectron Technologies, Inc.	Relay IVR & Relay Outbound Software for UB	9,500.00
2/04/2026	95425	SONORA AIRCO GAS & GEAR	Cylinder rental	8.00
2/04/2026	95426	SYNAGRO TECHNOLOGIES INC	Project 2810 664237 Angels Camp, CA9-Silva	776.72
2/04/2026	95427	UTICA WATER & POWER AUTHORITY	Invoices 1259, 1441	92,900.00
2/11/2026	EFT	ANGELS CAMP POLICE OFFICERS ASSOC	Invoices 010226, 100225, 110125, 120125	1,128.00
2/11/2026	95428	AUGUSTINE PLANNING ASSOCIATES INC	RECORDING FEES FOR WILSON TO CITY	46.00
2/11/2026	95429	BASIC PACIFIC	MONTHLY FEE FOR COBRA ADMINISTRATION	53.67
2/11/2026	95430	BENOIT, JOHN	Staff services for for JANUARY 2026	1,264.54
2/11/2026	EFT	CDK SUPPLY	Building maint. supplies	327.28
2/11/2026	95431	CODE PUBLISHING COMPANY	STANDARD WEB HOSTING	830.00
2/11/2026	95432	CRESCENT SUPPLY	Vest restocking fee	71.50
2/11/2026	95433	GOLD FLOW OPERATIONS	Invoices 126, 226, 326, 426, 526, 626, 726	11,176.34
2/11/2026	EFT	HUNT & SONS LLC	Fuel delivery date 2-9-26	1,491.74
2/11/2026	EFT	HUSE, BRENT	Boot allowance 25-26	250.00
2/11/2026	95434	MOUNTAIN AIR AUTOMOTIVE	Maint on 2019 Dodge	943.40
2/11/2026	EFT	NEXUS TECHNOLOGIES	IT Software Subscription Services FY 2025-26	2,443.55
2/11/2026	95435	PACE SUPPLY CORP	Supplies for Public works	243.53
2/11/2026	EFT	PEREZ, ELISA BARRAGAN	CLEANING SERVICES 1/8 AND 1/29/26	400.00
2/11/2026	95436	R. SUTTON ENTERPRISES, LLC.	Vallecito Road Sewer Replacement Project	281,626.82
2/11/2026	95437	SAM BERRI TOWING	Services for Angels Police	150.00
2/11/2026	EFT	USABLUBOOK	Invoices INV00955762, INV00956015	276.07
2/13/2026		PACIFIC GAS & ELECTRIC CO	8201396299-6	1,620.97
2/18/2026	95445	ANGELS CAMP CHEVRON	Diesel for E-211	79.70
2/18/2026	EFT	ANGELS CAMP POLICE OFFICERS ASSOC	POA DUES	288.00
2/18/2026	95446	ANGELS FOOD MARKET	Paper towels	28.26
2/18/2026	95447	AT&T	Invoices 020426-A, 020426-B , 020426-C, 020426-D, 020426-E	1,447.80
2/18/2026	EFT	CALAVERAS POWER AGENCY	Power billing 12/23/25-1/23/26	34,730.42
2/18/2026	95448	CALAVERAS VISITORS BUREAU	TOT portion for Tourism FY 2025-26	22,000.00
2/18/2026	95449	CALNET	Billing period 3/2/26-4/3/26	593.98
2/18/2026	EFT	CONETH SOLUTIONS INC	Invoices 9036, 9041	9,195.25
2/18/2026	95450	COPPEROPOLIS FIRE PROTECTION DISTRICT	1 BLS CARDS, 5 HEART SAVER FIRST AID CARD	138.00
2/18/2026	95451	CSG CONSULTANTS INC	Angels Camp draft greenhouse gas reudction plan IS/ND	1,260.00
2/18/2026	95452	CWEA	CERT RENEWAL FEES-JEREMY HEISTER	114.00
2/18/2026	95453	DEPARTMENT OF JUSTICE ACCTNG OFFICE	FINGERPRINTS, CCW INITIAL	93.00
2/18/2026	95454	DEWBERRY ENGINEERS INC	Task Order No 29 Purdy Road Water and Sewer Improvements	8,319.22
2/18/2026	95455	FOOTHILL-SIERRA PEST CONTROL INC	PEST SERVICES 3000 Centennial	207.00
2/18/2026	EFT	HUNT & SONS LLC	Invoices 968318, 969169	447.50
2/18/2026	95456	MCI	LONG DISTANCE SERVICE	68.22
2/18/2026	95457	MECHANICS BANK	Utility bill overpayment	135.88
2/18/2026	95458	MOTHERLODE ANSWERING SERVICE INC	Basic Services	300.56
2/18/2026	95459	OPERATING ENGINEERS LOCAL UNION NO 3	EMPLOYEE UNION DUES -January 2026	98

<u>Date</u>	<u>Ck No</u>	<u>Name</u>	<u>Description</u>	<i>Section 10, Item E.</i>
2/18/2026	95460	POORTINGA, STEVE R	AMERICAN FLAG AND CASE	115.40
2/18/2026	95461	PRO-WEST & ASSOCIATES INC	GIS Angels Camp CA - Zoning Map	3,835.80
2/18/2026	95462	QUILL CORPORATION	OFFICE SUPPLIES FOR WASTE WATER	68.16
2/18/2026	95463	TOSHIBA FINANCIAL SERVICES	Services 1/23/26-2/23/26	2,037.31
2/18/2026	EFT	USABLUEBOOK	Invoices INV00961087, INV00961401	1,492.65
2/18/2026	EFT	WHITE BRENNER LLP	Legal Services for Fiscal Year 2025-26	38,318.05
2/19/2026	EFT	BROWN, BILLY	RETIREE BENEFIT FEBRUARY 2026	503.50
2/19/2026	EFT	BURNS, GARY	RETIREE BENEFIT FEBRUARY 2026	503.50
2/19/2026	95495	HESS, JIM	RETIREE BENEFIT FEBRUARY 2026	170.75
2/19/2026	EFT	KELLY, MARY	RETIREE BENEFIT FEBRUARY 2026	136.79
2/19/2026	EFT	KING, JUDY	RETIREE BENEFIT FEBRUARY 2026	170.75
2/19/2026	EFT	KITCHELL, JONATHAN	RETIREE BENEFIT FEBRUARY 2026	398.29
2/19/2026	95496	KITCHELL, JOSEPH	RETIREE BENEFIT FEBRUARY 2026	136.79
2/19/2026	EFT	NUTTALL, WILLIAM	RETIREE BENEFIT FEBRUARY 2026	435.57
2/19/2026	EFT	POROVICH, DAVID	RETIREE BENEFIT FEBRUARY 2026	136.79
2/19/2026	95497	SATTERFIELD, PAMELA	RETIREE BENEFIT FEBRUARY 2026	136.79
2/19/2026	EFT	SORACCO, RICHARD	RETIREE BENEFIT FEBRUARY 2026	136.79
2/19/2026	EFT	TACHEIRA, ANTHONY	RETIREE BENEFIT FEBRUARY 2026	503.50
2/19/2026	EFT	TINNIN, JENNIFER	RETIREE BENEFIT FEBRUARY 2026	107.72
2/26/2026	EFT	ANGELS CAMP POLICE OFFICERS ASSOC	SEPTEMBER POA DUES	280.00
2/26/2026	95498	AT&T MOBILITY	Billing period -1/12-2/11/26	343.82
2/26/2026	95499	ATEEM	SCADA MAINT. OFFICE/ON-SITEPROGRAMMING	2,428.32
2/26/2026	95500	CAMPORA PROPANE SERVICE	Propane at Raggio Ct	0.90
2/26/2026	95501	COLUMBIA COMMUNICATIONS INC	MOBILE COMPUTERS	1,528.31
2/26/2026	95502	COPPERPOLIS FIRE PROTECTION DISTRICT	S-215 COURSE -PETERS, GUNTER, BOHREN, ROSSLER	1,200.00
2/26/2026	95503	EMPLOYEE RELATIONS INC	Invoices 100143, 100319	138.94
2/26/2026	95504	ENTENMANN-ROVIN CO	SUPPLIES FOR ANGELS FIRE DEP.	756.36
2/26/2026	EFT	GATEWAY PRESS	Supplies for Angels Police	34.80
2/26/2026	95505	GENERAL PLUMBING SUPPLY	Equipment for meter change project (METER SUPPLIES)	2,542.41
2/26/2026	95506	GOLD ELECTRIC INC	FIXED LOSE BULB NEAR GRINDING ROCK	175.00
2/26/2026	95507	HOLT OF CALIFORNIA	Troubleshoot & Repair transmission & hoses/lines in Backhoe CAT	4,344.97
2/26/2026	EFT	HUNT & SONS LLC	fuel delivery date 2-25-26	2,164.08
2/26/2026	95508	LERETTE, MATTHEW S	D1 testing reimb.	69.10
2/26/2026	95509	LN CURTIS & SONS	Invoices INV1035108, INV1039925	4,267.29
2/26/2026	EFT	LUMOS & ASSOCIATES	Open PO for FY 2025-2026	32,337.65
2/26/2026	95510	MOUNTAIN AIR AUTOMOTIVE	Maint on 2022 Ford -PD	155.29
2/26/2026	95511	PACE SUPPLY CORP	Invoices 0510655744.1, 0511133956-1, 0511133956-2, 0511169287, 0511169287-1, 0611169990, 0611169990-01, 0611194643, CM0511133956	5,211.96
2/26/2026	95512	PECKHAM & MCKENNEY	City Administrator Search	9,166.68
2/26/2026	EFT	PEREZ, ELISA BARRAGAN	CLEANING SERVICES 2/6 AND 2/19/26	400.00
2/26/2026	95513	POLICY CONSULTING ASSOCIATES	Staff services for for JANUARY 2026	5,035.54
2/26/2026	95514	R. SUTTON ENTERPRISES, LLC.	Repair for broken waterline	3,750.00
2/26/2026	95515	ROARK WEBER	PROFESSIONAL SERVICES FOR JANUARY 2026	1,238.75
2/26/2026	95516	ROLLERI LANDSCAPE PRODUCTS	6" RIP RAP	169.65
2/26/2026	95517	STATE WATER RESOURCES CONTROL BOARD	Grade D1 - MATTHEW LARETTE	70.00
2/26/2026	EFT	USABLUEBOOK	POLY FELT FILTER, STABLCAL TURBITY STANDARDS	953.91
2/26/2026	95518	UTICA WATER & POWER AUTHORITY	Quarterly JPA Water Contribution	101,750.00
Total Check				923,984.05



CITY OF ANGELS

Section 10, Item E.

TREASURER'S REPORT For the Month Ended

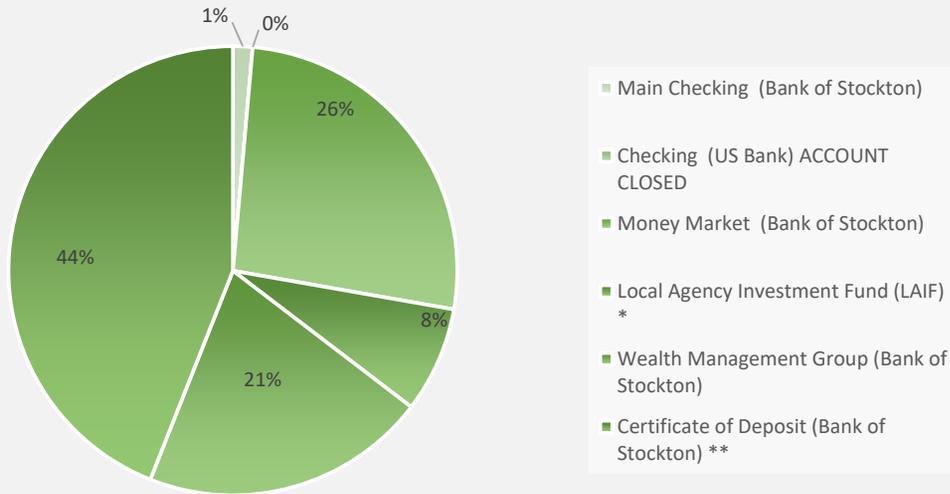
February 28, 2026

Operating Portfolios	Beginning Balance	Ending Balance	Accrued Interest	Bank Fees	% of Total
Main Checking (Bank of Stockton)	\$ 444,721	\$ 361,781	\$ 20	\$ 135	1%
Checking (US Bank) ACCOUNT CLOSED	-	-	-	-	0%
Money Market (Bank of Stockton)	6,888,273	6,756,448	18,175	-	26%
Local Agency Investment Fund (LAIF) *	1,953,697	1,953,697	-	-	8%
Wealth Management Group (Bank of Stockton)	5,271,856	5,288,689	16,833	-	21%
Certificate of Deposit (Bank of Stockton) **	11,247,320	11,282,239	34,919	-	44%
TOTAL OPERATING FUNDS	\$ 25,805,867	\$ 25,642,855	\$ 69,947	\$ 135	100%

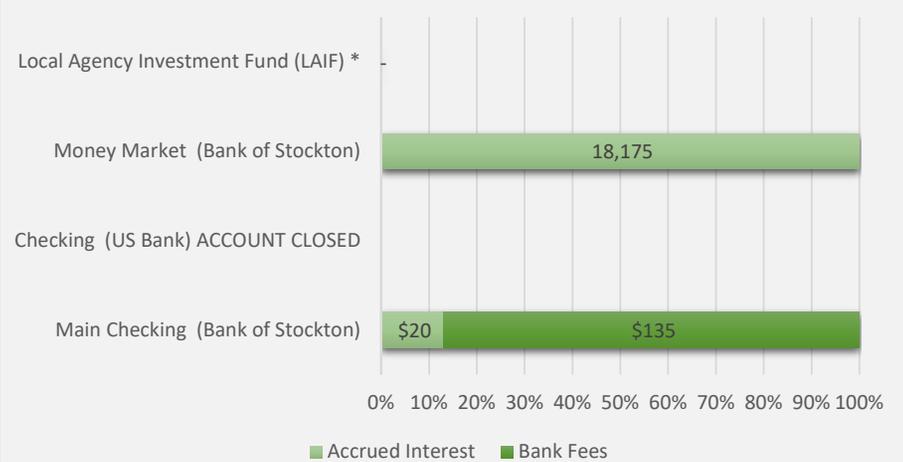
* Interest recorded Quarterly (Sep 2025)

** CD renews 6/28/2026 interest rate 3.105% Term 6 months

Composition of Operating Portfolios
February 28, 2026



Interest Earnings/Bank Fees
February 28, 2026



Total Interest Earned FY 24/25	\$	1,125,195
Total Interest Earned FY 25/26	\$	622,148



CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

DATE: March 17, 2026
TO: City Council
FROM: Steve Williams, City Administrator
RE: Staff is recommending that the City Council approve Resolution 26-39 directing the preparation of the Engineer's Report for the continuation of the Landscaping & Lighting District No. 2 - Greenhorn Creek for FY 2026-27

RECOMMENDATION

Staff is recommending that the City Council approve Resolution 26-39 directing the preparation of the Engineer's Report for the continuation of the Landscaping & Lighting District No. 2 - Greenhorn Creek for FY 2026-27.

BACKGROUND

The City of Angels Landscaping and Lighting District No. 2 – Greenhorn Creek (District) was approved by property owners in an assessment ballot proceeding and formed by the City Council on August 8, 2022, through the Landscape and Lighting District Act of 1972 (Act). The District, which repealed and replaced the existing Landscaping and Lighting District No. 1 assessment, was created to fund enhanced maintenance of landscaping, lighting, cultural and wildlife areas, local infrastructure, environmental mitigation services, and related improvements within the Greenhorn Creek development. Every year an Engineer’s Report is prepared to establish the budget for the improvements listed in the report.

DISCUSSION

In order for the continuation of the assessments, the Act requires an annual Engineer’s Report be prepared by a licensed professional engineer. Since 2013, the District Engineer’s Report has been prepared by SCI Consulting Group from Fairfield, California. Resolution No. 26-39 directs SCI to prepare the Engineer’s Report, which is the first step in a three-step process required by the Act to continue the annual assessments for FY 2026-27.

The Engineer’s Report, based upon information provided by the City Engineer, will determine the amount of work or improvements that will be performed in the coming year and distribute the cost of that work to residents and businesses in the District. Once the report is compiled, it will be presented to the Council along with a recommendation to set a public hearing on the assessment. That public hearing is the final





CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

step in the approval process. Upon completion of the public hearing, the City Council may adopt a resolution accepting the Engineer’s Report and levying the continued annual assessment.

FINANCIAL IMPACT

The expected costs of preparing the Engineer’s Report by SCI Consulting Group are included in the 2026-27 budget from the Assessment District fund, a non-General Fund source. Therefore, there is no fiscal impact attributable to the approval of this item. The approval of Resolution 26-39 is the initial step in the process that would provide for levying the annual assessments for fiscal year 2026-27.

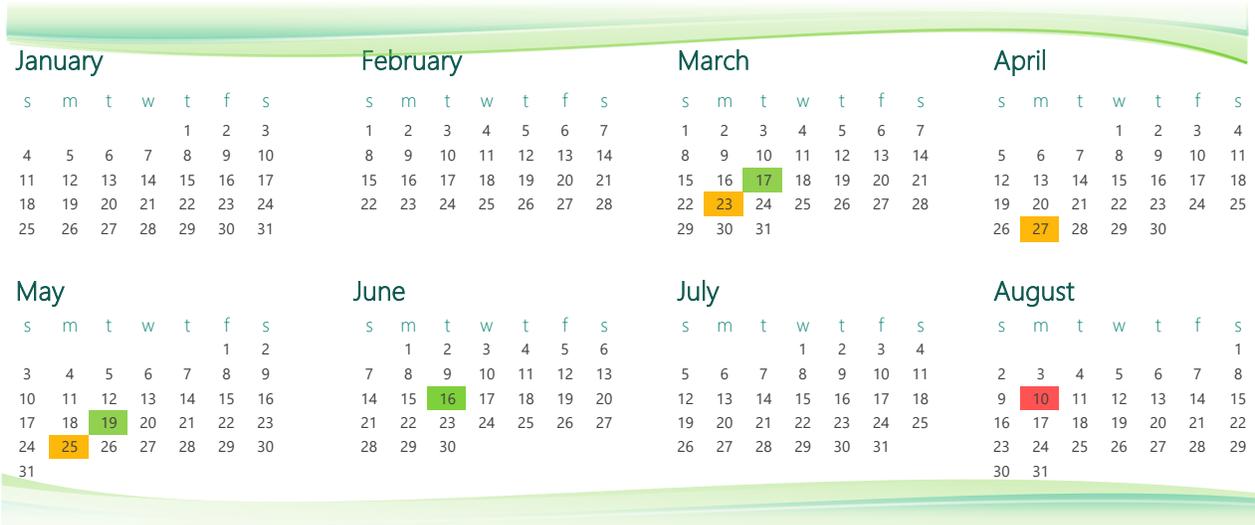
ATTACHMENTS

1. Resolution 26-39





City of Angels Camp - Greenhorn Creek LLD
 Levy Administration - Fiscal Year 2026-27 (Proposed Timeline)



Greenhorn Creek LLD Assessment District Action Items	Due Date
Council Meeting: Resolution directing the preparation of the Engineer's Report.	March 17
Preliminary assessments totals; determine assessment rates; Review and update other Engineer's Report - (SCI)	March 30
Send District Budget to SCI - (District/City)	April 20
Complete and file Engineer's Report with District - (SCI)	April 27
Council Meeting: Resolution of Intention to Continue the Assessments, Preliminarily Approving Engineer's Report and Providing of Notice of Hearing.	May 19
Provide Resolution and Engineer's Report for June Board Meeting - (SCI)	May 25
Publish Notice of Public Hearing (must occur 10 days before Public Hearing) - (City)	June 05
Council meeting: Public Hearing and approval of resolution approving Engineer's Report and levying annual assessments.	June 16
Submit levy roll to County Auditor - (SCI)	August 10
Confirmation of final levies with County Auditor - (SCI)	October
Answer property owner inquiries and associated tasks - (SCI)	Sept 2026-June 2027

All regular Council meetings are on the 1st and 3rd Tuesday of each month.



**A RESOLUTION OF THE CITY OF ANGELS CAMP CITY
COUNCIL DIRECTING PREPARATION OF THE
ENGINEER’S REPORT FOR THE CONTINUATION OF THE
LANDSCAPING AND LIGHTING DISTRICT NO. 2 –
GREENHORN CREEK FOR FY 2026-27**

WHEREAS, the City Council of the City of Angels proposes to continue the annual assessments during 7/1/26-6/30/27 for the Landscaping and Lighting District No. 2 – Greenhorn Creek which was previously formed in accordance with the Landscaping and Lighting Act of 1972 (Streets and Highways Code Section 22500, et seq.); and

WHEREAS, the Streets and Highways Code Section 22622 requires the governing body of a local agency to adopt a resolution ordering the preparation of an engineer's report and to generally describe any proposed new improvements and/or substantial changes to an existing improvement prior to levying and collecting an annual assessment for an existing Landscaping and Lighting Assessment District.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANGELS AS FOLLOWS:

Section 1: The annual Engineer's Report for Landscaping and Lighting District No. 2 – Greenhorn Creek shall be prepared by SCI Consulting Group who is designated the Engineer of Work; thereafter the Report shall be filed with the Clerk for submission to the City Council:

Section 2: Any new improvements and/or substantial changes in existing improvements that are proposed to be paid for out of the 2026-27 annual assessments will be specified in the Engineer’s Reports.

Section 3: This resolution is adopted pursuant to Section 22622 of the Streets and Highways Code.
DULY PASSED AND ADOPTED this 17th day of March, 2026 by the following vote:

- AYES:
- NOES:
- ABSENT:

Caroline Schirato
Mayor

ATTEST:

Michelle Gonzalez
Deputy City Clerk



HOME OF THE JUMPING FROG



MEMORANDUM

City of Angels City Council

Date: 3/17/2026

To: City Council

From: Amy Augustine, AICP

RE: Resolution 26-37 Letter of Agreement to partner with the San Joaquin Small Business Development Center for Assistance with the City’s Community Development Block Grant Economic Development Program subject to securing CDBG funds

Recommendation:

Approve Resolution 26-37 Letter of Agreement to partner with the San Joaquin Small Business Development Center for Assistance with the City’s Community Development Block Grant Economic Development Program subject to securing CDBG funds.

Background/Discussion:

In November, the City Council authorized an application for Economic Development through the federal Community Development Block Grant (CDBG) program implemented through the California Department of Housing and Community Development (HCD). The application is due 3/31/26.

The grant program intends to emphasize economic development in the downtown historic district, but with availability citywide, and would include, but not be limited to:

- Assisting commercial tenants in physically rehabilitating/upgrading a building to convert it from vacant to active use
- Securing equipment to run a new business/expand an existing business
- Providing working capital for start-up businesses
- Assistance in how to set up and run a new business or expand an existing one (training)
- It is likely that, as part of the project, a small-business incubator may be set up to assist microenterprises (businesses with 5 or fewer employees) to launch a new business.

Per CDBG guidelines, applicants must demonstrate capacity and experience operating an Economic Development Program. CDBG considers “experience” to include at least three years of CDBG Economic Development Experience or five years of commercial underwriting plus two years of general CDBG experience and provides four options:

1. *The Applicant (City) has hired staff with at least three years of CDBG ED experience or five years of commercial underwriting experience plus two years of general CDBG experience.*
2. *The Applicant has prepared a draft request for proposals (RFP) or subrecipient selection process for a qualified consultant or nonprofit ED group with direct experience in implementation of the ED activities proposed in the ED Program application.*

- 3. *The applicant has identified at least three (3) qualified consultants or nonprofit ED groups with direct experience in implementation of the ED activities proposed in the ED Program application.*

- 4. ***The Applicant commits to partnering with the Small Business Development Centers or a similar organization that has direct experience in CDBG ED program design, implementation, and commercial underwriting. This commitment will be a resolution, memorandum of understanding, or similar formal statement and will be required at application.***

Grant applications receive a high score in the qualifications category, if a pre-determined experienced consultant already has been hired. Therefore, Staff contacted the State’s Small Business Development Center (SBDC) and was referred to Les Fong, Director of the San Joaquin SBDC. The San Joaquin SBDC serves Calaveras County.

The attached letter of Agreement would fulfill the CDBG requirement for *partnering* with a qualified consultant. CDBG guidelines do not include a necessity to pursue a request for proposals or federal procurement process when the applicant *partners* with a SBDC as shown in the above criteria.

Therefore, to ensure the maximum grant score for capacity and experience, staff recommend the City partner with SBDC. The attached proposal illustrates SBDC’s work with the City of Stockton. The SBDC would be doing the same for the City of Angels should the City be successful in gaining funding.

Financial Impact

If successful, the City would secure \$1.5± million to assist small businesses in the City through grants and/or loans. Up to \$130,000 of that total would be allocated to the SBDC for assistance with the city’s CDBG Economic Development Program (i.e., approximately \$120,000 for training and \$10,000 for assistance with financing/underwriting accessible through SBDC)

Attachment

- Resolution 26-37
- Letter of Agreement
- Proposal



COMMUNITY DEVELOPMENT

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-1346

Les Fong, Director
San Joaquin Small Business Development Center
6221 West Lane, Suite 105
Stockton, CA 95210
lfong@calasiancc.org

RE: Letter of Agreement for Partnership with the City of Angels on its Microenterprise Program Subject to CDBG ED funding

Dear Mr. Fong:

Please consider this a letter of agreement that, if the City is successful in receiving Community Development Block Grant Microenterprise Funds, the City and San Joaquin Small Business Development Center (SJSBDC) hereby commit to partnering to implement the above-captioned program based on the SJSBDC's experience with CDBG Economic Development program design, implementation, and commercial underwriting. Funding will be included in the City's CDBG ED Grant application for SJSBDC's assistance using the Stockton Incubator Launch Accelerator Program (attached) as a model for the program.

Thank you again for your assistance on this project to date. As discussed, the City of Angels (Angels Camp) is undertaking a Microenterprise Program with an emphasis on the City's downtown historic district. Our goal is to assist microenterprises with establishing, maintaining, and expanding existing businesses in conjunction with an overall program to stimulate economic development. As identified, the SJSBDC's Stockton Incubator Business Launch Accelerator Program provides an excellent model for our program which will emphasize filling vacant buildings with start-up businesses with assistance from your agency for program design, implementation (including training) and financing agreements as may be necessary.

The City and the San Joaquin Small Business Development Center hereby commit to this partnership subject to acquiring CDBG ED funding.

Les Fong, Director
San Joaquin Small Business Development Center
Date

Caroline Schirato, Mayor
City of Angels
Date



HOME OF THE JUMPING FROG



6221 West Lane Suite 105
Stockton, CA 95210

www.sanjoaquin sbdc.org

Section 11, Item B.

Les Fong
Director
San Joaquin SBDC
6221 West Lane, Suite 105
Stockton, CA 95210

October 15, 2025

We are pleased to submit this proposal for the Stockton Incubator Program. The San Joaquin SBDC has been providing one stop technical assistance for accelerating small business success by providing no cost advising to our business community.

Through our experience operating the county-wide SJC Incubator, we have identified that one of the biggest barriers for participants from low-to-moderate income (LMI) backgrounds is the upfront cost of formal business setup. Many aspiring entrepreneurs struggle to afford necessary startup expenses such as:

- Obtaining a business license or permits,
- Securing appropriate insurance,
- Opening a business bank account, and
- Covering other basic registration or compliance costs.

Without financial support for these early-stage requirements, participants often skip essential steps. Launching informally or providing services without the proper legal structure. This leads to compliance risks, limited access to funding, and unstable business growth.

By incorporating a stipend, the SJC Incubator: Business Launch Accelerator directly removes this barrier, ensuring participants can complete every formal step of business creation. This approach supports long-term compliance, financial inclusion, and sustainability. Key outcomes aligned with the City of Stockton's goals for equitable economic development under PUR 26-004.

This investment transforms knowledge into action: participants leave not only trained with an intense workshop series and one-on-one mentoring, but legally established, banked, and ready to operate successfully within Stockton's small business ecosystem.

We acknowledge the addendums to the solicitation document. This proposal and all its content are valid for a period of 120 days.

Sincerely,

Les Fong
Director
San Joaquin Small Business Development Center

5.1 Qualifications & Experience

1. Program Narrative

The **Stockton Incubator: Business Launch Accelerator** is a one-week, high-impact entrepreneurship program jointly implemented by the **San Joaquin Small Business Development Center (SJ-SBDC)** in collaboration with **Open Innovation Centers (OIC)**.

Through our experience operating the county-wide SJC Incubator, we have identified that one of the greatest barriers for participants from low-to-moderate income (LMI) backgrounds is the upfront cost of formal business setup. When entrepreneurs must choose between basic household needs and business license fees, a process that could take only a week often stretches into months due to limited funds.

We hold our Stockton incubator cohort at the Green Economy Lab, which allows us to leverage partnerships with the Housing Authority and reach residents directly. In May, we held a cohort composed entirely of residents recruited through this collaboration. To this day, these remain some of our most dedicated entrepreneurs—balancing jobs, raising families, and steadily advancing their businesses. From this experience, we learned that there is a consistent \$300–\$500 cost barrier to launching a business for low-income entrepreneurs.

These entrepreneurs have already demonstrated commitment. They have developed products, collected inventory and supplies, learned new skills, pursued certifications, and prepared for the work of their businesses. Yet, despite their passion and preparation, the final \$300–\$500 required to formalize their ventures remains a prohibitive obstacle. These costs are even higher for domestic violence survivors, who require registered agent and virtual address services to protect their safety.

This proposal offers a direct solution to address that challenge for some of Stockton’s most promising entrepreneurs. Those who are unable to begin with solid foundations often encounter greater difficulties later when seeking financing and scaling.

We see this program as an opportunity to provide an entrepreneurship “boot camp”—equipping participants with readiness training and the resources to formalize their businesses in just one week. The Stockton Incubator: Business Launch Accelerator empowers LMI residents to register, activate, and professionalize their small businesses through a structured curriculum that integrates business formation, financial literacy, and digital enablement.

Following the initial week, entrepreneurs are eligible for one-on-one advising with SJ-SBDC subject matter experts who continue to support participants in their chosen industries. For example, our food industry advisor supports participants pursuing food

ventures, while our contracting advisor assists those seeking Small/DBE certification and government contracting opportunities. Additional areas of support include business planning, access to capital, marketing, e-commerce, AI integration, import/export, home health care, and beauty/hair services.

By combining a short-term, high-impact accelerator with long-term technical advising, the program ensures participants not only launch their businesses but also receive the continued support needed to adapt and grow.

Participants will complete the program having:

- Registered a business (license and EIN)
- Opened a dedicated business bank account
- Built a professional one-page website
- Created business cards and branding materials
- Established a bookkeeping system
- Developed a sustainability plan for growth

By integrating **hands-on training, milestone-based stipends**, and real-world activation, the program eliminates key barriers preventing LMI entrepreneurs from launching viable businesses in Stockton.

a. Goals and Outcomes

The **Stockton Incubator: Business Launch Accelerator** directly supports the **City of Stockton’s Entrepreneurship Ecosystem Building (PUR 26-004)** objectives and the **HUD CDBG national goal** of benefitting LMI individuals by providing technical assistance and startup resources.

Primary Goals:

1. Increase the number of formalized small businesses owned by Stockton’s LMI residents.
2. Strengthen financial literacy, bookkeeping, and capital readiness.
3. Build digital and operational capacity for long-term success.
4. Remove financial barriers to startup through milestone-based stipends.

Expected Outcomes:

- 20 LMI entrepreneurs verified and served
- 20 new businesses registered and banked
- 20 business websites launched and branded materials produced
- \$10,000 in stipends distributed to assist business activation
- 90% program completion rate

- 100% of participants reporting improved confidence in business operations
-

b. Target Population

The **SJC Incubator: Business Launch Accelerator** serves **Stockton residents who meet HUD’s LMI income criteria**. Participants will primarily include aspiring or early-stage entrepreneurs and microbusiness owners (five or fewer employees). We are not looking for a specific business type as SBDC can support across a range of industries. Instead, we are looking for entrepreneurs that have a solid business idea and are looking for support at launch.

Recruitment will prioritize neighborhoods and demographics historically underrepresented in traditional business programs. **SJ-SBDC** and **Open Innovation Centers** will collaborate on outreach using community partnerships, informational sessions, and targeted campaigns to engage LMI participants before the program begins.

c. Method for Tracking Outcomes

Pre-Program (Recruitment & Qualification)

Prior to the accelerator week, **SJSBDC** and **Open Innovation Centers** will conduct **community information sessions** and **business ideation workshops** to prepare and qualify participants.

- Each participant will complete **LMI verification** and intake forms.
- Business ideas will be refined to ensure readiness for implementation on Day 1.

This stage satisfies HUD’s **Limited Clientele (LMC)** national objective and ensures that 100% of participants are eligible and prepared.

Evaluation and Continuous Improvement

Evaluation will include follow-up surveys at three and six months to measure:

- Business continuity and growth
- Job creation or income generation
- Ongoing financial management and digital engagement

Feedback will inform continuous program refinement and integration with future **SJ-SBDC** and **Open Innovation Centers** programming.

Data Collection for Longitudinal Outcome Tracking

When the entrepreneurs near the end of their weeklong educational component they are entered the SBDC Neo Serra system where their progress is documented by every advisor that works with them. This system is used both by OIC (who are SBDC advisors themselves) and SBDC. This insures high quality longitudinal data once entrepreneurs are in the system.

2. Proposer’s Project Team & Relevant Experience

a. Project Team

- i. The **SJC Incubator: Business Launch Accelerator** is administered by **San Joaquin Small Business Development Center (SJSBDC)** in collaboration with the **Open Innovation Centers (OIC)**.
 - **San Joaquin Small Business Development Center** serves as the **lead applicant and fiscal agent**, ensuring compliance, grant administration, and reporting alignment with City requirements. The SJSBDC will provide follow-up technical assistance to participants with specific subject matter experts in areas such as marketing, finance, and business planning, in respective industries such as food, home health care, beauty, e-commerce, etc.
 - **Open Innovation Centers** serves as the **program operator**, responsible for implementation, facilitation, participant engagement, and data collection of the intensive course. OIC will work with SBDC to make sure all participants are registered in SBDC to ensure long term follow up and mentorship.

Core Team for the SJC Incubator: Business Launch Accelerator:

- **Program Manager OIC (Jateen Bhakta)**: Oversees curriculum, facilitation, and quality control.
- **SJSBDC Lead Administrator (Kenji Shimabukuro)**: Coordinates fiscal management, compliance, and reporting.
- **Lead Instructor OIC (Jateen Bhakta)**: Facilitates daily training and one-on-one coaching.
- **Program Coordinator OIC (Clare Bhakta)**: Handles logistics, communication, and outreach to community partners to recruit and screen learners. Will also co-teach the intensive one week class.

Together, **SJSBDC** and **OIC** bring complementary strengths—OIC’s innovative programming and on-the-ground delivery capacity, combined with SJSBDC’s federally recognized expertise in small business development, technical assistance, and compliance oversight.

ii. **SBDC**

The entire network of SBDCs has existed since 1979 and the SJ-SBDC is a part of this network. In 2020, the NorCal SBDC network saw the following economic impact: the creation of 5,120 new jobs, the generation of \$250,029,199 in new taxable income, and helping businesses and entrepreneurs successfully access \$514,937,445 of capital infusion. The NorCal network alone provided 16,342 businesses with one-on-one advising which resulted in 83,916 hours of consultations delivered and 48,414 small business participants at training events.

In the first fiscal year of October 2021 to September 2022, under the new host, CAPCC, the SJ-SBDC served 1,015 clients, created 56 jobs, helped to start 39 businesses, increased \$1.18M in sales, and assisted business owners with \$2.368M of capital infusion. From October 2024 to September 30, 2025, SJ-SBDC created 189 jobs, \$9,583,925 increase in sales, and \$23,569,000 in capital infusion.

The SJ-SBDC is operated by the California Asian Pacific Chamber of Commerce (CAPCC), the largest ethnic chamber in California in terms of members and clients served, annual budget, and staffing level. CAPCC was launched in 2010 to give voice to the more than 600,000 Asian American and Pacific Islander (AAPI) businesses in the state. CAPCC’s economic development, community engagement, and advocacy programs serve all minority business enterprises in California and work with both statewide and local partner organizations and government groups to deliver its mission. The CAPCC operates multiple state and federal centers that complement the SJ-SBDC. This included the Small Business Transportation Resource Center (SBTRC), a program of the Department of Transportation, the Minority Business Development Agency (MBDA) Business Center on behalf of the Department of Commerce and is a major technical assistance provider for the State of California as part of the Technical Assistance Program (TAP) network. Examples of CAPCC technical services and activities include delivering training on access to capital, business start-up, Human Resources support, access to government and corporate contracts (i.e., supplier diversity), access to new markets and global supply chains, international trade, business strategy development, marketing and communications, and more recently, transitioning to a digital business model, with a special emphasis on language and cultural sensitivity for diverse and disadvantaged small business populations.

One of SJ-SBDC’s strengths is the ability to leverage CAPCC’s existing ecosystem of resources and technical assistance to strongly complement and expand the services and resources offered by the SJ-SBDC. When connected to this ecosystem, the SJ-SBDC clients are linked to CAPCC’s expansive network of federal, state, and local

assistance services to provide access to a wide range of resources, subject-matter experts, and partners to help them grow operations, penetrate new markets domestically and abroad, and maintain competitiveness. Similarly, CAPCC has brought its wide spectrum of organizational experience and depth of partner relationships to SJ-SBDC partners in the areas of Minority Business Enterprise (MBE) support, effective supplier diversity tactics and strategies, and access to global market opportunities through international trade and development.

Open Innovation Centers (OIC)

Open Innovation Centers is a San Joaquin County based educational nonprofit. They have an instructional team of five full time instructors and one part time teaching assistant. They have the capacity to complete this project and the experience working with LMI entrepreneurs through the SJC Incubator project.

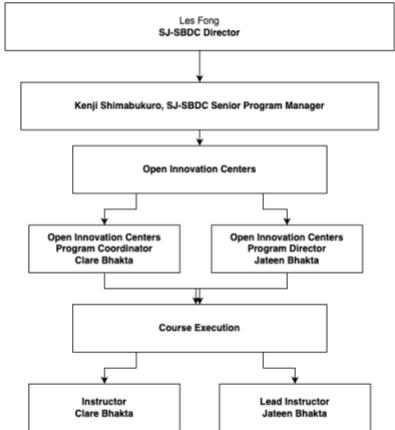
iii. The accelerator builds upon the success of the existing **SJC Incubator**, a county-wide entrepreneurship program administered by **SJ-SBDC** and operated by **Open Innovation Centers**. The current **SJC Incubator** serves 165 entrepreneurs across San Joaquin County, with **53 of these participants identified as LMI (Low-to-Moderate Income)**—demonstrating a proven track record of reaching and supporting the very population the City of Stockton aims to serve under this grant.

The roles and responsibilities for this project are directly related to the roles and responsibilities for the SJC Incubator. We are experienced collaborators whose roles and responsibilities align with our strengths. As in the SJC Incubator, Jateen & Clare Bhakta will lead the weeklong educational offering. They will recruit, train and follow up with participants. Kenji Shimabukuro will provide the administrative leadership, grant management and fiscal checks and balances. Les Fong will be responsible for big picture leadership – tearing down silos and connecting people and organizations as needed.

iv. Open Innovation Centers created a Notion based project management system to track participants, notes, progress and communication between SBDC and OIC for the SJC Incubator. We will extend that system to this project as we have worked out the kinks and created a workflow that works between the two organizations. This Notion platform handles learner data and notes for those are “pre SBDC” and not currently in the SBDC Neoserra system. Once a business is launched, those participants are entered into the SBDC Neoserra system for permanent data tracking. Using these established systems will allow us to communicate smoothly, track our learners and provide reliable outcome data for participants.

v. Organizational Chart – SBDC & OIC relationships

SJC Incubator: Business Launch Accelerator



b. Key Personnel

Les Fong, SJ-SBDC Director, has 13 years of experience as a business advisor with the SJ-SBDC and has been Director since 2022. Prior to his role as Director, he ran a successful Stockton based advertising and marketing company, Ken Fong & Associates. Les Fong sits on the Board of several local agencies such as the San Joaquin Regional Transit District and the Workforce Development Board. The Director’s responsibilities are to provide oversight and strategic planning of the program, and to develop partner relationships that would enhance the existing business network of the SJ-SBDC, resulting in increased program participation.

Kenji Shimabukuro, SJ-SBDC Senior Program Manager, has over 34 years of experience in event planning and develops the classes, webinars, and workshops for the center. Program Manager manages the logistics, schedule, and administration of the program.

Jateen Bhakta is a seasoned entrepreneur and technologist with deep experience in launching and scaling technology-driven ventures. He has built and led startups in game development, digital media, and software innovation,

applying his expertise in emerging technologies to create pathways for economic growth and opportunity. At Open Innovation Centers, Jateen has been at the forefront of designing entrepreneurship and workforce programs that equip aspiring founders with the technical knowledge, startup strategies, and digital tools to bring their business ideas to life. His hands-on experience in product development, business modeling, and technology adoption uniquely positions him to mentor low-income entrepreneurs in Stockton, helping them transform innovative ideas into sustainable businesses in today's digital economy. Jateen will be the lead for program design & execution – his focus will be on preparing and executing the course work.

Clare Bhakta is a community innovator and educator dedicated to expanding access to entrepreneurship and workforce opportunities for underserved populations. As the founding executive director of Open Innovation Centers, she has designed and launched programs that blend youth STEAM education, workforce development in emerging industries like 3D printing and game development, and entrepreneurial support for small business owners. Clare has extensive experience building partnerships with organizations such as San Joaquin County WorkNet, the SJC Incubator program, libraries, and community-based organizations, ensuring low-income entrepreneurs gain the resources, mentorship, and tools needed to succeed. With a background in developing grant-funded workforce pathways and entrepreneurship training, Clare brings both strategic vision and hands-on teaching experience, making her a strong advocate and mentor for Stockton's next generation of entrepreneurs. Clare will take the lead on logistics, communication and outreach to collaborative partners to recruit for the program. She will serve as the administrator on the OIC side ensuring the SBDC and OIC are aligned, that participants are qualified and move smoothly through the program and the transition from class to SBDC.

c. Project Experience

The SJC Incubator – SBDC & OIC working together

The SBDC and Open Innovation Centers have collaborated for the last two years in the creation of the SJC Incubator program. The program was a collaborative project between the entities and launched in January of 2025 as a WorkNet staff sponsored project and funded by the San Joaquin County Supervisors.

The SJC Incubator offers cohort support, educational offerings and one on one mentorship for any one in San Joaquin county interested in exploring entrepreneurship. In 2026 the SJC Incubator will hold regional pitch events within each county supervisor district and a regional pitch event with cash prizes of \$25,000 for entrepreneurs to be held at Delta College on April 24th, 2025.

In this partnership Open Innovation Centers runs to the day-to-day operations from recruitment to educational offerings. OIC works with entrepreneurs to grow their ideas

into businesses and help them connect with their customers, user test their ideas, select business types, and become finance ready. Once established as a “business start” – entrepreneurs receive mentorship and continued support from SBDC as their business grows and evolve.

You can learn more about the SJC Incubator at SJCIncubator.com.

3. References

Please refer to Attachment D: Agency Reference Form below

4. Financial Capacity

Please refer to Attachment E: Certification of Financial Condition

5.2 METHOD OF APPROACH

1. Understanding of the Scope

The **San Joaquin Small Business Development Center**, in partnership with **Open Innovation Centers**, fully understands the City of Stockton’s goal to **expand technical assistance and entrepreneurship opportunities** for underserved populations through **PUR 26-004 Entrepreneurship Ecosystem Building**.

The **SJC Incubator: Business Launch Accelerator** directly fulfills this mission by providing measurable, CDBG-eligible services that translate into immediate economic activation for LMI entrepreneurs.

2. Implementation Strategy

1. **Pre-Program (Month 1):**
 - Conduct outreach and ideation workshops.
 - Complete LMI verification and participant selection.
 - Finalize cohort logistics and readiness checks.
2. **Program Delivery (Month 2):**
 - Deliver the 7-day accelerator.
 - Monitor milestone completion and distribute stipends after Day 5.
 - Collect participant deliverables (licenses, websites, bank documentation).
3. **Follow-Up (Months 3–4):**
 - Provide mentorship and technical support.
 - Collect data and success stories for quarterly reports.

- Submit reimbursement and compliance documentation via SJSBDC.

One-Week Accelerator (7 Days, 6 Hours per Day)

The **SJC Incubator: Business Launch Accelerator** follows a structured daily format: **3 hours of instruction + 3 hours of implementation**, where participants execute what they learn under mentor guidance.

Day	Focus	Key Deliverables
Day 1: Orientation & Goal Setting	Program onboarding, milestone mapping, accountability assignments.	Personalized business roadmap.
Day 2: Business Structure & Compliance	Legal entity formation, tax registration, EIN setup.	Proof of registration and EIN confirmation.
Day 3: Financial Literacy & Setup	Budgeting, bookkeeping, pricing models, and access to capital readiness.	Startup budget and bookkeeping tracker.
Day 4: Digital Readiness & Branding	Logo design, brand identity, and website development.	Live one-page website.
Day 5: Marketing & Visibility	Social media setup, business card printing, marketing plan creation.	Printed business cards and brand kit.
Day 6: Activation Day	Group outing to complete licensing, open bank accounts, and activate operations using stipends.	Proof of license and bank account.
Day 7: Showcase & Sustainability	Presentations, mentorship connections, and graduation.	Final presentation and sustainability plan.

Participants receive milestone-based stipends after Day 5 to fund business activation expenses.

3. Best Practices

Open Innovation Centers and **SJSBDC** will jointly maintain robust data collection systems for:

- LMI documentation and participant demographics
- Proof of business registration and bank setup
- Pre-/post-program surveys measuring knowledge and readiness
- Stipend disbursement records and expenditure tracking

- Quarterly performance reports (submitted by SJ-SBDC)

4. Quality Assurance & Processes

The **Stockton Incubator: Business Launch Accelerator**, administered by the **San Joaquin Small Business Development Center** and operated by **Open Innovation Centers** provides a proven, ready-to-launch model for inclusive entrepreneurial growth. With an established infrastructure, demonstrated experience serving LMI populations, and measurable outcomes aligned with the City’s priorities, this initiative will strengthen Stockton’s entrepreneurship ecosystem and empower its residents to launch sustainable small businesses.

Measurable Deliverables

Deliverable	Measurement Tool	Timeline
20 LMI entrepreneurs verified	Intake forms and income documentation	Pre-program
20 businesses registered	Registration proof	Within program week
20 bank accounts opened	Bank confirmations	Day 6
20 websites launched	URLs verified	Day 4–5
20 sets of business cards printed	Vendor receipts	Day 5
\$10,000 stipends disbursed	Signed logs	Day 5–6
Quarterly & Final Reports	City templates	Ongoing

Risk Management

Risks such as attrition or incomplete deliverables will be mitigated through:

- Pre-qualification and readiness assessments
- Daily milestone tracking and coaching
- Close coordination between OIC and SJSBDC for participant support and compliance monitoring

Alignment with City and HUD Priorities

The **Stockton Incubator: Business Launch Accelerator** satisfies all **CDBG national objectives** by:

- Serving 100% LMI clientele (verified pre-enrollment).
- Delivering technical assistance and micro enterprise support per **24 CFR 570.201(o)**.
- Advancing Stockton's **2025–2029 Consolidated Plan** and **Economic Development Strategic Action Plan (EDSAP)** objectives.

Evaluation and Continuous Improvement

Evaluation will include follow-up surveys at three and six months to measure:

- Business continuity and growth
- Job creation or income generation
- Ongoing financial management and digital engagement

Feedback will inform continuous program refinement and integration with future **SJ-SBDC** and **Open Innovation Centers** programming.

5.3 Price Sheet

As per the RFP request we have used a separate file for our project budget.

8.0 PROPOSAL DOCUMENTS

ENTREPRENEURSHIP ECOSYSTEM BUILDING	
PUR 26-004	
SUBMITTAL DUE: THURSDAY, OCTOBER 16, 2025 AT 2:00 PM	
RFP Submittal Electronic Mail	city.clerk@stocktonca.gov
Proponent Business Name	San Joaquin Small Business Development
Proponent Contact Name	Les Fong
Proponent Address	6221 West Lane, Suite 105 Stockton, CA 95210
Proponent Phone Number	209-868-1046
Proponent Email Address	lfong@calasiancc.org
Department of Industrial Relations ID Number (if applicable)	

ATTACHMENT A – PROJECT SUBMITTAL CHECKLIST

THIS CHECKLIST IS PROVIDED FOR YOUR CONVENIENCE ONLY. IT IS NOT REQUIRED TO BE SUBMITTED WITH PROPOENT PROPOSAL.

	1. Attachment A – Project Submittal Checklist
	2. Cover Letter & Executive Summary
	3. Full proposal as defined in this solicitation
	4. Section 8 Form – Proposal Documents
	5. Attachment B – Proponent’s Covenant
	6. Attachment C – Non-Collusion Affidavit - Sign and notarize by jurat certificate the “Non-Collusion Affidavit” form. An “All-Purpose Acknowledgment” form will not be sufficient.
	7. Attachment D – Agency Reference List
	8. Attachment E – Certification of Financial Condition
	9. Attachment F – Cost / Price Proposal (Under separate cover)
	10. Attachment G – Subcontractor List
	11. Attachment H - Exceptions
	12. All Amendment Acknowledgements. Print and sign all clarifications/questions/answers on the City’s website at www.stocktonca.gov/eddbid and submit with proposal response
	Submit one (1) electronic version of the proposal and (1) Attachment F – Cost/Price Proposal to: city.clerk@stocktonca.gov

ATTACHMENT B- PROPONENT'S COVENANT

In submitting this proposal, as herein described, the Proponent agrees that:

1. They have carefully examined the Scope of Work and all other provisions of this document and understand the meaning, intent, and requirements of same.
2. They will enter into contract negotiations and furnish the services specified.
3. They have signed and notarized the attached Non-Collusion Affidavit form, whether individual, corporate or partnership. Must be 'A Jurat' notarization.
4. They have reviewed and signed all clarifications/questions/answers on the City's website at www.stocktonca.gov/eddbid.
5. Confidentiality: Successful Proponent hereby acknowledges that information provided by the City is personal and confidential and shall not be used for any purpose other than the original intent outlined in the Request for Proposal. Breach of confidentiality shall be just cause for immediate termination of contract agreement.

San Joaquin SBDC

FIRM

6221 West Lane, Suite 105, Stockton, CA 95210

ADDRESS



Les Fong,
10/15/2025

SIGNED BY & DATE

Director

TITLE OR AGENCY

209-868-1046

PHONE/FAX NUMBER

lfong@calasiancc.org

EMAIL

No. 3 AFFIDAVIT FOR FIRM, ASSOCIATION, OR CO-PARTNERSHIP

STATE OF California)ss.
County of San Joaquin)
(insert)

LES FONG & Clare Bhakta, each being first duly sworn, depose and say: That they are a member of the firm, association or co-partnership, designated as SJ SBPC who is the party making the foregoing bid; that the other partner, or partners, are Open Innovation Centers that such bid is genuine and not sham or collusive, or made in the interest or behalf of any person not named herein; that said Proponent has not colluded, conspired, connived or agreed, directly or indirectly with, or induced or solicited any other bid or person, firm or corporation shall or should refrain from proposing; and has not in any manner sought by collusion to secure to themselves any advantage over or against the City, or any person interested in said improvement, or over any other Proponent.

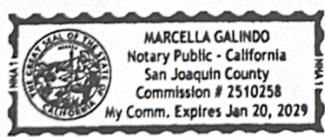
[Signature]
(Signature)

[Signature]
(Signature)

Subscribed and sworn to (or affirmed) before me on this 16 day of October, 2025

by Marcella Galindo, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Seal [Signature]



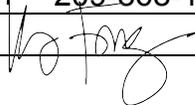
ATTACHMENT D – AGENCY REFERENCE FORM PUR 26-004

Supply Three (3) References of Government Agencies and/or Firms for whom Bidder has provided similar Services during the last three (3) years:

LIST OF REFERENCES

1. Agency or Firm Name:	San Joaquin Economic Development Department		
Location of the Service:	6221 West Lane, Suite 105, Stockton, CA		
Contact Person and Title:	Nicole Snyder, Deputy Director		
Telephone:	209-468-3619		
Email Address:	nsnyder@sjcworknet.org		
Description of Service:	Certification Training, Business Consulting		
Date(s) When Service Provided:	12/24 - present		
2. Agency or Firm Name:	City of Stockton		
Location of the Service:	6221 West Lane, Suite 105, Stockton		
Contact Person and Title:	Jamie Vilinskas, EDA		
Telephone:	209-937-5075		
Email Address:	Jamie.Vilinskas@stocktonca.gov		
Description of Service:	Small, DBD, WBE, Certification, procurement assist		
Date(s) When Service Provided:	1/22/24 - 6/30/24		
3. Agency or Firm Name:	City of Lodi		
Location of the Service:	Lodi		
Contact Person and Title:	Luis Aguilar		
Telephone:	209-269-4885		
Email Address:	laguilar@lodi.gov		
Description of Service:	Business Advising, Capital Readiness		
Date(s) When Service Provided:	11/23 - Present		

Signature and acknowledgment by signing below, I certify that I am authorized by the company named above to respond to this request.

Company/Firm Name	San Joaquin Small Business Development Center		
Address	6221 West Lane, Suite 105	Zip:	95210
Contact Name	Les Fong		
Email	lfong@calasiancc.org	Phone	209-868-1046
Fax	Signature		

ATTACHMENT E – CERTIFICATION OF FINANCIAL CONDITION

Solicitation #: PUR 26-004

Vendor Name: San Joaquin Small Business Development Center

The undersigned hereby certifies that: [check all applicable boxes]

The Vendor is in sound financial condition and, if applicable, has received an unqualified audit opinion for the latest audit of its financial statements.

Date of latest audit: July 29, 2025 (If no audit within past 18 months, explain reason below.)

The Vendor has no outstanding liabilities, including tax and judgment liens, to the Internal Revenue Service or any other government entity.

The Vendor is current in all amounts due for payments of federal and state taxes and required employment-related contributions and withholdings.

The Vendor is not the subject of any current litigation or findings of noncompliance under federal or state law.

The Vendor has not been the subject of any past or current litigation, findings in any past litigation, or findings of noncompliance under federal or state law that may impact in any way its ability to fulfill the requirements of this Contract.

He or she is authorized to make the foregoing statements on behalf of the Vendor.

Note: This shall constitute a continuing certification and Vendor shall notify the Contract Lead within 30 days of any material change to any of the representations made herein.

If any one or more of the foregoing boxes is NOT checked, Vendor shall explain the reason(s) in the space below. Failure to include an explanation may result in Vendor being deemed non-responsive and its submission rejected in its entirety.

Signature: 

Date: 10/15/25

Printed Name: Les Fong

Title: Director

ATTACHMENT G - SUBCONTRACTOR LIST PUR 26-004

PLEASE LIST BELOW ALL SUBCONTRACTORS CONTRIBUTING TO THIS WORK

Each bidder shall give the name, business address, license number, description of the work, and the dollar amount to be PAID the subcontractor, for each subcontractor that will be used on the project, if the Bidder is awarded the contract. Only subcontractors with work in excess of one-half of one percent (0.5%) or \$10,000 (whichever is greater) of the Bidder's total bid need to be listed. All work in excess of one-half of one percent (0.5%) or \$10,000 (whichever is greater) of the Bidder's total bid, for which a subcontractor is not listed on this form, shall be performed by the Bidder's own organization. Additional numbered pages listing proposed subcontractors may be attached to this page. Each page shall be headed "Proposed Subcontractors" and shall be signed by the Bidder.

IF NON-APPLICABLE, PLEASE WRITE "N/A" IN A BOX BELOW

PRINT LEGIBLY OR TYPE

BUSINESS NAME/ADDRESS	CONTACT	PHONE NUMBER	LICENSE NUMBER & LICENSE CLASSIFICATION	TYPE OF WORK	AMOUNT
Open Innovaton Centers	Clare Bhakta	209-227-3772	EIN: 93-4821335	Business Consulting	\$50,000

**ATTACHMENT H - EXCEPTIONS
PUR 26-004**

IF NON-APPLICABLE, PLEASE WRITE "N/A" IN A BOX BELOW

N/A

REQUEST FOR PROPOSAL (RFP)
ENTREPRENEURSHIP ECOCYSTEM BUILDING
FOR THE CITY OF STOCKTON, CALIFORNIA
PUR 26-004

ADDENDUM No. 1

DATE: September 29, 2025

To All Potential Proponents:

- A. This Addendum shall be considered part of the proposal documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original proposal documents, this Addendum shall govern and take precedence. **PROPOSERS MUST SIGN THE ADDENDUM AND SUBMIT IT WITH THEIR PROPOSALS.**
- B. Proponents are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each Proponent's Proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

ADDENDUM NUMBER:

I. SOLICITATION CHANGES. THE CITY'S RESPONSES TO CHANGES ARE SUBMITTED IN BLUE.

SOLICITATION CHANGES

1. A non-mandatory pre-submittal meeting has been scheduled for October 1, 2025, via Microsoft Teams, from 9:00 AM (PST) to 10:00 AM (PST).
2. An additional period for questions and answers has also been added. The deadline for questions is 12:00 PM (PST) on October 2, 2025. Answers will be posted as an addendum by end-of-day on October 6, 2025.

RFP INFORMATION	
PUR 26-004	
Contact	Timothy Caluya
Email Address	stocktonbids@stocktonca.gov
Pre-Submittal Meeting	<p>October 1, 2025, 9:00 AM (PST) to 10:00 AM (PST)</p> <p>Microsoft Teams Need help?</p> <p><u>Join the meeting now</u></p> <p>Meeting ID: 270 688 589 418 6 Passcode: o9uW6yL7</p> <p>Dial in by phone</p> <p>+1 209-232-4684,,90812223# United States, Modesto</p> <p>Find a local number</p> <p>Phone conference ID: 908 122 23#</p>

RFP Submittal Electronic Mail	city.clerk@stocktonca.gov
Due Date for Questions and Clarifications	October 2, 2025; 12:00 pm PST
Due Date for Response to Questions/Clarifications	October 6, 2025;
RFP Submittal Due Date & Time	October 16, 2025; 2:00 pm PST Proposal shall be electronically delivered to the email address above at or before the hour stated. Proposals arriving after the opening deadline will not be accepted.
Short-List Interviews (if applicable)	TBD
Notification of Intent to Award	TBD
Anticipated Date for Council Approval	TBD

PROPONENT MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW AND ATTACHING THE SIGNED ADDENDUM TO THE PROPOSAL:

Company Name San Joaquin SBDC
 Contact Person Les Fong
 Signature 
 Date 10/15/25

Proposals Due – Promptly by 2:00 P.M., Thursday, October 16, 2025 at city.clerk@stocktonca.gov

-----City of Stockton Use Only below this line-----

Addendum acknowledged and signed? _____ (Procurement Specialist's initials)

**REQUEST FOR PROPOSAL (RFP)
ENTREPRENEURSHIP ECOSYSTEM BUILDING
FOR THE CITY OF STOCKTON, CALIFORNIA
PUR 26-004**

ADDENDUM No. 2

DATE: October 7, 2025

To All Potential Proponents:

A. This Addendum shall be considered part of the proposal documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original proposal documents, this Addendum shall govern and take precedence. PROPONENTS MUST SIGN THE ADDENDUM AND SUBMIT IT WITH THEIR PROPOSALS.

B. Proponents are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each Proponent’s Proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

ADDENDUM NUMBER:

I. SOLICITATION CHANGES. THE CITY’S RESPONSES TO CHANGES ARE SUBMITTED IN BLUE.

SOLICITATION CHANGES

- 1. Under Section 2.6 Reporting and Reimbursement Requirements, it states “The expected term of the CDBG agreement will be July 1, 2025 – June 30, 2026”. Due to the timeline delay of this solicitation, the CDBG agreement can be retroactive to July 1, 2025 (for any services incurred during the decided contract term), but there is some flexibility with both sides of term date depending on when the agreement gets fully executed.

When completing your proposal, we recommend you use an estimated timeline of events.

PROPONENT MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW AND ATTACHING THE SIGNED ADDENDUM TO THE PROPOSAL:

Company Name San Joaquin SBDC

Contact Person Les Fong

Signature 

Date 10/15/25

Proposals Due – Promptly by 2:00 P.M., Thursday, October 16, 2025 at city.clerk@stocktonca.gov

-----City of Stockton Use Only below this line-----

Addendum acknowledged and signed? _____ (Procurement Specialist's initials)

CITY OF ANGELS
CITY COUNCIL
RESOLUTION NO. 26-37

**A RESOLUTION OF THE CITY OF ANGELS CITY COUNCIL
AGREEING TO A PARTNERSHIP WITH THE SAN JOAQUIN SMALL BUSINESS DEVELOPMENT CENTER WITH AN
EXPENDITURE OF UP TO \$130,000 FOR ASSISTANCE WITH THE CITY’S ECONOMIC DEVELOPMENT PROGRAM
CONTINGENT UPON RECEIPT OF A COMMUNITY DEVELOPMENT BLOCK GRANT, ECONOMIC DEVELOPMENT
PROGRAM, MICROENTERPRISE GRANT AND AUTHORIZING THE MAYOR TO SIGN A LETTER OF AGREEMENT**

WHEREAS, the City intends to assist microenterprises with establishing, maintaining, and expanding existing businesses in conjunction with an overall program to stimulate economic development; and

WHEREAS, the City requires the experience and capacity of an agency that has implemented programs under CDBG’s Economic Development Program; and

WHEREAS, the San Joaquin Small Business Development Center has the requisite experience and serves Calaveras County, including the City of Angels; and

WHEREAS, the SJSBDC devised and is implementing the Stockton Incubator Business Launch Accelerator Program providing an excellent model for the City’s program which will emphasize filling vacant buildings with start-up businesses with assistance from the SBDC for program design, implementation (including training) and financing agreements as may be necessary; and

NOW THEREFORE BE IT RESOLVED that the City of Angels City Council hereby agrees to partnership with the San Joaquin Small Business Development Center with an expenditure of up to \$130,000 for assistance with the City’s Economic Development Program contingent upon receipt of a Community Development Block Grant, Economic Development Program, Microenterprise grant and authorizes the Mayor to sign a letter of agreement.

PASSED AND ADOPTED this 17th day of March 2026, by the following vote:

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

Caroline Schirato, Mayor

Michelle Gonzalez, City Clerk



HOME OF THE JUMPING FROG



CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

DATE: March 17, 2026
TO: City Council
FROM: Michelle Gonzalez, Finance Director
RE: ADOPTION OF CAPITAL EQUIPMENT AND VEHICLE REPLACEMENT POLICY

RECOMMENDATION

Adopt Resolution No. 26-38 approving the City of Angels Capital Equipment and Vehicle Replacement Policy and establishing a Capital Equipment and Vehicle Replacement Fund to provide a structured funding mechanism for future replacement of City vehicles and major equipment.

BACKGROUND

City departments rely on vehicles and specialized equipment to deliver essential services including public safety, public works operations, water and wastewater utilities, and administrative functions. These assets have finite service lives and require periodic replacement to maintain safe and reliable operations.

Historically, the replacement of vehicles and major equipment has occurred on an as-needed basis, which can create significant one-time budget impacts when major equipment reaches the end of its useful life.

Establishing a formal replacement policy allows the City to proactively plan for these expenditures by setting aside funds annually over the life of each asset. This approach is widely used by local governments to stabilize budgets, improve long-term financial planning, and ensure that critical equipment can be replaced when needed.

DISCUSSION

The proposed Capital Equipment and Vehicle Replacement Policy establishes a structured program to fund the future replacement of City vehicles and major equipment.

Key elements of the policy include:

- Establishment of a Capital Equipment and Vehicle Replacement Fund dedicated to funding equipment replacement.
- Annual contributions from departments based on the estimated replacement cost and useful life of each asset.
- Development of a 10-year equipment replacement forecast to assist with long-term financial planning.
- Standard replacement cycles for common equipment types used by the City.
- Annual reporting to City Council regarding fund balance, planned replacements, and funding status.

Departments included in the program will include:

- Administration
- Fire
- Police
- Public Works
- Water/Wastewater

The annual contributions will be incorporated into the City's regular budget process and transferred into the replacement fund. When equipment reaches the end of its useful life, replacement purchases will be funded from the replacement fund, subject to Council approval through the budget process.

This approach allows the City to spread equipment costs over multiple years rather than absorbing large expenditures in a single fiscal year.

FISCAL IMPACT

Implementation of the policy will require annual contributions from departmental operating budgets into the Capital Equipment and Vehicle Replacement Fund.

Initial funding levels will be determined through the development of a comprehensive asset inventory and replacement schedule. Establishing this program will improve the City's ability to plan for future capital expenditures and reduce the need for unplanned budget adjustments or emergency financing.

ENVIRONMENTAL REVIEW

This action is administrative in nature and is not considered a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5).

ATTACHMENTS

1. Resolution No. 26-38 – Capital Equipment and Vehicle Replacement Policy
2. Capital Equipment and Vehicle Replacement Policy

City of Angels

300.16 Capital Equipment & Vehicle Replacement Policy

1. Purpose

The purpose of this policy is to ensure the timely and financially sustainable replacement of vehicles and capital equipment by establishing a structured funding mechanism that smooths costs over the useful life of assets and avoids significant one-time budget impacts.

2. Scope

This policy applies to all City departments, including:

- Administration
- Fire
- Police
- Public Works
- Water/Wastewater

Assets included:

- Construction and maintenance equipment
- Consumables
- Emergency apparatus
- Excluded unless specifically approved:
- Facilities (covered under separate CIP plan)
- Generators and large mechanical units
- Major administrative vehicles
- Small tools under capitalization threshold
- Utility system equipment
- Vehicles (light, medium, heavy duty)

3. Replacement Fund Established

The City shall maintain a Capital Equipment & Vehicle Replacement Fund to accumulate resources for future asset replacement.

Funds:

- Shall be restricted for replacement purposes only
- May not be used for operating expenditures
- May accumulate interest earnings

4. Funding Methodology

Each department shall contribute annually based on:

$$\text{(Replacement Cost – Estimated Salvage Value)} \div \text{Remaining Useful Life}$$

Note: Replacement costs shall be reviewed annually and adjusted for inflation (recommended 3–5%).

5. Replacement Cycles

Standard replacement cycles are adopted (see schedule below) and may be adjusted based on usage, condition, or operational need.

6. Annual Budget Process

Finance will prepare a 10-year replacement forecast.

- Departments will review and confirm projected needs.
- Annual contributions will be included in departmental operating budgets as a line item:
 - “Capital Replacement Contribution”

7. Authorization of Purchases

All replacements must:

- Be included in the approved budget or CIP
- Follow procurement policy
- Include disposition plan for replaced asset

8. Reporting

Finance shall provide an annual report including:

- Beginning and ending fund balance
- Contributions by department
- Purchases made
- 10-year forecast
- Funding shortfall (if any)

**CITY OF ANGELS
CITY COUNCIL
RESOLUTION No. 26-38**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANGELS ADOPTING A CAPITAL EQUIPMENT AND VEHICLE REPLACEMENT POLICY AND ESTABLISHING A CAPITAL EQUIPMENT AND VEHICLE REPLACEMENT FUND

WHEREAS, the City of Angels relies on vehicles, machinery, and other capital equipment to provide essential public services including public safety, public works operations, water and wastewater utilities, and administrative services; and

WHEREAS, such vehicles and equipment have finite service lives and must be periodically replaced in order to maintain reliable and efficient municipal operations; and

WHEREAS, replacing vehicles and major equipment on an as-needed basis can create significant one-time financial impacts on the City’s annual operating budget; and

WHEREAS, establishing a formal Capital Equipment and Vehicle Replacement Policy will allow the City to plan for these expenditures by setting aside funds annually over the useful life of each asset; and

WHEREAS, the City Council finds that the establishment of a structured replacement program will improve long-term financial planning, stabilize annual budgets, and ensure the continued delivery of essential City services; and

WHEREAS, the proposed policy establishes procedures for identifying eligible equipment, determining replacement schedules, calculating annual funding contributions, and reporting replacement fund activity to the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Angels as follows:

Section 1. Adoption of Policy

The City Council hereby adopts the Capital Equipment and Vehicle Replacement Policy, attached hereto as *Exhibit A* and incorporated herein by reference.

Section 2. Establishment of Replacement Fund

The City Council hereby establishes a Capital Equipment and Vehicle Replacement Fund for the purpose of accumulating resources for the future replacement of City vehicles and major equipment.

Section 3. Funding Contributions

Annual contributions to the Capital Equipment and Vehicle Replacement Fund shall be incorporated into the City’s annual budget process and may include transfers from departmental operating budgets based on the estimated replacement cost and useful life of applicable assets.

Section 4. Administration

The Finance Director, or designee, is authorized to administer the policy, maintain the replacement fund, and prepare periodic reports to the City Council regarding fund activity, replacement schedules, and funding status.

Section 5. Implementation

City staff are authorized and directed to take all actions necessary to implement the Capital Equipment and Vehicle Replacement Policy consistent with this resolution.

PASSED AND ADOPTED this 17th day of March, 2026, by the following vote:

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

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk



HOME OF THE JUMPING FROG



CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

DATE: MARCH 17, 2026
TO: CITY COUNCIL
FROM: STEVE WILLIAMS, INTERIM CITY ADMINISTRATOR
RE: **RESOLUTION 26-40** – APPROVING THE MOU FOR THE IMPLEMENTATION OF THE HIGHWAY 4 CORRIDOR REGIONAL WATER SUPPLY LONG-TERM WATER NEEDS STUDY

RECOMMENDATION:

Adopt the Resolution authorizing the City of Angels to enter into a Memorandum of Understanding (MOU) with Union Public Utility District (UPUD), Calaveras County Water District (CCWD), and Utica Water and Power Authority (UWPA) for the implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study. A draft request for proposals (RFP) is included; however this is for context and information only. Staff is not requesting approval of the draft RFP as part of this action.

BACKGROUND:

The City of Angels has been working cooperatively with regional water providers to evaluate long-term water supply needs along the Highway 4 corridor. This regional partnership includes the City of Angels, Union Public Utility District (UPUD), Calaveras County Water District (CCWD), and the Utica Water and Power Authority (UWPA).

In April 2024, the City of Angels adopted Resolution 24-40 (attachment 2) supporting the development of a regional water supply study for the Highway 4 corridor. Since that time, staff from the participating agencies have collaborated to develop a draft scope of work and prepare a request for proposals (RFP) for a consultant to conduct a long-term regional water needs study (attachment 3).

Prior to issuing the RFP, the participating agencies have prepared a Memorandum of Understanding outlining how the study will be implemented and how the agencies will coordinate their efforts (attachment 1). Adoption of the MOU by each participating agency will formalize the partnership and allow the study to move forward.

DISCUSSION:

The proposed regional study is intended to evaluate long-term water supply needs along the Highway 4 corridor, generally spanning the area from Copperopolis to Camp Connell. The purpose of the study is to provide participating agencies with a clearer understanding of future demand, water supply reliability, and opportunities for collaboration.

Specifically, the study will:

- Evaluate projected long-term water demand across the participating service areas
- Assess current water supply reliability and potential vulnerabilities
- Explore backup or alternative water supply options
- Identify opportunities for improved operational coordination among the agencies
- Consider strategies to strengthen emergency preparedness and long-term system resiliency

The agencies will jointly finalize the scope of work, participate in the consultant selection process, and collectively provide direction during the course of the study.

Under the proposed MOU, the Utica Water and Power Authority (UWPA), which serves as a joint powers authority for the City of Angels and UPUD, will serve as the contracting and invoicing entity for the consultant conducting the study.

If each participating agency adopts the MOU in March 2026, staff anticipates releasing the RFP shortly thereafter with the goal of selecting a consultant prior to adoption of the upcoming fiscal year budgets.

Participation in this regional effort will help ensure the City of Angels has the information necessary to make informed long-term decisions regarding water supply reliability, infrastructure planning, and future growth along the Highway 4 corridor.

FINANCIAL IMPACT:

Under the proposed MOU, the cost of the study will be shared among the participating agencies. Calaveras County Water District (CCWD) will be responsible for 50% of the consultant cost, while the remaining 50% will be split evenly between UPUD and the City of Angels, resulting in a 25% cost share for the City.

The final cost of the study will be determined following completion of the consultant selection process through a Request for Proposals (RFP) and will be incorporated into the City's upcoming fiscal year budget if the study proceeds. For planning purposes only, the total study cost is currently estimated at approximately \$100,000, which would result in an estimated City of Angels contribution of approximately \$25,000. These figures are preliminary estimates provided for budgeting context only, and the actual cost will be determined based on proposals received through the RFP process and the consultant ultimately selected. Council approval of this item authorizes participation in the study but does not constitute approval of a specific expenditure amount at this time.

ATTACHMENTS:

- 1) MOU
- 2) Resolution 24-40
- 3) Draft RFP
- 4) Resolution 26-40





Agenda Item

DATE: March 16, 2026

TO: UPUD Board of Directors

FROM: Jessica Self, General Manager

SUBJECT: Adopt Resolution No 2026-005 Approving the MOU for the Implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study

RECOMMENDED ACTION:

Motion: _____ / _____ approving Resolution 2026 -005 Approving the MOU for the Implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study

SUMMARY:

The Highway 4 Regional Water Supply partnership is composed of the Union Public Utility District (UPUD), City of Angels Camp (COA), Calaveras County Water District (CCWD), and Utica Water and Power Authority (UWPA). Together, we strive to collaborate on prioritizing long-term planning and solutions for the Highway 4 community water supply. Specifically, we aim to enhance backup water supplies, evaluate potential impacts to water supply reliability, explore potential water sources for each service area, and find methods to provide water service more efficiently.

A resolution was adopted on April 24, 2024 which UPUD Board's commitment to the partnership and their support for conducting a Regional Water Supply Study. Since then, the partnering agencies have worked together to draft a scope of work and a request for proposals for a consultant to conduct a regional water supply, long-term water needs study focused on the Highway 4 corridor. Prior to advertising an RFP for this study, staff from the agencies have developed a Memorandum of Understanding for each governing body to adopt. Specifically, the MOU covers:

- The participating agencies (CCWD, COA, UPUD, and UWPA) agree to collaborate on a regional study to evaluate long-term water needs along the Highway 4 corridor from Copperopolis to Camp Connell.
- The study will assess future demand, improve water supply reliability, explore backup and alternative sources, and identify opportunities for operational efficiencies and emergency preparedness (Draft RFP is attached).
- The agencies will jointly develop the scope of work, select a consultant through a transparent, collaborative process, and collectively direct the consultant.

*Attachments: MOU Draft for the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study
Resolution 2026-005 Approving the MOU for the Implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study*

- UWPA, the Joint Powers Authority for COA and UPUD, will serve as the contracting and invoicing party; consultant costs will be split 50% by CCWD and 50% by the other agencies (UPUD and COA each covering 25%).

Once each Agency adopts the MOU in March, staff will release the RFP. The goal is to execute a consultant contract before finalizing the Fiscal Year budget so that each participating agency can include its designated cost share in its budget.

FINANCIAL CONSIDERATIONS:

If adopted, Union Public Utility District will be responsible for bearing 25% of the consultant costs for this study in Fiscal Year 2027.

**A RESOLUTION OF THE CITY OF ANGELS CITY COUNCIL TO SUPPORT FOR THE
HIGHWAY 4 REGIONAL WATER SUPPLY PARTNERSHIP**

WHEREAS, the City of Angels City council supports the Highway 4 Regional Water Supply partnership between the City of Angels, Utica Water and Power Authority and Calaveras County Water District; and

WHEREAS, the partnership aims to:

- Improve backup water supplies for the Highway 4 community,
- Assess potential impacts on water supply reliability,
- Explore potential water sources for each service area, and
- Identify ways to provide water services more efficiently; and

WHEREAS, the City of Angels City council commits to the partnership and support for conducting a Regional Water Supply Study that will evaluate existing water sources and infrastructure to identify:

- Options to connect to redundant backup water supplies.
- Opportunities to optimize operations, find cost savings, and provide services more efficiently.
- Identify gaps that might exist in current emergency response plans to prepare for drought, climate change, and failure of major water supply infrastructure.; and

WHEREAS, the City of Angels City Council commits to the overarching goal of collaboration across agencies in this partnership, prioritizing the safety, protection, and cost-effectiveness of water services through this partnership; and

NOW, THEREFORE, BE IT RESOLVED, the City of Angels City Council does hereby enthusiastically support the Highway 4 Regional Water Supply partnership.

PASSED AND ADOPTED this 21st day of May, 2024, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Jennifer Herndon Mayor

Michelle Gonzalez, Deputy City Clerk



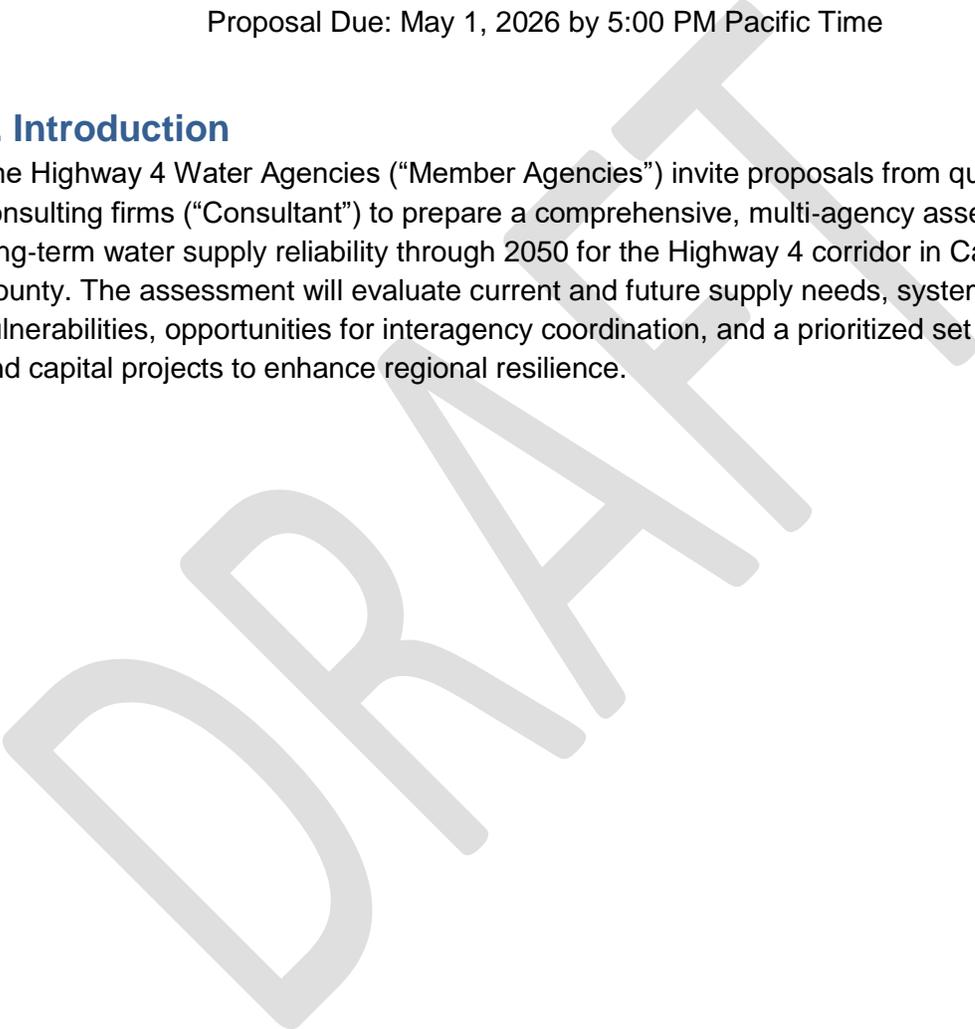
REQUEST FOR PROPOSALS (RFP)

Highway 4 Regional Water Supply Study

Proposal Due: May 1, 2026 by 5:00 PM Pacific Time

1. Introduction

The Highway 4 Water Agencies (“Member Agencies”) invite proposals from qualified consulting firms (“Consultant”) to prepare a comprehensive, multi-agency assessment of long-term water supply reliability through 2050 for the Highway 4 corridor in Calaveras County. The assessment will evaluate current and future supply needs, system vulnerabilities, opportunities for interagency coordination, and a prioritized set of actions and capital projects to enhance regional resilience.



2. Background on Member Agencies

The Highway 4 corridor is served by four primary water entities. The regional assessment will encompass these agencies and their interrelationships.

2.1 Calaveras County Water District (CCWD): CCWD provides water service in the Ebbetts Pass service area, spanning from Forest Meadows to Camp Connell. The Ebbetts Pass service area receives water sourced from the North Fork Stanislaus River, which is conveyed to CCWD’s treatment plant in Hathaway Pines. In addition, CCWD provides water service to just under 50 customers in the town of Sheep Ranch, which receives water from San Antonio Creek in the Calaveras River watershed. CCWD also provides sewer service along the Highway 4 corridor and owns the North Fork Stanislaus River Hydroelectric Project, a critical resource for the entire Highway 4 corridor.

2.2 City of Angels Camp: Founded in 1848, The City of Angels Camp provides municipal water and sewer services within the city limits via its Utilities Department. The City is a co-member of the Utica Water and Power Authority (UWPA) Joint Powers Authority, which supplies raw water to the City through a historic conveyance system from Hathaway Pines to Angels Camp.

2.3 Union Public Utility District (UPUD): UPUD serves the Murphys, Carson Hill, Douglas Flat, and Vallecito areas of Calaveras County, receiving surface water via UWPA sourced from the North Fork Stanislaus River and conveyed through Hunters Reservoir and UWPA’s canals and flumes, before treatment and distribution. The District’s service is rooted in a historic conveyance network dating back to the 1800s, which evolved from early mining-era systems into today’s public supply infrastructure. UPUD is also a co-member of the UWPA Joint Powers Authority.

2.4 Utica Water and Power Authority (UWPA): UWPA is a Joint Powers Authority formed by the City of Angels Camp and the Union Public Utility District. It operates a 27-mile conveyance system comprising reservoirs, Gold-Rush-era ditches and flumes, and two hydroelectric power plants, delivering water to more than 10,000 people in Angels Camp, Murphys, and the surrounding Highway 4 corridor. UWPA’s infrastructure is historically significant and central to the region’s raw water supply and reliability.

3. Project Overview and Objectives

Deliver a unified, regional assessment determining long-term water supply and facility requirements across agencies, evaluating management actions and capital projects, and recommending strategies to strengthen cooperation and regional reliability through 2050.

4. Scope of Work

The Consultant will review existing planning documents, evaluate current supply and infrastructure conditions, identify deficiencies in supply and facilities, and recommend capital projects and operational strategies to improve long-term reliability. Specifically:

- Agency overview and brief History (i.e., formation, principal law, governance, etc.)
- Description of current agency facilities within Highway 4 Area
- Organization of each agency and staffing levels for each agency facility serving Highway 4 Area
- Summary status and description of current projects, studies, and capital improvement activities
- Review and summarize pertinent information from *Urban Water Management Plans*, *Facility Master Plans*, demographic data, land use planning data and other available documents to determine the future water supply needs and facilities of each agency.
- Summarize existing activities being undertaken by Calaveras County for all agencies in disaster planning and the development of a *Hazard Mitigation Management Plan* (HMMP)
- Provide an overview of agency water rights used in service area, including any contractual obligations / limitations.
- Identification of deficiencies in water supply, facilities, and staffing.
- Identification of potential projects to improve efficiency, address emergencies, and/or replace deficient/ageing/inefficient/obsolete equipment or facilities as follows:
 - Name and fully describe each potential agency project including delivery capacity.
 - Provide information on potential benefits, pitfalls, construction issues and limitations on each project.

- Provide construction cost estimates in 2027 dollars on each agency project based on preliminary design/concept/currently available reports, including a 25% contingency
- Provide an estimate of ongoing annual maintenance and repair costs, fees and other identifiable ongoing costs for each project
- Identify potential grant and low interest loan funding opportunities for each project
- Provide any additional recommendations/concepts/alternatives on each agency's project based on consultant's experience
- Identify methods, models and organizational changes to improve agency cooperation, communication, efficiency, facility utilization, and cost savings.

DRAFT

5. Deliverables

- Consultant will support agency staff in their information gathering and communications while the work progresses. This task includes up to six video conferences / in-person meetings between Consultant and agency staff / ad hoc committee of elected representatives of the member agencies (Stakeholders), as well as monthly written progress status reports. The meetings will include a kickoff meeting, progress/milestone meetings as necessary, an in-person workshop to present the Draft Report (DR) and an in-person meeting to present the Final Report (FR).
- Consultant will prepare a *Draft Report* (DR) for agency review consisting of five copies for each agency
- Consultant, in coordination with agency staff, shall conduct an in-person *Workshop*, approximately 2 hours in length, to present to an ad hoc committee of elected representatives from the member agencies (Stakeholders) a summary of the DR in order to receive their input on the document. Consultant is expected to develop presentation materials and keep meeting notes.
- Consultant will prepare a Final Report (FR) after completion of the workshop and provide ten (10) copies to each agency. Such FR shall incorporate any changes/corrections to the document, and the Consultant will summarize the results of Stakeholder workshop, including a record of comments and suggestions.
- Consultant, in coordination with agency staff, shall conduct an in-person *Workshop*, approximately 2 hours in length, to present the FR in a joint meeting of the agency elected officials scheduled by the agencies. Consultant is expected to develop presentation materials, respond to questions, and keep meeting notes.

6. Proposal Requirements

Proposals shall include the following components, labeled and ordered exactly as listed below:

- **Project Understanding:** Consultant shall provide a brief description of the Consultant's understanding of the Project, including Consultant's perspective on the key elements of what is required in the Report.

- **Company Background:** Proposals shall identify the prime Consultant and any associates or subcontractors proposed to be used. Proposals shall include a description of the company's organization, number of years in business, and relevant experience. Proposals shall provide names and biographies of key team members that will be assigned to the Project and their respective roles and responsibilities. Specific team member experience in preparing this type of report shall be included.

- **Qualifications:** Proposals shall include descriptions of similar projects and/or experiences and/or qualifications Consultants have with past and ongoing projects within the last five years. Proposals shall include at least three (3) references for key personnel and the project team from projects completed within the past five years that were similar in size and scope to this Project. For each reference, proposals shall include a contact name, phone number and email address with a description of the services performed for each reference.

- **Implementation Plan & Scope of Work:** Proposals shall describe the methodology and approach for completing the Project. Proposals shall include a detailed schedule for completion of all tasks.

- **Contract Terms:** Consultant shall provide a statement that Consultant is prepared to sign the standard Agreement without alterations or exceptions or whether it is requesting modifications to the standard Agreement and/or any requirements of this RFP. A copy of standard Agreement is attached as Exhibit ?. Any exception taken to the RFP requirements or standard Agreement must be clearly identified and described. Failure to specify any exceptions, or objection to the requirements, and terms and conditions of this RFP will constitute acceptance of requirements.
- **Government Code Section 84308 Compliance:** Consultants are advised that you must disclose any political contributions totaling more than \$500.00 made by you, or your company, or any agent within the twelve-month period before, or after, the date a final decision concerning this contract is made. A Board Member is prohibited from participating in any action related to a contract if he or she receives more than \$500.00 from the person or company awarded this contract. This government code section also requires a member of the Board or Council who has received such a contribution to disclose the contribution on the record of the proceeding approving this agreement.

7. Scoring & Evaluation

Proposals will be evaluated based on Project Understanding, Qualifications and Experience, Project Team and Expertise, Technical Approach and Work Plan, Schedule and Feasibility, and Cost Proposal (total 100 points). Interviews may be conducted at the Agencies' discretion.

8. Procurement Schedule

RFP Release – April 1, 2026

Questions Due – April 20, 2026

Responses Issued – April 25, 2026

Proposal Deadline – May 1, 2026 at 5:00 PM PT

Interviews – TBD

Anticipated Award/Notice to Proceed – July 1, 2026

9. Submittal Instructions

Submit one searchable bookmarked PDF and five bound hard copies. Subject line: "Highway 4 Regional Water Reliability Assessment – Proposal". Recommended page limit: 30 pages excluding covers, tabs, resumes, and appendices.

10. Terms & Conditions

The Agencies reserve the right to reject any or all proposals, waive minor irregularities, request additional information, and require the selected Consultant to execute the Agencies' standard Agreement.

11. Attachments

Do we want to add any attachments??

Exhibit – Standard Agreement (Draft)

Appendix A – Available Background Documents

Appendix B – Proposal Forms

DRAFT

**CITY OF ANGELS
CITY COUNCIL
RESOLUTION No. 26-40**

**RESOLUTION APPROVING THE MOU FOR THE IMPLEMENTATION OF THE HIGHWAY 4
CORRIDOR REGIONAL WATER SUPPLY LONG-TERM WATER NEEDS STUDY**

WHEREAS, the City of Angels has been working cooperatively with regional water providers to evaluate long-term water supply needs along the Highway 4 corridor.; and

WHEREAS, this regional partnership includes the City of Angels, Union Public Utility District (UPUD), Calaveras County Water District (CCWD), and the Utica Water and Power Authority (UWPA); and

WHEREAS, staff from the participating agencies have collaborated to develop a draft scope of work and prepare a request for proposals (RFP) for a consultant to conduct a long-term regional water needs study; and

WHEREAS, prior to issuing the RFP, the participating agencies have prepared a Memorandum of Understanding outlining how the study will be implemented and how the agencies will coordinate their efforts; and

WHEREAS, adoption of the MOU by each participating agency will formalize the partnership and allow the study to move forward; and

WHEREAS, under the proposed MOU, the cost of the study will be shared among the participating agencies. Calaveras County Water District (CCWD) will be responsible for 50% of the consultant cost, while the remaining 50% will be split evenly between UPUD and the City of Angels, resulting in a 25% cost share for the City.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Angels does hereby approve the MOU for the implementation of the Highway 4 corridor regional water supply long-term water needs study.

PASSED AND ADOPTED this 17th day of March 2026, by the following vote:

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

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk



HOME OF THE JUMPING FROG



CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

DATE: MARCH 17, 2026
TO: CITY COUNCIL
FROM: STEVE WILLIAMS, INTERIM CITY ADMINISTRATOR
RE: **RESOLUTION 26-41** – APPROVING AN EMPLOYMENT AGREEMENT 26-12 BETWEEN THE CITY OF ANGELS AND MICHAEL HODSON FOR THE POSITION OF CITY ADMINISTRATOR STARTING AT STEP 3 OF THE SALARY SCHEDULE

RECOMMENDATION:

Approve an employment agreement between the City of Angels and Michael Hodson for the position of City Administrator.

BACKGROUND:

The position of City Administrator has been vacant since September 12, 2025.

The City Administrator is a full-time, exempt management position. The City Administrator serves as the Chief Executive Officer of the City, accountable to the City Council, and responsible for enforcement of all City codes, ordinances, and regulations, the conduct of all financial activities, and the efficient and economical performance of the City's operations.

Steve Williams has served as the Interim City Administrator since September 17, 2025. The City has been actively recruiting to fill the position since September 17, 2025.

The City hired Executive Search Firm Peckham and McKenny to lead, guide, and manage the search for the City Administrator.

DISCUSSION:

The City conducted a competitive recruitment process which resulted in multiple qualified applicants.

The recruitment resulted in thirty-six (36) applicants. Six (6) candidates were selected for interviews. Two separate panels interviewed the six (6) candidates. One interview panel consisted of five (5) City Council Members. One interview panel consisted of three (3) internal Department Heads.

Michael Hodson is being recommended for the position.

Mr. Hodson holds several advanced degrees including a Master of Business Administration and brings over five years of increasingly responsible public agency management and/or administrative experience

equivalent to a City Administrator, Assistant City Administrator, or in a similar senior management/executive level capacity.

His background aligns closely with the core competencies outlined in the City Administrator classification.

The City Administrator position is designated as exempt management and traditionally operates under an individual employment agreement.

Based on Mr. Hodson’s education and directly related public sector experience, staff recommends appointment at **Step 3** of the salary schedule.

This recommendation remains within the adopted salary range for the position. The salary range for the City Administrator position is as follows:

	Step 1	Step 2	Step 3	Step 4	Step 5
Per Hour	\$73.65	\$77.32	\$81.20	\$85.25	\$89.52
Per Year	\$153,193	\$160,835	\$168,896	\$177,328	\$186,204

The Employment Agreement has been reviewed and drafted by the City’s legal counsel.

Mr. Hodson’s tentative start date is March 30, 2026, subject to City Council’s approval of this agreement.

FINANCIAL IMPACT:

The recommended salary step is within the adopted salary schedule, and the position is fully funded in the FY 2025–26 budget. No budget amendment is required.

ATTACHMENTS:

- 1) Michael Hodson Employment Agreement
- 2) City Administrator Job Description
- 3) Exempt Employees MOU 2024-2027
- 4) Resolution 26-41



**EMPLOYMENT AGREEMENT
CITY ADMINISTRATOR**

THIS EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into by and between the City of Angels, a California municipal corporation (“City”), and Michael Hodson, an individual (“Employee”). City and Employee may individually be referred to herein as “Party” or collectively as “Parties.” There are no other parties to this Agreement.

RECITALS

A. City requires the immediate services of a person with proven executive and administrative qualifications to fill the position of City Administrator (“City Administrator”).

B. City, acting by and through the City of Angels City Council (“City Council”) has evaluated Employee’s knowledge, experience, administrative skills and abilities, and desires to hire and appoint Employee as City Administrator pursuant to the terms of this Agreement.

C. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of California Government Code sections 53260 and 36506.

NOW, THEREFORE, in consideration of the mutual covenants entered into between the Parties and in consideration of the benefits that accrue to each, it is agreed as follows:

AGREEMENT

Section 1. Recitals. The recitals set forth above (“Recitals”) are incorporated herein by this reference and made a part of this Agreement. In the event of any inconsistencies between the Recitals and Sections 1 through 14 of this Agreement, Sections 1 through 14 will prevail.

Section 2. Effective Date. This Agreement shall become effective once executed by both the City and Employee (“Effective Date”).

Section 3. Appointment of City Administrator, Duties and Term.

3.1. Appointment of City Administrator and Duties. Commencing March 30, 2026 (“Start Date”), Employee shall serve as City Administrator of City and shall be vested with the powers, duties, and responsibilities set forth in Chapter 2.08 of the Angels Municipal Code (“MC”), the City Administrator Job Description, the City Personnel Policy, Rules and Regulations (as may be amended from time to time) and under applicable California law. Employee shall further perform the functions and duties specified under the laws of the State of California, the MC, the then current ordinances and resolutions of the City, and such other duties and functions as the City Council may from time-to-time assign. The City Council may also designate Employee as the chief executive of other City-related legal entities, such as a redevelopment agency, financing authorities, or joint powers authorities.

3.2. Employee’s Obligations. Employee agrees that Employee will comply with any and all City policies or requirements regarding background checks and/or fitness for duty examinations as soon as reasonably possible. Employee further agrees to comply with all other applicable laws, ordinances, regulations, and City rules and policies. Employee further agrees that Employee shall devote Employee’s productive time, abilities, and attention as necessary to the full accomplishment of Employee’s duties and the City’s business needs. Accordingly, Employee shall not hold secondary employment or engage in activities which conflict with, or present the appearance or possibility of conflicting with, City’s legitimate business interests. As such, Employee agrees that Employee will notify the City Council in writing if Employee wishes to accept secondary employment sufficiently in advance to allow the City Council to determine whether there is the appearance of, or an actual conflict or potential conflict with the satisfactory performance of Employee’s duties and/or the best interest of the City. Should the City Council make such a determination, Employee agrees that Employee will forgo the proposed secondary employment. Notwithstanding the foregoing, Employee shall have the right to volunteer for such nonprofit organizations as Employee may see fit, provided that such volunteer services shall not interfere with Employee’s duties on behalf of the City.

Employee’s initial duties shall be as shown in the job description attached as **Exhibit A**. Employee shall perform Employee’s duties and responsibilities under this Agreement pursuant to the laws of the State of California and applicable City municipal codes and resolutions. Employee understands that Employee’s duties may be amended from time to time by the City, as necessary to meet the City’s needs. No modification or change in Employee’s responsibilities, duties or position shall otherwise change or revoke any other provision of this Agreement.

3.3. Exempt Employee. The general business hours for City employees are Monday through Friday, 8:00 a.m. to 5:00 p.m. However, it is recognized by the Parties that Employee is an exempt employee for purposes of the Fair Labor Standards Act of 1938 (29 U.S.C., § 201 et seq.). As such, Employee acknowledges that Employee shall not receive overtime or extra compensation for hours worked outside of the City’s general business hours which are necessary to fulfill the duties of the City Administrator’s position, unless otherwise provided in this Agreement.

3.4. Hours of Work. The position of City Administrator is an exempt position. As such, Employee shall not have set hours of work, as the City Administrator is expected to be reasonably available at all times and work such hours as may be necessary to the full accomplishment of Employee’s duties. Employee shall spend as much time at City offices during regular business hours as is possible given Employee’s other job responsibilities such as inter-agency and offsite meetings, advocacy and representation of the City, professional development, and other official duties. Employee’s schedule shall be arranged to meet the needs of the City and to allow Employee to satisfactorily perform Employee’s duties and responsibilities.

It is recognized that the City Administrator must devote additional time outside normal office hours to the business of the City, and to that end, Employee’s work schedules each day and week shall vary in accordance with the work required to be performed. Employee’s performance will be evaluated on accomplishments, not hours worked. For purposes of utilizing

leave balances, Employee’s work schedule shall be based upon a forty (40) hour work week, not an eight (8) hour day.

3.5 Term. The initial term of this Agreement shall be for three (3) years commencing on the Start Date and shall continue through March 30, 2029, unless terminated earlier by either Employee or the City in accordance with the provisions of Section 10 of this Agreement, or as required by law (“Term”). The City Council in its sole discretion may elect to extend this Agreement from time to time in increments of at least one (1) year. No later than three (3) months prior to the expiration of the Term, Council shall provide written notice to Employee as to whether the Council intends to extend the Term. If no notice of intent to terminate is provided, the Agreement shall continue for an additional one-year period.

Section 4. At-Will Employment.

4.1. At Will. Employee is an at-will employee serving at the pleasure of the City Council, with no set duration of employment, as provided in Government Code section 36506. Accordingly, as set forth in Section 10 of this Agreement, Employee’s employment may be terminated by either Party to this Agreement at any time, with or without cause. No modification or change of Employee’s position, responsibilities, duties, compensation, benefits and/or job description shall otherwise modify, change or revoke any provision of this Employment Agreement, or Employee’s status as an at-will employee.

Unless otherwise specified in this Agreement, Employee shall be bound by all the policies, rules, and regulations of City now in force and effect applicable to Employee’s position, and by all such other applicable policies, rules and regulations as may be hereafter implemented and called to Employee’s notice and will faithfully observe and abide by the same. No such policy, rule or regulation shall alter, modify or revoke Employee’s status as an at-will employee or any other provision of this Agreement.

4.2. No Property Right in Employment. Employee understands and agrees that the terms of Employee’s employment are governed solely by this Agreement. Employee further understands and agrees that this Agreement does not confer a right of employment for any specified term and that Employee is not entitled to pre-or-post disciplinary action due process for any disciplinary action, including termination under the City’s personnel policies, regulations, ordinances, rules or any Memorandum of Understanding.

Section 5. Compensation and Evaluations.

5.1. Base Salary. City agrees to pay Employee an annual salary (“Base Salary”), as set by the City’s current Salary Plan at City Administrator, Step 3, in the amount One Hundred Sixty-Eight Thousand Eight Hundred Eighty-Eight Dollars (\$168,888.00). Employee’s Base Salary shall be payable in installments at the same time that the other City employees are paid. Employee’s compensation shall be reviewed annually by the City Council pursuant to MC section 2.08.020, and any applicable City policy.

Employee acknowledges that the Base Salary may be subject to a pro-rata decrease should Council adopt an unpaid Mandatory Furlough Plan applicable to other similarly situated full time exempt employees as a budgetary measure.

5.2. Review and Evaluation. The City Council will review and evaluate Employee’s performance as City Administrator after completion of three (3) months and again after completion of six (6) months of employment and provide Employee with a written performance review. Thereafter, City Council will review and evaluate Employee’s performance annually pursuant to MC 2.08.120 and at other times the Council deems appropriate in its discretion. The Council may also provide other increases in salary and/or benefits as it deems appropriate based on Employee’s performance.

5.3. Benefits. Unless otherwise specified in this Agreement, Employee shall be eligible for the benefits provided in the following identified sections of the City of Angels Exempt Employees Memorandum of Understanding 2024-2027 (“MOU”). These benefits shall be administered in accordance with the provisions of the sections listed below. To the extent that any of these sections vest authority in a Department Head, City Administrator, or designee, such authority shall instead vest to the Mayor or other Council member designated by City Council.

- A. Section 14-Management Leave;
- B. Section 15-Holidays;
- C. Section 16-Allowance;
- D. Section 17-Sick Leave;
- E. Section 18-Bereavement Leave;
- F. Section 19-Other Leaves of Absence;
- G. Section 20-Break in Service;
- H. Section 21B-Life and Long-term Disability;
- I. Section 21D-Public Employees Retirement System (P.E.R.S.);
- J. Section 22-Longevity Pay;
- K. Section 23-Tuition Reimbursement; and
- L. Section 24-Cell Phone Reimbursement.

A copy of the MOU is attached to this Agreement as **Exhibit B**. Employee acknowledges that the level of benefits and/or the portion of premiums paid by the City is subject to change and that benefits under this Agreement as set forth in the MOU may be modified. In the event a successor MOU includes a change to any of the sections enumerated above, the City Council shall, in its discretion, determine the extent to which such changes are applicable to Employee. Employee will be entitled to other leaves or benefits as required by law or for which Employee may be eligible under City’s Personnel Rules. Employee understands and acknowledges that he is not a member of the Exempt unit and is not entitled to any benefits or provisions of the MOU, except as specifically set forth in this Section.

Employee further acknowledges that all benefits to which Employee may be entitled shall be accrued and administered in accordance with applicable City Personnel Rules, policies, and regulations, or the MOU, as the City deems to be applicable to Employee’s position as City Administrator.

Section 5.4. Vacation. Employee shall accrue fifteen (15) days of vacation per year during the term of this Agreement and, should this Agreement be renewed, shall continue to accrue fifteen (15) days of vacation per year for an additional seven (7) years of employment. Accrual shall commence with the first full month of employment. In addition, Employee shall be granted forty (40) hours of vacation leave upon his Start Date, which must be used within the first sixty days employment.

Except for the initial forty (40) hours granted at the start of employment, vacation time shall not be taken until after the completion of six (6) months of service. Employee is expected to schedule vacation as far in advance as possible to ensure adequate coverage and continuity of operations and to notify the City Council of any extended absences. Vacation leave does not accrue during unpaid leaves of absence or other periods of inactive service.

Vacation accrual shall be capped at one hundred fifty percent (150%) of Employee's annual accrual. Once this maximum is reached, no further vacation will accrue until Employee uses sufficient vacation to reduce the balance below the cap. Employee is responsible for tracking accrued vacation. Employee may request to cash out up to forty (40) hours of accrued vacation each calendar year; however, it is the City's intent that Employee use vacation time for its intended purpose. Such requests are subject to the City Council's sole discretion and the City's business and financial considerations. Any vacation cash-out shall be administered in accordance with applicable IRS regulations (Regs. Sec. 1.451-2(a)) and other relevant rules.

Section 5.5. Health Benefits In-Lieu Payment. The City shall provide Employee a health benefits in-lieu payment of Three Hundred Fifty Dollars (\$350.00) per month, payable in accordance with the City's regular payroll schedule and subject to applicable withholdings, in lieu of Employee's participation in the City's medical, dental, and vision plans.

Employee represents and warrants that Employee and any eligible dependents currently have other coverage for medical benefits. Employee shall promptly notify the City of any change in circumstances affecting such coverage. If Employee subsequently enrolls in the City's medical, dental, or vision plans, the City reserves the right to negotiate with Employee to adjust or modify Employee's compensation as it deems appropriate.

Section 6. Automobile Expenses. If it is necessary for Employee to use a personal vehicle for City business and City-related business, such as conferences and meetings, Employee shall be reimbursed at the then current allowable IRS mileage rate. Employee shall be responsible for paying the cost of liability, property, damage and comprehensive insurance in conformance with policy as may be established by the Risk Management Authority. Employee shall have the City named as an additional insured on any insurance policy Employee maintains on automobiles used while travelling for City business.

Section 7. General Expenses. City recognizes that certain job-related expenses will be incurred by Employee and City hereby agrees to reimburse or to pay said general expenses in accordance with MC section 2.08.100 and City policies. The Finance Director, or designee, is

hereby authorized to disburse such monies upon receipt of duly executed invoices, petty cash vouchers, receipts, statements, or other appropriate documentation.

Section 8. Dues and Subscriptions. City agrees to budget and pay for the professional dues and subscriptions of Employee, as needed for the continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for Employee's continued professional participation, growth, and advancement, and for the good of the City, including, but not limited to, League of California Cities (LCC) and the International City/County Management Association (ICMA), subject to the terms set forth in Section 7 of the Agreement.

Section 9. Professional Development.

9.1 Travel Expenses. City hereby agrees to budget and pay for travel and subsistence expenses of Employee for necessary professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for City, subject to the terms set forth in Section 7 of this Agreement and provided Employee seeks prior authorization for such expenses from the Council.

9.2 Courses and Seminars. City also agrees to pay for the cost of enrollment, tuition, fees, travel and subsistence expenses of Employee for short courses, institutes and seminars that are necessary for Employee's professional development and for the good of the City, subject to the terms set forth in Section 7 of this Agreement and provided that Employee seeks prior approval from the Council for such expenses.

Section 10. Termination of Employment and Severance.

10.1 Voluntary Resignation. Employee may resign at any time and agrees to give the City at least thirty (30) calendar days' advance written notice of the effective date of the Employee's resignation, unless the Parties otherwise agree in writing. If the Employee retires from full-time public service with the City, the Employee shall provide ninety (90) calendar days' advance written notice. The Employee's actual retirement date will be mutually established between the Parties. During the notice period, all rights and obligations of the Parties under this Agreement shall remain in full force and effect. Promptly after the effective date of resignation or retirement, the City shall pay to Employee all salary and benefit amounts accrued and owing under this Agreement.

10.2 Termination by City Council. City and Employee intend that the provisions of Section 10 of this Agreement shall control the process whereby Employee's employment may be terminated. Accordingly, the Parties hereby voluntarily waive the provisions of MC 2.08.130 relating to removal/dismissal of Employee and agree that the provisions of Section 10 of this Agreement shall govern termination of Employee's employment.

The City may, with or without cause, terminate this Agreement and Employee's employment with the City at any time. The removal of Employee as City Administrator shall be effected by a majority vote of the whole Council as then constituted, convened in a regular Council meeting. Employee shall be provided a written notice setting forth the reasons for such termination. City shall tender Employee all final wages due and owing as well as accrued and unused vacation

and management leave through the termination date within a reasonable time, in accordance with standard City practice and this Agreement.

10.3 Termination Without Good Cause/Severance. If City terminates Employee’s employment and this Agreement without good cause as defined in Paragraph 10.5 below, Employee shall no longer be entitled to accrue any pay, other compensation of any sort, or benefits after the date of termination. If City terminates Employee’s employment and this Agreement without good cause, as defined in Paragraph 10.5 below, within the first year of Employee’s employment as City Administrator, City shall pay severance to Employee in an amount equal to six (6) months of Employee’s then current Base Salary. If City terminates Employee’s employment and this Agreement without good cause, as defined in Paragraph 10.5 below, after Employee has been employed as City Administrator for one (1) year, City shall pay severance to Employee in an amount equal to nine (9) months of Employee’s then current Base Salary. Severance under this Agreement shall be conditioned upon: 1) Employee’s having been continuously actively employed from the Start Date through the date Employee’s employment is terminated; and 2) Employee’s execution of a general release of claims in favor of the City in a form acceptable to the City. Severance shall be paid at Council’s discretion either in a single lump sum or in equal installments on regular City paydays over the applicable number of months’ time, or such other time frame as the Parties agree upon.

This Section shall be subject to the provisions of California Government Code Section 53260, which provides that a local agency may not agree to pay an employee a cash settlement upon termination in an amount greater than the lesser of the monthly salary the employee would have earned for the remainder of the unexpired term of the employment contract or eighteen (18) months of the employee’s then-current monthly salary.

Any cash settlement related to the termination of this Agreement received by Employee from City shall be fully reimbursed to the City if Employee is convicted of a crime involving an abuse of Employee’s office or position while employed with City, pursuant to Government Code Section 53243.2.

In the event City terminates this Agreement, Employee shall be entitled to continued medical and dental benefits at Employee’s cost pursuant to the provisions of the federal Consolidated Omnibus Budget Reconciliation Act (“COBRA”).

10.4 Termination for Good Cause. If Employee is terminated for good cause as defined in Paragraph 10.5 below, Employee shall not be entitled to any severance whatsoever and City shall have no obligation to Employee beyond payment of all wages, including accrued and unused vacation due and owing for all hours worked as of Employee’s last day of employment and any other obligation which City may be required to provide under federal or state law.

In the event Employee is terminated by the City Council for misconduct which has been publicly disclosed and could stigmatize Employee’s reputation or impair Employee’s ability to earn a living, Employee may, within ten (10) calendar days, make a written request for a “name-clearing” hearing (as described in *Lubey v. City and County of San Francisco* (1979) 98 Cal.App.3d 340, and its progeny) before the City Council. Any such “name-clearing” hearing will

be held solely to provide Employee an opportunity to clear Employee's name. The City Council shall use its sole discretion and its action shall be final and shall not depend upon any particular showing or degree of proof at the hearing; the purpose of which is solely to allow Employee to present Employee's grounds of opposition to the allegations in the notice of termination.

The City Council may determine whether the allegations in the notice of termination are supported. If the City Council determines that the allegations are not supported, a decision shall be issued to reflect that the Employee's termination was without fault. Such a decision, however, will not require that Employee be reinstated. The hearing shall take place at a regularly scheduled City Council meeting and held in accordance with the City's standard practice and any applicable provisions of state law. The decision whether to terminate the City Administrator shall be made by a majority vote of the whole City Council as then constituted in closed session and reported out of closed session as required by the California Government Code.

10.5 Good Cause - Defined.

"Good Cause," for purposes of this Agreement, means a fair and honest cause or reason for termination. These reasons include, but are not limited to:

1. Conviction of a felony;
2. Disclosing confidential information of City;
3. Gross carelessness or misconduct;
4. Unjustifiable and willful neglect of the duties described in this Agreement;
5. Mismanagement;
6. Failure to perform duties to the standard set by the City;
7. Any conduct which violates the City's Personnel Rules, or other City policies, rules, or regulations for which a City employee may be terminated;
8. Repeated and protracted unexcused absences from the City Administrator's office and duties;
9. Willful destruction or misuse of City property;
10. Conduct that in any way has a direct, substantial, and adverse effect on the City's reputation;
11. Willful violation of federal, state, or City discrimination laws;
12. Substance abuse which adversely affects the performance of Employee's duties as City Administrator and/or reporting to work while under the influence of alcohol

or any drug (whether or not Employee has a valid prescription) which impairs, or has the potential to impair, Employee in the performance of Employee’s duties;

- 13. Refusal to take or subscribe any oath or affirmation which is required by law;
- 14. Employee’s disability that renders Employee unable to perform the essential functions of Employee’s job, which the City is unable to reasonably accommodate without placing an undue burden on City business operations; or Employee’s sickness, illness, injury, or mental or physical incapacity for a period exceeding Employee’s unused vacation and sick leave or other legally protected time off;
- 15. Dishonesty;
- 16. Discourteous treatment of the public or other employees;
- 17. Death of Employee;
- 18. Engaging in other employment or activities which conflict with, or present the appearance or possibility of conflicting with, City’s legitimate business interests; and
- 19. Failure to comply with any of Employee’s obligations as set forth in this Agreement.

Notwithstanding any provision in this Agreement to the contrary, the City Council may place Employee on investigatory leave with or without pay at any time during the Term of this Agreement. However, pursuant to Government Code Section 53243, Employee shall fully reimburse City for any pay provided for that purpose if Employee is convicted of a crime involving an abuse of Employee’s office or position.

Section 11. Indemnification. City shall defend, hold harmless and indemnify Employee against any tort, personnel, civil rights or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee’s duties as City Administrator in accordance with California’s Tort Claims Act (Government Code section 825 et seq.), and shall provide a defense to Employee in accordance with Government Code sections 995 through 996.5. The City may decline to defend or indemnify Employee only as permitted by the Government Code. City may compromise and settle any such claim or suit and pay the amount of any resulting settlement or judgment; provided, however, that the City’s duty to defend and indemnify shall be contingent upon Employee’s good faith cooperation with such defense. In the event City provides funds for legal criminal defense pursuant to this Section, Employee shall reimburse City for such legal criminal defense funds if Employee is convicted of a crime involving an abuse of office or position, as provided by Government Code sections 53243 through 53243.4.

Section 12. Bonding. City shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 13. Notices. Any notice or communication required hereunder between City and Employee must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS, or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the Party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days' written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to City: City of Angels
ATTN: City Clerk
P.O. Box 667
200 Monte Verde Street, Ste. B
Angels Camp, California 95222

and White Brenner LLP
ATTN: Douglas L. White
1608 T Street
Sacramento, California 95811

If to Employee: Michael Hodson
P.O. Box 667
200 Monte Verde Street, Ste. B
Angels Camp, California 95222
w/cc: home address on file with City Administrative Services

Section 14. General Provisions.

14.1 Modification of Agreement. This Agreement may be supplemented, amended, or modified only by a writing signed by the City and Employee.

14.2 Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the Parties and supersedes all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been

induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement.

14.3 Severability of Agreement. If a court or an arbitrator of competent jurisdiction holds any Section of this Agreement to be illegal, unenforceable, or invalid for any reason, the validity and enforceability of the remaining sections of this Agreement shall not be affected.

14.4 Authority. All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states, or firms and that all former requirements necessary or required by the state or federal law in order to enter into this Agreement have been fully complied with. Further, by entering into this Agreement, neither Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

14.5 Headings. The headings in this Agreement are included for convenience only and neither affect the construction or interpretation of any Section in this Agreement nor affect any of the rights or obligations of the Parties to this Agreement.

14.6 Necessary Acts and Further Assurances. The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

14.7 Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

14.8 Waiver. No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

14.9 Counterparts. This Agreement may be executed in counterparts and all so executed shall constitute one (1) agreement which shall be binding upon the Parties hereto, notwithstanding that the signatures of all Parties and Parties' designated representatives do not appear on the same page.

14.10 Venue. Venue for all legal proceedings shall be in the Superior Court of the State of California, in and for the County of Calaveras.

14.11 Attorney's Fees and Costs. If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret Sections of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

IN WITNESS WHEREOF, this Agreement has been entered into by and between Employee and City as of the date of the Agreement set forth above.

CITY:

City of Angels Camp, a California
Municipal Corporation

By: _____
Caroline Schirato, Mayor

Date: _____

Approved as to Form and Content:

By: _____
Douglas White, City Attorney

Date: _____

EMPLOYEE:

Michael Hodson

Michael Hodson

Date: _____

Exhibit A
City Administrator Job Description

Exhibit B
City of Angels Exempt Employee MOU
2024-2027



AUGUST 2020
FLSA: EXEMPT

CITY ADMINISTRATOR

DEFINITION

Under policy direction, plans, organizes, and provides administrative direction and oversight for all City functions and activities; provides policy guidance and program evaluation to the City Council and management staff; encourages and facilitates provision of services to City residents and businesses; fosters cooperative working relationships with State and local intergovernmental and regulatory agencies and various public and private groups; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative and policy direction from the City Council. Exercises supervision over all City staff through subordinate levels of management and supervision.

CLASS CHARACTERISTICS

The City Administrator serves as the Chief Executive Officer of the City, accountable to the City Council, and responsible for enforcement of all City codes, ordinances, and regulations, the conduct of all financial activities, and the efficient and economical performance of the City's operations.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the essential functions of the job.

- Plans, organizes, and administers operations of the City either directly or through subordinate management and supervisory staff; coordinates and evaluates the work of the City in accordance with applicable laws, codes, and regulations, and adopted policies and objectives of the City Council.
- Directs and coordinates the development and implementation of goals, objectives, and programs for the City Council, department heads, and the City; develops administrative policies, procedures, and work standards to ensure the goals and objectives are met and programs provide mandated services in an effective, efficient, and economical manner.
- Ensures the City Council is kept informed of City functions, activities, and financial status, and of legal, social, and economic issues affecting City activities.
- Monitors changes in laws, regulations, and technology that may affect City operations; implements policy and procedural changes as required.

- Advises the City Council on issues, programs, and financial status; prepares and recommends long- and short-term plans for City service provision, capital improvements, and funding; directs the development of specific proposals for action regarding current and future City needs; attends all meetings of the Council.
- Oversees the preparation of the annual budget for the City; authorizes directly or through staff, budget transfers, expenditures, and purchases; provides information regarding the financial condition and needs to the City Council.
- Oversees the administration, construction, use, and maintenance of all City facilities and equipment, including buildings, parks, facilities, and other public property.
- Represents the City and the Council in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Provides for the investigation and resolution of complaints regarding the administration of services provided by the City government.
- Provides for contract services and ensures proper performance of obligations to the City; assumes responsibility for enforcement of all City codes, ordinances, and regulations.
- Oversees the selection, training, professional development, and work evaluation of City staff; oversees the implementation of effective employee relations programs; provides policy guidance and interpretation to staff.
- Directs the preparation of and prepares a variety of correspondence, reports, policies, procedures, and other written materials.
- Ensures the maintenance of working and official City files.
- Responds to the most complex, difficult, and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, services, and funding sources of a municipal government.
- Functions, authority, responsibilities, and limitations of an elected City Council.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to managing municipal operations, financial programs, and services.
- Principles and practices of municipal budget development, administration, and accountability.
- Current social, political, and economic trends affecting City government and service provision.
- Techniques for effectively representing the City in contacts with government agencies, community groups, and various business, professional, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, administer, coordinate, review, and evaluate the functions, activities, and staff of the City.
- Work cooperatively with, provide highly complex and responsible staff support to, and implement the policies of the City Council.
- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls.
- Oversee all City financial activities, including administering investments, the development and implementation of the City budget, and the control of all expenditures and purchases.
- Interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.
- Conduct effective negotiations and effectively represent the City in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations, and the media.
- Direct the preparation of and prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Analyze problems, identify alternative solutions, project consequences of proposed action, and implement recommendations in support of goals.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

- Equivalent to a bachelor's degree from an accredited college or university with major coursework in business administration, public administration, finance, or a related field. A Master's degree is preferred.

Experience:

- Five (5) years of increasingly responsible public agency management and/or administrative experience equivalent to a City Administrator, Assistant City Administrator, or in a similar senior management/ executive level capacity.

Licenses and Certifications:

- Possession of a valid California Driver’s License, to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 10 pounds.

ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Occasional evening and weekend work may be required as job duties demand.

**CITY OF ANGELS
CITY COUNCIL
Resolution #24-96**

**A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF ANGELS,
ADOPTING THE EXEMPT UNIT MEMORANDUM OF
UNDERSTANDING**

WHEREAS, the City of Angels Exempt Unit members have met and conferred; and

WHEREAS, the Association has approved the attached Memorandum of Understanding, with the begin date, of July 1, 2024, and expiring on June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED, that the City of Angels City Council does hereby approve the Memorandum of Understanding between the City and the City of Angels Employee’s Association as set forth in Attachment A, which is attached hereto and made a part hereof.

PASSED AND ADOPTED this 3rd day of December 2024, by the following vote:

- AYES: CHIMENTE, BROGLIO, MONCADA, HERNDON, SCHIRATO
- NOES: NONE
- ABSTAIN: NONE
- ABSENT: NONE



 Jennifer Herndon (Dec 17, 2024 14:02 PST)

 Jennifer Herndon Mayor



 Rose Beristianos, City Clerk



HOME OF THE JUMPING FROG

**CITY OF ANGELS
EXEMPT EMPLOYEES**

**MEMORANDUM
OF
UNDERSTANDING**

2024-2027

**CITY OF ANGELS
EXEMPT EMPLOYEES MEMORANDUM OF UNDERSTANDING**

1. **PARTICIPANTS**

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Angels (“City”) and the City of Angels Employee’s Association (“Association”), having met and conferred in good faith regarding wages and conditions of employment. All designated representatives have exchanged freely; information, opinions and proposals and have endeavored to reach agreement on matters relating to wages and benefits.

2. **TERM OF AGREEMENT**

Unless other specified herein, the provisions of this MOU shall be effective the first day of the first payroll period after ratification and approval and shall remain in effect until June 30, 2027. Any subsequent amendments or side letters of agreement shall be made with the consent of the Parties and the amendment or side letter and signature page shall be attached to the original MOU and incorporated herein.

Should agreement not be reached by the effective end date of this MOU, this MOU shall be automatically extended and continue in effect until a new MOU can be negotiated and executed.

3. **DEFINITION OF CITY**

The City Council or the person or persons duly authorized by the City Council as the representative of the City of Angels, shall hereinafter be referred to as “City”.

4. **BARGAINING UNIT**

This MOU shall be applicable to full-time exempt management employees in the classifications listed in Exhibit A. The terms “employee,” “bargaining unit employee,” “exempt management employees” and “members of this unit” may be used interchangeably herein to mean all workers covered by this MOU.

5. **USE OF CITY FACILITIES**

The Association shall be allowed to use bulletin boards for communications having to do with official Association business, such as times and places of meeting, etc.

6. **NO DISCRIMINATION**

The City and Association agree that there shall be no unlawful discrimination against, and/or harassment of employees or job applicants with respect to any terms or conditions of employment on the basis of actual or perceived: race, color, national origin, ancestry, sex (including pregnancy, childbirth, related medical conditions, or breastfeeding), gender, gender identity, gender expression, sexual orientation, age (40 or over), religion (including religious dress and grooming practices), physical or mental disability, medical condition, pregnancy, marital status, citizenship status, military or veteran status, genetic information or characteristics, or any other basis protected by applicable federal, state, or local law.

7. **ATTENDANCE AT MEETINGS BY EMPLOYEES**

When requested by the City, persons who are representatives of the association shall be given reasonable time off with pay to attend meetings with City representatives. The use of official time for this purpose shall be reasonable and shall not interfere with the performance of City services as determined by the City.

8. **AT-WILL EMPLOYMENT STATUS/TERMS OF EMPLOYMENT**

Members of this bargaining unit are appointed to their positions and serve at the pleasure of the City Council and City Administrator, thus bargaining unit employees are at-will employees and either the City or the employee may terminate the employment relationship at any time with or without notice. As appointed at-will management employees, bargaining unit members have no property right in their jobs and are not entitled to due process for any adverse employment action under the City's Personnel Policy Rules and Regulations or any other City policy or procedure, unless such process is required by law, set forth in this MOU, or an applicable individual employment agreement.

The City Administrator may negotiate employment terms with members of the bargaining unit including but not limited to the appropriate pay step into which to hire new staff (from within the City Salary Table) and to enter into individual employment agreements for such bargaining unit positions on the City's behalf; provided that any such employment agreement terms which conflict with the specified benefits provided under this MOU must be approved by the City Council.

The City's Personnel Policy Rules and Regulations, as may be amended from time to time after meeting and conferring with the Association, shall apply to employees covered by this MOU, to the extent that they are not in conflict with any provision of this MOU or any applicable individual employment agreement.

9. **SALARIES**

Salary ranges for exempt management employee classifications shall be set forth in Exhibit A. The rates of pay set forth do not include reimbursement for actual and necessary expenses authorized and incurred incident to City employment. Salary increases shall be retroactive to the first day of the first pay period following July 1, 2024.

Beginning the first day of the first pay period following July 1, 2025, each bargaining unit employee shall receive a cost of living increase in the amount of three percent (3%) of the employee's base hourly rate of pay as set forth in Attachment A ("COLA"). Employees shall receive a second three percent (3%) COLA the first pay period following July 1, 2026.

10. **CONVERSION OF SALARIES**

Any monthly, daily or hourly rate of pay may be converted into any equivalent rate of pay or to such other time basis when, in the judgment of the City, such conversion is advisable. In determining equivalent amounts of different time bases, the City shall provide tables or regulations to the person involved for the calculation of payment and for use in converting monthly salaries to hourly rates, as well as for calculating hourly rates.

4.	Memorial Day	Last Mon. in May
5.	Independence Day	July 4
6.	Labor Day	1 st Mon. in Sep.
7.	Columbus Day	2 nd Mon. in Oct.
8.	Veterans Day	November 11
9.	Thanksgiving Day	November, as designated
10.	Day after Thanksgiving	November, as designated
11.	Christmas Eve	December 24
12.	Christmas Day	December 25
13.	Floating Day **	**In lieu of Election Day
14.	Juneteenth	June 19

Any additional holidays recognized by the Federal Government shall be an additional holiday and not substituted for any existing holiday.

When a holiday falls on a Saturday, the preceding Friday shall be recognized as a holiday. When a holiday falls on a Sunday, it shall be recognized the following Monday. If a holiday falls within an employee’s vacation leave, that day shall be deemed a holiday and not a vacation day.

16. **VACATION ALLOWANCE**

Bargaining unit employees shall be entitled to annual vacation leave, with pay, according to the number of continuous full calendar years of full time employment, based on the following scale:

1 through 5 full calendar years	10 working days/year
6 through 10 full calendar years	15 working days/year

After 11 years of continuous full time service, one additional paid vacation day is added each year until a maximum of 20 working days is reached at the end of 15 years:

11 years	16 working days
12 years	17 working days
13 years	18 working days
14 years	19 working days
15 years	20 working days

Vacation time is accrued from first full month of employment but should not be taken until after passage of 6 months. Employees should request to schedule vacation days as far in advance as possible. Vacations will be scheduled so as to provide adequate coverage of jobs and staff requirements. Vacation does not accrue during unpaid leaves of absence or other periods of inactive service.

Vacation accrues to and will be capped at a maximum of 150% of the employee’s annual accrual. Once that maximum amount is reached, no further vacation will accrue until some vacation time is used to reduce the employee’s balance below the maximum annual accrual. Employees are responsible to keep track of accrued vacation time. For employees hired prior to January 1, 2006, the City will pay out accrued vacation in excess of the cap over the term of this Agreement. The timing and amount of such

payments will be in accord with the City’s business needs, as determined by the City Administrator. If the employee’s accrual is not reduced below the applicable cap within the applicable time period, the employee will cease to accrue additional vacation until such time as their accrued vacation time falls below the maximum cap.

The City may, in its discretion, schedule vacation time for employees in accord with its business needs, or to buy back unused accrued vacation time in December at the end of each calendar year during the period this MOU is in effect. Additionally, employees may request to cash out up to forty (40) hours of accrued vacation time each calendar year. Such requests will be granted provided, in the City Administrator’s sole discretion, City’s business needs and financial abilities allow. Vacation cash-out shall be administered in accordance with the IRS regulations (Regs. Sec. 1.451-2(a)) and rules related to vacation cash-out programs. It is the intent of the City that employees use allotted vacation time for its intended purpose. In lieu pay cannot be substituted for taking vacation time.

17. **SICK LEAVE**

Employees with accumulated sick leave may be granted sick leave for the following:

- a. Preventative care, illness or physical incapacity of the employee;
- b. Enforcement quarantine of the employee in accordance with community health regulations;
- c. Illness or injury in the immediate family will be granted in accordance with the Family Medical Leave Act;
- d. Medical, vision and dental office appointments which cannot be scheduled at other than work hours;
- e. Diagnosis, care or treatment of a medical condition or preventative treatment for an employee’s family member in accordance with the California Paid Sick Leave laws;
- f. To obtain relief or services related to bring a victim of domestic violence, sexual assault or stalking in accordance with California Paid Sick Leave laws.

All bargaining unit employees shall be granted eight (8) hours of accrued sick leave for each full month of service.

Employees may be required to file a physician’s certificate with the City Administrator stating the cause of the absence exceeding three days.

Accrual of sick leave begins on the first day of the first full month of employment.

Unused sick leave shall be accumulated from year to year. Sick leave may be accrued to a maximum of 720 hours.

Employees may use ½ of their accrued sick leave to attend to illnesses in the immediate family in accordance with the California Kin Care laws.

Unused sick leave will not be cashed out.

Upon retirement, unused sick leave may be credited as service time as provided in the City’s contract with PERS.

18. **BEREAVEMENT**

Bereavement leave shall be administered in accordance with California law, except as set forth in this Section. Bereavement leave may be used by employees who have been employed for at least 30 days when they are required to be absent from work because of a death in their immediate family, not to exceed five (5) work days per incident. Immediate family is defined as an employee’s spouse, child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law, as those terms are defined under the California Family Rights Act.

Three (3) workdays will be paid. Should the employee take the additional two (2) days, the employee will be required to use accrued leave bank(s) or take the time off without pay. Bereavement leave must be used within three months of the family member’s death.

The employee must provide documentation of death within 30 days of the first day of your bereavement leave. This documentation may be in the form of a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. Additional consideration may be given in special cases as determined by the City Administrator.

19. **LEAVES OF ABSENCES**

Leaves of absence will be administered in accordance with state and federal law and City policies as set forth in the Personnel Policy Rules and Regulations, as may be amended from time to time. The City complies with California and federal law governing family and medical leaves. The provisions of this section shall be applied in conformity with the California Family Rights Act and the Federal Family Medical Leave Act.

A regular employee may request a leave of absence “without pay” up to a maximum of one year for the following reasons:

- a. Prolonged illness
- b. To attend school or college or to enter training to improve the quality of his/her service.
- c. Jury /Witness Duty. In such cases, the employee shall be paid his/her regular salary and jury/witness fees that the employee may receive from the Court shall be remitted to the City, except pay for travel and meals.
- d. Military leave will be granted in accordance with the State and Federal law.
- e. An employee who is absent from duty for any reason shall report the reason thereof to his/her supervisor or the City Administrator immediately on the day of absence, unless prevented from doing so.
- f. All unauthorized and unreported absences shall be considered as absence without leave a deduction of pay may be made for each period of such absence in accordance with the provisions of the FLSA, and any applicable state or local law. Voluntary absence without leave for five (5) consecutive days shall be considered as an automatic resignation from City service.

20. **BREAK IN SERVICE**

Any employee who is re-employed after being terminating voluntarily or being discharged by the City shall be deemed to have experienced a break in service. Thus, for purposes of computing leave accruals, benefits and any additional compensation such as longevity pay, the employee’s length of employment shall then be measured from the date of his/her most recent appointment.

21. **ADDITIONAL BENEFITS**

A. MEDICAL/DENTAL/VISION INSURANCE

Medical care and prescription drug benefits shall be provided to City employees pursuant to the California Public Employees Retirement System (PERS) Public Employee Medical and Hospital Care Act (PEMHCA).

For all eligible active and retired employees enrolled in a CalPERS PEMHCA Medical Plan, the City shall contribute the required Minimum Employer Contribution (MEC) plus any adjustment by the PERS Board to reflect any change in the medical care component of the Consumer Price Index, rounded to the nearest dollar.

Each year the PERS PEMHCA MEC amount shall be adjusted by the PERS Board to reflect any change in the medical care component of the Consumer Price Index, rounded to the nearest dollar. The City will pay the required adjusted amount.

The City shall also maintain a dental and vision plan available to eligible employees.

CITY CONTRIBUTION

In the first year of the MOU, the City shall contribute up to the amount of Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00) per month for each employee toward the combined premiums for medical, dental, and vision coverage for each employee and employee’s dependents, if any; in the second year of the MOU, the City’s contribution shall increase to Two Thousand Six Hundred Fifty and 00/100 Dollars (\$2,650.00) per month; in the third year of the MOU, the City’s the contribution shall increase to Two Thousand Eight Hundred and 00/100 Dollars (\$2,800.00) per month.

Employees may allocate the City’s contribution to any combination of medical, dental or vision coverage during open enrollment or pursuant to a special event as defined by the health care plan. The City’s contributions shall not exceed the actual amount of the premiums. The employee shall be responsible for the balance of the premiums, if any, which is due to maintain coverage.

Alternative Insurance: Employees with proof of alternate insurance may opt out of all available City health insurance coverage and, in lieu, receive a cash payment of Three Hundred Fifty dollars (\$350.00) per month. In no event will employees who waive all coverage receive more than fifty percent (50%) of the City’s requited contributions per this MOU as salary.

PLAN YEAR

The new plan year is effective January 1, 2024. The City’s contributions and employee deductions, if any, shall commence in December 2024, and shall be made over the course of twenty-four (24) pay periods. Increases in the City’s contributions to premiums in years two and three of this MOU will be made in accordance with each new plan year.

B. LIFE INSURANCE/LONG TERM DISABILITY/OTHER INSURANCE

Life Insurance benefits will be provided through a City sponsored group term life insurance program administered. The City will contribute the full cost for employee only coverage as follows: group term life insurance coverage of \$15,000 natural death; \$30,000 accidental death for employee only. Employees are responsible for the payment of any costs in excess of the maximum City contribution.

The City will provide Long-Term Disability insurance coverage equal to sixty-six and two-thirds percent (66.6%) salary per month subject to the maximum monthly benefit as described by the plan with a maximum ninety (90) calendar days wait period

The City shall pay 100% of the Worker’s Compensation Insurance Premium.

The City shall pay 50% of the Social Security retirement benefit.

The City shall pay 100% of the unemployment insurance premium.

C. RETIREE HEALTH

Eligibility: Employees hired before the effective date of this MOU shall be eligible for the Retiree Health Benefit based upon the following:

<u>Hire Date</u>	<u>Required Years Service Completed</u>
Before July 1, 2009	5 Years
On or After July 1, 2009	10 years

1. Employer Subsidy of Retiree Health Premiums: Employees who retire while meeting eligibility as set forth in this section, shall receive an employer subsidy of 50% of the premium of the lowest cost CalPERS plan premium for employee only, minus the PEMCHA MEC amount in Section 18 A, as adjusted annually, until they reach the age of eligibility for Medicare.
2. After attaining the age of Medicare eligibility, the retiree shall receive an employer subsidy of 50% of the premium of the lowest cost CalPERS Medicare plan for employee only, minus the PEMCHA MEC amount in Section 18.A, as adjusted annually.
3. A retiree’s subsidy level shall be set by the Memorandum of Understanding in effect at the time of the employee’s retirement from the City.

- 4. Nothing in this provision shall serve to reduce or change retiree health benefits that have commenced and are being received by any former employee as of the effective date of this MOU, pursuant to this MOU or any predecessor agreement,

Upon retirement, should the employee elect not to participate in the retiree medical benefit plan, the CITY's contribution will be zero and it will be an irrevocable election

D. Public Employees Retirement System (P.E.R.S.)

Public Safety employees hired before January 1, 2013 participate in the PERS 3% @ 50 full and modified formula for active local public safety employees. Participation requires a payment of 9% of employee's gross annual salary on a pretax basis for the 3% @ 50 benefit.

Pursuant to the Public Employees' Pension Reform Act (PEPRA), any local agency public safety employee hired on or after January 1, 2013 who is a "new member" as defined by PEPRA shall participate in the PERS 2.7% @ 57 full and modified formula for active local public safety employees. Participation requires employees to contribute one-half (1/2) of the "normal cost" of the benefit, rounded to the nearest 1/4 of 1% or the current contribution rate of similarly situated employees, whichever is greater. Employee contributions will be paid on a pre-tax basis.

Local miscellaneous employees hired before January 1, 2013 participate in the PERS 2.7% at 55 full and modified formula for active local miscellaneous members. Participation requires a payment of 8% of the employee's gross salary for the 2.7@55 benefit. Effective July 1, 2013, employees will pay the required 8% on a pre-tax basis.

Pursuant to the Public Employees' Pension Reform Act (PEPRA), any employee hired on or after January 1, 2013 who is a "new member" as defined by PEPRA shall participate in the PERS 2% at 62 full and modified formula for active local miscellaneous members. Participation requires employees to contribute one-half (1/2) of the "normal cost" of the benefit, rounded to the nearest 1/4 of 1% or the current contribution rate of similarly situated employees, whichever is greater. Employee contributions will be paid on a pre-tax basis.

22. **LONGEVITY**

Employees are eligible for additional compensation for longevity based on years of continuous full time employment with the City. Longevity pay shall be added to the base hourly rate in 2.5% increments as follows:

- o 2.5% at 5 years of continuous service
- o 2.5% at 10 continuous years of service (5% total)
- o 2.5% at 15 years of continuous service (7.5% total)

- 2.5% at 20 years of service (10% total)
- 2.5% at 25 years of service (12.5% total, the maximum level of longevity pay regardless of years of service beyond 25)

23. **TUITION REIMBURSEMENT**

City shall reimburse employee’s expenses for tuition, books and materials upon the demonstration of the satisfactory completion of the course for approved courses relating to their perspective jobs.

24. **CELL PHONE ALLOWANCE**

Bargaining unit employees will receive a monthly cell phone allowance in the amount of \$40.00.

25. **SALARIES & SALARY SCHEDULES**

See Exhibit A attached.

The term of this agreement is for three (3) years beginning July 1, 2024 and ending June 30, 2027.

CITY OF ANGELS

EXEMPT EMPLOYEE ASSOCIATION


[Jennifer Herndon \(Dec 17, 2024 14:02 PST\)](#)

 Mayor Date


[Scott Ellis \(Dec 16, 2024 15:44 PST\)](#)

 Employee Representative Date


[Christopher O'Flinn \(Dec 17, 2024 07:41 PST\)](#)

 Employee Representative Date

City of Angels EXEMPT MOU 2024-2027 EXHIBIT A
Salary Schedule

Range		Step 1	Step 2	Step 3	Step 4	Step 5
49	Finance Director	\$49.60	\$52.09	\$54.69	\$57.43	\$60.30
		\$8,598.17	\$9,029.14	\$9,479.53	\$9,955.16	\$10,452.14
		\$103,177.98	\$108,349.70	\$113,754.37	\$119,461.89	\$125,425.66
41	Administrative Services Officer	\$40.71	\$42.75	\$44.89	\$47.13	\$49.49
		\$7,056.75	\$7,410.07	\$7,780.86	\$8,169.13	\$8,578.75
		\$84,680.96	\$88,920.83	\$93,370.37	\$98,029.57	\$102,945.02
48	Building Inspector/Code Enforcement/Fire Inspector	\$48.40	\$50.81	\$53.36	\$56.03	\$58.83
		\$8,388.50	\$8,807.83	\$9,248.51	\$9,712.49	\$10,197.82
		\$100,662.02	\$105,693.95	\$110,982.14	\$116,549.89	\$122,373.89
51	Public Works Superintendent (Adopted Dec. 2020)	\$52.12	\$54.72	\$57.47	\$60.33	\$63.36
		\$9,034.97	\$9,485.35	\$9,960.98	\$10,457.96	\$10,982.12
		\$108,419.58	\$113,824.26	\$119,531.78	\$125,495.55	\$131,785.47
53	Fire Chief	\$54.76	\$57.50	\$60.37	\$63.39	\$66.56
		\$9,491.18	\$9,966.81	\$10,463.79	\$10,987.95	\$11,537.34
		\$113,894.14	\$119,601.66	\$125,565.44	\$131,855.36	\$138,448.13
57	Police Chief	\$60.45	\$63.47	\$66.64	\$69.98	\$73.47
		\$10,477.38	\$11,001.54	\$11,550.93	\$12,129.45	\$12,735.15
		\$125,728.51	\$132,018.43	\$138,611.20	\$145,553.41	\$152,821.76

Angels Camp Exempt EE Proposed 2024-2027 MOU

Final Audit Report

2024-12-17

Created:	2024-12-16
By:	Rose Beristianos (roseberistianos@angelscamp.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzvt3fJ6zjC2-fWZdkD0P-S_J48T03hyy

"Angels Camp Exempt EE Proposed 2024-2027 MOU" History

 Document created by Rose Beristianos (roseberistianos@angelscamp.gov)

2024-12-16 - 11:40:09 PM GMT

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2024-12-16 - 11:41:07 PM GMT

 Email viewed by scottellis@angelscamp.gov

2024-12-16 - 11:42:24 PM GMT

 Signer scottellis@angelscamp.gov entered name at signing as Scott Ellis

2024-12-16 - 11:44:11 PM GMT

 Document e-signed by Scott Ellis (scottellis@angelscamp.gov)

Signature Date: 2024-12-16 - 11:44:13 PM GMT - Time Source: server

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2024-12-16 - 11:44:14 PM GMT

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2024-12-17 - 3:26:43 PM GMT

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2024-12-17 - 3:41:57 PM GMT

 Document e-signed by Christopher O'Flinn (chrisoflinn@angelscamp.gov)

Signature Date: 2024-12-17 - 3:41:59 PM GMT - Time Source: server

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2024-12-17 - 3:42:01 PM GMT

 Email viewed by jenniferherndon@angelscamp.gov

2024-12-17 - 10:01:40 PM GMT

 Signer jenniferherndon@angelscamp.gov entered name at signing as Jennifer Herndon

2024-12-17 - 10:02:15 PM GMT

 Document e-signed by Jennifer Herndon (jenniferherndon@angelscamp.gov)

Signature Date: 2024-12-17 - 10:02:17 PM GMT - Time Source: server

 Agreement completed.

2024-12-17 - 10:02:17 PM GMT

**CITY OF ANGELS
CITY COUNCIL
RESOLUTION No. 26-41**

RESOLUTION APPROVING AN EMPLOYMENT AGREEMENT 26-12 BETWEEN THE CITY OF ANGELS AND MICHAEL HODSON FOR THE POSITION OF CITY ADMINISTRATOR STARTING AT STEP 3 OF THE SALARY SCHEDULE

WHEREAS, the position of City Administrator has been vacant since September 12, 2025; and

WHEREAS, the City Administrator is a full-time, exempt management position. The City Administrator serves as the Chief Executive Officer of the City, accountable to the City Council, and responsible for enforcement of all City codes, ordinances, and regulations, the conduct of all financial activities, and the efficient and economical performance of the City's operations; and

WHEREAS, the City conducted a competitive recruitment process which resulted in multiple qualified applicants; and

WHEREAS, following the interview process, Michael Hodson is recommended for appointment; and

WHEREAS, Mr. Hodson's background aligns closely with the core competencies outlined in the City Administrator classification; and

WHEREAS, based on Mr. Hodson's education and directly related public sector experience, staff recommends appointment at Step 3 of the salary schedule; and

WHEREAS, the recommended appointment is supported by a competitive recruitment process and qualifications that align directly with the City Administrator classification.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Angels does hereby approve Agreement 26-12 between the City of Angels and Michael Hodson for the position of City Administrator starting at Step 3 of the salary schedule.

PASSED AND ADOPTED this 17th day of March 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Caroline Schirato, Mayor

Michelle Gonzalez, Deputy City Clerk



HOME OF THE JUMPING FROG

City of Angels Camp

Space Needs Assessment

SCOPE

The City of Angels Camp is taking proactive steps towards understanding how it can support its residents moving forward today and in the next 5-10 years and beyond. City departments are currently dispersed within multiple offices in multiple buildings throughout the city boundaries. The City is considering the benefits of co-location of applicable departments in an effort to consolidate services and potentially create a single public face for government interaction.

The City currently has seven departments – City Administration (administration and City Council), Community Development (Planning and Building), Public Works Department, Water and Sewer Department, Police Department, Fire Department and the Museum.

Aspen Street Architects, Inc. (ASAi) was contracted by the City to perform an architectural needs assessment related to the space usage of city departments. The tasks to perform were the following

1. Document existing space utilization by City services – to include departmental working space, storage, support space and parking.
2. Interview departmental managers and/or staff to develop current requirements.
3. Establish future space needs – taking in to account expected growth.
4. Provide conceptual site/massing plan for co-location on sites directed by the City Administrator.
5. Supply a report outlining the findings of the above.

ANALYSIS

Initial discussions were undertaken and resulted with an understanding that this analysis would focus on the possibilities of consolidating City Administration, Community Development and Police. These are the three departments that the residents and community of Angels Camp interact with on a daily basis and pose the greatest potential for efficiencies and economies in a consolidation of space.

The attached tables show the current and future (5-10 years out) requirements of these departments, as far as room type and size.

City Administration – The existing City Hall is composed of city administration and finance. This is located within a residential type structure off Highway 49 between Stanislaus Avenue and Mark Twain Road. Actual office space is provided for the City Manager and two directors. Other staff occupies open work stations as noted in the attached appendixes. No dedicated office space is provided for the Mayor, City Council members, or City Attorney. The existing building is limited in size with no expansion possibilities.



The department does not expect large growth in personnel in the next 5-10 years, however future needs point to having in-house conference and council chamber activities. Currently, the City uses 3rd party spaces such as the Angels Fire Department Building, Bret Harte High School and Community Development spaces for large conferences and council meetings. The current City Hall facility is relatively adequate for the current staff and daily work activities apart from the need for 1+ future staff member and need for larger common facilities such as Break Room and common storage.

Outside of the City Hall staff scope, it was discussed that Council, Mayor, and City Attorney currently do not have offices. Calaveras Council of Governments (COG) offices (5-7 people) were also discussed in moving to central location. It was determined that these additional offices, for such entities as COG or others, would be considered in the future plan if space is available.

The largest future need for City Hall is assembly space. These spaces require a large amount of square footage and public access, however the continued use of 3rd party facilities is inefficient for staff and the City is already paying to use some of these spaces. It is a priority to have one location for both the public and private functions of City Hall in one location.

Community Development – The Planning and Building department composes Community Development. This department is located within a modular building on the city property off Monte Verda Street near the Police Department. The Community Development Director, City Engineer, Building Inspector, engineering tech and administrative tech all have private offices. Storage fills all available space, and additional storage is provided within the existing metal building that houses the Police Department. The existing building is limited in size with no expansion possibilities.



Community Development likely has the largest foreseeable increase in personnel of all the city departments. One additional engineer and one administrative position are the most likely additions, but an inspector, a planner, and an additional engineer may be needed in 5-10 years. Four additional personnel were factored in the tables.

The most immediate needs slightly reflect those of City Hall, in that public and private conference and meeting areas are a top priority with staff. Storage and printing are also on top of the list, as a large printing room is needed to handles the large prints. Storage is also a main need as much of it is spread out in different buildings and containers.

Police Department – The Police Department is housed within the existing metal building off Monte Verda Street. The department is comprised of the Chief, seven officers and dispatch. The existing office space is adequate for existing personnel. Vehicles and storage occupy a portion of the yard and garage associated with the existing metal building. Dog kennels are also within the garage space.



The Police department also does not expect large personnel growth in 5-10 years. A detective and possibly additional officer were predicted to be needed in the future. The most immediate needs for the department are evidence processing space, training and conference spaces and restroom and locker facilities for both men and women. The current lack of restroom facilities for both staff and

public as well as gathering areas such as conference room and training/classroom impact the need for additional space the most.

The current facility provides for the majority of the department's needs other than those previously mentioned. Being that the department is in the largest building surveyed, they also have the most space available to expand. It is important to note that the spaces the Police Department need are to be secured and separated from those of other departments such as Community Development due to their sensitive nature. This would increase the amount of space allocated to the Police Department in a shared environment with other departments.

The other departments reside in locations specific to their activities and would not benefit from co-location within a single building:

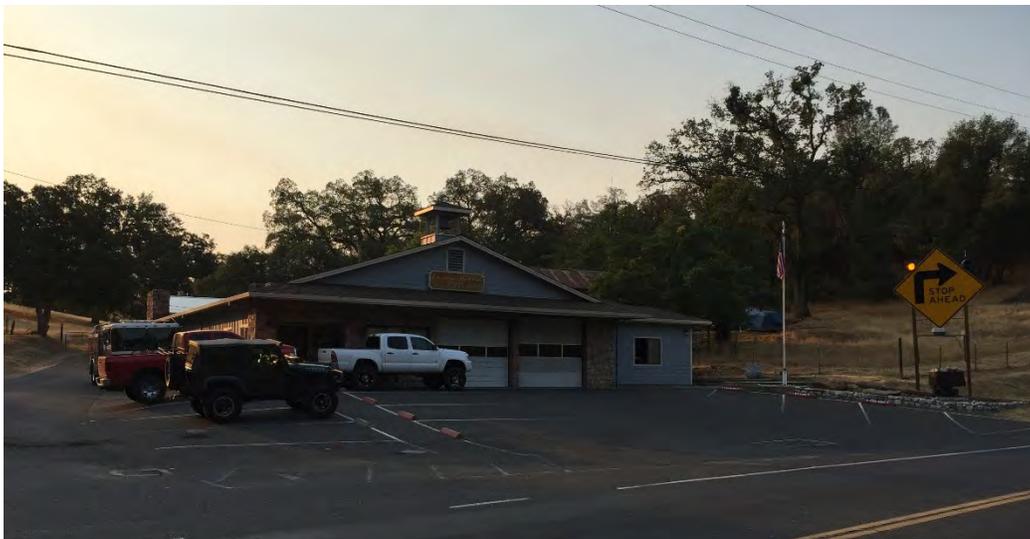
Public Works – headed up by the City Engineer who resides within the Community Development department space usage analysis. The foreman's office, meeting room and lab are all located off Centennial Lane in a modular building at the wastewater site. There is parking for PW vehicles and associated storage. Additional storage is provided on the current Police site off Monte Verda Street – within the existing metal building enclosed garage space (parts) and within the exterior yard (gravel/etc).



Water/Wastewater - headed up by the City Engineer who resides within the Community Development department space usage analysis. Plant operators work out of facilities at the water storage tanks off Murphys Grade Road as well as the wastewater facility off Centennial Lane. They share facilities with PW at the Centennial Lane modular building.



Fire Department – the Fire Department is located at the fire house on Vallecito Road near the Highway 49 intersection. This is a facility specific to the fire department in housing fire equipment and vehicle storage, as well as accommodating overnight shifts (sleeping and meal preparation).



To date the fire house has also been used for City Council/Planning Commission meetings due to the fact that it has the only public meeting space that can accommodate the expected public participation. This space/meeting room is limited in size and use, and a major goal heading forward is a new dedicated City Council Chambers and public meeting space in a new location/new building.

The fire department also houses equipment in the Police Department’s existing metal building enclosed garage space off Monte Verda Street (older vehicles and equipment).

Museum – the museum is a specific building located on Highway 49, occupied 3 acres on the historic Angels Mine site. The director and staff works out of the museum.



SITE SCENARIOS

Citing examples of co-located government services in other California communities, the City of Angels Camp is considering the options of consolidating the city administrative, community development and Police services within a single site and/or building. A new single building would be a new public face to the community and the single point of community interaction with the local government. In so doing, this space could become a “government center”, reducing redundant support spaces, but adding much needed public meeting rooms for government and community needs.

The City Manager identified two potential sites for further review for a new consolidated City Hall/Police Building. The first is the existing Police/Community Development site off Monte Verda Street. The second is the existing City Hall parcel and adjacent available parcels off Highway 49 at the intersection with Mark Twain Road.

Site Option 1 – This site is two parcels totaling approximately 4.67 acres. The Police and Community Development departments are currently located on this site; Community Development is located in a modular single story building and the Police within the large metal building. The metal building is approximately 10,200 square foot footprint. The police department occupies less than 3,000 square feet over two floors. The remainder of the building is single story garage/storage area and loft storage.



This site is properly sized for a consolidated City Hall/Police Department/Fire Department as indicated on the conceptual plan. It is also large enough to accommodate the Ambulance team and Altaville Fire Department as an option. Additional space is provided for PW storage, potential sharing (dividing the parcel) with adjacent tenants if desired, and additional future public spaces, such as a Community Recreation Center or Youth Center.

The Existing Police Building on site currently has approximately 7000sqft of shop/garage space. Per our analysis, this amount of garage space can provide enough space to house both the Angels Fire Department and Police department's storage future needs. It is also possible to provide the garage space needs of the Altaville Fire Department within the same existing garage space pending that parking with a shade structure is provided for the police vehicles. Currently the garage space is underutilized for equipment and automotive parking. The garage space could possibly house 6-8 city vehicles, but because of the miscellaneous storage currently in the building, only a police cruiser, trailer and the historic fire engine can fit. Relocating the miscellaneous Fire Department/City Utilities/Police department storage supplies from the garage into a new addition to the building would be ideal. The garage will need some water and utilities improvements such as added wash sinks, floor drainage and added power outlets for shop equipment, however this is a minimal cost compared to constructing a new garage from the ground up. Re-using and improving the garage portion of the existing building will be sufficient enough for the future needs and should be the most cost effective solution to meet them.

This site leads to four options. Please see included schematic site plan sheets Opt A thru D:

- a) Demolish all existing structures and building new
- b) Remodeling and building an addition to existing structure
- c) Remodeling and building an addition to existing structure for Fire and Police Departments, building new structure for City Hall and Community Development
- d) Remodeling and building an addition to existing structure for City Hall, Community Development and Police Department. new structure for Fire Department at Altaville site.

Site plan Option A shows a conceptual footprint of a completely new building, where the existing metal building has been demolished. This scheme allows for a more convenient site layout where the service spaces for the Police and Fire departments are clearly separated from those of the Public. It also allows all departments to share the same interior space as the garage would be allowed to move to the outside rather than in the middle of the building.

Site plans Opt B and C attached show the option of adding an addition to the existing metal building. The exterior of the metal building would be refinished to resemble a public institution – the physical look of the building could be altered to appear as a two story public building with stone veneer or other siding.

In these options, the Northern garage portion of the metal building will remain as it functions today due to the substantial need for indoor storage of the Fire equipment. These options were put together under the assumption that keeping the existing garage will be more cost effect than demolishing it and constructing a new one in a different location.

The Police Department could remain on the side they are currently located and expand as needed into the garage space. The police station portion of the building can be built out more with a second floor and provide support spaces for both the Police and Fire Departments. Police would maintain a private entrance to a vehicle yard in this location. Because of the similar support space needs the Fire Department shares with the Police Department, it is recommended these departments be located in

the same building adjacent to each other. This increases the footprint of the Addition to the South portion of the existing metal building.

In Option B, a City Hall and Community Development addition is shown to the North of the existing metal structure to help break down the mass of the larger building and create aesthetic interest that could provide for a public entrance to new City Council Chambers/meeting rooms. This addition could respond to the view from Highway 4 as residents and visitors pass by.

In Option C, the City Hall and Community Development departments are provided in a separate building to the North of the site. This would provide the opportunity to make the buildings presents felt more towards the Hwy where residents can see it. The separate building would also help separate equipment and automobile flow on the site between the Fire and Police departments and that of the public and City/Planning staff. Lastly it would allow a more formal approach to the City Hall off of Monte Verda street since it can face both it and the Hwy.

The options would also respond to additional future buildings on the site creating a public campus – such as a new Community or Recreation Center along Highway 4. A monument, whether in the shape of a tower or sign could be built on the corner with Highway 4, visible from the Highway 49 intersection to mark the City at the location most visitors transverse daily. No access of Highway 4 would be possible, but improved access of Monte Verda Street could be provided and sidewalk access to Highway 49 improved. The campus could also house a new storage building for the existing fire department vehicles stored within the metal building currently (antique engines).

In Option D, the possibility of acquiring the two residential lots to the East of Altaville Fire Station are factored in. These lots may be either purchased by or donated to the Fire department at some time in the future. Due to the lots prime location along Hwy 49 and near Hwy 4 as well as lot sizes, a combination Altaville and Angels Camp Fire Department could be constructed. Due to the demand for parking, these lots would not be recommended for City Hall and thus Community Development as well. The option is an opportunity to improve the Fire Department functionality while upgrading its presentation to the community along the Corridor.

Site Option 2 – This site is the existing City Hall parcel and two adjacent available parcels to the Southeast. Total area is approximately 3.38 acres. City Hall is currently on this site, but would be proposed to be demolished to accommodate a consolidated two story structure to house Administration, Community Development and Police.



A single access off Highway 49 is shown on the attached conceptual plan located where the existing City Hall access is. This would approach a public parking area for the new building, as well as access higher parking lots stepped up the existing grade towards the rear of the parcels and an access off Oneida Street. The additional PW covered storage and equipment storage yard would not be possible due to site size constraints as available on the Site Option 1 location. However, the sloped site would be conducive to a second story entrance on the rear for the Police Department to separate it from the City Hall activities.

This site also has a distinctive element in that there are existing foundations from mining activities on site. A thorough geotechnical survey would be required in order to build here, but assuming the ground is adequate, the foundations could be utilized as a public feature, creating a park like setting at the access to the building to connect the city's past to the current government. ***Because of the square footage and access demands that a new fire department building would have, it is not recommended to pursue developing this site if the department is to be included due to it's lack of access, restrictive lot shape and size and grade changes.***

CONCLUSIONS

The City of Angels Camp is proactively looking at how to best support the community it serves. In so doing, the expected growth of government functions reflects the expected growth within the population base. This growth is expected by all forecasts to be minor, but even a small increase in department staffing requirements can hardly be handled by the existing constraints imposed by the current buildings. Also, the need for a formal Council Chambers and meeting space has been emphasized. The existing plan to use Fire Department space is not adequate (occupancy, safety and security wise) and when forced to look at larger venues (the High School) the City is subject to scheduling conflicts. An addition of this space in a consolidated structure would also be a public asset, for use for community events.

A new building(s), whether building upon an existing structure on land currently owned by the City, or a new building would be adequate for the purposes of current and future needs. All site 1 options have differing advantages for creating a distinct public campus/government center.



March

2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 CITY COUNCIL MEETING	4 <u>COG</u>	5	6	7
8	9	10	11 COG TAC IRWMA	12 PLANNING COMMITTEE	13	14
15	16 <u>LAFCO</u>	17 CITY COUNCIL MEETING	18	19	20	21
22	23	24	25	26	27	28
29	30	31 <u>UWPA</u>				

ASSIGNMENTS

<p>CENTRAL SIERRA ECONOMIC DEVELOPMENT DISTRICT (CSEDD): R: SCOTT A: BROGLIO</p> <p>CALAVERAS COUNCIL OF GOVERNMENTS (COG): R: BEHIEL & CHIMENTE A: BROGLIO</p> <p>CALAVERAS PUBLIC POWER AGENCY (CPPA): R: CHIMENTE A: BROGLIO</p> <p>LOCAL AGENCY FORMATION COMMISSION (LAFCO): R: BEHIEL & SCOTT A: CHIMENTE</p> <p>SOLID WASTE TASK FORCE: R: BROGLIO A: CHIMENTE</p> <p>UTICA WATER & POWER AUTHORITY (UWPA): R: BROGLIO & SCHIRATO A: CHIMENTE</p>
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<p>COG Technical Advisory Committee (COG TAC) City Engineer / City Administrator</p> <p>Integrated Regional Water Management (IRWMA) City Planner / City Administrator</p>
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April

2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <u>COG</u>	2	3	4
5	6	7 CITY COUNCIL MEETING	8 COG TAC IRWMA	9 PLANNING COMMITTEE	10	11 11-4 CHILDREN'S FAIR
12	13	14	15 <u>CPPA</u>	16	17	18
19	20	21 CITY COUNCIL MEETING	22	23	24	25
26	27 <u>SWTF</u>	28 <u>UWPA</u>	29	30		

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May

2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 CITY COUNCIL MEETING	6 <u>COG</u>	7	8	9
10	11	12	13 COG TAC IRWMA	14 PLANNING COMMITTEE	15	16
17	18 <u>LAFCO</u>	19 CITY COUNCIL MEETING	20	21 <u>CSEDD</u>	22	23
24	25	26	27	28	29	30
31						

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