

AGENDA

CITY OF PLYMOUTH

City Council

REGULAR MEETING

THURSDAY, OCTOBER 23, 2025

Council Chambers
9426 Main Street, Plymouth, California



Wendy Cranford, Mayor

Don Nunn, Vice Mayor

Wendy Bottomley, Council Member

Holger Hornisch, Council Member

Deborah Dill, Council Member

PLEASE NOTE: The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on the agenda. **Members of the public who wish to speak may be subject to a three (3) minute maximum time limit when addressing the Council, and/or the City may require speaker identification sheets be submitted to the City Clerk prior to being called upon by the Mayor to provide public comment.**



**CITY OF PLYMOUTH CITY COUNCIL
REGULAR MEETING AGENDA
Thursday October 23, 2025
6:30 PM**

City Council Chambers - 9426 Main Street - Plymouth, CA

In-person participation by the public is permitted. Alternatively, remote/electronic public participation is available in one of the following ways:

Via City of Plymouth's **City Council** Zoom Meeting
Join Zoom Meeting

<https://zoom.us/j/95407537056?pwd=szxilKPxV8X4jZVN269cbcyHAvCSZ4.1>

Meeting ID: 954 0753 7056

Passcode: 817131

One tap mobile

+16694449171,,95407537056#,,, *817131# US

+16699006833,,95407537056#,,, *817131# US (San Jose)

Join instructions

https://zoom.us/join/95407537056/invitations?signature=O8paDqSArh-k1j_hGGHu9dVVimi97A6Y2SjCdIcsX0Q

Members of the public not attending in-person may submit written comments prior to the meeting by emailing comments to the City Clerk at vmchenry@cityofplymouth.org before 3:30 PM on the day of the meeting. Emailed public comments will be distributed to the City Council and made part of the official record.

Wendy Cranford, Mayor

Don Nunn, Vice Mayor

Holger Hornisch, Council Member

Wendy Bottomley, Council Member

Deborah Dill, Council Member

MISSION STATEMENT

The City of Plymouth preserves our small-town atmosphere and provides fiscally responsible services that fulfill public needs while protecting their quality of life.

1. CALL TO ORDER/ROLL CALL:

- Roll Call
- Pledge of Allegiance

2. APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA OF OCTOBER 23, 2025

3. REGULAR MEETING PUBLIC COMMENT

Under provisions of the Government Code, citizens wishing to address the Council for any matter not on the agenda may do so at this time. Please submit a completed Speaker Submittal Form to the City Clerk. Comments are limited to three minutes or less and speakers are requested to state their name and community of residence. For public comments on agenda items, speakers will be called by the Mayor at the point on the agenda when the item will be heard. The City Council is prohibited from materially discussing or acting on any item not on the agenda unless it can be demonstrated to be of an emergency nature or an urgent need to take immediate action arose after the posting of the agenda.

4. PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS: NONE

5. CONSENT CALENDAR ITEMS:

All matters listed under the Consent Calendar are to be considered routine by the City Council

and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council votes on the motion to adopt, members of the Council, staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action.

5.1 CORRESPONDENCE: NONE

5.2 APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 25, 2025

5.3 APPROVE THE WARRANT REGISTER FOR SEPTEMBER

5.4 ADOPT RESOLUTION 2025-23 AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH CSG CONSULTANTS, INC. FOR THE COMPLETION OF ENVIRONMENTAL CONSULTING SERVICES FOR THE ARCO CAR WASH AND GAS STATION

5.5 CONDUCT SECOND READING, BY TITLE ONLY, OF AN ORDINANCE AMENDING TITLE 19 OF THE PLYMOUTH MUNICIPAL CODE (ZONING ORDINANCE) RELATED TO THE ADOPTED DESIGN GUIDELINES FOR THE CITY OF PLYMOUTH

6. PUBLIC HEARINGS: NONE

7. REGULAR AGENDA ITEMS:

7.1 RECEIVE RESIGNATION LETTER FROM FORMER TREASURER MICHAEL SPINETTA; DISCUSSION AND POSSIBLE ACTION TO PROCEED WITH FILLING VACANCY BY APPOINTMENT

7.2 APPROVE STAFF TO WRITE A PROCLAMATION ISSUING KEY TO THE CITY HONORING ROBYN SCHALL TO PRESENT TO HER AT A SPECIAL MEETING HELD ON NOVEMBER 19, 2025

7.3 RECEIVE, DISCUSSION, AND DIRECTION TO STAFF REGARDING POSTING FOR THE RECRUITMENT OF THE PERMANENT CITY MANAGER POSITION

7.4 APPROVE STAFF TO ENTER INTO A LEASE FOR A UNIT IN THE POP-UP PLAZA WITH ARROWHEAD ACRES FOR A TERM OF THREE MONTHS

8. CITY MANAGER'S REPORT

9. MAYOR & COUNCIL MEMBERS' REPORTS AND COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

10. CLOSED SESSION:

10.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOV. CODE § 54956.9 SIGNIFICANT EXPOSURE TO LITIGATION: 2 CASES

11. ADJOURNMENT

LEVINE ACT PUBLIC PARTY/APPLICANT DISCLOSURE OBLIGATIONS:

Applicants, parties, and their agents who have made campaign contributions totaling more than \$500 (aggregated) to a Council Member over the past 12 months, must publicly disclose that fact for the official record of that agenda item. Disclosures must include the amount of the campaign contribution aggregated, and the name(s) of the campaign contributor(s) and Council Member(s). The disclosure may be made either in writing to the City Clerk prior to the agenda item consideration, or by verbal disclosure at the time of the agenda item consideration.

The foregoing statements do not constitute legal advice, nor a recitation of all legal requirements and obligations of parties/applicants and their agents. Parties and agents are urged to consult with their own legal counsel regarding the requirements of the law.

ADDITIONAL INFORMATION

Public documents related to an item on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the City Clerk's office located in Plymouth City Hall and at the time of the meeting. Persons interested in proposing an item for the City Council Agenda should contact a member of the City Council, or the City Manager.

NOTICE:

As presiding officer for this meeting, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disruptive conduct, and to enforce the rules of the Council.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (209) 245-6941 prior to the meeting.

CERTIFICATION OF POSTING OF AGENDA

I, Victoria McHenry, City Clerk for the City of Plymouth, declare that the foregoing agenda for October 23, 2025, Regular Meeting of the Plymouth City Council was posted and available for review on October 20, 2025, at the City Hall of the City of Plymouth, 9426 Main Street, Plymouth, California, 95669. The agenda is also available on the city website at cityofplymouth.org.

Signed at Plymouth, California

//s//

Victoria McHenry City Clerk

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PUBLIC COMMENT

From: [amy gomes](#)
To: [Victoria McHenry](#); [Cameron Begbie](#)
Cc: [Wendy Cranford](#); [Don Nunn](#); [Holger Hornisch](#); [Wendy Bottomley](#); [Deborah Dill](#); boneto@amadorgov.org
Subject: Public Comment for matters not on the agenda; Unauthorized Flock Camera Installations and Lack of Council Oversight
Date: Wednesday, October 15, 2025 3:22:46 PM

Dear Councilmembers and Interim City Manager,

I am submitting this comment for matters not on the agenda, regarding the installation and operation of Flock Safety Automatic License Plate Reader (ALPR) cameras within the City of Plymouth.

Through a Public Records Act request, I obtained documentation showing that Flock Safety received two encroachment permits from City staff, one in February 2024 for cameras contracted by the Zinfandel Ridge Homeowners Association (on city roads), and another in April 2025 for a camera installed along Shenandoah Road under contract with the Amador County Sheriff's Office.

It is my understanding from the documents received that, In both cases, no City Council action, public hearing, or policy adoption occurred. The permits were issued administratively by staff, meaning the City effectively authorized surveillance equipment to be installed on public property without public oversight or a lawful policy framework.

California Civil Code §§ 1798.90.5–1798.90.55 require that any operator of an ALPR system maintain a publicly available written Usage and Privacy Policy specifying who can access data, how it's stored, and when it's deleted. The City of Plymouth provided no such policy in response to my PRA request. This means data from cameras operating on City streets may be being collected, stored, and shared without compliance with state privacy law or local control. I am hopeful that ACSO is complying with California Civil Code §§ 1798.90.5–1798.90.55 but will not know until that PRA is provided to me. Even so, that is not enough.

The City Council, not administrative staff, is the only body authorized to approve surveillance technology or establish policy for its use. Yet residents have received no notice that their movements are being recorded every time they drive on public streets within City limits. There is also no public record of how long this data is being retained, who has access to it, or what security measures are in place to protect citizens' information.

I respectfully request that the Council take immediate action by directing staff to suspend all Automatic License Plate Reader (ALPR) operations within the City until a lawful policy is adopted, agendizing this matter for formal review and discussion, and investigating how these permits were issued without Council authorization and whether this process violated state privacy law or the City's own administrative authority.

Sincerely,
Amy Gomes

CC: Supervisor Brian Oneto

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**PRESENTATIONS
PROCLAMATIONS
APPOINTMENTS**

5.1

CORRESPONDENCE

5.2



CITY OF PLYMOUTH CITY COUNCIL
REGULAR MEETING MINUTES DRAFT
Thursday September 25, 2025
6:30 PM

City Council Chambers - 9426 Main Street - Plymouth, CA

Don Nunn, Vice Mayor
Wendy Bottomley, Council Member

Holger Hornisch, Council Member
Deborah Dill, Council Member

MISSION STATEMENT

The City of Plymouth preserves our small-town atmosphere and provides fiscally responsible services that fulfill public needs while protecting their quality of life.

- 1. CALL TO ORDER/ROLL CALL:** Called to order at 6:30 pm
- COUNCIL MEMBERS' PRESENT:** Wendy Cranford, Don Nunn, Deborah Dill, Holger Hornisch
- COUNCIL MEMBERS ABSENT:** Wendy Bottomley
- STAFF/ADVISORY PRESENT:** Andreas Booher, City Attorney, Cameron Begbie, Interim City Manager, Victoria McHenry, City Clerk, Dana Knight, Audio/Video Technician
- STAFF/ADVISORY ABSENT:** None
- Flag Salute led by Mayor Cranford**

Mayor Cranford asked for grace as this meeting we have started using Zoom again. She also asked anyone who has a comment card filled out to please give them to Interim City Manager Begbie and he will take them to the City Clerk.

2. APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA OF SEPTEMBER 25, 2025

City Clerk McHenry noted that there was a numerical error on the published agenda that she will correct. City Attorney Booher asked to move Item 7.4 to Item 7.1. Mayor Cranford asked that Ms. Springer defer to after the budget item. Ms. Springer agreed to that change.

Council Member Dill motioned to approve the City Council Regular Meeting Agenda for September 25, 2025, with amendments. Second by Vice Mayor Nunn. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

3. REGULAR MEETING PUBLIC COMMENT

Jon Colburn addressed rumors about Senator Alvarado-Gills recent visit. He feels the tribe has obligations to the City and warned them to be cautious regarding Plymouth's sustainability.

Butch Cranford stated he feels the casino is an illegal project and that we have no legal obligation to do anything regarding the casino. He would like a Meet and Confer meeting held.

Rosemarie Moody asked about Margaret Roberts being in City Hall. She wants to know why and questioned the integrity of the council regarding the issue.

4. PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS:

4.1 DISCUSSION AND POSSIBLE ACTION TO APPOINT CITY CLERK MCHENRY AND INTERIM CITY MANAGER BEGBIE AS PRIMARY AND ALTERNATE CIRA BOARD REPRESENTATIVES FOR THE CITY OF PLYMOUTH.

Council Member Hornisch motioned to Appoint City Clerk McHenry and Interim City Manager Begbie as Primary and Alternate CIRA Board Representatives for the City of Plymouth. Second by Vice Mayor Nunn. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

5. CONSENT CALENDAR ITEMS:

5.1 CORRESPONDENCE: NONE

5.2 APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 11, 2025

Council Member Dill motioned to Approve the Consent Calendar as presented. Second by Vice Mayor Nunn. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

6. PUBLIC HEARINGS: NONE

7. REGULAR AGENDA ITEMS:

7.1 ADOPT RESOLUTION 2025-22 ADOPTING THE REVISED ANNUAL PROPOSED BUDGET AND FUND BALANCE PROJECTIONS FOR FISCAL YEAR 2025/26

Written public comment was submitted by Marianne Akerland.

Leif Perrson explained that residents of Zinfandel Ridge pay a Mello Roos/CFD each year. He is requesting a formal advisory committee be established to manage these funds.

Rosemarie Moody wondered why amounts are estimated instead of actual figures. She feels no accounting is being done. Ms. Moreno also asked for an explanation of employee benefits and how they work.

After Finance Director Heath presented the proposed budget, Mayor Cranford wanted to acknowledge and state that the decisions made by the possible passing of this budget have not been taken lightly. She also thanked Finance Director Heath for all his hard work on getting the budget prepared. Council Member Hornisch suggested that forming a formal advisory committee be part of the budget approval process. City Attorney Booher stated that his recommendation is to not add is as a conditional budget approval, but to adopt it as presented with the direction to resolve the identified issues. Council Member Hornisch motioned to Adopt Resolution 2025-22 Adopting the Revised Annual Proposed Budget and Fund Balance Projections for Fiscal Year 2025-26. Second by Vice Mayor Nunn. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

7.2 DISCUSSION AND DIRECTION TO STAFF REGARDING INITIATION OF RECRUITMENT FOR THE PERMANENT CITY MANAGER POSITION

Butch Cranford commented that he'd met with Interim City Manager Begbie and hopes that he will seriously consider applying for the permanent City Manager position.

After council discussion the council decided by consensus for City Attorney Booher and City Clerk McHenry to work on recruitment of a permanent City Manager.

7.3 REVIEW AND DISCUSSION OF CITY COUNCIL POLICIES CC-005, CC-009 AND CC-021

Vice Mayor Nunn made a motion to repeal CC-005 City Attorney Communications Policy. Second by Council Member Dill. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

Rosemarie Moody agreed with changing the policy and removing the 23-month item from CC-009.

Butch Cranford agreed with Ms. Moody's statement. He supports removing the 23-month item as well.

Council Member Hornisch made a motion to CC-009 Designation of City Council Officers Policy. Second by Vice Mayor Nunn with section 1c and 111c removed. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

Butch Cranford commented that we owed it to our founding fathers to have an invocation before each meeting.

Council Member Hornisch made a motion to CC-021 Council Meeting Agenda Policy. Second by Vice Mayor Nunn removing section 3 and amend 5a and b to reflect two head nods instead of three. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

7.4 PROFESSIONAL SERVICES AGREEMENT WITH 3E BUSINESS SOLUTIONS TO PROVIDE ACCOUNTING SERVICES FOR AN AMOUNT NOT TO EXCEED \$45,000.

Butch Cranford spoke in support of Denise Springer and stated she was a strong and honest woman.

This item was presented after Item 7.1. Vice Mayor Nunn motioned to Approve Professional Services Agreement with 3E Business Solutions to Provide Accounting Services for an Amount Not to Exceed \$45,000. Second by Council Member Dill. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

8. COUNCIL/STAFF COMMUNICATIONS – Brief reports on matters of general interest

9. CITY MANAGER'S REPORT

Interim City Manager Begbie stated he visited with the City Manager of Lone to discuss sharing tools and skill sets with them. He talked about issues of concern regarding the Haunted Forest and was pleased to see the parties involved working out their issues. Interim City Manager Begbie reached out to the sheriff's department for added support during the nights that the Haunted Forest were open. He sat down with the Greilich Ranch developers regarding their progress. Their biggest issue holding them back is water. He wants to sit down with other groups that are needing water services and see if they can work together to help that come to fruition. Interim City Manager Begbie met with Republic Services, and they informed him they would be proposing a rate change for us shortly. He will furnish the City with the rate proposal once received. Interim City Manager Begbie and City Clerk McHenry went to the opening of the Frankly Bluegrass Festival, and he stated it was an honor to open the event. He also mentioned that Senator Alvarado Gill did come to meet with him. He clarified what she mentioned regarding state intervention, and she stated that it was just something to put on our radar. Senator Alvarado Gill was encouraged by our proposed budget and ideas for producing City revenue. She was concerned with our relationship with the tribe and encouraged us to work with them. Interim City Manager Begbie wanted to state the budget staff decisions were not taken lightly.

He feels that the City is on the right track to move forward.

Butch Cranford invited Senator Alvarado Gill to assist us in our relationship with the tribe. He would like the Interim City Manager to ask Senator to request the documents he is asking for from the tribe.

Elizabeth Pinotti stated she was so pleased to state for the first time when an issue came up for them it was handled quickly and resolved. She feels the City is moving in a great direction and hopes it stays that way.

10. MAYOR & COUNCIL MEMBERS' REPORTS AND COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Council Member Hornisch asked about the water and sewer rates. City Attorney Booher stated the rate study was stalled until the budget was passed. He stated he would try to get NBS here at the 2nd meeting in October for an update. Council Member Hornisch would like to talk about setting up a CFD Advisory Committee and a Meet and Confer regarding the casino.

Vice Mayor Nunn would like to upgrade the City Policy regarding the hiring practices. He would like to see that on an upcoming agenda. Vice Mayor Nunn would like to discuss Old Sacramento Road and see who is responsible for it. He also brought up the recent resignation from our City Treasurer and would like to have a discussion on how to move forward with appointment and citizen notification of the vacancy.

Mayor Cranford was invited to Farm Day at the fairgrounds, and she was unable to attend. Interim City Manager Begbie attended instead, and she thanked him for that. She appreciates all the creative ideas Interim City Manager Begbie has been coming up with and applauded him for his ingenuity. Mayor Cranford also appreciated him contracting with 3E Business Solutions to help get our city's financial needs in order. Mayor Cranford wanted to state to the citizens that we all have the same common goal in wanting to see Plymouth succeed. Her request is for people to partner with us instead of fighting against us. Mayor Cranford suggested that citizens consider the time and money being spent on issues they are bringing to staff. She would love for the whole community to ban together to creatively save the City money. Mayor Cranford would also like a Meet and Confer with the citizens regarding the casino. She would also like to have a discussion regarding a fundraiser for the Plymouth Pool.

Butch Cranford agreed with everything Mayor Cranford stated. He stated that he had simple questions regarding his PRA and that City Attorney Booher told him that all his questions would be answered in his PRA. He would like Senator Alvarado Gill to be asked to change the compact to reflect that Village Drive is not in their trust. Mr. Cranford asked if anyone else cared about the facts regarding the casino.

Rosemarie Moody asked about the water sewer rate study report and when it would be made public. City Attorney Booher clarified the report will be produced once direction is given.

ADJOURNED INTO CLOSED SESSION AT 9:13 PM

11. CLOSED SESSION:

11.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOV. CODE § 54956.9 SIGNIFICANT EXPOSURE TO LITIGATION: 2 CASES

12. ADJOURNMENT AT 10:42 PM WITH NO REPORTABLE ACTION TAKEN

Respectfully Submitted at Plymouth, California

//s//

Victoria McHenry City Clerk

5.3

10/09/25
15:18:06

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 9/25

Page: 1 of 4
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30198	S	370 4LEAF, INC.	5735.00	09/04/25		CL 3729	5735.00
30244	S	370 4LEAF, INC.	6660.00	09/25/25		CL 3793	6660.00
30259	S	381 ABSO TECHNOLOGIES, INC.	2103.80	09/30/25		CL 3730	2103.80
30205	S	299 ALLIANT INSURANCE SERVICE, INC	329.00	09/11/25		CL 3779	329.00
30206	S	26 AMADOR COUNTY FAIR	715.00	09/11/25		CL 3741	715.00
30207	S	35 AMADOR WATER AGENCY	22674.26	09/11/25		CL 3712	22674.26
30245	S	34 AMADOR WATER AGENCY	59608.11	09/25/25		CL 3713	59608.11
30260	S	35 AMADOR WATER AGENCY	592.34	09/30/25		CL 3870	592.34
30208	S	384 ANDY HEATH FINANCIAL SERVICES	1522.50	09/11/25		CL 3780	1522.50
30246	S	384 ANDY HEATH FINANCIAL SERVICES	3407.50	09/25/25		CL 3801	3407.50
30199	S	303 ASCENT ENVIRONMENTAL, INC	2188.34	09/04/25		CL 3769	2188.34
30223	S	303 ASCENT ENVIRONMENTAL, INC	6411.37	09/18/25		CL 3766	6411.37
30209	S	254 AT&T	217.37	09/11/25		CL 3739	217.37
30224	S	256 AT&T	31.54	09/18/25		CL 3725	31.54
30247	S	255 AT&T	95.59	09/25/25		CL 3727	95.59
30210	S	41 AT&T MOBILITY	712.55	09/11/25		CL 3740	712.55
30248	S	253 BAHALA NA CORP	442.78	09/25/25		CL 3720	442.78
30211	S	45 BEST BEST & KRIEGER	60290.83	09/11/25		CL 3775	60290.83
30261	S	45 BEST BEST & KRIEGER	1287.60	09/30/25		CL 3710	1287.60
30262	S	257 CA BUILDING STANDARDS COMMISSION	13.00	09/30/25		CL 3807	13.00
30212	S	66 CALIFORNIA LABORATORY SERVICES	959.00	09/11/25		CL 3724	959.00
30213	S	418 CALIFORNIA LANDSCAPING & DESIGN INC.	5750.00	09/11/25		CL 3773	5750.00
30225	S	999999 CALPERS	40.00	09/18/25		CL 3786	40.00
30226	S	75 CITY OF PLYMOUTH	1013.66	09/18/25		CL 3722	1013.66

10/09/25
15:18:06

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 9/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30214	S	76 CLARK PEST CONTROL	459.00	09/11/25		CL 3736	459.00
30249	S	78 COMCAST	156.44	09/25/25		CL 3711	156.44
30227	S	323 CSG CONSULTANTS, INC	3918.00	09/18/25		CL 3790	3918.00
30250	S	323 CSG CONSULTANTS, INC	1074.00	09/25/25		CL 3796	1074.00
30228	S	999999 DEBORAH JACKSON	138.69	09/18/25		CL 3698	138.69
30263	S	306 DEPT OF CONSERVATION	32.53	09/30/25		CL 3806	32.53
30229	S	73 FIRST-CITIZENS BANK & TRUST CO	311.40	09/18/25		CL 3748	311.40
30230	S	193 GENERAL CODE, LLC	764.00	09/18/25		CL 3791	764.00
30200	S	419 GUY LOILER	500.00	09/04/25		CL 3771	500.00
30243	S	999999 HALLS ELECTRIC INC	3000.00	09/23/25		CL 3798	3000.00
30201	S	124 HINDERLITER DE LIAMAS & ASSOCIATES	300.00	09/04/25		CL 3706	300.00
30251	S	137 JOHN ALLEN CONSTRUCTION, INC	10756.00	09/25/25		CL 3794	10756.00
30252	S	351 JULIA GELARDI	500.00	09/25/25		CL 3799	500.00
30231	S	292 LABOR LAW POSTER SERVICE	99.50	09/18/25		CL 3785	99.50
30215	S	147 LEDGER DISPATCH	315.44	09/11/25		CL 3767	315.44
30232	S	147 LEDGER DISPATCH	307.74	09/18/25		CL 3789	307.74
30253	S	147 LEDGER DISPATCH	94.28	09/25/25		CL 3797	94.28
30233	S	328 LIEBERT CASSIDY WHITMORE	900.00	09/18/25		CL 3784	900.00
30216	S	412 MBK ENGINEERS	5125.00	09/11/25		CL 3781	5125.00
30234	S	412 MBK ENGINEERS	6401.00	09/18/25		CL 3782	6401.00
30264	S	275 MICHAEL B. SULLIVAN	50.00	09/30/25		CL 3804	50.00
30202	S	89 MICHELE GERMAN-DAVIS	2410.00	09/04/25		CL 3728	2410.00
30235	S	305 NAPA AUTO PARTS	29.39	09/18/25		CL 3788	29.39
30236	S	164 NBS	1350.00	09/18/25		CL 3733	1350.00

10/09/25
15:18:06

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 9/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30237	S	169 NV5 INC	317.50	09/18/25		CL 3783	317.50
-99929	E	178 PACIFIC GAS & ELECTRIC	142.16	09/04/25	9/25	CL 3752	142.16
-99928	E	178 PACIFIC GAS & ELECTRIC	4.73	09/04/25	9/25	CL 3753	4.73
-99927	E	178 PACIFIC GAS & ELECTRIC	23.82	09/04/25	9/25	CL 3754	23.82
-99926	E	178 PACIFIC GAS & ELECTRIC	77.52	09/04/25	9/25	CL 3755	77.52
-99925	E	178 PACIFIC GAS & ELECTRIC	1396.06	09/04/25	9/25	CL 3756	1396.06
-99924	E	178 PACIFIC GAS & ELECTRIC	454.87	09/04/25	9/25	CL 3757	454.87
-99923	E	178 PACIFIC GAS & ELECTRIC	71.59	09/04/25	9/25	CL 3758	71.59
-99922	E	178 PACIFIC GAS & ELECTRIC	28.38	09/04/25	9/25	CL 3759	28.38
-99921	E	178 PACIFIC GAS & ELECTRIC	127.00	09/04/25	9/25	CL 3770	127.00
-99919 *	E	178 PACIFIC GAS & ELECTRIC	35.96	09/18/25	9/25	CL 3749	35.96
-99918	E	178 PACIFIC GAS & ELECTRIC	24.65	09/18/25	9/25	CL 3750	24.65
-99917	E	178 PACIFIC GAS & ELECTRIC	12082.86	09/18/25	9/25	CL 3751	12082.86
-99916	E	178 PACIFIC GAS & ELECTRIC	21.83	09/18/25	9/25	CL 3761	21.83
-99915	E	178 PACIFIC GAS & ELECTRIC	46.65	09/18/25	9/25	CL 3762	46.65
-99914	E	178 PACIFIC GAS & ELECTRIC	1103.33	09/18/25	9/25	CL 3763	1103.33
-99913	E	178 PACIFIC GAS & ELECTRIC	19.42	09/18/25	9/25	CL 3764	19.42
-99912	E	178 PACIFIC GAS & ELECTRIC	14.59	09/18/25	9/25	CL 3765	14.59
-99920 C	E	181 PAYCHEX INC.	0.00	09/11/25		CL 3714	
30238	S	181 PAYCHEX INC.	542.90	09/18/25		CL 3723	542.90
30254	S	360 PLYMOUTH FOOTHILLS ROTARY	2000.00	09/25/25		CL 3800	2000.00
30255	S	383 QUADIENT FINANCE USA INC	718.46	09/25/25		CL 3745	718.46
30217	S	421 REPUBLIC SERVICES #594	57.76	09/11/25		CL 3777	57.76
30239	S	343 SAM FABILA	500.00	09/18/25		CL 3792	500.00

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30218	S	201 SHENANDOAH STATION	3394.04	09/11/25		CL 3737	3394.04
30203	S	141 SUPERIOR PLUS ENERGY SERVICES INC	15.36	09/04/25		CL 3718	15.36
30219	S	141 SUPERIOR PLUS ENERGY SERVICES INC	1.28	09/11/25		CL 3778	1.28
30220	S	420 THEODORE H WILLIAMSON	500.00	09/11/25		CL 3774	500.00
30265	S	318 THOMAS MIKKELSEN	50.00	09/30/25		CL 3805	50.00
30221	S	999999 VICINI'S LLC	41.99	09/11/25		CL 3776	41.99
30240	S	245 WALKER'S OFFICE SUPPLIES INC	206.27	09/18/25		CL 3719	206.27
30266	S	245 WALKER'S OFFICE SUPPLIES INC	130.98	09/30/25		CL 3802	130.98
30241	S	247 WEBER, GHIO & ASSOCIATES, INC	6905.70	09/18/25		CL 3707	6905.70
30204	S	260 WELLS FARGO	9847.15	09/04/25		CL 3747	9847.15
30242	S	260 WELLS FARGO	500.00	09/18/25		CL 3787	500.00
30256	S	260 WELLS FARGO	2635.23	09/25/25		CL 3795	2635.23
30257	S	322 WILKINSON PORTABLES INC	216.00	09/25/25		CL 3709	216.00
30267	S	269 WILLIAM L. KLAPROTH JR.	50.00	09/30/25		CL 3803	50.00
30222	S	393 WIZIX TECHNOLOGY GROUP, INC	247.47	09/11/25		CL 3772	247.47
30258	S	393 WIZIX TECHNOLOGY GROUP, INC	175.37	09/25/25		CL 3744	175.37

Total for Claim Checks **266522.43**
Count for Claim Checks 88

* denotes missing check number(s)

of Checks: 88 Total: 266522.43

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Claim					Line Amount	Disc	\$						Account
-99929	E	178 PACIFIC GAS & ELECTRIC			142.16		9/25	09/04/25					
3752					142.16		9/25		1	551000	731000		101001
		08/27/25 18565 Empire Street			142.16								
-99928	E	178 PACIFIC GAS & ELECTRIC			4.73		9/25	09/04/25					
3753					4.73		9/25		1	551000	731000		101001
		08/27/25 18358 Empire Street			4.73								
-99927	E	178 PACIFIC GAS & ELECTRIC			23.82		9/25	09/04/25					
3754					23.82		9/25		40	600000	731000		101001
		08/27/25 Shennandoah Rd SS Hwy 49 E 150			23.82								
-99926	E	178 PACIFIC GAS & ELECTRIC			77.52		9/25	09/04/25					
3755					77.52		9/25		40	600000	731000		101001
		08/27/25 E/Plymouth			77.52								
-99925	E	178 PACIFIC GAS & ELECTRIC			1396.06		9/25	09/04/25					
3756					1396.06		9/25		1	511000	731000		101001
		08/27/25 9426 Main Street			465.35				40	600000	731000		101001
		08/27/25 9426 Main Street			465.35				50	700000	731000		101001
		08/27/25 9426 Main Street			465.36								
-99924	E	178 PACIFIC GAS & ELECTRIC			454.87		9/25	09/04/25					
3757					454.87		9/25		50	700000	731000		101001
		08/27/25 7151 Old Sacramento Road			454.87								
-99923	E	178 PACIFIC GAS & ELECTRIC			71.59		9/25	09/04/25					
3758					71.59		9/25		1	551000	731000		101001
		08/27/25 9395 Main Street			71.59								
-99922	E	178 PACIFIC GAS & ELECTRIC			28.38		9/25	09/04/25					
3759					28.38		9/25		10	560000	731000		101001
		08/27/25 Hwy 49 WS Main St N 250 ft			14.19				50	700000	731000		101001
		08/27/25 Hwy 49 WS Main St N 250 ft			14.19								
-99921	E	178 PACIFIC GAS & ELECTRIC			127.00		9/25	09/04/25					
3770					127.00		9/25		1	531000	731000		101001
		08/27/25 18500 Sherwood St			127.00								

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Check #	Type	Vendor/Employee/Payee Number/Name	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org Acct	Object	Proj	Cash Account
Claim		Invoice #/Inv Date/Description	Line Amount	Disc	\$						
-99919	E	178 PACIFIC GAS & ELECTRIC	35.96	9/25	09/18/25						
3749		09/05/25 End/Burke Dr @ White Oak	35.96	9/25			40	600000	731000		101001
-99918	E	178 PACIFIC GAS & ELECTRIC	24.65	9/25	09/18/25						
3750		09/05/25 End/Burke Dr @ White Oak	24.65	9/25			40	600000	731000		101001
-99916	E	178 PACIFIC GAS & ELECTRIC	21.83	9/25	09/18/25						
3761		09/08/25 CFD 2016-1 Zin Serv District	21.83	9/25			80	519000	731000		101001
-99915	E	178 PACIFIC GAS & ELECTRIC	46.65	9/25	09/18/25						
3762		09/09/25 W/O Hwy 49 Main St	46.65	9/25			10	560000	731000		101001
-99914	E	178 PACIFIC GAS & ELECTRIC	1103.33	9/25	09/18/25						
3763		09/12/25 Street Lights	1103.33	9/25			10	560000	731000		101001
-99913	E	178 PACIFIC GAS & ELECTRIC	19.42	9/25	09/18/25						
3764		09/12/25 Cornerof Hwy 49, S/O Zinf Pkw	19.42	9/25			40	600000	731000		101001
-99912	E	178 PACIFIC GAS & ELECTRIC	14.59	9/25	09/18/25						
3765		09/12/25 CFD 2016-1 Vintner & Sommelier	14.59	9/25			80	519000	731000		101001
30198	SC	370 4LEAF, INC.	5735.00	9/25	09/04/25						
3729		07/31/25 Planning Fees	5735.00	9/25			1	542000	761000		101001
		07/31/25 Greillich	4578.75				1	280020			101001
			1156.25								
30199	SC	303 ASCENT ENVIRONMENTAL, INC	2188.34	9/25	09/04/25						
3769		07/14/25 Pro Serv 06-01-25 to 06-30-25	2188.34	8/25			1	280020			101001

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30200	SC	419 GUY LOILER	500.00	9/25	09/04/25						
3771			500.00	9/25							
		09/04/25 Sounds of September	500.00				2	560000	770300		101001
30201	SC	124 HINDERLITER DE LIAMAS & ASSOCIATE	300.00	9/25	09/04/25						
3706			300.00	9/25			1	519000	761000		101001
		08/31/25 Sales Tax-July-Sept 25	300.00								
30202	SC	89 MICHELE GERMAN-DAVIS	2410.00	9/25	09/04/25						
3728			2410.00	9/25			1	511000	761000		101001
		09/01/25 Web Site	2410.00								
30203	SC	141 SUPERIOR PLUS ENERGY SERVICES INC	15.36	9/25	09/04/25						
3718			15.36	9/25			1	511000	721900		101001
		09/02/25 9426 Main Street	15.36				1	551000	721900		101001
		18565 Emplire st	0.00				40	600000	721900		101001
		8816 Sommelier/booster pump st	0.00								
30204	SC	260 WELLS FARGO	9847.15	9/25	09/04/25						
3747			9847.15	9/25			1	531000	740700		101001
		08/03/25 Amazon PW Cira Grant	6384.17				50	700000	740700		101001
		08/03/25 Amazon WWTP	202.45				1	511000	720100		101001
		08/03/25 Amazon/Cap Directories	704.89				2	560000	770300		101001
		08/03/25 Amazon PH	80.72				1	532000	755000		101001
		08/03/25 Trench & Traffic Signs	655.50				1	554000	720400		101001
		08/03/25 Pool Snacks	135.88				1	511000	784000		101001
		08/03/25 MS/Zoom/8x8 Phone	540.07				1	511000	712000		101001
		08/03/25 SW/CALOC	931.96				1	511000	720800		101001
		08/03/25 Soc Sec Admin	80.00				1	511000	770700		101001
		08/03/25 GH	114.48				1	512000	720100		101001
		08/03/25 Amazon-City Council	17.03								
30205	SC	299 ALLIANT INSURANCE SERVICE, INC	329.00	9/25	09/11/25						
3779			329.00	9/25			2	560000	770300		101001
		09/05/25 SOS Premium/taxes/fees	329.00								
30206	SC	26 AMADOR COUNTY FAIR	715.00	9/25	09/11/25						
3741			715.00	9/25							

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-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
30207	SC	35 AMADOR WATER AGENCY	22674.26	9/25	09/11/25						
3712		09/05/25 Water Plant	22674.26	9/25			40	600000	767000		101001
		09/05/25 Water Distribution	625.64				40	600000	740600		101001
		09/05/25 Waste Water	19209.00				50	700000	767000		101001
30208	SC	384 ANDY HEATH FINANCIAL SERVICES	1522.50	9/25	09/11/25						
3780		09/10/25 Finance Consult Serv	1522.50	9/25			1	514000	761000		101001
30209	SC	254 AT&T	217.37	9/25	09/11/25						
3739		09/06/25 9391047017	217.37	9/25			50	700000	732000		101001
		09/06/25 9391047027	46.55				50	700000	732000		101001
		09/06/25 9391047035	124.27				1	511000	732000		101001
30210	SC	41 AT&T MOBILITY	712.55	9/25	09/11/25						
3740		09/01/25 CM Devices	712.55	9/25			1	511000	732000		101001
		09/01/25 PW Devices	178.13				1	531000	732000		101001
		09/01/25 Water Devices	178.14				40	600000	732000		101001
		09/01/25 WWTP Devices	178.14				50	700000	732000		101001
30211	SC	45 BEST BEST & KRIEGER	60290.83	9/25	09/11/25						
3775		06/13/25 Tax-Finance	60290.83	9/25			1	511000	762000		101001
		06/13/25 SHW	191.40				1	460201			101001
		06/13/25 Retainer (Overage)	613.70				1	511000	762000		101001
		09/10/25 Retainer	5899.20				1	511000	762000		101001
		09/10/25 Labor-Employment	6842.63				1	511000	762000		101001
		09/10/25 Arroyo Ditch	18701.70				1	511000	762000		101001
		09/10/25 Casino Project	1195.10				33	560000	762000		101001
		09/10/25 Public Records Act	387.60				1	560000	762000		101001
		09/10/25 Greillich	7628.50				1	511000	762000		101001
		09/10/25 Retainer (overage)	439.20				1	280020			101001
			18391.80				1	511000	762000		101001
30212	SC	66 CALIFORNIA LABORATORY SERVICES	959.00	9/25	09/11/25						
3724			959.00	9/25							

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-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
30213	SC	418 CALIFORNIA LANDSCAPING & DESIGN I	5750.00	9/25	09/11/25						
3773		09/04/25 ZR Monthly Services	5750.00	9/25			80	519000	740100		101001
30214	SC	76 CLARK PEST CONTROL	459.00	9/25	09/11/25						
3736		09/04/25 City Hall	459.00	9/25			1	531000	740100		101001
		09/04/25 Water Treatment Plant	128.00				40	600000	740100		101001
		09/04/25 18565 Empire Street	196.00				1	551000	740100		101001
		Ranch House	135.00				50	700000	740100		101001
			0.00								
30215	SC	147 LEDGER DISPATCH	315.44	9/25	09/11/25						
3767		08/29/25 Y479 Ad# 67524	315.44	9/25			1	542000	720300		101001
			315.44								
30216	SC	412 MBK ENGINEERS	5125.00	9/25	09/11/25						
3781		06/06/25 Pro Serv 4-1-25 to 5-31-25	5125.00	9/25			50	700000	761000		101001
			5125.00								
30217	SC	421 REPUBLIC SERVICES #594	57.76	9/25	09/11/25						
3777		08/31/25 Waste Overage	57.76	9/25			1	531000	740100		101001
			57.76								
30218	SC	201 SHENANDOAH STATION	3394.04	9/25	09/11/25						
3737		08/31/25 Fuel 07/03/25 to 08/28/25	3394.04	9/25			1	531000	721100		101001
			3394.04								
30219	SC	141 SUPERIOR PLUS ENERGY SERVICES INC	1.28	9/25	09/11/25						
3778		09/04/25 9426 Main Street	1.28	9/25			1	511000	721900		101001
			1.28								
30220	SC	420 THEODORE H WILLIAMSON	500.00	9/25	09/11/25						
3774		09/04/25 SOS-9/12/2025	500.00	9/25			2	560000	770300		101001
			500.00								

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Claim		Invoice #/Inv Date/Description	Line Amount	Disc	\$						
30221	SC	999999 VICINI'S LLC	41.99	9/25	09/11/25						
3776		07/30/25 Straw-Fair Booth	41.99			2		560000	770300		101001
30222	SC	393 WIZIX TECHNOLOGY GROUP, INC	247.47	9/25	09/11/25						
3772		07/22/25 4054ci	247.47	9/25							
		07/22/25 4054ci	33.07			1		511000	720100		101001
		07/22/25 4054ci	33.06			40		600000	720100		101001
		07/22/25 4054ci	33.07			50		700000	720100		101001
		07/22/25 P6035CDN	14.47			1		511000	720100		101001
		07/22/25 P6035CDN	14.47			40		600000	720100		101001
		07/22/25 P6035CDN	14.46			50		700000	720100		101001
		08/21/25 4054ci	30.29			1		511000	720100		101001
		08/21/25 4054ci	30.29			40		600000	720100		101001
		08/21/25 4054ci	30.29			50		700000	720100		101001
		08/21/25 P6035CDN	4.67			1		511000	720100		101001
		08/21/25 P6035CDN	4.67			40		600000	720100		101001
		08/21/25 P6035CDN	4.66			50		700000	720100		101001
30223	SC	303 ASCENT ENVIRONMENTAL, INC	6411.37	9/25	09/18/25						
3766		09/15/25 Pro Ser 8-1-25 to 8-31-25	6411.37	9/25		1		280020			101001
30224	SC	256 AT&T	31.54	9/25	09/18/25						
3725		09/07/25 Monthly Services	31.54	9/25		40		600000	732000		101001
30225	SC	999999 CALPERS	40.00	9/25	09/18/25						
3786		09/05/25 SSA annual fee	40.00	9/25		1		519000	720800		101001
30226	SC	75 CITY OF PLYMOUTH	1013.66	9/25	09/18/25						
3722		09/16/25 2016-01 Zinfandel Irrigation	1013.66	9/25		80		519000	770400		101001
30227	SC	323 CSG CONSULTANTS, INC	3918.00	9/25	09/18/25						
3790		09/12/25 Arco CEQA Review	3918.00	9/25		1		280026			101001

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Claim		Invoice #/Inv Date/Description	Line Amount	Disc	\$						Cash
30228	SC	999999 DEBORAH JACKSON	138.69	9/25	09/18/25						
3698			138.69	9/25							
		08/18/25 WS Overpayment Refund	138.69				40	220002			101001
30229	SC	73 FIRST-CITIZENS BANK & TRUST CO	311.40	9/25	09/18/25						
3748			311.40	9/25							
		09/11/25 TASKALFA 4054CI	103.80				1	511000	761000		101001
		09/11/25 TASKALFA 4054CI	103.80				40	600000	761000		101001
		09/11/25 TASKALFA 4054CI	103.80				50	700000	761000		101001
30230	SC	193 GENERAL CODE, LLC	764.00	9/25	09/18/25						
3791			764.00	9/25							
		09/15/25 Municipal Code	764.00				1	513000	720905		101001
30231	SC	292 LABOR LAW POSTER SERVICE	99.50	9/25	09/18/25						
3785			99.50	9/25							
		09/12/25 LLPS Renewal	99.50				1	511000	781000		101001
30232	SC	147 LEDGER DISPATCH	307.74	9/25	09/18/25						
3789			307.74	9/25							
		09/05/25 Ad# 67514/67638	307.74				1	512000	720300		101001
30233	SC	328 LIEBERT CASSIDY WHITMORE	900.00	9/25	09/18/25						
3784			900.00	9/25							
		09/12/25 GCERC 7-1-25 to 6-30-26	900.00				1	511000	712000		101001
30234	SC	412 MBK ENGINEERS	6401.00	9/25	09/18/25						
3782			6401.00	9/25							
		09/05/25 Pro Ser 8-1-25 to 8-31-25	6401.00				50	700000	761000		101001
30235	SC	305 NAPA AUTO PARTS	29.39	9/25	09/18/25						
3788			29.39	9/25							
		08/31/25 Vehicle Maint	29.39				1	531000	785000		101001
30236	SC	164 NBS	1350.00	9/25	09/18/25						
3733			1350.00	9/25							

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30237	SC	169 NV5 INC	09/05/25 User Fee Study	450.00	9/25	09/18/25		1	511000	761000	101001
3783			09/05/25 User Fee Study	450.00	9/25			40	600000	761000	101001
			09/05/25 User Fee Study	450.00				50	700000	761000	101001
30238	SC	181 PAYCHEX INC.	09/11/25 CoPWWTP	317.50	9/25	09/18/25		50	700000	763000	101001
3723			08/28/25 Payroll	542.90	9/25	09/18/25		1	511000	781000	101001
30239	SC	343 SAM FABILA	09/16/25 SOS	500.00	9/25	09/18/25		2	560000	770300	101001
3792				500.00	9/25			1	511000	720100	101001
30240	SC	245 WALKER'S OFFICE SUPPLIES INC	09/11/25 Bright Paper	206.27	9/25	09/18/25		1	511000	720100	101001
3719			09/11/25 Soap/Liner	109.98	9/25			1	531000	740100	101001
30241	SC	247 WEBER, GHIO & ASSOCIATES, INC	09/10/25 General City Engineering	6905.70	9/25	09/18/25		1	518000	763000	101001
3707			09/10/25 9424 Pacific St-HE	1804.00	9/25			1	532000	740800	101001
			09/10/25 9451 Main St	489.50				1	532000	740800	101001
			09/10/25 18725 CA-49	267.00				1	280026		101001
			09/10/25 18190 Sutter St	222.50				1	532000	740100	101001
			09/10/25 Water Sys-GE	654.25				1	532000	763000	101001
			09/10/25 Wasterwater Sys-GE	454.70				1	532000	763000	101001
			09/10/25 Arroyo Ditch Damage	764.90				1	518000	763000	101001
			09/10/25 Greilich Ranch Prelim Stud	188.00				1	280020		101001
			09/10/25 Building Inspection	49.50				1	541000	763100	101001
			09/10/25 McGee Park	396.10				68	560000	770800	101001
			09/10/25 Code Enforcement	329.50				1	552000	766000	101001
			09/10/25 ZR Drain & Maint Issues	181.25				1	280010		101001
				1104.50							
30242	SC	260 WELLS FARGO	09/08/25 Office Supplies	500.00	9/25	09/18/25		1	511000	720100	101001
3787				500.00	9/25						

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Claims and/or Payroll Checks List
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Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org Acct	Object	Proj	Cash Account
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30243	SC	999999 HALLS ELECTRIC INC	3000.00	9/25	09/23/25						
3798			3000.00	9/25							
		09/09/25 McGee Park Repair	3000.00				1	531000	740700		101001
30244	SC	370 4LEAF, INC.	6660.00	9/25	09/25/25						
3793			6660.00	9/25							
		08/31/25 Planning Fees	6151.25				1	542000	761000		101001
		08/31/25 Greillich	508.75				1	280020			101001
30245	SC	34 AMADOR WATER AGENCY	59608.11	9/25	09/25/25						
3713			59608.11	9/25							
		09/12/25 Service Charge	17495.66				40	600000	729200		101001
		09/12/25 Water Consumption	37046.34				40	600000	729100		101001
		09/12/25 Water Debt Service	5066.11				40	600000	729200		101001
30246	SC	384 ANDY HEATH FINANCIAL SERVICES	3407.50	9/25	09/25/25						
3801			3407.50	9/25			1	514000	761000		101001
		09/24/25 Finance Consult Services	3407.50								
30247	SC	255 AT&T	95.59	9/25	09/25/25						
3727			95.59	9/25							
		09/10/25 WWTP Internet	95.59				50	700000	732000		101001
30248	SC	253 BAHALA NA CORP	442.78	9/25	09/25/25						
3720			442.78	9/25							
		08/31/25 Vets Park Timer	7.53				1	551000	740500		101001
		08/31/25 Lock/Keys-PW	226.03				1	531000	740100		101001
		08/31/25 FL/PVC/PBanner/Keys/Tape	125.29				1	531000	740500		101001
		08/31/25 Vets Park	16.78				1	551000	740100		101001
		08/31/25 Marking Paint/Keys	30.55				50	700000	740500		101001
		08/31/25 Marking Paint	21.53				40	600000	740500		101001
		08/31/25 Mounting Strips	8.18				1	511000	740100		101001
		08/31/25 Weedeater Oil	6.89				1	531000	740700		101001
30249	SC	78 COMCAST	156.44	9/25	09/25/25						
3711			156.44	9/25							
		09/16/25 Internet	156.44				1	511000	784000		101001

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Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org	Acct	Object	Proj	Cash Account
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30250	SC	323 CSG CONSULTANTS, INC	1074.00	9/25	09/25/25							
3796		07/17/25 ARCO CEQA	1074.00	9/25			1		280026			101001
			1074.00									
30251	SC	137 JOHN ALLEN CONSTRUCTION, INC	10756.00	9/25	09/25/25							
3794		09/11/25 McGee Park Renovation Project	10756.00	9/25			68		560000	770800		101001
			10756.00									
30252	SC	351 JULIA GELARDI	500.00	9/25	09/25/25							
3799		09/16/25 SOS-Doppelganger	500.00	9/25			2		560000	770300		101001
			500.00									
30253	SC	147 LEDGER DISPATCH	94.28	9/25	09/25/25							
3797		09/12/25 Ad# 67693	94.28	9/25			1		511000	720300		101001
			94.28									
30254	SC	360 PLYMOUTH FOOTHILLS ROTARY	2000.00	9/25	09/25/25							
3800		08/26/25 Harvest Festival 2025	2000.00	9/25			2		560000	770300		101001
			2000.00									
30255	SC	383 QUADIENT FINANCE USA INC	718.46	9/25	09/25/25							
3745		09/15/25 Postage/Ink	718.46	9/25			1		511000	720100		101001
		09/15/25 Postage/Ink	239.49				40		600000	720100		101001
		09/15/25 Postage/Ink	239.48				50		700000	720100		101001
			239.48									
30256	SC	260 WELLS FARGO	2635.23	9/25	09/25/25							
3795		09/03/25 Amazon	2635.23	9/25								
		09/03/25 Amazon	16.47				1		531000	740100		101001
		09/03/25 WF LC PCA	259.84				1		511000	720100		101001
		09/03/25 Purple Heart	88.13				1		511000	770700		101001
		09/03/25 Amazon	276.43				2		560000	770300		101001
		09/03/25 CMCA-Vicky	12.68				50		700000	728100		101001
		09/03/25 CMCA-Dana	300.00				1		513000	720800		101001
		09/03/25 Microsoft/Zoom	300.00				1		511000	720800		101001
		09/03/25 DMV	115.88				1		511000	784000		101001
		09/03/25 JB awards/Amazon-CC	1142.50				1		531000	785000		101001
			123.30				1		512000	720100		101001

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Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Invoice #/Inv Date/Description	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org Acct	Object	Proj	Account
30257	SC	322 WILKINSON PORTABLES INC		216.00	9/25	09/25/25						
3709		09/24/25 CORP YARD		216.00	9/25			1	531000	721700		101001
		09/24/25 SEWER PLANT		108.00				50	700000	721700		101001
				108.00								
30258	SC	393 WIZIX TECHNOLOGY GROUP, INC		175.37	9/25	09/25/25						
3744		09/23/25 P6035CDN		175.37	9/25			1	511000	720100		101001
		09/23/25 P6035CDN		2.30				40	600000	720100		101001
		09/23/25 P6035CDN		2.29				50	700000	720100		101001
		09/23/25 4054c1		2.29				1	511000	720100		101001
		09/23/25 4054c1		56.16				40	600000	720100		101001
		09/23/25 4054c1		56.16				40	600000	720100		101001
		09/23/25 4054c1		56.17				50	700000	720100		101001
30259	SC	381 ABSO TECHNOLOGIES, INC.		2103.80	9/25	09/30/25						
3730		09/01/25 Tech Support		2103.80	9/25			1	511000	784000		101001
				2103.80								
30260	SC	35 AMADOR WATER AGENCY		592.34	9/25	09/30/25						
3870		09/22/25 Consumer Confidence Report		592.34	9/25			40	600000	720900		101001
				592.34								
30261	SC	45 BEST BEST & KRIEGER		1287.60	9/25	09/30/25						
3710		08/18/25 Casino Project		1287.60	9/25			33	560000	762000		101001
		08/18/25 Arroyo Woods Subdivisio		775.20				1	280007			101001
				512.40								
30262	SC	257 CA BUILDING STANDARDS COMMISSION		13.00	9/25	09/30/25						
3807		10/01/25 Fees		13.00	9/25			1	202122			101001
				13.00								
30263	SC	306 DEPT OF CONSERVATION		32.53	9/25	09/30/25						
3806		10/01/25 Fees		32.53	9/25			1	202101			101001
				32.53								
30264	SC	275 MICHAEL B. SULLIVAN		50.00	9/25	09/30/25						
3804				50.00	9/25							

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Check #	Type	Vendor/Employee/Payee Number/Name	Check/Doc Amount	Period	Date Issued	PO #	Fund Org Acct	Object Proj	Account
Claim		Invoice #/Inv Date/Description	Line Amount	Disc \$					Cash

	09/29/25 Planning Comm Stipend		50.00			1	542000	709000	101001
30265	SC	318 THOMAS MIKKELSEN	50.00	9/25	09/30/25				
3805			50.00	9/25					
	09/29/25 Planning Comm Stipend		50.00			1	542000	709000	101001
30266	SC	245 WALKER'S OFFICE SUPPLIES INC	130.98	9/25	09/30/25				
3802			130.98	9/25					
	09/25/25 Liner/Towel		130.98			1	511000	740500	101001
30267	SC	269 WILLIAM L. KLAPROTH JR.	50.00	9/25	09/30/25				
3803			50.00	9/25					
	09/29/25 Planning Comm Stipend		50.00			1	542000	709000	101001
Claims Total # of Checks:	86	Total:	254439.57						
Grand Total # of Checks:	86	Total:	254439.57						

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Fund/Account		Amount
1 General Fund		
101001		126,897.33
2 TOR - Streets & Promotion Fund		
101001		4,728.14
10 Gas Tax Fund		
101001		1,164.17
33 Miwok Indian Project Fund		
101001		1,162.80
40 Water Enterprise Fund		
101001		66,316.56
50 Sewer Enterprise Fund		
101001		34,096.65
68 Redevelopment Project Fund		
101001		11,085.50
80 CFD 2016-01 ZR		
101001		6,800.08
Total:		252,251.23

5.4



CITY COUNCIL AGENDA ITEM NO. 5.4

10/23/2025

SUBJECT: ARCO Gas Station and Car Wash – Environmental Services

DEPARTMENT: Planning Department

STAFF: Erica Fraser, Planning Director
Magda Gonzalez, Senior Planner

TITLE

Adopt Resolution 2025-23 authorizing the execution of a Professional Services Agreement with CSG Consultants, Inc. for the completion of environmental consulting services for the ARCO Car Wash and Gas Station.

BACKGROUND

CSG Consultants, Inc. drafted an Initial Study/Mitigated Negative Declaration (IS/MND) for the ARCO Car Wash and Gas Station and the IS/MND was published for public comment February 2024. The City received a number of comments (including comments from outside agencies) and amendments were required to the IS/MND.

The draft IS/MND was then distributed for public review from May 5, 2025 – June 5, 2025 (the draft IS/MND was posted on the City’s website and CEQAnet and a notice was mailed to all property owners within 300 feet of the property and all agencies and persons requesting notice).

A significant number of comments were received during the public review period. The City’s consultant reviewed the comments and identified additional information and responses to adequately address the comments received. A revised budget to complete the IS/MND was submitted to the City for review on July 29, 2025. The City then forwarded the revised budget to the Applicant who then approved the additional amount on August 11, 2025.

The scope of work is included in the attached PSA (Exhibit A of Attachment 1). The Applicant has selected the optional costs related to the traffic study and therefore the total cost to the Applicant is \$27,900. Should the Council authorize the revised budget, the Applicant will be required to submit the full payment prior to CSG starting the identified work.



CITY COUNCIL AGENDA ITEM NO. 5.4

10/23/2025

The Applicant is also currently reviewing the project plans and has indicated that some modifications to the design may be forthcoming, based on feedback received. Once resubmitted, Staff will bring the design and layout for review by the Planning Commission during a Study Session. A date for the Study Session cannot be determined until the revised plans are submitted and reviewed by Staff.

DATE OF NOTICE

Public notice is not required for a consent item.

ENVIRONMENTAL DETERMINATION

The Project is subject to CEQA pursuant to Section 15060 Preliminary Review and Section 15063 Initial Study.

FISCAL IMPACT

All consulting fees incurred for the project will be paid by the ARCO Gas Station and Car Wash project applicant.

ATTACHMENT(S)

1. Resolution 2025-23 Approving Professional Services Agreement with the Professional Services Agreement (and revised budget) included as Exhibit A.

RESOLUTION NO. 2025-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLYMOUTH AUTHORIZING A CONTRACT AMENDMENT WITH CSG CONSULTANTS, INC. FOR ADDITIONAL WORK ON THE MITIGATED NEGATIVE DECLARATION FOR THE ARCO GAS STATION AND CAR WASH PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) (PROJECT 2022-09)

WHEREAS, the City of Plymouth distributed the Mitigated Negative Declaration for the Arco Gas Station and Car Wash Project, and comments were submitted by the public during the review period; and

WHEREAS, CSG identified additional work that was necessary to address the comments and concerns regarding the Mitigated Negative Declaration and submitted a budget amendment on July 29, 2025; and

WHEREAS, the ARCO Gas Station and Car Wash applicant agreed to the cost and scope of work provided by CSG Consultants, Inc.; and

WHEREAS, the City of Plymouth's Planning Department recommends accepting the budget amendment because it is cost effective and provides all necessary environmental services needed to properly evaluate the project under the California Environmental Quality Act;

WHEREAS, the City Council of the City of Plymouth grants the City Manager the authority to execute and update future budget amendments agreed upon by the Planning Department and the applicant without further review by the City Council and;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Plymouth authorizes the City Manager to execute a Professional Services Agreement with CSG Consultants, Inc., attached as Exhibit A, to complete the Initial Study/Mitigated Negative Declaration for ARCO Gas Station and Car Wash (Project 2022-09); and

THE FOREGOING RESOLUTION was duly passed and adopted by the City Council of the City of Plymouth at a meeting held on the 23rd day of October 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Wendy Cranford, Mayor

ATTEST:

Victoria McHenry, City Clerk

July 29, 2025

Ms. Erica Fraser
Planning Director
City of Plymouth
9426 Main Street
Plymouth, California 95669

Subject: Amendment of the Budget for the ARCO Commercial Center and Car Wash IS/MND

Dear Ms. Fraser:

CSG Consultants (CSG) is submitting this Amendment to the City of Plymouth, for additional funding, for the continued preparation and processing of the ARCO Commercial Center and Car Wash CEQA documentation. The preparation of responses to CEQA-related comments, received during the public review period, and attendance at a Planning Commission and a City Council meeting will require additional funding, as our funding has been exhausted. The following provides additional information to support our request for the budget augmentation:

1. **Project Management and Coordination:** *The preparation of response to comments will require a greater depth of review and coordination. The response effort will require additional hours of senior management oversight to further the completeness and defensibility of the document. Additional costs for management and coordination are anticipated to total \$3,500.*
2. **Preparation of Responses to Comments:** *As per the City's request, CSG will prepare responses to comments received on the Public Review Draft of the IS/MND. With coordination with the City, the City Attorney, the applicant team, and subconsultants, CSG will draft a response to comments document that addresses all questions received pertaining to CEQA. Comment letters will be bracketed and numbered, and responses will correlate with each numbered comment. Additional costs for CSG to prepare the responses to comments document are anticipated to total \$5,800.*

As part of the response to comments process, CSG's subconsultants will draft responses for each of the comments that pertain to their technical studies. The following provides additional information to support our request:

- a. **Preparation of Responses to Comments – Traffic:** *MAT Engineering will prepare responses to comments pertaining to traffic and circulation. This effort will require further coordination with the City to determine the level of response necessary for comments related to cumulative projects, specifically a casino referenced in the comments received. If the City is satisfied with the cumulative projects analysis that was included in the Public Review Draft IS/MND and no changes to the cumulative analysis are proposed, MAT's response to comments will be straightforward. The total cost for the response to comments for traffic-related comments is \$900. However, if the City determines that the casino shall be added as a cumulative project, a full update to the traffic study will be required to include the casino in the cumulative analysis. The total cost for the optional update to the traffic study is \$2,900.*

Additionally, MAT Engineering has been asked to attend the Planning Commission hearing and one site visit with the applicant and City staff immediately before the hearing. The hearing attendance will include both direct and indirect/hourly costs. Direct costs include items such as ground travel, air travel, lodging, meals, and fuel. The total cost for this task item request is \$2,400.

The total cost for MAT Engineering with this budget augmentation request is either \$3,300, which would include response to traffic comments and hearing attendance with no update to the traffic study, or \$6,200, which would include response to traffic comments, hearing attendance, and an update to the traffic study.

- b. **Preparation of Responses to Comments – Noise:** *Bollard Acoustical Consultants will prepare responses to comments pertaining to noise. Bollard Acoustical Consultants will prepare the responses to comments on a time and materials basis, not to exceed \$3,100.*
- c. **Preparation of Responses to Comments – Air Quality:** *Michael Baker International will prepare responses to comments pertaining to air quality. The total cost for this task item request is \$4,500.*

The total cost for response to comments, which would include CSG and subconsultants responses, is either \$14,300 or \$19,600, depending on the traffic review options selected by the City.

3. **CSG Attendance at Planning Commission and City Council Meetings:** *As per the City's request, CSG will attend one Planning Commission hearing and one City Council meeting for the project. The attendance at these meetings will include both direct and indirect costs, including ground travel, air travel, lodging, meals, and fuel. The total cost for this task item request is \$4,800.*

Depending on the traffic review options highlighted above, the total funding requested under this amendment is \$25,000 with no update to the traffic study, or \$27,900 with the update to the traffic study. Please advise on the City's preference with regard to the traffic options. Should there be any questions or need for clarifications, please do not hesitate to contact me at (714) 815-8124 or at glennl@csgengr.com.

Sincerely,



Glenn Lajoie, AICP
Principal, Director of Environmental Planning, CSG Consultants

5.5



CITY COUNCIL AGENDA ITEM NO. 5.5

10/23/2025

SUBJECT: Zoning Ordinance Amendments Related to the Adopted Objective Design Standards

DEPARTMENT: Planning Department

STAFF: Erica Fraser, AICP, Planning Director

TITLE

Conduct Second Reading, by Title Only, of an Ordinance amending Title 19 of the Plymouth Municipal Code (Zoning Ordinance) related to the adopted Design Guidelines for the City of Plymouth.

BACKGROUND

The City received funds from the State of California as part of the Local Early Action Planning (LEAP) grant to prepare Objective Design Standards for Multi-Family and Mixed-Use projects and necessary amendments to the Zoning Ordinance to comply with the Housing Accountability Act (HAA).

The Planning Commission reviewed the proposed Zoning Ordinance Amendments on March 20, 2025, during a Study Session. On August 21, 2025, the Planning Commission reviewed the proposed Zoning Ordinance amendments during a public hearing and adopted a Resolution recommending City Council approval of the design guidelines and Zoning Ordinance Amendment as proposed by a vote of 3-0-0.

On September 11, 2025, the City Council reviewed the proposed Zoning Ordinance amendments and the Design Guidelines and conducted a first reading of the Zoning Ordinance amendments and adopted Resolution 2025-20 approving the City of Plymouth Design Guidelines.

ANALYSIS

The Zoning Ordinance must be amended to refer to the objective design guidelines as well as the removal of sections which require subjective review or standards for housing



CITY COUNCIL AGENDA ITEM NO. 5.5

10/23/2025

projects and are inconsistent with State Law. The following Chapters are proposed to be amended:

- Chapter 19.28, Planned Development
- Chapter 19.56, Residential and Agricultural District
- Chapter 19.72, Landscaping
- Chapter 19.82, Fences, Walls, Gates and Screening

The proposed amendments are shown in Attachment 1

CONCLUSION

The proposed amendments to the Zoning Ordinance will ensure that the adopted guidelines are followed and will amend the Zoning Ordinance so that it is consistent with State Law. Staff recommends the City Council approve the proposed amendments to the Zoning Ordinance.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The proposed Design Guidelines and Zoning Ordinance amendments are exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines because the proposed amendments will not result in any direct physical change to the City and therefore the proposed amendments are not a project under CEQA and are exempt from further review (CEQA Guidelines, Section 15378).

FISCAL IMPACT

The Design Guidelines and Zoning Ordinance Amendments were prepared with help from the Local Early Action Policy (LEAP) grant.

ATTACHMENTS

1. Ordinance 2025-07 approving amendments to the Zoning Ordinance.

**ORDINANCE 2025-07 OF THE CITY COUNCIL OF THE CITY OF PLYMOUTH
AMENDING THE ZONING ORDINANCE (TITLE 19) RELATED TO THE CITY OF
PLYMOUTH DESIGN GUIDELINES AND TO COMPLY WITH STATE LAW**

WHEREAS, the City of Plymouth (“City”) is a municipal corporation, duly organized under the California Constitution and laws of the State of California; and

WHEREAS, the City of Plymouth received funds from the State of California as part of the Local Early Action Planning (LEAP) grant to prepare Objective Design Standards for Multi-Family and Mixed-Use projects; and

WHEREAS, the Zoning Ordinance must be amended to ensure compliance with the Design Guidelines and the Housing Accountability Act which requires cities to review projects against objective standards only; and

WHEREAS, the Planning Commission reviewed the proposed Design Guidelines and Zoning Ordinance amendments during a Study Session on March 20, 2025 and May 1, 2025; and

WHEREAS, on August 21, 2025, during a duly noticed public hearing, the Planning Commission adopted Resolution No. 2025-09 recommending City Council approval of the Design Guidelines and Zoning Ordinance Amendments; and

WHEREAS, the City Council held a noticed public hearing on the proposed Zoning Ordinance Amendments on September 11, 2025 at which time all interested parties had the opportunity to be heard; and

WHEREAS, proper noticed of said hearing was given as required by law; and

WHEREAS, the City Council did hear and consider all said reports, recommendations, and testimony herein and used its independent judgement to evaluate the proposed amendments; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Plymouth does hereby ordain as follows:

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

Section 2. Amendments to Chapter 19.28, Planned Development. This Chapter is hereby amended as follows:

Section 19.28.030(C) is hereby amended to read:

- C. Development Plan Design Objectives. The Development Plan proposal shall state how the following objective design standards will be addressed:

1. The bulk and height of buildings, land coverage, and design compatibility with adopted standards. The provisions of a system of pedestrian circulation that meets standards prescribed in the zoning code, together with landscaping and required treatment of any public areas.
2. The integration of off-street parking and loading areas into the overall vehicular circulation system.

Section 19.28.030(D)(8) is hereby amended to read:

8. Arrangement and spacing of buildings and structures.

Section 19.28.030(D)(11) is hereby deleted.

Section 3. Amendment to Chapter 19.56, Residential and Agricultural Districts. The beginning paragraph of 19.56.040, Development Standards is amended to read as follows:

The following development standards are applicable to the Zoning Districts. These standards, along with other development standards (e.g., landscaping requirements, parking standards) in this title and Citywide Objective Design and Development Standards, are intended to assist property owners and project designers in understanding the City's minimum requirements and expectations for high quality development.

Section 4. Amendments to Chapter 19.72, Landscaping. This Chapter is hereby amended as follows:

Section 19.72.020(B) is amended to read as follows:

- B. Existing Development. Where an existing nonresidential, mixed-use, and/or multifamily residential project requests an entitlement that increases the building square footage by 10% or more, the designated approving authority shall evaluate the existing landscape to ensure compliance with applicable requirements of this chapter.

Section 19.72.040(A) is amended to read as follows:

- A. Setbacks. All setback and open space areas required by the ordinance codified in this chapter, and easements for utilities and drainage courses, shall be landscaped, except where a required setback is screened from public view.

Section 19.72.040(D)(6) is amended to read as follows:

6. Location of Landscaping. Parking lot landscaping shall be located so that pedestrians are not required to cross unpaved or landscaped areas to reach

building entrances from parked cars. Landscaping shall be evenly dispersed throughout the parking area. Use of an orchard-style planting scheme (placement of trees in uniformly spaced rows) is encouraged for larger parking areas. Parking lots with more than 100 spaces shall provide a concentration of landscape elements at primary entrances, including specimen trees, flowering plants, enhanced paving, and project identification.

Section 19.72.040(F) is amended to read as follows:

- F. Drought-Tolerant Planting. Landscaping shall utilize drought-tolerant plants consistent with the adopted water-efficient landscape ordinance.

Section 5. Amendments to Chapter 19.82, Fences, Walls, Gates, and Screening. This Chapter is hereby amended as follows:

Section 19.82.040(B)(2) is amended to read as follows:

- 2. Height Limit. The height of retaining walls shall be limited to six feet. If a six-foot-tall retaining wall does not provide enough height to support and retain the soil for the property, a terraced design may be utilized with a minimum wall setback of five feet between retaining walls. The setback shall be measured from the exposed wall face. The wall setback area must include landscaping.

Section 19.82.040(C) is amended to read as follows:

C. Residential Buffer.

- 1. When any multiple-family residential dwelling greater than five units abuts a single-family residential dwelling, a six-foot-high solid masonry wall shall be required.
- 2. Whenever new construction of any residential use abuts any educational institution, child care facility (with the exception of home-based child care), day nursery, small group care facility, nursing facility, convalescent facility, public utility substation, or any commercial, industrial, medical/professional office, or public/quasi-public use and/ or district, a six-foot-high solid masonry wall shall be required.

Section 6. California Environmental Quality Act ("CEQA"). The City Council finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines because the proposed amendments will not result in any direct physical change to the City and therefore the proposed amendments are not a project under CEQA and are exempt from further review (CEQA Guidelines Section 15378).

Section 7. Publication. The City Clerk shall certify the adoption of this Ordinance and shall cause publication to occur in a newspaper of general circulation and published and circulated in the City in a manner permitted under Section 36933 of the Government Code of the State of California.

Section 8. Severability. If any provision, clause, sentence or paragraph of this chapter and modifications or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this chapter which can be given effect without the invalid provision or application, and to this end the provisions of this chapter and modifications are declared to be severable.

Section 9. Effective Date. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

Introduced on the 11th of September 2025 and **PASSED AND ADOPTED** by the City Council of the City of Plymouth on the 23rd of October 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Wendy Cranford, Mayor

ATTEST:

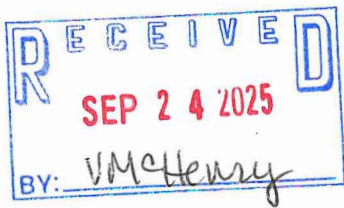
Victoria McHenry, City Clerk

APPROVED AS TO FORM:

Andreas Booher, City Attorney

6.1

7.1



Wednesday, September 24, 2025

To our Council, Manager, Attorney, and all at City Hall —

I tender my resignation from the office of Treasurer, and thank City Council for appointing me to the office in January.

The day after the honor, there was a meeting of the state's city treasurers I could not attend, so I immediately sought help to see if this seat could merge into another official's role properly, following the spirit of Measure M.

I extend thanks to the following for this help:

- Michael Ormsby, Finance Manager of Lone. After only two weeks and before being sworn in, I gleaned much knowledge from him.
- Vicki Runquist, Treasurer of Sutter Creek. Our council should consider adding onto my successor's ordinance similarly to how Sutter Creek's council added onto hers, whereas none were requested with my appointment. Also, Runquist's organizational skills are remarkable.
- Dalacie Blankenship Finance Manager/HR, Angelica Ervin Accounting Manager, and others of Jackson. They hold positions in a sensible organization chart that assures a separation of approval of the numbers with the Treasurer's stipend consolidated into another's position — something we should consider.
- Sandy Staples, Mayor of Amador City. A brilliant woman who explained positive ways to utilize ballot measures and so much more.
- Jeff Gardner, former City Manager of Plymouth. Our records hold his Treasurer's Reports from years ago — what some of us believe to be the most recent and consistent reports. After our logjam of audits are completed and other numbers are caught up, a boilerplate of his format could be considered.
- Kathleen Leon, former Accounting Manager of Plymouth. Much gratitude. In our meetings, her detective work and meticulous explanations carried well. Her current and future employers will have no mysteries. One can only hope the outstanding reconciliations after July 2024 where she left off will be as faithfully caught up.
- Andy Heath, Finance Officer of Plymouth. His workstation of a mind deftly tackles the difficult task of four plus years of figures to sort before putting them to audit. After speaking to a long term friend of his in the Shenandoah Valley, I have incredible faith in his dutifulness and presentation, especially his solutions to make the water and sewer numbers work to the benefit of constituents. In my opinion, his on-record council meeting statements in late June were spot on, supporting the full settling of

years of numbers before a reliable, verifiable Treasurer's Report could be released. If Mr. Heath recommends a Treasurer's Report format, shun my ideas and follow his.

- Thank you to all public works and staff.
- Last, thanks to the nearly thirty voters that wrote me in unofficially. It's no special favor and no joke to hold a public office. I thus appeal to officials I criticize without first asking of their experiences. The advice I give to myself and to constituents is to ask, to talk, to respectfully meet with your civil servants and fellow citizens asking for their input —before— hotly posting online. Facts happen from questions.
- I appreciate that all holding office in our city do not speak to current agenda items online and keep governance to the hall where words are open to all. Proper forum and decorum make a better space for leadership. Thanks also to those who passed both measures M and O to which I attached my name on the ballot.

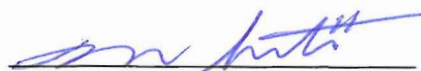
We must welcome more businesses and attract those that will supplement our TOT monies. Our traffic flow will increase rapidly with Acorn Ridge's business next door. There is much to plan sensibly and proactively in a short time before we can only react.

I will continue my life of community service as a Rotarian (and other hats) emphasizing education and beautification. New lights to light, new curtains to draw, and a twentieth year I can fully dedicate myself to great kids that want to work hard in a fun way. Euterpe and Terpsichorē await lines and blocking.

I'll occasionally sit in this hall's metal folding chairs, and I invite you all to enjoy our plush theatre seats with cupholders in Sutter Creek for a show. Perhaps the March 2024 luncheon of Mayors will repeat into tradition as the newspaper article borne from it and the subsequent Q&A presentation on stage later empowered students.

Be well.

Sincerely,



Michael Spinetta
Resident of Hawksview, City of Plymouth

7.2



CITY COUNCIL AGENDA ITEM NO. 7.2
10/23/2025

SUBJECT: Proclamation, Presentation of Key to the City at Special Meeting
November 19, 2025

DEPARTMENT: City Manager

STAFF: City Manager Cameron Begbie

TITLE

**APPROVE STAFF TO WRITE A PROCLAMATION AND ISSUING KEY TO THE CITY
HONORING ROBYN SCHALL TO PRESENT TO HER AT A SPECIAL MEETING
HELD ON NOVEMBER 19,2025**

BACKGROUND

Robyn Schall is an influencer, comedian, and a regular contributor on national television with over one million followers. Ms. Schall set out a goal for 2025 to be honored with a key to a city. Ms. Schall has chosen Plymouth to feature on her podcasts and throughout all her social media platforms. Ms. Schall was invited to visit Plymouth and experience all we have to offer from local wineries, ranch life, and our local establishments. Ms. Schall will document her adventures to share and promote the City. At a special meeting on November 19, 2025

FISCAL IMPACT

\$117.99 from the TOT Fund for purchase of Key to the City.

RECOMMENDATION

Staff recommends the Council approve the special meeting for November 19, 2025, direct staff to author a proclamation recognizing Ms. Schall's visit, and present her with a Key to the City.

7.3



CITY COUNCIL AGENDA ITEM NO. 7.3
10/23/2025

SUBJECT: Review, Discussion, and Direction to Staff regarding posting of recruitment for the permanent City Manager position.

DEPARTMENT: City Attorney's Office

STAFF: Andreas Booher, City Attorney

TITLE

REVIEW, DISCUSSION, AND DIRECTION TO STAFF REGARDING POSTING OF RECRUITMENT FOR THE PERMANENT CITY MANAGER POSITION

BACKGROUND

The City Council first discussed recruitment for the permanent City Manager position at its September 25, 2025 regular meeting. During that meeting, the City Council directed Staff to forego the cost of retaining a professional recruiter and instead use internal resources to conduct the recruitment.

Staff has prepared a posting for the permanent City Manager position for the City Council's review and discussion. The posting includes background about the city as well as the recruitment process, a job description, and application requirements.

FISCAL IMPACT

The fiscal impact of staff's recommended action is estimated to be approximately **\$2,000** in listing costs.

RECOMMENDATION

Review and discussion the posting, and then direct staff to do all of the following:

- Make any necessary changes to the job posting
- Post the position through various relevant channels for a period of approximately sixty (60) days with the option to extend the posting period for additional time and through additional channels, as appropriate based on the response to the initial postings

CITY OF PLYMOUTH

CITY MANAGER

Salary Range \$125,000 – \$200,000, depending on experience

(Open Until Filled)

Plymouth, CA Background

The City of Plymouth is a small city of approximately 1,137 residents, located in Amador County, approximately 35 miles from Sacramento, California. As a small city located in California's gold country, Plymouth offers a high quality of life that blends small-town character with access to regional amenities and employment centers. Residents and visitors enjoy a full calendar of community events, easy access to local wineries, and a variety of recreational opportunities throughout Amador County and the broader foothill region.

The City operates under a council-manager form of government and is known for prudent financial management, collaborative regional partnerships, and a strong commitment to customer service, transparency, and equitable outcomes. Looking ahead, the City's priorities include fiscal responsibility, building trust with residents and local businesses. Plymouth seeks a City Manager who will champion these efforts while cultivating an inclusive, service-oriented culture across the organization.

City Manager Position

The City of Plymouth is seeking its next City Manager, who under policy direction of the City Council, serves as the City's chief executive officer. Plans, organizes, directs, and evaluates the operations, programs, and services of all City departments; provides professional policy advice to the City Council; ensures sound fiscal management, effective service delivery, and high standards of transparency and accountability; represents the City in intergovernmental, community, and regional matters; and performs related work as required.

Preferred Education & Experience

- Bachelor's degree from an accredited college or university in Public or Business Administration, Political Science, Urban Planning, Finance, or a related field.
- Ten (10) years of progressively responsible management experience in municipal or county government, including five (5) years in an executive or department-director role.
- Master of Public Administration (MPA) or related graduate degree is highly desirable.
- ICMA-CM credential or ability to obtain within 12 months is preferred.
- Experience with labor relations/collective bargaining, enterprise funds/utilities, capital improvement programming, and economic development is desirable.
- Possession of, or ability to obtain, a valid California driver's license.

Selection Procedure

Candidates must submit application materials that include:

- 1–2 page cover letter

- completed and signed employment application
- resume
- 3–5 professional references (please only include individuals who may be contacted during the recruitment process)
- copies of any professional certificates or licenses

Completed application materials must be submitted to the City Clerk Victoria McHenry via mail at Plymouth City Hall, City Clerk's Office, 9426 Main Street: P.O. Box 429, Plymouth, CA 95669 or email at vmchenry@cityofplymouth.org.

The City of Plymouth is an equal opportunity employer. We do not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, political affiliation, age, marital status, medical condition, or disability. The City of Plymouth makes reasonable accommodations for the disabled. If you believe you require special accommodation in the testing/interview process, you must inform the City of Plymouth in writing prior to the testing. Applicants that request such accommodation must document their request with an explanation of the type and extent of accommodation required.

CITY MANAGER – JOB DESCRIPTION

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION: Under policy direction of the City Council, serves as the City's chief executive officer. Plans, organizes, directs, and evaluates the operations, programs, and services of all City departments; provides professional policy advice to the City Council; ensures sound fiscal management, effective service delivery, and high standards of transparency and accountability; represents the City in intergovernmental, community, and regional matters; and performs related work as required.

DISTINGUISHING CHARACTERISTICS: This is an at-will, contract executive position with full responsibility for the administration of City government. The role is distinguished from the Assistant/Deputy City Manager and department directors by its breadth of authority, appointment of department heads, responsibility for implementing Council policy, and accountability for enterprise-wide strategy, culture, and performance outcomes.

SUPERVISION RECEIVED/EXERCISED: Receives policy direction from the City Council. Exercises direct supervision over department directors and executive staff; exercises indirect supervision over all City employees through subordinate management. Serves as appointing authority for City personnel in accordance with Charter/Code.

ESSENTIAL FUNCTIONS: (including but not limited to the following)

- Collaborate with the City Council to establish strategic goals, priorities, and performance expectations; develop and implement work plans to achieve results.
- Provide objective, data-informed policy analysis and recommendations; prepare and present clear staff reports and briefings.
- Lead, mentor, and evaluate an effective executive team; foster an inclusive, values-driven, and service-oriented culture.
- Direct preparation and administration of the annual operating and capital budgets; ensure long-term financial sustainability and prudent reserves.
- Oversee delivery of high-quality municipal services (e.g., public safety, public works, utilities, community development, parks & recreation, administration).
- Advance organizational excellence through performance management, continuous improvement, and innovation.
- Negotiate and administer contracts, intergovernmental agreements, and, as applicable, collective bargaining agreements.
- Ensure compliance with applicable laws, regulations, policies, and public records/open meetings requirements.
- Champion proactive, transparent communication and robust community engagement.
- Promote economic vitality, strategic land use, infrastructure reinvestment, and sustainable practices.

- Direct risk management, emergency preparedness/response, and business continuity efforts.
- Represent the City with regional agencies, community groups, businesses, and the media.
- Ensure equitable access and outcomes in City programs and services.

WORKING CONDITIONS: Work is performed primarily in a standard office setting with frequent attendance at evening and weekend meetings as well as community events. City Manager travels to sites, partner agencies, and conferences; occasionally works outdoors during inspections, emergencies, or other events. Duties require sustained posture, use of standard office equipment, and the ability to operate a motor vehicle. Must be available for after-hours meetings, emergencies, and critical incidents.

QUALIFICATIONS: (The following are minimal qualification necessary for entry to the classification)

Education and/or Experience

- Bachelor's degree from an accredited college or university in Public or Business Administration, Political Science, Urban Planning, Finance, or a related field.
- Ten (10) years of progressively responsible management experience, preferably in municipal or county government, including five (5) years in an executive or department-director role.
- Master of Public Administration (MPA) or related graduate degree is highly desirable.
- Experience with labor relations, enterprise funds/utilities, capital improvement programming, and economic development is desirable.
- Possession of, or ability to obtain, a valid California driver's license.

KNOWLEDGE/ABILITIES/SKILLS: The following are a non-exhaustive list of the knowledge, abilities, and skills necessary to perform essential duties of the position of City Manager.

Knowledge of:

- Principles and practices of public administration, including strategic planning, budgeting, capital planning, and performance management.
- Municipal organization, functions, and services; applicable federal and state laws; public meeting and records requirements.
- Governmental accounting, revenue structures, financial forecasting, debt management, and grants administration.
- Human resources leadership, organizational development, labor relations, and risk management.
- Land use, economic development, housing policy, and infrastructure planning.
- Community engagement, media relations, and public information practices.
- Emergency management, incident command concepts, and continuity planning.

Ability to:

- Provide visionary, ethical, and collaborative leadership; build trust with Council, staff, and community.
- Analyze complex problems; evaluate options and impacts; make timely, well-reasoned decisions.
- Develop and manage balanced budgets; ensure fiscal stewardship and transparency.
- Attract, develop, and retain diverse talent; set clear expectations and hold teams accountable.
- Communicate clearly and persuasively in writing and verbally with varied audiences.
- Establish and maintain effective working relationships with elected officials, staff, unions, businesses, nonprofits, residents, and regional partners.
- Navigate a political environment with diplomacy and discretion while upholding professional standards.
- Manage multiple priorities and meet deadlines in a fast-paced setting; respond effectively to emergencies.

Skill to:

- Lead organizational change and continuous improvement initiatives.
- Facilitate complex negotiations and resolve conflicts.
- Interpret and apply laws, regulations, contracts, and policies.
- Use data analytics and performance dashboards to drive decisions and report outcomes.
- Deliver high-impact presentations and public communications.
- Proficiently use modern office software and collaboration tools.

7.4



CITY COUNCIL AGENDA ITEM NO. 7.4
10/23/2025

SUBJECT: Lease Agreement Between the City of Plymouth and Arrowhead Acres

DEPARTMENT: City Manager

STAFF: City Manager Cameron Begbie

TITLE

APPROVE STAFF TO ENTER INTO A LEASE FOR A UNIT IN THE POP-UP PLAZA WITH ARROWHEAD ACRES FOR A TERM OF THREE MONTHS

BACKGROUND

The City’s Pop-Up Plaza sits vacant the majority of the year. The Pop-Up Plaza will be used as a business incubator where new businesses can enter into a short-term lease with the City. During that time, the business can work through the steps of building a new business and drive traffic to their idea. If the tenants open their business within the City limits at the end of their lease, the final month of rent shall be zero dollars (\$0). The Pop-Up Plaza has the ability to allow new businesses to try new ideas and to see if their business model is successful. This will also provide the City the opportunity to show Plymouth is a city worth investing in while bringing in revenue for the City.

FISCAL IMPACT

Approximately \$300-600 to drywall, insulate, and paint the interior of each of the three units. All drywall for the project will come from the City inventory.

RECOMMENDATION

Staff recommends the Council approves the City Manager to enter into a lease agreement for units of the Pop-Up Plaza.

ATTACHMENT(S)

1. Lease agreement between The City of Plymouth and Arrowhead Acres.

LEASE AGREEMENT BETWEEN
THE CITY OF PLYMOUTH AND ARROWHEAD ACRES

THIS LEASE AGREEMENT, hereinafter referred to as “Agreement,” is entered into this 23rd day of October, 2025, by and between the City of Plymouth, a municipal corporation (“City”) and Arrowhead Acres, a California Limited Partnership. (“Tenant”). CITY and TENANT may be referred to individually as a “Party” and collectively as the “Parties.” In consideration of the foregoing and the covenants and terms set forth herein, TENANT AND CITY agree as follows:

1. Use of Property

- 1.1. CITY is the owner of a portion of that certain real property known as the Plymouth Pop Up Plaza located at 9431 Main Street, Plymouth CA 95669.
- 1.2. CITY hereby leases to TENANT a portion of the Pop Up Plaza known as Unit 3, which is the unit set back the furthest from Main Street. Unit 3 shall be known as “PROPERTY” for purposes of this Agreement. TENANT, its agents, employees, contractors and authorized community gardeners shall have the right under this Agreement to enter and occupy the PROPERTY at any time during the Term hereof for gardening activities, operations, maintenance, security and other purposes reasonably required to utilize the PROPERTY as a community garden.
- 1.3. TENANT’s rights hereunder, shall not be assigned, transferred or otherwise conveyed without the prior written consent of CITY.

2. Term

The term of this Agreement shall be for three (3) months commencing as November 1, 2025 and continuing through February 1, 2025 (the “Initial Term”). This Agreement may be terminated by either party by thirty (30) days’ written notice of intent to terminate. At the conclusion of the term, this Agreement shall automatically renew on a month to month basis, unless either party gives fifteen (15) days’ notice of nonrenewal (each a “Renewal Term” and, together with the Initial Term, the “Term”).

3. Rent

TENANT agrees to pay to the CITY rent in the amount of four hundred and fifty dollars (\$450) per month payable on the first day of each month that this Agreement is in effect (“Rent”). All utilities are included in the Rent. If TENANT relocates to a permanent storefront within the CITY at the conclusion of the TERM and TENANT proves such relocation to the CITY with a signed lease, the final month of Rent shall be zero dollars (\$0).

4. Insurance

- 4.1. TENANT, at its sole cost and expense, commencing on the date TENANT is given access to the PROPERTY and continuing during the Term, will procure, pay for, and keep in full force and effect the following types of insurance, in at least the amounts and in the forms specified below:

General and Automobile Liability Program with a liability limit of One million dollars (\$1,000,000) per occurrence, and an aggregate limit of Two million dollars (\$2,000,000); and

All Risk Property Program providing for replacement cost coverage on scheduled property at declared values.

- 4.2. TENANT carries excess liability insurance and hereby agrees to provide details regarding that insurance to CITY within fifteen (15) days of execution of this Agreement. Said policies shall insure performance by TENANT of the indemnity provisions of this Agreement. TENANT, at its sole cost and expense shall obtain and maintain in force during the Term of this Agreement, Workers' Compensation Insurance, providing full statutory limits of coverage for TENANT and all of TENANT's employees in connection with this Agreement.

5. TENANT's Responsibilities

- 5.1. Any temporary improvements constructed or made to the PROPERTY, shall comply with all applicable law and be removed by TENANT at the conclusion of the Term. TENANT shall not make any permanent improvements to the PROPERTY.
- 5.2. TENANT will maintain the PROPERTY free from rubbish and debris.
- 5.3. TENANT may fabricate and install one or more signs to identify the PROPERTY and a community garden and to inform the public of the hours of operation and rules governing use of the PROPERTY.
- 5.4. TENANT's use of the PROPERTY shall comply with all applicable laws, rules and regulations.

6. CITY Responsibilities

- 6.1. CITY will pay all utilities, taxes, and assessments that may be levied on the PROPERTY, except any taxes, if any, on improvements or personal property, which shall be TENANT's responsibility.

7. Entry by City

CITY and its authorized agents, contractors, servants and employees shall have the right, at all reasonable times, to enter upon the PROPERTY or any part thereof, for inspection, posting notices, making such repairs or improvements as CITY may elect, complying with any obligation or exercising any right of CITY under this Agreement and for any lawful purpose.

8. Governing Law

This Agreement, its interpretation, performance and enforcement, shall be governed by the laws of the State of California. Any controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by the application of California law.

9. Indemnification

TENANT shall indemnify, defend and hold harmless CITY and its respective agents, employees, contractors, successors and assigns of and from any and all loss, cost, damage, injury or expense, including attorneys' fees, incurred by CITY, arising from use of the PROPERTY as a community garden under this Agreement.

10. Restoration of Property Upon Termination

Upon expiration of the Initial Term or any Renewal Term or upon any termination of this Agreement, TENANT shall at its expense remove any and/or all improvements it has constructed on the PROPERTY not wanted by CITY and shall restore the PROPERTY substantially to its condition on the date of commencement of this Agreement (i.e. bare dirt). Removal of improvements shall occur not later than the effective date of termination.

11. Waiver

No waiver by CITY of any provision hereof shall be deemed a waiver of any other provision hereof or to any subsequent breach by TENANT of the same or any other provision.

12. Default by TENANT

TENANT shall be in default under this Agreement in any event that (i) TENANT fails to pay CITY any Rent on or before ten (10) days following the due date thereof; (ii) TENANT fails to pay CITY any other sum in the amounts, manner and at the time required; (iii) TENANT breaches any non-monetary obligation under this Agreement and fails to cure such non-monetary breach within thirty (30) days of delivery to TENANT of CITY's written demand therefore; (iv) TENANT makes an assignment for the benefit of creditors; (v) a receiver is appointed for TENANT's property; or (vi) a trustee is appointed for TENANT under the Bankruptcy Code (except a debtor in possession) or any trustee, assignee or receiver for creditors. Upon termination of this Agreement for any cause, CITY may at once enter the PROPERTY without notice or demand to TENANT and remove all persons and all of TENANT's property therefrom.

13. Holding Over

Any holding over after expiration of the Term of this Agreement shall not be allowed. Any failure to vacate shall be a tenancy at sufferance and shall incur Rent at 200% times the Rent for the last month of the Term. No month to month tenancy shall be created by any holdover.

14. Attorney's Fees

In the event of any action, suit or proceeding against the other, related to this Agreement, or any of the matters contained herein, the successful party in such action, suit or proceeding shall be entitled to recover from the other party reasonable attorney's fees incurred.

15. Notices

All notices shall be in writing, and delivered by United States mail, duly registered or certified, with postage prepaid to the party for whom intended as follows:

CITY:

Cameron Begbie, Interim City Manager
9426 Main Street

With a copy, which shall not constitute notice, to:

Andreas Booher, City Attorney
500 Capitol Mall, Suite 2500
Sacramento, CA 95814
(916) 551-2829
andreas.booher@bbklaw.com

TENANT

Remington & Hannah Jones, Owners, Arrowhead Acres

hannahlesliejones@gmail.com

16. Complete Agreement, Severability

This is the entire Agreement between the Parties. No verbal agreement or implied covenant shall be held to vary the provisions hereof, any statements, law or custom to the contrary notwithstanding. No promise, representation, warranty, or covenant not included in this Agreement has been or is relied on by either party. Each party has relied on its own inspection of the PROPERTY and examination of this Agreement, the counsel of its own advisors, and the warranties, representations, and covenants in this Agreement itself. The language in all parts of this Agreement shall, in all cases, be construed as a whole according to its meaning and not strictly for or against any Party. Should any provision of this Agreement be declared or determined by any court to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby.

17. Qualified Commercial TENANT Status / SB 1103 Compliance

TENANT hereby represents and warrants that, as of the date of execution, it is not deemed a “qualified commercial TENANT” defined in California Civil Code section 827(b)(7)(D)(as amended from time to time) as follows:

- (a) A sole proprietorship, partnership, limited liability company, or corporation that (i) has 5 or fewer employees, including the owner, and (ii) generally lacks sufficient access to loans, equity, or other financial capital (a “microenterprise,” as defined in California Business and Professions Code section 18000),
- (b) A restaurant with fewer than 10 employees, or
- (c) A nonprofit organization with fewer than 20 employees.

If TENANT’s status changes to a “qualified commercial TENANT” at any time during the Term, TENANT shall provide notice to CITY within ten (10) business days of such change in status.

18. Agreement Negotiated in English

The Parties acknowledge and agree that this Agreement was negotiated and executed in the English language. If a translation of this Agreement is provided to any party, it is for convenience only, and the English version shall control in the event of any conflict or

discrepancy between the English version and the translated version.

[SIGNATURES ON NEXT PAGE]

[SIGNATURE PAGE TO POP UP PLAZA – UNIT 3 LEASE AGREEMENT]

"CITY"

City of Plymouth

Cameron Begbie, Interim City Manager

"TENANT"

Arrowhead Acres, a California limited partnership

Remington Jones, Owner

Hannah Jones, Owner

