

AGENDA

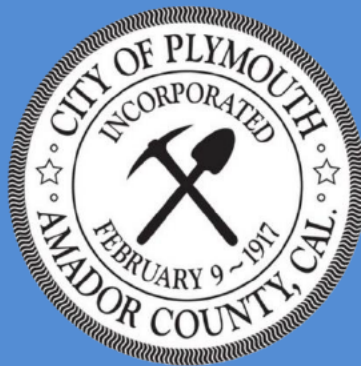
CITY OF PLYMOUTH

City Council

REGULAR MEETING

THURSDAY, NOVEMBER 13, 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 November 13, 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:

City of Plymouth is inviting you to a scheduled Zoom meeting.

Topic: City of Plymouth Regular City Council Meeting

Time: Nov 13, 2025 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/98425265098?pwd=EpKpw0PXzsaJGtnaiewYKCKB0Tz1Qu.1>

Meeting ID: 984 2526 5098 **Passcode:** 559328

One tap mobile: +16694449171,,98425265098#,,,559328# US

+16699006833,,98425265098#,,,559328# US (San Jose)

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

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:**
 - Roll Call
 - Pledge of Allegiance
- 2. APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA OF NOVEMBER 13, 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:**

**4.1 PROCLAMATION DECLARING NOVEMBER AS NATIONAL INDIAN
HERITAGE MONTH**

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

5.2 APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 23, 2025

5.3 WARRANT REGISTER - OCTOBER

6. PUBLIC HEARINGS: NONE

7. REGULAR AGENDA ITEMS:

7.1 DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BELFOR PROPERTY RESTORATION FOR RESTORATION AND INVENTORY OF CONTAMINATED CITY RECORDS

7.2 DISCUSSION AND POSSIBLE ACTION TO APPROVE TOT GRANT REQUEST FOR THE CHALLENGE OF CHAMPIONS RODEO FOR UP TO \$15,000.

7.3 DISCUSSION AND POSSIBLE ACTION TO DELEGATE AUTHORITY TO THE INTERIM CITY MANAGER TO EXECUTE CONTRACTS ALLOWING SEPTAGE DISPOSAL AT THE CITY OF PLYMOUTH WASTEWATER TREATMENT PLANT.

8. CITY MANAGER'S REPORT

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

10. CLOSED SESSION:

**10.1 CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)
UNREPRESENTED EMPLOYEE: CITY MANAGER**

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 November 13, 2025, Regular Meeting of the Plymouth City Council was posted and available for review on November 6, 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

3

PUBLIC COMMENT

4

**PRESENTATIONS
PROCLAMATIONS
APPOINTMENTS**



PROCLAMATION DECLARING NOVEMBER AS NATIONAL AMERICAN INDIAN HERITAGE MONTH

WHEREAS, November is nationally recognized as National American Indian Heritage Month and the City of Plymouth would like to recognize how our history and culture of our great nation has been significantly influenced by Native Americans and indigenous peoples; and

WHEREAS, both law and proclamation recognized the American Indians as the first inhabitants of the lands that now constitute the United States as well as making mention of their contributions to American society; and

WHEREAS, in 1990, Congress passed Public Law 101-343, which authorized and requested the President to issue a proclamation designating the month of November 1990 as “National American Indian Heritage” Month. Congress chose the month of November to recognize the American Indians as this month concluded the traditional harvest season and was generally a time of thanksgiving and celebration for the American Indians; and

WHEREAS, Native Americans have influenced every aspect of the America’s development. As we celebrate their heritage, we extend our gratitude for their bravery and service in defending our Nation for more than 200 years.

WHEREAS, we recognize the Lone Bank of Miwok Indians, comprised of Northern Sierra Miwok and Nisenan peoples who for thousands of years, have lived on the lands that today make up Amador County and the surrounding area.

THEREFORE, BE IT RESOLVED that the City Council of Plymouth, CA hereby proclaims the month of November as National American Indian Heritage Month.

IN WITNESS WHEREOF, this proclamation is duly adopted on November 13, 2025

Wendy Cranford, Mayor

5.1

CORRESPONDENCE

NOV 04 2025

City of Plymouth
Plymouth, CA 95669**Victoria McHenry**

From: PG&E R2 Long Term ITP and MSAA Project <PGER2OMCEQA@aspeneg.com>
Sent: Tuesday, November 4, 2025 10:17 AM
To: R2CEQA@wildlife.ca.gov
Subject: PG&E Long-Term North Central Region ITP and MSAA - Notice of Preparation of an EIR (SCH #2025-10-1571)
Attachments: PGE R2 ITP NOP.pdf

Public Notice of Preparation of an Environmental Impact Report and Public Scoping Meeting

Dear Interested Parties,

As required by the California Environmental Quality Act, the California Department of Fish and Wildlife (CDFW) Region 2 is providing public notice of the preparation of an Environmental Impact Report (SCH# 2025101571) for Pacific Gas and Electric Company's (PG&E's) Long-Term North Central Region Incidental Take Permit (ITP) and Master Streambed Alteration Agreement (MSAA) for operations and maintenance activities.

Project Location: The following counties or portions of these counties as noted in parentheses are included in CDFW's North Central Region: Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lake, Nevada, Placer, Plumas, Sacramento (east of Interstate (I)-5), Sierra, Sutter, Yolo (north of I-80), and Yuba counties. The CDFW's North Central Region boundary is split with the Bay Delta Region, in Sacramento and Yolo County. The boundary follows I-5 starting at Stanislaus County/I-5 junction to the Legal Delta boundary north of I-80. Only portions of the following counties are included because the Permit Area aligns with PG&E's Multiple Region O&M Habitat Conservation Plan boundary: Plumas, Sierra, Nevada, Placer, and El Dorado.

Description of Project: The Proposed Project involves PG&E's Operation & Maintenance activities within CDFW Region 2, which encompasses approximately 35,000 miles of combined natural gas and electric facilities. The gas transmission system consists of gas distribution pipelines and ROWs extending from 5 feet to 150 feet wide. The electric transmission system consists of transmission lines supported by lattice towers or poles, substations, and ROWs that vary in width. The proposed Covered O&M Activities include specific outlined O&M activities for both natural gas and electric facilities. The purpose of the Notice of Preparation (NOP) is to inform recipients that CDFW is beginning the preparation of the Draft Environmental Impact Report and to solicit comments concerning the scope and content of the environmental review. See full NOP for more details (attached).

Document Availability: The NOP and Initial Study (IS) can be accessed online at: <https://wildlife.ca.gov/Notices/CEQA/pge-long-term-itp-msaa-nop>, or at <https://ceqanet.lci.ca.gov/2025101571>

Scoping Meeting: A virtual public scoping meeting will be held on November 17, 2025, at 1:00 p.m.

<https://us02web.zoom.us/j/83305758247>

Scoping Period: The review period for the NOP and IS starts on October 31, 2025, and ends on November 30, 2025 at 5:00 pm.

Please send any comments to:

California Department of Fish and Wildlife
North Central Region
Attention: CEQA Program – PG&E O&M – NOP Scoping Comments
1701 Nimbus Road, Suite A
Rancho Cordova, CA 95670

OR via email: [mailto: R2CEQA@wildlife.ca.gov](mailto:R2CEQA@wildlife.ca.gov) (subject line: “PG&E O&M - NOP Scoping Comments”).

Thank you for your interest in the project.

**Notice of Preparation and Public Scoping Meeting
for a Draft Environmental Impact Report**

Date: October 28, 2025
To: Responsible/Trustee Agencies and Interested Parties
From: California Department of Fish and Wildlife (CDFW)
Subject: Notice of Preparation (NOP) of a Draft Environmental Impact Report (EIR) for Pacific Gas and Electric Company's (PG&E's) Long-Term North Central Region Incidental Take Permit (ITP) and Master Streambed Alteration Agreement (MSAA) Project (Proposed Project) and Notice of Public Scoping Meeting

NOP Public Review Period: October 31, 2025 – November 30, 2025

Public Scoping Meeting (Online Webinar Format)

Date: November 17, 2025

Time: 1:00 pm – 2:00 pm

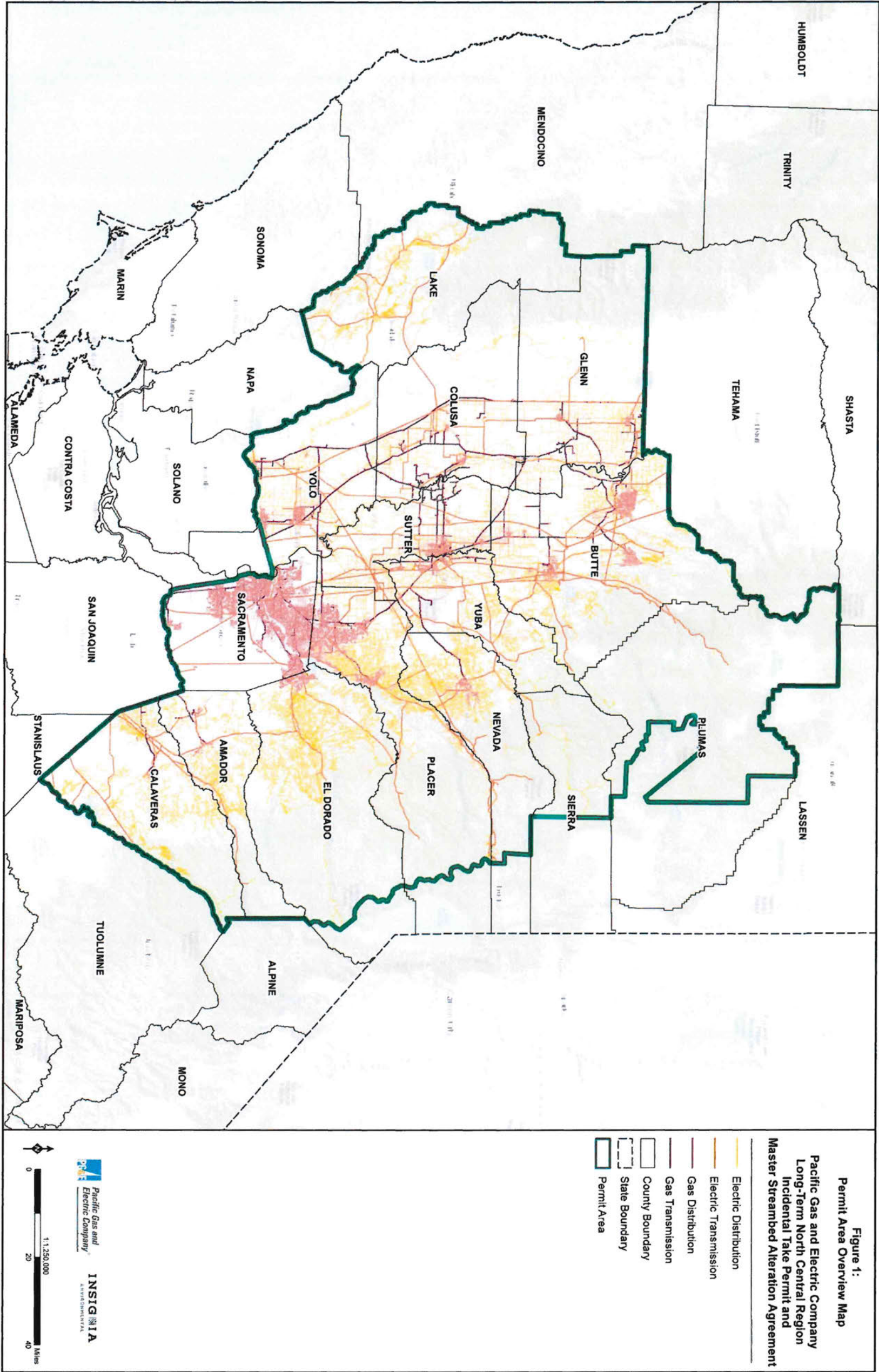
Scoping Meeting Link: <https://us02web.zoom.us/j/83305758247>

A. Introduction

In accordance with Section 15168 of the California Environmental Quality Act (CEQA) Guidelines, the CDFW, as the CEQA lead agency, will prepare an EIR for the issuance of an ITP and MSAA for the continued operations and maintenance (O&M) of specific covered activities (Covered O&M Activities) for PG&E's natural gas and electric facilities in CDFW's North Central Region of California, excluding San Joaquin County. The Covered O&M Activities will occur in the following counties or portions of these counties as noted in parentheses: Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lake, Nevada, Placer, Plumas, Sacramento (east of Interstate (I)-5), Sierra, Sutter, Yolo (north of I-80), and Yuba.¹ The CDFW's North Central Region boundary is split with the Bay Delta Region in Sacramento and Yolo counties. The boundary follows I-5 starting at the Stanislaus County/I-5 junction to the Legal Delta boundary north of I-80. The MSAA portion of the Proposed Project is related to development of a long-term agreement with PG&E to ensure compliance with Title 20, Section 1602 of the California Code of Regulations (CCR) for those jurisdictional areas within CDFW's North Central Region where PG&E performs certain O&M activities. The Proposed Project applicant, PG&E, has filed an application with the CDFW for an ITP under California Fish & Game Code § 2081 (b); CCR, Title 14, §§ 783.2-783.8 to authorize potential take of giant garter snake (*Thamnophis gigas*), California tiger salamander (*Ambystoma californiense*) Central California Distinct Population Segment (DPS), foothill yellow-legged frog (*Rana boylei*) Feather River DPS, foothill yellow-legged frog North Sierra DPS, and foothill yellow-legged frog South Sierra DPS. PG&E is not seeking take coverage in San Joaquin County under this ITP because take coverage for giant garter snake and other covered species is already provided for San Joaquin County under a separate ITP

¹ Only portions of the following counties are included because the Permit Area aligns with PG&E's Multiple Region O&M Habitat Conservation Plan boundary: Plumas, Sierra, Nevada, Placer, and El Dorado.

Figure 1: Permit Area Overview Map



(No. 2081-2008-001-00). The CDFW is serving as the lead agency in preparing an EIR and meeting obligations required under its certified regulatory program in compliance with CEQA for the issuance of the ITP and MSAA.

As required by CEQA, this NOP is being sent to the California Governor's Office of Land Use and Climate Innovation, responsible and trustee agencies, members of the public, and interested parties who submitted a request for such notices. The purpose of the NOP is to inform recipients that the CDFW is beginning preparation of a Draft EIR for the Proposed Project and to solicit comments concerning the scope and content of the environmental information, including information relevant to an agency's statutory responsibilities in connection with the Proposed Project. Information that would be most useful at this time includes descriptions of the significant environmental issues, reasonable alternatives, and mitigation measures recommended to be explored further in the Draft EIR.

This NOP includes background information on the Proposed Project and the area under consideration for the ITP and MSAA (the Permit Area) (Section B), a description of the Proposed Project (Section C), a summary of potential project impacts (Section D), day and time of the virtual public scoping meeting (Section E), information on how to provide comments to the CDFW (Section F), and where documents are available for public review (Section G).

In accordance with CEQA Guidelines Section 15082(b), there will be a 30-day comment period for this NOP beginning on **October 31, 2025** and ending on **November 30, 2025**. The CDFW welcomes agency and public input during the public review period. In the event that no response or well-justified request for additional time is received from any responsible, federal, or trustee agency by the end of the review period, the CDFW may presume that such agencies have no comments.

B. Background and Project Location

B.1 Background

PG&E operates a comprehensive network of approximately 10,500 miles of gas transmission and distribution pipelines, 24,800 miles of electric transmission and distribution lines, and 175 substations within CDFW's North Central Region, encompassing Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lake, Nevada, Placer, Plumas, Sacramento (east of I-5), San Joaquin, Sierra, Sutter, Yolo (north of I-80), and Yuba counties or portions of the counties. This network was primarily established between the 1950s and 1970s, well before the establishment of the California Endangered Species Act (CESA) and the Federal Endangered Species Act, which were enacted in 1970 and 1973, respectively, and continues to evolve and expand as needed to meet customer needs.

In addition to other relevant laws and regulations, operations and maintenance of the gas and electric system are regulated by the California Public Utilities Commission (CPUC). Maintenance and repair of the natural gas system is required by the CPUC General Order 112-F, which incorporates the United States (U.S.) Department of Transportation regulations provided by Title 49, Part 192 (Transportation of Natural and Other Gas by Pipeline) of the Code of Federal Regulations. Maintenance of the electric system is required by CPUC General Order 95, which formulates requirements for overhead electric line maintenance and operation, as well as General Order 167-B, which enforces standards for the maintenance and operation of electric generating facilities.

In 2020, PG&E finalized the Multiple Region O&M Habitat Conservation Plan (MRHCP) and obtained federal take coverage for 36 species throughout the Central Coast, North Coast, and Sacramento Valley and Foothills regions, encompassing 34 counties. This list of 36 species includes giant garter snake, California tiger salamander Central California DPS, foothill yellow-legged frog Feather River DPS, and foothill yellow-legged frog North Sierra DPS, all of which are listed as threatened under CESA. The MRHCP also covers the foothill yellow-legged frog South Sierra DPS, which is listed as endangered under CESA. PG&E proposes to complement its MRHCP by pursuing a long-term ITP from the CDFW for its Covered O&M Activities in CDFW's North Central Region. A long-term ITP and MSAA would provide an enhanced conservation strategy, ensure compliance with CESA, and reduce the administrative burden involved in processing project-by-project state ITPs and Lake and Streambed Alteration Agreements.

The ITP application was submitted to the CDFW on June 26, 2024 and was subsequently deemed complete on July 26, 2024. The long-term ITP application includes proposed authorization of incidental take of three threatened species—giant garter snake, California tiger salamander, and the Feather River and North Sierra DPSs of foothill yellow-frog—as well as one endangered species—foothill yellow-legged frog South Sierra DPS—during routine Covered O&M Activities in the Permit Area. Issuance of the ITP is the discretionary action that has triggered the preparation of an EIR in accordance with CEQA. The ITP, if issued, would authorize Proposed Project-related incidental take of giant garter snake, California tiger salamander, and three foothill yellow-legged frog DPSs (i.e., the Feather River, North Sierra, and South Sierra DPSs) subject to certain conditions under the CESA.

PG&E intends to develop an MSAA in partnership with the CDFW for certain Covered O&M Activities that may occur within the bed, bank, or channel of rivers, streams, or lakes to ensure compliance with the CDFW's Lake and Streambed Alteration Program (the "LSA Program") and California Fish and Game Code Section 1602.

B.2 Permit Area

The Permit Area encompasses PG&E's natural gas and electric facilities in CDFW's North Central Region of California as depicted in Figure 1: Permit Area Overview Map. The Covered O&M Activities in CDFW's North Central Region would occur in the following 15 counties: Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lake, Nevada, Placer, Plumas, Sacramento (east of I-5), Sierra, Sutter, Yolo (north of I-80), and Yuba counties, totaling approximately 10,162,133 acres (7,420,043 acres of which are in natural vegetation). All of the Covered O&M Activities would occur within the following types of areas, all of which will be analyzed in the EIR:

- PG&E gas and electrical transmission and distribution rights-of-way (ROWs) and lands where PG&E has other relevant land rights;
- the lands owned by PG&E in fee;
- access routes associated with PG&E's routine maintenance;
- a buffer around the ROW; and
- mitigation areas acquired to compensate for impacts resulting from the Covered O&M Activities.

C. Project Description

The Proposed Project involves O&M activities within CDFW's North Central Region, which encompasses approximately 35,000 miles of combined natural gas and electric facilities. The gas transmission system consists of gas distribution pipelines and ROWs extending from 5 feet to 150 feet wide. The electric transmission system consists of transmission lines supported by lattice towers or poles, substations, and ROWs that vary in width, according to the system voltage, terrain, the number of lines per ROW and other factors. The proposed Covered O&M Activities include specific outlined O&M activities for both natural gas and electric facilities, as follows:

- **Maintenance tasks associated with Covered O&M Activities for both natural gas and electric facility O&M:** Activities include those related to Proposed Project road access; staging large vehicles, equipment, or materials; clearing vegetation and/or obstacles to safely conduct maintenance or construction; grading to create flat working surfaces for large Covered O&M Activities; erosion control to observe best management practices; trenching and excavating; crossing; cleanup and restoration; incidental vegetation removal necessary to complete Covered O&M Activities; and emergency work.
- **Natural Gas Covered O&M Activities:** Activities include repair, replacement and maintenance, protective measures, and upgrades to pipelines and associated facilities.
- **Electric System Covered O&M Activities:** Activities include replacement, repair, and maintenance of electric towers and poles, access boardwalks, and equipment; line reconductoring; and upgrades or expansions to facilities.
- **Other Covered O&M Activities:** Activities include those associated with biological monitoring, surveying, and handling, and management of land purchased or conserved for mitigation.

In general, routine Covered O&M Activities would result in temporary disturbance in areas already previously disturbed, such as along existing ROWs and existing access roads. The majority of the Covered O&M Activities in the Permit Area would result in temporary and short-term impacts to expose the natural gas and/or electric facilities for inspection or repair, or to access a given facility. The Covered O&M Activities proposed would not result in large new permanent disturbance areas.

O&M activities have been conducted for the pipeline and electric systems for decades and PG&E expects the same Covered O&M Activities would continue at a similar frequency. Therefore, the type, number, and frequency of ongoing Covered O&M Activities would continue to be a part of the baseline conditions in the Permit Area. The amount of ground disturbance would vary each year depending on the type and number of Covered O&M Activities scheduled. Table 1: Estimated Impacts from Covered O&M Activities details the estimated loss and take for each species.

PG&E would perform all Covered O&M Activities in accordance with federal, state, and local environmental, safety, and construction regulations and standards. Where applicable, PG&E would also conduct the work in accordance with landowner agreements. Typical Covered O&M Activities, as well as the typical area of disturbance, duration, and frequency of activities in the Permit Area are presented in Table 2: Summary of Covered O&M Activities.

Table 1: Estimated Impacts from Covered O&M Activities

Species	Estimated Acres of Habitat Impacts						Individual Take ² per Year	Maximum Individual Take Over 30 Years
	Temporary Loss per Year	Permanent Loss per Year	Total Loss per Year*	Temporary Loss Over 30 Years	Permanent Loss Over 30 Years	Total Loss Over 30 Years*		
California tiger salamander (central California DPS) breeding habitat	0.98	0.20	1.18	29.13	5.91	35.04	18	540
California tiger salamander (central California DPS) upland habitat	38.19	8.29	46.48	1,145.71	248.81	1,394.51		
Giant garter snake aquatic habitat	3	0.43	3.43	90.00	12.75	102.75		
Giant garter snake upland habitat	10	1.27	11.27	300.00	38.01	338.01	10	300
Giant garter snake potential aquatic habitat (ricefields)	10	1.68	11.68	300.00	50.48	350.48		
Foothill yellow-legged frog (Feather River DPS, North Sierra DPS, and South Sierra DPS) breeding habitat	0.33	0.06	0.39	9.88	1.69	11.57	15	450
Foothill yellow-legged frog (Feather River DPS, North Sierra DPS, and South Sierra DPS) dispersal habitat	3.96	0.67	4.63	118.76	20.23	138.99		
Total Habitat Loss*	66.46	12.6	76.06	1993.48	377.88	2371.36	--	--

*Due to rounding, totals may not sum.

² “Take” is defined as direct mortality.

Table 2: Summary of Covered O&M Activities

Covered Activity	Typical Annual Frequency ³	Typical Activity Dimensions (feet)	Estimated Permanent Impacts		Estimated Temporary Impacts	
			Impacts per Activity ⁴ (acres)	Annual Impacts (acres)	Impacts per Activity (acres)	Annual Impacts (acres)
Gas						
G3a. Remedial Maintenance – Fencing	4	50 by 50	0.06	0.24	0.06	0.24
G3a. Remedial Maintenance – ERCON Mats	1	50 by 50	0.15	0.15	0.5	0.5
G3b. Internal Pipeline Inspection	19	Depends on the length and location of pipeline	–	–	0.06	1.14
G4. Compressor Station Upgrades and Maintenance	1	20-foot-wide	–	–	0.28	0.28
G6. Valve Maintenance	3	No additional activity dimensions if conducted as part of G10 or G11	–	–	–	–
G7. Valve Maintenance – Replacement or Automation	6	150 by 150 for worksite 50 by 50 for laydown	–	–	0.57	3.42
G8. Pipeline Cathodic Protection	32	2-foot-wide	–	–	0.02	0.64
G9. Pipeline Lowering	1	20-foot-wide	–	–	4.26	4.26
G10. Pipeline Coating Replacement	1	20-foot-wide	–	–	2.42	2.42

³ These numbers represent the average annual frequency; the number of activities conducted annually will vary.

⁴ These numbers represent the average area of impact; the impact area for an activity will vary. Activities with no values typically result in less than 0.001 acre of impact.

*Notice of Preparation – Notice of Public Scoping Meeting
Pacific Gas and Electric Company Long-Term North Central Region Incidental Take Permit and Master Streambed Alteration Agreement*

Covered Activity	Typical Annual Frequency ³	Typical Activity Dimensions (feet)	Estimated Permanent Impacts		Estimated Temporary Impacts	
			Impacts per Activity ⁴ (acres)	Annual Impacts (acres)	Impacts per Activity (acres)	Annual Impacts (acres)
G11. Pipeline Replacement	6	100 by 50 for new valve equipment 20-foot-wide for worksite	1	6	3	18
G13b. Pipeline Access Road Management	2	45 by 10	0.51	1.02	2.05	4.1
G14. Gas Pressure-Limiting Station Construction (Gas Lots)	1	250 by 100 for facility footprint 100 by 100 for laydown 100 by 100 for construction corridor	0.55	0.55	1	1
G15. Pipeline Extension	1	125 by 20	2.42	2.42	0.06	0.06
Subtotal Gas	–	–	–	10.38		36.06
Electric						
E5. Outage Repair	190	22 by 22	–	–	<0.01	0.19
E6a. Tower Replacement or Repair (including attachments)*	149	25 by 40	<0.01	0.15	0.02	2.98
E6b. Access Boardwalk Repair and Replacement*	6	10-foot-wide	–	–	<0.01	<0.01
E7. Facility Installations (Shoo-Flies)	38	25 by 100	–	–	0.06	2.28
E8a. Pole Equipment Repair and Replacement*	181	8 by 8	–	–	<0.01	0.29
E8b. Utility Wood Pole Replacement	181	7 by 10	–	–	<0.01	0.29
E9. Line Reconductoring – Transmission*	4	50 by 100 for smaller pull sites 350 by 1,250 for larger pull sites	<0.01	0.14	21.36	85.44

Notice of Preparation – Notice of Public Scoping Meeting
Pacific Gas and Electric Company Long-Term North Central Region Incidental Take Permit and Master Streambed Alteration Agreement

Covered Activity	Typical Annual Frequency ³	Typical Activity Dimensions (feet)	Estimated Permanent Impacts		Estimated Temporary Impacts	
			Impacts per Activity ⁴ (acres)	Annual Impacts (acres)	Impacts per Activity (acres)	Annual Impacts (acres)
E9. Line Reconductoring – Distribution*	91	50 by 100 for smaller pull sites 350 by 1,250 for larger pull sites	–	–	<0.01	0.21
E10a. Veg. Mgmt.—Routine Maintenance	8	30-foot-wide	0.2	1.6	–	–
E10b. Veg. Mgmt.—Pole Clearing	37	10-foot radius	–	–	–	–
E10c. Veg. Mgmt.—Removal Activities	10	4,350 square feet	0.1	1	–	–
E10d. Veg. Mgmt.—Transmission Vegetation/ROW Management	4	25-foot-wide vegetation removal 75-foot-wide vegetation pruning	3.03	12.12	1.88	7.52
E10e. Cage Clearing—Electric Transmission Structures	4	1,600 square feet	–	–	0.04	0.16
E10f. Fee Strip Maintenance—Electric Transmission Line ROW	1	30-foot-wide	–	–	3.03	3.03
E12. Distribution and Transmission Line Construction, Extension or Relocation	1	Ten 10 by 10 work sites 50 by 50 pull site 75 by 75 staging area 1,000 by 10 access road	0.23	0.23	0.25	0.25
E13. Tower Line Construction	1	200-foot-wide ROW Ten 25 by 100 work sites Three 50 by 150 pull sites 100 by 100 laydown area	0.29	0.29	0.26	0.26

*Notice of Preparation – Notice of Public Scoping Meeting
Pacific Gas and Electric Company Long-Term North Central Region Incidental Take Permit and Master Streambed Alteration Agreement*

Covered Activity	Typical Annual Frequency ³	Typical Activity Dimensions (feet)	Estimated Permanent Impacts		Estimated Temporary Impacts	
			Impacts per Activity ⁴ (acres)	Annual Impacts (acres)	Impacts per Activity (acres)	Annual Impacts (acres)
E14. Minor Substation Expansion	1	Typically 360 by 360 Up to 660 by 660	3	3	–	–
E15. Underground Line Construction	36	50-foot-wide	0.02	0.66	12.12	432.12
Subtotal Electric	–	–	–	19.19	–	535.03
Other						
Management of Lands Purchased or Conserved for Mitigation	30	467 by 467	–	–	5	150
Subtotal Other	–	–	–	–	–	150
Total Gas, Electric, and Other	–	–	–	29.57	–	721.09

³Due to rounding, totals may not sum. These table values are estimates only and project impacts are generally calculated once projects are completed.

As previously discussed, PG&E intends to develop a MSAA in partnership with the CDFW for certain Covered O&M Activities that may occur within the bed, bank, or channel of rivers, streams, or lakes to ensure compliance with the CDFW's LSA Program and California Fish and Game Code Section 1602. PG&E is including a subset of Covered O&M Activities in the MSAA that may necessitate notification through CDFW's LSA Program when those activities have the potential to result in impacts to CDFW-jurisdictional waters.

The Covered O&M Activities proposed for inclusion in the submitted MSAA notification include:

- the gas and electric access road maintenance program;
- gas and electric temporary crossings for access;
- the vegetation management/maintenance program;
- erosion control solutions; and
- certain gas and electric O&M activities as described herein.

The measures specified for Covered O&M Activities in the submitted MSAA notification include:

- Best Management Practices for erosion control and sedimentation associated with stormwater, for applicable Covered O&M Activities;
- relevant Field Protocols and wetland-specific Avoidance and Mitigation Measures included in PG&E's MRHCP; and
- additional avoidance and minimization measures proposed by PG&E hereafter called applicant-proposed measures (APMs) that will be identified in the EIR and will be implemented for Covered O&M Activities requiring coverage under the ITP and/or MSAA.

D. Potential Environmental Effects

Pursuant to CEQA Guidelines Section 15063(a), the CDFW has elected to proceed with the preparation of a Draft EIR. After conducting a significance determination, the following sections were deemed to have no impact and will not be included in the Draft EIR: Mineral Resources, Population and Housing, and Public Services. The impacts analysis in the EIR will be conducted in accordance with the CEQA Guidelines and will provide a response to each threshold question that can be found in Appendix G, Environmental Checklist Form. An example of the Environmental Checklist Form can be found at the following website: https://califaep.org/docs/2019-Appendix_G_Checklist.pdf. This link is provided to assist the public and agencies in preparing written scoping comments.

Potential issues and impacts to the existing environment to be analyzed in the Draft EIR include the following environmental topics:

- | | |
|----------------------------|--|
| • Aesthetics | • Cultural Resources |
| • Agriculture and Forestry | • Energy |
| • Air Quality | • Geology and Soils (including
Paleontological Resources) |
| • Biological Resources | • Greenhouse Gas Emissions |

- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Noise
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities/Service Systems
- Wildfire

The EIR will evaluate potential environmental effects of the Proposed Project, including PG&E's best management and standard practices, as well as APMs, during the environmental evaluation. Where needed, mitigation measures will be proposed to avoid and/or substantially lessen any significant adverse effects identified in the EIR's impact analysis.

The EIR will also address the cumulative environmental consequences of the Proposed Project in combination with other closely related past, present, and reasonably foreseeable future projects in the area. This will serve to satisfy CEQA requirements regarding regional cumulative effect concerns.

In compliance with CEQA Guidelines Section 15126.6, the EIR will describe and evaluate the comparative merits of a reasonable range of alternatives to the Proposed Project. The EIR will also identify any alternatives that were considered but rejected by the lead agency as infeasible and briefly explain the reasoning. The EIR will provide an analysis of the no project alternative and will also identify the environmentally superior alternative. The alternatives to be analyzed in the EIR will be developed during the environmental review process and will consider input received during public scoping.

E. Public Scoping Meeting

Rather than conducting an in-person meeting, Governor's Executive Order N-25-20 allows state agencies to hold meetings via teleconferencing while still meeting state transparency requirements. Therefore, the CDFW will conduct the public scoping meeting online through a webinar-type format. The scoping meeting will involve a presentation about the Proposed Project and the environmental review process and schedule. The purpose of the meeting is to facilitate the receipt of written comments about the scope and content of the environmental analysis to be addressed in the Draft EIR. The scoping meeting is for information gathering, is not a public hearing, and no public testimony will be taken. No decisions about the Proposed Project will be made at the public scoping meeting. The meeting date, time, and website of the Proposed Project's scoping meeting are as follows:

- **Date:** November 17, 2025
- **Time:** 1:00 pm – 2:00 pm
- **Scoping Meeting Link:** <https://us02web.zoom.us/j/83305758247>

All interested parties are encouraged to attend the teleconference online to express their concerns about the Proposed Project and to offer suggestions regarding the Proposed Project, including alternatives.

F. Submitting Comments

At this time, the CDFW is soliciting comments on the NOP regarding your views on how the Proposed Project may affect the environment. This information will be considered when preparing the Draft EIR's discussion of environmental topics, significant effects, mitigation measures, and alternatives. Because of time limits mandated by state law, comments should be provided no later than 5:00 p.m. on **November 30, 2025** (i.e., the end of the 30-day comment period).

You have several options for submitting comments: (1) online during the scoping meeting, (2) by U.S. mail, or (3) by electronic mail (email). Comments provided by email should include "PG&E O&M ITP - NOP Scoping Comments" in the subject line, and the name and physical address of the commenter should be contained in the body of the email.

Please send all comments to:

California Department of Fish and Wildlife

Attention: CEQA Program

Mailing Address: 1701 Nimbus Road, Rancho Cordova, CA 95670

OR via email: [mailto: R2CEQA@wildlife.ca.gov](mailto:R2CEQA@wildlife.ca.gov), include "PG&E O&M - NOP Scoping Comments" in the subject line

All comments on environmental issues received during the public comment period will be considered and addressed in the Draft EIR, which is anticipated to be available for public review in **March 26, 2026**.

G. Location of Documents Available for Public Review

The NOP and all public review documents for the Proposed Project will be available for review online at <https://www.wildlife.ca.gov/Notices>.

5.2



CITY OF PLYMOUTH CITY COUNCIL
REGULAR MEETING MINUTES DRAFT
Thursday October 23, 2025
6:30 PM

City Council Chambers - 9426 Main Street - Plymouth, CA

Wendy Cranford, Mayor

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 p.m.
- 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

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

Council Member Hornisch motioned to approve the City Council Regular Meeting Agenda for October 23, 2025. Second by Council Member Dill. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent.

3. REGULAR MEETING PUBLIC COMMENT

Mayor Cranford addressed the audience before the public comment section. She mentioned that public comment has become relaxed and she would like to adhere to Robert's Rule of Orders in not going back and forth with speakers during their comment time. Mayor Cranford wants to ensure public comment is done in a respectful manner with no cross chat. She also asked that the speakers honor the three-minute speaking period.

Written public comments were submitted by Amy Gomes and Steven Garretson regarding Flock Cameras.

Jim Wise who is the chairman of the Veterans Park Committee wanted to promote the upcoming Community Planting Day on October 29th. He encouraged anyone available to sign up via the QR code to come and volunteer to help with planting and beautification of Veteran's Park. Plants will be donated, and lunch will be provided for those volunteering.

Steve Christensen spoke on behalf of Jarron Brandon who is a candidate for state Senate. He wanted to invite council to meet with him face to face to talk about common issues.

Bradley Booker, the director of Amador Trail Stewardship, spoke about the concerns of ACRA's disillusion. He feels there is a viable funding source to help keep ACRA going.

Tracey Berkner commented about the Enchanted/Haunted Forest and the business that it has brought to our community. She stated it was a great thing it is to have a new business in Plymouth. She hopes the City can encourage more businesses to come to town.

Steve Garretson thanked the council for all the time and effort spent serving our city. He also apologized to the staff for having to deal with difficult issues. Mr. Garretson also wanted to encourage the council to possibly have a tribe member be part of the council.

Jon Colburn asked if the tribe has gotten an encroachment permit to work on the City street and if they have he would like to see it. He suggested ways to possibly get back the lost TOT monies from the casino. Mr. Colburn would like the attorney to look at the issue as he feels it's been ignored.

Jamie Lubenko gave a great big thank you to the Public Works Department and staff, with a special thanks to Public Works Superintendent Canaan Quinn for the help with the Harvest Festival. She said this year's festival was very successful. She also thanked Nan Danford for chairing the event. Ms. Lubenko announced that they will be doing the First Annual Amador Holiday Home Tour this Christmas. You can find more information at amadorholidayhometour.com to purchase tickets. The funds for this event will go to UC Davis Cancer Center for Childhood Cancer Research.

Rosemarie Moody questioned why the City website has been changed. She also noted that the walking path flooded on the East side. Ms. Moody also asked if there would be a finance update and if so, when that would be. She also said she was appalled that former City Manager Roberts was in City Hall.

Jamie Lubenko spoke again wanting to plan an event for Veteran's Day at our park on November 11th.

Rosemarie Moody asked if we had the meeting on Zoom. City Clerk McHenry stated it was listed on the top of the agenda.

David Moser asked that staff speak clearly in their microphones to help the audience better hear them.

4. PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS: NONE

5. CONSENT CALENDAR ITEMS:

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

Council Member Dill motioned to approve the consent calendar, with amendment made to item 5.5 removing the word masonry. Second by Council Member Hornisch. 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 RECEIVE RESIGNATION LETTER FROM FORMER TREASURER
MICHAEL SPINETTA; DISCUSSION AND POSSIBLE ACTION TO
PROCEED WITH FILLING VACANCY BY APPOINTMENT**

The resignation was received and staff directed to post the vacancy until filled.

**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**

Rosemarie Moody asked if someone reached out to Ms. Schall. Mayor Cranford clarified that she had reached out to her. Ms. Moreno said typically someone gets a key to the City when they make contributions to the City. She said it diminishes the award and makes it a PR stunt. Ms. Moreno stated this person has no attachment to Plymouth. She is also concerned of the fiscal impact to the City and why those costs were not included in the fiscal impact portion on the staff report.

Jamie Lubenko recognizes the lightheartedness of giving the key to Ms. Schall. She feels the influence that Ms. Schall will have on our community will only benefit our City. Ms. Lubenko knows we have serious issues but feels doing this will put us on the map and have a positive impact on the City.

Mayor Cranford gave the background of this event and how it transpired. She also stated that the costs incurred for her visit will be out of her own personal funds. Council Member Hornisch offered to pay for the key to the City. He also feels the event will bring great recognition for our City.

Council Member Hornisch motioned to 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. Second by Council Member Dill. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent

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

Steve Garretson commented that the council should not waste their time and money on trying to recruit someone, they should just hire Interim City Manager Begbie permanently. He feels he is doing a great job.

Rosemarie Moody stated that she was concerned of why the salary range went as high as 200K.

After council discussion, direction was given to City Attorney Booher to adjust the salary range to \$120,000 - \$150,000 and to also remove ICMA-CM credential portion be removed.

**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**

Jamie Lubenko stated she feels that this is a great idea but mentioned it would be good for the city to make sure that event organizers were aware if Pop Up Plaza was not available before the events transpired. Interim City Manager Begbie clarified that the businesses interested would compliment the events.

Rosemarie Moody gave kudos and is happy to have this happen. She thinks it's a great idea.

Vice Mayor Nunn motioned to approved staff to enter into a lease for a unit in the Pop-Up Plaza with Arrowhead Acres for a term of three months amending the contract to require fire safety inspection. Second by Council Member Dill. Motion passed with a roll call vote of 4-0, with Council Member Bottomley absent

8. CITY MANAGER'S REPORT

Interim City Manager Begbie brought up the proposed rate increase from Republic Services. He stated that Cal Waste was also going to make a proposal. Interim City Manager Begbie stated that they made some improvements to the headworks at the WWTP. He also spoke with NBS about expediting our rate study and will present a draft of the study as soon as it's ready. Interim City Manager said that Coffee with the City Manager has been successful and it's a good time to talk about issues. He also stated the Pop-Up Plaza is 'Open for Business' and that it's a great opportunity for businesses to allow businesses to try new ideas with low overhead. Interim City Manager Begbie stated they held five interviews out of seven applicants for the Public Works Superintendent position. The interviews were held by Public Works professionals from Placerville and Folsom. The interview panel overwhelmingly chose current Lead Maintenance Canaan Quinn to fill that position. Interim City Manager Begbie stated that when the former PW Superintendent resigned, Canaan took on filling in both positions without reservation and he feels that Canaan will be a phenomenal person to lead the department. Interim City Manager Begbie also met with the City Code Enforcement, Larry White, to look at ways to help clean up the City. He wants to work with citizens to help with this issue to get them addressed. Interim City Manager Begbie also mentioned he will be interviewed by KBGC to be interviewed on October 29th at 8:30am and hopes everyone will tune in.

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

Council Member Hornisch said that the CFD met recently. He stated he did not attend but they spoke about the water and swale issues. Council Member Hornisch said he would really like the committee formation to be sorted out. He would also like the NBS report to be done soon. Council Member Hornisch also would like to attend Coffee with the City Manager in the near future.

Vice Mayor Nunn would like to have the Old Sacramento Road issue be brought to an agenda soon. He would also like to have the CFD committee issue added as well.

Mayor Cranford also noticed that the walking trail was flooding. She also will attend the next ACRA meeting for an update on the status of their organization. Mayor Cranford also plans to attend Coffee with the City Manager as well. She also thanked City staff for their hard work in regard to the recent staff changes. Mayor Cranford stated that the NBS rate study will hopefully be done soon and would like to have Old Sacramento Road added to an agenda.

ADJOURNMENT INTO CLOSED SESSION AT 7:54PM

10. CLOSED SESSION:

10.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOV. CODE § 54956.9 SIGNIFICANT EXPOSURE TO LITIGATION: 1 CASE

11. ADJOURNMENT FROM CLOSED SESSION 9:02PM WITH NO REPORTABLE ACTION

Respectfully Submitted at Plymouth, California

//s//

Victoria McHenry City Clerk

DRAFT

5.3

11/05/25
09:52:18

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 10/25

Page: 1 of 3
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30305	S	370 4LEAF, INC.	9230.00	11/03/25		CL 3830	9230.00
30268	S	20 AMADOR CO SHERIFF	96875.00	10/09/25		CL 3874	96875.00
30269	S	26 AMADOR COUNTY FAIR	715.00	10/09/25		CL 3840	715.00
30270	S	29 AMADOR FIRE PROTECTION DIST	34695.29	10/09/25		CL 3872	34695.29
30292	S	34 AMADOR WATER AGENCY	48198.39	10/23/25		CL 3816	48198.39
30286	S	254 AT&T	219.41	10/16/25		CL 3867	219.41
30287	S	256 AT&T	31.54	10/16/25		CL 3826	31.54
30293	S	255 AT&T	85.60	10/23/25		CL 3828	85.60
30288	S	41 AT&T MOBILITY	721.08	10/16/25		CL 3839	721.08
30271	S	253 BAHALA NA CORP	497.23	10/09/25		CL 3821	497.23
30272	S	45 BEST BEST & KRIEGER	28279.00	10/09/25		CL 3813	28279.00
30273	S	66 CALIFORNIA LABORATORY SERVICES	975.00	10/09/25		CL 3825	975.00
30274	S	418 CALIFORNIA LANDSCAPING & DESIGN INC.	5750.00	10/09/25		CL 3869	5750.00
30294	S	75 CITY OF PLYMOUTH	1149.20	10/23/25		CL 3823	1149.20
30275	S	76 CLARK PEST CONTROL	351.00	10/09/25		CL 3836	351.00
30303	S	78 COMCAST	156.44	10/30/25		CL 3814	156.44
30295	S	327 CREACH CONSTRUCTION CO, INC	8428.00	10/23/25		CL 3879	8428.00
30296	S	73 FIRST-CITIZENS BANK & TRUST CO	311.40	10/23/25		CL 3847	311.40
30276	S	999999 HANNAH GOWER	877.93	10/09/25		CL 3875	877.93
30277	S	129 INTERNATIONAL LEAGUE OF CITIES	100.00	10/09/25		CL 3873	100.00
30297	S	999999 KVGC 96.5 FM 1340	300.00	10/23/25		CL 3878	300.00
30278	S	412 MBK ENGINEERS	1999.50	10/09/25		CL 3871	1999.50
30279	S	89 MICHELE GERMAN-DAVIS	2182.50	10/09/25		CL 3829	2182.50
30289	S	305 NAPA AUTO PARTS	400.95	10/16/25		CL 3877	400.95

11/05/25
09:52:18

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 10/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30280	S	164 NBS	966.46	10/09/25		CL 3834	966.46
30281	S	320 PAC MACHINE COMPANY	807.79	10/09/25		CL 3876	807.79
-99910	E	178 PACIFIC GAS & ELECTRIC	191.80	10/09/25	10/25	CL 3851	191.80
-99909	E	178 PACIFIC GAS & ELECTRIC	15.06	10/09/25	10/25	CL 3852	15.06
-99908	E	178 PACIFIC GAS & ELECTRIC	24.64	10/09/25	10/25	CL 3853	24.64
-99907	E	178 PACIFIC GAS & ELECTRIC	86.94	10/09/25	10/25	CL 3854	86.94
-99906	E	178 PACIFIC GAS & ELECTRIC	1216.79	10/09/25	10/25	CL 3855	1216.79
-99905	E	178 PACIFIC GAS & ELECTRIC	249.40	10/09/25	10/25	CL 3856	249.40
-99904	E	178 PACIFIC GAS & ELECTRIC	112.74	10/09/25	10/25	CL 3857	112.74
-99903	E	178 PACIFIC GAS & ELECTRIC	28.43	10/09/25	10/25	CL 3858	28.43
-99902	E	178 PACIFIC GAS & ELECTRIC	115.46	10/09/25	10/25	CL 3868	115.46
-99901 C	E	178 PACIFIC GAS & ELECTRIC	0.00	10/23/25		CL 3850	
-99900 C	E	178 PACIFIC GAS & ELECTRIC	0.00	10/23/25		CL 3861	
-99899 *	E	178 PACIFIC GAS & ELECTRIC	19.22	10/30/25	10/25	CL 3862	19.22
-99898	E	178 PACIFIC GAS & ELECTRIC	14.36	10/30/25	10/25	CL 3863	14.36
-99897	E	178 PACIFIC GAS & ELECTRIC	1097.16	10/30/25	10/25	CL 3881	1097.16
30306	S	178 PACIFIC GAS & ELECTRIC	23130.22	11/03/25		CL 3850	23037.40
-99911	E	181 PAYCHEX INC.	141.90	10/09/25	10/25	CL 3861	92.82
30282	S	181 PAYCHEX INC.	424.10	10/09/25		CL 3817	141.90
30298	S	383 QUADIENT FINANCE USA INC	536.00	10/23/25		CL 3824	424.10
30283	S	201 SHENANDOAH STATION	886.62	10/09/25		CL 3844	536.00
30299	S	377 SIGNAL SERVICE INC	619.50	10/23/25		CL 3837	886.62
30300	S	141 SUPERIOR PLUS ENERGY SERVICES INC	2.68	10/23/25		CL 3832	619.50
						CL 3819	2.68

11/05/25
09:52:18

CITY OF PLYMOUTH
Check Register for Wells Fargo Checking
For the Accounting Period: 10/25

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
30304	S	422 TELSTAR INSTRUMENTS	4249.12	10/30/25		CL 3882	4249.12
30290	S	239 UP COUNTRY POOL CENTER	196.41	10/16/25		CL 3835	196.41
30284	S	245 WALKER'S SUPPLY CO.	311.34	10/09/25		CL 3820	311.34
30291	S	247 WEBER, GHIO & ASSOCIATES, INC	4431.45	10/16/25		CL 3866	4431.45
30285	S	322 WILKINSON PORTABLES INC	216.00	10/09/25		CL 3812	216.00
30301	S	322 WILKINSON PORTABLES INC	216.00	10/23/25		CL 3880	216.00
30302	S	393 WIZIX TECHNOLOGY GROUP, INC	58.84	10/23/25		CL 3843	58.84

Total for Claim Checks 282895.89
Count for Claim Checks 54

* denotes missing check number(s)

of Checks: 54 Total: 282895.89

Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Invoice #/Inv Date/Description	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org Acct	Object	Proj	Cash Account
Claim				Line Amount	Disc	\$						
-99911	E	181 PACHEX INC.	10/05/25 FLEX TIME	141.90	10/25	10/09/25						
3817				141.90	10/25			1	511000	781000		101001
				141.90								
-99910	E	178 PACIFIC GAS & ELECTRIC	09/26/25 18565 Empire Street	191.80	10/25	10/09/25						
3851				191.80	10/25			1	551000	731000		101001
				191.80								
-99909	E	178 PACIFIC GAS & ELECTRIC	09/26/25 18358 Empire Street	15.06	10/25	10/09/25						
3852				15.06	10/25			1	551000	731000		101001
				15.06								
-99908	E	178 PACIFIC GAS & ELECTRIC	09/26/25 Shennandoah Rd SS Hwy 49 E 150	24.64	10/25	10/09/25						
3853				24.64	10/25			40	600000	731000		101001
				24.64								
-99907	E	178 PACIFIC GAS & ELECTRIC	09/26/25 E/Plymouth	86.94	10/25	10/09/25						
3854				86.94	10/25			40	600000	731000		101001
				86.94								
-99906	E	178 PACIFIC GAS & ELECTRIC	09/26/25 9426 Main Street	1216.79	10/25	10/09/25						
3855				1216.79	10/25			1	511000	731000		101001
				405.60				40	600000	731000		101001
				405.60				50	700000	731000		101001
				405.59								
-99905	E	178 PACIFIC GAS & ELECTRIC	09/26/25 7151 Old Sacramento Road	249.40	10/25	10/09/25						
3856				249.40	10/25			50	700000	731000		101001
				249.40								
-99904	E	178 PACIFIC GAS & ELECTRIC	09/26/25 9395 Main Street	112.74	10/25	10/09/25						
3857				112.74	10/25			1	551000	731000		101001
				112.74								
-99903	E	178 PACIFIC GAS & ELECTRIC	09/26/25 Hwy 49 WS Main St N 250 ft	28.43	10/25	10/09/25						
3858				28.43	10/25			10	560000	731000		101001
				14.22								
				14.21				50	700000	731000		101001

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

11/05/25
09:53:38

CITY OF PLYMOUTH
Claims and/or Payroll Checks List
For the Accounting Period: 10/25

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Report ID: W100X2

Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Check/Doc Amount	Period	Date Issued	PO #	Fund	Org	Acct	Object	Proj	Cash Account
-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
-99902	E	178 PACIFIC GAS & ELECTRIC	115.46	10/25	10/09/25							
3868		09/26/25 18500 Sherwood St	115.46	10/25			1		531000	731000		101001
			115.46									
-99899	E	178 PACIFIC GAS & ELECTRIC	19.22	10/25	10/30/25							
3862		10/14/25 Cornerof Hwy 49, S/O Zinf Pkw	19.22	10/25			40		600000	731000		101001
			19.22									
-99898	E	178 PACIFIC GAS & ELECTRIC	14.36	10/25	10/30/25							
3863		10/14/25 CFD 2016-1 Vintner & Sommelier	14.36	10/25			80		519000	731000		101001
			14.36									
-99897	E	178 PACIFIC GAS & ELECTRIC	1097.16	10/25	10/30/25							
3881		10/14/25 Street Lights	1097.16	10/25			10		560000	731000		101001
			1097.16									
30268	SC	20 AMADOR CO SHERIFF	96875.00	10/25	10/09/25							
3874		10/02/25 LE/Disp Services	96875.00	10/25			11		560000	768210		101001
			96875.00									
30269	SC	26 AMADOR COUNTY FAIR	715.00	10/25	10/09/25							
3840		10/01/25 Corp Yard Rent - Oct 2025	715.00	10/25			1		531000	721700		101001
			715.00									
30270	SC	29 AMADOR FIRE PROTECTION DIST	34695.29	10/25	10/09/25							
3872		10/01/25 Bene Ass Fee 24-25	34695.29	10/25			1		521000	768100		101001
			34695.29									
30271	SC	253 BAHALA NA CORP	497.23	10/25	10/09/25							
3821		09/30/25 Filter Bag	497.23	10/25			1		531000	740500		101001
		09/30/25 Line/Paint/Tape/Filters	31.24						531000	740100		101001
		09/30/25 McGee Park Repairs	352.80				1		551000	740100		101001
		09/30/25 W/H Killer/Fuel/Tubing/Pw Equi	38.07				1		531000	740700		101001
		09/30/25 Concrete Mix	69.10				1		600000	728300		101001
			6.02				40					

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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	Cash Account
Claim				Line Amount	Disc	\$				
30272	SC	45	BEST BEST & KRIEGER	28279.00	10/25	10/09/25				
3813				28279.00	10/25					
			10/02/25 Retainer	3220.00			1	511000 762000		101001
			10/02/25 Labor-Employment	3068.50			1	511000 762000		101001
			10/02/25 Arroyo Ditch	4326.60			1	511000 762000		101001
			10/02/25 Casino	2503.00			33	560000 762000		101001
			10/02/25 Public Records	1316.70			1	511000 762000		101001
			10/02/25 ZR	1171.20			1	280005		101001
			10/02/25 Retainer (Overage)	12673.00			1	511000 762000		101001
30273	SC	66	CALIFORNIA LABORATORY SERVICES	975.00	10/25	10/09/25				
3825				975.00	10/25					
			09/30/25 Drinking Water Lab	474.00			40	600000 728100		101001
			09/30/25 Waste Water Lab	501.00			50	700000 728100		101001
30274	SC	418	CALIFORNIA LANDSCAPING & DESIGN I	5750.00	10/25	10/09/25				
3869				5750.00	10/25		80	519000 740100		101001
			10/03/25 ZR Monthly Services	5750.00						
30275	SC	76	CLARK PEST CONTROL	351.00	10/25	10/09/25				
3836				351.00	10/25					
			City Hall	0.00			1	531000 740100		101001
			10/02/25 Water Treatment Plant	98.00			40	600000 740100		101001
			10/02/25 18565 Empire Street	135.00			1	551000 740100		101001
			10/02/25 Ranch House	118.00			50	700000 740100		101001
30276	SC	999999	HANNAH GOWER	877.93	10/25	10/09/25				
3875				877.93	10/25		1	511000 701000		101001
			10/08/25 Lost Check Reimbursed	877.93						
30277	SC	129	INTERNATIONAL LEAGUE OF CITIES	100.00	10/25	10/09/25				
3873				100.00	10/25					
			10/07/25 Annual Membership	100.00			1	512000 720800		101001
30278	SC	412	MBK ENGINEERS	1999.50	10/25	10/09/25				
3871				1999.50	10/25					
			10/03/25 3833.001 PEDHA	1999.50			50	700000 761000		101001
30279	SC	89	MICHELE GERMAN-DAVIS	2182.50	10/25	10/09/25				

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Claims

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-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
3829		10/01/25 Web Site		2182.50	10/25			1	511000	761000	101001
				2182.50							
30280	SC	164 NBS		966.46	10/25	10/09/25		80	519000	769000	101001
3834				966.46	10/25						
		09/20/25 An Fee-Quarterly CFD 2016-1		966.46							
30281	SC	320 PAC MACHINE COMPANY		807.79	10/25	10/09/25		50	700000	740700	101001
3876				807.79	10/25						
		10/06/25 CamLock/Elbow/Nipples		807.79							
30282	SC	181 PAYCHEX INC.		424.10	10/25	10/09/25		1	511000	781000	101001
3824				424.10	10/25						
		09/25/25 Payroll		424.10							
30283	SC	201 SHENANDOAH STATION		886.62	10/25	10/09/25		1	531000	721100	101001
3837				886.62	10/25						
		09/30/25 Fuel 09/03/25 to 09/26/25		886.62							
30284	SC	245 WALKER'S SUPPLY CO.		311.34	10/25	10/09/25		1	511000	740500	101001
3820				311.34	10/25						
		10/07/25 Janitorial Supplies		311.34							
30285	SC	322 WILKINSON PORTABLES INC		216.00	10/25	10/09/25		1	531000	721700	101001
3812				216.00	10/25						
		08/27/25 CORP YARD		108.00							
		08/27/25 SEWER PLANT		108.00							
30286	SC	254 AT&T		219.41	10/25	10/16/25		50	700000	732000	101001
3867				219.41	10/25			50	700000	732000	101001
		10/06/25 9391047017		46.84				50	700000	732000	101001
		10/06/25 9391047027		46.84				50	700000	732000	101001
		10/06/25 9391047035		125.73				1	511000	732000	101001
30287	SC	256 AT&T		31.54	10/25	10/16/25		40	600000	732000	101001
3826				31.54	10/25						
		10/07/25 Monthly Services		31.54							

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Claims

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Claim		Invoice #/Inv Date/Description	Line Amount	Disc	\$						
30288	SC	41 AT&T MOBILITY	721.08	10/25	10/16/25						
3839		10/01/25 CM Devices	721.08	10/25							
		10/01/25 PW Devices	180.27				1	511000	732000		101001
		10/01/25 Water Devices	180.27				1	531000	732000		101001
		10/01/25 WWP Devices	180.27				40	600000	732000		101001
			180.27				50	700000	732000		101001
30289	SC	305 NAPA AUTO PARTS	400.95	10/25	10/16/25						
3877		09/30/25 Equipment Maint & Repair	400.95	10/25							
		09/30/25 Sewer Plant	371.88				1	531000	740700		101001
			29.07				50	700000	740100		101001
30290	SC	239 UP COUNTRY POOL CENTER	196.41	10/25	10/16/25						
3835		10/07/25 Chemicals	196.41	10/25							
			196.41				1	554000	722100		101001
30291	SC	247 WEBER, GHIO & ASSOCIATES, INC	4431.45	10/25	10/16/25						
3866		10/10/25 General City Engineering	4431.45	10/25							
		10/10/25 9424 Pacific St-SHE	1706.50				1	518000	763000		101001
		10/10/25 9451 Main-DRINK Bar	944.75				1	532000	740800		101001
		10/10/25 18190 Sutter St-NMFD	148.50				1	532000	740800		101001
		10/10/25 Encroachment Permit Review	198.00				1	532000	740100		101001
		10/10/25 Arroyo Woods-Tent Map	145.00				40	600000	763000		101001
		10/10/25 Building Inspection	89.00				1	280027			101001
		10/10/25 McGee Park Project	308.20				1	541000	763100		101001
		10/10/25 Code Enforcement	222.50				68	560000	770800		101001
		10/10/25 ZR Drainage & Maint Issues	580.00				1	552000	766000		101001
			89.00				1	280010			101001
30292	SC	34 AMADOR WATER AGENCY	48198.39	10/25	10/23/25						
3816		10/14/25 Service Charge	48198.39	10/25							
		10/14/25 Water Consumption	17495.66				40	600000	729200		101001
		10/14/25 Water Debt Service	25636.62				40	600000	729100		101001
			5066.11				40	600000	729200		101001
30293	SC	255 AT&T	85.60	10/25	10/23/25						
3828		10/10/25 WWP Internet	85.60	10/25							
			85.60				50	700000	732000		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	Cash Account
30294	SC	75 CITY OF PLYMOUTH	10/16/25 2016-01 Zinfandel Irrigation	1149.20	10/25	10/23/25		80	519000	770400	101001
3823				1149.20	10/25						
30295	SC	327 CREACH CONSTRUCTION CO, INC	10/08/25 6650 Old Sac Rd/BR Remodel	8428.00	10/25	10/23/25		50	700000	740300	101001
3879				8428.00	10/25						
30296	SC	73 FIRST-CITIZENS BANK & TRUST CO	10/12/25 TASKALFA 4054CI	311.40	10/25	10/23/25		1	511000	761000	101001
3847			10/12/25 TASKALFA 4054CI	103.80	10/25			40	600000	761000	101001
			10/12/25 TASKALFA 4054CI	103.80				50	700000	761000	101001
30297	SC	999999 KVMC 96.5 FM 1340		300.00	10/25	10/23/25		2	560000	770300	101001
3878		09/30/25 SOS Ad		300.00	10/25						
30298	SC	383 QUADIENT FINANCE USA INC	10/16/25 Postage	536.00	10/25	10/23/25		1	511000	720100	101001
3844			10/16/25 Postage	178.66	10/25			40	600000	720100	101001
			10/16/25 Postage	178.67				50	700000	720100	101001
30299	SC	377 SIGNAL SERVICE INC	10/17/25 Monthly Services	619.50	10/25	10/23/25		1	511000	761000	101001
3832				619.50	10/25						
30300	SC	141 SUPERIOR PLUS ENERGY SERVICES INC	10/13/25 9426 Main Street	2.68	10/25	10/23/25		1	511000	721900	101001
3819			18565 Empire st	2.68	10/25			1	551000	721900	101001
			8816 Sommelier/booster pump st	0.00				40	600000	721900	101001
30301	SC	322 WILKINSON PORTABLES INC		216.00	10/25	10/23/25		1	531000	721700	101001
3880		10/22/25 Corp Yard		216.00	10/25						
				108.00							

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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
-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
10/22/25		Sewer Plant	108.00				50	700000	721700		101001
30302 SC		393 WIZIX TECHNOLOGY GROUP, INC	58.84	10/25	10/23/25						
3843			58.84	10/25							
		10/21/25 P6035CDN	1.02				1	511000	720100		101001
		10/21/25 P6035CDN	1.03				40	600000	720100		101001
		10/21/25 P6035CDN	1.02				50	700000	720100		101001
		10/21/25 4054c1	18.59				1	511000	720100		101001
		10/21/25 4054c1	18.59				40	600000	720100		101001
		10/21/25 4054c1	18.59				50	700000	720100		101001
30303 SC		78 COMCAST	156.44	10/25	10/30/25						
3814			156.44	10/25			1	511000	784000		101001
		10/16/25 Internet	156.44								
30304 SC		422 TELSTAR INSTRUMENTS	4249.12	10/25	10/30/25						
3882			4249.12	10/25			50	700000	740700		101001
		10/27/25 Furnish/install touchscreen	4249.12								
30305 SC		370 ALEAF, INC.	9230.00	10/25	11/03/25						
3830			9230.00	10/25			1	280026			101001
		09/30/25 ARCO	92.50								
		09/30/25 Planning Fees	9137.50				1	542000	761000		101001
30306 SC		178 PACIFIC GAS & ELECTRIC	23130.22	10/25	11/03/25						
3850			23037.40	10/25			50	700000	731000		101001
		10/28/25 7784 Old Sac Rd	23037.40								
3861			92.82	10/25			10	560000	731000		101001
		10/08/25 W/O Hwy 49 Main St	92.82								
Claims Total # of Checks:	52	Total:	282895.89								
Grand Total # of Checks:	52	Total:	282895.89								

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Fund/Account		Amount
1 General Fund		
101001	2 TOT - Streets & Promotion Fund	83,222.75
101001		
101001	10 Gas Tax Fund	300.00
101001		
101001	11 COPS Grant Fund	1,204.20
101001		
101001	33 Miwok Indian Project Fund	96,875.00
101001		
101001	40 Water Enterprise Fund	2,503.00
101001		
101001	50 Sewer Enterprise Fund	49,971.71
101001		
101001	68 Redevelopment Project Fund	40,716.71
101001		
101001	80 CFD 2016-01 ZR	222.50
101001		
		7,880.02
Total:		282,895.89

6.1

PUBLIC HEARING

7.1



CITY COUNCIL AGENDA ITEM NO. 7.1
11/13/2025

SUBJECT: APPROVAL OF SERVICES FROM BELFOR PROPERTY RESTORATION FOR CLEANING AND DECONTAMINATION OF DAMAGED CITY RECORDS

DEPARTMENT: City Manager's Office

STAFF: Interim City Manager Cameron Begbie

TITLE

DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE INTERIM CITY MANAGER TO EXECUTE AN AGREEMENT WITH BELFORD PROPERTY RESTORATION FOR RESTORATION AND INVENTORY OF CONTAMINATED CITY RECORDS

BACKGROUND

During a recent search for historical wastewater-related records, staff located decades of City documents stored in a portable building located near the Wastewater Treatment Plant. Upon inspection, it was determined that the structure had deteriorated over time, allowing water intrusion and rodent infestation. As a result, the majority of the stored records have been compromised by moisture, mold, and rodent damage.

To assess the condition and determine possible recovery options, staff contacted Belfor Property Restoration, a firm specializing in document restoration and contamination mitigation. Following an on-site evaluation, Belfor concluded that most records are unlikely to be fully salvageable due to the extent of the damage. However, the company recommended cleaning, limited decontamination, and inventorying of the materials to prevent additional deterioration and ensure safe handling.

Even after the cleaning process, access to these materials will still require proper safety precautions, including the use of N95 masks and gloves, due to residual contamination concerns.

FISCAL IMPACT

The cost of services from Belfor Property Restoration is estimated between \$4,700 and \$6,350, depending on the final scope of work.



CITY COUNCIL AGENDA ITEM NO. 7.1
11/13/2025

RECOMMENDATION

Staff recommends the City Council discuss and possibly direct the Interim City Manager to approve and execute services with Belfor Property Restoration for the cleaning, decontamination, and inventorying of damaged City records stored near the Wastewater Treatment Plant, in an amount not to exceed \$6,350.

ATTACHMENT(S)

1. Belfor Property Restoration Quote
2. Photos

October 27, 2025

City of Plymouth
9426 Main Street
P.O. Box 429
Plymouth, CA 95669
Attn: Cameron Begbie

Re: Contaminated Document Restoration

 Scope and Budget

The following is a Scope and Preliminary Budget for the above referenced property as a result of CAT 3 water intrusion from a failed roof and siding in a temporary construction trailer. This budget is based on our direct physical observation. As with any budgets, these projections are not absolute. Methods may change due to efficiency of work or job site considerations. However, actual invoicing will be produced based on a Non-Prevailing Wage Rate & Materials Fee Schedule provided by BELFOR USA Group, Inc. to the City of Plymouth.

 Affected Areas

- Construction Storage Trailer

 Equipment, Labor, Materials

- Installation of HEPA air filtration 2000 CFM air filtration unit
- Donning of all necessary PPE
- Contents manipulation/cartage
- Delivery of contaminated documents to BELFOR Warehouse
- Decontamination of rat feces and mold contaminated documents
- Ozone Treatment of all documents
- Assembly and re-boxing contaminated critical documents
- Final Mold Air Clearances in Ozone Room
- Crew Van
- Fuel
- Labor

Scope of Work

Documents

Shrink wrap and pick up one pallet of documents currently contained in Banker Boxes from The City of Plymouth Corporate Yard. Deliver all contaminated documents to the BELFOR Warehouse Ozone Chamber. Dispose of all CAT 3 and Bacterial and Mold Contaminated cardboard Banker Boxes, Decontaminate contents with HEPA Vacuum and Chemical Sponge wiping. Ozone treatment of all decontaminated documents for odor abatement (2 sessions). Gathering and re-boxing contaminated critical documents into new boxes (18-20 Box count), Delivery to the City of Plymouth to desired area.

Documents will be decontaminated and containerized into new bankers boxes. These documents will not be 100% mold or bacteria free. Incineration of the said documents is recommended. Contact with the said documents is not recommended by unprotected personnel once returned to the City of Plymouth.

All work shall be performed during normal business hours Monday through Friday of each week.

Trending Budget For Services

\$4,700.00 - \$6,350.00

By: Grant Cody







7.2



CITY COUNCIL AGENDA ITEM NO. 7.2
11/13/2025

SUBJECT: **DISCUSSION AND POSSIBLE ACTION TO APPROVE TOT GRANT REQUEST FOR THE CHALLENGE OF CHAMPIONS RODEO FOR UP TO \$15,000.**

DEPARTMENT: City Manager's Office

STAFF: City Manager Cameron Begbie

TITLE

DISCUSSION AND POSSIBLE ACTION TO APPROVE TOT GRANT REQUEST FOR THE CHALLENGE OF CHAMPIONS RODEO FOR \$15,000

BACKGROUND

Throughout the years, the City has supported the Challenge of Champions Rodeo which is a California High School Rodeo Association event. The event will take place at the Amador County Fair Grounds March 20-22, 2026. The high school rodeo contestants are the top three qualifiers in their event from the nine districts in California. In the years of 2023, 2024, and 2025, the City has granted \$15,000 each year to support the rodeo. The Challenge of Champions Rodeo is asking for a TOT grant of \$15,000 for the 2026 event.

FISCAL IMPACT

The fiscal impact is \$15,000 dollars from our Transient Occupancy Tax fund. The TOT Streets & Promotions has appropriated \$40,000 for FY 25/26 to promote all events throughout the City.

The Challenge of Champions Rodeo has provided an estimated economic impact formula from the American Quarter Horse Association (AQHA) from the organizers that is based on data from the Fort Worth Texas Chamber of Commerce which does not necessarily apply equally to California or the City of Plymouth

The City receives approximately one cent (\$0.01) from every dollar spent within our city limits out of the 7.75% sales tax as we do not have a special tax assessed for the City. The City has recently experienced a significant decline in available TOT revenue collected.



CITY COUNCIL AGENDA ITEM NO. 7.2
11/13/2025

RECOMMENDATION

Staff recommends the City Council discuss this TOT grant application and provide direction to staff regarding whether any and how much money should be awarded.

ATTACHMENT(S)

1. TOT Grant Application
2. Letter From Organizer – Craig Williams
3. AQHA "How to Calculate an Event's Economic Impact"
4. Proposed Budget



TOT GRANT APPLICATION

FOR OFFICIAL USE ONLY: TIME/DATE STAMP

Date: 11/5/2025

NAME OF ACTIVITY: 2026 Challenge of Champions Rodeo

APPLICANTS CONTACT INFORMATION:

NAME: Craig Williams
ADDRESS: [REDACTED]
CELL NUMBER: [REDACTED]
EMAIL: [REDACTED]@gmail.com

SECONDARY CONTACT PERSON:

NAME: Dr. Bo Felix
ADDRESS: [REDACTED]
CELL NUMBER: [REDACTED]
EMAIL: [REDACTED]@gmail.com

AMOUNT BEING REQUESTED: \$ 15,000

BRIEF DESCRIPTION OF ACTIVITY: (ATTACH SUPPORTING DOCUMENTS AND ADDITIONAL PAGES IF MORE SPACE IS NEEDED)

The Challenge of Champions High School Rodeo is a statewide invitational event.

The Challenge of Champions came to Plymouth in 1998 after this similar event was held at the

at the famous Cow Palace during the Junior Grand National in San Fransico and commercially

produced by Cotton Rosser and the famous Flying U Rodeo Company. The board and I

brought it to Plymouth because regretablely the Junior Grand National was dicontinued in1997.

STATEMENT OF PURPOSE: The purpose is to insure that the Challenge of Champions Rodeo stays

stays in Plymouth for years to come. The California High School Rodeo Association

being statewide could possibly elect to entertain other venues in the state which it has.

EVENTS ESTIMATED BUDGET: \$ 15,000 ESTIMATED ATTENDANCE: 2500 plus

HAVE YOU BEEN AWARDED TOT GRANT FUNDS IN THE LAST 3 YEARS? YES X NO
IF YES, PLEASE ATTACH A LIST OF THOSE EVENTS.

City of Plymouth

October 1, 2025

Plymouth, CA 95669

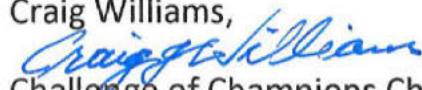
Dear City Manager and City Council:

Please accept this letter as a request for your continued support needed to maintain and continue the production of the statewide championship rodeo the "Challenge of Champions" for 2026 on March 20, 21 and 22 here in Plymouth. The recipient of this financial support will be the California High School Rodeo Association, a non-profit organization. The high school rodeo contestants participating in the Challenge of Champions Rodeo are the top three qualifiers in their event from the nine districts in California. These young people are so inspiring as the program was created by an educator who saw the potential in rodeo to help develop character, sportsmanship and academic achievement resulting in good citizens.

To maintain the quality of the Challenge of Champions delivered in the past and in lieu of continually rising costs we request financial assistance from the City of Plymouth. Our community support has made it possible to ensure that this event stays here as I have defended multiple attempts in the past to have it moved to other venues. For our 2026 rodeo we are asking for \$15,000 again as we have been awarded \$15,000 each for 2023, 2024, and 2025. There is definitely a financial advantage for this community to have the Challenge of Champions held here and with difficulty establishing exact benefit amounts we can defer to the formula included in the packet that the American Quarter Horse Association has published. If you apply the formula with 300 horses and using a 4 day occupancy the sum would easily return the \$15,000 and much much more. The City of Plymouth has been a most important partner for the success of this event.

Sincerely,

Craig Williams,



Challenge of Champions Chairman, [REDACTED]

California High School Rodeo Association, P.O. Box 279, Arroyo Grande, CA 93421

Further Thoughts on Behalf of the Challenge of Champions:

On behalf of the California High School Rodeo Association, myself and so many young cowboys and cowgirls with so many fond memories of Plymouth and the Challenge of Champions, we thank Plymouth so much for your past support.

With the upcoming "Challenge" in Plymouth and the onset of rodeos televised throughout the season on the "Cowboy Channel" we all should be very proud that a great number of the professional contestants received their start competing here during their high school years. There are over 50 past Challenge of Champions contestants who came through Plymouth on their way to the professional ranks and qualifying for the National Finals Rodeo in Las Vegas. Included are 5 times World Champion Steer Wrestler, Luke Branquinho, World Champion Bareback Bronc Rider, Clayton Biglow, World Champion Barrel Racer, Nellie Williams and many more rodeo champions like Lefty Holman, Taylor Santos, Lane Karney, Russel Cardoza, Josh Gardner, Colton Farquer, Lindsey Rosser, R C Landingham, Brushton Minton and Katie Pascoe, daughter of many times world champion John W Jones, who was our event director for years. The point here is that I am humbled to be able to produce such a prestigious rodeo and we should be proud to keep this event going in Plymouth for many years to come. To ensure the management of this event stays on track my son-in-law Dr. Bo Felix has agreed to share my role with me in producing next year's rodeo. I have volunteered providing many hours of commitment and hours away from my work place in order to see the Challenge succeed. My payment is the gratification I get watching these fine young people succeed and with the hopes they will make good citizens.

One last thought is that with the city's help some years back the back arena known as the Wolan Arena had been built and new footing material added. This enabled the rodeo to include the Reined Cow Horse event and in doing so extra funds were needed and will continue to be needed for its production. This event is well attended again putting Plymouth on the map.

[illegible][illegible]



How to Calculate an Event's Economic Impact

To figure the economic impact of your show on the surrounding area, the following formula can be used:

(Actual number of horses X 3 people per horse = total people) X (Actual show days + 1 move-in/-out days X \$150 per diem = total \$) = \$ directly into city.

Then, multiply *\$ directly into city* by 2 (estimated number of times each tourist dollar turns over in the economy) = total economic impact.

SAMPLE Two-Day Show

(70 actual horses X 3 people per horse = 210 people) X (2 actual show days + 1 move-in/-out days X \$150 per diem = \$450) = **\$94,500**

\$94,500 X 2 = \$189,000 total economic impact on community.

History of This Formula

This formula originally was developed by the American Quarter Horse Association in conjunction with the Fort Worth Texas Chamber of Commerce utilizing a multiplier effect of seven (7). Several years ago, that multiplier was revised to four (4), and two years ago it was revised to two (2) based on advice from various economists that it's only feasible to trace a dollar two times in a given economy.

Additional modifications have been made (2.5 people/horse to 3 people/horse and a per diem increase for inflation from \$140 to \$150/day).



California High School Rodeo Association
P.O. Box 279
Arroyo Grande, CA 93421
[REDACTED]

September 4, 2025

City of Plymouth
9426 Main Street
PO Box 429
Plymouth, CA 95669

To Whom it May Concern,

Please consider this as an authorization for the California High School Rodeo Association to proceed with submitting the application for requesting funding assistance from the City of Plymouth for the 2025 Challenge of Champions Rodeo, to be held in Plymouth March 20, 21, and 22, 2026. This is also an authorization for the Challenge of Champions committee chairman, Craig Williams, to represent California High School Rodeo Association in this request.

Thank you for your consideration, your continued support of this rodeo, youth competitors and our organization over the last 27 years has made the Challenge of Champions Rodeo is appreciated.

California High School Rodeo Association
Jennifer Fleming, Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/04/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Western Specialty Insurers, LLC 1116 Remington Plaza, Suite C Raymore MO 64083	CONTACT NAME: Tami Ford PHONE (A/C, No, Ext): (888) 866-3550 FAX (A/C, No): (816) 623-5982 E-MAIL ADDRESS: tbrown@rodeoins.com
INSURED CA HS CA High School Rodeo Association PO Box 279 Arroyo Grande, CA 93420	INSURER(S) AFFORDING COVERAGE INSURER A: Great Divide Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y			8/15/2025	8/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Participant Liab \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired/borrowed \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0				8/15/2025	8/15/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A					E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

See Attached

CERTIFICATE HOLDER

See Attached

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Kevin Shewmaker



AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULEPage 2 of 3

AGENCY Western Specialty Insurers, LLC		NAMED INSURED
POLICY NUMBER		
CARRIER Great Divide Insurance Co	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance: Notes -Rev 5/27/21

The National High School Rodeo Association - its officers, directors and employees and sponsors are named as an Additional Insured with respect to

Challenge of Champions

Amador County Fair-26th District Agriculture Association

18621 Sherwood Street, Plymouth, CA 95669

Camacho Livestock

(stock contractor) are added as Named Insured for the event only.

Activity #: 1

Certificate Holder / Additional Insured:

National High School Rodeo Association

12011 Tejon St, Suite 900

Denver, CO 80234

Misty Balaam



City of Plymouth

9426 Main Street (PO Box 429)

Plymouth, CA 95669

Amador County Fairgrounds

18621 Sherwood Street

Plymouth, CA 95669

Move In Dates: March 17, 2026

Event Dates

Youth Rodeo Dates:

March 20 - March 22, 2026

Cutting/Reigned Cow Horse (w/rodeo) Dates:

March 20, 2026

Youth Dancing Dates:

March 20 - March 21, 2026



AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULEPage 3 of 3

AGENCY Western Specialty Insurers, LLC		NAMED INSURED
POLICY NUMBER		
CARRIER Great Divide Insurance Co	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance: Notes -Rev 5/27/21**Other Participating States**[Nevada, Oregon, Arizona](#)

7.3



CITY COUNCIL AGENDA ITEM NO. 7.3
11/13/2025

SUBJECT: **DISCUSSION AND POSSIBLE ACTION TO DELEGATE
AUTHORITY TO THE INTERIM CITY MANAGER TO EXECUTE
CONTRACTS ALLOWING SEPTAGE DISPOSAL AT THE CITY
OF PLYMOUTH WASTEWATER TREATMENT PLANT**

DEPARTMENT: Public Works/Wastewater Treatment Facility

STAFF: City Manager Cameron Begbie

TITLE

**DISCUSSION AND POSSIBLE ACTION TO DELEGATE AUTHORITY TO THE INTERIM CITY
MANAGER TO EXECUTE CONTRACTS ALLOWING SEPTAGE DISPOSAL AT THE CITY OF
PLYMOUTH WASTEWATER TREATMENT PLANT**

BACKGROUND

The City of Plymouth operates a state-permitted Wastewater Treatment Plant ("WWTP") that processes municipal wastewater. While many parts of the City's infrastructure are stressed, the city's WWTP has excess processing capacity available. Several septic haulers operating in and around the City have recently expressed interest in utilizing the WWTP for the disposal of domestic septage collected from private septic systems.

Staff is proposing to accept and charge haulers on a per-load, volumetric basis. Offering this service on this per-load, volumetric basis maintains maximum flexibility for the City and allows the City to discontinue service for any reason at any time, if, for example the capacity is needed to treat sewage from new service connections to the City's sewer collection system. Allowing this activity would provide a service that supports proper wastewater management and environmental protection while generating additional revenue for the City. While several haulers have expressed interest, there is no predictable revenue stream that would be generated by this opportunity though it would enable the city to generate revenue from existing capacity in the WWTP.

To ensure consistency and accountability across haulers, staff has developed a standardized contract template that outlines disposal procedures, fees, permitted waste types, and compliance requirements. Each hauler seeking to use this service



CITY COUNCIL AGENDA ITEM NO. 7.3
11/13/2025

would be required to sign an agreement with the City prior to the City accepting any septage from them at the WWTP.

FISCAL IMPACT

Staff does not have any precise projections as to how much revenue this service will generate for the City. Offering this service will not incur additional costs to the City as no additional staffing is required at this time, and existing plant personnel will manage intake and monitoring within current workloads and schedules.

RECOMMENDATION

Delegate authority to the Interim City Manager to execute contracts with licensed septic companies, in a form substantially similar to the template agreement attached hereto, allowing licensed septic companies to dispose of septage at the Plymouth Wastewater Treatment Plant.

ATTACHMENT(S)

1. None

