CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING AGENDA

Meeting Date: January 20, 2026
Time: 06:00 PM
City Hall Council Chamber
401 Grove Street
Healdsburg, CA 95448

To join by computer, tablet, or mobile device:
Go to https://zoom.us/join and type in the Webinar ID: 815 8894 3494 or follow this link: healdsburg.gov/zoom (Pre-registration for the meeting is not required.)

To view the agenda online, visit healdsburg.gov/agendas. To view the Council Meeting PowerPoint presentations or correspondence received after the agenda packet has been posted, visit healdsburg.gov/presentations. To electronically submit correspondence regarding an item on the agenda, please email citycouncil@healdsburg.gov. Documents and correspondence received 72 hours prior to the meeting will be posted by 10:00 a.m. the following business day.

Interpretation Services
Interpretation services are available on-site during City Council meetings. To utilize this service, please see the interpreter located in the back of the Council Chamber.

Councilmember Mitchell will be participating remotely from
Courtyard Airport Marriott
2101 River Plaza Dr.
Sacramento, CA 95833
The agenda shall be posted at this location

Councilmember Hagele will be participating remotely from
Kimpton Sawyer Hotel
500 J Street
Sacramento, CA 95814
The agenda shall be posted at this location

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1. CALL TO ORDER/ROLL CALL

1.a Pledge of Allegiance

1.b Approval of Agenda

2. REPORT ON CLOSED SESSION(S)

3. ANNOUNCEMENTS/PRESENTATIONS

4. CITY MANAGER REPORTS

5. PUBLIC COMMENTS ON ITEMS ON THE CONSENT CALENDAR AND NON AGENDA ITEMS

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to City Council/RSA business. Pursuant to the Brown Act, however, the City Council cannot consider any issues or take action on any requests during this comment period. Public comment on non-agenda items is limited to thirty (30) minutes total for all speakers, with each speaker given no more than three (3) minutes. If there are more than ten (10) audience/public comment speakers, the Mayor may reduce each speaker's time from three (3) minutes so that all speakers have an equal time to speak. At the Mayor's discretion, the public comment period may be extended past 30 minutes. Members from the public wishing to speak on a Consent Agenda item should notify the Mayor during Public Comments.

6. CONSENT CALENDAR

The following items listed on the Consent Calendar are considered routine in nature or have been previously reviewed by the Council and require little or no further discussion by the Council, public, or applicant and action will be taken by the City Council by a single motion. A Councilmember may request that an item be removed from the Consent Calendar and action taken separately. Consent by a majority of the Councilmembers present will be required in order to remove the item. In the event an item is removed, the matter will be considered immediately following the adoption of the Consent Calendar.

6.a Monthly Investment Report for November 2025

Receive and Approve the Monthly Investment Report for November 2025.

6.b Disbursement Report for Withdrawals During the Month of November 2025

Approve the Disbursement Report for November 2025.

6.c Public Utility Easement located upon 700 Grove Street, APN 089-120-090 and 002-101-037

Adopt a Resolution accepting a public utility easement from Pine Ridge Winery, LLC. at 700 Grove Street, APN 089-120-090 and 002-101-037.

6.d Public Utility Easement located upon 707 Grove Street. APN 089-120-017

Adopt a Resolution accepting a public utility easement from Matthew Martin and Susannah King Martin at 707 Grove Street, APN 089-120-017.

6.e Public Utility Easement located upon 789 Grove Street, APN 089-120-050; and 785 Grove Street, APN 089-120-051.

Adopt a Resolution accepting a public utility easement from Pio Biglieri at 789 Grove Street, APN 089-120-050; and 785 Grove Street, APN 089-120-051.

6.f Public Utility Easement located upon 795 Grove Street, APN 089-120-041; 797 Grove Street, APN 089-120-040, and 801 Grove Street, APN 089-120-049

Adopt a Resolution accepting a public utility easement from Jill Shadek at 795 Grove Street, APN 089-120-041; 797 Grove Street, APN 089-120-040, and 801 Grove Street, APN 089-120-049.

6.g Grant Deed and Certificate of Acceptance for Property Transfer – Laura Fish Somersal Park

Adopt a Resolution approving a grant deed and authorizing the City Manager to accept a dedication of land from Oaks & Olives, LLC consisting of an approximately 252 square-foot portion of Resultant Parcel 7 as described by Deed recorded under Document Number 2023-016456, Sonoma County Records (Portion of APN 091-310-015) to facilitate the multipurpose trail in Laura Fish Somersal Park.

6.h Acceptance of the Grant Street Water Improvements Project WA007

Adopt a Resolution accepting the Grant Street Water Improvements Project WA007 as complete and authorizing staff to file a Notice of Completion with the County Recorder's Office.

6.i Final Subdivision Map for North Village Parcel Two Townhome Project at 201 Dovetail Lane

Adopt a Resolution Approving the Final Subdivision Map for the North Village Parcel Two Townhome Project Located at 201 Dovetail Lane.

6.j Powell Avenue Catch Basin Replacement Project Bid Award to Peters Excavating, Inc.

Adopt a Resolution conditionally awarding the Powell Avenue Catch Basin Replacement Project construction contract to Peters Excavating, Inc., in the amount of $47,467; waiving any minor irregularities or informalities in the bid submitted by Peters Excavating, Inc., authorizing the City Manager to execute the contract and

negotiate and approve contract change orders up to 20% of the original contract amount; and amending the Fiscal Year 2025-2026 Adopted Budget.

6.k Amendment to Abel De Luna Community Center Multicultural Center Improvements Agreement with Goring & Straja Architects for Design and Bidding Support Services

Adopt a Resolution approving an amendment to the Professional Services Agreement with Goring & Straja Architects for cost estimating, design, and bidding support services for the Abel De Luna Community Center Multicultural Center Improvements project in an amount not-to-exceed $79,336 and authorizing the City Manager to execute the amendment and change orders up to 10% of the amended agreement amount.

6.l BloodRoot Ramble Agreement Amendment

Adopt a Resolution approving the Second Amendment to the three-year agreement with Reeve Wines for the BloodRoot Ramble event at the Abel De Luna Community Center campus and authorizing the City Manager to execute the amendment.

6.m Approval of Minutes

By motion, approve the November 3, 2025 Regular Meeting Minutes, the November 17, 2025 Regular Meeting Minutes, the December 1, 2025 Special Meeting Minutes, the December 1, 2025 Regular Meeting Minutes and the December 15, 2025 Regular Meeting Minutes.

7. PUBLIC HEARINGS

8. OLD BUSINESS

8.a City Council Protocols

Discussion and direction for updating City Council Protocols regarding remote participation.

9. NEW BUSINESS

9.a Draft Workplan for Development of a Potential On-Demand Microtransit Shuttle Program

Provide direction to staff on the draft workplan for development of an on-demand microtransit shuttle program.

9.b Council Subcommittee Appointments to Interview Applicants for the Parks and Recreation Commission and Senior Citizen Advisory Commission

Consider appointing Council Subcommittees to interview the applicants for the Parks and Recreation Commission and the Senior Citizen Advisory Commission.

10. COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

11. ADJOURN CITY COUNCIL/RSA MEETING

12. FUTURE AGENDA ITEMS

12.a Future Agenda Items for 2026

SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS: *Any writings or documents provided to a majority of the City Council/Redevelopment Successor Agency Board regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the City Clerk's Office located at City Hall, 401 Grove Street, Healdsburg, during normal business hours. If supplemental materials are made available to the members of the City Council/Redevelopment Successor Agency Board at the meeting, a copy will be available for public review at the City Hall Council Chambers, 401 Grove Street, Healdsburg, CA 95448.*

These writings will be made available in *appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.*

DISABLED ACCOMMODATIONS: *The City of Healdsburg will make reasonable accommodations for persons having special needs due to disabilities. Please contact Raina Allan, City Clerk, at Healdsburg City Hall, 401 Grove Street, Healdsburg, California, 431-3317, at least 72 hours prior to the meeting, to ensure the necessary accommodations are made.*

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Monthly Investment Report for November 2025

PREPARED BY: Marisol Chavez, Accountant

STRATEGIC INITIATIVE(S):
Provide Effective Governance

RECOMMENDED ACTION(S):
Receive and Approve the Monthly Investment Report for November 2025.

COMMUNITY ENGAGEMENT/OUTREACH:
Not applicable.

BACKGROUND:
California Government Code Section 53646 requires the City Treasurer to submit a report of investments to the City Council for review and compliance with the City's adopted investment policy.

DISCUSSION/ANALYSIS:
The attached Investment Report summarizes the City's investments as of November 2025. The report shows that funds are invested in government pools, trust funds, corporate securities, and federal agency securities. All investments follow the City's adopted investment policy and align with the principal objectives of safety, liquidity, and yield.

The total face value of interest earning assets held by the City in November was $69.6 million, representing 94% of the total assets held by the City. Total cash and the total investment portfolio for the month of November was largely unchanged with less than a 1% increase in each. The weighted rate of return for the month of November was 3.88% which represents a 7 basis point reduction from the prior month. LAIF returns continue to remain steady for the third month in a row and continue to exceed both the managed portfolio, and the benchmark two-year treasury note. The maturity distributions reflect minor changes consistent with ongoing portfolio management maintaining the target benchmarks. Sufficient assets remain available in short term overnight vehicles to meet expenditures for the following six-month period.

ENVIRONMENTAL STEWARDSHIP:
Not applicable.

ALTERNATIVES:
No alternatives are presented as this informational report is a requirement by state law.

FISCAL IMPACT:
There is no fiscal impact resulting from the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to Title 14, the California Code of Regulations, Section 15378(b)(4)(5) of the California Environmental Quality Act ("CEQA") guidelines, the proposed action is an administrative activity of the City that will not result in direct or indirect physical changes to the environment; and therefore, is not a project for purposes of CEQA.

ATTACHMENT(S):
Investment Report - November 2025

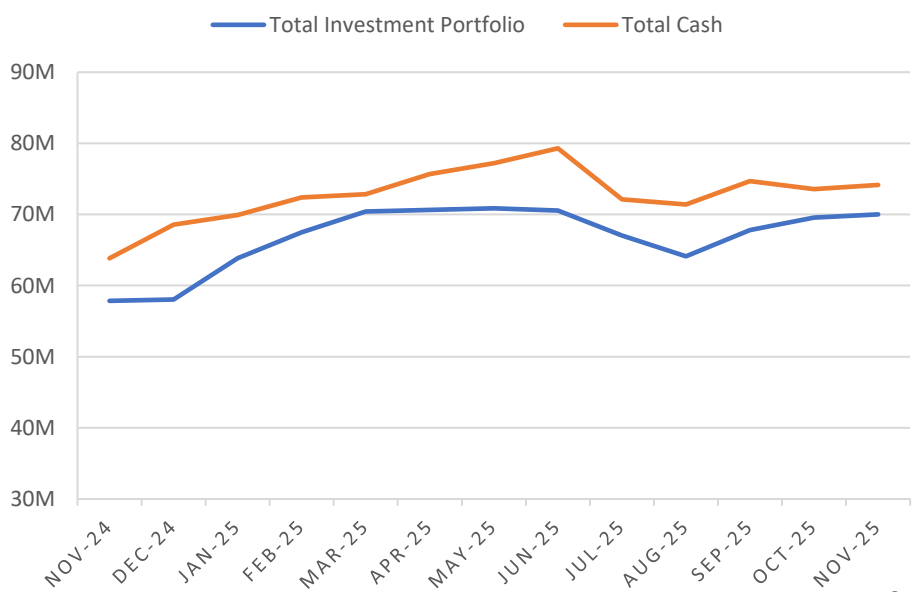
November 2025 Investment Report

Item 6.a

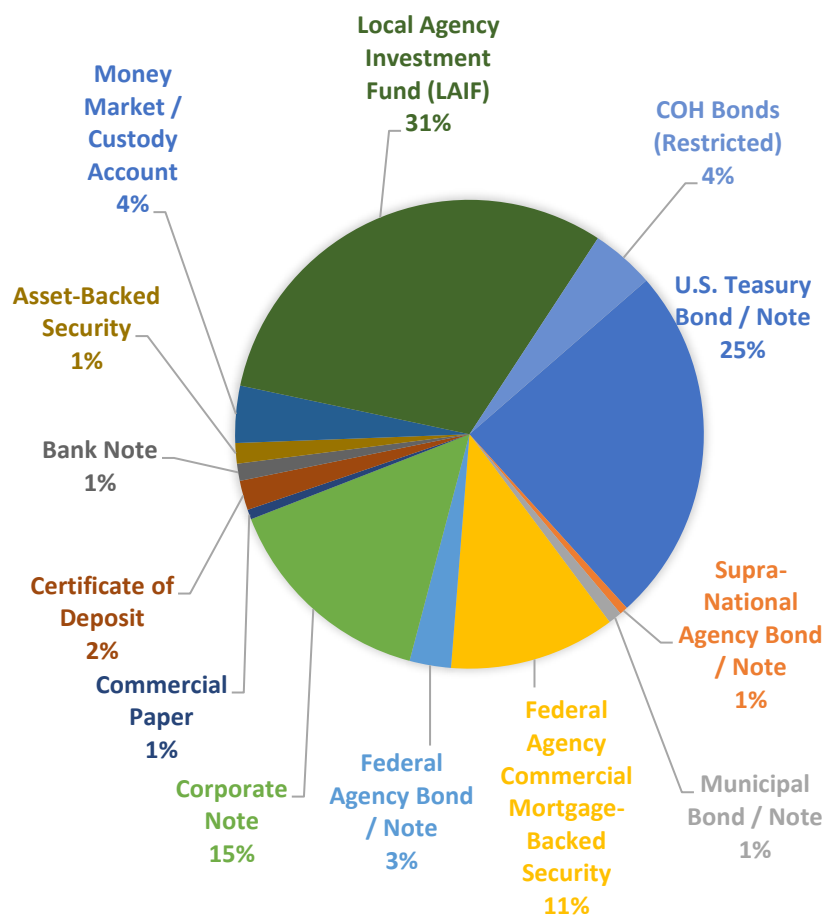
Certification: I verify that this investment portfolio is in conformity with all state laws and is approved monthly by the City Council. The City has sufficient funds to meet expenditures for the following six-month period.	Katie Edgar 12/30/2025 Katie Edgar Date Finance Director

Investment Portfolio

		Market Value		Par Value
Managed Portfolio	$	45,300,209	$	45,298,886
Local Agency Investment Fund	$	21,626,781	$	21,626,781
COH Bonds (Restricted)	$	3,065,090	$	3,065,090
Total Portfolio Value	**$**	**69,992,080**	**$**	**69,990,757**



Portfolio Sector Distribution



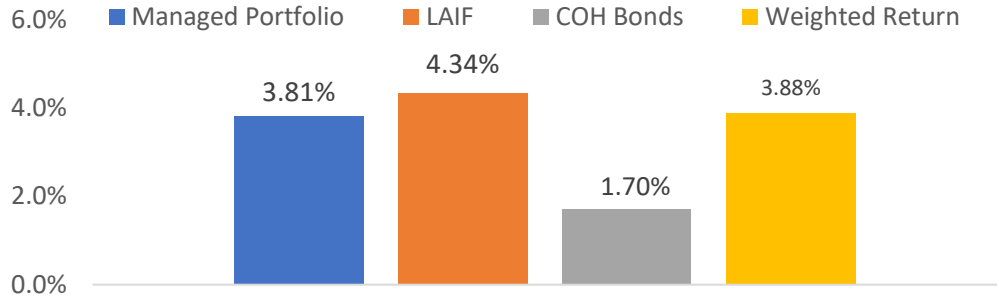
Item 6.a

November 2025 Investment Report

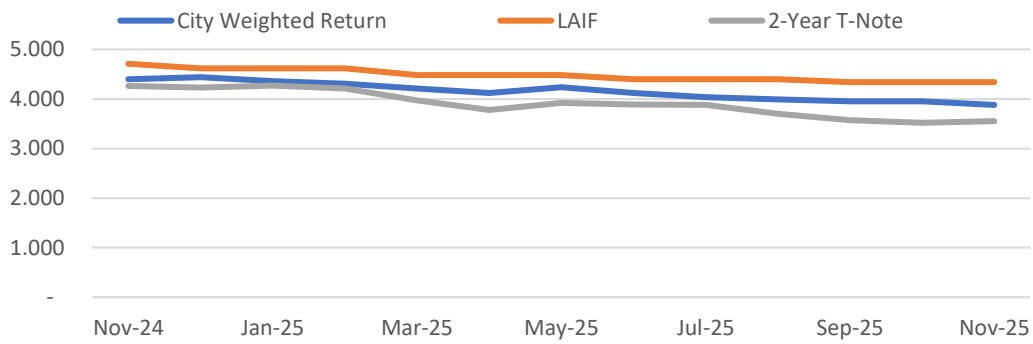
Market Update

- The Federal Reserve (Fed) cut the target range for the federal funds rate at the second consecutive meeting to a three-year low of 3.75% to 4.00%. It also announced the end of its quantitative tightening program on December 1, at which point it will halt balance sheet reductions.
- Fed Chair Jerome Powell acknowledged “strongly differing views” within the Committee. Highlighting this divide, Fed Governor Miran dissented in favor of a more aggressive 50 basis point (bp) cut while Kansas City Fed President Schmid had an opposing dissent which favored keeping rates unchanged.
- Despite the lack of official economic data due to the government shutdown, Powell stated that available data suggest the outlook for employment and inflation remains unchanged since the last meeting. However, he emphasized another rate cut in December is “far from” a foregone conclusion.
- The U.S. government shutdown that began on October 1 has become the longest in history, surpassing the previous 35-day record set in 2019. Historically, shutdowns have not caused long-lasting negative economic impacts.
- The Consumer Price Index (CPI) came in below expectations, rising 3.0% year-over-year. Tariff passthroughs remain modest, though certain import-reliant categories are showing some inflationary pressures. The White House said the October CPI report will not likely be released, adding complexity to the Fed’s decision-making process.
- The September and October jobs reports have not been released due to the shutdown. Available private-sector data along with new layoff announcements continue to show a cooling labor market.
- The U.S. announced it would be reducing tariffs on China. In exchange, China agreed to suspend rare earth export controls and resume purchasing U.S. soybeans and energy products.
- Yields on 3-month, 2-year, and 10-year U.S. Treasuries ended the month at 3.81%, 3.57%, and 4.08%, respectively.
- PFMAM expects to maintain portfolio durations near 100% of benchmarks.

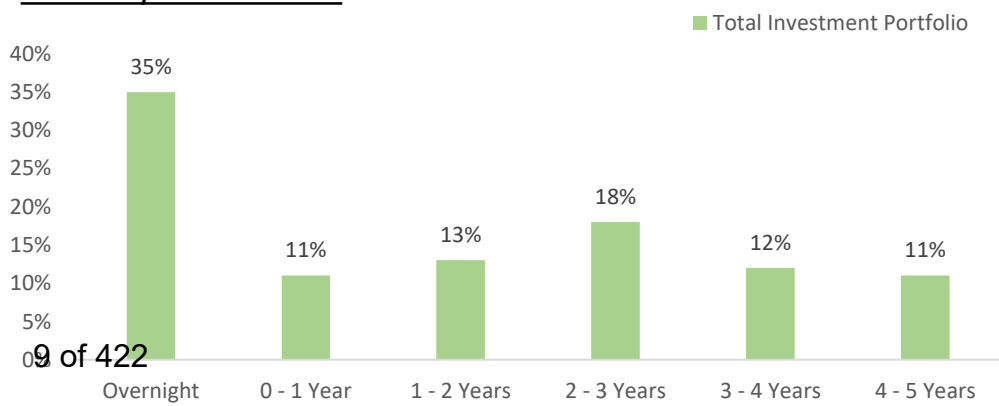
Portfolio Yields



Rate of Return Comparison



Maturity Distribution



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Item 6.a

Managed Account Summary Statement

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Transaction Summary - Managed Account	
Opening Market Value	**$43,833,264.55**
Maturities/Calls	(2,056,379.76)
Principal Dispositions	(3,048,358.28)
Principal Acquisitions	3,419,984.83
Unsettled Trades	287,515.12
Change in Current Value	112,052.21
Closing Market Value	**$42,548,078.67**

Cash Transactions Summary - Managed Account	
Maturities/Calls	2,000,000.00
Sale Proceeds	3,083,342.41
Coupon/Interest/Dividend Income	121,723.38
Principal Payments	56,379.76
Security Purchases	(3,428,580.66)
Net Cash Contribution	(294.82)
Reconciling Transactions	0.00

Earnings Reconciliation (Cash Basis) - Managed Account	
Interest/Dividends/Coupons Received	156,707.51
Less Purchased Interest Related to Interest/Coupons	(8,595.83)
Plus Net Realized Gains/Losses	51,431.59
Total Cash Basis Earnings	**$199,543.27**

Cash Balance	
Closing Cash Balance	**$2,752,130.16**

Earnings Reconciliation (Accrual Basis)	Total
Ending Amortized Value of Securities	42,098,792.51
Ending Accrued Interest	293,467.10
Plus Proceeds from Sales	3,083,342.41
Plus Proceeds of Maturities/Calls/Principal Payments	2,056,379.76
Plus Coupons/Dividends Received	121,723.38
Less Cost of New Purchases	(3,716,227.67)
Less Beginning Amortized Value of Securities	(43,443,672.07)
Less Beginning Accrued Interest	(315,919.30)
Total Accrual Basis Earnings	**$177,886.12**

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Portfolio Summary and Statistics

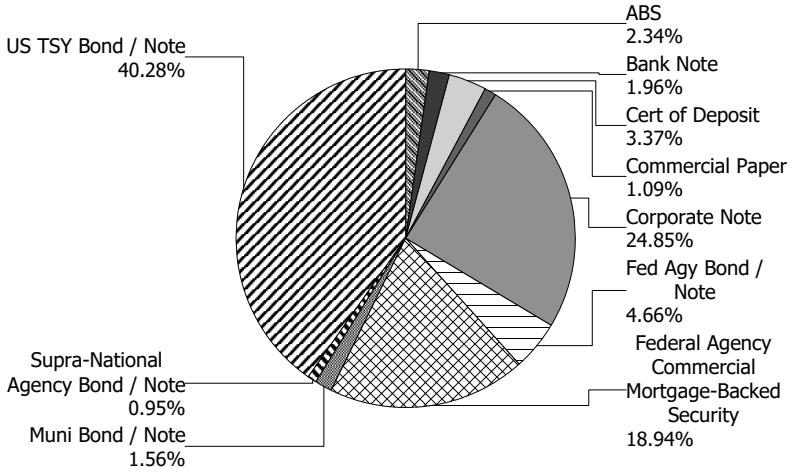
For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

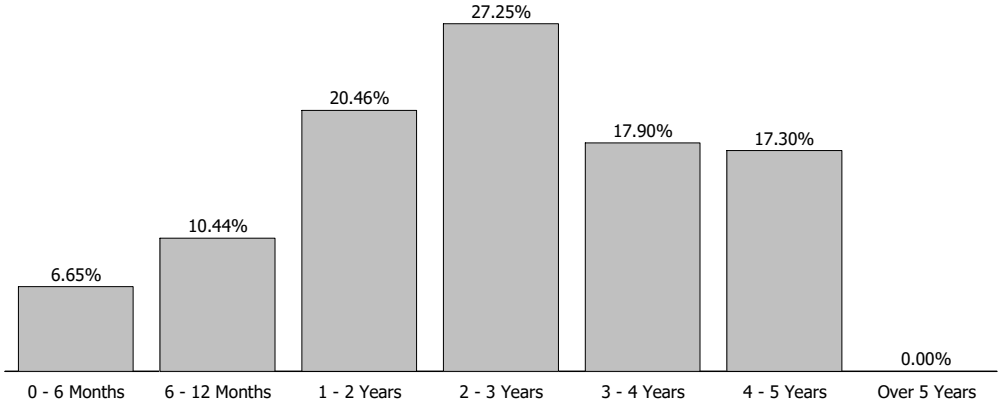
Account Summary

Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	17,270,000.00	17,137,433.36	40.28
Supra-National Agency Bond / Note	400,000.00	404,850.40	0.95
Municipal Bond / Note	655,000.00	663,358.87	1.56
Federal Agency Commercial Mortgage-Backed Security	8,024,465.34	8,059,744.04	18.94
Federal Agency Bond / Note	2,000,000.00	1,983,112.00	4.66
Corporate Note	10,485,000.00	10,571,948.02	24.85
Commercial Paper	475,000.00	465,140.43	1.09
Certificate of Deposit	1,425,000.00	1,435,226.60	3.37
Bank Note	825,000.00	833,641.65	1.96
Asset-Backed Security	987,290.75	993,623.30	2.34
Managed Account Sub-Total	**42,546,756.10**	**42,548,078.67**	**100.00%**
Accrued Interest		293,467.10	
Total Portfolio	**42,546,756.10**	**42,841,545.77**	
Unsettled Trades	**285,000.00**	**287,016.38**	

Sector Allocation



Maturity Distribution



Characteristics

Yield to Maturity at Cost	4.21%
Yield to Maturity at Market	3.81%
Weighted Average Days to Maturity	924

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Managed Account Issuer Summary

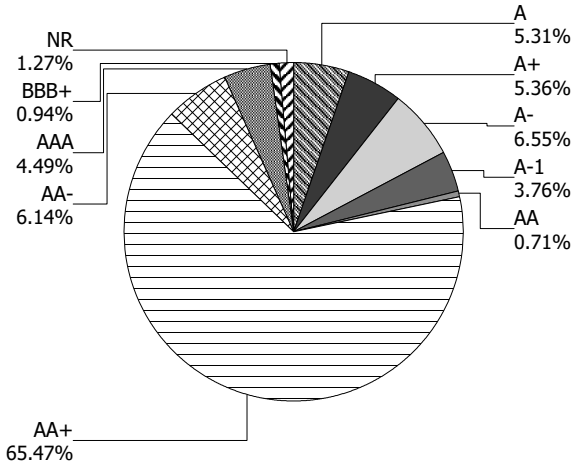
For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Issuer Summary

Issuer	Market Value of Holdings	Percent
Accenture PLC	320,635.52	0.75
Ally Auto Receivables Trust	127,622.82	0.30
Alphabet Inc	679,629.61	1.60
Amazon.com Inc	301,442.40	0.71
American Express Co	359,326.62	0.84
Analog Devices Inc	330,649.80	0.78
AstraZeneca PLC	332,945.48	0.78
Bank of America Corp	401,712.13	0.94
Bank of Montreal	425,047.60	1.00
Barclays PLC	465,140.43	1.09
BlackRock Inc	341,826.88	0.80
BMW Vehicle Lease Trust	196,302.83	0.46
California State University	172,758.42	0.41
Capital One Financial Corp	265,416.58	0.62
Caterpillar Inc	161,938.56	0.38
Cintas Corp	130,724.36	0.31
Cisco Systems Inc	471,892.06	1.11
Citigroup Inc	580,118.41	1.36
Comcast Corp	336,775.17	0.79
Commonwealth Bank of Australia	258,298.17	0.61
Cooperatieve Rabobank UA	403,808.80	0.95
Credit Agricole Group	302,587.20	0.71
Cummins Inc	20,168.48	0.05
Deere & Co	152,996.10	0.36
Eli Lilly & Co	190,565.54	0.45
Federal Home Loan Banks	1,983,112.00	4.66
Federal Home Loan Mortgage Corp	6,629,094.09	15.58
Federal National Mortgage Association	1,430,649.95	3.36
Fifth Third Auto Trust	180,877.81	0.43
Ford Credit Auto Owner Trust	71,417.54	0.17
GM Financial Consumer Automobile Receiv	76,773.29	0.18
Goldman Sachs Group Inc	160,967.20	0.38

Credit Quality (S&P Ratings)



Managed Account Issuer Summary

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Issuer	Market Value of Holdings	Percent
Groupe BPCE	303,783.00	0.71
Hershey Co	174,638.96	0.41
Home Depot Inc	318,009.78	0.75
Honda Motor Co Ltd	299,063.04	0.70
Hormel Foods Corp	85,970.19	0.20
HSBC Holdings PLC	330,434.33	0.78
Hyundai Auto Receivables Trust	75,212.43	0.18
Inter-American Development Bank	404,850.40	0.95
Johnson & Johnson	351,101.00	0.83
JPMorgan Chase & Co	326,866.45	0.77
Kenvue Inc	240,400.07	0.57
KLA Corp	296,012.15	0.70
Lockheed Martin Corp	218,496.97	0.51
Los Angeles Unified School District/CA	106,983.03	0.25
Merck & Co Inc	250,976.61	0.59
Meta Platforms Inc	226,563.98	0.53
Morgan Stanley	608,814.00	1.43
National Australia Bank Ltd	326,025.28	0.77
National Rural Utilities Cooperative Fi	144,629.80	0.34
Novartis AG	396,523.52	0.93
PACCAR Inc	95,492.10	0.22
State of Connecticut	96,760.07	0.23
State of Oregon	286,857.35	0.67
State Street Corp	602,287.67	1.42
Target Corp	55,619.13	0.13
Toyota Motor Corp	82,121.20	0.19
Truist Financial Corp	224,827.65	0.53
United Parcel Service Inc	142,461.45	0.33
United States Treasury	17,137,433.36	40.28
Wells Fargo & Co	75,641.85	0.18
Total	**$42,548,078.67**	**100.00%**

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Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 07/31/2024 4.375% 07/31/2026	91282CLB5	245,000.00	AA+	Aa1	10/09/24	10/10/24	246,397.27	4.04	3,582.63	245,526.11	245,995.44
US TREASURY N/B DTD 07/31/2024 4.375% 07/31/2026	91282CLB5	430,000.00	AA+	Aa1	11/07/24	11/08/24	430,940.63	4.24	6,287.87	430,370.35	431,747.09
US TREASURY N/B DTD 08/15/2016 1.500% 08/15/2026	9128282A7	745,000.00	AA+	Aa1	12/06/23	12/08/23	691,162.11	4.38	3,279.62	730,895.68	733,462.19
US TREASURY N/B DTD 09/30/2021 0.875% 09/30/2026	91282CCZ2	100,000.00	AA+	Aa1	11/23/22	11/28/22	88,605.47	4.11	149.04	97,537.42	97,720.50
US TREASURY N/B DTD 09/30/2024 3.500% 09/30/2026	91282CLP4	120,000.00	AA+	Aa1	12/13/24	12/16/24	118,481.25	4.24	715.38	119,281.81	119,829.36
US TREASURY N/B DTD 11/01/2021 1.125% 10/31/2026	91282CDG3	1,200,000.00	AA+	Aa1	02/03/25	02/07/25	1,138,312.50	4.24	1,156.08	1,166,776.78	1,172,784.00
US TREASURY N/B DTD 11/30/2021 1.250% 11/30/2026	91282CDK4	300,000.00	AA+	Aa1	01/23/24	01/25/24	276,574.22	4.19	10.30	291,800.98	293,025.00
US TREASURY N/B DTD 12/15/2023 4.375% 12/15/2026	91282CJP7	275,000.00	AA+	Aa1	11/08/24	11/12/24	275,956.05	4.20	5,555.41	275,485.46	277,094.95
US TREASURY N/B DTD 01/16/2024 4.000% 01/15/2027	91282CJT9	85,000.00	AA+	Aa1	02/14/25	02/18/25	84,594.92	4.26	1,284.24	84,757.74	85,358.61
US TREASURY N/B DTD 02/15/2024 4.125% 02/15/2027	91282CKA8	450,000.00	AA+	Aa1	01/14/25	01/17/25	447,609.38	4.39	5,447.69	448,587.78	452,794.95
US TREASURY N/B DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	410,000.00	AA+	Aa1	12/01/23	12/05/23	379,506.25	4.36	1,953.73	398,277.59	401,511.77
US TREASURY N/B DTD 03/31/2022 2.500% 03/31/2027	91282CEF4	600,000.00	AA+	Aa1	03/01/24	03/05/24	567,656.25	4.40	2,554.95	586,006.50	591,656.40
US TREASURY N/B DTD 07/31/2020 0.375% 07/31/2027	91282CAD3	670,000.00	AA+	Aa1	07/16/24	07/17/24	596,901.95	4.24	839.78	628,798.30	636,055.12
US TREASURY N/B DTD 08/31/2020 0.500% 08/31/2027	91282CAH4	100,000.00	AA+	Aa1	08/01/24	08/02/24	90,097.66	3.95	127.07	94,241.71	94,910.20

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 08/31/2020 0.500% 08/31/2027	91282CAH4	400,000.00	AA+	Aa1	09/25/24	09/26/24	367,015.63	3.49	508.29	379,942.04	379,640.80
US TREASURY N/B DTD 09/16/2024 3.375% 09/15/2027	91282CLL3	1,000,000.00	AA+	Aa1	10/01/24	10/03/24	995,820.31	3.52	7,178.87	997,418.34	997,383.00
US TREASURY N/B DTD 09/30/2025 3.500% 09/30/2027	91282CPB1	230,000.00	AA+	Aa1	10/28/25	10/29/25	229,982.03	3.50	1,371.15	229,983.03	229,937.21
US TREASURY N/B DTD 11/15/2017 2.250% 11/15/2027	9128283F5	350,000.00	AA+	Aa1	12/03/24	12/05/24	331,939.45	4.13	348.07	337,764.76	341,714.80
US TREASURY N/B DTD 11/15/2017 2.250% 11/15/2027	9128283F5	990,000.00	AA+	Aa1	12/02/24	12/05/24	937,676.95	4.18	984.53	954,546.15	966,564.72
US TREASURY N/B DTD 02/01/2021 0.750% 01/31/2028	91282CBJ9	100,000.00	AA+	Aa1	01/04/24	01/05/24	87,777.34	4.04	250.68	93,498.24	94,320.30
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2028	91282CGH8	250,000.00	AA+	Aa1	09/29/25	09/30/25	249,277.34	3.63	2,924.59	249,327.67	250,000.00
US TREASURY N/B DTD 02/15/2018 2.750% 02/15/2028	9128283W8	850,000.00	AA+	Aa1	08/29/24	09/03/24	822,707.03	3.75	6,860.05	832,143.58	836,718.75
US TREASURY N/B DTD 03/01/2021 1.125% 02/29/2028	91282CBP5	315,000.00	AA+	Aa1	01/23/24	01/25/24	280,153.13	4.09	900.62	295,899.44	299,003.98
US TREASURY N/B DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	750,000.00	AA+	Aa1	11/01/24	11/05/24	754,775.39	4.19	8,339.09	753,510.05	767,109.75
US TREASURY N/B DTD 12/31/2021 1.375% 12/31/2028	91282CDP3	100,000.00	AA+	Aa1	02/01/24	02/06/24	89,171.88	3.82	575.41	93,188.57	93,851.60
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	200,000.00	AA+	Aa1	11/08/24	11/12/24	200,695.31	4.16	2,160.22	200,536.27	204,445.40
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	80,000.00	AA+	Aa1	06/07/24	06/10/24	74,446.87	4.47	196.96	75,997.14	78,328.16
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	170,000.00	AA+	Aa1	10/09/24	10/10/24	162,701.95	3.91	418.54	164,413.73	166,447.34

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	235,000.00	AA+	Aa1	09/23/24	09/24/24	228,161.13	3.57	578.57	229,820.30	230,088.97
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	235,000.00	AA+	Aa1	09/24/24	09/25/24	228,243.75	3.56	578.57	229,880.19	230,088.97
US TREASURY N/B DTD 05/31/2022 2.750% 05/31/2029	91282CES6	175,000.00	AA+	Aa1	07/08/24	07/09/24	163,501.95	4.25	13.22	166,543.65	170,536.10
US TREASURY N/B DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	300,000.00	AA+	Aa1	12/11/24	12/12/24	304,828.13	4.10	37.09	303,853.37	309,504.00
US TREASURY N/B DTD 05/31/2022 2.750% 05/31/2029	91282CES6	500,000.00	AA+	Aa1	07/11/24	07/12/24	467,011.72	4.26	37.77	475,701.51	487,246.00
US TREASURY N/B DTD 07/01/2024 4.250% 06/30/2029	91282CKX8	125,000.00	AA+	Aa1	07/18/25	07/21/25	126,596.68	3.90	2,223.17	126,460.29	127,983.38
US TREASURY N/B DTD 09/30/2022 3.875% 09/30/2029	91282CFL0	855,000.00	AA+	Aa1	06/02/25	06/05/25	852,027.54	3.96	5,643.23	852,342.48	864,785.47
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	415,000.00	AA+	Aa1	05/21/25	05/22/25	415,000.00	4.12	1,465.97	415,000.00	423,543.19
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2029	91282CGB1	255,000.00	AA+	Aa1	01/02/25	01/07/25	249,501.56	4.36	4,135.09	250,409.87	257,958.51
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2030	91282CGJ4	70,000.00	AA+	Aa1	03/03/25	03/04/25	68,230.86	4.07	818.89	68,477.73	69,816.81
US TREASURY N/B DTD 02/18/2020 1.500% 02/15/2030	912828Z94	160,000.00	AA+	Aa1	04/01/25	04/03/25	143,131.25	3.90	704.35	145,249.25	147,218.72
US TREASURY N/B DTD 03/31/2023 3.625% 03/31/2030	91282CGS4	265,000.00	AA+	Aa1	05/12/25	05/13/25	259,337.70	4.11	1,636.23	259,925.04	265,496.88
US TREASURY N/B DTD 05/31/2023 3.750% 05/31/2030	91282CHF1	200,000.00	AA+	Aa1	07/01/25	07/03/25	199,632.81	3.79	20.60	199,661.41	201,359.40
US TREASURY N/B DTD 06/30/2023 3.750% 06/30/2030	91282CHJ3	650,000.00	AA+	Aa1	08/01/25	08/05/25	643,169.92	3.99	10,200.41	643,578.50	654,392.70

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 08/31/2023 4.125% 08/31/2030	91282CHW4	715,000.00	AA+	Aa1	10/01/25	10/06/25	729,104.49	3.68	7,495.65	728,696.12	731,143.27
US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2030	91282CHZ7	600,000.00	AA+	Aa1	11/03/25	11/06/25	624,046.88	3.72	4,726.65	623,738.92	626,859.60
Security Type Sub-Total		**17,270,000.00**					**16,718,462.89**	**4.03**	**106,276.32**	**16,975,851.85**	**17,137,433.36**
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVEL BK DTD 04/25/2024 4.850% 07/19/2027	45818WFN1	400,000.00	AAA	Aaa	10/06/25	10/08/25	407,196.00	3.79	7,113.33	406,619.71	404,850.40
Security Type Sub-Total		**400,000.00**					**407,196.00**	**3.79**	**7,113.33**	**406,619.71**	**404,850.40**
Municipal Bond / Note											
CA ST UNIV TRUSTEES - DTD 08/09/2023 4.594% 11/01/2027	13077DTD4	170,000.00	AA-	Aa2	07/20/23	08/09/23	170,000.00	4.59	650.82	170,000.00	172,758.42
OREGON ST DTD 05/09/2023 4.046% 04/01/2028	68607V4M4	285,000.00	AAA	Aa2	04/26/23	05/09/23	285,000.00	4.05	1,921.85	285,000.00	286,857.35
CONNECTICUT ST-A-TXBL DTD 06/22/2023 4.506% 05/15/2028	20772KTK5	95,000.00	AA-	Aa2	06/01/23	06/22/23	95,000.00	4.51	190.25	95,000.00	96,760.07
LOS ANGELES UNIF SD-B DTD 05/13/2025 4.423% 07/01/2028	544647KY5	105,000.00	NR	Aa2	04/24/25	05/13/25	105,000.00	4.42	2,554.28	105,000.00	106,983.03
Security Type Sub-Total		**655,000.00**					**655,000.00**	**4.32**	**5,317.20**	**655,000.00**	**663,358.87**
Federal Agency Commercial Mortgage-Backed Security											
FHMS K735 A2 DTD 07/01/2019 2.862% 05/01/2026	3137FMU67	421,685.70	AA+	Aa1	08/11/23	08/16/23	398,492.98	4.98	1,005.72	417,646.13	419,014.74
FNA 2017-M7 A2 DTD 06/01/2017 2.961% 02/01/2027	3136AV7G8	320,448.36	AA+	Aa1	04/28/23	05/03/23	307,042.10	4.14	790.71	316,109.89	316,785.32
FHMS K064 A2 DTD 05/01/2017 3.224% 03/01/2027	3137BXQY1	425,000.00	AA+	Aa1	08/16/23	08/18/23	400,894.53	0.00	1,141.83	416,190.44	421,462.73

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Commercial Mortgage-Backed Security											
FHMS K065 A2 DTD 07/01/2017 3.243% 04/01/2027	3137F1G44	410,000.00	AA+	Aa1	06/08/23	06/13/23	392,879.30	4.42	1,108.03	403,801.13	406,527.30
FNA 2017-M15 A2 DTD 12/01/2017 3.064% 09/01/2027	3136AY6X6	358,156.37	AA+	Aa1	05/10/23	05/15/23	344,137.91	3.93	914.64	352,316.84	353,275.78
FNA 2018-M2 A2 DTD 02/01/2018 3.026% 01/01/2028	3136B0YM2	384,150.82	AA+	Aa1	04/03/25	04/08/25	373,256.54	4.07	968.56	375,653.60	376,956.06
FHMS K743 A2 DTD 06/01/2021 1.770% 05/01/2028	3137H14B9	445,000.00	AA+	Aa1	08/10/23	08/15/23	389,479.30	4.68	656.38	416,142.15	424,158.43
FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	313,228.79	AA+	Aa1	07/19/23	07/27/23	313,220.93	4.78	1,246.91	313,224.68	315,957.33
FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	400,000.00	AA+	Aa1	07/13/23	07/20/23	403,995.20	4.59	1,606.33	402,079.75	408,537.60
FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BQDE6	381,862.47	AA+	Aa1	07/18/23	07/31/23	375,388.71	4.58	1,333.34	378,419.90	383,632.79
FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	112,356.60	AA+	Aa1	09/19/23	09/28/23	112,356.03	5.27	493.62	112,356.31	114,004.19
FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	400,000.00	AA+	Aa1	09/07/23	09/14/23	394,082.80	4.99	1,550.00	396,542.66	407,313.60
FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74	400,000.00	AA+	Aa1	10/11/23	10/19/23	391,225.60	5.25	1,580.00	394,769.50	408,302.80
FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	300,000.00	AA+	Aa1	10/25/23	10/31/23	290,435.10	5.60	1,212.50	294,082.77	307,310.70
FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	400,000.00	AA+	Aa1	09/20/23	09/28/23	395,218.80	5.07	1,600.00	397,104.84	409,552.40
FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	145,000.00	AA+	Aa1	11/14/23	11/21/23	144,580.81	5.14	612.50	144,740.11	149,332.31
FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	220,000.00	AA+	Aa1	11/28/23	12/07/23	219,367.94	4.93	891.00	219,605.67	225,815.92

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CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Commercial Mortgage-Backed Security											
FHMS K514 A2 DTD 02/01/2024 4.572% 12/01/2028	3137HBLV4	420,000.00	AA+	Aa1	06/03/24	06/06/24	413,437.50	4.95	1,600.20	415,411.60	427,768.74
FHMS K521 AS FLOATING DTD 05/16/2024 4.562% 03/25/2029	3137HCTM4	399,034.48	AA+	Aa1	05/08/24	05/16/24	399,034.48	5.85	303.38	399,034.48	398,309.84
FHMS K519 AS FLOATING DTD 04/18/2024 4.579% 03/25/2029	3137HCKQ4	408,541.75	AA+	Aa1	04/09/24	04/18/24	408,541.75	5.81	311.78	408,541.75	408,074.38
FHMS K528 A2 DTD 09/01/2024 4.508% 07/01/2029	3137HFNZ4	425,000.00	AA+	Aa1	10/22/24	10/25/24	425,630.86	4.47	1,596.58	425,505.05	433,238.20
FHMS K529 A2 DTD 10/01/2024 4.791% 09/01/2029	3137HH6C0	250,000.00	AA+	Aa1	10/08/24	10/16/24	254,996.75	4.34	998.13	253,955.53	257,396.50
FHMS K551 A2 DTD 12/01/2025 4.165% 11/01/2030	**3137HNWV6**	**285,000.00**	**AA+**	**Aa1**	**11/25/25**	**12/05/25**	**287,515.12**	**3.97**	**0.00**	**287,515.12**	**287,016.38**
Security Type Sub-Total		**8,024,465.34**					**7,835,211.04**	**4.56**	**23,522.14**	**7,940,749.90**	**8,059,744.04**
Federal Agency Bond / Note											
FEDERAL HOME LOAN BANK (CALLABLE) DTD 03/10/2021 0.800% 03/10/2026	3130ALFS8	2,000,000.00	AA+	Aa1	03/08/21	03/08/21	1,990,030.00	0.90	3,600.00	1,999,452.26	1,983,112.00
Security Type Sub-Total		**2,000,000.00**					**1,990,030.00**	**0.90**	**3,600.00**	**1,999,452.26**	**1,983,112.00**
Corporate Note											
AMERICAN EXPRESS CO (CALLABLE) DTD 11/04/2021 1.650% 11/04/2026	025816CM9	180,000.00	A-	A2	06/18/24	06/20/24	165,684.60	5.26	222.75	174,209.68	176,337.54
HORMEL FOODS CORP (CALLABLE) DTD 03/08/2024 4.800% 03/30/2027	440452AK6	85,000.00	A-	A2	03/05/24	03/08/24	84,917.55	4.84	691.33	84,972.21	85,970.19
GOLDMAN SACHS BANK USA (CALLABLE) DTD 05/21/2024 5.414% 05/21/2027	38151LAG5	160,000.00	A+	A1	05/15/24	05/21/24	160,000.00	0.00	240.62	160,000.00	160,967.20
NATIONAL AUSTRALIA BK/NY DTD 06/11/2024 5.087% 06/11/2027	63253QAJ3	10,000.00	AA-	Aa2	06/04/24	06/11/24	10,014.00	5.04	240.22	10,007.39	10,188.29

Managed Account Detail of Securities Held

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CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
NATIONAL AUSTRALIA BK/NY DTD 06/11/2024 5.087% 06/11/2027	63253QAJ3	310,000.00	AA-	Aa2	06/04/24	06/11/24	310,486.70	5.03	7,446.80	310,257.15	315,836.99
AMERICAN HONDA FINANCE DTD 07/10/2024 4.900% 07/09/2027	02665WFK2	115,000.00	A-	A3	07/08/24	07/10/24	114,851.65	4.95	2,222.69	114,917.95	116,583.90
AMERICAN HONDA FINANCE DTD 07/10/2024 4.900% 07/09/2027	02665WFK2	180,000.00	A-	A3	08/22/24	08/23/24	182,482.20	4.38	3,479.00	181,422.79	182,479.14
WELLS FARGO & COMPANY (CALLABLE) DTD 01/24/2025 4.900% 01/24/2028	95000U3R2	75,000.00	BBB+	A1	01/16/25	01/24/25	75,000.00	4.90	1,296.46	75,000.00	75,641.85
JPMORGAN CHASE & CO (CALLABLE) DTD 02/01/2017 3.782% 02/01/2028	46625HRY8	200,000.00	A	A1	05/10/23	05/12/23	191,042.00	4.85	2,521.33	195,887.44	199,373.20
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.550% 02/24/2028	17275RBW1	120,000.00	AA-	A1	02/20/25	02/24/25	119,990.40	4.55	1,471.17	119,992.95	122,019.48
STATE STREET CORP (CALLABLE) DTD 02/28/2025 4.536% 02/28/2028	857477CU5	270,000.00	A	Aa3	02/25/25	02/28/25	270,000.00	4.54	3,163.86	270,000.00	274,072.95
CATERPILLAR FINL SERVICE DTD 03/03/2025 4.400% 03/03/2028	14913UAY6	160,000.00	NR	A2	02/25/25	03/03/25	159,942.40	4.41	1,720.89	159,956.17	161,938.56
COMMONWEALTH BK AUSTR NY DTD 03/14/2025 4.423% 03/14/2028	20271RAV2	255,000.00	AA-	Aa2	03/06/25	03/14/25	255,000.00	4.42	2,412.38	255,000.00	258,298.17
KENVUE INC (CALLABLE) DTD 10/17/2023 5.050% 03/22/2028	49177JAF9	235,000.00	A	A2	06/27/25	06/30/25	240,548.35	4.12	2,274.60	239,707.61	240,400.07
JPMORGAN CHASE & CO (CALLABLE) DTD 04/22/2024 5.571% 04/22/2028	46647PEE2	125,000.00	A	A1	04/15/24	04/22/24	125,000.00	5.57	754.41	125,000.00	127,493.25
CINTAS CORPORATION NO. 2 (CALLABLE) DTD 05/02/2025 4.200% 05/01/2028	17252MAR1	130,000.00	A-	A3	04/28/25	05/02/25	129,833.60	4.25	455.00	129,864.35	130,724.36
CITIGROUP INC (CALLABLE) DTD 05/07/2025 4.643% 05/07/2028	172967PZ8	320,000.00	BBB+	A3	05/01/25	05/07/25	320,000.00	4.64	990.51	320,000.00	322,276.16
CUMMINS INC (CALLABLE) DTD 05/09/2025 4.250% 05/09/2028	231021AY2	20,000.00	A	A2	05/06/25	05/09/25	19,986.00	4.28	51.94	19,988.49	20,168.48

pfm asset management

Managed Account Detail of Securities Held

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CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 05/28/2021 1.750% 05/28/2028	04636NAE3	220,000.00	A+	A1	05/06/25	05/07/25	204,349.20	4.26	32.08	207,097.35	209,571.56
HSBC USA INC DTD 06/03/2025 4.650% 06/03/2028	40428HR95	325,000.00	A-	A2	05/28/25	06/03/25	325,026.00	4.65	7,472.29	325,022.05	330,434.33
TARGET CORP (CALLABLE) DTD 06/10/2025 4.350% 06/15/2028	87612EBU9	55,000.00	A	A2	06/05/25	06/10/25	54,999.45	4.35	1,136.44	54,999.61	55,619.13
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	175,000.00	A-	A1	07/27/23	07/31/23	163,061.50	5.17	2,270.58	168,663.92	173,642.00
COMCAST CORP (CALLABLE) DTD 10/05/2018 4.150% 10/15/2028	20030NCT6	335,000.00	A-	A3	11/06/25	11/07/25	335,465.65	4.10	1,776.43	335,455.42	336,775.17
PACCAR FINANCIAL CORP DTD 11/07/2025 4.000% 11/07/2028	69371RU20	95,000.00	A+	A1	11/05/25	11/07/25	94,946.80	4.02	253.33	94,947.93	95,492.10
ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	55,000.00	AA+	Aa2	11/03/25	11/06/25	54,952.70	3.91	148.00	54,953.77	55,328.63
ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	395,000.00	AA+	Aa2	11/04/25	11/06/25	395,517.45	3.83	1,062.93	395,506.81	397,360.13
LOCKHEED MARTIN CORP (CALLABLE) DTD 01/29/2024 4.500% 02/15/2029	539830CC1	215,000.00	A-	A2	03/05/24	03/07/24	212,325.40	4.78	2,848.75	213,194.59	218,496.97
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 02/26/2024 4.850% 02/26/2029	04636NAL7	120,000.00	A+	A1	02/21/24	02/26/24	119,874.00	4.87	1,535.83	119,915.13	123,373.92
MERCK & CO INC (CALLABLE) DTD 03/07/2019 3.400% 03/07/2029	58933YAX3	255,000.00	A+	Aa3	11/21/25	11/24/25	250,560.45	3.97	2,023.00	250,585.49	250,976.61
KLA CORP (CALLABLE) DTD 03/20/2019 4.100% 03/15/2029	482480AG5	295,000.00	A-	A2	11/13/25	11/14/25	295,197.65	4.08	2,553.39	295,195.11	296,012.15
AMERICAN EXPRESS CO (CALLABLE) DTD 04/25/2025 4.731% 04/25/2029	025816ED7	180,000.00	A-	A2	04/21/25	04/25/25	180,000.00	4.73	851.58	180,000.00	182,989.08
BANK OF AMERICA CORP (CALLABLE) DTD 05/09/2025 4.623% 05/09/2029	06051GMT3	225,000.00	A-	A1	05/06/25	05/09/25	225,000.00	4.62	635.66	225,000.00	228,070.13

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
HOME DEPOT INC (CALLABLE) DTD 06/25/2024 4.750% 06/25/2029	437076DC3	105,000.00	A	A2	06/17/24	06/25/24	104,322.75	4.90	2,161.25	104,500.54	107,712.99
HOME DEPOT INC (CALLABLE) DTD 06/25/2024 4.750% 06/25/2029	437076DC3	205,000.00	A	A2	06/18/24	06/25/24	204,346.05	4.82	4,219.58	204,518.37	210,296.79
UNITED PARCEL SERVICE (CALLABLE) DTD 08/16/2019 2.500% 09/01/2029	911312BU9	150,000.00	A	A2	06/26/25	06/27/25	139,869.00	4.28	937.50	140,826.85	142,461.45
ACCENTURE CAPITAL INC (CALLABLE) DTD 10/04/2024 4.050% 10/04/2029	00440KAB9	140,000.00	AA-	Aa3	10/01/24	10/04/24	139,755.00	4.09	897.75	139,807.75	140,278.04
ACCENTURE CAPITAL INC (CALLABLE) DTD 10/04/2024 4.050% 10/04/2029	00440KAB9	180,000.00	AA-	Aa3	10/10/25	10/15/25	180,003.60	4.05	1,154.25	180,003.73	180,357.48
NATIONAL RURAL UTIL COOP (CALLABLE) DTD 02/07/2025 4.950% 02/07/2030	63743HFX5	140,000.00	NR	A2	02/04/25	02/07/25	139,785.80	0.00	2,194.50	139,817.60	144,629.80
ELI LILLY & CO (CALLABLE) DTD 02/12/2025 4.750% 02/12/2030	532457CV8	185,000.00	A+	Aa3	02/10/25	02/12/25	184,894.55	4.76	2,660.66	184,910.20	190,565.54
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	17275RBX9	90,000.00	AA-	A1	02/19/25	02/24/25	89,932.50	4.77	1,151.88	89,942.02	92,613.33
HERSHEY COMPANY (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	427866BL1	170,000.00	A	A1	02/19/25	02/24/25	169,700.80	4.79	2,175.76	169,742.45	174,638.96
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	17275RBX9	250,000.00	AA-	A1	02/20/25	02/24/25	250,165.00	4.74	3,199.65	250,142.21	257,259.25
STATE STREET CORP (CALLABLE) DTD 02/28/2025 4.729% 02/28/2030	857477CW1	320,000.00	A	Aa3	02/25/25	02/28/25	320,000.00	4.73	3,909.31	320,000.00	328,214.72
JOHNSON & JOHNSON (CALLABLE) DTD 02/20/2025 4.700% 03/01/2030	478160DJ0	340,000.00	AAA	Aaa	03/03/25	03/04/25	344,382.60	4.41	3,995.00	343,778.48	351,101.00
BLACKROCK INC (CALLABLE) DTD 01/27/2020 2.400% 04/30/2030	09247XAQ4	125,000.00	AA-	Aa3	06/27/25	06/30/25	114,720.00	4.30	258.33	115,530.51	117,064.00
BLACKROCK INC (CALLABLE) DTD 01/27/2020 2.400% 04/30/2030	09247XAQ4	240,000.00	AA-	Aa3	06/26/25	06/27/25	220,300.80	4.30	496.00	221,882.48	224,762.88

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
TOYOTA MOTOR CREDIT CORP DTD 05/15/2025 4.800% 05/15/2030	89236TNJ0	80,000.00	A+	A1	05/12/25	05/15/25	79,908.80	4.83	170.67	79,917.82	82,121.20
CITIBANK NA (CALLABLE) DTD 05/29/2025 4.914% 05/29/2030	17325FBP2	250,000.00	A+	Aa3	05/21/25	05/29/25	250,000.00	4.91	68.25	250,000.00	257,842.25
JOHN DEERE CAPITAL CORP DTD 06/05/2025 4.550% 06/05/2030	24422EYE3	150,000.00	A	A1	06/02/25	06/05/25	149,920.50	4.56	3,336.67	149,927.96	152,996.10
ANALOG DEVICES INC (CALLABLE) DTD 06/16/2025 4.500% 06/15/2030	032654BE4	325,000.00	A-	A2	06/12/25	06/16/25	324,714.00	4.52	6,703.13	324,738.61	330,649.80
NOVARTIS CAPITAL CORP (CALLABLE) DTD 11/05/2025 4.100% 11/05/2030	66989HAY4	395,000.00	AA-	Aa3	11/03/25	11/05/25	393,815.00	4.17	1,169.64	393,832.11	396,523.52
META PLATFORMS INC (CALLABLE) DTD 11/03/2025 4.200% 11/15/2030	30303MAB8	225,000.00	AA-	Aa3	11/07/25	11/17/25	225,762.75	4.12	735.00	225,757.66	226,563.98
ALPHABET INC (CALLABLE) DTD 11/06/2025 4.100% 11/15/2030	02079KAW7	225,000.00	AA+	Aa2	11/07/25	11/17/25	225,816.75	4.02	640.63	225,811.03	226,940.85
AMAZON.COM INC (CALLABLE) DTD 11/20/2025 4.100% 11/20/2030	023135CT1	300,000.00	AA	A1	11/17/25	11/20/25	299,679.00	4.12	375.83	299,680.80	301,442.40
Security Type Sub-Total		**10,485,000.00**					**10,397,850.95**	**4.36**	**98,867.49**	**10,421,790.54**	**10,571,948.02**
Commercial Paper											
BARCLAYS CAPITAL INC DTD 09/10/2025 0.000% 06/05/2026	06743VF54	475,000.00	A-1	NR	09/29/25	09/30/25	462,042.00	3.96	0.00	465,281.50	465,140.43
Security Type Sub-Total		**475,000.00**					**462,042.00**	**3.96**	**0.00**	**465,281.50**	**465,140.43**
Certificate of Deposit											
BANK OF MONTREAL CHICAGO DTD 01/10/2025 4.470% 12/08/2025	06367DNW1	425,000.00	A-1	P-1	01/09/25	01/10/25	425,000.00	4.47	17,150.52	425,000.00	425,047.60
COOPERAT RABOBANK UA/NY DTD 07/20/2023 5.080% 07/17/2026	21684LGS5	400,000.00	A-1	P-1	07/17/23	07/20/23	400,000.00	5.08	7,563.56	400,000.00	403,808.80

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
NATIXIS NY BRANCH DTD 09/20/2023 5.610% 09/18/2026	63873QP65	300,000.00	A-1	P-1	09/18/23	09/20/23	300,000.00	5.61	3,459.50	300,000.00	303,783.00
CREDIT AGRICOLE CIB NY DTD 02/05/2024 4.760% 02/01/2027	22536DWD6	300,000.00	A+	A1	02/01/24	02/05/24	300,000.00	4.76	11,860.33	300,000.00	302,587.20
Security Type Sub-Total		**1,425,000.00**					**1,425,000.00**	**4.94**	**40,033.91**	**1,425,000.00**	**1,435,226.60**
Bank Note											
MORGAN STANLEY BANK NA (CALLABLE) DTD 01/18/2024 4.952% 01/14/2028	61690U8A1	300,000.00	A+	Aa3	04/30/24	05/03/24	295,674.00	5.39	5,653.53	297,417.28	302,633.40
MORGAN STANLEY BANK NA (CALLABLE) DTD 05/30/2024 5.504% 05/26/2028	61690U8B9	300,000.00	A+	Aa3	05/29/24	05/30/24	300,363.00	5.47	229.33	300,188.08	306,180.60
TRUIST BANK (CALLABLE) DTD 10/23/2025 4.136% 10/23/2029	89788JAH2	225,000.00	A	A3	11/07/25	11/10/25	224,223.75	4.23	982.30	224,234.47	224,827.65
Security Type Sub-Total		**825,000.00**					**820,260.75**	**5.11**	**6,865.16**	**821,839.83**	**833,641.65**
Asset-Backed Security											
BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2	49,412.08	AAA	NR	07/11/23	07/18/23	49,403.32	5.47	45.05	49,407.83	49,732.62
HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9	74,670.39	AAA	NR	07/11/23	07/19/23	74,667.16	5.48	181.86	74,668.77	75,212.43
FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4	70,965.07	AAA	NR	06/21/23	06/26/23	70,964.11	5.23	164.95	70,964.58	71,417.54
ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2	126,603.66	NR	Aaa	07/11/23	07/19/23	126,582.07	5.48	307.22	126,592.66	127,622.82
GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9	76,224.70	AAA	Aaa	07/11/23	07/19/23	76,221.76	5.45	173.09	76,223.18	76,773.29
FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3	179,414.86	AAA	Aaa	08/15/23	08/23/23	179,403.73	5.53	440.96	179,408.81	180,877.81

pfm asset management

Managed Account Detail of Securities Held

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
BMWLT 2025-1 A4 DTD 06/10/2025 4.490% 10/25/2028	096912AE0	145,000.00	AAA	NR	06/03/25	06/10/25	144,986.82	4.49	108.51	144,988.59	146,570.21
COMET 2025-A1 A DTD 09/16/2025 3.820% 09/16/2030	14041NGF2	265,000.00	AAA	NR	09/09/25	09/16/25	264,949.76	3.82	449.91	264,952.50	265,416.58
Security Type Sub-Total		**987,290.75**					**987,178.73**	**4.88**	**1,871.55**	**987,206.92**	**993,623.30**
Managed Account Sub-Total		**42,546,756.10**					**41,698,232.36**	**4.14**	**293,467.10**	**42,098,792.51**	**42,548,078.67**
Securities Sub-Total		**$42,546,756.10**					**$41,698,232.36**	**4.21%**	**$293,467.10**	**$42,098,792.51**	**$42,548,078.67**
Accrued Interest											**$293,467.10**
Total Investments											**$42,841,545.77**

Bolded items are forward settling trades.

Managed Account Fair Market Value & Analytics

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CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 07/31/2024 4.375% 07/31/2026	91282CLB5	245,000.00	HSBC		100.41	245,995.44	(401.83)	469.33	0.66	4.16
US TREASURY N/B DTD 07/31/2024 4.375% 07/31/2026	91282CLB5	430,000.00	JPMorgan		100.41	431,747.09	806.46	1,376.74	0.66	4.16
US TREASURY N/B DTD 08/15/2016 1.500% 08/15/2026	9128282A7	745,000.00	Citigrou		98.45	733,462.19	42,300.08	2,566.51	0.70	3.91
US TREASURY N/B DTD 09/30/2021 0.875% 09/30/2026	91282CCZ2	100,000.00	HSBC		97.72	97,720.50	9,115.03	183.08	0.83	3.64
US TREASURY N/B DTD 09/30/2024 3.500% 09/30/2026	91282CLP4	120,000.00	BNP Sec		99.86	119,829.36	1,348.11	547.55	0.82	3.74
US TREASURY N/B DTD 11/01/2021 1.125% 10/31/2026	91282CDG3	1,200,000.00	BMO		97.73	1,172,784.00	34,471.50	6,007.22	0.91	3.74
US TREASURY N/B DTD 11/30/2021 1.250% 11/30/2026	91282CDK4	300,000.00	BMO		97.68	293,025.00	16,450.78	1,224.02	0.98	3.64
US TREASURY N/B DTD 12/15/2023 4.375% 12/15/2026	91282CJP7	275,000.00	BMO		100.76	277,094.95	1,138.90	1,609.49	1.00	3.63
US TREASURY N/B DTD 01/16/2024 4.000% 01/15/2027	91282CJT9	85,000.00	Nomura		100.42	85,358.61	763.69	600.87	1.09	3.60
US TREASURY N/B DTD 02/15/2024 4.125% 02/15/2027	91282CKA8	450,000.00	BMO		100.62	452,794.95	5,185.57	4,207.17	1.17	3.59
US TREASURY N/B DTD 02/28/2022 1.875% 02/28/2027	91282CEC1	410,000.00	JPMorgan		97.93	401,511.77	22,005.52	3,234.18	1.22	3.58
US TREASURY N/B DTD 03/31/2022 2.500% 03/31/2027	91282CEF4	600,000.00	MorganSt		98.61	591,656.40	24,000.15	5,649.90	1.30	3.57
US TREASURY N/B DTD 07/31/2020 0.375% 07/31/2027	91282CAD3	670,000.00	GoldmanS		94.93	636,055.12	39,153.17	7,256.82	1.64	3.52
US TREASURY N/B DTD 08/31/2020 0.500% 08/31/2027	91282CAH4	100,000.00	Barclays		94.91	94,910.20	4,812.54	668.49	1.73	3.51
US TREASURY N/B DTD 08/31/2020 0.500% 08/31/2027	91282CAH4	400,000.00	BMO		94.91	379,640.80	12,625.17	(301.24)	1.73	3.51
US TREASURY N/B DTD 09/16/2024 3.375% 09/15/2027	91282CLL3	1,000,000.00	BMO		99.74	997,383.00	1,562.69	(35.34)	1.72	3.51
US TREASURY N/B DTD 09/30/2025 3.500% 09/30/2027	91282CPB1	230,000.00	BMO		99.97	229,937.21	(44.82)	(45.82)	1.76	3.50

Managed Account Fair Market Value & Analytics

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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
U.S. Treasury Bond / Note										
US TREASURY N/B DTD 11/15/2017 2.250% 11/15/2027	9128283F5	350,000.00	BMO		97.63	341,714.80	9,775.35	3,950.04	1.90	3.50
US TREASURY N/B DTD 11/15/2017 2.250% 11/15/2027	9128283F5	990,000.00	BMO		97.63	966,564.72	28,887.77	12,018.57	1.90	3.50
US TREASURY N/B DTD 02/01/2021 0.750% 01/31/2028	91282CBJ9	100,000.00	RBC Capi		94.32	94,320.30	6,542.96	822.06	2.12	3.48
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2028	91282CGH8	250,000.00	Citigrou		100.00	250,000.00	722.66	672.33	2.06	3.48
US TREASURY N/B DTD 02/15/2018 2.750% 02/15/2028	9128283W8	850,000.00	SGAS		98.44	836,718.75	14,011.72	4,575.17	2.11	3.47
US TREASURY N/B DTD 03/01/2021 1.125% 02/29/2028	91282CBP5	315,000.00	Barclays		94.92	299,003.98	18,850.85	3,104.54	2.19	3.47
US TREASURY N/B DTD 08/31/2023 4.375% 08/31/2028	91282CHX2	750,000.00	Barclays		102.28	767,109.75	12,334.36	13,599.70	2.56	3.48
US TREASURY N/B DTD 12/31/2021 1.375% 12/31/2028	91282CDP3	100,000.00	BOFAML		93.85	93,851.60	4,679.72	663.03	2.97	3.47
US TREASURY N/B DTD 02/29/2024 4.250% 02/28/2029	91282CKD2	200,000.00	HSBC		102.22	204,445.40	3,750.09	3,909.13	2.99	3.49
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	80,000.00	BMO		97.91	78,328.16	3,881.29	2,331.02	3.22	3.50
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	170,000.00	Citigrou		97.91	166,447.34	3,745.39	2,033.61	3.22	3.50
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	235,000.00	Citigrou		97.91	230,088.97	1,927.84	268.67	3.22	3.50
US TREASURY N/B DTD 05/02/2022 2.875% 04/30/2029	91282CEM9	235,000.00	WellsFar		97.91	230,088.97	1,845.22	208.78	3.22	3.50
US TREASURY N/B DTD 05/31/2022 2.750% 05/31/2029	91282CES6	175,000.00	HSBC		97.45	170,536.10	7,034.15	3,992.45	3.26	3.50
US TREASURY N/B DTD 05/31/2024 4.500% 05/31/2029	91282CKT7	300,000.00	JPMorgan		103.17	309,504.00	4,675.87	5,650.63	3.16	3.50
US TREASURY N/B DTD 05/31/2022 2.750% 05/31/2029	91282CES6	500,000.00	BMO		97.45	487,246.00	20,234.28	11,544.49	3.26	3.50
US TREASURY N/B DTD 07/01/2024 4.250% 06/30/2029	91282CKX8	125,000.00	BMO		102.39	127,983.38	1,386.70	1,523.09	3.26	3.51

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U.S. Treasury Bond / Note										
US TREASURY N/B DTD 09/30/2022 3.875% 09/30/2029	91282CFL0	855,000.00	BMO		101.14	864,785.47	12,757.93	12,442.99	3.53	3.52
US TREASURY N/B DTD 10/31/2024 4.125% 10/31/2029	91282CLR0	415,000.00	JPMorgan		102.06	423,543.19	8,543.19	8,543.19	3.60	3.53
US TREASURY N/B DTD 01/03/2023 3.875% 12/31/2029	91282CGB1	255,000.00	Barclays		101.16	257,958.51	8,456.95	7,548.64	3.70	3.54
US TREASURY N/B DTD 01/31/2023 3.500% 01/31/2030	91282CGJ4	70,000.00	WellsFar		99.74	69,816.81	1,585.95	1,339.08	3.82	3.54
US TREASURY N/B DTD 02/18/2020 1.500% 02/15/2030	912828Z94	160,000.00	RBS		92.01	147,218.72	4,087.47	1,969.47	4.01	3.53
US TREASURY N/B DTD 03/31/2023 3.625% 03/31/2030	91282CGS4	265,000.00	BNP Sec		100.19	265,496.88	6,159.18	5,571.84	3.97	3.55
US TREASURY N/B DTD 05/31/2023 3.750% 05/31/2030	91282CHF1	200,000.00	Barclays		100.68	201,359.40	1,726.59	1,697.99	4.05	3.55
US TREASURY N/B DTD 06/30/2023 3.750% 06/30/2030	91282CHJ3	650,000.00	BMO		100.68	654,392.70	11,222.78	10,814.20	4.13	3.56
US TREASURY N/B DTD 08/31/2023 4.125% 08/31/2030	91282CHW4	715,000.00	TD Secur		102.26	731,143.27	2,038.78	2,447.15	4.26	3.57
US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2030	91282CHZ7	600,000.00	WellsFar		104.48	626,859.60	2,812.72	3,120.68	4.30	3.57
Security Type Sub-Total		**17,270,000.00**				**17,137,433.36**	**418,970.47**	**161,581.51**	**2.32**	**3.58**
Supra-National Agency Bond / Note										
INTER-AMERICAN DEVEL BK DTD 04/25/2024 4.850% 07/19/2027	45818WFN1	400,000.00	TD Secur		101.21	404,850.40	(2,345.60)	(1,769.31)	1.55	4.01
Security Type Sub-Total		**400,000.00**				**404,850.40**	**(2,345.60)**	**(1,769.31)**	**1.55**	**4.01**
Municipal Bond / Note										
CA ST UNIV TRUSTEES - DTD 08/09/2023 4.594% 11/01/2027	13077DTD4	170,000.00	Barclays		101.62	172,758.42	2,758.42	2,758.42	1.82	3.71
OREGON ST DTD 05/09/2023 4.046% 04/01/2028	68607V4M4	285,000.00	Citigrou		100.65	286,857.35	1,857.35	1,857.35	2.21	3.73

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Municipal Bond / Note										
CONNECTICUT ST-A-TXBL DTD 06/22/2023 4.506% 05/15/2028	20772KTK5	95,000.00	MorganSt		101.85	96,760.07	1,760.07	1,760.07	2.30	3.71
LOS ANGELES UNIF SD-B DTD 05/13/2025 4.423% 07/01/2028	544647KY5	105,000.00	RaymondJ		101.89	106,983.03	1,983.03	1,983.03	2.38	3.63
Security Type Sub-Total		**655,000.00**				**663,358.87**	**8,358.87**	**8,358.87**	**2.15**	**3.71**
Federal Agency Commercial Mortgage-Backed Security										
FHMS K735 A2 DTD 07/01/2019 2.862% 05/01/2026	3137FMU67	421,685.70	Barclays		99.37	419,014.74	20,521.76	1,368.61	0.42	3.97
FNA 2017-M7 A2 DTD 06/01/2017 2.961% 02/01/2027	3136AV7G8	320,448.36	KEYB		98.86	316,785.32	9,743.22	675.43	1.12	3.84
FHMS K064 A2 DTD 05/01/2017 3.224% 03/01/2027	3137BXOY1	425,000.00	MorganSt		99.17	421,462.73	20,568.20	5,272.29	1.12	3.80
FHMS K065 A2 DTD 07/01/2017 3.243% 04/01/2027	3137F1G44	410,000.00	Citigrou		99.15	406,527.30	13,648.00	2,726.17	1.27	3.76
FNA 2017-M15 A2 DTD 12/01/2017 3.064% 09/01/2027	3136AY6X6	358,156.37	MorganSt		98.64	353,275.78	9,137.87	958.94	1.47	3.81
FNA 2018-M2 A2 DTD 02/01/2018 3.026% 01/01/2028	3136B0YM2	384,150.82	Citigrou		98.13	376,956.06	3,699.52	1,302.46	1.87	3.88
FHMS K743 A2 DTD 06/01/2021 1.770% 05/01/2028	3137H14B9	445,000.00	PNCBank		95.32	424,158.43	34,679.13	8,016.28	2.34	3.75
FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	313,228.79	JPMorgan		100.87	315,957.33	2,736.40	2,732.65	1.49	4.02
FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	400,000.00	JPMorgan		102.13	408,537.60	4,542.40	6,457.85	2.29	3.78
FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BQDE6	381,862.47	JPMorgan		100.46	383,632.79	8,244.08	5,212.89	2.42	3.89
FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	112,356.60	JPMorgan		101.47	114,004.19	1,648.16	1,647.88	1.38	4.01
FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	400,000.00	WellsFar		101.83	407,313.60	13,230.80	10,770.94	2.43	3.80
FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74	400,000.00	BMO		102.08	408,302.80	17,077.20	13,533.30	2.46	3.80

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Federal Agency Commercial Mortgage-Backed Security										
FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	300,000.00	MorganSt		102.44	307,310.70	16,875.60	13,227.93	2.54	3.80
FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	400,000.00	BOFAML		102.39	409,552.40	14,333.60	12,447.56	2.49	3.75
FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	145,000.00	JPMorgan		102.99	149,332.31	4,751.50	4,592.20	2.57	3.82
FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	220,000.00	BOFAML		102.64	225,815.92	6,447.98	6,210.25	2.61	3.76
FHMS K514 A2 DTD 02/01/2024 4.572% 12/01/2028	3137HBLV4	420,000.00	BMO		101.85	427,768.74	14,331.24	12,357.14	2.69	3.80
FHMS K521 AS FLOATING DTD 05/16/2024 4.562% 03/25/2029	3137HCTM4	399,034.48	JPMorgan		99.82	398,309.84	(724.64)	(724.64)	0.07	4.69
FHMS K519 AS FLOATING DTD 04/18/2024 4.579% 03/25/2029	3137HCKQ4	408,541.75	WellsFar		99.89	408,074.38	(467.37)	(467.37)	0.07	4.63
FHMS K528 A2 DTD 09/01/2024 4.508% 07/01/2029	3137HFNZ4	425,000.00	MorganSt		101.94	433,238.20	7,607.34	7,733.15	3.29	3.85
FHMS K529 A2 DTD 10/01/2024 4.791% 09/01/2029	3137HH6C0	250,000.00	MorganSt		102.96	257,396.50	2,399.75	3,440.97	3.39	3.86
FHMS K551 A2 DTD 12/01/2025 4.165% 11/01/2030	**3137HNWV6**	**285,000.00**	**BMO**		**100.71**	**287,016.38**	**(498.74)**	**(498.74)**	**4.39**	**3.94**
Security Type Sub-Total		**8,024,465.34**				**8,059,744.04**	**224,533.00**	**118,994.14**	**1.96**	**3.92**
Federal Agency Bond / Note										
FEDERAL HOME LOAN BANK (CALLABLE) DTD 03/10/2021 0.800% 03/10/2026	3130ALFS8	2,000,000.00	DIRECT	12/10/25	99.16	1,983,112.00	(6,918.00)	(16,340.26)	0.27	3.91
Security Type Sub-Total		**2,000,000.00**				**1,983,112.00**	**(6,918.00)**	**(16,340.26)**	**0.27**	**3.91**
Corporate Note										
AMERICAN EXPRESS CO (CALLABLE) DTD 11/04/2021 1.650% 11/04/2026	025816CM9	180,000.00	WellsFar	10/04/26	97.97	176,337.54	10,652.94	2,127.86	0.91	3.91

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Corporate Note										
HORMEL FOODS CORP (CALLABLE) DTD 03/08/2024 4.800% 03/30/2027	440452AK6	85,000.00	WellsFar	02/28/27	101.14	85,970.19	1,052.64	997.98	1.21	3.92
GOLDMAN SACHS BANK USA (CALLABLE) DTD 05/21/2024 5.414% 05/21/2027	38151LAG5	160,000.00	GoldmanS	05/21/26	100.60	160,967.20	967.20	967.20	0.47	4.54
NATIONAL AUSTRALIA BK/NY DTD 06/11/2024 5.087% 06/11/2027	63253QAJ3	10,000.00	SEEL		101.88	10,188.29	174.29	180.90	1.44	3.79
NATIONAL AUSTRALIA BK/NY DTD 06/11/2024 5.087% 06/11/2027	63253QAJ3	310,000.00	MUFG		101.88	315,836.99	5,350.29	5,579.84	1.44	3.79
AMERICAN HONDA FINANCE DTD 07/10/2024 4.900% 07/09/2027	02665WFK2	115,000.00	Barclays		101.38	116,583.90	1,732.25	1,665.95	1.51	4.00
AMERICAN HONDA FINANCE DTD 07/10/2024 4.900% 07/09/2027	02665WFK2	180,000.00	Deutsche		101.38	182,479.14	(3.06)	1,056.35	1.51	4.00
WELLS FARGO & COMPANY (CALLABLE) DTD 01/24/2025 4.900% 01/24/2028	95000U3R2	75,000.00	WellsFar	01/24/27	100.86	75,641.85	641.85	641.85	1.11	4.41
JPMORGAN CHASE & CO (CALLABLE) DTD 02/01/2017 3.782% 02/01/2028	46625HRY8	200,000.00	JANE	02/01/27	99.69	199,373.20	8,331.20	3,485.76	1.13	4.68
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.550% 02/24/2028	17275RBW1	120,000.00	Deutsche	01/24/28	101.68	122,019.48	2,029.08	2,026.53	2.03	3.75
STATE STREET CORP (CALLABLE) DTD 02/28/2025 4.536% 02/28/2028	857477CU5	270,000.00	GoldmanS	01/28/28	101.51	274,072.95	4,072.95	4,072.95	2.05	3.81
CATERPILLAR FINL SERVICE DTD 03/03/2025 4.400% 03/03/2028	14913UAY6	160,000.00	SGAS		101.21	161,938.56	1,996.16	1,982.39	2.11	3.83
COMMONWEALTH BK AUSTR NY DTD 03/14/2025 4.423% 03/14/2028	20271RAV2	255,000.00	GoldmanS		101.29	258,298.17	3,298.17	3,298.17	2.14	3.82
KENVUE INC (CALLABLE) DTD 10/17/2023 5.050% 03/22/2028	49177JAF9	235,000.00	JPMorgan	02/22/28	102.30	240,400.07	(148.28)	692.46	2.10	3.97
JPMORGAN CHASE & CO (CALLABLE) DTD 04/22/2024 5.571% 04/22/2028	46647PEE2	125,000.00	JPMorgan	04/22/27	101.99	127,493.25	2,493.25	2,493.25	1.34	4.42
CINTAS CORPORATION NO. 2 (CALLABLE) DTD 05/02/2025 4.200% 05/01/2028	17252MAR1	130,000.00	MUFG	04/01/28	100.56	130,724.36	890.76	860.01	2.23	3.95
CITIGROUP INC (CALLABLE) DTD 05/07/2025 4.643% 05/07/2028	172967PZ8	320,000.00	Citigrou	05/07/27	100.71	322,276.16	2,276.16	2,276.16	1.37	4.56
CUMMINS INC (CALLABLE) DTD 05/09/2025 4.250% 05/09/2028	231021AY2	20,000.00	JPMorgan	04/09/28	100.84	20,168.48	182.48	179.99	2.25	3.88

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Corporate Note										
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 05/28/2021 1.750% 05/28/2028	04636NAE3	220,000.00	SMBC	03/28/28	95.26	209,571.56	5,222.36	2,474.21	2.39	3.76
HSBC USA INC DTD 06/03/2025 4.650% 06/03/2028	40428HR95	325,000.00	UBSS		101.67	330,434.33	5,408.33	5,412.28	2.31	3.92
TARGET CORP (CALLABLE) DTD 06/10/2025 4.350% 06/15/2028	87612EBU9	55,000.00	GoldmanS	05/15/28	101.13	55,619.13	619.68	619.52	2.30	3.88
BANK OF AMERICA CORP (CALLABLE) DTD 07/21/2017 3.593% 07/21/2028	06051GGR4	175,000.00	MAXE	07/21/27	99.22	173,642.00	10,580.50	4,978.08	1.56	4.59
COMCAST CORP (CALLABLE) DTD 10/05/2018 4.150% 10/15/2028	20030NCT6	335,000.00	JPMorgan	07/15/28	100.53	336,775.17	1,309.52	1,319.75	2.55	3.95
PACCAR FINANCIAL CORP DTD 11/07/2025 4.000% 11/07/2028	69371RU20	95,000.00	MUFG		100.52	95,492.10	545.30	544.17	2.75	3.80
ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	55,000.00	HSBC	10/15/28	100.60	55,328.63	375.93	374.86	2.72	3.66
ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	395,000.00	JPMorgan	10/15/28	100.60	397,360.13	1,842.68	1,853.32	2.72	3.66
LOCKHEED MARTIN CORP (CALLABLE) DTD 01/29/2024 4.500% 02/15/2029	539830CC1	215,000.00	JPMorgan	01/15/29	101.63	218,496.97	6,171.57	5,302.38	2.90	3.92
ASTRAZENECA FINANCE LLC (CALLABLE) DTD 02/26/2024 4.850% 02/26/2029	04636NAL7	120,000.00	Citigrou	01/26/29	102.81	123,373.92	3,499.92	3,458.79	2.90	3.91
MERCK & CO INC (CALLABLE) DTD 03/07/2019 3.400% 03/07/2029	58933YAX3	255,000.00	GoldmanS	12/07/28	98.42	250,976.61	416.16	391.12	2.97	3.89
KLA CORP (CALLABLE) DTD 03/20/2019 4.100% 03/15/2029	482480AG5	295,000.00	JPMorgan	12/15/28	100.34	296,012.15	814.50	817.04	2.93	3.95
AMERICAN EXPRESS CO (CALLABLE) DTD 04/25/2025 4.731% 04/25/2029	025816ED7	180,000.00	MorganSt	04/25/28	101.66	182,989.08	2,989.08	2,989.08	2.24	4.37
BANK OF AMERICA CORP (CALLABLE) DTD 05/09/2025 4.623% 05/09/2029	06051GMT3	225,000.00	BOFAML	05/09/28	101.36	228,070.13	3,070.13	3,070.13	2.28	4.35
HOME DEPOT INC (CALLABLE) DTD 06/25/2024 4.750% 06/25/2029	437076DC3	105,000.00	MorganSt	05/25/29	102.58	107,712.99	3,390.24	3,212.45	3.16	3.93
HOME DEPOT INC (CALLABLE) DTD 06/25/2024 4.750% 06/25/2029	437076DC3	205,000.00	HSBC	05/25/29	102.58	210,296.79	5,950.74	5,778.42	3.16	3.93
UNITED PARCEL SERVICE (CALLABLE) DTD 08/16/2019 2.500% 09/01/2029	911312BU9	150,000.00	BOFAML	06/01/29	94.97	142,461.45	2,592.45	1,634.60	3.48	3.93

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Corporate Note										
ACCENTURE CAPITAL INC (CALLABLE) DTD 10/04/2024 4.050% 10/04/2029	00440KAB9	140,000.00	JPMorgan	09/04/29	100.20	140,278.04	523.04	470.29	3.47	3.99
ACCENTURE CAPITAL INC (CALLABLE) DTD 10/04/2024 4.050% 10/04/2029	00440KAB9	180,000.00	JPMorgan	09/04/29	100.20	180,357.48	353.88	353.75	3.47	3.99
NATIONAL RURAL UTIL COOP (CALLABLE) DTD 02/07/2025 4.950% 02/07/2030	63743HFX5	140,000.00	RBC Capi	01/07/30	103.31	144,629.80	4,844.00	4,812.20	3.68	4.10
ELI LILLY & CO (CALLABLE) DTD 02/12/2025 4.750% 02/12/2030	532457CV8	185,000.00	GoldmanS	01/12/30	103.01	190,565.54	5,670.99	5,655.34	3.71	3.93
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	17275RBX9	90,000.00	WellsFar	01/24/30	102.90	92,613.33	2,680.83	2,671.31	3.73	4.00
HERSHEY COMPANY (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	427866BL1	170,000.00	JPMorgan	01/24/30	102.73	174,638.96	4,938.16	4,896.51	3.74	4.01
CISCO SYSTEMS INC (CALLABLE) DTD 02/24/2025 4.750% 02/24/2030	17275RBX9	250,000.00	CIDLY	01/24/30	102.90	257,259.25	7,094.25	7,117.04	3.73	4.00
STATE STREET CORP (CALLABLE) DTD 02/28/2025 4.729% 02/28/2030	857477CW1	320,000.00	GoldmanS	01/28/30	102.57	328,214.72	8,214.72	8,214.72	3.75	4.02
JOHNSON & JOHNSON (CALLABLE) DTD 02/20/2025 4.700% 03/01/2030	478160DJ0	340,000.00	JANE	02/01/30	103.27	351,101.00	6,718.40	7,322.52	3.77	3.82
BLACKROCK INC (CALLABLE) DTD 01/27/2020 2.400% 04/30/2030	09247XAQ4	125,000.00	MorganSt	01/30/30	93.65	117,064.00	2,344.00	1,533.49	4.09	3.98
BLACKROCK INC (CALLABLE) DTD 01/27/2020 2.400% 04/30/2030	09247XAQ4	240,000.00	SUSQ	01/30/30	93.65	224,762.88	4,462.08	2,880.40	4.09	3.98
TOYOTA MOTOR CREDIT CORP DTD 05/15/2025 4.800% 05/15/2030	89236TNJ0	80,000.00	JPMorgan		102.65	82,121.20	2,212.40	2,203.38	3.99	4.11
CITIBANK NA (CALLABLE) DTD 05/29/2025 4.914% 05/29/2030	17325FBP2	250,000.00	Citigrou	04/29/30	103.14	257,842.25	7,842.25	7,842.25	3.97	4.14
JOHN DEERE CAPITAL CORP DTD 06/05/2025 4.550% 06/05/2030	24422EYE3	150,000.00	Citigrou		102.00	152,996.10	3,075.60	3,068.14	3.97	4.06
ANALOG DEVICES INC (CALLABLE) DTD 06/16/2025 4.500% 06/15/2030	032654BE4	325,000.00	BOFAML	05/15/30	101.74	330,649.80	5,935.80	5,911.19	3.96	4.08
NOVARTIS CAPITAL CORP (CALLABLE) DTD 11/05/2025 4.100% 11/05/2030	66989HAY4	395,000.00	JPMorgan	10/05/30	100.39	396,523.52	2,708.52	2,691.41	4.40	3.99
META PLATFORMS INC (CALLABLE) DTD 11/03/2025 4.200% 11/15/2030	30303MAB8	225,000.00	RBC Capi	10/15/30	100.70	226,563.98	801.23	806.32	4.40	4.04

Managed Account Fair Market Value & Analytics

For the Month Ending **November 30, 2025**

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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
Corporate Note										
ALPHABET INC (CALLABLE) DTD 11/06/2025 4.100% 11/15/2030	02079KAW7	225,000.00	BOFAML	10/15/30	100.86	226,940.85	1,124.10	1,129.82	4.41	3.91
AMAZON.COM INC (CALLABLE) DTD 11/20/2025 4.100% 11/20/2030	023135CT1	300,000.00	JPMorgan	10/20/30	100.48	301,442.40	1,763.40	1,761.60	4.43	3.99
Security Type Sub-Total		**10,485,000.00**				**10,571,948.02**	**174,097.07**	**150,157.48**	**2.87**	**4.01**
Commercial Paper										
BARCLAYS CAPITAL INC DTD 09/10/2025 0.000% 06/05/2026	06743VF54	475,000.00	Barclays		97.92	465,140.43	3,098.43	(141.07)	0.51	4.00
Security Type Sub-Total		**475,000.00**				**465,140.43**	**3,098.43**	**(141.07)**	**0.51**	**4.00**
Certificate of Deposit										
BANK OF MONTREAL CHICAGO DTD 01/10/2025 4.470% 12/08/2025	06367DNW1	425,000.00	BMO		100.01	425,047.60	47.60	47.60	0.03	3.95
COOPERAT RABOBANK UA/NY DTD 07/20/2023 5.080% 07/17/2026	21684LGS5	400,000.00	RABO UA		100.95	403,808.80	3,808.80	3,808.80	0.61	3.52
NATIXIS NY BRANCH DTD 09/20/2023 5.610% 09/18/2026	63873QP65	300,000.00	WellsFar		101.26	303,783.00	3,783.00	3,783.00	0.80	4.04
CREDIT AGRICOLE CIB NY DTD 02/05/2024 4.760% 02/01/2027	22536DWD6	300,000.00	CRAG		100.86	302,587.20	2,587.20	2,587.20	1.11	3.94
Security Type Sub-Total		**1,425,000.00**				**1,435,226.60**	**10,226.60**	**10,226.60**	**0.58**	**3.85**
Bank Note										
MORGAN STANLEY BANK NA (CALLABLE) DTD 01/18/2024 4.952% 01/14/2028	61690U8A1	300,000.00	Deutsche	01/14/27	100.88	302,633.40	6,959.40	5,216.12	1.07	4.56
MORGAN STANLEY BANK NA (CALLABLE) DTD 05/30/2024 5.504% 05/26/2028	61690U8B9	300,000.00	BOFAML	05/26/27	102.06	306,180.60	5,817.60	5,992.52	1.43	4.36
TRUIST BANK (CALLABLE) DTD 10/23/2025 4.136% 10/23/2029	89788JAH2	225,000.00	RBC Capi	10/23/28	99.92	224,827.65	603.90	593.18	2.71	4.32
Security Type Sub-Total		**825,000.00**				**833,641.65**	**13,380.90**	**11,801.82**	**1.64**	**4.42**

Managed Account Fair Market Value & Analytics

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CITY OF HEALDSBURG - 35300000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	YTM at Mkt
Asset-Backed Security										
BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2	49,412.08	TD Secur		100.65	49,732.62	329.30	324.79	0.47	4.13
HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9	74,670.39	Barclays		100.73	75,212.43	545.27	543.66	0.52	4.15
FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4	70,965.07	Citigrou		100.64	71,417.54	453.43	452.96	0.56	4.16
ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2	126,603.66	BOFAML		100.81	127,622.82	1,040.75	1,030.16	0.53	4.00
GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9	76,224.70	WellsFar		100.72	76,773.29	551.53	550.11	0.55	4.20
FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3	179,414.86	JPMorgan		100.82	180,877.81	1,474.08	1,469.00	0.63	4.30
BMWLT 2025-1 A4 DTD 06/10/2025 4.490% 10/25/2028	096912AE0	145,000.00	MUFG		101.08	146,570.21	1,583.39	1,581.62	1.84	3.95
COMET 2025-A1 A DTD 09/16/2025 3.820% 09/16/2030	14041NGF2	265,000.00	WellsFar		100.16	265,416.58	466.82	464.08	2.60	3.79
Security Type Sub-Total		**987,290.75**				**993,623.30**	**6,444.57**	**6,416.38**	**1.29**	**4.04**
Managed Account Sub-Total		**42,546,756.10**				**42,548,078.67**	**849,846.31**	**449,286.16**	**2.17**	**3.81**
Securities Sub-Total		**$42,546,756.10**				**$42,548,078.67**	**$849,846.31**	**$449,286.16**	**2.18**	**3.81%**
Accrued Interest						**$293,467.10**				
Total Investments						**$42,841,545.77**				

Bolded items are forward settling trades.

Managed Account Security Transactions & Interest

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Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY										
11/03/25	11/05/25	NOVARTIS CAPITAL CORP (CALLABLE) DTD 11/05/2025 4.100% 11/05/2030	66989HAY4	395,000.00	(393,815.00)	0.00	(393,815.00)			
11/03/25	11/06/25	ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	55,000.00	(54,952.70)	0.00	(54,952.70)			
11/03/25	11/06/25	US TREASURY N/B DTD 10/02/2023 4.625% 09/30/2030	91282CHZ7	600,000.00	(624,046.88)	(2,820.74)	(626,867.62)			
11/04/25	11/06/25	ALPHABET INC (CALLABLE) DTD 11/06/2025 3.875% 11/15/2028	02079KAV9	395,000.00	(395,517.45)	0.00	(395,517.45)			
11/05/25	11/07/25	PACCAR FINANCIAL CORP DTD 11/07/2025 4.000% 11/07/2028	69371RU20	95,000.00	(94,946.80)	0.00	(94,946.80)			
11/06/25	11/07/25	COMCAST CORP (CALLABLE) DTD 10/05/2018 4.150% 10/15/2028	20030NCT6	335,000.00	(335,465.65)	(849.60)	(336,315.25)			
11/07/25	11/10/25	TRUIST BANK (CALLABLE) DTD 10/23/2025 4.136% 10/23/2029	89788JAH2	225,000.00	(224,223.75)	(439.45)	(224,663.20)			
11/07/25	11/17/25	META PLATFORMS INC (CALLABLE) DTD 11/03/2025 4.200% 11/15/2030	30303MAB8	225,000.00	(225,762.75)	(367.50)	(226,130.25)			
11/07/25	11/17/25	ALPHABET INC (CALLABLE) DTD 11/06/2025 4.100% 11/15/2030	02079KAW7	225,000.00	(225,816.75)	(281.88)	(226,098.63)			
11/13/25	11/14/25	KLA CORP (CALLABLE) DTD 03/20/2019 4.100% 03/15/2029	482480AG5	295,000.00	(295,197.65)	(1,982.24)	(297,179.89)			
11/17/25	11/20/25	AMAZON.COM INC (CALLABLE) DTD 11/20/2025 4.100% 11/20/2030	023135CT1	300,000.00	(299,679.00)	0.00	(299,679.00)			
11/21/25	11/24/25	MERCK & CO INC (CALLABLE) DTD 03/07/2019 3.400% 03/07/2029	58933YAX3	255,000.00	(250,560.45)	(1,854.42)	(252,414.87)			
11/25/25	**12/05/25**	**FHMS K551 A2 DTD 12/01/2025 4.165% 11/01/2030**	**3137HNWV6**	**285,000.00**	**(287,515.12)**	**(131.89)**	**(287,647.01)**			
Transaction Type Sub-Total				**3,685,000.00**	**(3,707,499.95)**	**(8,727.72)**	**(3,716,227.67)**			
INTEREST										
11/01/25	11/01/25	CA ST UNIV TRUSTEES - DTD 08/09/2023 4.594% 11/01/2027	13077DTD4		0.00	3,904.90	3,904.90			

Managed Account Security Transactions & Interest

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CITY OF HEALDSBURG - 35300000

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST										
11/01/25	11/01/25	CINTAS CORPORATION NO. 2 (CALLABLE) DTD 05/02/2025 4.200% 05/01/2028	17252MAR1		0.00	2,714.83	2,714.83			
11/01/25	11/25/25	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45		0.00	1,248.34	1,248.34			
11/01/25	11/25/25	FHMS K065 A2 DTD 07/01/2017 3.243% 04/01/2027	3137F1G44		0.00	1,108.03	1,108.03			
11/01/25	11/25/25	FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74		0.00	1,580.00	1,580.00			
11/01/25	11/25/25	FHMS K743 A2 DTD 06/01/2021 1.770% 05/01/2028	3137H14B9		0.00	656.38	656.38			
11/01/25	11/25/25	FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4		0.00	612.50	612.50			
11/01/25	11/25/25	FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2		0.00	1,606.33	1,606.33			
11/01/25	11/25/25	FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7		0.00	891.00	891.00			
11/01/25	11/25/25	FNA 2017-M7 A2 DTD 06/01/2017 2.961% 02/01/2027	3136AV7G8		0.00	794.46	794.46			
11/01/25	11/25/25	FHMS K064 A2 DTD 05/01/2017 3.224% 03/01/2027	3137BXQY1		0.00	1,141.83	1,141.83			
11/01/25	11/25/25	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3		0.00	495.56	495.56			
11/01/25	11/25/25	FNA 2018-M2 A2 DTD 02/01/2018 3.026% 01/01/2028	3136B0YM2		0.00	969.79	969.79			
11/01/25	11/25/25	FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2		0.00	1,600.00	1,600.00			
11/01/25	11/25/25	FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6		0.00	1,550.00	1,550.00			
11/01/25	11/25/25	FNA 2017-M15 A2 DTD 12/01/2017 3.064% 09/01/2027	3136AY6X6		0.00	916.26	916.26			
11/01/25	11/25/25	FHMS K514 A2 DTD 02/01/2024 4.572% 12/01/2028	3137HBLV4		0.00	1,600.20	1,600.20			

Managed Account Security Transactions & Interest

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Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST										
11/01/25	11/25/25	FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BQDE6		0.00	1,333.46	1,333.46			
11/01/25	11/25/25	FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4		0.00	1,212.50	1,212.50			
11/01/25	11/25/25	FHMS K528 A2 DTD 09/01/2024 4.508% 07/01/2029	3137HFNZ4		0.00	1,596.58	1,596.58			
11/01/25	11/25/25	FHMS K735 A2 DTD 07/01/2019 2.862% 05/01/2026	3137FMU67		0.00	1,007.28	1,007.28			
11/01/25	11/25/25	FHMS K529 A2 DTD 10/01/2024 4.791% 09/01/2029	3137HH6C0		0.00	998.13	998.13			
11/03/25	11/03/25	MONEY MARKET FUND DTD 01/01/2010 0.000% --	MONEY0002		0.00	1,542.47	1,542.47			
11/04/25	11/04/25	AMERICAN EXPRESS CO (CALLABLE) DTD 11/04/2021 1.650% 11/04/2026	025816CM9		0.00	1,485.00	1,485.00			
11/07/25	11/07/25	CITIGROUP INC (CALLABLE) DTD 05/07/2025 4.643% 05/07/2028	172967PZ8		0.00	7,428.80	7,428.80			
11/09/25	11/09/25	BANK OF AMERICA CORP (CALLABLE) DTD 05/09/2025 4.623% 05/09/2029	06051GMT3		0.00	5,200.88	5,200.88			
11/09/25	11/09/25	CUMMINS INC (CALLABLE) DTD 05/09/2025 4.250% 05/09/2028	231021AY2		0.00	425.00	425.00			
11/15/25	11/15/25	FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3		0.00	895.87	895.87			
11/15/25	11/15/25	HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9		0.00	374.00	374.00			
11/15/25	11/15/25	ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2		0.00	624.09	624.09			
11/15/25	11/15/25	US TREASURY N/B DTD 11/15/2017 2.250% 11/15/2027	9128283F5		0.00	15,075.00	15,075.00			
11/15/25	11/15/25	TOYOTA MOTOR CREDIT CORP DTD 05/15/2025 4.800% 05/15/2030	89236TNJ0		0.00	1,920.00	1,920.00			
11/15/25	11/15/25	CONNECTICUT ST-A-TXBL DTD 06/22/2023 4.506% 05/15/2028	20772KTK5		0.00	2,140.35	2,140.35			
11/15/25	11/15/25	FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4		0.00	338.88	338.88			

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Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST										
11/15/25	11/15/25	COMET 2025-A1 A DTD 09/16/2025 3.820% 09/16/2030	14041NGF2		0.00	1,659.05	1,659.05			
11/16/25	11/16/25	GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9		0.00	377.57	377.57			
11/21/25	11/21/25	GOLDMAN SACHS BANK USA (CALLABLE) DTD 05/21/2024 5.414% 05/21/2027	38151LAG5		0.00	4,331.20	4,331.20			
11/25/25	11/25/25	BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2		0.00	250.82	250.82			
11/25/25	11/25/25	FHMS K519 AS FLOATING DTD 04/18/2024 4.579% 03/25/2029	3137HCKQ4		0.00	1,684.67	1,684.67			
11/25/25	11/25/25	FHMS K521 AS FLOATING DTD 05/16/2024 4.562% 03/25/2029	3137HCTM4		0.00	1,659.08	1,659.08			
11/25/25	11/25/25	BMWLT 2025-1 A4 DTD 06/10/2025 4.490% 10/25/2028	096912AE0		0.00	542.54	542.54			
11/26/25	11/26/25	MORGAN STANLEY BANK NA (CALLABLE) DTD 05/30/2024 5.504% 05/26/2028	61690U8B9		0.00	8,256.00	8,256.00			
11/28/25	11/28/25	ASTRAZENECA FINANCE LLC (CALLABLE) DTD 05/28/2021 1.750% 05/28/2028	04636NAE3		0.00	1,925.00	1,925.00			
11/28/25	11/28/25	FEDERAL HOME LOAN BANK (CALLABLE) DTD 06/28/2021 0.750% 11/28/2025	3130AMTZ5		0.00	6,250.00	6,250.00			
11/29/25	11/29/25	CITIBANK NA (CALLABLE) DTD 05/29/2025 4.914% 05/29/2030	17325FBP2		0.00	6,142.50	6,142.50			
11/30/25	11/30/25	US TREASURY N/B DTD 11/30/2021 1.250% 11/30/2026	91282CDK4		0.00	1,875.00	1,875.00			
11/30/25	11/30/25	US TREASURY N/B DTD 05/31/2023 3.750% 05/31/2030	91282CHF1		0.00	3,750.00	3,750.00			
11/30/25	11/30/25	US TREASURY N/B DTD 05/31/2024 4.500% 05/31/2029	91282CKT7		0.00	6,750.00	6,750.00			
11/30/25	11/30/25	US TREASURY N/B DTD 05/31/2022 2.750% 05/31/2029	91282CES6		0.00	9,281.25	9,281.25			

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Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Transaction Type Sub-Total					**0.00**	**121,723.38**	**121,723.38**			
MATURITY										
11/28/25	11/28/25	FEDERAL HOME LOAN BANK (CALLABLE) DTD 06/28/2021 0.750% 11/28/2025	3130AMTZ5	2,000,000.00	2,000,000.00	0.00	2,000,000.00	1,887.00	0.00	
Transaction Type Sub-Total				**2,000,000.00**	**2,000,000.00**	**0.00**	**2,000,000.00**	**1,887.00**	**0.00**	
PAYDOWNS										
11/01/25	11/25/25	FNA 2017-M15 A2 DTD 12/01/2017 3.064% 09/01/2027	3136AY6X6	634.97	634.97	0.00	634.97	24.85	10.83	
11/01/25	11/25/25	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	358.05	358.05	0.00	358.05	0.01	0.00	
11/01/25	11/25/25	FNA 2018-M2 A2 DTD 02/01/2018 3.026% 01/01/2028	3136B0YM2	485.39	485.39	0.00	485.39	13.77	11.13	
11/01/25	11/25/25	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	442.22	442.22	0.00	442.22	0.00	0.00	
11/01/25	11/25/25	FNA 2017-M7 A2 DTD 06/01/2017 2.961% 02/01/2027	3136AV7G8	1,522.40	1,522.40	0.00	1,522.40	63.69	22.00	
11/01/25	11/25/25	FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BODE6	36.38	36.38	0.00	36.38	0.62	0.34	
11/01/25	11/25/25	FHMS K735 A2 DTD 07/01/2019 2.862% 05/01/2026	3137FMU67	654.35	654.35	0.00	654.35	35.99	7.35	
11/15/25	11/15/25	FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4	6,788.85	6,788.85	0.00	6,788.85	0.09	0.05	
11/15/25	11/15/25	ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2	10,558.26	10,558.26	0.00	10,558.26	1.80	0.94	
11/15/25	11/15/25	HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9	7,226.58	7,226.58	0.00	7,226.58	0.31	0.16	
11/15/25	11/15/25	FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3	14,987.13	14,987.13	0.00	14,987.13	0.93	0.51	
11/16/25	11/16/25	GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9	6,910.45	6,910.45	0.00	6,910.45	0.26	0.14	
11/25/25	11/25/25	FHMS K521 AS FLOATING DTD 05/16/2024 4.562% 03/25/2029	3137HCTM4	64.65	64.65	0.00	64.65	0.00	0.01	

Managed Account Security Transactions & Interest

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
PAYDOWNS										
11/25/25	11/25/25	FHMS K519 AS FLOATING DTD 04/18/2024 4.579% 03/25/2029	3137HCKQ4	97.38	97.38	0.00	97.38	0.00	0.01	
11/25/25	11/25/25	BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2	5,612.70	5,612.70	0.00	5,612.70	0.99	0.49	
Transaction Type Sub-Total				**56,379.76**	**56,379.76**	**0.00**	**56,379.76**	**143.31**	**53.96**	
SELL										
11/03/25	11/05/25	US TREASURY N/B DTD 05/31/2023 3.750% 05/31/2030	91282CHF1	400,000.00	400,796.88	6,475.41	407,272.29	1,531.25	1,483.80	FIFO
11/03/25	11/06/25	NIKE INC (CALLABLE) DTD 03/27/2020 2.750% 03/27/2027	654106AJ2	100,000.00	98,536.00	297.92	98,833.92	3,879.00	847.61	FIFO
11/04/25	11/05/25	US TREASURY N/B DTD 08/02/2021 1.000% 07/31/2028	91282CCR0	80,000.00	74,656.25	210.87	74,867.12	2,737.50	582.19	FIFO
11/04/25	11/05/25	US TREASURY N/B DTD 04/30/2021 1.250% 04/30/2028	91282CBZ3	60,000.00	56,704.69	10.36	56,715.05	4,361.72	1,639.06	FIFO
11/04/25	11/05/25	US TREASURY N/B DTD 11/30/2021 1.500% 11/30/2028	91282CDL2	40,000.00	37,579.69	259.02	37,838.71	1,956.25	319.01	FIFO
11/05/25	11/06/25	PACCAR FINANCIAL CORP DTD 03/03/2025 4.550% 03/03/2028	69371RT63	160,000.00	162,339.20	1,274.00	163,613.20	2,436.80	2,415.62	FIFO
11/05/25	11/06/25	PACCAR FINANCIAL CORP DTD 03/03/2025 4.550% 03/03/2028	69371RT63	160,000.00	162,385.60	1,274.00	163,659.60	2,483.20	2,462.02	FIFO
11/06/25	11/07/25	ELI LILLY & CO (CALLABLE) DTD 02/12/2025 4.550% 02/12/2028	532457CU0	80,000.00	81,294.40	859.44	82,153.84	315.20	448.46	FIFO
11/07/25	11/10/25	US TREASURY N/B DTD 05/15/2025 3.750% 05/15/2028	91282CND9	175,000.00	175,813.48	3,192.09	179,005.57	1,729.50	1,591.86	FIFO
11/07/25	11/10/25	US TREASURY N/B DTD 07/31/2025 3.875% 07/31/2030	91282CNN7	440,000.00	444,296.88	4,725.82	449,022.70	1,735.94	1,821.50	FIFO
11/13/25	11/14/25	NATIONAL AUSTRALIA BK/NY DTD 06/11/2024 5.087% 06/11/2027	63253QAJ3	300,000.00	305,457.00	6,485.93	311,942.93	5,037.00	5,228.65	FIFO
11/17/25	11/18/25	US TREASURY N/B DTD 07/31/2025 3.875% 07/31/2030	91282CNN7	185,000.00	186,271.88	2,142.83	188,414.71	195.12	235.47	FIFO
11/20/25	11/20/25	BRISTOL-MYERS SQUIBB CO (CALLABLE) DTD 02/22/2024 4.900% 02/22/2029	110122EF1	100,000.00	103,346.00	1,197.78	104,543.78	3,556.00	3,488.35	FIFO

Managed Account Security Transactions & Interest

For the Month Ending **November 30, 2025**

CITY OF HEALDSBURG - 35300000

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
SELL										
11/20/25	11/20/25	BRISTOL-MYERS SQUIBB CO (CALLABLE) DTD 07/15/2020 3.900% 02/20/2028	110122DE5	110,000.00	110,302.50	1,072.50	111,375.00	496.10	433.34	FIFO
11/20/25	11/20/25	BRISTOL-MYERS SQUIBB CO (CALLABLE) DTD 02/22/2024 4.900% 02/22/2029	110122EF1	100,000.00	103,346.00	1,197.78	104,543.78	3,105.00	3,184.06	FIFO
11/21/25	11/24/25	US TREASURY N/B DTD 12/31/2021 1.375% 12/31/2028	91282CDP3	270,000.00	253,251.56	1,482.98	254,734.54	12,487.50	1,756.76	FIFO
11/25/25	11/26/25	US TREASURY N/B DTD 08/31/2023 4.125% 08/31/2030	91282CHW4	285,000.00	291,980.27	2,825.40	294,805.67	1,358.20	1,506.42	FIFO
Transaction Type Sub-Total				**3,045,000.00**	**3,048,358.28**	**34,984.13**	**3,083,342.41**	**49,401.28**	**29,444.18**	
Managed Account Sub-Total					**1,397,238.09**	**147,979.79**	**1,545,217.88**	**51,431.59**	**29,498.14**	
Total Security Transactions					**$1,397,238.09**	**$147,979.79**	**$1,545,217.88**	**$51,431.59**	**$29,498.14**	

Bolded items are forward settling trades.

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Disbursement Report for Withdrawals During the Month of November 2025

PREPARED BY: Marisol Chavez, Accountant

STRATEGIC INITIATIVE(S):
- Provide Effective Governance

RECOMMENDED ACTION(S):
Approve the Disbursement Report for November 2025.

COMMUNITY ENGAGEMENT/OUTREACH:
Not applicable.

BACKGROUND:
State law requires that the City Council approve the City's monthly disbursement activity.

DISCUSSION/ANALYSIS:
The report recognizes $4,757,729.82 in disbursements, from November 1, 2025, through November 30, 2025, made by the City for supplies and services in accordance with the City's approved budget policies and work programs.

ENVIRONMENTAL STEWARDSHIP:
Not applicable.

ALTERNATIVES:
No alternatives are presented as this informational report is a requirement by state law.

FISCAL IMPACT:
There is no fiscal impact resulting from the proposed action.

ENVIRONMENTAL ANALYSIS:
The proposed action is an administrative activity, which is not considered a 'project' as defined by the California Environmental Quality Act ("CEQA") (CEQA Guidelines 15378). Consequently,

no CEQA action is required.

ATTACHMENT(S):
Disbursement Approval Report - November 2025

Disbursement Approval Report

City of Healdsburg, CA

By Vendor Name

Payment Dates 11/01/2025 - 11/30/2025

Vendor Name	Payment Number	Description (Item)	Amount
Vendor: 3291 - 49ER COMMUNICATIONS INC			
49ER COMMUNICATIONS INC	173292	Mobile Radio,Remote Control Head,Microphone(3) Qty	14,417.86
		Vendor 3291 - 49ER COMMUNICATIONS INC Total:	**14,417.86**
Vendor: 3538 - A PLUS LOCKSMITH			
A PLUS LOCKSMITH	173293	Keys (10) Qty	164.63
A PLUS LOCKSMITH	173447	2011UB, 1KALJ, LONG SHACKLE WATER OPS	381.93
		Vendor 3538 - A PLUS LOCKSMITH Total:	**546.56**
Vendor: 5912 - ABM INDUSTRY GROUPS LLC			
ABM INDUSTRY GROUPS LLC	173386	Airport	240.00
ABM INDUSTRY GROUPS LLC	173386	City Hall & Council Chambers	2,113.58
ABM INDUSTRY GROUPS LLC	173448	Corp Yard & City Garage	997.85
ABM INDUSTRY GROUPS LLC	173386	Police Station	2,810.54
ABM INDUSTRY GROUPS LLC	173448	Corp Yard & City Garage	1,023.38
ABM INDUSTRY GROUPS LLC	173386	Wastewater Reclamation Facility	716.31
ABM INDUSTRY GROUPS LLC	173448	Airport	240.00
		Vendor 5912 - ABM INDUSTRY GROUPS LLC Total:	**8,141.66**
Vendor: 5871 - ACCESS INFORMATION HOLDINGS, LLC			
ACCESS INFORMATION HOLDIN	173449	Monthly Data Storage 11/01/25 - 11/30/2025	99.86
		Vendor 5871 - ACCESS INFORMATION HOLDINGS, LLC Total:	**99.86**
Vendor: 11580 - AFLAKIAN, NASEEM			
AFLAKIAN, NASEEM	173385	Replacement Check	381.86
		Vendor 11580 - AFLAKIAN, NASEEM Total:	**381.86**
Vendor: 91288 - ALCOHOLICS ANONYMOUS HEALDSBURG			
ALCOHOLICS ANONYMOUS HEA	173294	HCC Deposit Refund - Event 10/19/2025	300.00
		Vendor 91288 - ALCOHOLICS ANONYMOUS HEALDSBURG Total:	**300.00**
Vendor: 10870 - Alliance Distribution Holdings, Inc.			
Alliance Distribution Holdings, I	173295	Service and Repair	353.93
		Vendor 10870 - Alliance Distribution Holdings, Inc. Total:	**353.93**
Vendor: 1142 - ALPHA ANALYTICAL LABORATORIES INC			
ALPHA ANALYTICAL LABORATO	173450	Annual Water & Wastewater Laboratory Services	496.00
ALPHA ANALYTICAL LABORATO	173450	Annual Water & Wastewater Laboratory Services	1,023.00
ALPHA ANALYTICAL LABORATO	173450	Annual Water & Wastewater Laboratory Services	414.00
ALPHA ANALYTICAL LABORATO	173564	Annual Water & Wastewater Laboratory Services	702.00
		Vendor 1142 - ALPHA ANALYTICAL LABORATORIES INC Total:	**2,635.00**
Vendor: 6750 - AMAZON CAPITAL SERVICES INC			
AMAZON CAPITAL SERVICES IN	173296	Clear Front Poly Report Cover and Ink Gel Pens	33.06
AMAZON CAPITAL SERVICES IN	173296	Corp Yard-Drafting Stool Gas Lift Cylinder & Ring	90.66
AMAZON CAPITAL SERVICES IN	173296	Can Liners (8) Qty	291.44
AMAZON CAPITAL SERVICES IN	173296	WRF - AED Battery Replacement Defibrillator	137.64
AMAZON CAPITAL SERVICES IN	173296	Fire Dept - LED Black Recessed Lights	119.06
AMAZON CAPITAL SERVICES IN	173296	City Hall - Office Chair Gas Cylinder Kit	62.40
AMAZON CAPITAL SERVICES IN	173296	Can Liners (5) Qty	195.72
AMAZON CAPITAL SERVICES IN	173296	VEH 139 - 11" Wood Shoe Kit Fit	105.97
AMAZON CAPITAL SERVICES IN	173296	Fire Dept - LED Ceiling Light	217.94
AMAZON CAPITAL SERVICES IN	173296	Omega Sunglasses Return	(54.61)
AMAZON CAPITAL SERVICES IN	173296	Tide Sunglasses Return	(54.61)
AMAZON CAPITAL SERVICES IN	173296	Twisted Sunglasses Return	(43.69)
AMAZON CAPITAL SERVICES IN	173296	Breach Sunglasses Return	(43.69)
AMAZON CAPITAL SERVICES IN	173565	Power Cord,TV Remote Control,Cabinet,Cleaner,Packs	595.66
AMAZON CAPITAL SERVICES IN	173565	Cleaning Duster 10 OZ 3PK	27.20
AMAZON CAPITAL SERVICES IN	173565	Decorating Stickers (2) & Acrylic Markers (2) Qty	114.09
AMAZON CAPITAL SERVICES IN	173296	Equipment Maintenance Materials For The WRF	54.60
AMAZON CAPITAL SERVICES IN	173565	Artificial Flowers,Tablecloth,Party Decorations	113.13
AMAZON CAPITAL SERVICES IN	173565	Hat Protector (3) Qty	39.51
AMAZON CAPITAL SERVICES IN	173565	Heavy Rope,Resistance Bands,Back Stretcher	93.35
AMAZON CAPITAL SERVICES IN	173565	Heavy Rope,Resistance Bands,Back Stretcher	31.78
AMAZON CAPITAL SERVICES IN	173565	Parts For Servicing Sludge Feet Pump At WRF	39.11
AMAZON CAPITAL SERVICES IN	173565	Sharpies Red Ink 12PK (2) Qty	3.71
AMAZON CAPITAL SERVICES IN	173565	Sharpies Red Ink 12PK (2) Qty	14.85
AMAZON CAPITAL SERVICES IN	173565	Sharpies Red Ink 12PK (2) Qty	14.85
AMAZON CAPITAL SERVICES IN	173565	Sharpies Red Ink 12PK (2) Qty	3.72
AMAZON CAPITAL SERVICES IN	173565	Snap-On Gaff Guard (4) Qty	40.55
AMAZON CAPITAL SERVICES IN	173565	Address Labels,ID Badges,Decorations,Name Tags	166.70
AMAZON CAPITAL SERVICES IN	173565	14" Wall Clock	34.40
AMAZON CAPITAL SERVICES IN	173565	Sharpie(s) Black Gel Ink 12PK (2) Qty	2.73

AMAZON CAPITAL SERVICES IN(	173565	Sharpie(s) Black Gel Ink 12PK (2) Qty	10.91
AMAZON CAPITAL SERVICES IN(	173565	Sharpie(s) Black Gel Ink 12PK (2) Qty	10.91
AMAZON CAPITAL SERVICES IN(	173565	Sharpie(s) Black Gel Ink 12PK (2) Qty	2.72
		Vendor 6750 - AMAZON CAPITAL SERVICES INC Total:	**2,471.77**
Vendor: 38 - AMERICAN FAMILY LIFE ASSURANCE CO			
AMERICAN FAMILY LIFE ASSUR/	173451	November 2025 Premiums	1,170.48
		Vendor 38 - AMERICAN FAMILY LIFE ASSURANCE CO Total:	**1,170.48**
Vendor: 3820 - AMERICAN MESSAGING LLC			
AMERICAN MESSAGING LLC	173452	Messaging Service 11/01/25 - 01/31/2026	53.04
		Vendor 3820 - AMERICAN MESSAGING LLC Total:	**53.04**
Vendor: 2667 - ANIXTER INC			
ANIXTER INC	173566	Control To Hookstick	871.42
		Vendor 2667 - ANIXTER INC Total:	**871.42**
Vendor: 11488 - APRIL MITTS			
APRIL MITTS	173387	ICMA Conference 10/23-10/29/2025 - Lodging	1,598.75
APRIL MITTS	173387	ICMA Conference 10/23-10/29/2025 - Per Diem	355.00
APRIL MITTS	173387	ICMA Conference 10/23-10/29/2025 - Travel	174.97
		Vendor 11488 - APRIL MITTS Total:	**2,128.72**
Vendor: 90807 - Arguelles, Rita			
Arguelles, Rita	173453	Sr Center Bus Trip Refund - 12/11/2025	160.00
		Vendor 90807 - Arguelles, Rita Total:	**160.00**
Vendor: 8972 - Asemanfar, Arya			
Asemanfar, Arya	173567	Solar Refund	263.02
		Vendor 8972 - Asemanfar, Arya Total:	**263.02**
Vendor: 11030 - AT&T #23184172069150			
AT&T #23184172069150	173454	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11030 - AT&T #23184172069150 Total:	**31.54**
Vendor: 11031 - AT&T #23184172095171			
AT&T #23184172095171	173455	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11031 - AT&T #23184172095171 Total:	**31.54**
Vendor: 11032 - AT&T #23184172103025			
AT&T #23184172103025	173456	Phone and Data Services 11/07/25 - 12/06/2025	61.75
		Vendor 11032 - AT&T #23184172103025 Total:	**61.75**
Vendor: 11033 - AT&T #23484111813381			
AT&T #23484111813381	173457	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11033 - AT&T #23484111813381 Total:	**31.54**
Vendor: 11034 - AT&T #23484111824776			
AT&T #23484111824776	173458	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11034 - AT&T #23484111824776 Total:	**31.54**
Vendor: 11035 - AT&T #23484111833330			
AT&T #23484111833330	173459	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11035 - AT&T #23484111833330 Total:	**31.54**
Vendor: 11036 - AT&T #23528122394706			
AT&T #23528122394706	173460	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11036 - AT&T #23528122394706 Total:	**31.54**
Vendor: 11037 - AT&T #23584236836868			
AT&T #23584236836868	173461	Phone and Data Services 11/07/25 - 12/06/2025	31.54
		Vendor 11037 - AT&T #23584236836868 Total:	**31.54**
Vendor: 10521 - AT&T #289544058			
AT&T #289544058	173462	SCADA Internet Service 11/07/25 - 12/06/2025	112.35
		Vendor 10521 - AT&T #289544058 Total:	**112.35**
Vendor: 1713 - AT&T #831-000-9983 405			
AT&T #831-000-9983 405	173568	Phone and Data Services 10/10/25 - 11/09/2025	2,034.10
		Vendor 1713 - AT&T #831-000-9983 405 Total:	**2,034.10**
Vendor: 10777 - AT&T (CALNET3) #9391023380			
AT&T (CALNET3) #9391023380	173463	Phone and Data Services 10/07/25 - 11/06/2025	83.29
		Vendor 10777 - AT&T (CALNET3) #9391023380 Total:	**83.29**
Vendor: 10745 - AT&T (CALNET3) #9391023382			
AT&T (CALNET3) #9391023382	173464	Phone and Data Services 10/07/25 - 11/06/2025	65.62
		Vendor 10745 - AT&T (CALNET3) #9391023382 Total:	**65.62**
Vendor: 10746 - AT&T (CALNET3) #9391023383			
AT&T (CALNET3) #9391023383	173465	Phone and Data Services 10/07/25 - 11/06/2025	65.62
		Vendor 10746 - AT&T (CALNET3) #9391023383 Total:	**65.62**
Vendor: 10698 - AT&T (CALNET3) #9391023386			
AT&T (CALNET3) #9391023386	173388	Phone and Data Services 09/28/25 - 10/27/2025	31.41
		Vendor 10698 - AT&T (CALNET3) #9391023386 Total:	**31.41**
Vendor: 10699 - AT&T (CALNET3) #9391023387			
AT&T (CALNET3) #9391023387	173297	Phone and Data Services 09/26/25 - 10/25/2025	31.41
		Vendor 10699 - AT&T (CALNET3) #9391023387 Total:	**31.41**

Vendor: 10700 - AT&T (CALNET3) #9391023388			
AT&T (CALNET3) #9391023388	173298	Phone and Data Services 09/26/25 - 10/25/2025	241.95
		Vendor 10700 - AT&T (CALNET3) #9391023388 Total:	**241.95**
Vendor: 10701 - AT&T (CALNET3) #9391023389			
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	13.75
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	109.82
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	157.17
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	55.60
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	40.78
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	325.33
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	107.53
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	56.36
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	95.77
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	121.12
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	8.40
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	59.26
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	14.82
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	25.81
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	9.47
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	19.24
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	133.80
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	34.52
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	11.30
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	10.54
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	15.43
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	5.50
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	64.30
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	21.08
AT&T (CALNET3) #9391023389	173299	Phone and Data Services 09/26/25 - 10/25/2025	10.67
		Vendor 10701 - AT&T (CALNET3) #9391023389 Total:	**1,527.37**
Vendor: 10702 - AT&T (CALNET3) #9391023390			
AT&T (CALNET3) #9391023390	173300	Phone and Data Services 09/26/25 - 10/25/2025	31.41
		Vendor 10702 - AT&T (CALNET3) #9391023390 Total:	**31.41**
Vendor: 10703 - AT&T (CALNET3) #9391023392			
AT&T (CALNET3) #9391023392	173301	Phone and Data Services 09/26/25 - 10/25/2025	31.41
		Vendor 10703 - AT&T (CALNET3) #9391023392 Total:	**31.41**
Vendor: 10704 - AT&T (CALNET3) #9391023393			
AT&T (CALNET3) #9391023393	173302	Phone and Data Services 09/26/25 - 10/25/2025	31.41
		Vendor 10704 - AT&T (CALNET3) #9391023393 Total:	**31.41**
Vendor: 10747 - AT&T (CALNET3) #9391023398			
AT&T (CALNET3) #9391023398	173569	Phone and Data Services 10/11/25 - 11/10/2025	77.76
		Vendor 10747 - AT&T (CALNET3) #9391023398 Total:	**77.76**
Vendor: 10705 - AT&T (CALNET3) #9391023399			
AT&T (CALNET3) #9391023399	173303	Phone and Data Services 09/26/25 - 10/25/2025	61.27
		Vendor 10705 - AT&T (CALNET3) #9391023399 Total:	**61.27**
Vendor: 10748 - AT&T (CALNET3) #9391053272			
AT&T (CALNET3) #9391053272	173570	Phone and Data Services 10/11/25 - 11/10/2025	123.58
AT&T (CALNET3) #9391053272	173570	Phone and Data Services 10/11/25 - 11/10/2025	123.58
AT&T (CALNET3) #9391053272	173570	Phone and Data Services 10/11/25 - 11/10/2025	123.57
		Vendor 10748 - AT&T (CALNET3) #9391053272 Total:	**370.73**
Vendor: 10749 - AT&T (CALNET3) #9391055940			
AT&T (CALNET3) #9391055940	173571	Phone and Data Services 10/11/25 - 11/10/2025	152.28
		Vendor 10749 - AT&T (CALNET3) #9391055940 Total:	**152.28**
Vendor: 10765 - AT&T (CALNET3) #9391056175			
AT&T (CALNET3) #9391056175	173466	Phone and Data Services 10/01/25 - 10/31/2025	1,061.22
		Vendor 10765 - AT&T (CALNET3) #9391056175 Total:	**1,061.22**
Vendor: 10841 - AT&T (CALNET3) #9391063790			
AT&T (CALNET3) #9391063790	173467	Phone and Data Services 10/01/25 - 10/31/2025	228.01
		Vendor 10841 - AT&T (CALNET3) #9391063790 Total:	**228.01**
Vendor: 10706 - AT&T (CALNET3) #9391080059			
AT&T (CALNET3) #9391080059	173389	Phone and Data Services 09/28/25 - 10/27/2025	31.57
		Vendor 10706 - AT&T (CALNET3) #9391080059 Total:	**31.57**
Vendor: 10874 - AT&T (CALNET3) #9391082860			
AT&T (CALNET3) #9391082860	173468	Phone and Data Services 10/01/25 - 10/31/2025	466.40
		Vendor 10874 - AT&T (CALNET3) #9391082860 Total:	**466.40**
Vendor: 91473 - ATIKEH EBRAHIMI			
ATIKEH EBRAHIMI	173572	Solar Refund	685.64
		Vendor 91473 - ATIKEH EBRAHIMI Total:	**685.64**
Vendor: 8900 - BECK'S SHOES INC			
BECK'S SHOES INC	173304	Work Boots - J. Sullivan	436.58
		Vendor 8900 - BECK'S SHOES INC Total:	**436.58**
Vendor: 9142 - Bennett-Lance, April			

Bennett-Lance, April	173469	Conservation Rebate - Heat Pump Rebate	2,000.00
		Vendor 9142 - Bennett-Lance, April Total:	**2,000.00**
Vendor: 1454 - BILL'S LOCK AND SAFE SERVICE INC			
BILL'S LOCK AND SAFE SERVICE	173305	Padlocks (36) Qty	475.20
		Vendor 1454 - BILL'S LOCK AND SAFE SERVICE INC Total:	**475.20**
Vendor: 3395 - BKF ENGINEERS			
BKF ENGINEERS	173470	Utility Replacement Project thru 8/24/2025	2,118.52
BKF ENGINEERS	173470	Utility Replacement Project thru 8/24/2025	4,301.23
BKF ENGINEERS	173470	Healdsburg Public EV Charging 7/28/25 - 8/24/25	175.50
BKF ENGINEERS	173470	Utility Replacement Project thru 10/26/2025	3,977.08
BKF ENGINEERS	173470	Utility Replacement Project thru 10/26/2025	8,074.67
BKF ENGINEERS	173470	Prepare Utility Encroachment Policy CalTrans 10/26	4,718.00
		Vendor 3395 - BKF ENGINEERS Total:	**23,365.00**
Vendor: 11451 - BLUE TRITON BRANDS INC			
BLUE TRITON BRANDS INC	173390	Water Services - City Hall - 10/5/25 - 11/04/25	59.04
BLUE TRITON BRANDS INC	173390	Water Services - City Hall - 10/5/25 - 11/04/25	97.20
BLUE TRITON BRANDS INC	173390	Water Services - City Hall - 10/5/25 - 11/04/25	59.03
BLUE TRITON BRANDS INC	173390	Water Services - City Hall - 10/5/25 - 11/04/25	59.03
BLUE TRITON BRANDS INC	173390	Water Services - City Hall - 10/5/25 - 11/04/25	59.04
BLUE TRITON BRANDS INC	173471	Water Services - Lytton Springs -10/05/25-11/04/25	51.97
BLUE TRITON BRANDS INC	173390	Water Services - Community Center -10/5/25-11/4/25	130.57
BLUE TRITON BRANDS INC	173390	Water Services - Corp Yard - 10/5/25 - 11/04/25	131.04
BLUE TRITON BRANDS INC	173390	Water Services - Corp Yard - 10/5/25 - 11/04/25	131.04
		Vendor 11451 - BLUE TRITON BRANDS INC Total:	**777.96**
Vendor: 9060 - Boys & Girls Clubs of Sonoma-Marin			
Boys & Girls Clubs of Sonoma-M	173306	Plaza Park Special Event Deposit Refund - 10/12/25	1,250.00
		Vendor 9060 - Boys & Girls Clubs of Sonoma-Marin Total:	**1,250.00**
Vendor: 10893 - BRADY INDUSTRIES NORCAL LLC			
BRADY INDUSTRIES NORCAL LL(	173391	Bath Tissue,Brown MultiFold Towels,Kitchen Rolls	1,577.87
BRADY INDUSTRIES NORCAL LL(	173391	Black Flat Liners 100/CS (25) Qty	1,136.47
BRADY INDUSTRIES NORCAL LL(	173391	M-Fold Towel 4000/CS (15) Qty	132.03
BRADY INDUSTRIES NORCAL LL(	173391	M-Fold Towel 4000/CS (15) Qty	132.03
BRADY INDUSTRIES NORCAL LL(	173391	M-Fold Towel 4000/CS (15) Qty	132.03
BRADY INDUSTRIES NORCAL LL(	173391	M-Fold Towel 4000/CS (15) Qty	132.03
BRADY INDUSTRIES NORCAL LL(	173391	M-Fold Towel 4000/CS (15) Qty	132.03
		Vendor 10893 - BRADY INDUSTRIES NORCAL LLC Total:	**3,374.49**
Vendor: 11139 - BRAY SALES INC			
BRAY SALES INC	173472	Valve Positioner For Water Treatment Plant	2,169.37
		Vendor 11139 - BRAY SALES INC Total:	**2,169.37**
Vendor: 4246 - BRUNSING ASSOCIATES, INC			
BRUNSING ASSOCIATES, INC	173473	Groundwater Monitoring & Reporting for Recycled Water	3,547.50
		Vendor 4246 - BRUNSING ASSOCIATES, INC Total:	**3,547.50**
Vendor: 64 - BURBANK HOUSING DEVELOP CORP			
BURBANK HOUSING DEVELOP C	173574	Conservation Rebate - Refrigerator Replacement	1,600.00
BURBANK HOUSING DEVELOP C	173575	Conservation Rebate - Refrigerator Replacement	1,600.00
BURBANK HOUSING DEVELOP C	173573	Conservation Rebate - Refrigerator Replacement	2,500.00
		Vendor 64 - BURBANK HOUSING DEVELOP CORP Total:	**5,700.00**
Vendor: 7137 - BUREAU VERITAS NORTH AMERICA INC			
BUREAU VERITAS NORTH AMEF	173474	Building/Civil/Fire Plan Rev.&Insp.-Comstock-07/25	12,420.00
BUREAU VERITAS NORTH AMEF	173474	Building/Civil/Fire Plan Rev.&Insp.-Comstock-09/25	3,510.00
BUREAU VERITAS NORTH AMEF	173474	Building/Civil/Fire Plan Rev.&Insp.-Comstock-09/25	800.00
BUREAU VERITAS NORTH AMEF	173474	North Village Lot 4 Plan Rev.&Inspec.-10/2025	12,420.00
BUREAU VERITAS NORTH AMEF	173474	General Plan Review and Inspection Svcs - 10/2025	160.00
BUREAU VERITAS NORTH AMEF	173474	General Plan Review and Inspection Svcs - 10/2025	195.00
		Vendor 7137 - BUREAU VERITAS NORTH AMERICA INC Total:	**29,505.00**
Vendor: 5763 - CA DEPARTMENT OF TAX AND FEE ADMINISTRATION			
CA DEPARTMENT OF TAX AND F	173576	Water Rights - Voucher # 691293066	2,158.46
		Vendor 5763 - CA DEPARTMENT OF TAX AND FEE ADMINISTRATION Total:	**2,158.46**
Vendor: 11137 - CALIFORNIA PARENTING INSTITUTE			
CALIFORNIA PARENTING INSTIT	173475	Youth Services through Healdsburg Family -Oct 2025	1,220.12
		Vendor 11137 - CALIFORNIA PARENTING INSTITUTE Total:	**1,220.12**
Vendor: 4127 - CALIFORNIA STATE DISBURSEMENT UNIT			
CALIFORNIA STATE DISBURSEM	173307	Child Support	1,292.30
CALIFORNIA STATE DISBURSEM	173476	Child Support	1,292.30
		Vendor 4127 - CALIFORNIA STATE DISBURSEMENT UNIT Total:	**2,584.60**
Vendor: 4165 - CALPERS			
CALPERS	DFT0011539	Misc PEPRA 26306 EE	(14.47)
CALPERS	DFT0011540	Misc PEPRA 26306 EE	(14.43)
CALPERS	DFT0011491	Misc Classic EE 2nd 32010 EE	5,802.04
CALPERS	DFT0011499	Safety Police - PEPRA 25329 ER	8,951.82
CALPERS	DFT0011500	Safety Fire - PEPRA 25328 ER	6,227.49
CALPERS	DFT0011501	Safety Police-Classic 392 ER	2,650.49

CALPERS	DFT0011502	Safety Fire-Classic 392 ER	2,547.30
CALPERS	DFT0011503	Safety Police-Classic 392 ER	1,903.56
CALPERS	DFT0011504	Safety Fire-Classic 392 ER	2,839.50
CALPERS	DFT0011505	Safety Fire - Classic 2nd 30011 ER	1,026.06
CALPERS	DFT0011506	Misc PEPRA 26306 EE	25,575.56
CALPERS	DFT0011507	Misc PEPRA 26306 EE	25,755.23
CALPERS	DFT0011508	Misc Classic 391 EE	11,408.36
CALPERS	DFT0011509	Misc - Classic 391 ER	21,461.94
CALPERS	DFT0011510	PERS EE After Tax Buy Back	248.88
CALPERS	DFT0011511	Misc 2nd Tier 32010 ER	9,092.62
CALPERS	DFT0011513	Safety 2nd 30010 and 30011 EE	717.95
CALPERS	DFT0011514	PERS Survivor Benefit	132.99
CALPERS	DFT0011515	Safety 1st 392 EE	2,334.57
CALPERS	DFT0011516	Safety 1st 392 EE	1,708.55
CALPERS	DFT0011517	Safety PEPRA 25328 & 25329 EE	14,918.90
CALPERS	DFT0011532	Misc PEPRA 26306 EE	401.96
CALPERS	DFT0011533	Misc PEPRA 26306 EE	159.51
CALPERS	DFT0011555	Misc Classic EE 2nd 32010 EE	5,468.61
CALPERS	DFT0011563	Safety Police - PEPRA 25329 ER	9,112.58
CALPERS	DFT0011564	Safety Fire - PEPRA 25328 ER	6,241.93
CALPERS	DFT0011565	Safety Police-Classic 392 ER	2,650.49
CALPERS	DFT0011566	Safety Fire-Classic 392 ER	2,547.30
CALPERS	DFT0011567	Safety Police-Classic 392 ER	1,903.56
CALPERS	DFT0011568	Safety Fire-Classic 392 ER	2,854.56
CALPERS	DFT0011569	Safety Fire - Classic 2nd 30011 ER	1,016.98
CALPERS	DFT0011570	Misc PEPRA 26306 EE	25,649.06
CALPERS	DFT0011571	Misc PEPRA 26306 EE	25,587.07
CALPERS	DFT0011572	Misc Classic 391 EE	11,500.59
CALPERS	DFT0011573	Misc - Classic 391 ER	21,635.45
CALPERS	DFT0011574	PERS EE After Tax Buy Back	248.88
CALPERS	DFT0011575	Misc 2nd Tier 32010 ER	8,570.07
CALPERS	DFT0011577	Safety 2nd 30010 and 30011 EE	711.59
CALPERS	DFT0011578	PERS Survivor Benefit	131.13
CALPERS	DFT0011579	Safety 1st 392 EE	2,341.98
CALPERS	DFT0011580	Safety 1st 392 EE	1,708.55
CALPERS	DFT0011581	Safety PEPRA 25328 & 25329 EE	15,091.08
		Vendor 4165 - CALPERS Total:	**290,807.84**
Vendor: 6359 - CALTROL, INC.			
CALTROL, INC.	173577	Repair Kit For Valve On Filtrate Pump 5 At WRF	44.45
		Vendor 6359 - CALTROL, INC. Total:	**44.45**
Vendor: 547 - CANYON ROCK CO, INC.			
CANYON ROCK CO, INC.	173478	Healdsburg 3/8 (10) Qty	187.99
CANYON ROCK CO, INC.	173478	Healdsburg 3/8 (10) Qty	187.99
CANYON ROCK CO, INC.	173478	Healdsburg 3/8 (22) Qty	396.71
CANYON ROCK CO, INC.	173478	Healdsburg 3/8 (22) Qty	396.72
CANYON ROCK CO, INC.	173477	Recycled Class (24) Qty & E Z Asphalt (5) Qty Yard	992.36
CANYON ROCK CO, INC.	173477	Recycled Class (24) Qty & E Z Asphalt (5) Qty Yard	992.36
		Vendor 547 - CANYON ROCK CO, INC. Total:	**3,154.13**
Vendor: 90404 - CARMEN PUCCINELLI			
CARMEN PUCCINELLI	173308	Conservation Rebate - Lawn Conversion	238.00
		Vendor 90404 - CARMEN PUCCINELLI Total:	**238.00**
Vendor: 91467 - CARR, THOMAS			
CARR, THOMAS	173392	Conservation Rebate - Heat Pump Rebate	2,000.00
		Vendor 91467 - CARR, THOMAS Total:	**2,000.00**
Vendor: 5611 - CATS 4 U, INC.			
CATS 4 U, INC.	173578	Dry Creek WTP Upgrades - Cryptosporidium Treatment	360.00
CATS 4 U, INC.	173578	Utility Refund	355.00
CATS 4 U, INC.	173578	Dry Creek WTP Upgrades-Cryptosporidium Trtmnt-9/30	89,838.56
CATS 4 U, INC.	173578	Cats4U Inc. Inv#7 Retainage	(4,491.93)
		Vendor 5611 - CATS 4 U, INC. Total:	**86,061.63**
Vendor: 1799 - CDW-GOVERNMENT			
CDW-GOVERNMENT	173309	Adobe Software Renewal	10,312.00
CDW-GOVERNMENT	173479	NetMotion VPN for HPD	1,061.37
		Vendor 1799 - CDW-GOVERNMENT Total:	**11,373.37**
Vendor: 2864 - CENTRAL VALLEY BUILDERS SUPPLY			
CENTRAL VALLEY BUILDERS SUF	173480	Spears Sch80 PVC Union and Male Adapter	127.39
CENTRAL VALLEY BUILDERS SUF	173310	Disc Filter	97.65
CENTRAL VALLEY BUILDERS SUF	173480	Plastic Sheeting 20' x 100'	128.42
		Vendor 2864 - CENTRAL VALLEY BUILDERS SUPPLY Total:	**353.46**
Vendor: 5140 - CHALLENGER SPORTS CORP			
CHALLENGER SPORTS CORP	173481	Sports Jersey - Uniforms For Rec and HYSA	331.55
CHALLENGER SPORTS CORP	173481	Sports Jersey - Uniforms For Rec and HYSA	3,667.96
CHALLENGER SPORTS CORP	173481	Sports Jersey - Uniforms For Rec and HYSA	4,418.52
CHALLENGER SPORTS CORP	173481	Sports Jersey - Uniforms For Rec and HYSA	46.69

		Vendor 5140 - CHALLENGER SPORTS CORP Total:	**8,464.72**
Vendor: 4112 - CHRISTOPHER C CONOVER			
CHRISTOPHER C CONOVER	173311	Navigation Quarterly Pest Control Services 25-26	65.00
CHRISTOPHER C CONOVER	173311	Passalacqua Quarterly Pest Control Services 25-26	79.00
		Vendor 4112 - CHRISTOPHER C CONOVER Total:	**144.00**
Vendor: 10590 - CINTAS CORPORATION NO. 2			
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	97.31
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	97.32
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	89.28
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	93.04
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	103.02
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	93.04
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	30.04
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	13.26
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	42.92
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	70.69
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	59.11
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	93.04
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	30.03
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	30.04
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	13.26
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	42.92
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	70.69
CINTAS CORPORATION NO. 2	173580	Uniform & Floor Mat Facility Svcs Cont 211018678	59.11
CINTAS CORPORATION NO. 2	173483	Uniform & Floor Mat Facility Svcs Cont 211018678	93.04
		Vendor 10590 - CINTAS CORPORATION NO. 2 Total:	**1,371.31**
Vendor: 10024 - CINTAS CORPORATION			
CINTAS CORPORATION	173579	First Aid & Safety Supplies Monthly Service	125.91
CINTAS CORPORATION	173482	First Aid & Safety Supplies Monthly Service	215.09
CINTAS CORPORATION	173482	First Aid & Safety Supplies Monthly Service	158.87
CINTAS CORPORATION	173579	First Aid & Safety Supplies Monthly Service	199.23
		Vendor 10024 - CINTAS CORPORATION Total:	**699.10**
Vendor: 1094 - CITY OF SEBASTOPOL			
CITY OF SEBASTOPOL	173484	M&C Annual Contract 3 Year Billing	5,419.32
		Vendor 1094 - CITY OF SEBASTOPOL Total:	**5,419.32**
Vendor: 2491 - CLARK ELECTRICAL CONTRACTORS INC			
CLARK ELECTRICAL CONTRACTC	173485	Electrical Work at Various City Facilities	604.46
CLARK ELECTRICAL CONTRACTC	173485	Electrical Work at Various City Facilities	438.73
CLARK ELECTRICAL CONTRACTC	173485	Electrical Work at Various City Facilities	231.58
CLARK ELECTRICAL CONTRACTC	173485	Electrical Work at Various City Facilities	844.12
CLARK ELECTRICAL CONTRACTC	173485	West Plaza Electric Pedestal Repair	746.07
CLARK ELECTRICAL CONTRACTC	173485	Fire Station Lighting - Replaced CFL Lamps	546.49
		Vendor 2491 - CLARK ELECTRICAL CONTRACTORS INC Total:	**3,411.45**
Vendor: 86 - COASTLAND CIVIL ENGINEERING INC			
COASTLAND CIVIL ENGINEERIN(	173486	Rev.&Inspec. Svcs for Mill District Lot 5 -10/31/25	7,416.40
COASTLAND CIVIL ENGINEERIN(	173486	Plan Rev.&Inspec. Svcs for Build & Fire Dep-10/2025	6,980.88
COASTLAND CIVIL ENGINEERIN(	173393	Eng. Design Svcs Pedestrian Enhancements - 10/31/25	13,822.09
COASTLAND CIVIL ENGINEERIN(	173486	Plan Rev.&Inspec. Svcs - Mill D.Lot1 Hotel-10/31/25	3,298.75
COASTLAND CIVIL ENGINEERIN(	173486	Plan Rev.&Inspec. Svcs for Build & Fire Dep - 10/25	1,806.25
COASTLAND CIVIL ENGINEERIN(	173486	Building Inspection Svcs for Montage Hlbg-10/31/25	370.00
		Vendor 86 - COASTLAND CIVIL ENGINEERING INC Total:	**33,694.37**
Vendor: 11306 - COMCAST #963521805			
COMCAST #963521805	173487	Internet Services 10/01/25 - 10/31/2025	240.57
		Vendor 11306 - COMCAST #963521805 Total:	**240.57**
Vendor: 11180 - COMCAST #974883769			
COMCAST #974883769	173312	Internet Services 10/01/25 - 10/31/2025	240.57
		Vendor 11180 - COMCAST #974883769 Total:	**240.57**
Vendor: 11179 - COMCAST #974883772			
COMCAST #974883772	173313	Internet Services 10/01/25 - 10/31/2025	552.99
		Vendor 11179 - COMCAST #974883772 Total:	**552.99**
Vendor: 11181 - COMCAST #974883774			
COMCAST #974883774	173314	Internet Services 10/01/25 - 10/31/2025	552.99
		Vendor 11181 - COMCAST #974883774 Total:	**552.99**
Vendor: 2025 - COMCAST- 550 WESTSIDE			
COMCAST- 550 WESTSIDE	173488	Internet Services 11/20/25 - 12/19/2025	55.58
COMCAST- 550 WESTSIDE	173488	Internet Services 11/20/25 - 12/19/2025	55.58
COMCAST- 550 WESTSIDE	173488	Internet Services 11/20/25 - 12/19/2025	55.59
		Vendor 2025 - COMCAST- 550 WESTSIDE Total:	**166.75**

Vendor: 5076 - COMCAST-133 MATHESON			
COMCAST-133 MATHESON	173489	Internet Services 11/15/25 - 12/14/2025	153.31
		Vendor 5076 - COMCAST-133 MATHESON Total:	**153.31**
Vendor: 11408 - CONTRACT WEST ROOFING, INC			
CONTRACT WEST ROOFING, IN(	173315	Healdsburg Fire Station Reroofing Construction	7,700.00
		Vendor 11408 - CONTRACT WEST ROOFING, INC Total:	**7,700.00**
Vendor: 3917 - COOPERATIVE RESPONSE CENTER INC			
COOPERATIVE RESPONSE CENT	173394	After Hours Call Center October 2025	683.63
COOPERATIVE RESPONSE CENT	173394	After Hours Call Center October 2025	683.64
COOPERATIVE RESPONSE CENT	173394	After Hours Call Center October 2025	683.63
		Vendor 3917 - COOPERATIVE RESPONSE CENTER INC Total:	**2,050.90**
Vendor: 91104 - CURT and LISA LEO			
CURT and LISA LEO	173581	Solar Refund	614.82
		Vendor 91104 - CURT and LISA LEO Total:	**614.82**
Vendor: 95 - CURTIS & ASSOCIATES INC			
CURTIS & ASSOCIATES INC	173490	Healdsburg Ave Underground Utility Project Survey	100.00
CURTIS & ASSOCIATES INC	173490	Healdsburg Ave Underground Utility Project Survey	2,187.50
CURTIS & ASSOCIATES INC	173490	Healdsburg Ave Underground Utility Project Survey	325.00
CURTIS & ASSOCIATES INC	173490	Grove St Underground Utility Project Survey Svcs	425.00
CURTIS & ASSOCIATES INC	173490	Grove St Underground Utility Project Survey Svcs	250.00
		Vendor 95 - CURTIS & ASSOCIATES INC Total:	**3,287.50**
Vendor: 10784 - DAMIEN CESENA			
DAMIEN CESENA	173395	Repair Metal Roof Leak at Water Filtration Plant	3,325.00
DAMIEN CESENA	173395	Gutter Cleaning at 340 Foreman Lane	6,125.00
		Vendor 10784 - DAMIEN CESENA Total:	**9,450.00**
Vendor: 91475 - DAVID NGUYEN OR MODERN DECOR			
DAVID NGUYEN OR MODERN D	173582	Utility Refund	106.91
		Vendor 91475 - DAVID NGUYEN OR MODERN DECOR Total:	**106.91**
Vendor: 3944 - DC ELECTRIC GROUP, INC.			
DC ELECTRIC GROUP, INC.	173396	New Electrical Circuit at Police Dept	4,997.00
DC ELECTRIC GROUP, INC.	173491	Relocate an Existing Pedestal in the Plaza	9,349.00
DC ELECTRIC GROUP, INC.	173491	Traffic Signal Maintenance - October 2025	3,693.55
DC ELECTRIC GROUP, INC.	173491	Traffic Signal Maintenance - October 2025	916.01
		Vendor 3944 - DC ELECTRIC GROUP, INC. Total:	**18,955.56**
Vendor: 6798 - DEAN, KRISTIN			
DEAN, KRISTIN	173316	SLI Class 556 Training July 14-26, 2025 - Per Diem	301.00
DEAN, KRISTIN	173316	SLI Class 556 Training July 14-26, 2025 - Mileage	144.20
DEAN, KRISTIN	173316	RIMSCON Annual Conference 10/13-10/17/25	391.00
DEAN, KRISTIN	173316	SLI Class 556 10/20 - 10/22/2025	301.00
		Vendor 6798 - DEAN, KRISTIN Total:	**1,137.20**
Vendor: 1712 - DEPARTMENT OF JUSTICE			
DEPARTMENT OF JUSTICE	173583	Fingerprinting Services - October 2025	32.00
DEPARTMENT OF JUSTICE	173583	Fingerprinting Services - October 2025	98.00
DEPARTMENT OF JUSTICE	173583	Fingerprinting Services - October 2025	224.00
		Vendor 1712 - DEPARTMENT OF JUSTICE Total:	**354.00**
Vendor: 108 - DEPARTMENT OF TRANSPORTATION			
DEPARTMENT OF TRANSPORTA	173492	Signals & Lighting Billing July - September 2025	244.77
		Vendor 108 - DEPARTMENT OF TRANSPORTATION Total:	**244.77**
Vendor: 5788 - DEVELOPMENT GROUP, INC			
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	280.27
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	140.13
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	747.38
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	326.98
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	140.13
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	93.42
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	326.98
DEVELOPMENT GROUP, INC	173493	Services for Upgrade for City wide Phone System	1,261.20
		Vendor 5788 - DEVELOPMENT GROUP, INC Total:	**3,316.49**
Vendor: 11558 - DILLENGER BRODIE			
DILLENGER BRODIE	173317	City Hall Irrigation Troubleshoot	1,000.00
		Vendor 11558 - DILLENGER BRODIE Total:	**1,000.00**
Vendor: 7251 - DISSIGNO HEALDSBURG FPV,LLC			
DISSIGNO HEALDSBURG FPV,LL(	173397	October 2025 Generation	30,021.30
		Vendor 7251 - DISSIGNO HEALDSBURG FPV,LLC Total:	**30,021.30**
Vendor: 11523 - Doane and Hartwig Water Systems, Inc.			
Doane and Hartwig Water Syste	173318	Cables For WTP Chlorine Generator (4) Qty	173.84
		Vendor 11523 - Doane and Hartwig Water Systems, Inc. Total:	**173.84**
Vendor: 5079 - DOHERTY, NICK			
DOHERTY, NICK	173319	Educational Reimbursement-AJ 21-Intro Admin Justice	172.00
		Vendor 5079 - DOHERTY, NICK Total:	**172.00**
Vendor: 551 - DOOLEY ENTERPRISES INC			

DOOLEY ENTERPRISES INC	173320	Full Metal J (3) Qty	983.53
		Vendor 551 - DOOLEY ENTERPRISES INC Total:	**983.53**
Vendor: 11581 - DOUGLASS-THOMAS, SAM			
DOUGLASS-THOMAS, SAM	173398	Lodging-Engine Ops Hose & Nozzles Training10/13-15	597.97
		Vendor 11581 - DOUGLASS-THOMAS, SAM Total:	**597.97**
Vendor: 952 - EBA ENGINEERING			
EBA ENGINEERING	173399	Environmental Field Screening Svcs 10/16 - 11/5/25	794.80
		Vendor 952 - EBA ENGINEERING Total:	**794.80**
Vendor: 118 - EDDINGER ENTERPRISES INC			
EDDINGER ENTERPRISES INC	173400	Community Center - Repair Bathroom Faucet	120.00
		Vendor 118 - EDDINGER ENTERPRISES INC Total:	**120.00**
Vendor: 3801 - EMPLOYEE RELATIONS INC			
EMPLOYEE RELATIONS INC	173321	Pre-Employment Verification	121.38
		Vendor 3801 - EMPLOYEE RELATIONS INC Total:	**121.38**
Vendor: 430 - EQUIFAX CREDIT INFORMATION			
EQUIFAX CREDIT INFORMATION	173584	Monthly Jurisdiction Service 10/08/25 - 11/07/2025	20.00
		Vendor 430 - EQUIFAX CREDIT INFORMATION Total:	**20.00**
Vendor: 3718 - EVERGREEN JOB & SAFETY TRAINING INC			
EVERGREEN JOB & SAFETY TRAI	173401	Safety Training for Electric Department	2,513.00
		Vendor 3718 - EVERGREEN JOB & SAFETY TRAINING INC Total:	**2,513.00**
Vendor: 10040 - FERGUSON US HOLDINGS INC			
FERGUSON US HOLDINGS INC	173402	CI Ball Chk VLV w/Access,Centric Plug,BLT Set	4,388.60
FERGUSON US HOLDINGS INC	173494	QJ Coup,MTR Coup,Brass Nipples,Elbows,Bush,Tape	585.87
FERGUSON US HOLDINGS INC	173322	CLAMP, REPAIR, BELL JOINT LEAK 12"	432.13
FERGUSON US HOLDINGS INC	173322	CLAMP, REPAIR, BELL JOINT LEAK 12"	1,349.93
		Vendor 10040 - FERGUSON US HOLDINGS INC Total:	**6,756.53**
Vendor: 8436 - FIRE APPARATUS SOLUTION			
FIRE APPARATUS SOLUTION	173495	VEH 6382 - Siren 100/200W Flush	868.91
		Vendor 8436 - FIRE APPARATUS SOLUTION Total:	**868.91**
Vendor: 11577 - FIRE ASIDE, INC.			
FIRE ASIDE, INC.	173323	2025 Annual Usage License Fees & Setup Fee	5,500.00
		Vendor 11577 - FIRE ASIDE, INC. Total:	**5,500.00**
Vendor: 11125 - FISHER ROSEMOUNT SYSTEMS INC			
FISHER ROSEMOUNT SYSTEMS	173585	Flow Meter For Centrifuge Feet At WRF	2,612.84
		Vendor 11125 - FISHER ROSEMOUNT SYSTEMS INC Total:	**2,612.84**
Vendor: 6431 - FLETCHER STUDIO, INC			
FLETCHER STUDIO, INC	173586	Landscape Architectural Svcs - Laura Fish Somersal	35,082.93
		Vendor 6431 - FLETCHER STUDIO, INC Total:	**35,082.93**
Vendor: 5107 - FLYERS ENERGY LLC			
FLYERS ENERGY LLC	173324	Lubricants For The WRF Equipment	1,041.07
		Vendor 5107 - FLYERS ENERGY LLC Total:	**1,041.07**
Vendor: 10908 - GADDIS NURSERY INC			
GADDIS NURSERY INC	173325	Jumbo 36 Marigold Taishan Org (20) Qty	502.33
GADDIS NURSERY INC	173587	Cyclamen-Hybrid Red and White (32) Qty	2,175.91
		Vendor 10908 - GADDIS NURSERY INC Total:	**2,678.24**
Vendor: 3958 - GARRETT HARDWARE-ACCT #9292			
GARRETT HARDWARE-ACCT #9	173403	Rake 52",Mini Diffuser 2PK,Glue Epoxy	37.28
GARRETT HARDWARE-ACCT #9	173403	Construction Adhesive and Purell Adv Aloe Pump	19.73
GARRETT HARDWARE-ACCT #9	173403	Tie-Down 15' Org 500#	24.13
GARRETT HARDWARE-ACCT #9	173403	CD-Safety Hasp and Bulk Bolts (7) Qty	17.56
GARRETT HARDWARE-ACCT #9	173403	CD-Safety Hasp Return	(14.26)
GARRETT HARDWARE-ACCT #9	173403	Wasp & Hornet Killer Foam 14OZ	9.87
GARRETT HARDWARE-ACCT #9	173403	Nestle Pure Life 24PK Waters	10.19
GARRETT HARDWARE-ACCT #9	173403	Timbersports Apron Chaps 40"	161.32
GARRETT HARDWARE-ACCT #9	173403	Repair Coupling 3/4",Elbow 3/4",Coupling 3/4"Sch40	13.78
GARRETT HARDWARE-ACCT #9	173403	GFI ST Recpt WP TR20A WH (2) Qty	76.80
GARRETT HARDWARE-ACCT #9	173403	Bulk Bolts (10) Qty	4.61
GARRETT HARDWARE-ACCT #9	173403	FG LAP Link and Red Helix CBLT Drill	20.58
GARRETT HARDWARE-ACCT #9	173403	Soil Top 1CF	8.77
GARRETT HARDWARE-ACCT #9	173403	Stake Loop,GPH PC Emitter,Batteries,Timer,Soil	108.49
		Vendor 3958 - GARRETT HARDWARE-ACCT #9292 Total:	**498.85**
Vendor: 3959 - GARRETT HARDWARE-ACCT #9296			
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer-Sply Fct,Nipple,Valv Angel,Cplng	54.83
GARRETT HARDWARE-ACCT #9	173404	Plaza - Battery 9V	24.13
GARRETT HARDWARE-ACCT #9	173404	VEH 6382 - Tubing Vinyl	0.65
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer - Joint Cement	13.16
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer - Spackling Compond & Sander	38.39
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer - Roller(s) and Paint Brush Set	35.09
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer-Scissors,Couple Sch80 PVC,Textr	44.96
GARRETT HARDWARE-ACCT #9	173404	Shop Supplies - Purelife Distill Water & Spray	25.85
GARRETT HARDWARE-ACCT #9	173404	VEH 6382 - Compression Conn 1/4"X1/4"	8.77
GARRETT HARDWARE-ACCT #9	173404	Villa Chanticleer - KwikSeal Ultra Bisc 5.5OZ	12.06

GARRETT HARDWARE-ACCT #9	173404	Shop Supplies - Heatgun Dual Temp & Dowel Pin Fltd	44.98
		Vendor 3959 - GARRETT HARDWARE-ACCT #9296 Total:	**302.87**
Vendor: 3960 - GARRETT HARDWARE-ACCT #9297			
GARRETT HARDWARE-ACCT #9	173405	Dish Soap 70OZ and Knife Util Retract	23.03
GARRETT HARDWARE-ACCT #9	173405	Hand HLD Spray 48OZ and Trowl Cement Margin	26.32
GARRETT HARDWARE-ACCT #9	173405	Bulk Bolts (4) Qty	3.29
GARRETT HARDWARE-ACCT #9	173405	Single Sided Duplicate Keys (14) Qty	101.26
GARRETT HARDWARE-ACCT #9	173405	Tarp Poly Brown 16X20',Crimp & Knot Cup Brush	18.65
GARRETT HARDWARE-ACCT #9	173405	Tarp Poly Brown 16X20',Crimp & Knot Cup Brush	74.61
GARRETT HARDWARE-ACCT #9	173405	Tarp Poly Brown 16X20',Crimp & Knot Cup Brush	74.61
GARRETT HARDWARE-ACCT #9	173405	Tarp Poly Brown 16X20',Crimp & Knot Cup Brush	18.66
GARRETT HARDWARE-ACCT #9	173405	Fuel 128OZ 1GAL,Simple Green & Cleaner,Mulch	72.39
GARRETT HARDWARE-ACCT #9	173405	Spray Paint 2X SAT Ivory Silk	9.87
GARRETT HARDWARE-ACCT #9	173405	Film Strtch Almst 20X1000	5.49
GARRETT HARDWARE-ACCT #9	173405	Film Strtch Almst 20X1000	21.94
GARRETT HARDWARE-ACCT #9	173405	Film Strtch Almst 20X1000	21.94
GARRETT HARDWARE-ACCT #9	173405	Film Strtch Almst 20X1000	5.49
GARRETT HARDWARE-ACCT #9	173405	Key Krafter #59 Brass (2) Qty	1.45
GARRETT HARDWARE-ACCT #9	173405	Key Krafter #59 Brass (2) Qty	5.79
GARRETT HARDWARE-ACCT #9	173405	Key Krafter #59 Brass (2) Qty	5.79
GARRETT HARDWARE-ACCT #9	173405	Key Krafter #59 Brass (2) Qty	1.44
GARRETT HARDWARE-ACCT #9	173405	Simple Green (2) Qty	32.90
GARRETT HARDWARE-ACCT #9	173405	WD-40,Lysol Spray,Cleaner Clorox Wipes	25.43
GARRETT HARDWARE-ACCT #9	173405	Valve For Pressure Reducing Valave Repairs	21.94
GARRETT HARDWARE-ACCT #9	173405	Dishwash Soap 18PK	17.22
GARRETT HARDWARE-ACCT #9	173405	Battery AAA 8PK	13.16
GARRETT HARDWARE-ACCT #9	173405	Fuel 128OZ 1GAL and 3M L&G Respr N95 VLV	46.07
GARRETT HARDWARE-ACCT #9	173405	Bulk Bolts (8) Qty	36.79
GARRETT HARDWARE-ACCT #9	173405	Piping Repairs At Drum Screen At The WRF	23.32
GARRETT HARDWARE-ACCT #9	173405	Fuel 128OZ 1GAL	32.91
GARRETT HARDWARE-ACCT #9	173405	Parts For Chlorine Generator At Fitch WTP	27.42
GARRETT HARDWARE-ACCT #9	173405	Mixer Paint 5GAL HD 4"	1.43
GARRETT HARDWARE-ACCT #9	173405	Mixer Paint 5GAL HD 4"	5.70
GARRETT HARDWARE-ACCT #9	173405	Mixer Paint 5GAL HD 4"	5.70
GARRETT HARDWARE-ACCT #9	173405	Mixer Paint 5GAL HD 4"	1.43
GARRETT HARDWARE-ACCT #9	173405	Fasteners For Biosolids Conveyor Repairs At WRF	13.16
		Vendor 3960 - GARRETT HARDWARE-ACCT #9297 Total:	**796.60**
Vendor: 3986 - GARRETT HARDWARE-ACCT#9298,9299			
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Broom/Dustpan 15"W and Tape Duck	31.81
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Lysol Clean,Iron Out Cleaner,Brush Bowl	45.61
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Door Stop,Pail 10QT,Towel Rolls,Cloth	82.21
GARRETT HARDWARE-ACCT#92	173406	Cleanser Bar Keeper 15OZ	3.28
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Handwash (2) Qty	17.54
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Swvl Hose,Chalk Spray,Nozzle Twist	147.02
GARRETT HARDWARE-ACCT#92	173406	Stn # 2 - Play Sand Quikrete 50#	9.87
GARRETT HARDWARE-ACCT#92	173406	HT KM Extension Kombi Only	84.28
GARRETT HARDWARE-ACCT#92	173406	RVT AL 3/16"X1/2" 50PK	10.96
		Vendor 3986 - GARRETT HARDWARE-ACCT#9298,9299 Total:	**432.58**
Vendor: 136 - GARRETT HARDWARE-ACCT9294,9295			
GARRETT HARDWARE-ACCT929	173407	80# RediMix Concrete (5) Qty	46.59
GARRETT HARDWARE-ACCT929	173407	Striping Paint IC Yellow (4) Qty	47.37
GARRETT HARDWARE-ACCT929	173407	Community Center - Bulk Bolts (10) Qty	6.17
GARRETT HARDWARE-ACCT929	173407	Battery 9V 2PK,Stihl Plug,Stihl Annular Buffer	59.78
GARRETT HARDWARE-ACCT929	173407	Community Center - Cord Ext 25' 16/3C Blk	17.55
GARRETT HARDWARE-ACCT929	173407	Community Center - Kitchen Cleaner 14OZ Googone	29.60
GARRETT HARDWARE-ACCT929	173407	Community Center - Stripping Paint IC Yellow	35.53
GARRETT HARDWARE-ACCT929	173407	Community Center - Fly Stick Junior & Trap Fly	28.50
GARRETT HARDWARE-ACCT929	173407	Community Center - Striping Paint IC Yellow	59.21
GARRETT HARDWARE-ACCT929	173407	Dia De Muertos - Event Supply FY 2025-26	103.12
GARRETT HARDWARE-ACCT929	173407	80# RediMix Concrete (2) Qty	18.64
GARRETT HARDWARE-ACCT929	173407	Cable Tie Mount Blk 5PK (3) Qty	13.14
GARRETT HARDWARE-ACCT929	173407	Bulk Bolts (15) Qty	12.45
GARRETT HARDWARE-ACCT929	173407	Community Center - Cord Ext 25'	17.55
		Vendor 136 - GARRETT HARDWARE-ACCT9294,9295 Total:	**495.20**
Vendor: 832 - GENERAL PACIFIC INC			
GENERAL PACIFIC INC	173408	Meter Disconnect Sleeve (4) Qty	153.65
		Vendor 832 - GENERAL PACIFIC INC Total:	**153.65**
Vendor: 3888 - GEOGRAPHIC TECHNOLOGIES GROUP INC			
GEOGRAPHIC TECHNOLOGIES G	173496	GIS System Data Clean Up Phase 2A - 10/1-31,2025	9,542.25
GEOGRAPHIC TECHNOLOGIES G	173496	GIS Support Services - 10/1-31/2025	656.75
		Vendor 3888 - GEOGRAPHIC TECHNOLOGIES GROUP INC Total:	**10,199.00**
Vendor: 315 - GOLDEN GATE LANDSCAPE MANAGEMENT INC			
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - HUSD	2,780.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - LLAD/Barbieri Park	970.00

GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Badger Substation	120.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Community Center	1,275.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Parks	4,760.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Swim Center	250.50
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Corp Yard	300.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Museum	240.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Fire Dept	245.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Police Dept	120.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Senior Center	130.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Hbg Ave Parking Lot	75.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - Mitchell Parking Lot	125.00
GOLDEN GATE LANDSCAPE MAI	173326	Landscape Maintenance - West Plaza Parking Lot	290.00
		Vendor 315 - GOLDEN GATE LANDSCAPE MANAGEMENT INC Total:	**11,680.50**
Vendor: 91469 - GROVES, ANTHONY			
GROVES, ANTHONY	173497	Refund INV-00023232 - Bldg Permit Plan Rev Fee-Adj	201.41
GROVES, ANTHONY	173497	Refund INV-00023232 - Bldg Permit Plan Rev Fee-Adj	201.41
		Vendor 91469 - GROVES, ANTHONY Total:	**402.82**
Vendor: 3956 - GRUNER, TERESA			
GRUNER, TERESA	173327	SLI Class 558 10/9 - 10/11/2025	301.00
GRUNER, TERESA	173327	RIMSCON Annual Conference 10/13-10/17/25-Mileage	301.00
GRUNER, TERESA	173327	RIMSCON Annual Conference 10/13-10/17/25	391.00
		Vendor 3956 - GRUNER, TERESA Total:	**993.00**
Vendor: 146 - HACH COMPANY			
HACH COMPANY	173498	Onsite Service to Calibrate & Rebuild Instruments	4,153.00
HACH COMPANY	173498	Parts For Turbidimeter Servicing At WRF	284.26
HACH COMPANY	173498	Reagents For Water & Wastewater Lab Work	43.39
HACH COMPANY	173498	Reagents For Water & Wastewater Lab Work	403.23
HACH COMPANY	173498	Turbimeter Parts For the Water Treatment Plant	257.97
HACH COMPANY	173498	Dilution Water For Water & Wastewater Lab	69.09
HACH COMPANY	173498	Dilution Water For Water & Wastewater Lab	69.08
		Vendor 146 - HACH COMPANY Total:	**5,280.02**
Vendor: 5074 - HAGELE, DAVID			
HAGELE, DAVID	173328	NCPA Executive Committee Meeting 10/23/25 -Mileage	196.42
HAGELE, DAVID	173328	Monthly Data Reimbursement - November 2025	50.00
		Vendor 5074 - HAGELE, DAVID Total:	**246.42**
Vendor: 2053 - HAMBLY, DAVID			
HAMBLY, DAVID	173409	Drinking Water Treatment Certificate Renewal T4	105.00
		Vendor 2053 - HAMBLY, DAVID Total:	**105.00**
Vendor: 91465 - HARVEST GROVE APARTMENTS, LP			
HARVEST GROVE APARTMENTS	173329	Conservation Rebate - Harvest Grove	1,600.00
		Vendor 91465 - HARVEST GROVE APARTMENTS, LP Total:	**1,600.00**
Vendor: 1391 - HD SUPPLY, Inc			
HD SUPPLY, Inc	173330	Replacement Vessel For Sampler At WRF	188.68
		Vendor 1391 - HD SUPPLY, Inc Total:	**188.68**
Vendor: 151 - HEALDSBURG AVIATION INC			
HEALDSBURG AVIATION INC	173410	Airport Management for October 2025	5,882.09
HEALDSBURG AVIATION INC	173588	Reimburse: Garbage Bags,Paper Towels, Runway Lamps	118.47
		Vendor 151 - HEALDSBURG AVIATION INC Total:	**6,000.56**
Vendor: 1396 - HEALDSBURG CHAMBER OF COMMERCE			
HEALDSBURG CHAMBER OF CO	173411	HTID 2% HPA September 2025 - 98.8% of Assessment	147,477.52
		Vendor 1396 - HEALDSBURG CHAMBER OF COMMERCE Total:	**147,477.52**
Vendor: 158 - HEALDSBURG LUMBER COMPANY			
HEALDSBURG LUMBER COMPA	173589	3" Semi Roll Cover 2PK and 8PC MTL Tray Set	44.06
HEALDSBURG LUMBER COMPA	173589	Stanley Fat Max Tape 30'	4.10
HEALDSBURG LUMBER COMPA	173589	Stanley Fat Max Tape 30'	16.40
HEALDSBURG LUMBER COMPA	173589	Stanley Fat Max Tape 30'	16.40
HEALDSBURG LUMBER COMPA	173589	Stanley Fat Max Tape 30'	4.11
		Vendor 158 - HEALDSBURG LUMBER COMPANY Total:	**85.07**
Vendor: 181 - HEALDSBURG POLICE OFFICER ASSC			
HEALDSBURG POLICE OFFICER A	173331	HPOA Dues	980.00
HEALDSBURG POLICE OFFICER A	173499	HPOA Dues	980.00
		Vendor 181 - HEALDSBURG POLICE OFFICER ASSC Total:	**1,960.00**
Vendor: 169 - HEALDSBURG SIGNS INC			
HEALDSBURG SIGNS INC	173332	Senior Center Address Sign	201.94
HEALDSBURG SIGNS INC	173590	Community Service Canopy Tent (2) Qty	1,679.18
		Vendor 169 - HEALDSBURG SIGNS INC Total:	**1,881.12**
Vendor: 1082 - HEALDSBURG UNIFIED SCHOOL DIST			
HEALDSBURG UNIFIED SCHOOL	173591	Portable Restrooms At Recreation Park Oct 2025	741.21
		Vendor 1082 - HEALDSBURG UNIFIED SCHOOL DIST Total:	**741.21**
Vendor: 1441 - HERC RENTALS INC.			
HERC RENTALS INC.	173592	Message Board Fenders Repair (2) Qty	2,072.62
		Vendor 1441 - HERC RENTALS INC. Total:	**2,072.62**

Vendor: 91468 - HOLLY A. MILLER			
HOLLY A. MILLER	173418	Conservation Rebate - Lawn Conversion	495.00
		Vendor 91468 - HOLLY A. MILLER Total:	**495.00**
Vendor: 6856 - HROD INC			
HROD INC	173333	Federal Advocacy Svcs Related to COVID-19 - Oct 25	6,737.66
		Vendor 6856 - HROD INC Total:	**6,737.66**
Vendor: 6368 - HUMANE SOCIETY OF SONOMA COUNTY			
HUMANE SOCIETY OF SONOMA	173412	Animal Care and Control Services for October 2025	21,150.00
		Vendor 6368 - HUMANE SOCIETY OF SONOMA COUNTY Total:	**21,150.00**
Vendor: 183 - IAFF LOCAL 2604			
IAFF LOCAL 2604	173334	IAFF dues	849.50
IAFF LOCAL 2604	173500	IAFF dues	849.50
		Vendor 183 - IAFF LOCAL 2604 Total:	**1,699.00**
Vendor: 184 - IBEW LOCAL 1245			
IBEW LOCAL 1245	173335	IBEW Dues	3,733.55
IBEW LOCAL 1245	173501	IBEW Dues	3,737.20
		Vendor 184 - IBEW LOCAL 1245 Total:	**7,470.75**
Vendor: 187 - ICMA RETIREMENT CORPORATION			
ICMA RETIREMENT CORPORATI	DFT0011490	401A	1,789.67
ICMA RETIREMENT CORPORATI	DFT0011492	PTS 457 Contribution	3,233.32
ICMA RETIREMENT CORPORATI	DFT0011493	457 Loan Repayment	1,693.94
ICMA RETIREMENT CORPORATI	DFT0011494	401A Loan Repayment	92.86
ICMA RETIREMENT CORPORATI	DFT0011495	457 $ Contribution	20,452.95
ICMA RETIREMENT CORPORATI	DFT0011496	457 % Contribution	7,109.72
ICMA RETIREMENT CORPORATI	DFT0011497	Roth 457 $ Contribution	7,902.00
ICMA RETIREMENT CORPORATI	DFT0011498	Roth 457 % Contribution	2,615.83
ICMA RETIREMENT CORPORATI	DFT0011512	Roth IRA EE Contribution	50.00
ICMA RETIREMENT CORPORATI	DFT0011554	401A	1,914.45
ICMA RETIREMENT CORPORATI	DFT0011556	PTS 457 Contribution	2,667.37
ICMA RETIREMENT CORPORATI	DFT0011557	457 Loan Repayment	1,693.94
ICMA RETIREMENT CORPORATI	DFT0011558	401A Loan Repayment	697.63
ICMA RETIREMENT CORPORATI	DFT0011559	457 $ Contribution	38,507.85
ICMA RETIREMENT CORPORATI	DFT0011560	457 % Contribution	7,675.88
ICMA RETIREMENT CORPORATI	DFT0011561	Roth 457 $ Contribution	6,510.00
ICMA RETIREMENT CORPORATI	DFT0011562	Roth 457 % Contribution	6,864.59
ICMA RETIREMENT CORPORATI	DFT0011576	Roth IRA EE Contribution	50.00
		Vendor 187 - ICMA RETIREMENT CORPORATION Total:	**111,522.00**
Vendor: 6678 - IMAGETREND, INC			
IMAGETREND, INC	173593	CrewSense,Target Solution Dist. Annual Fee	10,149.44
		Vendor 6678 - IMAGETREND, INC Total:	**10,149.44**
Vendor: 3430 - INFOSEND INC			
INFOSEND INC	173502	Master Service Agreement for October 2025	666.77
INFOSEND INC	173502	Master Service Agreement for October 2025	666.77
INFOSEND INC	173502	Master Service Agreement for October 2025	266.71
INFOSEND INC	173502	Master Service Agreement for October 2025	1,066.83
INFOSEND INC	173502	Master Service for October 2025 eBusiness Insert	1,139.48
INFOSEND INC	173502	Master Service Agreement for October 2025	232.96
INFOSEND INC	173502	Master Service Agreement for October 2025	232.96
INFOSEND INC	173502	Master Service Agreement for October 2025	93.18
INFOSEND INC	173502	Master Service Agreement for October 2025	372.72
		Vendor 3430 - INFOSEND INC Total:	**4,738.38**
Vendor: 487 - INTERNAL REVENUE SERVICE			
INTERNAL REVENUE SERVICE	DFT0011535	Fed W/H	(38.28)
INTERNAL REVENUE SERVICE	DFT0011518	Fed W/H	90,321.61
INTERNAL REVENUE SERVICE	DFT0011520	Medicare	23,327.15
INTERNAL REVENUE SERVICE	DFT0011526	Fed W/H	510.54
INTERNAL REVENUE SERVICE	DFT0011528	Medicare	46.26
INTERNAL REVENUE SERVICE	DFT0011542	Fed W/H	4.62
INTERNAL REVENUE SERVICE	DFT0011549	Fed W/H	413.53
INTERNAL REVENUE SERVICE	DFT0011551	Medicare	62.26
INTERNAL REVENUE SERVICE	DFT0011582	Fed W/H	134,403.07
INTERNAL REVENUE SERVICE	DFT0011584	Medicare	29,078.63
		Vendor 487 - INTERNAL REVENUE SERVICE Total:	**278,129.39**
Vendor: 10550 - INTERWEST CONSULTING GROUP, INC.			
INTERWEST CONSULTING GROU	173503	Building Permit, Fire Plan Rev.&Inspec. Svc-10/25	10,443.01
		Vendor 10550 - INTERWEST CONSULTING GROUP, INC. Total:	**10,443.01**
Vendor: 396 - ITRON INC			
ITRON INC	173504	Endpoints Subscription 06/01/23 - 03/31/2024	916.67
ITRON INC	173504	Endpoints Subscription 06/01/23 - 03/31/2024	916.66
		Vendor 396 - ITRON INC Total:	**1,833.33**
Vendor: 2585 - JAROTH INC			
JAROTH INC	173505	Phone Service 11/01/25 - 11/30/2025	100.00
		Vendor 2585 - JAROTH INC Total:	**100.00**

Vendor: 90708 - Jensen, Mitchell				
Jensen, Mitchell	173594	Utility Refund		109.31
			Vendor 90708 - Jensen, Mitchell Total:	**109.31**
Vendor: 91393 - JIL SHADEK				
JIL SHADEK	173595	Refund INV-00023266		3,289.21
			Vendor 91393 - JIL SHADEK Total:	**3,289.21**
Vendor: 91463 - JIM HEID				
JIM HEID	173337	Conservation Rebate - Heat Pump Rebate		2,000.00
JIM HEID	173337	Conservation Rebate - Heat Pump Rebate		500.00
			Vendor 91463 - JIM HEID Total:	**2,500.00**
Vendor: 91306 - JOAN MARTEL				
JOAN MARTEL	173596	Solar Refund		453.63
			Vendor 91306 - JOAN MARTEL Total:	**453.63**
Vendor: 90833 - Johansmann, Graciela				
Johansmann, Graciela	173506	Sr Center Bus Trip Refund - 12/11/2025		160.00
			Vendor 90833 - Johansmann, Graciela Total:	**160.00**
Vendor: 197 - JOHNSON POOLS INC				
JOHNSON POOLS INC	173413	Maintenance for Plaza Fountain - October 2025		330.00
			Vendor 197 - JOHNSON POOLS INC Total:	**330.00**
Vendor: 8934 - JONES, STANCIL G.				
JONES, STANCIL G.	173507	Christmas Tree 2025 - Final Payment 2 of 2		13,790.00
			Vendor 8934 - JONES, STANCIL G. Total:	**13,790.00**
Vendor: 91466 - JULIE KAPLAN				
JULIE KAPLAN	173338	Conservation Rebate - E-Bike Rebate		700.00
			Vendor 91466 - JULIE KAPLAN Total:	**700.00**
Vendor: 200 - KAISER PERMANENTE				
KAISER PERMANENTE	173597	December 2025 Premiums		182,177.19
			Vendor 200 - KAISER PERMANENTE Total:	**182,177.19**
Vendor: 7031 - LANDCARE HOLDINGS, INC				
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Sonata Zone 5		432.67
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Parkland Hills Zone 1		2,163.00
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - City Hall		1,262.00
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Sorrento Zone 6		605.50
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Roundabout		2,475.92
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Chamber Building Turf		309.00
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Passalacqua Pump Station		726.83
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Mill District Zone 7		1,104.00
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Healdsburg Ave Zone 3		1,744.50
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Community Center		564.50
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - CH Foss Creek Restoration		513.75
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Downtown Bulbouts		1,216.75
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Rain Gardens/Bioswales		657.58
LANDCARE HOLDINGS, INC	173339	Landscape Maintenance - Three Entry Islands		468.30
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Sonata Zone 5		432.67
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Parkland Hills Zone 1		2,163.00
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - City Hall		1,262.00
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Sorrento Zone 6		605.50
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Roundabout		2,475.92
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Chamber Building Turf		309.00
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Mill District Zone 7		1,104.00
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Healdsburg Ave Zone 3		1,744.50
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Community Center		564.50
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - CH Foss Freek Restoration		513.75
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Downtown Bulbouts		1,216.75
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Rain Gardens/Bioswales		657.58
LANDCARE HOLDINGS, INC	173414	Landscape Maintenance - Three Entry Islands		468.30
			Vendor 7031 - LANDCARE HOLDINGS, INC Total:	**27,761.77**
Vendor: 3359 - LAVISH THEATERS CORP.				
LAVISH THEATERS CORP.	173508	Audio/Visual Services		325.00
LAVISH THEATERS CORP.	173508	Audio/Visual Services		600.00
LAVISH THEATERS CORP.	173508	Audio/Visual Services		500.00
LAVISH THEATERS CORP.	173508	Audio/Visual Services		500.00
LAVISH THEATERS CORP.	173508	Audio/Visual Services		425.00
LAVISH THEATERS CORP.	173508	Audio/Visual Services		275.00
			Vendor 3359 - LAVISH THEATERS CORP. Total:	**2,625.00**
Vendor: 6257 - LEBALLISTER'S INC				
LEBALLISTER'S INC	173598	Custom SR Blend,Perennial Rye,Baron Kentucky		187.00
			Vendor 6257 - LEBALLISTER'S INC Total:	**187.00**
Vendor: 2026 - LEXIPOL LLC				
LEXIPOL LLC	173599	Field Training and Performance Reporting		1,053.00
			Vendor 2026 - LEXIPOL LLC Total:	**1,053.00**
Vendor: 10027 - LH FLOWERS LLC				

LH FLOWERS LLC	173509	Wreath For Veteran's Day 11/11/2025	543.26
		Vendor 10027 - LH FLOWERS LLC Total:	**543.26**
Vendor: 2079 - LIFE-ASSIST INC			
LIFE-ASSIST INC	173600	Medical Supplies	576.18
		Vendor 2079 - LIFE-ASSIST INC Total:	**576.18**
Vendor: 5777 - LINDA RUFFING			
LINDA RUFFING	173340	Planning Svs-Montage,Enso,N.Village&Mil - Oct 2025	1,430.00
LINDA RUFFING	173340	Planning Svs-Montage,Enso,N.Village&Mil - Oct 2025	2,585.00
LINDA RUFFING	173340	Planning Svs-Montage,Enso,N.Village&Mil - Oct 2025	3,190.00
		Vendor 5777 - LINDA RUFFING Total:	**7,205.00**
Vendor: 5155 - LOCAL AGENCY INVESTMENT FUND			
LOCAL AGENCY INVESTMENT FU	DFT0011586	Cash Transfer to LAIF	2,000,000.00
		Vendor 5155 - LOCAL AGENCY INVESTMENT FUND Total:	**2,000,000.00**
Vendor: 5773 - MCKENNA, ADAM			
MCKENNA, ADAM	173415	MISAC Conference 10/19-22/2025 - Mileage	22.68
MCKENNA, ADAM	173415	MISAC Conference 10/19-22/2025 - Transport	43.66
MCKENNA, ADAM	173415	MISAC Conference 10/19-22/2025 - Per Diem	161.00
		Vendor 5773 - MCKENNA, ADAM Total:	**227.34**
Vendor: 3533 - MCMASTER-CARR SUPPLY COMPANY			
MCMASTER-CARR SUPPLY COM	173341	Sample Tubing For Fitch Well # 5	51.22
MCMASTER-CARR SUPPLY COM	173601	Gaskets For Chlorine Flow Meter At WTP	80.85
MCMASTER-CARR SUPPLY COM	173341	Material For Sample Tubing Repairs Fitch Well # 5	105.25
MCMASTER-CARR SUPPLY COM	173601	Sludge Feed Pump Seal Water Tubing	51.22
MCMASTER-CARR SUPPLY COM	173601	WRF Sludge Feed Pump Parts	21.34
MCMASTER-CARR SUPPLY COM	173601	Parts For Sludge Feed Pump At WRF	195.19
MCMASTER-CARR SUPPLY COM	173601	Tools For Industrial Electrician	74.03
MCMASTER-CARR SUPPLY COM	173601	Tools For Industrial Electrician	74.03
		Vendor 3533 - MCMASTER-CARR SUPPLY COMPANY Total:	**653.13**
Vendor: 6402 - MEGHAN O'BRIEN			
MEGHAN O'BRIEN	173602	Merry Healdsburg - Stilt Walkers - FY 25/26	2,118.00
		Vendor 6402 - MEGHAN O'BRIEN Total:	**2,118.00**
Vendor: 10856 - METROSA INC			
METROSA INC	173510	Public Notices - October 2025	402.73
METROSA INC	173510	Public Notices - October 2025	1,330.76
METROSA INC	173510	Public Notices - October 2025	698.34
METROSA INC	173510	Public Notices - October 2025	311.06
METROSA INC	173510	Public Notices - October 2025	363.59
METROSA INC	173510	Public Notices - General Admin - 1/4S Best Of-New	464.00
		Vendor 10856 - METROSA INC Total:	**3,570.48**
Vendor: 11239 - MGT IMPACT SOLUTIONS, LLC			
MGT IMPACT SOLUTIONS, LLC	173603	Cost Allocation Plan and SB90 Svcs	2,150.00
		Vendor 11239 - MGT IMPACT SOLUTIONS, LLC Total:	**2,150.00**
Vendor: 91200 - MICHAEL L. CHANTLER			
MICHAEL L. CHANTLER	173416	Instructor for Lecture on November 13th	300.00
		Vendor 91200 - MICHAEL L. CHANTLER Total:	**300.00**
Vendor: 237 - MIKSIS SERVICE INC			
MIKSIS SERVICE INC	173417	Villa Annex - Repair 2" Sewer Line	254.65
		Vendor 237 - MIKSIS SERVICE INC Total:	**254.65**
Vendor: 10246 - MILESTONE EVENTS GROUP, LLC			
MILESTONE EVENTS GROUP, LL	173604	HBG Senior Appreciation Dinner 12/7/25 Admin Fee	500.00
		Vendor 10246 - MILESTONE EVENTS GROUP, LLC Total:	**500.00**
Vendor: 8491 - MILSOFT UTILITY SOLUTIONS INC			
MILSOFT UTILITY SOLUTIONS IN	173419	ArcPy Support 12/25 - 11/26	8,544.38
		Vendor 8491 - MILSOFT UTILITY SOLUTIONS INC Total:	**8,544.38**
Vendor: 6241 - MITCHELL, EVELYN			
MITCHELL, EVELYN	173342	Cal Cities Annual Conference 10/7-10/9/25 - Uber	165.90
MITCHELL, EVELYN	173342	Cal Cities Annual Conference 10/7-10/9/25-Lodging	832.71
MITCHELL, EVELYN	173342	Cal Cities Annual Conference 10/7-10/9/25 -Flights	511.20
MITCHELL, EVELYN	173342	Cal Cities Annual Conference 10/7-10/9/25-PerDiem	215.00
MITCHELL, EVELYN	173342	Cal Cities Annual Conference 10/7 - 10/9/2025	15.96
MITCHELL, EVELYN	173511	Device Reimbursement	1,000.00
		Vendor 6241 - MITCHELL, EVELYN Total:	**2,740.77**
Vendor: 3286 - MIX GARDEN MATERIALS			
MIX GARDEN MATERIALS	173343	Planting Loam 1/2 Yard	27.66
MIX GARDEN MATERIALS	173343	Fill Dirt Per Yard (2) Qty	38.52
		Vendor 3286 - MIX GARDEN MATERIALS Total:	**66.18**
Vendor: 11053 - MOBILE COMMUNICATIONS AMERICA, INC.			
MOBILE COMMUNICATIONS AM	173605	Electric Field Modems 09/11/25 - 10/10/2025	344.77
MOBILE COMMUNICATIONS AM	173605	Electric Field Modems 09/11/25 - 10/10/2025	344.77
MOBILE COMMUNICATIONS AM	173605	Electric Field Modems 09/11/25 - 10/10/2025	344.76
		Vendor 11053 - MOBILE COMMUNICATIONS AMERICA, INC. Total:	**1,034.30**

Vendor: 4080 - MOTION FITNESS CENTER			
MOTION FITNESS CENTER	173420	November 2025 Dues	405.00
		Vendor 4080 - MOTION FITNESS CENTER Total:	**405.00**
Vendor: 8509 - MOUNTAIN F. ENTERPRISES INC			
MOUNTAIN F. ENTERPRISES INC	173344	Electric Line Clearing Tree Trimming Final FY-2025	36,800.00
MOUNTAIN F. ENTERPRISES INC	173344	Electric Line Clearing Tree Trimming July-Sept 25	37,000.00
		Vendor 8509 - MOUNTAIN F. ENTERPRISES INC Total:	**73,800.00**
Vendor: 1418 - MUNICIPAL MAINTENANCE EQUIPMENT INC			
MUNICIPAL MAINTENANCE EQU	173512	Opticam 200Ft. and Battery Adapter	8,742.53
		Vendor 1418 - MUNICIPAL MAINTENANCE EQUIPMENT INC Total:	**8,742.53**
Vendor: 2310 - N. HARRIS COMPUTER SYSTEMS			
N. HARRIS COMPUTER SYSTEMS	173421	NorthStar Main. and Tech Serv 1/1/26 - 12/31/2026	10,932.87
N. HARRIS COMPUTER SYSTEMS	173421	NorthStar Main. and Tech Serv 1/1/26 - 12/31/2026	27,332.17
N. HARRIS COMPUTER SYSTEMS	173421	NorthStar Main. and Tech Serv 1/1/26 - 12/31/2026	27,332.17
N. HARRIS COMPUTER SYSTEMS	173421	NorthStar Main. and Tech Serv 1/1/26 - 12/31/2026	43,731.47
		Vendor 2310 - N. HARRIS COMPUTER SYSTEMS Total:	**109,328.68**
Vendor: 2267 - NAPA AUTO PARTS			
NAPA AUTO PARTS	173513	Shop Supplies - 4A Charger Maintainer	48.37
NAPA AUTO PARTS	173606	VEH 123 - Silentguard Brake Pads	14.53
NAPA AUTO PARTS	173606	VEH 123 - Silentguard Brake Pads	14.53
NAPA AUTO PARTS	173606	VEH 123 - Silentguard Brake Pads	14.54
		Vendor 2267 - NAPA AUTO PARTS Total:	**91.97**
Vendor: 3454 - NCL OF WISCONSIN INC			
NCL OF WISCONSIN INC	173607	Reagents For Water & Wastewater Lab	217.38
NCL OF WISCONSIN INC	173607	Reagents For Water & Wastewater Lab	217.39
		Vendor 3454 - NCL OF WISCONSIN INC Total:	**434.77**
Vendor: 8859 - NELSON, GREGORY			
NELSON, GREGORY	173345	Instructor Payment - October 2025	1,044.00
		Vendor 8859 - NELSON, GREGORY Total:	**1,044.00**
Vendor: 3673 - NEW YORK LIFE INSURANCE CO			
NEW YORK LIFE INSURANCE CO	173514	November 2025 Monthly Premiums	359.82
		Vendor 3673 - NEW YORK LIFE INSURANCE CO Total:	**359.82**
Vendor: 3173 - NOR CAL COMPLIANCE INC			
NOR CAL COMPLIANCE INC	173515	UST Visual Checklist Inspection - 10/13/2025	125.00
		Vendor 3173 - NOR CAL COMPLIANCE INC Total:	**125.00**
Vendor: 305 - OFFICE DEPOT BUSINESS SERVICE			
OFFICE DEPOT BUSINESS SERVI	173346	Wireless Keyboard and Mouse	55.46
OFFICE DEPOT BUSINESS SERVI	173608	Copy Paper (2) Qty	152.53
OFFICE DEPOT BUSINESS SERVI	173608	Duster 6PK,Protector Sheets,Tape,Pouches	124.41
OFFICE DEPOT BUSINESS SERVI	173346	Calc Ribbon 12PK,Stapler,Folders 100PK,Post-It's	71.81
OFFICE DEPOT BUSINESS SERVI	173346	Facial Tissue 4PK	8.99
OFFICE DEPOT BUSINESS SERVI	173422	Green Top 10RM CTN (2) Qty	127.28
OFFICE DEPOT BUSINESS SERVI	173346	Cork Board and Clear File for Wall	64.23
OFFICE DEPOT BUSINESS SERVI	173516	Copy Paper,Folders,Staples,Paper Towels	172.85
OFFICE DEPOT BUSINESS SERVI	173608	Copy Paper,Doc.Cover,2"Seal,Files,Clips,Envelopes	214.87
OFFICE DEPOT BUSINESS SERVI	173516	Holder,Clips,Sheets,Copy Paper	280.82
OFFICE DEPOT BUSINESS SERVI	173516	Envelopes 50PK (2) Qty	27.42
OFFICE DEPOT BUSINESS SERVI	173516	Memo Pads 6X9 - Green	62.11
OFFICE DEPOT BUSINESS SERVI	173608	Facial Tissue 4PK	8.86
OFFICE DEPOT BUSINESS SERVI	173608	Copy Paper,Batteries,Post-It's	69.84
OFFICE DEPOT BUSINESS SERVI	173608	Binder(s) Light Blue (25) Qty	475.38
		Vendor 305 - OFFICE DEPOT BUSINESS SERVICE Total:	**1,916.86**
Vendor: 91478 - OLIVIA, CHRISTIE			
OLIVIA, CHRISTIE	173609	Utility Refund	58.97
		Vendor 91478 - OLIVIA, CHRISTIE Total:	**58.97**
Vendor: 3 - OPPERMAN & SON			
OPPERMAN & SON	173423	VEH 149 - Breather and Freight	46.72
OPPERMAN & SON	173423	VEH 149 - Breather and Freight	46.72
OPPERMAN & SON	173423	VEH 149 - Breather and Freight	46.73
OPPERMAN & SON	173423	VEH 42 - Fitting and Bar Pumice Soap	4.02
OPPERMAN & SON	173423	VEH 42 - Fitting and Bar Pumice Soap	4.02
OPPERMAN & SON	173423	VEH 42 - Fitting and Bar Pumice Soap	4.02
		Vendor 3 - OPPERMAN & SON Total:	**152.23**
Vendor: 218 - PACE SUPPLY CORP			
PACE SUPPLY CORP	173610	Bolt Set,BRS Ball Meter,Nek Strips,Flange Return	(700.71)
PACE SUPPLY CORP	173610	Bolt Set,BRS Ball Meter,Nek Strips,Flange Return	(125.92)
PACE SUPPLY CORP	173610	Bolt Set,BRS Ball Meter,Nek Strips,Flange Return	(250.20)
PACE SUPPLY CORP	173610	8" 690-01 For PRV Vend Part	620.09
PACE SUPPLY CORP	173610	1/2" Meter Bolt Set 304SS Gasket (3) Qty	49.39
PACE SUPPLY CORP	173610	ELL-TEE Brass and Nipple(s)	799.70
PACE SUPPLY CORP	173347	PIPE, PVC 6" C900	274.38
PACE SUPPLY CORP	173610	3" T450 Turbo Series HR-E Itron Badger	153.65

PACE SUPPLY CORP	173610	DBL Strap,Angle Ball Meter,LF BRS Corp Ball,Cplg	1,040.98
PACE SUPPLY CORP	173517	1.5" METER BRONZE WITH HR-E 120 REGISTER AND 100W+	1,443.21
		Vendor 218 - PACE SUPPLY CORP Total:	**3,304.57**
Vendor: 2394 - PARKPOINT CLUBS			
PARKPOINT CLUBS	173424	November 2025 Dues	845.00
		Vendor 2394 - PARKPOINT CLUBS Total:	**845.00**
Vendor: 5103 - PATRICK CLARK CONSULTING			
PATRICK CLARK CONSULTING	173425	Negotiation Services for October 2025	337.50
		Vendor 5103 - PATRICK CLARK CONSULTING Total:	**337.50**
Vendor: 11304 - PATRICK NELSON CONSTRUCTION, INC			
PATRICK NELSON CONSTRUCTI(	173348	Pat Nelson Construction, Release Of Retention	9,769.10
		Vendor 11304 - PATRICK NELSON CONSTRUCTION, INC Total:	**9,769.10**
Vendor: 11212 - PEREGRINE TECHNOLOGIES, INC			
PEREGRINE TECHNOLOGIES, IN(	173349	Data Integration Services 10/01/25 - 09/30/2026	27,000.00
		Vendor 11212 - PEREGRINE TECHNOLOGIES, INC Total:	**27,000.00**
Vendor: 956 - PETERSON POWER SYSTEMS, INC			
PETERSON POWER SYSTEMS, IN	173426	VEH 170 - Filter AS-OI and Element Fuel	56.37
PETERSON POWER SYSTEMS, IN	173426	VEH 170 - Filter AS-OI and Element Fuel	56.37
PETERSON POWER SYSTEMS, IN	173426	VEH 158 - Filters,Element,Gasket,V-Belt	59.79
PETERSON POWER SYSTEMS, IN	173426	VEH 158 - Filters,Element,Gasket,V-Belt	59.79
PETERSON POWER SYSTEMS, IN	173426	VEH 158 - Filters,Element,Gasket,V-Belt	59.80
PETERSON POWER SYSTEMS, IN	173426	Generator Repairs to Villa Generator	1,069.53
		Vendor 956 - PETERSON POWER SYSTEMS, INC Total:	**1,361.65**
Vendor: 5010 - PG&E 0693839810-1			
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	51.17
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	0.26
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	0.41
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	0.83
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	0.26
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	30.88
PG&E 0693839810-1	173518	Utility Services 10/04/25 - 11/04/2025	4.41
		Vendor 5010 - PG&E 0693839810-1 Total:	**88.22**
Vendor: 5020 - PG&E 3956927071-1			
PG&E 3956927071-1	173427	Utility Services 10/03/25 - 11/03/2025	113.24
		Vendor 5020 - PG&E 3956927071-1 Total:	**113.24**
Vendor: 5017 - PG&E 4339460138-9			
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	1.20
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.63
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	1.85
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	1.20
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.79
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.63
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.39
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.63
PG&E 4339460138-9	173350	Utility Services 10/02/25 - 10/31/2025	0.79
		Vendor 5017 - PG&E 4339460138-9 Total:	**8.11**
Vendor: 5018 - PG&E 4797955107-5			
PG&E 4797955107-5	173351	Utility Services 10/02/25 - 10/31/2025	215.73
		Vendor 5018 - PG&E 4797955107-5 Total:	**215.73**
Vendor: 5029 - PG&E 6199695781-9			
PG&E 6199695781-9	173352	Utility Services 09/18/25 - 10/17/2025	927.12
PG&E 6199695781-9	173352	Utility Services 09/18/25 - 10/17/2025	20.76
PG&E 6199695781-9	173352	Utility Services 09/18/25 - 10/17/2025	(403.92)
PG&E 6199695781-9	173352	Utility Services 09/18/25 - 10/17/2025	(3.69)
		Vendor 5029 - PG&E 6199695781-9 Total:	**540.27**
Vendor: 5024 - PG&E 8817729260-9			
PG&E 8817729260-9	173353	Utility Services 10/02/25 - 10/31/2025	8.11
		Vendor 5024 - PG&E 8817729260-9 Total:	**8.11**
Vendor: 91462 - PHILIPPA VEDROS			
PHILIPPA VEDROS	173354	Utility Refund	55.45
		Vendor 91462 - PHILIPPA VEDROS Total:	**55.45**
Vendor: 8960 - PJC & ASSOCIATES INC			
PJC & ASSOCIATES INC	173519	Geotechnical Obs, Insp, & Test Svcs - October 2025	2,622.50
		Vendor 8960 - PJC & ASSOCIATES INC Total:	**2,622.50**
Vendor: 2975 - POLYDYNE INC.			
POLYDYNE INC.	173355	Procurement of Cationic Polymer 25-26	4,937.95
POLYDYNE INC.	173355	Procurement of Cationic Polymer 25-26	4,937.95
POLYDYNE INC.	173428	Procurement of Cationic Polymer 24-25	4,937.95
		Vendor 2975 - POLYDYNE INC. Total:	**14,813.85**
Vendor: 11485 - PRECISION EXCAVATING AND GRADING, INC			
PRECISION EXCAVATING AND G	173520	Grant Street Water Improvements thru 11/5/2025	104,019.96
PRECISION EXCAVATING AND G	173520	Precision Excavating&Grading,Inv#3 RET. thru 11/5	(5,201.00)

		Vendor 11485 - PRECISION EXCAVATING AND GRADING, INC Total:	**98,818.96**
Vendor: 10587 - QUADIENT LEASING USA INC.			
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	81.33
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	825.93
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	92.61
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	30.30
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	78.79
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	50.55
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	39.88
QUADIENT LEASING USA INC.	173521	City Hall Postage Machine - 11/30/25 - 02/27/2026	12.73
		Vendor 10587 - QUADIENT LEASING USA INC. Total:	**1,212.12**
Vendor: 2615 - QUADIENT, INC			
QUADIENT, INC	173522	Equipment Lease 08/30/25 - 11/29/2025	238.24
		Vendor 2615 - QUADIENT, INC Total:	**238.24**
Vendor: 5679 - R3 CONSULTING GROUP, INC			
R3 CONSULTING GROUP, INC	173429	Solid Waste Master Svcs Agreement thru 10/31/25	3,548.75
		Vendor 5679 - R3 CONSULTING GROUP, INC Total:	**3,548.75**
Vendor: 91472 - RAJIV ANAND			
RAJIV ANAND	173611	Solar Refund	332.99
		Vendor 91472 - RAJIV ANAND Total:	**332.99**
Vendor: 1565 - RAMOS, CHRISTINA			
RAMOS, CHRISTINA	173356	RIMSCON Annual Conference 10/13-10/17/25	391.00
		Vendor 1565 - RAMOS, CHRISTINA Total:	**391.00**
Vendor: 10193 - RANEY PLANNING & MANAGMENT INC			
RANEY PLANNING & MANAGMI	173523	Montage Community Park Project CEQA - August 2025	3,953.14
RANEY PLANNING & MANAGMI	173523	Montage Community Park Project CEQA - September 25	456.25
RANEY PLANNING & MANAGMI	173523	Montage Community Park Project CEQA - Oct 25	262.50
		Vendor 10193 - RANEY PLANNING & MANAGMENT INC Total:	**4,671.89**
Vendor: 5181 - REACH FOR HOME			
REACH FOR HOME	173430	Prepayment October/True-Up September 2025	74,275.32
REACH FOR HOME	173612	Prepayment November/True-Up October 2025	66,172.67
REACH FOR HOME	173524	Street Outreach and Prevention Svcs - July-Sept 25	37,500.00
		Vendor 5181 - REACH FOR HOME Total:	**177,947.99**
Vendor: 1546 - RELX.INC			
RELX.INC	173357	Monthly Subscription Fee - September 2025	50.63
RELX.INC	173431	Monthly Subscription Fee - September 2025	405.51
RELX.INC	173613	Monthly Subscription Fee - October 2025	50.63
		Vendor 1546 - RELX.INC Total:	**506.77**
Vendor: 245 - REMIF			
REMIF	173358	November 2025 EAP Premiums	15.25
REMIF	173358	November 2025 EAP Premiums	12.20
REMIF	173358	November 2025 EAP Premiums	6.10
REMIF	173358	November 2025 EAP Premiums	18.30
REMIF	173358	November 2025 EAP Premiums	12.20
REMIF	173358	November 2025 EAP Premiums	2.44
REMIF	173358	November 2025 EAP Premiums	10.68
REMIF	173358	November 2025 EAP Premiums	16.78
REMIF	173358	November 2025 EAP Premiums	94.55
REMIF	173358	November 2025 EAP Premiums	79.30
REMIF	173358	November 2025 EAP Premiums	3.05
REMIF	173358	November 2025 EAP Premiums	6.10
REMIF	173358	November 2025 EAP Premiums	0.34
REMIF	173358	November 2025 EAP Premiums	0.06
REMIF	173358	November 2025 EAP Premiums	0.18
REMIF	173358	November 2025 EAP Premiums	0.06
REMIF	173358	November 2025 EAP Premiums	0.06
REMIF	173358	November 2025 EAP Premiums	0.06
REMIF	173358	November 2025 EAP Premiums	0.06
REMIF	173358	November 2025 EAP Premiums	10.52
REMIF	173358	November 2025 EAP Premiums	23.18
REMIF	173358	November 2025 EAP Premiums	16.01
REMIF	173358	November 2025 EAP Premiums	18.76
REMIF	173358	November 2025 EAP Premiums	21.50
REMIF	173358	November 2025 EAP Premiums	7.47
REMIF	173358	November 2025 EAP Premiums	21.35
REMIF	173358	November 2025 EAP Premiums	3.05
REMIF	173358	November 2025 EAP Premiums	15.25
REMIF	173358	November 2025 EAP Premiums	1.53
REMIF	173358	November 2025 EAP Premiums	0.92
REMIF	173358	November 2025 EAP Premiums	0.31
REMIF	173358	November 2025 EAP Premiums	51.48
REMIF	173358	November 2025 EAP Premiums	139.39
REMIF	173358	November 2025 EAP Premiums	56.43

REMIF	173358	November 2025 EAP Premiums	14.49
REMIF	173358	November 2025 EAP Premiums	33.09
REMIF	173358	November 2025 EAP Premiums	14.64
REMIF	173358	November 2025 EAP Premiums	135.57
REMIF	173358	November 2025 EAP Premiums	3.05
REMIF	173358	November 2025 EAP Premiums	9.00
REMIF	173358	November 2025 EAP Premiums	15.23
REMIF	173358	November 2025 EAP Premiums	7.93
REMIF	173358	November 2025 EAP Premiums	18.30
REMIF	173358	November 2025 EAP Premiums	4.88
REMIF	173614	December 2025 EAP Premiums	15.25
REMIF	173614	December 2025 EAP Premiums	12.20
REMIF	173614	December 2025 EAP Premiums	6.10
REMIF	173614	December 2025 EAP Premiums	18.30
REMIF	173614	December 2025 EAP Premiums	12.20
REMIF	173614	December 2025 EAP Premiums	2.44
REMIF	173614	December 2025 EAP Premiums	10.68
REMIF	173614	December 2025 EAP Premiums	16.78
REMIF	173614	December 2025 EAP Premiums	91.50
REMIF	173614	December 2025 EAP Premiums	79.30
REMIF	173614	December 2025 EAP Premiums	3.05
REMIF	173614	December 2025 EAP Premiums	6.10
REMIF	173614	December 2025 EAP Premiums	0.34
REMIF	173614	December 2025 EAP Premiums	0.06
REMIF	173614	December 2025 EAP Premiums	0.18
REMIF	173614	December 2025 EAP Premiums	0.06
REMIF	173614	December 2025 EAP Premiums	0.06
REMIF	173614	December 2025 EAP Premiums	0.06
REMIF	173614	December 2025 EAP Premiums	0.06
REMIF	173614	December 2025 EAP Premiums	10.52
REMIF	173614	December 2025 EAP Premiums	22.27
REMIF	173614	December 2025 EAP Premiums	16.62
REMIF	173614	December 2025 EAP Premiums	17.84
REMIF	173614	December 2025 EAP Premiums	20.89
REMIF	173614	December 2025 EAP Premiums	7.47
REMIF	173614	December 2025 EAP Premiums	20.13
REMIF	173614	December 2025 EAP Premiums	3.05
REMIF	173614	December 2025 EAP Premiums	15.25
REMIF	173614	December 2025 EAP Premiums	1.53
REMIF	173614	December 2025 EAP Premiums	0.92
REMIF	173614	December 2025 EAP Premiums	0.31
REMIF	173614	December 2025 EAP Premiums	51.48
REMIF	173614	December 2025 EAP Premiums	145.49
REMIF	173614	December 2025 EAP Premiums	56.43
REMIF	173614	December 2025 EAP Premiums	14.49
REMIF	173614	December 2025 EAP Premiums	30.04
REMIF	173614	December 2025 EAP Premiums	20.74
REMIF	173614	December 2025 EAP Premiums	135.57
REMIF	173614	December 2025 EAP Premiums	3.05
REMIF	173614	December 2025 EAP Premiums	9.00
REMIF	173614	December 2025 EAP Premiums	15.23
REMIF	173614	December 2025 EAP Premiums	7.93
REMIF	173614	December 2025 EAP Premiums	18.30
REMIF	173614	December 2025 EAP Premiums	4.88
REMIF	173525	December 2025 Medical Premiums	65,691.00
REMIF	173525	December 2025 Dental Premiums	18,668.56
REMIF	173525	December 2025 Vision Premiums	1,638.00
		Vendor 245 - REMIF Total:	**87,842.81**
Vendor: 4108 - REPUBLIC SERVICES OF SONOMA COUNTY			
REPUBLIC SERVICES OF SONOM	173359	Disposal Services - Water Treatment Plant	22.50
REPUBLIC SERVICES OF SONOM	173359	Disposal Services - Community Center	43.00
REPUBLIC SERVICES OF SONOM	173359	Disposal Services - Public Works	72.00
		Vendor 4108 - REPUBLIC SERVICES OF SONOMA COUNTY Total:	**137.50**
Vendor: 226 - REXEL USA			
REXEL USA	173526	Ground Rod Return	(42.02)
REXEL USA	173526	Tools For Industrial Electrician	114.60
REXEL USA	173526	Tools For Industrial Electrician	114.60
REXEL USA	173526	Tools For Industrial Electrician	17.68
REXEL USA	173526	Tools For Industrial Electrician	17.68
		Vendor 226 - REXEL USA Total:	**222.54**
Vendor: 6584 - REYNOSO, BIANCA			
REYNOSO, BIANCA	173432	SSD Drive for Phone Dumps w/NC3TF	107.47
		Vendor 6584 - REYNOSO, BIANCA Total:	**107.47**
Vendor: 11570 - RICARDO RIVERA CAMPOS			
RICARDO RIVERA CAMPOS	173360	Voucher Reimbursement - Paradise Burger (10) Qty	150.00

		Vendor 11570 - RICARDO RIVERA CAMPOS Total:	**150.00**
Vendor: 91477 - RIVAS, OLIVIA			
RIVAS, OLIVIA	173615	Utility Refund	27.37
		Vendor 91477 - RIVAS, OLIVIA Total:	**27.37**
Vendor: 10757 - RoadSafe Traffic Systems Inc			
RoadSafe Traffic Systems Inc	173616	24"X30" Median Shift HIP and Shipping	141.17
		Vendor 10757 - RoadSafe Traffic Systems Inc Total:	**141.17**
Vendor: 11566 - ROBERT A. MARKWORD			
ROBERT A. MARKWORD	173361	Airport Hangar Deposit Return	117.74
		Vendor 11566 - ROBERT A. MARKWORD Total:	**117.74**
Vendor: 2005 - ROBERT F. BJORKQUIST			
ROBERT F. BJORKQUIST	173433	Foley Family Community Pavilion Sign	3,040.50
		Vendor 2005 - ROBERT F. BJORKQUIST Total:	**3,040.50**
Vendor: 5806 - ROCHA & BARROS INC.			
ROCHA & BARROS INC.	173617	Uniform Supplies	294.11
ROCHA & BARROS INC.	173617	Uniform Supplies	187.66
ROCHA & BARROS INC.	173617	Uniform Supplies	294.10
ROCHA & BARROS INC.	173617	Uniform Supplies	187.65
		Vendor 5806 - ROCHA & BARROS INC. Total:	**963.52**
Vendor: 2559 - RODRIGUEZ, LUIS			
RODRIGUEZ, LUIS	173362	Sun Ridge Systems Training 10/13-10/17/25	391.00
RODRIGUEZ, LUIS	173527	Pistol Red Dot Instructor Course 11/3-4/2025	215.00
		Vendor 2559 - RODRIGUEZ, LUIS Total:	**606.00**
Vendor: 90644 - Rotary Club of Cloverdale			
Rotary Club of Cloverdale	173363	Special Event Deposit Refund - Event 10/11/2025	400.00
		Vendor 90644 - Rotary Club of Cloverdale Total:	**400.00**
Vendor: 10634 - Rotary Club of Healdsburg			
Rotary Club of Healdsburg	173618	Member Fee - Lunch Meeting	22.00
		Vendor 10634 - Rotary Club of Healdsburg Total:	**22.00**
Vendor: 2801 - RYAN PROCESS INC			
RYAN PROCESS INC	173619	SA-1209-P Filters (8) Qty plus Freight	1,521.65
		Vendor 2801 - RYAN PROCESS INC Total:	**1,521.65**
Vendor: 91474 - SALDANA, ANTONIO			
SALDANA, ANTONIO	173620	Utility Refund	49.15
		Vendor 91474 - SALDANA, ANTONIO Total:	**49.15**
Vendor: 10152 - SAMPSON, TERRA			
SAMPSON, TERRA	173434	Municipal Utility Assoc. Customer Summit Travel	128.10
SAMPSON, TERRA	173434	Municipal Utility Assoc. Customer Summit Per-Diem	105.50
		Vendor 10152 - SAMPSON, TERRA Total:	**233.60**
Vendor: 255 - SANDERSON FORD			
SANDERSON FORD	173435	VEH 122 - TR-FIL	12.22
SANDERSON FORD	173435	VEH 122 - TR-FIL	12.22
SANDERSON FORD	173435	VEH 122 - TR-FIL	12.23
SANDERSON FORD	173435	VEH 249 - Duct - Air	202.21
SANDERSON FORD	173435	VEH 249 - ASY Brake,Rake Lining,Washer ASY	339.66
SANDERSON FORD	173621	VEH 247 - Window Con	67.05
		Vendor 255 - SANDERSON FORD Total:	**645.59**
Vendor: 3084 - SBI			
SBI	173528	Nitro Sawdust (4) Yards	170.22
SBI	173528	Nitro Sawdust (2) Yards	85.10
		Vendor 3084 - SBI Total:	**255.32**
Vendor: 4148 - SCOTT'S PPE RECON INC.			
SCOTT'S PPE RECON INC.	173622	Clean Coat,Pant Shell & Liners-LaMontanya&Sullivan	691.50
		Vendor 4148 - SCOTT'S PPE RECON INC. Total:	**691.50**
Vendor: 2169 - SCP DISTRIBUTORS LLC			
SCP DISTRIBUTORS LLC	173364	Pool Cover 38x30	3,465.25
		Vendor 2169 - SCP DISTRIBUTORS LLC Total:	**3,465.25**
Vendor: 4011 - SHRED-IT USA LLC			
SHRED-IT USA LLC	173365	Shredding and Record Destruction - HPD	78.70
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	27.55
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	27.55
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.94
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.90
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.94
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.94
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.94
SHRED-IT USA LLC	173529	Shredding and Record Destruction - City Hall	3.94
		Vendor 4011 - SHRED-IT USA LLC Total:	**157.40**
Vendor: 1145 - SILVEIRA BUICK GMC INC			
SILVEIRA BUICK GMC INC	173438	VEH 110 - SL-N-Regulator	153.93
SILVEIRA BUICK GMC INC	173438	VEH 73 - SL-N-Connector	73.79

SILVEIRA BUICK GMC INC	173438	VEH 110 - SL-N-Blade	66.18
		Vendor 1145 - SILVEIRA BUICK GMC INC Total:	**293.90**
Vendor: 2206 - SONIC.NET			
SONIC.NET	173366	Internet and Dark Fiber 5/15/25 - 6/01/2025	383.87
SONIC.NET	173366	Internet and Dark Fiber 5/15/25 - 6/01/2025	383.87
SONIC.NET	173366	Internet and Dark Fiber 5/15/25 - 6/01/2025	987.10
SONIC.NET	173366	Internet and Dark Fiber 5/15/25 - 6/01/2025	603.23
SONIC.NET	173366	Internet and Dark Fiber 5/15/25 - 6/01/2025	191.94
SONIC.NET	173366	Internet and Dark Fiber 6/1/25 - 7/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 6/1/25 - 7/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 6/1/25 - 7/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 6/1/25 - 7/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 6/1/25 - 7/01/2025	1,100.00
SONIC.NET	173366	Internet and Dark Fiber 7/1/25 - 8/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 7/1/25 - 8/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 7/1/25 - 8/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 7/1/25 - 8/01/2025	1,100.00
SONIC.NET	173366	Internet and Dark Fiber 7/1/25 - 8/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 8/1/25 - 9/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 8/1/25 - 9/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 8/1/25 - 9/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 8/1/25 - 9/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 8/1/25 - 9/01/2025	1,100.00
SONIC.NET	173366	Internet and Dark Fiber 9/1/25 - 10/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 9/1/25 - 10/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 9/1/25 - 10/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 9/1/25 - 10/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 9/1/25 - 10/01/2025	1,100.00
SONIC.NET	173366	Internet and Dark Fiber 10/01/25 - 11/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 10/01/25 - 11/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 10/01/25 - 11/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 10/01/25 - 11/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 10/01/25 - 11/01/2025	1,100.00
SONIC.NET	173366	Internet and Dark Fiber 11/01/25 - 12/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 11/01/25 - 12/01/2025	700.00
SONIC.NET	173366	Internet and Dark Fiber 11/01/25 - 12/01/2025	1,800.00
SONIC.NET	173366	Internet and Dark Fiber 11/01/25 - 12/01/2025	350.00
SONIC.NET	173366	Internet and Dark Fiber 11/01/25 - 12/01/2025	1,100.00
		Vendor 2206 - SONIC.NET Total:	**30,450.01**
Vendor: 2973 - SONOMA COUNTY ASSESSOR'S OFFICE			
SONOMA COUNTY ASSESSOR'S	173439	Fish and Wildlife Filing Fee DOC# 49-11042025-441	3,018.75
		Vendor 2973 - SONOMA COUNTY ASSESSOR'S OFFICE Total:	**3,018.75**
Vendor: 10375 - SOUTHERN TIRE MART LLC			
SOUTHERN TIRE MART LLC	173440	VEH 95 - Tires (4) Qty	642.67
SOUTHERN TIRE MART LLC	173440	VEH 6361 - Service Call	441.00
SOUTHERN TIRE MART LLC	173623	VEH 168 - Tires (4) Qty	773.23
SOUTHERN TIRE MART LLC	173623	VEH 123 - Tires (4) Qty	267.49
SOUTHERN TIRE MART LLC	173623	VEH 123 - Tires (4) Qty	267.49
SOUTHERN TIRE MART LLC	173623	VEH 123 - Tires (4) Qty	267.49
		Vendor 10375 - SOUTHERN TIRE MART LLC Total:	**2,659.37**
Vendor: 2743 - ST PAUL'S EPISCOPAL CHURCH			
ST PAUL'S EPISCOPAL CHURCH	173367	Shower Services for July 2025	3,371.58
ST PAUL'S EPISCOPAL CHURCH	173367	Shower Services for August 2025	3,237.52
ST PAUL'S EPISCOPAL CHURCH	173367	Shower Services for September 2025	3,715.43
ST PAUL'S EPISCOPAL CHURCH	173530	Shower Services for October 2025	3,815.10
		Vendor 2743 - ST PAUL'S EPISCOPAL CHURCH Total:	**14,139.63**
Vendor: 427 - STATE OF CALIFORNIA - EDD			
STATE OF CALIFORNIA - EDD	DFT0011536	State Income Tax W/H	(16.32)
STATE OF CALIFORNIA - EDD	DFT0011519	State Income Tax W/H	38,054.46
STATE OF CALIFORNIA - EDD	DFT0011521	State Disability Ins	9,586.86
STATE OF CALIFORNIA - EDD	DFT0011527	State Income Tax W/H	163.21
STATE OF CALIFORNIA - EDD	DFT0011529	State Disability Ins	19.15
STATE OF CALIFORNIA - EDD	DFT0011543	State Income Tax W/H	1.48
STATE OF CALIFORNIA - EDD	DFT0011550	State Income Tax W/H	178.28
STATE OF CALIFORNIA - EDD	DFT0011552	State Disability Ins	25.76
STATE OF CALIFORNIA - EDD	DFT0011583	State Income Tax W/H	54,071.76
STATE OF CALIFORNIA - EDD	DFT0011585	State Disability Ins	11,506.19
		Vendor 427 - STATE OF CALIFORNIA - EDD Total:	**113,590.83**
Vendor: 288 - STEVENSON SUPPLY & TRACTOR CO			
STEVENSON SUPPLY & TRACTOI	173368	Community Center - Wattle UV Rice Straw & Stakes	80.30
		Vendor 288 - STEVENSON SUPPLY & TRACTOR CO Total:	**80.30**
Vendor: 11490 - STREAKWAVE WIRELESS INC			
STREAKWAVE WIRELESS INC	173531	Point to Point Wireless Radios - Water Reclamation	120.00
STREAKWAVE WIRELESS INC	173531	Point to Point Wireless Radios - Water Reclamation	175.44

STREAKWAVE WIRELESS INC	173531	Point to Point Wireless Radios - Water Reclamation	4.43
		Vendor 11490 - STREAKWAVE WIRELESS INC Total:	**299.87**
Vendor: 4245 - SUPERIOR SUPPLIES INC			
SUPERIOR SUPPLIES INC	173532	5 SK 2500 PSI and Min Fee	179.30
		Vendor 4245 - SUPERIOR SUPPLIES INC Total:	**179.30**
Vendor: 4191 - SUTTER HEALTH PLUS			
SUTTER HEALTH PLUS	173533	December 2025 Premiums	71,009.30
		Vendor 4191 - SUTTER HEALTH PLUS Total:	**71,009.30**
Vendor: 287 - SWRCB			
SWRCB	173534	Annual Permit Fee Index 660112 - Phase I MS4	10,920.00
		Vendor 287 - SWRCB Total:	**10,920.00**
Vendor: 899 - SWRCB-DWOCP			
SWRCB-DWOCP	173624	Drinking Water Distribution OptLic.-K.Newman#44593	80.00
		Vendor 899 - SWRCB-DWOCP Total:	**80.00**
Vendor: 11575 - Symmonds & Associates LLC			
Symmonds & Associates LLC	173369	Stainless Auger Screw Repair - (8) Qty Wear Bars	1,403.00
		Vendor 11575 - Symmonds & Associates LLC Total:	**1,403.00**
Vendor: 10840 - SYNAGRO WEST, LLC			
SYNAGRO WEST, LLC	173535	Biosolids Hauling and Disposal - Sept 2025	22,611.38
SYNAGRO WEST, LLC	173535	Biosolids Hauling and Disposal - October 2025	33,048.85
		Vendor 10840 - SYNAGRO WEST, LLC Total:	**55,660.23**
Vendor: 8986 - TANGO TANGO, INC.			
TANGO TANGO, INC.	173370	Annual Subscription 11/01/25 - 10/31/2026	2,995.00
		Vendor 8986 - TANGO TANGO, INC. Total:	**2,995.00**
Vendor: 6751 - TARYK ROUCHDY			
TARYK ROUCHDY	173441	Interpretation and Translation Svcs for 11/3/2025	220.00
TARYK ROUCHDY	173536	Interpretation and Translation Svcs for 11/17/2025	268.09
TARYK ROUCHDY	173536	Interpretation & Translation Services for 11/17/25	220.00
		Vendor 6751 - TARYK ROUCHDY Total:	**708.09**
Vendor: 91476 - TATIANA McWILLIAMS			
TATIANA McWILLIAMS	173625	Utility Refund	768.53
		Vendor 91476 - TATIANA McWILLIAMS Total:	**768.53**
Vendor: 11454 - TAYA MARIE LEVINE			
TAYA MARIE LEVINE	173626	End of Life Project Development for October 2025	1,186.00
		Vendor 11454 - TAYA MARIE LEVINE Total:	**1,186.00**
Vendor: 6555 - TEVENDALE, MOTOKO			
TEVENDALE, MOTOKO	173371	Building Blocks Program - Snacks and Supplies	22.74
		Vendor 6555 - TEVENDALE, MOTOKO Total:	**22.74**
Vendor: 3666 - THE WELDING SHOP			
THE WELDING SHOP	173442	VEH 6381 - Repair Hose Bracket on HFD	150.00
		Vendor 3666 - THE WELDING SHOP Total:	**150.00**
Vendor: 8901 - THOMPSON GAS, LLC			
THOMPSON GAS, LLC	173627	Shop Supplies - Propane	174.90
		Vendor 8901 - THOMPSON GAS, LLC Total:	**174.90**
Vendor: 11383 - THURSTON PRINTING			
THURSTON PRINTING	173443	Community Service - Soccer Jerseys (70) Qty	2,452.45
THURSTON PRINTING	173628	Community Center - T-Shirts,Vest,Jacket	500.00
THURSTON PRINTING	173628	Community Center - T-Shirts,Vest,Jacket	282.69
THURSTON PRINTING	173628	Community Center - T-Shirts,Vest,Jacket	782.69
		Vendor 11383 - THURSTON PRINTING Total:	**4,017.83**
Vendor: 5147 - T-MOBILE USA INC			
T-MOBILE USA INC	173372	GPS Locator 09/21/25 - 10/20/2025	250.80
		Vendor 5147 - T-MOBILE USA INC Total:	**250.80**
Vendor: 11502 - TOWN OF SAN ANSELMO			
TOWN OF SAN ANSELMO	173537	Marin-So. Leadership Academy- Macdonald&Villarreal	5,344.00
		Vendor 11502 - TOWN OF SAN ANSELMO Total:	**5,344.00**
Vendor: 11301 - TROJAN TECHNOLOGIES CORP.			
TROJAN TECHNOLOGIES CORP.	173538	SCREW, 3mm-0.5x4 SOC HD 100PK	29.44
TROJAN TECHNOLOGIES CORP.	173538	PRESSURE INJECTOR, GEL UV3+PLG	199.82
TROJAN TECHNOLOGIES CORP.	173538	LAMP P, GA64T6HE FLAT BASE	31,596.85
TROJAN TECHNOLOGIES CORP.	173538	Surcharge	1,591.30
TROJAN TECHNOLOGIES CORP.	173538	Freight	1,267.00
		Vendor 11301 - TROJAN TECHNOLOGIES CORP. Total:	**34,684.41**
Vendor: 8848 - TRUELOOK INC			
TRUELOOK INC	173373	Video Services 12/02/25 - 01/01/2026	349.00
		Vendor 8848 - TRUELOOK INC Total:	**349.00**
Vendor: 4138 - TYLER TECHNOLOGIES, INC			
TYLER TECHNOLOGIES, INC	173539	Annual System Maintenance 12/01/25 - 11/30/2026	5,909.83
		Vendor 4138 - TYLER TECHNOLOGIES, INC Total:	**5,909.83**
Vendor: 10406 - U.S. BANCORP ASSET MANAGEMENT, INC			

U.S. BANCORP ASSET MANAGEI	173374	Investment Management and Advisory Svcs 9/30/25	3,332.70
		Vendor 10406 - U.S. BANCORP ASSET MANAGEMENT, INC Total:	**3,332.70**
Vendor: 2842 - U.S. BANK-CAL CARDS			
U.S. BANK-CAL CARDS	173540	Training/Meeting Supplies - Coffee	98.97
U.S. BANK-CAL CARDS	173540	RIMS Conference 10/13-17/25 - Lodging	754.60
U.S. BANK-CAL CARDS	173540	Refrigerator	748.60
U.S. BANK-CAL CARDS	173540	Work Boots	398.98
U.S. BANK-CAL CARDS	173540	Meeting Pastries - FPO Meeting	83.52
U.S. BANK-CAL CARDS	173540	Coffee Travelers - Chief's Meeting	55.00
U.S. BANK-CAL CARDS	173540	Meeting Pastries - Chiefs Meeting	55.29
U.S. BANK-CAL CARDS	173540	Coffee Travelers - FPO Meeting	27.50
U.S. BANK-CAL CARDS	173540	Dry Suits Repairs	137.02
U.S. BANK-CAL CARDS	173540	HSI CPR/AED Blended Courses English	341.70
U.S. BANK-CAL CARDS	173540	Kiwanis Quarterly Dues - Boaz	55.00
U.S. BANK-CAL CARDS	173540	Instructor Reauthorization - Boaz & Jacobs	30.00
U.S. BANK-CAL CARDS	173540	HSI CPR/AED Blended Courses Eng/Spa	683.40
U.S. BANK-CAL CARDS	173540	VEH 6300 - Fuel	83.27
U.S. BANK-CAL CARDS	173540	VEH 6300 - Fuel	74.95
U.S. BANK-CAL CARDS	173540	VEH 6300 - Fuel	105.72
U.S. BANK-CAL CARDS	173540	VEH 6300 - Fuel	99.88
U.S. BANK-CAL CARDS	173540	CPCA Board of Directors Training 12/4-5/25 Lodging	227.42
U.S. BANK-CAL CARDS	173540	CA Police Chiefs Meeting 9/24-26/2025 Lodging	442.56
U.S. BANK-CAL CARDS	173540	Training Lodging	189.40
U.S. BANK-CAL CARDS	173540	Conference Carshare	44.98
U.S. BANK-CAL CARDS	173540	Conference - Baggage Fee	35.00
U.S. BANK-CAL CARDS	173540	Airport Parking	60.00
U.S. BANK-CAL CARDS	173540	Therapy Dog Food	104.68
U.S. BANK-CAL CARDS	173540	Therapy Dog Recertification	45.00
U.S. BANK-CAL CARDS	173540	Conference Lodging Return	(273.82)
U.S. BANK-CAL CARDS	173540	Holster	106.83
U.S. BANK-CAL CARDS	173540	Uniform Pants Knee Pads	48.92
U.S. BANK-CAL CARDS	173540	Red Dot Instructor Training	1,200.00
U.S. BANK-CAL CARDS	173540	RIMSCON Annual Conference 10/13-17/25 Lodging	754.60
U.S. BANK-CAL CARDS	173540	CPCA Tech Conference 10/1-3/25 - Lodging Tax	6.03
U.S. BANK-CAL CARDS	173540	USPS Proof of Mailing	3.18
U.S. BANK-CAL CARDS	173540	Business Cards	38.35
U.S. BANK-CAL CARDS	173540	Radio Mics	199.02
U.S. BANK-CAL CARDS	173540	Parking Citation Bags	287.60
U.S. BANK-CAL CARDS	173540	Radio Ear Pieces	318.98
U.S. BANK-CAL CARDS	173540	Lock Pick Gun	196.79
U.S. BANK-CAL CARDS	173540	Flashlight Holder	5.93
U.S. BANK-CAL CARDS	173540	NFPA Code Book	91.08
U.S. BANK-CAL CARDS	173540	NFPA Code Book	91.08
U.S. BANK-CAL CARDS	173540	NFPA Code Book	182.16
U.S. BANK-CAL CARDS	173540	OT Meal	21.20
U.S. BANK-CAL CARDS	173540	CWEA WRF MBR Tour and Training	45.00
U.S. BANK-CAL CARDS	173540	DNS Hosting	75.95
U.S. BANK-CAL CARDS	173540	Re-Scheduled CEH Class Refund	(1,850.00)
U.S. BANK-CAL CARDS	173540	VEH 101 - Fuel	37.32
U.S. BANK-CAL CARDS	173540	VEH 101 - Fuel	37.32
U.S. BANK-CAL CARDS	173540	FR Clothing	548.52
U.S. BANK-CAL CARDS	173540	FR Clothing	817.65
U.S. BANK-CAL CARDS	173540	FR Clothing	362.01
U.S. BANK-CAL CARDS	173540	Protective Footwear	273.09
U.S. BANK-CAL CARDS	173540	Protective Footwear	269.22
U.S. BANK-CAL CARDS	173540	FR Clothing	164.57
U.S. BANK-CAL CARDS	173540	Lineman Gloves	71.50
U.S. BANK-CAL CARDS	173540	Lineman Gloves	156.71
U.S. BANK-CAL CARDS	173540	Eye Safety Lenses	55.86
U.S. BANK-CAL CARDS	173540	Lineman Gloves	33.44
U.S. BANK-CAL CARDS	173540	FR Clothing	131.69
U.S. BANK-CAL CARDS	173540	Freight Charge	9.94
U.S. BANK-CAL CARDS	173540	Marking Paint	177.53
U.S. BANK-CAL CARDS	173540	Hoist Repair Parts	71.06
U.S. BANK-CAL CARDS	173540	Bottled Water	87.83
U.S. BANK-CAL CARDS	173540	Hydraulic Ram	939.64
U.S. BANK-CAL CARDS	173540	FR Clothing Pants Return	(131.69)
U.S. BANK-CAL CARDS	173540	Radio Repairs	425.00
U.S. BANK-CAL CARDS	173540	Visor Organizer	13.16
U.S. BANK-CAL CARDS	173540	Safety Rain Gear and Eyewear	273.24
U.S. BANK-CAL CARDS	173540	Bathroom Sinks for Villa Annex	140.59
U.S. BANK-CAL CARDS	173540	VEH 252 - Bridge Toll	8.00
U.S. BANK-CAL CARDS	173540	VEH 253 - Bridge Toll	8.00
U.S. BANK-CAL CARDS	173540	PPE Pants	129.43
U.S. BANK-CAL CARDS	173540	PPE Boots and Pants	442.24
U.S. BANK-CAL CARDS	173540	PRI Management Training	313.25

U.S. BANK-CAL CARDS	173540	Roundtrip Airfare for Training	292.60
U.S. BANK-CAL CARDS	173540	FedEx Shipping Fee	13.64
U.S. BANK-CAL CARDS	173540	FedEx Shipping Fees	9.00
U.S. BANK-CAL CARDS	173540	FedEx Shipping Fee	22.64
U.S. BANK-CAL CARDS	173540	Evidence Bag Tubing	116.84
U.S. BANK-CAL CARDS	173540	Mouthpieces for PAS Devices	149.08
U.S. BANK-CAL CARDS	173540	Soccer Medals	738.62
U.S. BANK-CAL CARDS	173540	Canyon Run - Afterschool Supplies	300.83
U.S. BANK-CAL CARDS	173540	Canyon Run - Afterschool Snacks	245.96
U.S. BANK-CAL CARDS	173540	Canyon Run - Afterschool Snack	101.02
U.S. BANK-CAL CARDS	173540	Ziplock Bags	22.10
U.S. BANK-CAL CARDS	173540	Canyon Run - Afterschool Snack	19.56
U.S. BANK-CAL CARDS	173540	HES - Fall Festival Cookie Booth	83.35
U.S. BANK-CAL CARDS	173540	HES - Fall Festival Cookie Booth	50.98
U.S. BANK-CAL CARDS	173540	HES - Fall Festival Booth	27.57
U.S. BANK-CAL CARDS	173540	HES - Fall Festival Booth	23.15
U.S. BANK-CAL CARDS	173540	VEH 6381 - Fuel	70.45
U.S. BANK-CAL CARDS	173540	Drinks - Foley Pavilion	74.51
U.S. BANK-CAL CARDS	173540	HES Fall Festival - Candy	42.98
U.S. BANK-CAL CARDS	173540	ASES - Construction Paper	97.05
U.S. BANK-CAL CARDS	173540	Staff Name Tags	171.03
U.S. BANK-CAL CARDS	173540	Office Supplies - Lights and Keyboard	77.40
U.S. BANK-CAL CARDS	173540	Office Supplies	76.75
U.S. BANK-CAL CARDS	173540	Office Supplies - Erase Markers	30.33
U.S. BANK-CAL CARDS	173540	Office Supplies - Chalk & Eraser	17.18
U.S. BANK-CAL CARDS	173540	Dia De Muertos Kids Crafts	230.02
U.S. BANK-CAL CARDS	173540	Dia De Muertos Kids Games	33.70
U.S. BANK-CAL CARDS	173540	Dia De Muertos Kids Crafts	61.65
U.S. BANK-CAL CARDS	173540	2025 Economic Perspective - Edwards	65.87
U.S. BANK-CAL CARDS	173540	2025 Economic Perspective - Kay	65.87
U.S. BANK-CAL CARDS	173540	City Manager's Conference Registration Fee - Kay	775.00
U.S. BANK-CAL CARDS	173540	Dual Streaming Software	19.00
U.S. BANK-CAL CARDS	173540	Engine Co Ops Class - D. Thomas	450.00
U.S. BANK-CAL CARDS	173540	Avenza Maps - Engine iPad	65.98
U.S. BANK-CAL CARDS	173540	SLI Session 5 - Lodging	520.98
U.S. BANK-CAL CARDS	173540	SLI Session 5 - Travel	70.00
U.S. BANK-CAL CARDS	173540	RIMSCON Annual Conference 10/13-17/25 - Lodging	754.60
U.S. BANK-CAL CARDS	173540	Dispatch Headsets	197.53
U.S. BANK-CAL CARDS	173540	Dispatch Headsets	239.26
U.S. BANK-CAL CARDS	173540	Canyon Run Afterschool Supplies	159.04
U.S. BANK-CAL CARDS	173540	Office Supplies	6.56
U.S. BANK-CAL CARDS	173540	ASES Office Supplies	120.86
U.S. BANK-CAL CARDS	173540	Merry HBG-Candelabra Lights(5)&Christmas Light(20)	1,057.21
U.S. BANK-CAL CARDS	173540	Merry HBG - Big Shiny Ornament	1,270.22
U.S. BANK-CAL CARDS	173540	Class Project Supplies	218.44
U.S. BANK-CAL CARDS	173540	Class Project	5.38
U.S. BANK-CAL CARDS	173540	Class Food Project	30.87
U.S. BANK-CAL CARDS	173540	Class Supplies	71.99
U.S. BANK-CAL CARDS	173540	Class Storage Supplies	8.23
U.S. BANK-CAL CARDS	173540	Craft Supplies	8.23
U.S. BANK-CAL CARDS	173540	CPR/First Aid Class	90.00
U.S. BANK-CAL CARDS	173540	CPR/First Aid Class	90.00
U.S. BANK-CAL CARDS	173540	Event Radios	988.94
U.S. BANK-CAL CARDS	173540	NorCal FPO Mtg - Mandujano	30.00
U.S. BANK-CAL CARDS	173540	NorCal FPO Mtg - Morris	30.00
U.S. BANK-CAL CARDS	173540	Station # 2 - Dish Towels	17.80
U.S. BANK-CAL CARDS	173540	Station # 2 - Plants	156.64
U.S. BANK-CAL CARDS	173540	Station#2- Plants,Kitchen Dishes,Cleaning Supplies	246.24
U.S. BANK-CAL CARDS	173540	Station # 2 - Misc Station Supplies	321.41
U.S. BANK-CAL CARDS	173540	Station # 2 - Conference Room Chairs	1,975.49
U.S. BANK-CAL CARDS	173540	Fire Prevention - Kids Material/Open House	586.60
U.S. BANK-CAL CARDS	173540	Station # 2 - California/US Flags	603.61
U.S. BANK-CAL CARDS	173540	Station # 2 - 55 GAL Recycle Can	134.11
U.S. BANK-CAL CARDS	173540	Station # 2 - 55 GAL Trash Can	113.03
U.S. BANK-CAL CARDS	173540	Station # 2 - Bath Towels	83.38
U.S. BANK-CAL CARDS	173540	Station # 2 - Folding Table Trays	70.48
U.S. BANK-CAL CARDS	173540	Station # 2 - Dish Soap/Dish Towels	57.00
U.S. BANK-CAL CARDS	173540	Station # 2 - Plastic Wastebasket	49.16
U.S. BANK-CAL CARDS	173540	Station # 2 - Misc Kitchen Supplies	360.58
U.S. BANK-CAL CARDS	173540	Station # 2 - Trash / Recycle Dollys	86.15
U.S. BANK-CAL CARDS	173540	VEH 6301 - Fuel	138.12
U.S. BANK-CAL CARDS	173540	SLI Session 5 - Lodging	548.25
U.S. BANK-CAL CARDS	173540	RIMSCON Training	754.60
U.S. BANK-CAL CARDS	173540	Ink and Cards for MagiCard Printer	324.82
U.S. BANK-CAL CARDS	173540	Dia De Los Muertos Community Engagement	231.21
U.S. BANK-CAL CARDS	173540	Dia De Los Muertos Community Engagement	126.10

U.S. BANK-CAL CARDS	173540	VEH 165 - Fuel	88.65
U.S. BANK-CAL CARDS	173540	SC - Mystery Trip Snacks	111.50
U.S. BANK-CAL CARDS	173540	SC - B Day Cards	97.50
U.S. BANK-CAL CARDS	173540	SC - Creamer	40.08
U.S. BANK-CAL CARDS	173540	SC - Kleenex	17.59
U.S. BANK-CAL CARDS	173540	REACO ICC Chapter Meeting (2)	60.00
U.S. BANK-CAL CARDS	173540	GLS Mail Services	5.35
U.S. BANK-CAL CARDS	173540	TV Mirroring Software Renewal	175.29
U.S. BANK-CAL CARDS	173540	MISAC Conference Travel Fees	35.00
U.S. BANK-CAL CARDS	173540	MISAC Conference Airport Parking	75.99
U.S. BANK-CAL CARDS	173540	CSMFO Annual Conference Feb 2026	625.00
U.S. BANK-CAL CARDS	173540	CPA License Renewal	340.00
U.S. BANK-CAL CARDS	173540	CPRS Conference Registration - A. Herrera	515.00
U.S. BANK-CAL CARDS	173540	Wired Microphones	54.98
U.S. BANK-CAL CARDS	173540	USPS Mailing Stamps	78.00
U.S. BANK-CAL CARDS	173540	DASH Cars Car Wash Plan	39.95
U.S. BANK-CAL CARDS	173540	Waters	71.88
U.S. BANK-CAL CARDS	173540	Encroachment Permit Fee for Water Line Repair	289.72
U.S. BANK-CAL CARDS	173540	Waters	6.99
U.S. BANK-CAL CARDS	173540	Dia De Los Muertos Supplies	172.50
U.S. BANK-CAL CARDS	173540	CSMFO Conference Lodging - Deposit	292.35
U.S. BANK-CAL CARDS	173540	CSMFO Conference Registration	625.00
U.S. BANK-CAL CARDS	173540	APA Conference 9/28-10/1/25 Lodging	1,230.15
U.S. BANK-CAL CARDS	173540	Plotter Ink Cartridges	160.22
U.S. BANK-CAL CARDS	173540	Parking at SCTCA Office	4.00
U.S. BANK-CAL CARDS	173540	CMUA Annual Customer Engagement Summit Flight	409.97
U.S. BANK-CAL CARDS	173540	CPR Training - V. Mendez	25.00
U.S. BANK-CAL CARDS	173540	CPR Training - N. Salmons	25.00
U.S. BANK-CAL CARDS	173540	Waters	4.70
U.S. BANK-CAL CARDS	173540	Water	6.99
U.S. BANK-CAL CARDS	173540	CPR Training - V. Mendez	25.00
U.S. BANK-CAL CARDS	173540	CPR Training - N. Salmons	25.00
U.S. BANK-CAL CARDS	173540	Waters	4.70
U.S. BANK-CAL CARDS	173540	Water	6.99
U.S. BANK-CAL CARDS	173540	Vac Truck Dig Nozzle	275.00
U.S. BANK-CAL CARDS	173540	Vac Truck Wand Parts	205.00
U.S. BANK-CAL CARDS	173540	Monthly Fee for SCADA Domain Name	0.97
U.S. BANK-CAL CARDS	173540	CEUs - KN	79.50
U.S. BANK-CAL CARDS	173540	Programing Cable Lift Station - RG	30.51
U.S. BANK-CAL CARDS	173540	Dry Creek Well Parts - DS	140.48
U.S. BANK-CAL CARDS	173540	ICE-PIC Calibration	570.71
U.S. BANK-CAL CARDS	173540	Passalaqua Antenna Parts	54.41
U.S. BANK-CAL CARDS	173540	Passalaqua Antenna Parts	47.37
U.S. BANK-CAL CARDS	173540	CPR Training - V. Mendez	25.00
U.S. BANK-CAL CARDS	173540	CPR Training - N. Salmons	25.00
U.S. BANK-CAL CARDS	173540	Water	6.99
U.S. BANK-CAL CARDS	173540	Waters	4.70
U.S. BANK-CAL CARDS	173540	Vac Truck Wand Parts	205.00
U.S. BANK-CAL CARDS	173540	Vac Truck Dig Nozzle	275.00
U.S. BANK-CAL CARDS	173540	Monthly Fee for SCADA Domain Name	0.98
U.S. BANK-CAL CARDS	173540	CEUs - KN	79.50
U.S. BANK-CAL CARDS	173540	Batteries for Main PLC	69.18
U.S. BANK-CAL CARDS	173540	Programing Cable Lift Station - RG	30.52
U.S. BANK-CAL CARDS	173540	CWEA Membership Application Fee	240.00
U.S. BANK-CAL CARDS	173540	CPR Training - N. Salmons	25.00
U.S. BANK-CAL CARDS	173540	CPR Training - V. Mendez	25.00
U.S. BANK-CAL CARDS	173540	Water	6.99
U.S. BANK-CAL CARDS	173540	Waters	4.70
U.S. BANK-CAL CARDS	173540	VEH 123 - Fuel	33.92
U.S. BANK-CAL CARDS	173540	VEH 123 - Fuel	33.92
U.S. BANK-CAL CARDS	173540	VEH 123 - Fuel	33.92
U.S. BANK-CAL CARDS	173540	VEH 123 - Fuel	33.95
U.S. BANK-CAL CARDS	173540	Monthly Department Training	30.00
U.S. BANK-CAL CARDS	173540	GPSMap Garmin (2)	877.98
U.S. BANK-CAL CARDS	173540	Motor Oil	7.12
U.S. BANK-CAL CARDS	173540	Super Start 1200 AMP Jump Starter	219.49
U.S. BANK-CAL CARDS	173540	VEH 6381 - Fuel	53.23
U.S. BANK-CAL CARDS	173540	ICMA Membership Renewal - A. Mitts	1,200.00
U.S. BANK-CAL CARDS	173540	Indeed Recruitment	231.62
		Vendor 2842 - U.S. BANK-CAL CARDS Total:	**40,920.97**
Vendor: 2888 - ULINE, INC			
ULINE, INC	173375	Stainless Steel Worktable w/ Shelfs,Tier,Casters	3,784.61
		Vendor 2888 - ULINE, INC Total:	**3,784.61**
Vendor: 2509 - UNITED SITE SERVICES INC			
UNITED SITE SERVICES INC	173376	Restroom Service PO- Villa/Fitch Park	206.00
UNITED SITE SERVICES INC	173376	Restroom Service PO- Community Center	289.08

UNITED SITE SERVICES INC	173376	Restroom Service PO- Jr High	130.98
UNITED SITE SERVICES INC	173629	Restroom Service PO- Villa/Fitch Park	206.00
UNITED SITE SERVICES INC	173629	Restroom Service PO- Badger Park	450.42
UNITED SITE SERVICES INC	173629	Restroom Service PO- Hbg Municipal Airport	260.00
UNITED SITE SERVICES INC	173629	Restroom Service PO- Carson Warner Skate Park	173.95
UNITED SITE SERVICES INC	173629	Restroom Service PO- Barbieri Brothers Park	206.00
UNITED SITE SERVICES INC	173629	Restroom Service PO- Community Center	289.08
UNITED SITE SERVICES INC	173629	Restroom Service PO- Hbg Elementary	167.00
		Vendor 2509 - UNITED SITE SERVICES INC Total:	**2,378.51**
Vendor: 11292 - UNIVAR SOLUTIONS USA LLC			
UNIVAR SOLUTIONS USA LLC	173377	Citric Acid - WRF (3600 gallons)	2,960.17
UNIVAR SOLUTIONS USA LLC	173377	12.5 % Sodium Hypochlorite- WRF	973.13
UNIVAR SOLUTIONS USA LLC	173444	12.5 % Sodium Hypochlorite- WRF	671.66
		Vendor 11292 - UNIVAR SOLUTIONS USA LLC Total:	**4,604.96**
Vendor: 5122 - UTILITY DESIGN SERVICES LLC			
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	3,535.50
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	11,721.24
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	495.00
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	3,817.50
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	415.00
UTILITY DESIGN SERVICES LLC	173542	General Engineering & Electric Utility Design	4,330.86
UTILITY DESIGN SERVICES LLC	173542	General Engineering & Electric Utility Design	6,560.86
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	1,447.50
UTILITY DESIGN SERVICES LLC	173378	General Engineering & Electric Utility Design	1,907.50
UTILITY DESIGN SERVICES LLC	173445	General Engineering & Electric Utility Design	4,810.00
UTILITY DESIGN SERVICES LLC	173445	General Engineering & Electric Utility Design	4,485.00
		Vendor 5122 - UTILITY DESIGN SERVICES LLC Total:	**43,525.96**
Vendor: 3452 - VALIC			
VALIC	173379	Valic Def Comp Contribution	300.00
VALIC	173543	Valic Def Comp Contribution	300.00
		Vendor 3452 - VALIC Total:	**600.00**
Vendor: 142 - W.W. GRAINGER INC			
W.W. GRAINGER INC	173380	Trash Bags,Batteries,Ear Plugs,Cloth Rag	373.45
W.W. GRAINGER INC	173380	Parks - Trash Bags (5) Qty	219.12
W.W. GRAINGER INC	173380	Radial Ball BRG (2) Qty	135.60
W.W. GRAINGER INC	173380	USB Charger and Reinforced USB Cable 6'	61.50
W.W. GRAINGER INC	173380	Leak Repairs On WRF Fine Screen Water Line	33.97
W.W. GRAINGER INC	173446	City Hall - Cam Locks (2) Qty	26.25
W.W. GRAINGER INC	173630	Hose Adapter 1/2"	6.06
W.W. GRAINGER INC	173630	Hose Adapter 1/2"	6.07
W.W. GRAINGER INC	173630	Filter For Air Conditioner At Westside RW Booster	33.70
		Vendor 142 - W.W. GRAINGER INC Total:	**895.72**
Vendor: 6640 - WATER WORKS ENGINEERS, LLC			
WATER WORKS ENGINEERS, LL(	173544	Dry Creek WTP Upgrades thru 7/31/25	343.39
WATER WORKS ENGINEERS, LL(	173544	Dry Creek WTP Upgrades thru 9/30/25	2,421.57
		Vendor 6640 - WATER WORKS ENGINEERS, LLC Total:	**2,764.96**
Vendor: 1442 - WECO INDUSTRIES LLC			
WECO INDUSTRIES LLC	173631	Repairs - Walker TIP (7) Qty	775.72
WECO INDUSTRIES LLC	173631	HEX 1/2" Male Pipe Nipple (4) Qty	18.56
WECO INDUSTRIES LLC	173631	HEX 1/2" Male Pipe Nipple (4) Qty	18.57
		Vendor 1442 - WECO INDUSTRIES LLC Total:	**812.85**
Vendor: 1808 - WEST YOST & ASSOCIATES INC			
WEST YOST & ASSOCIATES INC	173632	Municipal Recy. Water Pipeline Proj.-7/12-8/8/25	6,427.71
		Vendor 1808 - WEST YOST & ASSOCIATES INC Total:	**6,427.71**
Vendor: 11246 - WEX BANK			
WEX BANK	173381	Fuel Purchases	29.79
WEX BANK	173381	Fuel Purchases	4,237.24
WEX BANK	173381	Fuel Purchases	9.73
WEX BANK	173381	Fuel Purchases	9.73
WEX BANK	173381	Fuel Purchases	9.73
WEX BANK	173381	Fuel Purchases	9.73
WEX BANK	173545	Fuel Purchases	142.69
WEX BANK	173545	Fuel Purchases	259.87
WEX BANK	173545	Fuel Purchases	41.90
WEX BANK	173545	Fuel Purchases	4,227.86
WEX BANK	173545	Fuel Purchases	299.80
WEX BANK	173545	Fuel Purchases	109.01
WEX BANK	173545	Fuel Purchases	109.01
WEX BANK	173545	Fuel Purchases	109.01
WEX BANK	173545	Fuel Purchases	109.01
WEX BANK	173545	Fuel Purchases	35.11
WEX BANK	173545	Fuel Purchases	35.12
WEX BANK	173545	Fuel Purchases	100.87
		Vendor 11246 - WEX BANK Total:	**9,885.21**

Vendor: 3376 - WILLDAN FINANCIAL SERVICES INC			
WILLDAN FINANCIAL SERVICES I	173546	Provide Arbitrage Rebate & Continuing Disclosure	1,000.00
WILLDAN FINANCIAL SERVICES I	173382	Provide Arbitrage Rebate & Continuing Disclosure	500.00
		Vendor 3376 - WILLDAN FINANCIAL SERVICES INC Total:	**1,500.00**
Vendor: 8192 - WILSON, BRIAN AND CATHY J.			
WILSON, BRIAN AND CATHY J.	173383	Solar True Up Refund	134.18
		Vendor 8192 - WILSON, BRIAN AND CATHY J. Total:	**134.18**
Vendor: 91470 - WOOD, KEVIN			
WOOD, KEVIN	173547	Sr Center Bus Trip Refund - 12/11/2025	320.00
		Vendor 91470 - WOOD, KEVIN Total:	**320.00**
Vendor: 11492 - XEROX CORPORATION # CN49JJH006			
XEROX CORPORATION # CN49JJ	173548	Equipment Lease Contract Payment 10 of 60	604.65
		Vendor 11492 - XEROX CORPORATION # CN49JJH006 Total:	**604.65**
Vendor: 11374 - XEROX CORPORATION # DQP-155736			
XEROX CORPORATION # DQP-1!	173549	Equipment Lease 09/21/25 - 10/21/2025	801.43
		Vendor 11374 - XEROX CORPORATION # DQP-155736 Total:	**801.43**
Vendor: 1638 - XEROX CORPORATION # NQL-009380			
XEROX CORPORATION # NQL-0(	173550	Equipment Lease 09/01/25 - 09/30/2025	127.05
XEROX CORPORATION # NQL-0(	173550	Equipment Lease 10/01/25 - 10/31/2025	127.05
		Vendor 1638 - XEROX CORPORATION # NQL-009380 Total:	**254.10**
Vendor: 11367 - XEROX CORPORATION # ZQZ-654188			
XEROX CORPORATION # ZQZ-6!	173551	Equipment Lease 09/21/25 - 10/21/2025	700.10
		Vendor 11367 - XEROX CORPORATION # ZQZ-654188 Total:	**700.10**
Vendor: 11366 - XEROX CORPORATION # ZQZ-654219			
XEROX CORPORATION # ZQZ-6!	173552	Equipment Lease 09/21/25 - 10/21/2025	362.57
		Vendor 11366 - XEROX CORPORATION # ZQZ-654219 Total:	**362.57**
Vendor: 11368 - XEROX CORPORATION # ZQZ-654348			
XEROX CORPORATION # ZQZ-6!	173553	Equipment Lease 09/21/25 - 10/21/2025	627.20
		Vendor 11368 - XEROX CORPORATION # ZQZ-654348 Total:	**627.20**
Vendor: 11375 - XEROX CORPORATION # ZRC-709220			
XEROX CORPORATION # ZRC-70	173554	Equipment Lease 09/21/25 - 10/21/2025	334.08
		Vendor 11375 - XEROX CORPORATION # ZRC-709220 Total:	**334.08**
Vendor: 11370 - XEROX CORPORATION # ZRC-709681			
XEROX CORPORATION # ZRC-70	173555	Equipment Lease 09/21/25 - 10/21/2025	435.15
		Vendor 11370 - XEROX CORPORATION # ZRC-709681 Total:	**435.15**
Vendor: 11372 - XEROX CORPORATION # ZRC-709920			
XEROX CORPORATION # ZRC-70	173556	Equipment Lease 09/21/25 - 10/21/2025	333.54
		Vendor 11372 - XEROX CORPORATION # ZRC-709920 Total:	**333.54**
Vendor: 11376 - XEROX CORPORATION # ZRC-710037			
XEROX CORPORATION # ZRC-71	173557	Equipment Lease 09/21/25 - 10/21/2025	613.58
		Vendor 11376 - XEROX CORPORATION # ZRC-710037 Total:	**613.58**
Vendor: 11371 - XEROX CORPORATION # ZRC-711680			
XEROX CORPORATION # ZRC-71	173558	Equipment Lease 09/21/25 - 10/21/2025	1,060.69
		Vendor 11371 - XEROX CORPORATION # ZRC-711680 Total:	**1,060.69**
Vendor: 11377 - XEROX CORPORATION # ZRC-711687			
XEROX CORPORATION # ZRC-71	173559	Equipment Lease 09/21/25 - 10/21/2025	411.49
		Vendor 11377 - XEROX CORPORATION # ZRC-711687 Total:	**411.49**
Vendor: 11369 - XEROX CORPORATION # ZRC-712511			
XEROX CORPORATION # ZRC-71	173560	Equipment Lease 09/21/25 - 10/21/2025	528.06
		Vendor 11369 - XEROX CORPORATION # ZRC-712511 Total:	**528.06**
Vendor: 11365 - XEROX CORPORATION # ZRG-690042			
XEROX CORPORATION # ZRG-6!	173561	Equipment Lease 09/21/25 - 10/21/2025	225.67
		Vendor 11365 - XEROX CORPORATION # ZRG-690042 Total:	**225.67**
Vendor: 11373 - XEROX CORPORATION # ZRG-690082			
XEROX CORPORATION # ZRG-6!	173562	Equipment Lease 09/21/25 - 10/21/2025	217.34
		Vendor 11373 - XEROX CORPORATION # ZRG-690082 Total:	**217.34**
Vendor: 91471 - ZOOTIS, CAROL			
ZOOTIS, CAROL	173563	Sr Center Bus Trip Refund - 12/11/2025	160.00
		Vendor 91471 - ZOOTIS, CAROL Total:	**160.00**
Vendor: 4035 - ZORO TOOLS INC			
ZORO TOOLS INC	173384	Equipment Maintenance Materials For The WRF	84.62
ZORO TOOLS INC	173633	1/2" T532 No Lead Plain End HB	15.41
ZORO TOOLS INC	173384	Filters For Wastewater Equipment	47.31
ZORO TOOLS INC	173633	Parts For Repairs Of Sludge Feed Pump At WRF	302.88
		Vendor 4035 - ZORO TOOLS INC Total:	**450.22**
		Grand Total:	**4,757,729.82**

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Public Utility Easement located upon 700 Grove Street, APN 089-120 090 and 002-101-037

PREPARED BY: Patrick Fuss, Utility Engineering Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities
Provide Resident-Driven Community Services.

RECOMMENDED ACTION(S):
Adopt a Resolution accepting a public utility easement from Pine Ridge Winery, LLC. at 700 Grove Street, APN 089-120-090 and 002-101-037.

COMMUNITY ENGAGEMENT/OUTREACH:
Staff conducted a public hearing for the underground utility district efforts on February 20, 2024. The Grove Street underground utility district was established by City Council resolution at the duly noticed City Council meeting on May 4, 2024.

BACKGROUND:
Currently, the residents and businesses on Grove Street from West Grant Street to Dry Creek Road have electric service from PG&E. The change to City electric service from PG&E will provide improved service, lower rates, and local governance for electric utility service. To facilitate this change to City electric service, the Grove Street underground utility district was established by City Council in May 2024.

In some locations in the underground utility district, City-owned facilities will need to be located on private property. For the City to own, inspect, maintain, and repair utility equipment sited on private property, public utilities require the dedication of public utility easements. Public utility easements preserve the City's ability to continue to provide utility service to the property and/or neighboring properties. Public utility easements also grant the City the right of entry to the property as needed to maintain utility service.

DISCUSSION/ANALYSIS:
Pine Ridge Winery, LLC, has offered an easement to the City of Healdsburg for public utilities

at the property commonly known as 700 Grove Street, APN 089-120-090 (portion) and 002-101-037 (portion). The public utility easement will protect the rights of the City to perform such functions as maintaining, inspecting, operating, repairing, and replacing public utilities within the easements.

The recommended resolution accepts the dedication of these public utility easements over a portion of the property named above, authorizes the City Manager to certify the acceptance of the easement, and directs staff to record the public utility easements with the Sonoma County Recorder's office.

Without the easement, the City may not be able to provide utility services to the property and adjacent properties, therefore hindering the addition of these properties to the underground utility district.

ENVIRONMENTAL STEWARDSHIP:
Not Applicable.

ALTERNATIVES:
The City Council could reject the offer of dedication. If the City Council so elects, staff requests direction on how to proceed.

FISCAL IMPACT:
There is no fiscal impact related to the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to California Environmental Quality Act ("CEQA") and Title 14, the California Code of Regulations Section 15378(b)(2), continued administrative actions do not qualify as a "Project". Therefore, no further CEQA or environmental review is required.

ATTACHMENT(S):
Resolution
700 Grove Street Easement

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING DEDICATION OF A PUBLIC UTILITY EASEMENT FROM PINE RIDGE WINERY, LLC AT 700 GROVE STREET, APN 089-120-090 (PORTION) AND 002-101-037 (PORTION)

WHEREAS, Pine Ridge Winery, LLC is the owner of record ("Owner") of real property at APN 089-120-090 (portion) and APN 002-101-037 (portion), in Healdsburg, California; and

WHEREAS, Owner has offered to the City of Healdsburg dedication of an easement for public utilities at APN 089-120-090 (portion) and APN 002-101-037 (portion) ("Public Utility Easement"); and

WHEREAS, the City needs the Public Utility Easement at this property to operate, inspect, maintain, repair, or replace public utilities installed within the easement; and

WHEREAS, said Public Utility Easement is described in the attachment to the resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby accepts the dedication of public utility easement from Pine Ridge Winery, LLC at a portion of APN 089-120-090 and a portion of APN 002-101-037, Healdsburg, California, as described in Exhibit "A" and shown on Exhibit "B", both of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to certify said acceptance and directs staff to file the Public Utility Easement with the Sonoma County Recorder's Office for recordation.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January 2026, by the following vote:

SO ORDERED:

ATTEST:

J. Chris Herrod, Mayor

Raina Allan, City Clerk

WHEN RECORDED RETURN TO:

City of Healdsburg
Attn: City Clerk
401 Grove Street
Healdsburg, CA. 95448

PUBLIC UTILITY EASEMENT (PUE)

Documentary Transfer Tax - $0.00 (conveyance to public agency: R&T 11922)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged:

Pine Ridge Winery, LLC a Delaware Limited Liability Company

hereby GRANT(S) TO:

City of Healdsburg, a municipal corporation

A public utility easement for any and all public utility facilities including transmission and distribution of electricity, natural gas, telephone, cable television, communications and all related and necessary appurtenances above, under, upon, or over those certain real property situated in the City of Healdsburg, County of Sonoma, State of California and further described in Exhibits "A" and "B" attached hereto and made a part hereof. The above mentioned public utility easements shall be kept open and free from buildings and structures of any kind except public utility facilities, irrigation systems and appurtenances thereto. Public Utilities will have the right of immediate and unobstructed entry, and continued possession to construct, install, inspect, improve, maintain, repair, replace, remove and/or use for the continued operation of public utilities as each utility service provider may choose to make over and upon that certain real property. Maintenance, repairs, and improvements related to the provisioning of utility service that disturb the surface area will restore the surface to conditions existing prior to the repair or to the City of Healdsburg's current standards as determined solely by the City.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said easement area.

APN: 089-120-090 & 002-101-037 (portion)

Date: 10.07.2025

By: _____
Nicholas Quille, COO Pine Ridge Winery, LLC
Nicolas Quille

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the attached instrument is hereby accepted by the City Council of the City of Healdsburg pursuant to City Council Resolution No._____-24, dated _____and grantee consents to recordation thereof by its duly authorized officer.

CITY OF HEALDSBURG, a municipal corporation

By:_____ Date:_____
Jeffery Kay, City Manager

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Napa)

On October 7, 2025 before me, Tina D. Hilger, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Nicolas Quille
Name(s) of Signer(s)

,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

TINA D. HILGER
Notary Public - California
Napa County
Commission # 2500730
My Comm. Expires Oct 24, 2028

Signature
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Public Utility Easement
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Nicolas Quille
☑ Corporate Officer — Title(s): Chief Winemaking & Operations Officer
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: Pine Ridge Winery LLC

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

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CURTIS & ASSOCIATES
LAND SURVEYING SERVICES
805 HEALDSBURG AVENUE
HEALDSBURG, CALIFORNIA 95448
707-433-4808 FAX 707-433-9918

December 3, 2024
2024-006
Public Utility Easement
700 Grove Street

EXHIBIT "A"
PUBLIC UTILITY EASEMENT

Being an easement for Public Utility purposes, being 10-feet wide, lying 5-feet on each side of the herein described centerline, over and across a portion of the Lands of Pine Ridge Winery, LLC a Delaware Limited Liability Company as described in Document Number 2011-047875 of Official Records, Sonoma County Records, said centerline being more particularly described as follows:

PARCEL 1:

Commencing at a 3/4" iron pipe not tagged at the southwest corner of the Lands of Pine Ridge Winery, LLC a Delaware Limited Liability Company as described in Document Number 2011-047875 of Official Records, Sonoma County Records, said point being on the easterly Right-of-way of Grove Street in the City of Healdsburg, County of Sonoma, State of California as shown on Record of Survey filed November 20, 2001 in Book 628 of Maps, Page 39, Sonoma County Records; thence along said easterly Right-of-Way of said Grove Street, N 00°35'53" W, 12.00 feet to the True Point of Beginning of the herein described centerline; thence leaving said easterly Right-of-Way of said Grove Street, S 89°56'00" E, 312.46 feet to a point hereafter referred to as Point A; thence N 00°34'01" E, 154.64 feet to the Point of Termination of the herein described Parcel 1 centerline.

PARCEL 2:

Beginning at Point A as described herein in Parcel 1; thence S 30°32'39" E, 221.38 feet to the south boundary line of the said Lands of Pine Ridge Winery, LLC as shown on said Record of Survey and being the Point of Termination of the herein described Parcel 2 centerline, from which a 1/2" iron pipe tagged LS 4769 bears, S 58°04'30" W, 3.14 feet.

The sidelines to be lengthened or shortened to begin or end on the East Right-of-way of Grove Street and the south boundary line of Pine Ridge Winery, LLC.

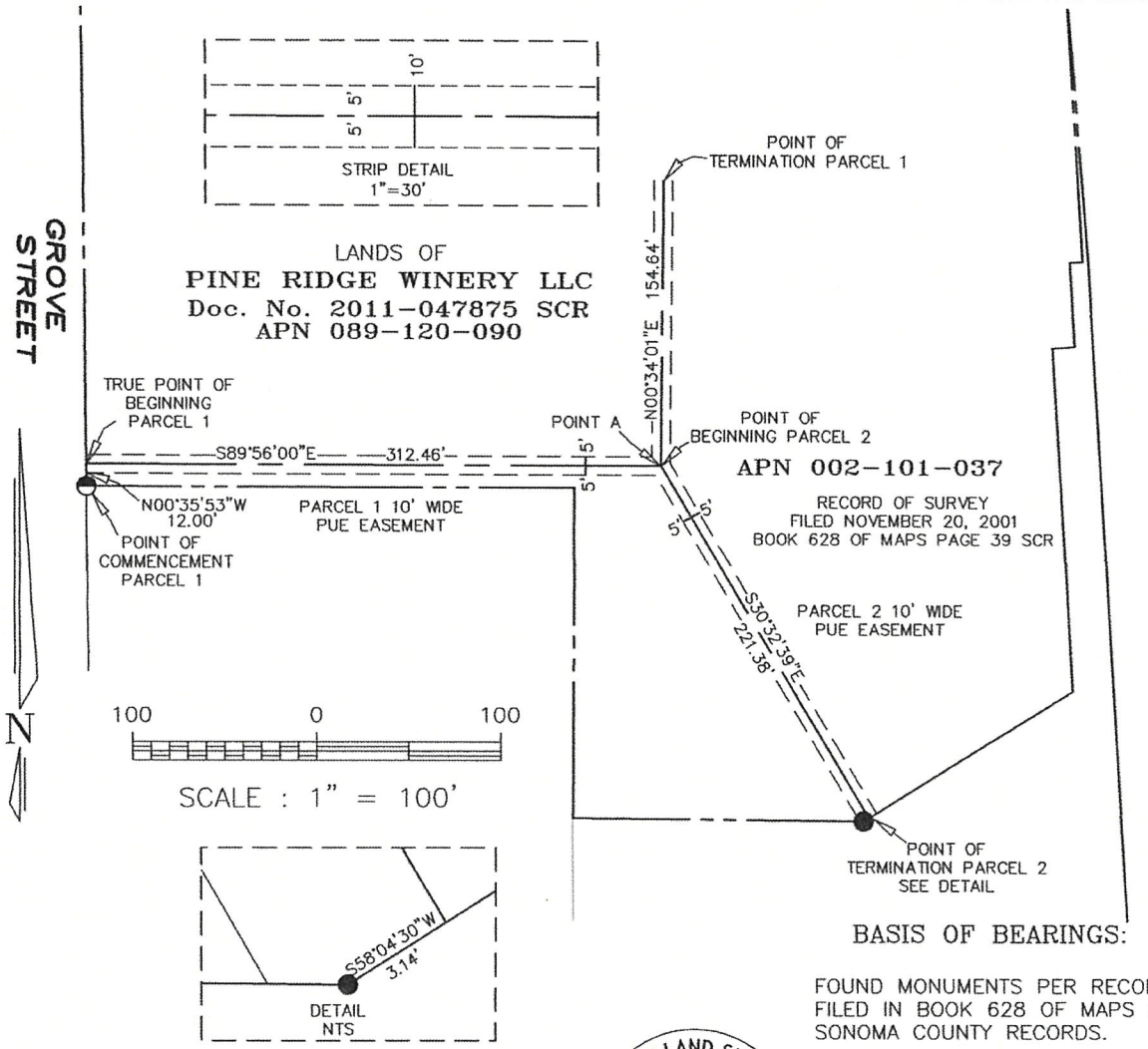
Basis of Bearing: Record of Survey filed November 20, 20011 in Book 628 of Maps, Page 39, Sonoma County Records.

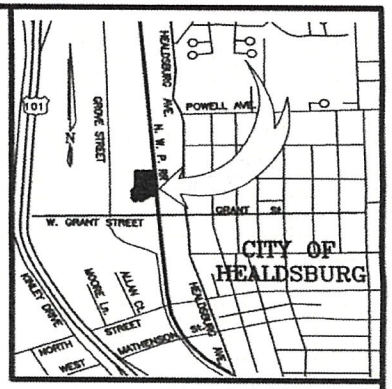
This description was prepared by me under the provisions of Section 8726 of the Business and Professions Code.

Brian A Curtis 12/3/24

Brian Alan Curtis, PLS 8485 Date

" THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY"
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION





VICINITY
N.T.S.

LEGEND

●	1/2" IRON PIPE TAGGED LS 4769
◓	3/4" IRON PIPE NO TAG
———	CENTERLINE PUE EASEMENT
- - - - -	EDGE OF EASEMENT
Doc. No.	DOCUMENT NUMBER
PUE	PUBLIC UTILITY EASEMENT
NTS	NOT TO SCALE
SCR	SONOMA COUNTY RECORDS

BASIS OF BEARINGS:

FOUND MONUMENTS PER RECORD OF SURVEY FILED IN BOOK 628 OF MAPS AT PAGE 39, SONOMA COUNTY RECORDS.

LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
No. 8485
Exp. 12-31-2026
STATE OF CALIFORNIA

Brian A Curtis 12/3/24
BRIAN ALAN CURTIS, P.L.S. 8485
EXP. 12/31/26

ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

EXHIBIT"B"
FOR A
PUBLIC UTILITY EASEMENT WITHIN THE LANDS OF
PINE RIDGE WINERY, LLC
A DELWARE LIMITED LIABILITY COMPANY
AS DESCRIBED IN DOCUMENT NUMBER
2011-047875, SONOMA COUNTY RECORDS
LOCATED IN CITY OF HEALDSBURG
700 GROVE STREET

COUNTY OF SONOMA · STATE OF CALIFORNIA
SCALE:1"= 100' AUGUST, 2024

CURTIS & ASSOCIATES
805 HEALDSBURG AVE. · HEALDSBURG, CA. 95448 · (707)433-4808

A.P.N. 089-120-090,002-101-037	SHEET 1 OF	24-006

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Public Utility Easement located upon 707 Grove Street. APN 089-120-017

PREPARED BY: Patrick Fuss, Utility Engineering Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities
Provide Resident-Driven Community Services.

RECOMMENDED ACTION(S):
Adopt a Resolution accepting a public utility easement from Matthew Martin and Susannah King Martin at 707 Grove Street, APN 089-120-017.

COMMUNITY ENGAGEMENT/OUTREACH:
Staff conducted a public hearing for the underground utility district efforts on February 20, 2024. The Grove Street underground utility district was established by City Council resolution at the duly noticed City Council meeting on May 4, 2024.

BACKGROUND:
Currently, the residents and businesses on Grove Street from West Grant Street to Dry Creek Road have electric service from PG&E. The change to City electric service from PG&E will provide improved service, lower rates, and local governance for electric utility service. To facilitate this change to City electric service, the Grove Street underground utility district was established by City Council in May 2024.

In some locations in the underground utility district, City-owned facilities will need to be located on private property. For the City to own, inspect, maintain, and repair utility equipment sited on private property, public utilities require the dedication of public utility easements. Public utility easements preserve the City's ability to continue to provide utility service to the property and/or neighboring properties. Public utility easements also grant the City the right of entry to the property as needed to maintain utility service.

DISCUSSION/ANALYSIS:
Matthew Martin and Susannah King Martin have offered an easement to the City of Healdsburg for public utilities at the property commonly known as 707 Grove Street, APN 089-120-017

(portion). The public utility easement will protect the rights of the City to perform such functions as maintaining, inspecting, operating, repairing, and replacing public utilities within the easements.

The recommended resolution accepts the dedication of these public utility easements over a portion of the property named above, authorizes the City Manager to certify the acceptance of the easement, and directs staff to record the public utility easements with the Sonoma County Recorder's office.

Without the easement, the city may not be able to provide utility services to the Property and adjacent properties, therefore hindering the addition of the properties to the underground utility district.

ENVIRONMENTAL STEWARDSHIP:
Not Applicable.

ALTERNATIVES:
The City Council could reject the offer of dedication. If the City Council so elects, staff requests direction on how to proceed.

FISCAL IMPACT:
There is no fiscal impact related to the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to California Environmental Quality Act ("CEQA") and Title 14, the California Code of Regulations Section 15378(b)(2), continued administrative actions do not qualify as a "Project". Therefore, no further CEQA or environmental review is required.

ATTACHMENT(S):
Resolution
707 Grove Street Easement

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING DEDICATION OF A PUBLIC UTILITY EASEMENT FROM MATTHEW MARTIN AND SUSANNAH KING MARTIN AT 707 GROVE STREET, AT A PORTION OF APN 089-120-017

WHEREAS, Matthew Martin and Susannah King Martin are the owners of record (hereafter "Owner") of real property at APN 089-120-017 (portion), in Healdsburg, California; and

WHEREAS, Owner has offered to the City of Healdsburg dedication of an easement for public utilities at APN 089-120-017 (portion) ("Public Utility Easement"); and

WHEREAS, the City needs the Public Utility Easement at this property to operate, inspect, maintain, repair, or replace public utilities installed within the easement; and

WHEREAS, said Public Utility Easement is described in the attachment to the resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby accepts the dedication of public utility easement from Matthew Martin and Susannah King Martin at a portion of APN 089-120-017, Healdsburg, California, as described in Exhibit "A" and shown on Exhibit "B", both of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to certify said acceptance and directs staff to file the Public Utility Easement with the Sonoma County Recorder's Office for recordation.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January 2026, by the following vote:

SO ORDERED:

_____

J. Chris Herrod, Mayor

ATTEST:

_____

Raina Allan, City Clerk

WHEN RECORDED RETURN TO:

City of Healdsburg
Attn: City Clerk
401 Grove Street
Healdsburg, CA. 95448

PUBLIC UTILITY EASEMENT (PUE)

Documentary Transfer Tax - $0.00 (conveyance to public agency: R&T 11922)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged:

Matthew Christopher Martin and Susannah King Martin, Trustees of the Martin Family Trust dated May 2, 2019 as described in Document Number 2019-030348, Sonoma County Records.

hereby GRANT(S) TO:

City of Healdsburg, a municipal corporation

A public utility easement for any and all public utility facilities including transmission and distribution of electricity, natural gas, telephone, cable television, communications and all related and necessary appurtenances above, under, upon, or over those certain real property situated in the City of Healdsburg, County of Sonoma, State of California and further described in Exhibits "A" and "B" attached hereto and made a part hereof. The above mentioned public utility easements shall be kept open and free from buildings and structures of any kind except public utility facilities, irrigation systems and appurtenances thereto. Public Utilities will have the right of immediate and unobstructed entry, and continued possession to construct, install, inspect, improve, maintain, repair, replace, remove and/or use for the continued operation of public utilities as each utility service provider may choose to make over and upon that certain real property. Maintenance, repairs, and improvements related to the provisioning of utility service that disturb the surface area will restore the surface to conditions existing prior to the repair or to the City of Healdsburg's current standards as determined solely by the City.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said easement area.

APN: 089-120-017 (portion)

Date: Nov 3, 2025 By: Matthew Christopher Martin
Matthew Christopher Martin, Trustee

Date: Nov 3, 2025 By: Susannah King Martin
Susannah King Martin, Trustee

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the attached instrument is hereby accepted by the City Council of the City of Healdsburg pursuant to City Council Resolution No._____-24, dated _____and grantee consents to recordation thereof by its duly authorized officer.

CITY OF HEALDSBURG, a municipal corporation

By:_____ Date:_____
Jeffery Kay, City Manager

CALIFORNIA ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma

On November 3, 2025 (Date) before me, Raina Allan, Notary Public (Here Insert Name and Title of the Officer),
personally appeared Matthew Christopher Martin & Susannah King Martin (Name(s) of Signer(s)),

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

RAINA ALLAN
Notary Public - California
Sonoma County
Commission # 2525926
My Comm. Expires Jul 23, 2029

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: Public Utility Easement
Document Date: 11/3/2025 Number of Pages: _____
Signer(s) Other Than Named Above: N/A

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

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CURTIS & ASSOCIATES
LAND SURVEYING SERVICES
805 HEALDSBURG AVENUE
HEALDSBURG, CALIFORNIA 95448
707-433-4808 FAX 707-433-9918

December 3, 2024
2024-006
Public Utility Easement
707 Grove Street

EXHIBIT "A"
PUBLIC UTILITY EASEMENT

Being an easement for Public Utility purposes, being 10-feet wide, lying 5-feet on each side of the herein described centerline, over and across a portion of the Lands of Matthew Christopher Martin and Susannah King Martin, as Trustees of the Martin Family Trust dated May 2,2019 as described in Document Number 2019-030348 of Official Records, Sonoma County Records, said centerline being more particularly described as follows:

Commencing at a 1/2" iron pipe tagged RCE 13451 on the north boundary line of the Lands of Matthew Christopher Martin and Susannah King Martin, as Trustees of the Martin Family Trust dated May 2,2019 as described in Document Number 2019-030348 of Official Records, Sonoma County Records, from which a 3/4" iron pipe not tagged bears, S 89°44'00" W, 39.64 feet as shown on that Record of Survey filed April 21, 1972 in Book 168 of Maps, Page 30, Sonoma County Records; thence from said Point of Commencement and along the north boundary line of the said Lands of Martin as shown on said Record of Survey, N 89°44'00" E, 53.40 feet to the True Point of Beginning of the herein described centerline; thence leaving said north boundary line of the said Lands of Martin, S 22°46'17" E, 5.41 feet; thence N 89°44'00" E, 146.68 feet; thence N 61°46'25" E, 3.14 feet to the west Right-of-Way of Grove Street in the City of Healdsburg, County of Sonoma, State of California and being the Point of Termination of the herein described centerline.

The sidelines to be lengthened or shortened to begin or end on the north boundary line of the said Lands of Martin and the west Right-of-Way of said Grove Street.

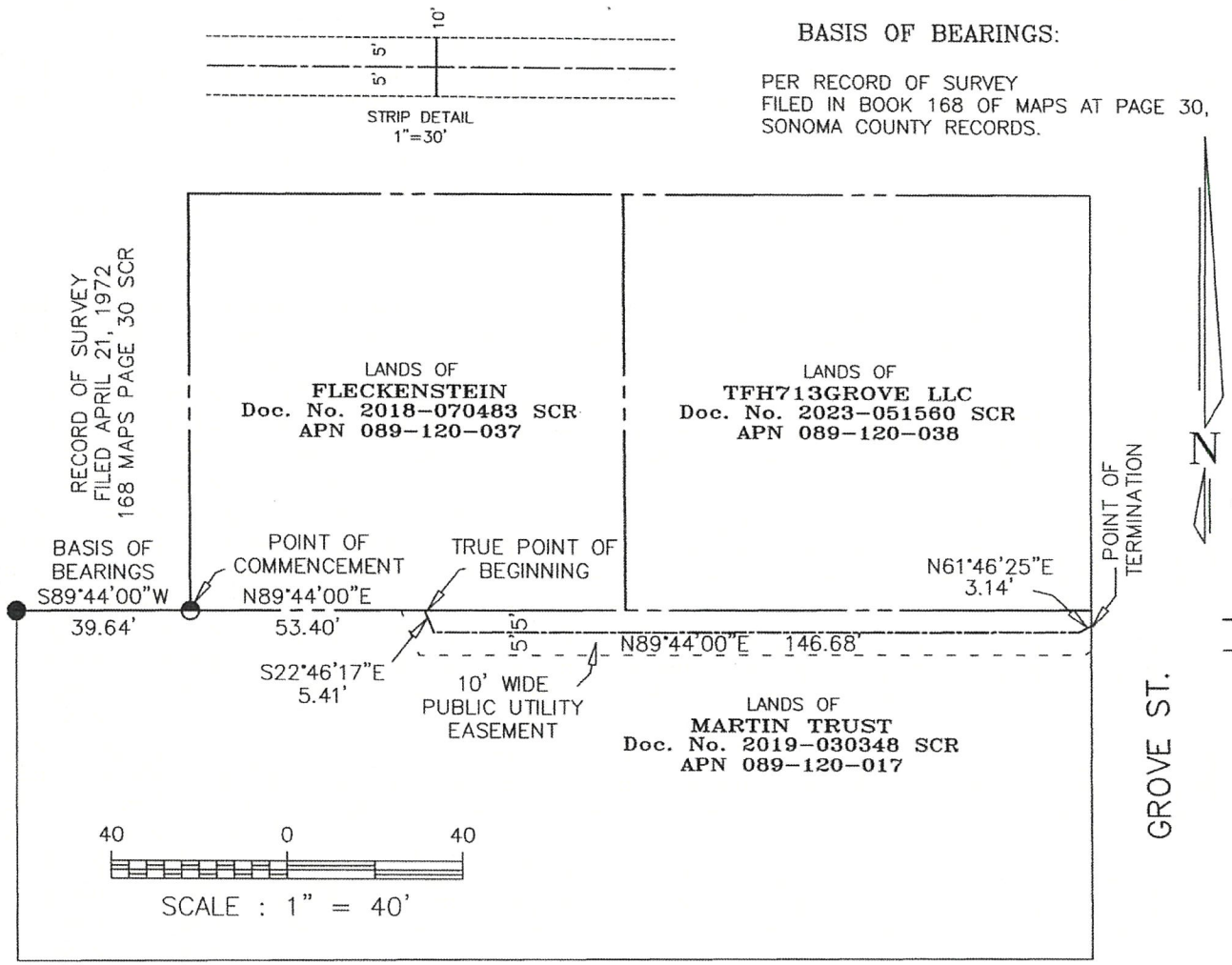
Basis of Bearing: Record of Survey filed April 21, 1972 in Book 168 of Maps, Page 30, Sonoma County Records.

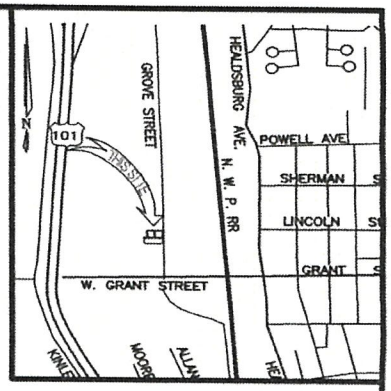
This description was prepared by me under the provisions of Section 8726 of the Business and Professions Code.

LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
NO. 8485
EXP. 12-31-26
STATE OF CALIFORNIA

Brian A Curtis 12/3/24
Brian Alan Curtis, PLS 8485 Date

"THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY"
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION





VICINITY
N.T.S.

LEGEND

●	3/4" IRON PIPE NO TAG
◒	1/2" IRON PIPE TAGGED RCE 13451
——·——·——	CENTERLINE EASEMENT
— — — —	EDGE OF EASEMENT
Doc. No.	DOCUMENT NUMBER
SCR	SONOMA COUNTY RECORDS
NTS	NOT TO SCALE

LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
No. 8485
Exp. 12-31-2026
STATE OF CALIFORNIA

Brian A Curtis 12/3/24
BRIAN ALAN CURTIS, P.L.S. 8485
EXP. 12/31/26

ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

EXHIBIT"B"
FOR A
PUBLIC UTILITY EASEMENT WITHIN THE LANDS OF
MATTHEW CHRISTOPHER MARTIN AND SUSANNAH KING MARTIN AS TRUSTEES OF THE MARTIN FAMILY TRUST DATED MAY 2, 2019 AS DESCRIBED IN DOCUMENT NUMBER 2019-030348, SONOMA COUNTY RECORDS
LOCATED IN THE CITY OF HEALDSBURG
707 GROVE STREET

COUNTY OF SONOMA · STATE OF CALIFORNIA
SCALE:1"= 40' SEPTEMBER, 2024

CURTIS & ASSOCIATES
805 HEALDSBURG AVE. · HEALDSBURG, CA. 95448 · (707)433-4808
A.P.N. 089-120-017 | SHEET 1 OF 1 | 24-006

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Public Utility Easement located upon 789 Grove Street, APN 089-120-050; and 785 Grove Street, APN 089-120-051.

PREPARED BY: Patrick Fuss, Utility Engineering Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities
Provide Resident-Driven Community Services.

RECOMMENDED ACTION(S):
Adopt a Resolution accepting a public utility easement from Pio Biglieri at 789 Grove Street, APN 089-120-050; and 785 Grove Street, APN 089-120-051.

COMMUNITY ENGAGEMENT/OUTREACH:
Staff conducted a public hearing for the underground utility district efforts on February 20, 2024. The Grove Street underground utility district was established by City Council resolution at the duly noticed City Council meeting on May 4, 2024.

BACKGROUND:
Currently, the residents and businesses on Grove Street from West Grant Street to Dry Creek Road have electric service from PG&E. The change to City electric service from PG&E will provide improved service, lower rates, and local governance for electric utility service. To facilitate this change to City electric service, the Grove Street underground utility district was established by City Council in May 2024.

In some locations in the underground utility district, City-owned facilities will need to be located on private property. For the City to own, inspect, maintain, and repair utility equipment sited on private property, public utilities require the dedication of public utility easements. Public utility easements preserve the City's ability to continue to provide utility service to the property and/or neighboring properties. Public utility easements also grant the City the right of entry to the property as needed to maintain utility service.

DISCUSSION/ANALYSIS:
Pio Biglieri has offered an easement to the City of Healdsburg for public utilities at the properties

commonly known as at 789 Grove Street, APN 089-120-050; and 785 Grove Street, APN 089-120-051 (portion). The public utility easement will protect the rights of the City to perform such functions as maintaining, inspecting, operating, repairing, and replacing public utilities within the easements.

The recommended resolution accepts the dedication of these public utility easements over a portion of the property named above, authorizes the City Manager to certify the acceptance of the easement, and directs staff to record the public utility easements with the Sonoma County Recorder's office.

Without the easement, the City may not be able to provide utility services to the property and adjacent properties, therefore hindering the addition of these properties to the underground utility district.

ENVIRONMENTAL STEWARDSHIP:
Not Applicable.

ALTERNATIVES:
The City Council could reject the offer of dedication. If the City Council so elects, staff requests direction on how to proceed.

FISCAL IMPACT:
There is no fiscal impact related to the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to California Environmental Quality Act ("CEQA") and Title 14, the California Code of Regulations Section 15378(b)(2), continued administrative actions do not qualify as a "Project". Therefore, no further CEQA or environmental review is required.

ATTACHMENT(S):
Resolution
789 Grove Street, 785 Grove Street Easement

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING DEDICATION OF A PUBLIC UTILITY EASEMENT FROM PIO BIGLIERI AT 789 GROVE STREET AT A PORTION OF APN 089-120-050; AND 785 GROVE STREET AT A PORTION OF APN 089-120-051

WHEREAS, Pio Biglieri is the owner of record (hereafter "Owner") of real property at APN 089-120-050 (portion) and APN 089-120-051 (portion), in Healdsburg, California; and

WHEREAS, Owner has offered to the City of Healdsburg dedication of an easement for public utilities at APN 089-120-050 (portion) and APN 089-120-051 (portion) ("Public Utility Easement"); and

WHEREAS, the City needs the Public Utility Easement at this property to operate, inspect, maintain, repair, or replace public utilities installed within the easement; and

WHEREAS, said Public Utility Easement is described in the attachment to the resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby accepts the dedication of public utility easement from Pio Biglieri at a portion of APN 089-120-050 and a portion of APN 089-120-051, Healdsburg, California, as described in Exhibit "A" and shown on Exhibit "B", both of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to certify said acceptance and directs staff to file the Public Utility Easement with the Sonoma County Recorder's Office for recordation.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January 2026, by the following vote:

SO ORDERED:

ATTEST:

_____
J. Chris Herrod, Mayor

_____
Raina Allan, City Clerk

WHEN RECORDED RETURN TO:

City of Healdsburg
Attn: City Clerk
401 Grove Street
Healdsburg, CA. 95448

PUBLIC UTILITY EASEMENT (PUE)

Documentary Transfer Tax - $0.00 (conveyance to public agency: R&T 11922)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged:

Pio Biglieri, Trustee of the Pio Biglieri 2008 Trust dated March 25, 2008 as described in Document Number 2008-037347, Sonoma County Records.

hereby GRANT(S) TO:

City of Healdsburg, a municipal corporation

A public utility easement for any and all public utility facilities including transmission and distribution of electricity, natural gas, telephone, cable television, communications and all related and necessary appurtenances above, under, upon, or over those certain real property situated in the City of Healdsburg, County of Sonoma, State of California and further described in Exhibits "A" and "B" attached hereto and made a part hereof. The above mentioned public utility easements shall be kept open and free from buildings and structures of any kind except public utility facilities, irrigation systems and appurtenances thereto. Public Utilities will have the right of immediate and unobstructed entry, and continued possession to construct, install, inspect, improve, maintain, repair, replace, remove and/or use for the continued operation of public utilities as each utility service provider may choose to make over and upon that certain real property. Maintenance, repairs, and improvements related to the provisioning of utility service that disturb the surface area will restore the surface to conditions existing prior to the repair or to the City of Healdsburg's current standards as determined solely by the City.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said easement area.

APN: 089-120-050 & 089-120-051 (portion)

Date: 12-3-25 By: Pio Biglieri
Pio Biglieri, Trustee

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the attached instrument is hereby accepted by the City Council of the City of Healdsburg pursuant to City Council Resolution No._____-24, dated _____and grantee consents to recordation thereof by its duly authorized officer.

CITY OF HEALDSBURG, a municipal corporation

By:_____ Date:_____
Jeffery Kay, City Manager

CALIFORNIA ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma

On December 3, 2025 (*Date*) before me, Raina Allan, Notary Public (*Here Insert Name and Title of the Officer*),

personally appeared Pio Biglieri (*Name(s) of Signer(s)*),

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

RAINA ALLAN
Notary Public - California
Sonoma County
Commission # 2525926
My Comm. Expires Jul 23, 2029

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: Public Utility Easement
Document Date: 12/3/2025 Number of Pages: ~~[illegible]~~ 4
Signer(s) Other Than Named Above: N/A

Capacity(ies) Claimed by Signer(s)

Signer's Name: Pio Biglieri
☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer is Representing: _____

Signer's Name: _____
☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer is Representing: _____

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CURTIS & ASSOCIATES
LAND SURVEYING SERVICES
805 HEALDSBURG AVENUE
HEALDSBURG, CALIFORNIA 95448
707-433-4808 FAX 707-433-9918

December 3, 2024
2024-006
Public Utility Easement
14781 & 14789 Grove Street

EXHIBIT "A"
PUBLIC UTILITY EASEMENT

Being an easement for Public Utility purposes, being 10-feet wide, lying 5-feet on each side of the herein described centerline, over and across a portion of the Lands of Pio Biglieri, Trustee of the Pio Biglieri 2008 Trust under Instrument dated March 25, 2008 as described in Document Number 2008-037347 of Official Records, Sonoma County Records, said centerline being more particularly described as follows:

Commencing at a 1/2" iron pipe tagged but unreadable at the southeast corner of Lot 1 as shown on that City of Healdsburg Parcel Map 192 filed March 23, 2016 in Book 776 of Maps, Pages 35-37, Sonoma County Records, said point also being on the west Right-of-Way of Grove Street in the City of Healdsburg, County of Sonoma, State of California; thence along the said west Right-of-Way of said Grove Street, S 01°27'19" E, 114.98 feet to the common corner of Parcel 1 and Parcel 2 as described in the Document for the Lands of Pio Biglieri, Trustee of the Pio Biglieri 2008 Trust under Instrument dated March 25, 2008 as described in Document Number 2008-037347 of Official Records, Sonoma County Records; thence leaving said Right-of-Way of said Grove Street and along the aforementioned common line between said Parcel 1 and Parcel 2, S 88°27'57" W, 60.00 feet to the Point of Termination of the herein described centerline.

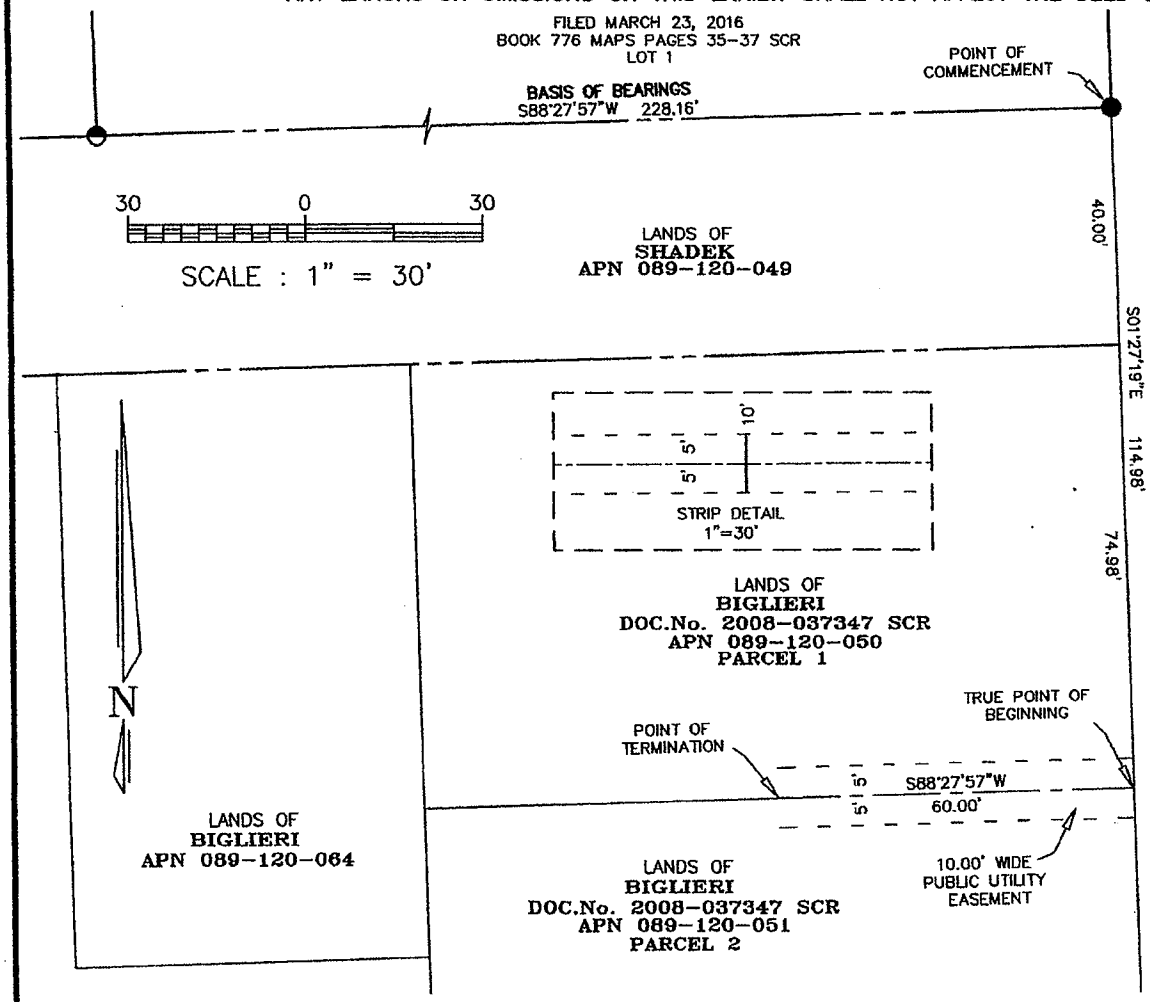
The sidelines to be lengthened or shortened to begin or end on the west Right-of-Way of said Grove Street.

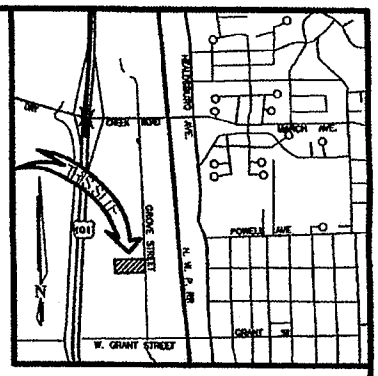
Basis of Bearing: the south line of Lot 1 as shown on that City of Healdsburg Parcel Map 192 filed March 23, 2016 in Book 776 of Maps, Pages 35-37, Sonoma County Records.

This description was prepared by me under the provisions of Section 8726 of the Business and Professions Code.

Brian A Curtis 12/3/24
Brian Alan Curtis, PLS 8485 Date

" THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY"
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION





VICINITY
N.T.S.

LEGEND

●	1/2" IRON PIPE TAGGED UNREADABLE
◐	5/8" REBAR TAGGED PLS 8485
———	CENTERLINE EASEMENT
- - - -	EDGE EASEMENT
Doc. No.	DOCUMENT NUMBER
NTS	NOT TO SCALE
SCR	SONOMA COUNTY RECORDS

LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
No. 8485
Exp. 12-31-2026
STATE OF CALIFORNIA

BASIS OF BEARINGS:
FOUND MONUMENTS PER PARCEL MAP 192 FILED MARCH 23, 2016 IN BOOK 776 OF MAPS PAGES 35-37 SONOMA COUNTY RECORDS.

Brian A Curtis 12/3/24
BRIAN ALAN CURTIS, P.L.S. 8485
EXP. 12/31/26

ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

EXHIBIT"B"

FOR A
PUBLIC UTILITY EASEMENT WITHIN THE LANDS OF
PIO BIGLIERI TRUSTEE OF THE PIO BIGLIERI 2008 TRUST UNDER INSTRUMENT DATED MARCH 25,2008 AS DESCRIBED IN DOCUMENT NUMBER 2008-037347, SONOMA COUNTY RECORDS

LOCATED IN THE CITY OF HEALDSBURG
14781 & 14789 GROVE STREET

COUNTY OF SONOMA · STATE OF CALIFORNIA
SCALE:1"= 30' SEPTEMBER, 2024

CURTIS & ASSOCIATES
805 HEALDSBURG AVE. · HEALDSBURG, CA. 95448 · (707)433-4808
A.P.N. 089-120-050, 089-120-051 | SHEET 1 OF 1 | 24-008

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Public Utility Easement located upon 795 Grove Street, APN 089-120-041; 797 Grove Street, APN 089-120-040, and 801 Grove Street, APN 089-120-049

PREPARED BY: Patrick Fuss, Utility Engineering Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities
Provide Resident-Driven Community Services

RECOMMENDED ACTION(S):
Adopt a Resolution accepting a public utility easement from Jill Shadek at 795 Grove Street, APN 089-120-041; 797 Grove Street, APN 089-120-040, and 801 Grove Street, APN 089-120-049.

COMMUNITY ENGAGEMENT/OUTREACH:
Staff conducted a public hearing for the Underground Utility District efforts on February 20, 2024. The Grove Street underground utility district was established by City Council resolution at the duly noticed City Council meeting on May 4, 2024.

BACKGROUND:
Currently, the residents and businesses on Grove Street from West Grant Street to Dry Creek Road have electric service from PG&E. The change to City electric service from PG&E will provide improved service, lower rates, and local governance for electric utility service. To facilitate this change to City electric service, the Grove Street underground utility district was established by City Council in May 2024.

In some locations in the underground utility district, City-owned facilities will need to be located on private property. For the City to own, inspect, maintain, and repair utility equipment sited on private property, public utilities require the dedication of public utility easements. Public utility easements preserve the City's ability to continue to provide utility service to the property and/or neighboring properties. Public utility easements also grant the City the right of entry to the property as needed to maintain utility service.

DISCUSSION/ANALYSIS:
Jill Shadek has offered an easement to the City of Healdsburg for public utilities at the properties commonly known as 795 Grove Street, APN 089-120-041 (portion); 797 Grove Street, APN 089-120-040 (portion), and 801 Grove Street, APN 089-120-049 (portion). The public utility easement will protect the rights of the City to perform such functions as maintaining, inspecting, operating, repairing, and replacing public utilities within the easements.

The recommended resolution accepts the dedication of these public utility easements over a portion of the property named above, authorizes the City Manager to certify the acceptance of the easement, and directs staff to record the public utility easements with the Sonoma County Recorder's office.

Without the easement, the City may not be able to provide utility services to the Property and adjacent properties, therefore hindering the addition of these properties to the underground utility district.

ENVIRONMENTAL STEWARDSHIP:
Not Applicable.

ALTERNATIVES:
The City Council could reject the offer of dedication. If the Council so elects, staff request direction on how to proceed.

FISCAL IMPACT:
There is no fiscal impact related to the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to California Environmental Quality Act ("CEQA") and Title 14, the California Code of Regulations Section 15378(b)(2), continued administrative actions do not qualify as a "Project". Therefore, no further CEQA or environmental review is required.

ATTACHMENT(S):
Resolution
795 Grove Street,797 Grove Street, 801 Grove Street Easement

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING DEDICATION OF A PUBLIC UTILITY EASEMENT FROM JILL SHADEK 795 GROVE STREET, APN 089-120-041 (PORTION), 797 GROVE STREET, APN 089-120-040 (PORTION), AND 801 GROVE STREET, APN 089-120-049 (PORTION)

WHEREAS, Jill Shadek is the owner of record (hereafter "Owner") of real property at APN 089-120-041, APN 089-120-040, and APN 089-120-049 in Healdsburg, California; and

WHEREAS, Owner has offered to the City of Healdsburg dedication of an easement for public utilities at APN 089-120-041 (portion), APN 089-120-040 (portion) ("Public Utility Easement"), and APN 089-120-049 (portion); and

WHEREAS, the City needs the public utility easement at this property to operate, inspect, maintain, repair, or replace public utilities installed within the easement; and

WHEREAS, said Public Utilities Easement is described in the attachment to the resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby accepts the dedication of public utility easement from Jill Shadek at a portion of APN 089-120-041, a portion of APN 089-120-040, and a portion of APN 089-120-049, Healdsburg, California, as described in Exhibit "A" and shown on Exhibit "B", both of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to certify said acceptance and directs staff to file the Public Utility Easement with the Sonoma County Recorder's Office for recordation.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January 2026, by the following vote:

SO ORDERED:

ATTEST:

_____
J. Chris Herrod, Mayor

_____
Raina Allan, City Clerk

WHEN RECORDED RETURN TO:

City of Healdsburg
Attn: City Clerk
401 Grove Street
Healdsburg, CA. 95448

PUBLIC UTILITY EASEMENT (PUE)

Documentary Transfer Tax - $0.00 (conveyance to public agency: R&T 11922)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged:

Jill Shadek

hereby GRANT(S) TO:

City of Healdsburg, a municipal corporation

A public utility easement for any and all public utility facilities including transmission and distribution of electricity, natural gas, telephone, cable television, communications and all related and necessary appurtenances above, under, upon, or over those certain real property situated in the City of Healdsburg, County of Sonoma, State of California and further described in Exhibits "A" and "B" attached hereto and made a part hereof. The above mentioned public utility easements shall be kept open and free from buildings and structures of any kind except public utility facilities, irrigation systems and appurtenances thereto. Public Utilities will have the right of immediate and unobstructed entry, and continued possession to construct, install, inspect, improve, maintain, repair, replace, remove and/or use for the continued operation of public utilities as each utility service provider may choose to make over and upon that certain real property. Maintenance, repairs, and improvements related to the provisioning of utility service that disturb the surface area will restore the surface to conditions existing prior to the repair or to the City of Healdsburg's current standards as determined solely by the City.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said easement area.

APN: 089-120-049, 089-120-41, 089-120-040 (portion)

Date: 10/28/25 By: Jill Shadek
Jill Shadek

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the attached instrument is hereby accepted by the City Council of the City of Healdsburg pursuant to City Council Resolution No._____-24, dated _____and grantee consents to recordation thereof by its duly authorized officer.

CITY OF HEALDSBURG, a municipal corporation

By:_____ Date:_____
Jeffery Kay, City Manager

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma }

On October 28, 2025, before me, Jayla Alexandra Ponce Guerrero Notary Public,
personally appeared Jill Shadek

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of State of California that the foregoing paragraph is true and correct.

JAYLA ALEXANDRA PONCE GUERRERO
COMM. #2522001
NOTARY PUBLIC - CALIFORNIA
SONOMA COUNTY
My Comm. Exp. Jun. 02, 2029

WITNESS my hand and official seal.

SIGNATURE Jayla G.

PLACE NOTARY SEAL ABOVE

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of attached document

Title or type of document: Exhibit "A"
Public Utility Easment

Document Date: 2025 October 28 Number of Pages: 4

Signer(s) Other than Named Above:

CURTIS & ASSOCIATES
LAND SURVEYING SERVICES
805 HEALDSBURG AVENUE
HEALDSBURG, CALIFORNIA 95448
707-433-4808 FAX 707-433-9918

March 6, 2025
2024-006
Public Utility Easement
14795 Grove Street

EXHIBIT "A"
PUBLIC UTILITY EASMENT

Being an easement for Public Utility Purposes over and across a portion of the Lands of Jill Shadek, a married woman, as her sole and separate property as described in Document Number 2024-029464 of Official Records, Sonoma County Records and more particularly described as follows:

PARCEL 1:

Being an easement 16-feet wide, lying 8-feet on each side of the herein described centerline. Commencing at a 1/2" iron pipe tagged but unreadable at the southeast corner of Lot 2 as shown on City of Healdsburg Parcel Map 6763 filed August 23, 1979 in Book 293 of Maps, Pages 31, 32, Sonoma County Records, said point also being on the west Right-of-Way of Grove Street in the City of Healdsburg, County of Sonoma, State of California; thence along the said west Right-of-Way of said Grove Street, S 01°28'11" E, 8.00 feet to the True Point of Beginning of the herein described centerline; thence leaving the west Right-of-Way of said Grove Street, S 88°27'57: W, 127.97 feet to a point hereinafter referred to as Point A; thence being an easement 10-feet wide, lying 5-feet on each side of the herein described centerline, S 01°32'03" E, 32.00 feet, more or less, to the north boundary line of the Lands of Pio Biglieri Trust as described in Document Number 2008-37348 of Official Records, Sonoma County Records and being the Point of Termination of the herein described Parcel 1.

PARCEL 2:

Being an easement 16-feet wide, lying 8-feet on each side of the herein described centerline. Beginning at Point A described herein in Parcel 1, S 88°27'57" W, 59.06 feet to a point hereinafter referred to as Point B; thence being an easement 10-feet wide, lying 5-feet on each side of the herein described centerline, S 01°32'03" E, 32.00 feet, more or less, to the north boundary line of the Lands of Pio Biglieri as described in Document Number 2014-054528 of Official Records, Sonoma County Records and being the Point of Termination of the herein described centerline.

PAREL 3:

Being an easement 16-feet wide, lying 8-feet on each side of the herein described centerline. Beginning at Point B described herein in Parcel 2; thence S 88°27'57" W, 485.84 feet, more or less, to the westerly boundary of the said Lands of Jill Shadek and being the Point of Termination of the herein described Parcel 3.

The sidelines to be lengthened or shortened to begin or end on the west Right-of-Way of Grove Street, the north boundary line of the Lands of Biglieri and the westerly boundary line of the Lands of Shadek.

Basis of Bearing: The south line of Lots 2, 3, & 4 as shown on Parcel Map 6763 filed August 23, 1979 in Book 293 of Maps, Pages 31, 32, Sonoma County Records.

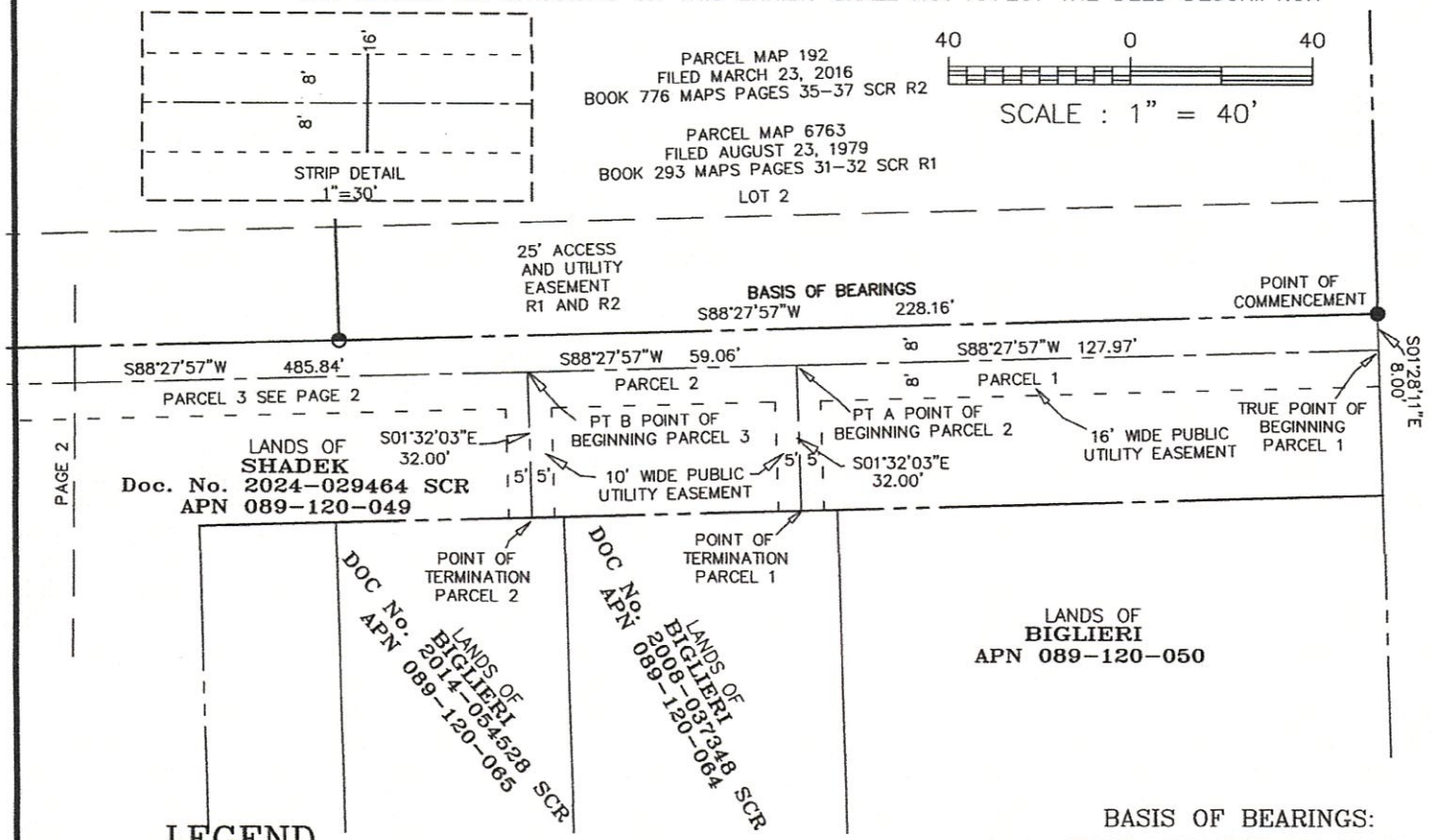
This description was prepared by me under the provisions of Section 8726 of the Business and Professions Code.

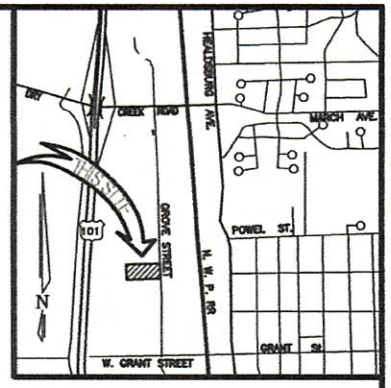
LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
NO. 8485
EXP. 12-31-26
STATE OF CALIFORNIA

Brian A Curtis 3/7/25

Brian Alan Curtis, PLS 8485 Date

" THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY"
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION





VICINITY
N.T.S.

LEGEND

●	1/2" IRON PIPE TAGGED UNREADABLE
◒	5/8" REBAR 2" ALUMINUM CAP STAMPED PLS 8485
— — —	CENTERLINE PUE EASEMENT
= = =	EDGE PUE EASEMENT
Doc. No.	DOCUMENT NUMBER
SCR	SONOMA COUNTY RECORDS
PUE	PUBLIC UTILITY EASEMENT

BASIS OF BEARINGS:
FOUND MONUMENTS PER PARCEL MAP 6763 FILED AUGUST 23, 1979 IN BOOK 293 OF MAPS PAGES 31-32 SONOMA COUNTY RECORDS.

REFERENCES

R1	PARCEL MAP 6763, 293 MAPS 31-32, SCR
R2	PARCEL MAP 192, 776 MAPS 35-37 SCR

LICENSED LAND SURVEYOR
BRIAN ALAN CURTIS
No. 8485
Exp. 12-31-2026
STATE OF CALIFORNIA

Brian A Curtis 3/7/25
BRIAN ALAN CURTIS, P.L.S. 8485
EXP. 12/31/26

ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

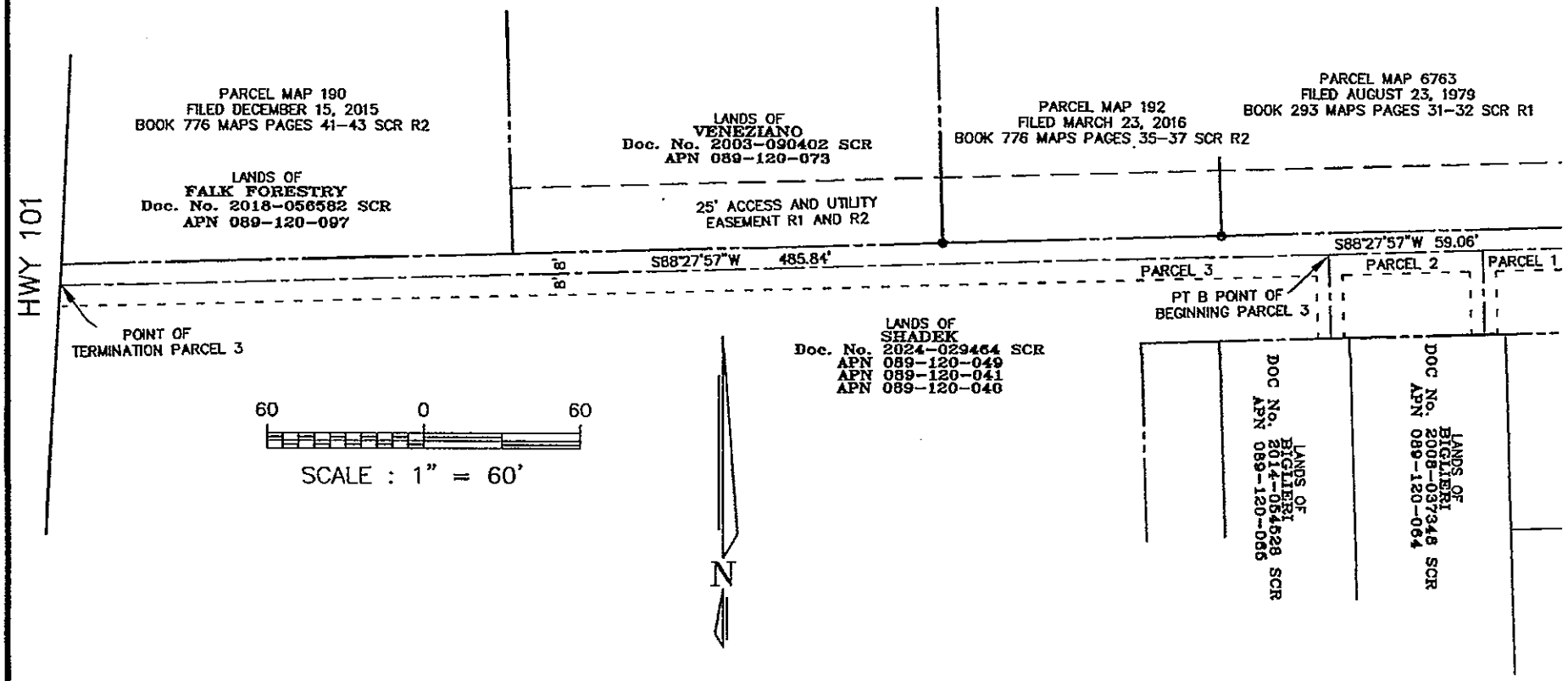
EXHIBIT"B"

FOR A
PUBLIC UTILITY EASEMENT WITHIN THE LANDS OF
JILL SHADEK
AS DESCRIBED IN DOCUMENT NUMBER 2024-029464, SONOMA COUNTY RECORDS
LOCATED IN THE CITY OF HEALDSBURG
14795 GROVE STREET

COUNTY OF SONOMA · STATE OF CALIFORNIA
SCALE:1"= 40' MARCH, 2025

CURTIS & ASSOCIATES
805 HEALDSBURG AVE. · HEALDSBURG, CA. 95448 · (707)433-4808
A.P.N. 089-120-049 089-120-041 | SHEET 1 OF 2 | 24-006

" THIS EXHIBIT IS FOR GRAPHIC PURPOSES ONLY"
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION



EXHIBIT"B"

FOR A
PUBLIC UTILITY EASEMENT WITHIN THE LANDS OF
JILL SHADEK
AS DESCRIBED IN DOCUMENT NUMBER
2024-029464, SONOMA COUNTY RECORDS
LOCATED IN THE CITY OF HEALDSBURG
14795 GROVE STREET

COUNTY OF SONOMA · STATE OF CALIFORNIA
SCALE:1"= 60' FEBRUARY, 2025

CURTIS & ASSOCIATES
805 HEALDSBURG AVE. · HEALDSBURG, CA. 95448 · (707)433-4808
A.P.N. 089-120-040 089-120-041 | SHEET 2 OF 2 | 24-808

ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Dedication of a Portion of Resultant Parcel 7 in Saggio Hills from Oaks & Olives, LLC to Facilitate Multiuse Trail in Laura Fish Somersal Park

PREPARED BY: Tom Campbell, Project Manager

STRATEGIC INITIATIVE(S):
- Maintain and Improve Infrastructure and Facilities
- Provide Resident-Driven Community Services

RECOMMENDED ACTION(S):
Adopt a Resolution approving a grant deed and authorizing the City Manager to accept a dedication of land from Oaks & Olives, LLC consisting of an approximately 252 square-foot portion of Resultant Parcel 7 as described by Deed recorded under Document Number 2023-016456, Sonoma County Records (Portion of APN 091-310-015) to facilitate the multipurpose trail in Laura Fish Somersal Park.

COMMUNITY ENGAGEMENT/OUTREACH:
The Laura Fish Somersal Park master planning process involved significant community outreach, engagement, and input including:

- The Parks Design Team, a group of approximately 30 community members representing different demographics in the community, met 13 times throughout the planning process to guide the project.
- Eleven focus group work sessions with park user groups, sports associations, partner organizations, outdoor recreation businesses, residents of the Parkland Farms neighborhood, and City officials and staff.
- Open house events (virtual and in-person) and an online survey.

BACKGROUND:
The Development Agreement for the Saggio Hills project required the developer provide approximately 36 acres of land for a future public park. The City completed a community-based master planning process for the new park and took ownership of the park land in early 2023. The park will be developed in multiple phases due to cost and available funding.

On August 21, 2023, City Council approved the CEQA study and final master plan for the Saggio Hills development park.

On May 6, 2024, the City Council directed that the park's first phase of development include:

- Multipurpose trail
- Creek restoration
- Parking and support facilities such as a restroom and drinking fountain
- Infrastructure such as utilities and storm water treatment facilities to support the first phase of development as well as future phases of development
- Other park amenities as funding allows, including a modest sports component

DISCUSSION/ANALYSIS:
During design development for the park's first phase, the design team discovered that a small corner of undeveloped land, being a portion of real property known as Resultant Parcel 7 as described by Deed recorded under Document Number 2023-016456, Sonoma County Records (the "Property") would be necessary to construct the multipurpose trail in the park.

Oaks & Olives, LLC, the owner of the hotel resort, is the current owner of the Property. In order to facilitate construction of the multi-use trail planned for Laura Fish Somersal Park, Oaks & Olives, LLC has agreed to dedicate the Property to the City, comprising approximately 252 square-feet. The land dedication includes a segment of an existing rock wall that continues onto City-owned property on either side. With the dedication, the City will own the existing rock wall in its entirely and agrees to maintain and retain the wall since it provides lateral support to the adjacent land owned by Oaks & Olives, LLC.

The recommended resolution approves the grant deed and authorizes the City Manager to execute the grant deed and the certificate of acceptance on behalf of the City and directs staff to file the grant deed for recordation with the Sonoma County Recorder's Office. A copy of the grant deed, along with exhibits containing the legal description and plat map of the Property, as well as the certificate of acceptance, are attached to this report. The resolution has been approved as to form by the City Attorney.

ENVIRONMENTAL STEWARDSHIP:
Not applicable.

ALTERNATIVES:
The City Council could choose not to accept the land dedication and provide direction to staff.

FISCAL IMPACT:
Accepting the dedication of land will create nominal fiscal responsibility on the City. The wall is constructed of stacked stone which requires minimal maintenance and replacement would be straightforward if needed in the future. In addition, it is simpler for the City to assume ownership of the wall in its entirety rather than share ownership and maintenance responsibilities with Oaks & Olives, LLC. No transfer taxes or recording fees are due or required in connection with this transfer of the Property because of exemptions provided under law pursuant to Revenue and Taxation Code 11922 and Government Code Sections 27383 and 27388.1 (a)(2)(D).

ENVIRONMENTAL ANALYSIS:
The public park component of the Saggio Hills Project is addressed in the Saggio Hills Project EIR (State Clearinghouse No. 2003062025) which was certified by the Healdsburg City Council through the adoption of Resolution No. 15-2011. Certain components of development on the site, including the park, were addressed at a project-level in the Saggio Hills Project EIR. Raney Planning and Management prepared an Initial Study/Environmental Checklist for the Saggio Hills Park Master Plan and, based on the analysis contained therein, determined that an Addendum to the Saggio Hills Project EIR is the appropriate environmental document for the City Council's consideration of the Master Plan. Accordingly, on April 21, 2023, the City Council approved the final Master Plan for the Saggio Hills development park and determined, based upon substantial evidence demonstrated by the analysis included in the Addendum, that none of the conditions described in Sections 15162 or 15163 of the CEQA Guidelines calling for the preparation of a subsequent or supplemental EIR or negative declaration have occurred.

ATTACHMENT(S):
Resolution
Grant Deed
Preliminary Change of Ownership Report
Laura Fish Somersal Park Master Plan

CITY OF HEALDSBURG

RESOLUTION NO. _____-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING A GRANT DEED AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT DEED AND CERTIFICATE OF ACCEPTANCE ON BEHALF OF THE CITY OF HEALDSBURG REGARDING A DEDICATION OF LAND FROM OAKS & OLIVES, LLC, CONSISTING OF AN APPROXIMATELY 252 SQUARE-FOOT PORTION OF RESULTANT PARCEL 7 AS DESCRIBED BY DEED RECORDED UNDER DOCUMENT NUMBER 2023-016456, SONOMA COUNTY RECORDS (PORTION OF APN 091-310-015) TO FACILITATE THE DEVELOPMENT OF A MULTIPURPOSE TRAIL IN THE LAURA FISH SOMERSAL PARK

WHEREAS, the City of Healdsburg (the "City") owns approximately 38 acres of land that was designated in the Saggio Hills Development project to be a public park; and

WHEREAS, on August 21, 2023, City Council approved the CEQA study and final master plan for the Saggio Hills development park; and

WHEREAS, on May 6, 2024 City Council provided direction for the park's first phase of development ("Phase 1") to include: the multipurpose trail, creek restoration, parking and support facilities such as a restroom and drinking fountain to support the park's use, infrastructure such as utilities, storm water, etc. to support the first phase of the project, as well as future development, and other park amenities as funding allows, including a modest sports component; and

WHEREAS, a small corner of undeveloped land owned by Oaks & Olives, LLC was determined to be necessary for construction of the multipurpose trail in the park; and

WHEREAS, Oaks & Olives, LLC has agreed to dedicate the approximately 252 square-foot portion of the property, including a segment of an existing rock wall that continues onto City-owned property on either side; and

WHEREAS, the City agrees to maintain and retain the wall since it provides lateral support to the adjacent land owned by Oaks & Olives, LLC; and

WHEREAS, the public park component of the Saggio Hills Project is addressed in the Saggio Hills Project EIR (State Clearinghouse No. 2003062025) which was certified by the Healdsburg City Council through the adoption of Resolution No. 15-2011. Certain components of development on the site, including the park, were addressed at a project-level in the Saggio Hills Project EIR. Raney Planning and Management prepared an Initial Study/Environmental Checklist for the Saggio Hills Park Master Plan and, based on the analysis contained therein, determined that an Addendum to the Saggio Hills Project EIR is the appropriate environmental document for the City Council's consideration of the Master Plan. Accordingly, on April 21, 2023, the City Council

approved the final Master Plan for the Saggio Hills development park and determined, based upon substantial evidence demonstrated by the analysis included in the Addendum, that none of the conditions described in Sections 15162 or 15163 of the CEQA Guidelines calling for the preparation of a subsequent or supplemental EIR or negative declaration have occurred.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Finds that the approval of this dedication of land from Oaks & Olives, LLC, does not require any additional action under CEQA. The public park component of the Saggio Hills Project is addressed in the Saggio Hills Project EIR (State Clearinghouse No. 2003062025) which was certified by the Healdsburg City Council through the adoption of Resolution No. 15-2011. Certain components of development on the site, including the park, were addressed at a project level in the Saggio Hills Project EIR. Raney Planning and Management prepared an Initial Study/Environmental Checklist for the Saggio Hills Park Master Plan and, based on the analysis contained therein, determined that an Addendum to the Saggio Hills Project EIR is the appropriate environmental document for the City Council's consideration of the Master Plan. Accordingly, on April 21, 2023, the City Council approved the final Master Plan for the Saggio Hills development park and determined, based upon substantial evidence demonstrated by the analysis included in the Addendum, that none of the conditions described in Sections 15162 or 15163 of the CEQA Guidelines calling for the preparation of a subsequent or supplemental EIR or negative declaration have occurred. This action does not create any additional impacts that have not already been analyzed in the previously adopted EIR and Addendum.

2. Approve the grant deed and attachments thereto regarding the grant of real property by Oaks & Olives, LLC, to the City of Healdsburg, consisting of an approximately 252 square-foot portion of Resultant Parcel 7 as described by Deed recorded under Document Number 2023-016456, Sonoma County Records (Portion of APN 091-310-015).

3. Authorizes the City Manager to execute the grant deed and the certificate of acceptance on behalf of the City and directs staff to record the grant deed and file the preliminary change of ownership report with the Sonoma County Recorder's Office.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January, 2026 by the following vote:

SO ORDERED:	ATTEST:
_____	_____
J. Chris Herrod, Mayor	Raina Allan, City Clerk

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

City of Healdsburg
401 Grove Street
Healdsburg, CA 95448
Attn: City Clerk

Exempt From Recording Fee Per Government Code §27383 And Building Homes & Jobs Trust Fund Fee Per Government Code §27388.1 (a)(2)(D)

APN: 091-310-015 (Portion)

(Space Above This Line for Recorder's Use Only)

The Undersigned Grantor(s) Declare(s):
Documentary Transfer Tax $0.00 [exempt per R&T Code § 11922]

GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, OAKS & OLIVES, LLC, a Delaware limited liability company ("Grantor"), hereby GRANTS AND CONVEYS unto the CITY OF HEALDSBURG, a California municipal corporation ("Grantee"), that certain real property located in the City of Healdsburg, County of Sonoma, State of California and more particularly described in the legal description attached hereto as EXHIBIT "A" and depicted in the map attached hereto as EXHIBIT "B", each made a part hereof, TOGETHER WITH all improvements, hereditaments, easements, rights, privileges, and appurtenances thereunto belonging, or in any way appertaining, and the right, title, interest, claim or demand whatsoever, of Grantor, either in law or equity, of, in and to the above described premises (collectively, the "Property").

SUBJECT TO encumbrances, covenants, conditions, restrictions, reservations, rights, easements and right-of-way of record, and non-delinquent real property taxes and assessments.

SUBJECT FURTHER TO a covenant and agreement by Grantee, which by acceptance of this deed the Grantee hereby accepts and agrees, to maintain and retain the existing rock wall located on the Property or such other comparable replacement structure or feature appropriately designed and constructed to provide lateral support to the lands of Grantor located adjacent thereto, at Grantee's sole cost and expense.

TO HAVE AND TO HOLD the Property, unto Grantee, its successors and assigns.

Dated: _____, 2026

[Remainder of Page Intentionally Left Blank]

GRANTOR:

OAKS & OLIVES, LLC, a Delaware limited liability company

By: _____

Name: _____

Its: _____

GRANTEE:

CITY OF HEALDSBURG,
a California municipal corporation

By: _____

Print Name: Jeffrey Kay

Title: City Manager

ATTEST:

By: _____
Raina Allan, City Clerk

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, 202__, before me, _____ (here insert name and title of the officer), personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, 202__, before me, _____ (here insert name and title of the officer), personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (Seal)

EXHIBIT 'A'

Lying within the City of Healdsburg, County of Sonoma, State of California, and being a portion of Resultant Parcel 7 as described by Deed recorded under Document Number 2023-016456, Sonoma County Records, said portion being more particularly described as follows:

Beginning at the southeasterly angle point of Resultant Parcel 7, at the southerly end of a line described as South 45°26'04" West, 412.21 feet in said deed; thence along the southerly line of said Resultant Parcel 7, North 44°33'56" West, 24.09 feet; thence leaving said southerly line, South 85°33'15" East, 31.91 feet to the easterly line of said Resultant Parcel 7; thence along the easterly line, South 45°26'04" West, 20.93 feet to the Point of Beginning.

Basis of bearings: Final Map of Saggio Hills, Book 795 of Maps, Pages 31-40, Sonoma County Records

Being a portion of APN 091-310-015

Containing 252 Square Feet, more or less

See Exhibit 'B' for graphic depiction.

This description prepared by Carlile • Macy.

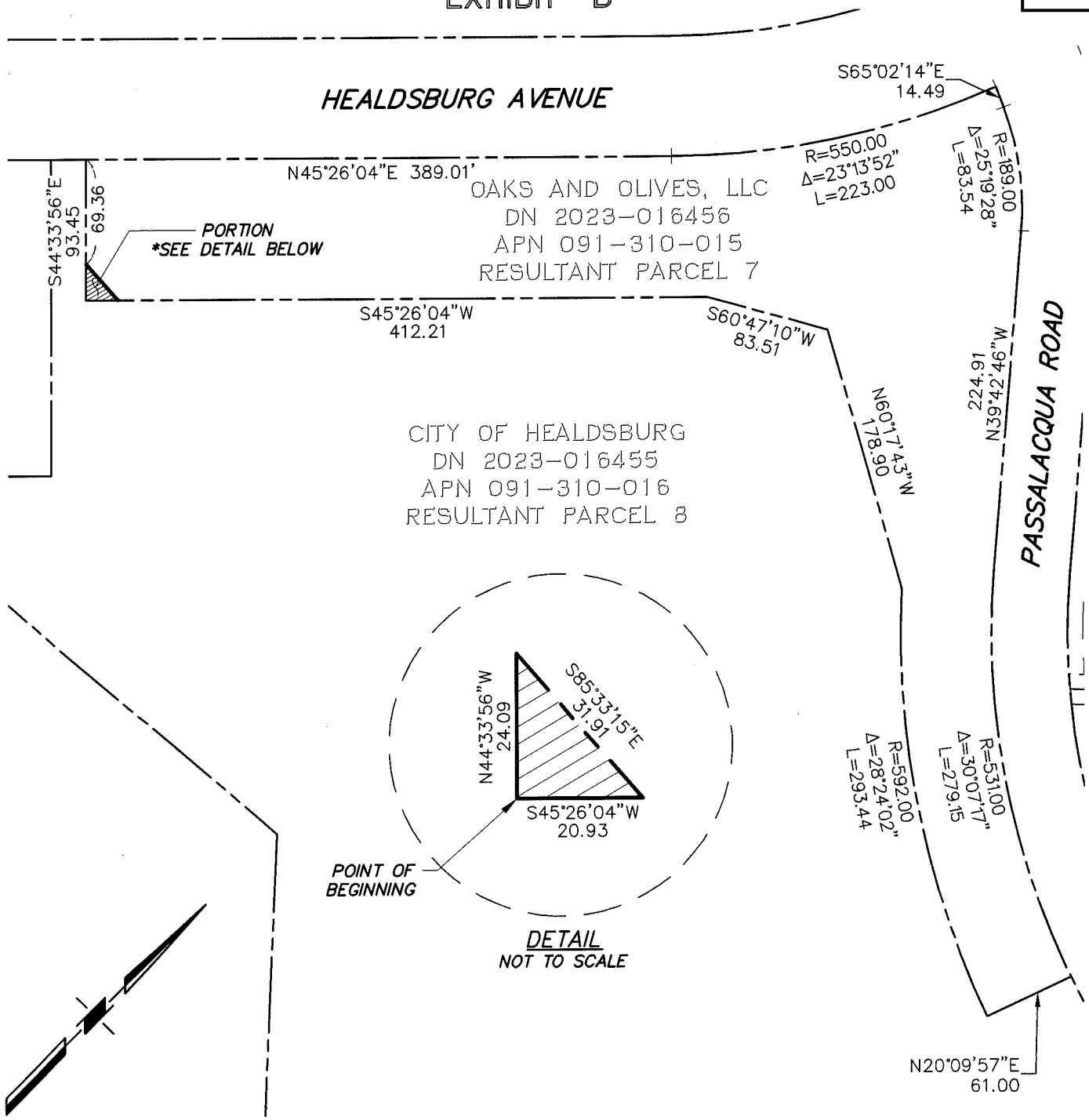
James Lee Smith
PLS 8185

PROFESSIONAL LAND SURVEYOR
JAMES LEE SMITH
8185
STATE OF CALIFORNIA

12/10/2025
Date

END OF DESCRIPTION

EXHIBIT 'B'



THIS EXHIBIT MAP IS FOR GRAPHICAL PURPOSES ONLY.
ANY ERRORS OR OMISSIONS ON THIS EXHIBIT SHALL NOT AFFECT THE DEED DESCRIPTION.

OWNER AND MAILING ADDRESS	PROPERTY AREAS	CITY OF HEALDSBURG
OAKS AND OLIVES LLC 15 ENTERPRISE DRIVE ALISO VIELO CA, 92565	AREA 252 SQ. FT.±	PORTION OF RESULTANT PARCEL 7 TO THE CITY OF HEALDSBURG
A.P. No. 091-060-015 O.R. No. 2023-016456 O.R. No.	O.R.	Scale: 1"=100' Date: 12/10/25 DWN. PCR CHK. JLS APPROVED FILE NO. R-

[AutoCAD file name: 97004-P9-QC.dwg] [Xref files: X-97004-PO-HC; X-97004-BD; X-97004-TP]

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Grant Deed dated _____, 2026, from OAKS & OLIVES, LLC, a Delaware limited liability company to the CITY OF HEALDSBURG, a California municipal corporation and/or governmental agency, is hereby accepted by the undersigned officer or agent on behalf of the City Council of the City of Healdsburg pursuant to authority conferred by Resolution No. ___-2026 of the City Council of the City of Healdsburg adopted on _____, 2026, and the grantee consents to recordation thereof by its duly authorized officer.

GRANTEE:

CITY OF HEALDSBURG,
a California municipal corporation

By: _____

Print Name: Jeffrey Kay

Title: City Manager

Dated:_____ ___, 2026

ATTEST:

By: _____
Raina Allan, City Clerk

4904-6426-7639 v2

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, 202__, before me, _____ (here insert name and title of the officer), personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (Seal)

PRELIMINARY CHANGE OF OWNERSHIP REPORT

To be completed by the transferee (buyer) prior to a transfer of subject property, in accordance with section 480.3 of the Revenue and Taxation Code. A *Preliminary Change of Ownership Report* must be filed with each conveyance in the County Recorder's office for the county where the property is located.

William F. Rousseau
Clerk-Recorder-Assessor
585 Fiscal Dr. Room 104
Santa Rosa, CA 95403
(707) 565-1888

NAME AND MAILING ADDRESS OF BUYER/TRANSFEREE
(Make necessary corrections to the printed name and mailing address)

City of Healdsburg
Finance Department
401 Grove Street
Healdsburg, CA 95448

ASSESSOR'S PARCEL NUMBER
091-310-015 (Portion)

SELLER/TRANSFEROR
Oaks & Olives, LLC

BUYER'S DAYTIME TELEPHONE NUMBER
(707) 431-3317

BUYER'S EMAIL ADDRESS
jkay@healdsburg.gov

STREET ADDRESS OR PHYSICAL LOCATION OF REAL PROPERTY
SW Corner of Healdsburg Avenue and Passalacqua Road, Healdsbug, CA

MAIL PROPERTY TAX INFORMATION TO (NAME)
City of Healdsburg, Attn: Finance Department

ADDRESS	CITY	STATE	ZIP CODE
401 Grove Street	Healdsburg	CA	95448

☐ YES ☑ NO This property is intended as my principal residence. If YES, please indicate the date of occupancy or intended occupancy. MO DAY YEAR

PART 1. TRANSFER INFORMATION *Please complete all statements.*

This section contains possible exclusions from reassessment for certain types of transfers.

YES NO

☐ ☑ A. This transfer is solely between spouses *(addition or removal of a spouse, death of a spouse, divorce settlement, etc.)*.

☐ ☑ B. This transfer is solely between domestic partners currently registered with the California Secretary of State *(addition or removal of a partner, death of a partner, termination settlement, etc.)*.

☐ ☑ * C. This is a transfer: ☐ between parent(s) and child(ren) ☐ from grandparent(s) to grandchild(ren).

☐ ☑ * D. This transfer is the result of a cotenant's death. Date of death _____

☐ ☑ * E. This transaction is to replace a principal residence by a person 55 years of age or older. Within the same county? ☐ YES ☐ NO

☐ ☑ * F. This transaction is to replace a principal residence by a person who is severely disabled as defined by Revenue and Taxation Code section 69.5. Within the same county? ☐ YES ☐ NO

☐ ☑ G. This transaction is only a correction of the name(s) of the person(s) holding title to the property *(e.g., a name change upon marriage)*. If YES, please explain: _____

☐ ☑ H. The recorded document creates, terminates, or reconveys a lender's interest in the property.

☐ ☑ I. This transaction is recorded only as a requirement for financing purposes or to create, terminate, or reconvey a security interest *(e.g., cosigner)*. If YES, please explain: _____

☐ ☑ J. The recorded document substitutes a trustee of a trust, mortgage, or other similar document.

K. This is a transfer of property:

☐ ☑ 1. to/from a revocable trust that may be revoked by the transferor and is for the benefit of ☐ the transferor, and/or ☐ the transferor's spouse ☐ registered domestic partner.

☐ ☑ 2. to/from a trust that may be revoked by the creator/grantor/trustor who is also a joint tenant, and which names the other joint tenant(s) as beneficiaries when the creator/grantor/trustor dies.

☐ ☑ 3. to/from an irrevocable trust for the benefit of the ☐ creator/grantor/trustor and/or ☐ grantor's/trustor's spouse ☐ grantor's/trustor's registered domestic partner.

☐ ☑ L. This property is subject to a lease with a remaining lease term of 35 years or more including written options.

☐ ☑ M. This is a transfer between parties in which proportional interests of the transferor(s) and transferee(s) in each and every parcel being transferred remain exactly the same after the transfer.

☐ ☑ N. This is a transfer subject to subsidized low-income housing requirements with governmentally imposed restrictions.

☐ ☑ * O. This transfer is to the first purchaser of a new building containing an active solar energy system.

* Please refer to the instructions for Part 1.

Please provide any other information that will help the Assessor understand the nature of the transfer.

THIS DOCUMENT IS NOT SUBJECT TO PUBLIC INSPECTION

PART 2. OTHER TRANSFER INFORMATION

Check and complete as applicable.

A. Date of transfer, if other than recording date: _____

B. Type of transfer:

☐ Purchase ☐ Foreclosure ☑ Gift ☐ Trade or exchange ☐ Merger, stock, or partnership acquisition (Form BOE-100-B)

☐ Contract of sale. Date of contract: _____ ☐ Inheritance. Date of death: _____

☐ Sale/leaseback ☐ Creation of a lease ☐ Assignment of a lease ☐ Termination of a lease. Date lease began: _____

Original term in years *(including written options)*: _____ Remaining term in years *(including written options)*: _____

☐ Other. Please explain: _____

C. Only a partial interest in the property was transferred. ☐ YES ☑ NO If YES, indicate the percentage transferred: _____ %

PART 3. PURCHASE PRICE AND TERMS OF SALE

Check and complete as applicable.

A. Total purchase price $ 0

B. Cash down payment or value of trade or exchange excluding closing costs Amount $ 0

C. First deed of trust @ _____% interest for _____ years. Monthly payment $_____ Amount $ 0

☐ FHA (___Discount Points) ☐ Cal-Vet ☐ VA (___Discount Points) ☐ Fixed rate ☐ Variable rate

☐ Bank/Savings & Loan/Credit Union ☐ Loan carried by seller

☐ Balloon payment $_____ Due date: _____

D. Second deed of trust @ _____% interest for _____ years. Monthly payment $_____ Amount $ 0

☐ Fixed rate ☐ Variable rate ☐ Bank/Savings & Loan/Credit Union ☐ Loan carried by seller

☐ Balloon payment $_____ Due date: _____

E. Was an Improvement Bond or other public financing assumed by the buyer? ☐ YES ☑ NO Outstanding balance $ N/A

F. Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price $ 0

G. The property was purchased: ☐ Through real estate broker. Broker name: _____ Phone number: ( )

☑ Direct from seller ☐ From a family member-Relationship _____

☐ Other. Please explain: _____

H. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property.

This is a grant of a small corner of vacant land to facilitate bike path on adjacent city park parcel.

PART 4. PROPERTY INFORMATION

Check and complete as applicable.

A. Type of property transferred

☐ Single-family residence ☐ Co-op/Own-your-own ☐ Manufactured home

☐ Multiple-family residence. Number of units: _____ ☐ Condominium ☑ Unimproved lot

☑ Other. Description: (i.e., timber, mineral, water rights, etc.) ☐ Timeshare ☐ Commercial/Industrial

Grant of small corner/252 sf vacant land for bike path

B. ☐ YES ☑ NO Personal/business property, or incentives, provided by seller to buyer are included in the purchase price. Examples of personal property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships, etc. Attach list if available.

If YES, enter the value of the personal/business property: $ _____ Incentives $ _____

C. ☐ YES ☑ NO A manufactured home is included in the purchase price.

If YES, enter the value attributed to the manufactured home: $ _____

☐ YES ☑ NO The manufactured home is subject to local property tax. If NO, enter decal number: _____

D. ☐ YES ☑ NO The property produces rental or other income.

If YES, the income is from: ☐ Lease/rent ☐ Contract ☐ Mineral rights ☐ Other: _____

E. The condition of the property at the time of sale was: ☑ Good ☐ Average ☐ Fair ☐ Poor

Please describe: Grant of 252 sf is vacant/unimproved adjacent to ped/bike path; larger parcel of which it is part is planted vineyard.

CERTIFICATION

I certify (or declare) that the foregoing and all information hereon, including any accompanying statements or documents, is true and correct to the best of my knowledge and belief.

SIGNATURE OF BUYER/TRANSFEREE OR CORPORATE OFFICER	DATE	TELEPHONE
▶		(707) 431-3317
NAME OF BUYER/TRANSFEREE/LEGAL REPRESENTATIVE/CORPORATE OFFICER (PLEASE PRINT)	TITLE	EMAIL ADDRESS
Jeff Kay	City Manager	jkay@healdsburg.gov

The Assessor's office may contact you for additional information regarding this transaction.

ADDITIONAL INFORMATION

Please answer all questions in each section, and sign and complete the certification before filing. This form may be used in all 58 California counties. If a document evidencing a change in ownership is presented to the Recorder for recordation without the concurrent filing of a *Preliminary Change of Ownership Report*, the Recorder may charge an additional recording fee of twenty dollars ($20).

NOTICE: The property which you acquired may be subject to a supplemental assessment in an amount to be determined by the County Assessor. Supplemental assessments are not paid by the title or escrow company at close of escrow, and are not included in lender impound accounts. **You may be responsible for the current or upcoming property taxes even if you do not receive the tax bill.**

NAME AND MAILING ADDRESS OF BUYER: Please make necessary corrections to the printed name and mailing address. Enter Assessor's Parcel Number, name of seller, buyer's daytime telephone number, buyer's email address, and street address or physical location of the real property.

NOTE: Your telephone number and/or email address is very important. If there is a question or a problem, the Assessor needs to be able to contact you.

MAIL PROPERTY TAX INFORMATION TO: Enter the name, address, city, state, and zip code where property tax information should be mailed. This must be a valid mailing address.

PRINCIPAL RESIDENCE: To help you determine your principal residence, consider (1) where you are registered to vote, (2) the home address on your automobile registration, and (3) where you normally return after work. If after considering these criteria you are still uncertain, choose the place at which you have spent the major portion of your time this year. Check YES if the property is intended as your principal residence, and indicate the date of occupancy or intended occupancy.

PART 1: TRANSFER INFORMATION

If you check YES to any of these statements, the Assessor may ask for supporting documentation.

C,D,E, F: If you checked YES to any of these statements, you may qualify for a property tax reassessment exclusion, which may allow you to maintain your property's previous tax base. **A claim form must be filed and all requirements met in order to obtain any of these exclusions.** Contact the Assessor for claim forms. NOTE: If you give someone money or property during your life, you may be subject to federal gift tax. You make a gift if you give property (including money), the use of property, or the right to receive income from property without expecting to receive something of at least equal value in return. The transferor (donor) may be required to file Form 709, Federal Gift Tax Return, with the Internal Revenue Service if they make gifts in excess of the annual exclusion amount.

G: Check YES if the reason for recording is to correct a name already on title [e.g., Mary Jones, who acquired title as Mary J. Smith, is granting to Mary Jones]. This is not for use when a name is being removed from title.

H: Check YES if the change involves a lender, who holds title for security purposes on a loan, and who has no other beneficial interest in the property.

> "**Beneficial interest**" is the right to enjoy all the benefits of property ownership. Those benefits include the right to use, sell, mortgage, or lease the property to another. A beneficial interest can be held by the beneficiary of a trust, while legal control of the trust is held by the trustee.

I: A "**cosigner**" is a third party to a mortgage/loan who provides a guarantee that a loan will be repaid. The cosigner signs an agreement with the lender stating that if the borrower fails to repay the loan, the cosigner will assume legal liability for it.

M: This is primarily for use when the transfer is into, out of, or between legal entities such as partnerships, corporations, or limited liability companies. Check YES only if the interest held in each and every parcel being transferred remains exactly the same.

N: Check YES only if property is subject to subsidized low-income housing requirements with governmentally imposed restrictions; property may qualify for a restricted valuation method (i.e., may result in lower taxes).

O: If you checked YES, you may qualify for a new construction property tax exclusion. **A claim form must be filed and all requirements met in order to obtain the exclusion. Contact the Assessor for a claim form.**

PART 2: OTHER TRANSFER INFORMATION

A: The date of recording is rebuttably presumed to be the date of transfer. If you believe the date of transfer was a different date (e.g., the transfer was by an unrecorded contract, or a lease identifies a specific start date), put the date you believe is the correct transfer date. If it is not the date of recording, the Assessor may ask you for supporting documentation.

B: Check the box that corresponds to the type of transfer. If OTHER is checked, please provide a detailed description. Attach a separate sheet if necessary.

PART 3: PURCHASE PRICE AND TERMS OF SALE

It is important to complete this section completely and accurately. The reported purchase price and terms of sale are important factors in determining the assessed value of the property, which is used to calculate your property tax bill. Your failure to provide any required or requested information may result in an inaccurate assessment of the property and in an overpayment or underpayment of taxes.

A. Enter the total purchase price, not including closing costs or mortgage insurance.

> **"Mortgage insurance"** is insurance protecting a lender against loss from a mortgagor's default, issued by the FHA or a private mortgage insurer.

B. Enter the amount of the down payment, whether paid in cash or by an exchange. If through an exchange, exclude the closing costs.

> **"Closing costs"** are fees and expenses, over and above the price of the property, incurred by the buyer and/or seller, which include title searches, lawyer's fees, survey charges, and document recording fees.

C. Enter the amount of the First Deed of Trust, if any. Check all the applicable boxes, and complete the information requested.

> A **"balloon payment"** is the final installment of a loan to be paid in an amount that is disproportionately larger than the regular installment.

D. Enter the amount of the Second Deed of Trust, if any. Check all the applicable boxes, and complete the information requested.

E. If there was an assumption of an improvement bond or other public financing with a remaining balance, enter the outstanding balance, and mark the applicable box.

> An **"improvement bond or other public financing"** is a lien against real property due to property-specific improvement financing, such as green or solar construction financing, assessment district bonds, Mello-Roos (a form of financing that can be used by cities, counties and special districts to finance major improvements and services within the particular district) or general improvement bonds, etc. Amounts for repayment of contractual assessments are included with the annual property tax bill.

F. Enter the amount of any real estate commission fees paid by the buyer which are not included in the purchase price.

G. If the property was purchased through a real estate broker, check that box and enter the broker's name and phone number. If the property was purchased directly from the seller (who is not a family member of one of the parties purchasing the property), check the "Direct from seller" box. If the property was purchased directly from a member of your family, or a family member of one of the parties who is purchasing the property, check the "From a family member" box and indicate the relationship of the family member (e.g., father, aunt, cousin, etc.). If the property was purchased by some other means (e.g., over the Internet, at auction, etc.), check the "OTHER" box and provide a detailed description (attach a separate sheet if necessary).

H. Describe any special terms (e.g., seller retains an unrecorded life estate in a portion of the property, etc.), seller concessions (e.g., seller agrees to replace roof, seller agrees to certain interior finish work, etc.), broker/agent fees waived (e.g., fees waived by the broker/agent for either the buyer or seller), financing, buyer paid commissions, and any other information that will assist the Assessor in determining the value of the property.

PART 4: PROPERTY INFORMATION

A. Indicate the property type or property right transferred. Property rights may include water, timber, mineral rights, etc.

B. Check YES if personal, business property or incentives are included in the purchase price in Part 3. Examples of personal or business property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships (golf, health, etc.), ski lift tickets, homeowners' dues, etc. Attach a list of items and their purchase price allocation. An adjustment will not be made if a detailed list is not provided.

C. Check YES if a manufactured home or homes are included in the purchase price. Indicate the purchase price directly attributable to each of the manufactured homes. If the manufactured home is registered through the Department of Motor Vehicles in lieu of being subject to property taxes, check NO and enter the decal number.

D. Check YES if the property was purchased or acquired with the intent to rent or lease it out to generate income, and indicate the source of that anticipated income. Check NO if the property will not generate income, or was purchased with the intent of being owner-occupied.

E. Provide your opinion of the condition of the property at the time of purchase. If the property is in "fair" or "poor" condition, include a brief description of repair needed.

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Acceptance of the Grant Street Water Improvements Project WA007

PREPARED BY: Terrie Zwillinger, Senior Project Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities

RECOMMENDED ACTION(S):
Adopt a Resolution accepting the Grant Street Water Improvements Project WA007 as complete and authorizing staff to file a Notice of Completion with the County Recorder's Office.

COMMUNITY ENGAGEMENT/OUTREACH:
The Grant Street Water Improvements Project WA007 was advertised for public bidding in the Santa Rosa Press Democrat and on the City's website.

Prior to beginning construction, advance notices were provided to adjacent properties. The notices advised of potential impacts, parking restrictions, and the planned work duration. The City Project Manager's direct contact information was provided for additional information and for any concerns that might arise during the construction process.

BACKGROUND:
The City water system is broken into several zones based upon water pressure. The zones are separated by valves with interconnection by pressure regulating valves that allow water to flow from higher pressure zones into lower pressure zones based upon demand.

The City water system serving many of the properties along Grove Street, Vine Street, and Westside Road lacks proper interconnections, meaning there are sections that do not function as a looped system. When a water system is looped, turning the nearest valves on each side of a break or area of repair limits how many customers will be without water during the work. The looped system provides water from both directions. Currently, when water is shut off within the Grant Street area, the impacts are large. This project on Grant Street between Grove Street and Larkspur Avenue created a needed connection to loop the system, along with necessary shutoff valves and pressure-regulating devices. The looped system allows staff to minimize impacts on our residents during water system shutdowns for maintenance and repairs.

On March 14, 2025, and March 19, 2025, the Grant Street Water Improvements Project was advertised and bids opened on April 17, 2025.

The City Council awarded the construction bid contract to Precision Excavating and Grading, Inc. on May 19, 2025, and construction began August 26, 2025.

City staff considered the work complete on December 5, 2025.

DISCUSSION/ANALYSIS:
Precision Excavating and Grading, Inc. has completed all the work in compliance with the approved Project Plans, Specifications, Special Provisions, and Contract Change Orders. City representatives have reviewed all contract documents and performed final inspections of the work and have determined that all work has been performed and completed in accordance with the contract documents, and as directed by the City. There are no liquidated damages to be assessed and there are no existing or potential contractor claims. Therefore, the project is deemed completed by staff and ready for City Council acceptance.

ENVIRONMENTAL STEWARDSHIP:
Construction waste was diverted from landfill for reuse or recycling where possible.

ALTERNATIVES:
There is no reasonable alternative to the recommended action as the public has begun beneficial use of the improved water system.

FISCAL IMPACT:
The total project budget for the Grant Street Water Improvements Project was $312,616. Project costs are comprised of a construction contract with Precision Excavating and Grading, Inc. for $240,743, with an authorized contingency of $36,071. Construction, including approved change orders, was completed for a total of $259,447, which is approximately $17,000 under the authorized amount. Staff time, inspection, and newspaper notice fees currently total $32,903.
Additional minor expenses may be incurred to finalize the project; however total project costs including associated construction and staff time are anticipated to be $292,350. The project is estimated to be completed under budget, including contingencies, by $20,266. The project was funded entirely by water operating funds. The remaining appropriations will be released, and the funding will be available in the water operating fund to reallocate towards other projects or operational needs.

ENVIRONMENTAL ANALYSIS:
The Grant Street Water Improvements Project involved the minor upgrades of existing public facilities involving negligible or no expansion of use. The Project is exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines 15302(c).

ATTACHMENT(S):
Resolution
Certificate of Completion
Notice of Completion

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING THE GRANT STREET WATER IMPROVEMENTS PROJECT WA007 AS COMPLETE AND AUTHORIZING STAFF TO FILE A NOTICE OF COMPLETION WITH THE COUNTY RECORDER'S OFFICE

WHEREAS, on May 19, 2025, the Healdsburg City Council awarded a construction contract for the Grant Street Water Improvements Project WA007 to Precision Excavating and Grading, Inc.; and

WHEREAS, the Healdsburg City Council at a regular meeting held January 20, 2026, received the report from the City Engineer that the Project has been satisfactorily completed in accordance with the contract documents and City Standards; and

WHEREAS, the work consisted of water system improvements on Grant Street between Grove Street and Larkspur Drive; and

WHEREAS, the Project Manager recommended that the City Council accept the Project as complete and take appropriate action to finalize the Project; and

WHEREAS, the Project involved the minor upgrades of existing public facilities involving negligible or no expansion of use, is found to be exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines 15302(c), and no further action is required.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby:

1. Accepts the Grant Street Water Improvements Project WA007 as complete; and

2. Authorizes staff to file a Notice of Completion with the County Recorder's Office.

PASSED, APPROVED AND ADOPTED, by the City Council of the City of Healdsburg this 20th day of January, 2026, by the following vote:

SO ORDERED:

_____

J. Chris Herrod, Mayor

ATTEST:

_____

Raina Allan, City Clerk

CITY OF HEALDSBURG
CERTIFICATE OF COMPLETION

Project Title:	Grant Street Water Improvements Project WA007
Site Address or Location:	Grant Street between Larkspur Drive and Grove Street
Property Owner:	City of Healdsburg
Address:	401 Grove Street, Healdsburg, CA 95448

I, Larry Zimmer, City Engineer, of the City of Healdsburg, California, on December 15, 2025, have determined and hereby certify that:

- Grant Street Water Improvements Project, the contract for doing which was hereto awarded to Precision Excavating and Grading, Inc. on May 19, 2025, has been substantially completed by Precision Excavating and Grading, Inc., in accordance with the project plans and specifications;
- Said work and improvements were actually completed on December 5, 2025;
- Said work and improvements consisted of upgrading the water systems on Grant Street from Larkspur Drive to Grove Street, and a portion of Larkspur Drive, as more specifically described in the plans and specifications approved by the City Council of the City of Healdsburg.

I, Larry Zimmer, City Engineer, of the City of Healdsburg do hereby certify, under penalty of perjury, that the foregoing is true and correct.

DATED: 12/15/25

Larry Zimmer
City Engineer

ATTEST:

Raina Allan
City Clerk

Recording Requested by:
Healdsburg City Clerk

When Recorded Return to:
Healdsburg City Clerk
401 Grove Street
Healdsburg, CA. 95448

CITY OF HEALDSBURG

NOTICE OF COMPLETION

Project Title:	Grant Street Water Improvements Project
City Project No.	WA007
Site Address or Location:	Grant Street between Grove Street and Larkspur Drive, City of Healdsburg
Property Owner:	City of Healdsburg
Address:	401 Grove Street, Healdsburg, CA 95448
Nature of Owner's Interest	Public Facilities

NOTICE IS HEREBY GIVEN THAT I, Larry Zimmer, City Engineer of the City of Healdsburg, California, on December 15, 2025, did file with the City Clerk of the City of Healdsburg, my Certificate of Completion of the following described work the contract for doing, which was heretofore awarded Precision Excavating and Grading, Inc., on May 19, 2025, in accordance with the City Clerk and approved by the City Council of said City;

That said work and improvements were actually completed on December 5, 2025;

That acceptance of the said work and improvements was ordered by City Council Resolution No. ___- 2026 on January 20, 2026.

That said work and improvements consisted of water system improvements on Grant Street between Grove Street and Larkspur Drive, as more specifically described in the plans and specifications approved by the City Council of the City of Healdsburg.

I, Larry Zimmer, City Engineer, of the City of Healdsburg do hereby certify, under penalty of perjury, that the foregoing is true and correct.

DATED:_____ ATTEST:

_____ _____
Larry Zimmer, City Engineer Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Final Subdivision Map for North Village Parcel Two Townhome Project at 201 Dovetail Lane

PREPARED BY: Curt Bates, Principal Civil Engineer

STRATEGIC INITIATIVE(S):
Expand Affordable Housing Opportunities

RECOMMENDED ACTION(S):
Adopt a Resolution Approving the Final Subdivision Map for the North Village Parcel Two Townhome Project Located at 201 Dovetail Lane.

COMMUNITY ENGAGEMENT/OUTREACH:
The North Village Parcel Two Subdivision Townhome Project was publicly noticed, and public hearings were held with the Planning Commission and City Council as part of the Tentative Map application. Final maps do not require public notice.

BACKGROUND:
The City Council, on February 20, 2024, adopted Resolution No. 11-2024 approving the tentative subdivision map for the North Village Parcel Two Subdivision Townhome Project (City project file TM 2022-06) located at 201 Dovetail Lane. The Planning Commission recommended approval of the tentative map via Resolution No. 2023-18 at its August 8, 2023 meeting.

DISCUSSION/ANALYSIS:
The developer, Comstock - CCS Healdsburg LLC, has prepared and submitted the final map based on the approved tentative map. The City Engineer and Community Development Director have reviewed the final map and have determined that the map is in conformance with the Subdivision Map Act, and in substantial conformance with the approved tentative map.
The subdivision creates one common parcel with twenty-seven condominium units. The developer has provided the required covenants, conditions and restrictions (CC&R's) for the project.

ENVIRONMENTAL STEWARDSHIP:
The North Village Parcel Two Subdivision Project received environmental review as part of the tentative map approval process for the North Village Parcel Two Townhome Project (Tentative

Map File TM 2022-06) approved by the City Council on February 20, 2024, with City Council Resolution No 11-2024. Additionally, an environmental impact report (EIR) and EIR addendum for the North Area Entry Plan (NEAP) was prepared pursuant to the California Environmental Quality Act (Pub. Res. Code 21000, et seq.) ("CEQA"), (State Clearinghouse No. 2018062041), which analyzed the environmental impacts of development under the NEAP and was certified by the City Council on May 20, 2019, along with the adoption of CEQA Findings, a Mitigation Monitoring and Reporting Plan ("MMRP"), and a Statement of Overriding Considerations. A copy of which can be found in the Community Development Department's files for the Project at Healdsburg City Hall, Community Development Center, 401 Grove Street, Healdsburg, CA.

ALTERNATIVES:
Section 66458(a) of the State Subdivision Map Act states that the City Council shall approve a final map if it conforms to all the requirements of the map act and the local subdivision ordinance applicable at the time of approval or conditional approval of the tentative map and any rulings made thereunder. If the final map does not conform, the City Council shall disapprove the map.

FISCAL IMPACT:
The developer is responsible for paying the required plan check, inspection and development impact fees for the development.

ENVIRONMENTAL ANALYSIS:
Approval of final maps is categorically exempt per Section 15268 (b)(3), Ministerial Projects, of the California Environmental Quality Act.

ATTACHMENT(S):
Resolution

CITY OF HEALDSBURG

RESOLUTION NO.- 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING THE FINAL SUBDIVISION MAP FOR THE NORTH VILLAGE PARCEL TWO SUBDIVISION TOWNHOME PROJECT AT 201 DOVETAIL LANE

WHEREAS, the Healdsburg City Council, on February 20, 2024, adopted Resolution No. 11-2024 approving the tentative subdivision map for the North Village Parcel Two Subdivision Townhome Project at 201 Dovetail Lane; and

WHEREAS, the developer has prepared a final subdivision map (Final Map No. 207) based on the approved tentative map; and

WHEREAS, the City Engineer and Community Development Director have reviewed the final map and have determined that the map is in conformance with the Subdivision Map Act and is substantial conformance with the approved tentative map; and

WHEREAS, the subdivision creates one common parcel with twenty-seven condominium units; and

WHEREAS, approval of final maps is categorically exempt per Section 15268 (b)(3), Ministerial Projects, of the California Environmental Quality Act; and

WHEREAS, the North Village Parcel Two Subdivision Project received environmental review as part of the tentative map approval process for the North Village Parcel Two Townhome Project (Tentative Map File TM 2022-06) approved by the City Council on February 20, 2024, with City Council Resolution No 11-2024. Additionally, an environmental impact report (EIR) and EIR addendum for the North Area Entry Plan (NEAP) was prepared pursuant to the California Environmental Quality Act (Pub. Res. Code 21000, et seq.) ("CEQA"), (State Clearinghouse No. 2018062041), which analyzed the environmental impacts of development under the NEAP and was certified by the City Council on May 20, 2019, along with the adoption of CEQA Findings, a Mitigation Monitoring and Reporting Plan ("MMRP"), and a Statement of Overriding Considerations. A copy of the EIR, EIR addendum, and MMRP can be found in the Community Development Department's files for the Project at Healdsburg City Hall, Community Development Center, 401 Grove Street, Healdsburg, CA.

NOW, THEREFORE, BE IT RESOLVED that the Healdsburg City Council hereby approves the Final Subdivision Map for the North Village Parcel Two Townhome Project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg on this 20th day of January, 2026, by the following vote:

SO ORDERED:

_____

J. Chris Herrod, Mayor

ATTEST:

_____

Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Powell Avenue Catch Basin Replacement Project Bid Award to Peters Excavating, Inc.

PREPARED BY: Terrie Zwillinger, Senior Project Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities

RECOMMENDED ACTION(S):
Adopt a Resolution conditionally awarding the Powell Avenue Catch Basin Replacement Project construction contract to Peters Excavating, Inc., in the amount of $47,467; waiving any minor irregularities or informalities in the bid submitted by Peters Excavating, Inc., authorizing the City Manager to execute the contract and negotiate and approve contract change orders up to 20% of the original contract amount; and amending the Fiscal Year 2025-2026 Adopted Budget.

COMMUNITY ENGAGEMENT/OUTREACH:
Prior to beginning construction, advance notices will be provided to adjacent properties. They will be advised of potential impacts, parking restrictions, and the planned work duration. The City Project Manager's direct contact information will be provided for additional information and for any concerns that arise during the construction process.

BACKGROUND:
The storm drain catch basin along the street frontage of 900 Powell Avenue is undersized, nonstandard, and prone to clogging, thus requiring frequent maintenance during the winter months.

On November 13, 2025, the City posted a notice inviting informal bids for the Powell Avenue Catch Basin Replacement Project and bid proposals were received on December 11, 2025.

DISCUSSION/ANALYSIS:
A notice inviting informal bids was advertised in accordance with all applicable procedures, and the City received nine bids. The lowest apparent and responsive bid was from Peters Excavating, Inc. in the amount of $47,467. The other bids received ranged from the apparent second low bid of $48,000 to a high bid of $78,000. The low bid was lower than the engineer's estimate of $53,000 by approximately 10% which can be attributed to the current competitive bidding climate.

The bid from Peters Excavation, Inc. satisfies the bidding requirements for the project as described in the bid instructions with the exceptions that the bid submittal failed to include a copy of signed Addendum No. 1 and was lacking a signature on the submitted Bid Bond. The Addendum was limited to administrative clarifications and failure to include it with the bid does not create any unfair advantage. Although the Bid Bond was not signed by the Principal, the Bid Bond was filled out and notarized. Staff recommends that the City Council find these omissions immaterial and waive the minor irregularities. The City Council is authorized to waive minor irregularities in the bid pursuant to City Municipal Code Section 3.28.030.A.4. No protests to the bid have been filed as of the time of this report. Staff has verified that Peters Excavating, Inc. possesses the required license and is otherwise qualified to complete the project.

ENVIRONMENTAL STEWARDSHIP:
Recycling will be used to divert much of the construction waste from the landfill. Concrete and asphalt removed will be delivered to local recyclers for reuse in new paving and concrete products.

ALTERNATIVES:
The City Council could choose to reject all bids and direct staff to postpone the project.

FISCAL IMPACT:
The proposed construction contract is $47,467. Staff recommends the City Council authorize an additional 20% contingency of $9,493 due to the small contract value and the high likelihood to encounter unforeseen conditions and potential additional costs with the underground work. With the 20% contingency, the total construction amount would be $56,960. An additional 30% of the total construction value is estimated for staff time and other project related expenses to complete inspections and construction management, for a total project budget of $75,000.

The adopted five-year capital improvement plan identified $100,000 in the forthcoming Fiscal Year 2026-27 for the 900 Powell Avenue Catch Basin Replacement Project. The project was proposed to be funded by the Drainage Impact Fee Fund 931. Staff recommends amending the Fiscal Year 2025-26 Budget to establish the Powell Avenue Catch Basin Replacement Project DR003 and increase appropriations in the amount of $75,000. There are sufficient funds available in the Drainage Impact Fee Fund 931 to support the proposed project in the current fiscal year.

ENVIRONMENTAL ANALYSIS:
The proposed Powell Avenue Catch Basin Replacement Project involves the replacement of an existing public facility involving negligible or no expansion of use therefore is exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines 15302(c).

ATTACHMENT(S):
Resolution
Exhibit A
Bid Summary

CITY OF HEALDSBURG

RESOLUTION NO. -2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG CONDITIONALLY AWARDING THE POWELL AVENUE CATCH BASIN REPLACEMENT PROJECT TO PETERS EXCAVATING, INC. IN THE AMOUNT OF $47,467, WAIVING ANY MINOR IRREGULARITIES OR INFORMALITIES IN THE BID SUBMITTED BY PETERS EXCAVATING, INC., AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND APPROVE CONTRACT CHANGE ORDERS UP TO 20% OF THE ORIGINAL CONTRACT AMOUNT, AND AMENDING THE FISCAL YEAR 2025-2026 ADOPTED BUDGET

WHEREAS, the notice inviting informal bids for the Powell Avenue Catch Basin Replacement Project was advertised in accordance with applicable procedures that resulted in the City receiving nine bids; and

WHEREAS, the apparent lowest bid was submitted by Peters Excavating, Inc. in the amount of $47,467; and

WHEREAS, staff has verified that Peters Excavating, Inc. possesses the required license(s) and is otherwise qualified to complete the project; and

WHEREAS, Peters Excavating, Inc.'s bid submittal failed to include a copy of signed Addendum No. 1, and

WHEREAS, the Addendum was limited to administrative clarifications and failure to include it with the bid does not create any unfair advantage, and

WHEREAS, the Bid Bond submitted with the bid submittal was lacking a signature, but was notarized; and

WHEREAS, staff recommends that the City Council find these omissions immaterial and waive the minor irregularities, and

WHEREAS, City Council is authorized to waive minor irregularities in the bid pursuant to City Municipal Code Section 3.28.030.A.4, and

WHEREAS, staff recommends awarding the contract to Peters Excavating, Inc. in the amount of $47,467; and

WHEREAS, staff recommends a 20% contract contingency and additional funding for staff

inspection and construction management for a total construction phase budget of $75,000; and

WHEREAS, staff finds the proposed Powell Avenue Catch Basin Replacement Project involves the replacement of an existing public facility involving negligible or no expansion of use therefore is exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines 15302(c) and no further action is needed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby:

1. Conditionally awards the Powell Avenue Catch Basin Replacement Project to Peters Excavating, Inc.
2. Waives any minor irregularities or informalities in the bid submitted by Peters Excavating, Inc.
3. Authorizes the City Manager to execute the Powell Avenue Catch Basin Replacement contract in the amount of $47,467.
4. Authorizes the City Manager to negotiate and approve contract change orders up to twenty percent (20%) of the bid amount, and issue the notice of award to Peters Excavating, Inc.
5. Amends the Fiscal Year 2025-2026 Adopted Budget as depicted in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January, 2026, by the following vote:

SO ORDERED:

ATTEST:

_____
J. Chris Herrod, Mayor

_____
Raina Allan, City Clerk

Resolution No.
Exhibit A

FY 25-26 Budget Amendment			
Account Number	**Increase Amount**	**Decrease Amount**	**Description**
532-6165-45000-DR003	$ 75,000		Establish Budget for Powell Ave Catch Basin Replacement Project DR003
931-8080-42301-00000	$ 75,000		Increase Transfer out to Wastewater Capital Fund for Project DR003
532-1000-39001-00000	$ 75,000		Increase Transfer in from Drainage Impact Fee Fund for Project DR003

CITY OF HEALDSBURG

INVITATION FOR INFORMAL BIDS
FOR
CONSTRUCTION OF THE POWELL AVENUE CATCH BASIN REPLACEMENT PROJECT
Solicitation #: IFB-18-025

All bids must be received by email to contracts@healdsburg.gov by **2:00 p.m. on December 11, 2025**. The City will not accept bids submitted after the specified deadline.

CITY OF HEALDSBURG
ENGINEERING DEPARTMENT
401 GROVE STREET
HEALDSBURG, CA 95448
PHONE: 707-431-3346

NOTICE INVITING INFORMAL BIDS

NOTICE IS HEREBY GIVEN that the City of Healdsburg invites informal bids, received via email until the hour of **2:00 p.m., on the 11th day of December 2025** for the:

POWELL AVENUE CATCH BASIN REPLACEMENT PROJECT
IFB-18-025

Informal bids will be received via email at: contracts@healdsburg.gov

The complete bid instructions and Invitation for Bids (IFB) may be obtained by registering for the project plan holders list on the City website project page. A pdf copy of the bid package will be made available at no cost to all registered plan holders. Any bidder that is not registered for the plan holders list prior to the bid opening date shall have their bid deemed non-responsive. For questions concerning registering for the plan holders list please contact contracts@healdsburg.gov or (707) 431-3160. More information can be found on the City website project page at https://healdsburg.gov/Bids.aspx?CatID=17

The City of Healdsburg (City) is seeking informal bids for the **Powell Avenue Catch Basin Replacement Project**. The successful Bidder will be responsible for all the work and materials necessary for the removal of the existing drainage inlet located adjacent to 900 Powell Avenue and installation of new precast drainage inlet and on-grade gutter depression according to the Contract Specifications, the Special Provisions, and Technical Specifications provided in the IFB.

The engineer's estimate for this Project is $53,000.

A mandatory pre-bid meeting will be held on December 3, 2025 at 11:00 a.m. The pre-bid meeting will be held at 900 Powell Avenue, Healdsburg, CA 95448.

In accordance with California Public Contract Code Section 3300, a valid Class A California contractor's license is required to bid on the project.

/s/ Tyler Kettmann Date

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I. INTRODUCTION

A. PURPOSE OF IFB

The City of Healdsburg (City) is seeking informal bids for the Powell Avenue Catch Basin Replacement Project The successful Bidder will be responsible for providing the removal of the existing drainage inlet located adjacent to 900 Powell Avenue and installation of new precast drainage inlet and on-grade gutter depression and other such items of work as are required to complete the Project in accordance with the Draft Contract (Attachment 3), the Special Provisions(*Attachment 3; Exhibit E)*, and Technical Specifications *(Attachment 3; Exhibit D)*. It is the responsibility of the successful Bidder to ensure that the services are delivered to the City as per specifications and provisions listed and agreed to herein. It is the City's intent that this IFB shall result in a firm, fixed price contract. The resulting awarded contract will be executed on the draft contract provided with this solicitation. *(Attachment 3)*

For a period which shall commence as of the Effective date of the resulting contract, and which period shall terminate within **25 working days** of the effective date, unless otherwise extended for additional time in accordance with provisions of the Draft Contract herein, the Contractor shall perform the work generally consisting of: removal of the existing drainage inlet located adjacent to 900 Powell Avenue and installation of new precast drainage inlet and on-grade gutter depression in accordance with the terms and provisions of the Draft Contract herein, the Special Provisions and Technical Specifications*(Attachment 3)*.

B. BIDDER REGISTRATION

All Bidders who intend to respond to this solicitation must register as a prospective proposer by completing the Plan Holders List Registration Form on the City website project page at Healdsburg.gov/Bids. Prospective Bidders that obtained this solicitation from the City website will have already completed this form prior to obtaining access to the solicitation and related documents.

C. AWARD DETERMINATION

Award will be made to the responsible Bidder who submits the lowest responsive Bid after the verification of minimum requirements and application of any preferences. The City reserves the right to reject any and all Bids, to waive formalities or to accept any Bid which appears to serve the best interest of the City of Healdsburg.

D. PRICING

1. If an inconsistency exists between the amount listed for a unit price in a bid and the total listed for that bid item (e.g., if the total listed for a bid item does not equal the unit price listed in the bid multiplied by the quantity listed), subject to applicable law, the unit price will be deemed to accurately reflect the Bidder's intent concerning the bid item and the intended total for the bid item will be deemed to be the unit price as listed in the bid multiplied by the quantity listed.
2. If the bid price is a lump sum total made up of smaller individual bid item prices and an inconsistency exists between the lump sum total bid price and any individual bid item price, subject to applicable law, the individual bid item prices as listed in the bid will be deemed to accurately reflect the bidder's intended bid and the intended lump sum total bid will be deemed to be the sum of the individual bid item prices as listed in the

bid, even if that sum is different from the amount actually listed as the lump sum total bid.

3. Any federal, state, or local tax payable on articles to be furnished will be included in the lump sum total bid price and paid by the Contractor under the contract. The City is exempt from federal excise tax and will provide a certificate of exemption to the successful bidder upon request.

E. IFB SCHEDULE

Action	Date
IFB Posting	11/13/2025
Mandatory Pre-Bid Meeting	12/3/2025 at 11:00am
Questions (if any) Due	12/5/2025
Bids Due no later than:	**12/11/2025 at 2:00pm**
Council Award	1/5/2026
Anticipated Issuance of Executed Purchase Contract	1/19/2026

F. **MANDATORY** PRE-BID MEETING

A mandatory pre-bid meeting will be held on the date and time identified in the IFB Schedule. The pre-bid meeting will be held at 900 Powell Avenue, Healdsburg, CA 95448.

G. EXAMINATION/INTERPRETATION OF THE BID DOCUMENTS

Requests for interpretations or clarifications of the solicitation requirements should be made in writing and submitted via email to contracts@healdsburg.gov. The last day to submit questions is identified in the IFB Schedule section of this solicitation. Bidders shall be solely responsible for examining this solicitation, including interpreting any factors that could affect their Bid. Bidders shall be solely responsible for their failure to examine the documents. If a Bidder discovers any ambiguity, conflict, discrepancy, omission, or other error in the solicitation, the Bidder should immediately notify the City of the error in writing and request modification or clarification of the solicitation. The City will provide modifications or clarifications by addendum to all registered plan holders. The City will not be responsible for failure to correct errors.

H. SOLICITATION MODIFICATIONS

The City reserves the right to change the IFB schedule or issue addenda to amend the solicitation at any time. The City also reserves the right to cancel or reissue the solicitation. All such addenda shall be documented in writing and will become part of the solicitation. Any addenda for this solicitation will be posted on the City website project page and emailed to any registered plan holders.

I. WITHDRAWAL OF BID

Bids may be withdrawn at any time prior to the submission time specified in the IFB Schedule earlier in this solicitation, provided notification is received in writing signed by the bidder or its properly authorized representative. Bids cannot be changed or withdrawn after the time designated for receipt.

J. BID PROTESTS

Any protest of the proposed Project award must be submitted in writing to the City no later than 5:00 PM on the third business day following the date of the bid opening. All bids will be available for inspection by the next business day after the bid opening. All bidders have equal access to the bids. The company protesting the bid will be asked to contact the City Clerk, of the City Manager's Office, and review the bids onsite at City Hall, 401 Grove Street, Healdsburg CA 95448. The bid protest must contain a complete statement of the basis for the protest. The protest must state the facts and refer to the specific portion of the document or the specific statute that forms the basis for the protest. The protest must include the name, address, and telephone number of the person representing the protesting party. The party filing the protest must concurrently transmit a copy of the protest to the proposed awardee. The party filing the protest must have actually submitted a bid for the Project. A subcontractor of a party filing a bid for the Project may not submit a bid protest. A party may not rely on the bid protest submitted by another bidder but must timely pursue its own protest. The procedure and time limits set forth in these Information for Bidders are mandatory and are the bidders' sole and exclusive remedy in the event of a bid protest. Any bidder's failure to fully comply with these procedures will constitute a waiver of any right to further pursue a bid protest, including filing of a challenge of the award pursuant to the California Public Contract Code, filing of a claim pursuant to the California Government Code, or filing of any other legal proceedings. The City will review all timely protests prior to award of the Project. The City will not be required to hold an administrative hearing to consider any protests, but may do so at its option. At the time of the City Council's consideration of the Project award, the City Council will also consider the merits of any timely protests. The City Council may either reject the protest and award to the lowest responsible bidder or accept the protest and award the bid to the next lowest responsible bidder. Nothing in this section will be construed as a waiver of the City's right to reject all bids.

II. BIDDER ELIGIBILITY REQUIREMENTS

The City will appoint an individual to verify that the lowest Bidder meets the eligibility requirements of this section. If the apparent awardee fails to meet the qualifications, the City appointee will move to the second ranked Bidder and so on until an award may be made.

A. BIDDERS' CERTIFICATIONS

Bidders must complete, sign, and submit with their Bid the *Bidder Information and Certifications Form* (*Attachment 2*), agreeing to comply with the requirements of this solicitation for their Bid to be deemed responsive.

B. PREVAILING WAGE REQUIREMENTS

This agreement is subject to prevailing wage requirements as specified in Exhibit F of the attached Draft Contract (*Attachment 3*).

C. TECHNICAL SPECIFICATIONS / SPECIAL PROVISIONS

Please review *Attachment 3; Exhibit D: Technical Specifications* included and attached hereto. All Bids must meet these minimum requirements in order to be deemed responsive. All Bids shall comply with the Special Provisions included with this IFB and attached hereto as *Attachment 3; Exhibit E: Special Provisions*.

D. LEGAL REQUIREMENTS AND PERMITS:

The Bidder agrees to fully comply with all local, city, state and federal laws, regulations and ordinances governing performance of contractual services required hereunder, and it will be the responsibility of the Bidder to obtain any and all necessary permits, licenses and/or clearances prior to initiating an agreement. The Bidder shall, if requested by the City, supply certification and evidence of such compliance. Prices quoted shall not include Federal Excise Tax. California Sales Tax will be paid on material discretely priced in accordance with the agreement payment schedule. Bids shall be for the total net price including all applicable taxes and charges, delivered F.O.B., City of Healdsburg.

E. REQUIRED LICENSES

No bid will be accepted from, or agreement awarded to, a Bidder who is not licensed in accordance with the law, who does not hold a license qualifying them to perform work under this agreement. The Contractor must possess a Class A license in accordance with the requirements of the bid package and applicable law. Additionally, Bidder must have any and all licenses required by law in performing the services of this solicitation even if not specified in this solicitation.

F. REQUIRED EXPERIENCE

All work will be accomplished by qualified personnel. Uncorrected workmanship that continues for the same cause after three (3) written notices to the Contractor from the City Manager, or his designee, shall constitute grounds for termination of the agreement in accordance with the Termination for Cause provision of Exhibit B Terms and Conditions.

G. SEVERABILITY AND LEGALITY:

If any provisions of this agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

H. BONDS

Bond requirements (if applicable) for the awarded Contractor shall be specified in the Prevailing Wage and Public Works Provisions included with this IFB and attached hereto as *Attachment 3; Exhibit F: Prevailing Wage and Public Works Provisions*.

In accordance with California Public Contract Code Section 20170, all bids must be presented under sealed cover and include one of the following forms of bidder's security in the amount of ten-percent (10%) of the total bid: cash, cashier's check made payable to the City, certified check made payable to the City, or a bidder's bond. If using a bidder's bond, Bidders must use the form attached hereto as *Attachment 2:* ***Appendix 1***.

I. DEPARTMENT OF INDUSTRIAL RELATIONS

SB854 (Stat. 2014, Chapter 28) establishes that no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations (DIR) pursuant to Labor Code Section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code Section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the DIR pursuant to Labor Code Section 1725.5. This project is subject to compliance monitoring and enforcement by the DIR. All contractors and subcontractors must

furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement). The prime contractor must also post job site notices prescribed by regulation.

III. BID FORMAT AND SUBMITTAL INSTRUCTIONS

A. BID FORMAT

All bids must be in ink or typewritten. No pencil figures or erasures are permitted. Mistakes may be crossed out and corrections inserted adjacent thereto and must be initialed, together with the date of correction, in ink by the person signing the Bid. All bids submitted shall be executed by the bidder or its authorized representative.

Bids shall be emailed to contracts@healdsburg.gov with the subject line: IFB-18-025; Attention: Central Services.

B. REQUIRED BID DOCUMENTS

Bidder must submit all required documents listed below to be eligible for award.

1. *Cost Bid Form (Attachment 1) (Requires Signature)*
The Bidder must complete the attached Cost Bid Form (Attachment 1). All bids submitted shall be executed by the Bidder or its authorized representative. At no time will rates or costs be considered confidential. Bidders that deviate from this format may be deemed non-responsive.

2. *Bidder Information and Certifications Form (Attachment 2) (Requires Signature)*
The Bidder must complete the attached Bidder Information and Certifications Form (*Attachment 2*). The form must be signed by the Bidder or authorized representative to bind the bidding firm contractually. Bidders that deviate from this format may be deemed non-responsive.

3. *Bid Bond (Attachment 2: Appendix 1) (Requires Signature)*

C. METHOD AND LOCATION OF BID DELIVERY

Bids shall be emailed to contracts@healdsburg.gov with the subject line: IFB-18-025; Attention: Central Services. Bids need to be submitted by the date and time indicated in the IFB Schedule earlier in this solicitation.

IV. BID AWARD PROCESS

Bids will be evaluated based on responses to the information requested in this solicitation. It is the intent of the City to award a fixed price contract with the lowest responsible, responsive Bidder. All Bidders acknowledge that they have made themselves familiar with the requirements of this IFB.

A. BID EVALUATION

1. Stage One: Bid Opening
The City will open each Bid received prior to the submission deadline to determine the apparent low bidder.

2. Stage Two: Bid Screening

The City will screen Bids for compliance with the Screening Criteria in Section E of this Part to determine the responsible Bidder who submits the lowest responsive Bid. Bids that fail any of the screening criteria are considered non-responsive and will be rejected. The City may conduct optional telephone Clarification Interviews with Bidders during the screening process to clarify and/or verify information submitted in the Bid. However, these interviews may not be used to change or add to the content of the original Bid. Bidders will not be reimbursed for time spent answering clarifying questions.

B. PREFERENCES AND NOTICE OF AWARD

1. Tie Breakers

In the event of a tie after the application of preferences, the award will go first to a Proposer with their primary business located in the City of Healdsburg. If a tie breaker is still required, the City will flip a coin to determine the winner.

2. Notice of Proposed Award

The City will post the Bid Summary on its website and will email it to all entities that submitted a Bid.

C. AGREEMENTS

1. Agreements

The lowest responsive Bid will be developed into a proposed agreement using the attached *Draft Contract (Attachment 3)*. Contractor may provide services only after full execution of the agreement.

2. Agreement Development:

The City will send the Contractor an agreement for approval and signature. The agreement will include the applicable terms and conditions and will incorporate this solicitation and the Bid by reference. The City reserves the right to modify the award documents (including the terms and conditions) prior to executing any agreement.

3. Failure to Execute an Agreement:

If the City is unable to successfully execute an agreement with a Bidder in a timely manner, it reserves the right to cancel the pending award and use the funds elsewhere, such as to fund the next lowest, eligible bid.

D. REJECTION OF BIDS/IMMATERIAL DEFECT:

1. The City reserves the right to reject any or all bids and to waive any minor informalities or irregularities contained in any bid. The City reserves the right to accept any portion of any bid, unless the bid package expressly provides that the award will be made as a whole.

2. The City may waive any immaterial defect or deviation contained in a Bid. The City's waiver will not modify the Bid or excuse the successful Bidder from full compliance with solicitation requirements.

3. Bids that do not pass the screening stage shall be rejected.

E. STAGE TWO: BID SCREENING

SCREENING CRITERIA *The Application must pass ALL criteria to progress to Stage Two.*	Pass/Fail
1. **The Bid is received by the by the due date and time specified in the "IFB Schedule" earlier in this solicitation and is received in the required manner.**	☐ Pass ☐ Fail
2. **The Bidder Information and Certifications (Attachment 2) is signed where indicated.**	☐ Pass ☐ Fail
3. **The Bid Cost Bid Form (Attachment 1) is complete.**	☐ Pass ☐ Fail
4. **The Bid does not indicate that any contents are proprietary or confidential in nature.**	☐ Pass ☐ Fail
5. **The Bid is not timed to expire.**	☐ Pass ☐ Fail
6. **The Bid does not contain false or intentionally misleading statements or references that do not support an attribute or condition contended by the Bidder.**	☐ Pass ☐ Fail
7. **The Bid does not contain caveats that conflict with the solicitation, and the variation or deviation is material.**	☐ Pass ☐ Fail
8. **The Bidder has not included a statement or otherwise indicated that it will not accept the terms and conditions, or that acceptance is based on modifications to the terms and conditions.**	☐ Pass ☐ Fail

V. ADDITIONAL ATTACHMENTS AND INFORMATION

A. ATTACHMENT 1 COST BID FORM

B. ATTACHMENT 2 BIDDER INFORMATION AND CERTIFICATIONS FORM

C. ATTACHMENT 3 DRAFT CONTRACT

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Amendment to Abel De Luna Community Center Multicultural Center Improvements Agreement with Goring & Straja Architects for Design and Bidding Support Services

PREPARED BY: Tom Campbell, Project Manager

STRATEGIC INITIATIVE(S):
Maintain and Improve Infrastructure and Facilities
Provide Resident-Driven Community Services

RECOMMENDED ACTION(S):
Adopt a Resolution approving an amendment to the Professional Services Agreement with Goring & Straja Architects for cost estimating, design, and bidding support services for the Abel De Luna Community Center Multicultural Center Improvements project in an amount not-to-exceed $79,336 and authorizing the City Manager to execute the amendment and change orders up to 10% of the amended agreement amount.

COMMUNITY ENGAGEMENT/OUTREACH:
The City of Healdsburg's 2023 Diversity, Equity and Inclusion plan (DEI Plan) by Acosta Latino Learning Partnership includes recommendations and goals for the review, improvement, and establishment of community equity programming both within the City government and throughout the greater Healdsburg Community. Nine community events and in-depth listening sessions with 150 community members informed the DEI Plan, which recommends the development of a multicultural center to provide a space dedicated to celebrating cultural heritage and fostering a sense of belonging.

The Healthcare Foundation of Northern Sonoma County (the Foundation) led an initiative in 2024 to advance the multicultural center goal and brought together several community partners, including Corazón Healdsburg and Alliance Medical Center. The Foundation engaged Goring & Straja Architects and Carducci Associates, two Bay area design firms, who led a participatory process that engaged 129 residents through surveys, eight listening sessions, and two design workshops. The resulting Multicultural Center Report (the Report) identified the existing Abel De Luna Community Center as the preferred location for a multicultural center and outlined design and programming concepts that would build upon existing resources and strengthen community

connections to realize the multicultural center goal by integrating it within the existing facility.

BACKGROUND:
In 2021, the City Council awarded a contract to Acosta Latino Learning Partnership (ALLP) for the development of a Diversity, Equity, and Inclusion (DEI) Plan for the City. On August 7, 2023, the City Council received a presentation from staff and ALLP on the draft DEI Plan and directed staff to hold an implementation workshop, which occurred on October 23, 2023, where the City Council accepted the City's DEI Plan.

The City's DEI Plan includes a goal of creating a multicultural center in Healdsburg and encourages community organizations to engage in implementing the plan. In February 2024, the Healthcare Foundation announced a grant of $285,000 from Providence to support a community convening and visioning process for residents of Healdsburg to explore the potential for a multicultural Community Wellness Center. The Foundation held eight listening sessions and two design workshops throughout 2024 and released its Multicultural Center Report in January 2025.

On April 21, 2025, City Council received a presentation about the Abel De Luna Community Center multicultural center concepts and grant funding from Sonoma County. City Council directed staff to begin integrating the concepts into the design and operation of the community center and to return with a grant agreement that would authorize receipt of the County funding. The City Council was supportive of a grant-funded project focused on the painting and planting concepts in Tiers 1 and 2 of the Report's framework. Also in April 2025, City Council held a goal setting session and included implementing the multicultural center concepts as a proposed Fiscal Year 2025-26 goal.

On June 16, 2025, the City Council approved a grant agreement with the County of Sonoma Department of Emergency Management in the amount of $500,000 for improvements to the Abel De Luna Community Center, including implementation of the Multicultural Center concepts identified in the Report and enhancements related to the Community Center's role as a resiliency hub during disasters, emergency response, and recovery.

DISCUSSION/ANALYSIS:
Since execution of the grant agreement, staff have worked collaboratively with Coraz ó n Healdsburg and the Healthcare Foundation to develop an implementation plan to conduct a first phase of the improvements. On December 15, 2025, the City Manager executed a professional services agreement with Goring & Straja Architects for the development of cost estimates for the first three tiers of the framework and a rough order of magnitude estimate for the Report's framework in its entirety. The total initial contract not-to-exceed amount is $46,025.

Staff propose increasing the not-to-exceed amount for Goring & Straja's contract by $35,168 for a total contract not-to exceed-amount of $81,193 so that Goring & Straja can begin design work on the painting and planting concepts in Tiers 1 and 2 of the Report's framework and the resiliency hub enhancements required by the grant agreement with Sonoma County. Staff also propose council authorize City Manager to approve contract amendments up to 10% of the contract amount, $8,119.

The Healthcare Foundation and Coraz ó n Healdsburg continue to fundraise for additional private contributions towards the grand-funded project. In June 2025, Corazon Healdsburg was awarded a grant from PG&E which included $70,000 for enhancements related to the Community Center's role as a resiliency hub. And in October 2025, the Healthcare Foundation secured a $200,000 pledge from an anonymous donor for the project.

Staff are working with Coraz ó n Healdsburg and the Healthcare Foundation to draft a Memorandum of Understanding (MOU) that defines and formalizes roles and responsibilities for the Multicultural Center project. It is anticipated that the City will be responsible for implementation of the project, and Coraz ó n Healdsburg and the Healthcare Foundation will lead community outreach and fundraising efforts. Staff anticipates bringing the MOU to City Council for review and approval in the near future.

ENVIRONMENTAL STEWARDSHIP:
The Multicultural Center Report and the concepts therein contemplate an overall approach towards low impact design. Implementation of this approach would be addressed during the design development stage of the project.

ALTERNATIVES:
The City Council could choose not to adopt a resolution amending the professional services agreement with Goring & Straja Architects and provide further direction to staff.

FISCAL IMPACT:
The adopted budget for the Adel De Luna Community Center Multicultural Center Resilience Hub Improvements Project CS006 is $500,000, funded entirely by a grant from the County of Sonoma Department of Emergency Management. The current design contract totals $46,025. Staff are proposing to amend the contract, increasing the total to $81,193, and authorizing a 10% contract contingency for a total authorized amount of $89,312. The deployment of any additional grants or funds derived from fundraising will be outlined in the forthcoming MOU and any necessary budget adjustments will be proposed at that time.

ENVIRONMENTAL ANALYSIS:
Improvements to the Abel De Luna Community Center are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA CCR Title 14, Section 15301 (exemption for existing facilities) because the improvements consist of the maintenance and minor alteration of an existing public facility, involving negligible or no expansion of existing or former use.

ATTACHMENT(S):
Resolution
Healdsburg Multicultural Center Report
Goring & Straja Proposal

CITY OF HEALDSBURG

RESOLUTION NO. -2026

ADOPT A RESOLUTION APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GORING & STRAJA ARCHITECTS FOR COST ESTIMATING, DESIGN AND BIDDING SUPPORT SERVICES FOR THE ABEL DE LUNA COMMUNITY CENTER MULTICULTURAL CENTER PROJECT, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT, INCREASING THE NOT TO EXCEED AMOUNT TO $81,193, AND CONTRACT CHANGE ORDERS UP TO 10% OF THE AMENDED CONTRACT AMOUNT

WHEREAS, the City Council accepted the City's Diversity, Equity, and Inclusion Plan at an implementation workshop on October 23, 2023 and said plan includes a goal of creating a multicultural center in Healdsburg and encourages community organizations to engage in implementing the plan; and

WHEREAS, in 2024, the Healthcare Foundation and Corazon Healdsburg led a grant-funded community convening and visioning process for residents of Healdsburg to explore the potential for a multicultural Community Wellness Center, and released its Multicultural Center Report (the "Report") in January 2025; and

WHEREAS, in April 2025, the City Council received a presentation about the Abel De Luna Community Center multicultural center concepts and potential grant funding from Sonoma County, directed staff to begin integrating the concepts into the design and operation of the community center and to return with a grant agreement that would authorize receipt of the County funding; and expressed support for a grant-funded project focused on the painting and planting concepts in Tiers 1 and 2 of the Report's framework.

WHEREAS, also in April 2025, City Council held a goal setting session and included implementing the multicultural center concepts as a proposed Fiscal Year 2025-26 goal; and

WHEREAS, in June 2025, the City Council approved a grant agreement with the County of Sonoma Department of Emergency Management in the amount of $500,000 for improvements to the Abel De Luna Community Center, including implementation of the Multicultural Center concepts identified in the Report and enhancements related to the Community Center's role as a resiliency hub during times disasters, emergency response, and recovery; and

WHEREAS, On December 15, 2025, the City Manager executed a professional services agreement with Goring & Straja Architects for the development of cost estimates for the first three tiers of the framework and a rough order of magnitude estimate for the Report's framework in its entirety; and

WHEREAS, staff recommends that the City Council approve an amendment increasing the not-to-exceed amount by $35,168 to $81,193 for design and bidding services focused on the painting and planting concepts in Tiers 1 and 2 of the Multicultural Center concepts identified in the Report and enhancements related to the Community Center's role as a resiliency hub; and

WHEREAS, staff are also recommending Council authorize the City Manager to execute the amendment on behalf of the City and change orders up to 10% of the amended agreement amount; and

WHEREAS, City Council's approval of an amendment to a Professional Services Agreement is not subject to the provisions of the California Environmental Quality Act (CEQA) because approving an amendment to a Professional Services Agreement is not a project, since it will not have a direct or reasonably foreseeable indirect impact on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby:

1. Approves an amendment to the professional services contract with EBA Engineering, increasing the not-to-exceed amount by $35,168 to $81,193.

2. Authorizes the City Manager to execute the amendment on behalf of the City and change orders up to 10% of the amended contract amount totaling $8,119.

3. Determines that improvements to the Abel de Luna Community Center are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA CCR Title 14, Section 15301 (exemption for existing facilities) because the improvements consist of the maintenance and minor alteration of an existing public facility, involving negligible or no expansion of existing or former use.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 20th day of January, 2026, by the following vote:

SO ORDERED:

ATTEST:

_____
J. Chris Herrod, Mayor

_____
Raina Allan, City Clerk

Tom Campbell, Project Manager
City of Healdsburg | Community Services Department
1557 Healdsburg Avenue
Healdsburg, CA 95448

25 September 2025
29 October 2025 REVISED

SUBJECT: Fee Proposal - Healdsburg Multicultural Center - First Tier

VIA: email: TCampbell@Healdsburg.gov

Dear Tom:

Per your request, we are delighted to assist you and the City of Healdsburg with implementing the First Tier from the Master Plan Study for the Healdsburg Multicultural Center. Tom Campbell, hereinafter called Owner, requires at this stage of the project, Goring & Straja Architects PC, hereinafter called Architect, proposes the following Scope of Services and Fees:

I. THE PROJECT:

As described in the First Tier, the project includes painting all exterior surfaces (including all exterior walls and columns). In addition, the Architect will assist with coordinating (2) exterior wall murals and environmental signage consultant.

II. PROPOSED SCOPE OF SERVICES:

A. The Architect will provide Architectural Services as follows:

FIRST TIER:

- Meet with Owner as required.
- Visit the Site as required.
- Research paint manufacturer options.
- Prepare color studies and coordinate "brush-out" options on selected exterior walls
- Prepare Key Plan and Exterior Elevations identifying color selections and mural locations.
- Meetings:
  - Community Workshops - (2) total
  - Presentation to Community Services (Parks + Recreation)
  - Presentation to City Council
- Assist City of Healdsburg with bidding process (it is assumed the City of Healdsburg will prepare bid documents).
- Review completed work and prepare a Punch List (if required)

A. The Architect's Services do not include submittal for or monitoring of Building Permit Review - it is assumed a Building Permit will not be required.. Should submittal of a Building Permit Application be required, the Architect would be compensated at the Architect's Standard Hourly Rates.

III. COMPENSATION:

A. The Architect will be compensated for Services described above as follows:

- FIRST TIER: Architect's Standard Hourly Rates not to exceed Eight Thousand Dollars ($8,000)
  - Meetings: 4 total @ 4 hours per meeting = 16 hours
  - Paint Research: 4 hours
  - Key Plan + Exterior Elevations: 16 hours
  - Color Studies: 4 hours
  - Coordinate Brush-outs: 4 hours
  - Bid Assist: 2 hours
  - Punch List: 2 hours

- WAYFINDING & SIGNAGE: Services provided by Jeppson EGD (see attached proposal dated 10.22.25)
  - Visioning/Programming (12 Hours): $2,580.00
  - Design Development (40 Hours): $8,600.00
  - Construction Documentation (26 Hours): $5590.00
  - Construction Administration (14 Hours): $3,-010.00
  - Estimated Project Reimbursables: $500.00
  - GaS mark-up @ 10%: $1,978.00

- ADD ALTERNATE: Services provided by Jeppson EGD (see attached proposal dated 10.22.25)
  - Upgrade existing driveway sign to a permanent monument sign and update existing Building Entrance sign: $4480.00
  - GaS mark-up @ 10%: $448.00

B. Standard Hourly Rates are as follows:

PRINCIPAL:	$250/hour
PROJECT ARCHITECT:	$150/hour
PROJECT MANAGER:	$120/hour
JOB CAPTAIN:	$100/hour
DESIGNER:	$95/hour
DRAFTER/RESOURCE:	$65/hour

C. In addition to the Fees quoted above, normal and customary reimbursable expenses would be billed to the Owner at the Architect's cost-plus ten percent (10%). Reimbursable expenses include all reproduction, plotting, messenger, and Engineering/Consultant costs. Other reimbursable items must be approved by the Owner prior to being incurred. In-house plots and reproductions are invoiced at market rate plus the 10% mark-up.

D. Fees will be invoiced monthly reflecting work completed to date and would be payable on receipt. Invoices would also include Reimbursable Expenses incurred to date.

E. A service charge of 1.5% monthly (18% per annum) will be applied to accounts 30 days past issuance.

IV. ADDITIONAL SERVICES:

A. If required, compensation for such services shall be computed at the Architect's Standard Hourly Rates.

B. Additional Services will not be performed without prior authorization by the Owner.

VI. OTHER CONDITIONS:

A. Terms and conditions of this Agreement would be as described in AIA Document B104, Standard Form of Agreement Between Owner and Architect for a Project of Limited Scope, 2017 version, unless otherwise noted herein.

B. The Architect will not be responsible for the detection of, nor disposal of, any hazardous substances at the project site.

C. Changes which are initiated by the Owner during construction may result in Additional Services and Compensation.

D. It is assumed that this project will require no special review processes. Should additional Planning Department or other Review Agency approvals be required, the Architect's time will be compensated at the Standard Hourly Rates.

E. No Services by any Engineering and/or other consultants are included under the terms of this Agreement.

F. To the fullest extent permitted by law, the Architect's total liability to the Owner, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement, from any cause or causes, shall be limited to a single aggregate sum not to exceed our fee. The Owner further agrees to indemnify and hold the Architect harmless for any such liability resulting from claims made by others, to the extent that such liability would exceed the total amount of the Architect's fee.

This agreement may be changed by written agreement signed for the Architect by a Principal of Goring + Straja Architects PC and for the Owner by Tom Campbell. If this is agreeable to you, please sign below and return one copy for our records together with the Initial Payment.

ARCHITECT DATE

29 0c6 2025

Douglas Thornley, Principal
License No: 20018

OWNER DATE

City of Healdsburg | Community Services Department
Tom Campbell, Project Manager

251029_First Tier proposal-revised

729 Heinz Avenue, Suite 1, Berkeley, CA 94710
Telephone 510 848 0895

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: BloodRoot Ramble Agreement Amendment

PREPARED BY: Matthew L. Milde, Recreation Supervisor

STRATEGIC INITIATIVE(S):
- Maintain and improve infrastructure and facilities
- Maintain and enhance public health and safety

RECOMMENDED ACTION(S):
Adopt a Resolution approving the Second Amendment to the three-year agreement with Reeve Wines for the BloodRoot Ramble event at the Abel De Luna Community Center campus and authorizing the City Manager to execute the amendment.

COMMUNITY ENGAGEMENT/OUTREACH:
All properties within 1,500 feet of the Abel De Luna Community Center will be notified in writing and will be provided with preliminary event details and contact information in advance of each event. Reeve Wines (the "Organizer") will coordinate all special event outreach to the residential and business community as required in their conditions of approval.

BACKGROUND:
In 2024, the City received a special event application for an external, private, ticketed event called the BloodRoot Ramble sponsored by Reeve Wines. The proposed event was an all-day concert with music, food, wine, and beer hosted at the Healdsburg Community Center with an attendance of 2,500. The City Council reviewed and conditionally approved the Organizer's request on March 18, 2024, and the event was held on Saturday, June 1, 2024.

On November 18, 2024, City Council directed the City Manager to enter into a three-year agreement with Reeve Wines for the BloodRoot Ramble event. The agreement granted conditional approval for the event to occur at the Healdsburg Community Center campus, since renamed Abel De Luna Community Center, annually on the first Saturday in June, and included use of the site beginning Friday at 8:00 a.m. through the following Sunday at 12:00 p.m. for 2025, 2026, and 2027.

On May 19, 2025, City Council authorized the City Manager to amend the agreement to allow for an extra day set-up starting on the Thursday prior to the event to allow for a more efficient load-in of infrastructure, support event logistics, and reduce impact on the turf grass.

No major issues or concerns have arisen from the 2024 or 2025 concert events.

DISCUSSION/ANALYSIS:
The Organizer has submitted a request to amend the existing agreement to change the ticketed event hours from 12:00-8:00 p.m. to 2:00-10:00 p.m. on Saturday, June 6, 2026, and Saturday, June 5, 2027. Additionally, to extend the duration of event clean-up on Sunday, June 7, 2026, and Sunday, June 6, 2027, until 3:00 p.m. No other changes are proposed to event or permitted activities.

Special Event Policy (Resolution 150-2023) 3.2.2, restricts special events from excluding the public from the general use of any City park or public property. If waived, the sports field and blacktop area would not be available for use by the general public from approximately 8:00 a.m. the Thursday before each event through 3:00 p.m. the following Sunday. The dates requested are June 4-7, 2026, and June 3-6, 2027.

Restricting access during the requested Sundays would impact some recreational users. However, other fields are available in town for recreational use such as the High School and Jr. High sites. There are no City programs or City-sponsored programs scheduled to use these areas during these timeframes.

In addition to the terms and conditions in the special event agreement and the conditions of the special event permit, the Organizer would be required to adhere to all directives, regulations, ordinances, and guidelines issued by the California Department of Public Health (CDPH), the Sonoma County Health Officer, and the City of Healdsburg that are in effect at the time of the event. Lastly, the organizer has agreed that all required special event insurance documentation must be approved by the City at least fifteen days before the start date of the agreement.

Staff have reviewed the request and determined that the proposed adjustments are low impact, do not conflict with City or City-sponsored programming, and do not expand the previously approved event footprint, attendance, or scope of permitted activities. The requested extension of clean-up hours into Sunday afternoon supports thorough site restoration and reduces the need for expedited or incomplete post-event breakdown activities. The Organizer will remain subject to all applicable City policies, permit conditions, insurance requirements, and health and safety regulations, ensuring continued City oversight and risk management. Accordingly, staff support the requested amendment.

ENVIRONMENTAL STEWARDSHIP:
California law (AB 2176) requires special events and public venue facilities with more than 2,000 participants per day to develop and implement a waste management plan. As a condition of approval, the Organizer must submit a detailed waste management plan and will be expected to follow their plan during their permitted activities.

ALTERNATIVES:
Deny all or any combination of the request.
Modify any portion of the request.
Continue the item and reconsider at a future meeting.

FISCAL IMPACT:
One fee would be assessed totaling $124.31 if the amendment is approved:

$124.31 – City Council Review Fee (for staff time associated with preparing the amendment for Council consideration)

The fee will be billed to the Organizer in accordance with the City's Master Fee Schedule. Any additional City staff time required on will also be billed to the Organizer per the existing Cost Recovery Deposit Agreement.

The Organizer also bears responsibility for any costs associated with damages to City venues during the event, surpassing what is considered normal wear and tear. This includes expenses for repairs, litter removal, trash collection, and other cleanup requirements arising from the event. A portion or the entirety of the damage deposit may be allocated to address such damages or other clean-up activities.

ENVIRONMENTAL ANALYSIS:
Entering into an agreement is not subject to the provisions of the California Environmental Quality Act (CEQA) because authorizing conditional approval of a special event is not a project, since it will not have a direct or reasonably foreseeable indirect impact on the environment. Even if adopting an agreement were to be considered a project, it would be exempt from CEQA pursuant to CEQA Guidelines Section 15304(e) because the special event permits constitute a temporary use of land having negligible or no permanent effects on the environment. Further, issuing special event permits are considered normal operations of existing facilities for public gatherings (CEQA Guidelines Section 15323). Temporary special events occurring on the Healdsburg Community Center campus have occurred with regularity for several years and future events would not represent a change in the operation. Therefore, entering into an agreement is exempt from CEQA. In addition, there will be no impact on environmental resources of hazardous or critical concern. The proposed actions will not result in cumulative impacts, impacts to scenic highways, or historic resources, nor will the actions involve a hazardous waste site or unusual circumstances. Therefore, none of the exceptions pursuant to CEQA Guidelines Section 15300.2 apply.

ATTACHMENT(S):
Resolution
Reeve Wines - Second Amendment
Reeve Wines - Request Letter
Reeve Wines - Original Agreement
Reeve Wines - Agreement First Amendment
HMC Chapter 12.24 Special Events
Policy for Special Events and City Partnerships

CITY OF HEALDSBURG

RESOLUTION NO. ____-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING A SECOND AMENDMENT TO A THREE-YEAR AGREEMENT WITH REEVE WINES FOR THE BLOODROOT RAMBLE ON THE ABEL DE LUNA COMMUNITY CENTER CAMPUS AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT

WHEREAS, Reeve Wines ("Organizer") held two privately ticketed concert events "Banshee Fest" in 2016 and "The BloodRoot Ramble" in 2023 in West Plaza Park located in the City of Healdsburg ("City") with attendance between 500-600 people; and

WHEREAS, in 2024 and 2025, the Organizer hosted two privately ticketed concert events "The BloodRoot Ramble" at the Healdsburg Community Center campus, drawing an attendance of approximately 2,000-2,500 individuals per event and generating more than $250,000 in fundraising to combat gun violence.

WHEREAS, to facilitate the Event and related activities, certain waivers from the Healdsburg Municipal Code and Policy for Special Events and City Partnerships are necessary; and

WHEREAS, in addition to the terms and conditions of the Special Event Agreement ("Agreement") and any conditions of approval on the Permit, Organizer will adhere to all directives, regulations, ordinances, and guidelines issued by the California Department of Public Health, the Sonoma County Health Officer, and the City of Healdsburg, including those related to environmental stewardship; and

WHEREAS, the current agreement grants conditional approval for the event to occur at the Healdsburg Community Center campus, since renamed Abel De Luna Community Center, annually on the first Saturday in June, and included use of the site beginning Thursday at 8:00 a.m. through the following Sunday at 12:00 p.m. for 2025, 2026, and 2027.

WHEREAS, the Organizer must successfully be issued a Special Event Permit from the City and provide a deposit pursuant to their Cost Recovery Agreement for the Event to occur and for the Special Event Agreement to be operative; and

WHEREAS, the City now desires to amend the first amendment to the three-year Agreement with the Organizer to conditionally approve a request to amend the ticketed event hours to 2:00 p.m. to 10:00 p.m. on Saturday, June 6, 2026, and Saturday, June 5, 2027. Additionally, to conditionally approve a requested waiver of the Special Event Policy (Resolution 150-2023) 3.2.2, which restricts special events from excluding the public from the general use of any City park or public property, to restrict access the Abel De Luna Community Center field on Sunday, June 7, 2026 and Sunday, June 6, 2027.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Healdsburg:

1. This action is not subject to the provisions of the California Environmental Quality Act (CEQA) because permitting an event at the Community Center is exempt from CEQA pursuant to CEQA Guidelines Section 15304(e) because the special event constitutes a temporary use of land having negligible or no permanent effects on the environment. Further, issuing special event permits are considered normal operations of existing facilities for public gatherings (CEQA Guidelines Section 15323). Temporary special events occurring on the Healdsburg Community Center campus have occurred with regularity for several years and future events would not represent a change in the operation. Therefore, entering into an agreement is exempt from CEQA. In addition, there will be no impact on environmental resources of hazardous or critical concern. The proposed actions will not result in cumulative impacts, impacts to scenic highways, or historic resources, nor will the actions involve a hazardous waste site or unusual circumstances. Therefore, none of the exceptions pursuant to CEQA Guidelines Section 15300.2 apply.

2. Amends the Special Event Agreement with Organizer, attached hereto as Exhibit A, and authorizes the City Manager to execute the Amendment.

3. Authorizes the Organized to modify ticketed event hours to 2:00 p.m. to 10:00 p.m. on Saturday, June 6, 2026, and Saturday, June 5, 2027.

4. Authorizes additional hours the Organizer can restrict access to the Abel De Luna Community Center field for clean-up occurring on Sunday, June 7, 2026, and Sunday, June 6, 2027.

PASSED, APPROVED AND ADOPTED, by the City Council of the City of Healdsburg this 20th day of January, 2026 by the following:

SO ORDERED:

_____
J. Chris Harrod, Mayor

ATTEST:

_____
Raina Allan, City Clerk

SECOND AMENDMENT TO FEE AGREEMENT AND SPECIAL EVENT CONDITIONAL APPROVAL FOR THE BLOODROOT RAMBLE 2025-2027

This Second Amendment to the Fee Agreement and Special Event Conditional Approval for the Bloodroot Ramble ("Amendment") is made and entered into this ____ day of _____ 2026 ("Effective Date"), between the City of Healdsburg, a California municipal corporation ("City"), and Reeve Wines ("Organizer"). City and Organizer may be each referred to as "Party" or collectively as the "Parties."

WHEREAS, on or around November 18, 2024, the Parties entered into a Fee Agreement and Special Event Conditional Approval for the Bloodroot Ramble ("Agreement"); and

WHEREAS, on or around May 19, 2025, the Parties entered into a First Amendment to Fee Agreement and Special Event Conditional Approval for the Bloodroot Ramble ("Agreement"); and

WHEREAS, as stated in the first amendment to the Agreement, the Bloodroot Ramble ("Event") spans four days, including set-up and tear-down; and

WHEREAS, Organizer has requested an amendment to the ticketed event hours and requests additional hours for clean-up, and the City wishes to grant the requests.

WHEREAS, the City is requesting of the Organizer that all required special event insurance documentation be approved by the City at least fifteen days before the start date of the agreement.

NOW THEREFORE, the Parties agree as follows:

1) Section 4 (Event Period) of the Agreement is modified to read as follows:

Event Period. The Event shall be held once per year for a period of four (4) calendar days during the first weekend in June commencing on Thursday at 8:00 a.m. and extending through Sunday at 3:00 p.m. ("Event Period"), with the ticketed Events occurring on Saturday from 2:00 p.m. – 10:00 p.m. every year beginning in 2026 through 2027. Including set-up and tear-down, the dates are as follows:

- Thursday, June 4, 2026 to Sunday, June 7, 2026
- Thursday, June 3, 2027 to Sunday, June 6, 2027

2) All other provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

CITY OF HEALDSBURG:

By: _____ Date: _____
Jeff Kay
City Manager

ATTEST:

By: _____ Date: _____
Raina Allan
City Clerk

APPROVED AS TO FORM:

By: _____ Date: _____
Samantha W. Zutler
City Attorney

REEVE WINES:

By: _____

_____

Its: _____

Date: _____

January 4, 2026

Dear Members of Healdsburg City Council,

Once again we would like to thank you for allowing us the opportunity to have the BloodRoot Ramble at the Abel De Luna Community Center Fields on Saturday, June 6, 2026. ***This year to we would like to amend our event time from 12PM-8PM to 2PM-10PM.***

We would also like to adjust this time frame for the remainder of our three-year agreement: Friday, June 5, 2027

Benefits of adjusting time:
+ Less time in heat of the day, more time during cooler hours.
+ Headliner will be able to utilize lights for a better experience.
+ The overall amount of time for set up, tear down, and showtime remains the same.

Other considerations:
+ Facing our stage southwest last year proved to help with neighborhood noise.
+ We only had one sound complaint in 2025, which was personally addressed.
+ Shuttle times will be adjusted accordingly.
+ Tear down timing will remain the same. We will be off the field by 3PM on Sunday, June 7, 2026.

Feel free to reach out with any questions or concerns.

Many thanks for your consideration,

Kelly & Noah Dorrance
BloodRoot Wines
415-624-7413
ramble@bloodrootwines.com

NT CHECK LIST

Item 6.I

Contractor Name: Reeves Wines

Description of Services: The BloodRoot Ramble Event - Fee Agreement and Special Event

Department: Community Services Project Manager Matt Milde Phone: 431-3128

Initial not-to-exceed amount: $5,000

Begin Date 11/18/2024 End date 6/30/2027 CPI increase per year: Yes ☐ No ☒

If Agreement has multiple years, then encumbrance should be applied in the following manner:

Year 1_____ Year 2_____ Year 3_____ Year 4_____ Year 5_____

☐ Amendment #1- Amount $ _____ End Date_____

☐ Amendment #2- Amount $ _____ End Date_____

☐ Amendment #3- Amount $ _____ End Date_____

☐ Amendment #4- Amount $ _____ End Date_____

☐ Amendment #5- Amount $ _____ End Date_____

Total not-to-exceed Amount: $5,000

Department Head Approval: DocuSigned by: Mark Themig 7CA869FE51234DC...

Funding Source: N/A Revenue

(Include Acct# and Project #)

Budgeted: Yes ☐ No ☐

Grant Funded?: Yes ☐ No ☒

Katie Edgar, Finance Director: DocuSigned by: Katie Edgar C20D99F64594498...

Check all that apply: Certificate(s) of Insurance attached: GL ☐ Auto ☐ Excess ☐ W/C* ☐

Prof (E&O) ☐ *Workers' Comp Declaration ☐ Other _____

Tyler Kettmann, Risk Manager: DocuSigned by: 43F7F9DFE381433...

Business License No.: _____ Expiration Date: _____ ☐ W-9 (if new vendor)

DIR Number N/A City Council approval date November 11, 2024

Resolution No. 127-2024

FEE AGREEMENT AND SPECIAL EVENT CONDITIONAL APPROVAL

FOR THE BLOODROOT RAMBLE 2025-2027

This Agreement and Special Event Conditional Approval ("Agreement") is made and entered into this 18th day of November 2024 ("Effective Date"), between the City of Healdsburg, a California municipal corporation ("City"), and Reeve Wines ("Organizer"). City and Organizer may be each referred to as "Party" or collectively as the "Parties."

RECITALS

A. City is the owner of certain parcels of real property known as the "Healdsburg Community Center" located at 1557 Healdsburg Ave., in the City of Healdsburg, County of Sonoma, State of California, and "City Hall Parking Lot" located at 401 Grove St., in the City of Healdsburg, County of Sonoma, State of California, collectively known as "Properties".

B. Organizer has previously applied for a special event permit to utilize the Properties to conduct The BloodRoot Ramble ("Event"). The details of the Event are memorialized in Organizer's 2024 Special Event Permit ("2024 Permit") issued to Organizer, attached as Exhibit B and incorporated by reference herein.

C. The Event is a significant and commercially-oriented gathering of substantial proportions, attracting an estimated 2,500 ticketed attendees. The successful execution of the Event requires the allocation and utilization of significant City resources including public spaces, infrastructure, and a comprehensive security and safety assessment, all dedicated to ensuring the health and safety of the general public, including event participants.

D. The City acknowledges the Event's positive impact on the local community, tourism, and the economy, while also recognizing the imperative of responsibly and sustainably managing City resources.

E. Organizer desires to obtain and City desires to grant conditional approval for the Event on the dates requested for calendar years 2025, 2026 and 2027, including granting the requested waiver of the provisions of the Healdsburg Municipal Code and Policy for Special Events and City Partnerships.

F. Organizer anticipates and represents that the Event will be held in substantially similar form as described in the 2024 Permit throughout the three year term of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

1. Conditional Event Approval. The City hereby grants conditional approval for the Event, subject to the conditions and terms contained herein, and subject to any Conditions of Approval on any special event permit issued by the Community Services Director or their designee to the Organizer for the Event, to be held in substantially similar form as described in the 2024 Permit. If the Community Services Director determines that the application for the Event materially differs such that it requires additional City resources or would impose a materially different burden

on the City as compared to the 2024 Permit, the City may deny the application pursuant to the provisions of Healdsburg Municipal Code Chapter 12.24. The City Council hereby waives the following provisions, as requested by the Organizer, and as described below:

i. HMC 12.28.2020(A), restricting consumption of alcohol in any public park, thereby authorizing consumption of alcohol on the Healdsburg Community Center Field during the dates and times indicated in the special event permit issued by the Community Services Director or their designee.

ii. Special Event Policy (Resolution 150-2023) 3.2.2, which prohibits special events from excluding the public from the general use of any City park or public property on the Healdsburg Community Center Field, annually on the Friday before the Event at 8:00 a.m. through the following Sunday at 12:00 p.m. to facilitate a privately ticketed event, protect event equipment overnight, and ensure public safety during logistical event set-up and clean-up operations.

iii. Special Event Policy (Resolution 150-2023) 4.2, which prohibits a special event with more than 2,500 attendees from being scheduled in a City venue outside the Downtown Core on the same day that a major event (Saturday Farmers' Market) is scheduled at a Downtown Core venue.

2. Fees. Organizer agrees to pay City all applicable special event permitting fees based on the Master Fee Schedule in effect at time of payment along with fees memorialized in the Cost Recovery Deposit Agreement, attached hereto as Exhibit A and incorporated by reference. A schedule of permit fee deadlines shall be included in the Conditions of Approval attached to the special event permit issued by the Community Services Director or their designee. In addition, the Organizer agrees to pay the City a $2,500 non-refundable Healdsburg Community Center campus improvement fee, which shall be due on or before January 1 of each calendar year preceding the Event.

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on approved hourly rates for staff time involved in the service or activity.

3. Cost Recovery Deposit Agreement. Prior to and as a condition to the issuance of the Special Event Permit, Organizer agrees to execute a Cost Recovery Deposit Agreement provided by the City. Organizer is responsible for all costs related to the Event, including Event security, damage, and City staff and consultant costs, including overtime costs. Prior to or at the time of execution of the Cost Recovery Deposit Agreement and thereafter in accordance with the terms of the Cost Recovery Deposit Agreement, Organizer will pay to the City a deposit of $10,000, to be applied to costs subject to the Cost Recovery Deposit Agreement.

4. Event Period. The Event shall be held once per year for a period of three (3) calendar days during the first weekend in June commencing from Friday at 8:00 a.m. and extending through Sunday at 12:00 p.m. ("Event Period"), with ticketed Event occurring on Saturday from 12:00 p.m. – 8:00 p.m every year beginning in 2025 through 2027. Including set-up and tear-down, the proposed dates are as follows:

- Friday, June 6, 2025 to Sunday, June 8, 2025
- Friday, June 5, 2026 to Sunday, June 7, 2026
- Friday, June 4, 2027 to Sunday, June 6, 2027

5. Special Event Permit Required. Organizer shall submit a special event permit application annually to the City no later than 90 days before the Event, and shall comply with the terms and conditions set forth in the approved special event permit. Additionally, as a condition for issuance of a special event permit, Permittee shall obtain and/or provide the following documents annually to the satisfaction of the City Manager:

i. Special Event Permit Application
ii. Event Layout (Preliminary & Final)
iii. Insurance with Endorsement
iv. Workers Compensation Declaration
v. Risk Management Plan
vi. Parking Plan
vii. Private Security Contract
viii. Waste Management / Zero Waste Plan
ix. Perimeter Control Plan
x. Tent Permit
xi. ABC License
xii. Supplemental Documents as required
xiii. Post-Event Report (due 60 days after event)

6. Meetings and Updates. Organizer is required to attend all meetings as required by City staff to coordinate the Event. Organizermay also request meetings with City staff and City will undertake to reasonably accommodate Organizer's request(s). Organizer agrees to respond to requests from the City to provide a status update within 48 hours of receipt.

7. Effective Date, Term. This Agreement shall be effective as of the date indicated above and shall have a term of three (3) years.

8. Severability. If any provision of this Agreement shall be held or made invalid by a court decision, statute or rule, or shall be otherwise rendered invalid, the remainder of this Agreement shall not be affected thereby.

9. Choice of Law. This Agreement shall be governed and construed in accordance with the laws of the State of California and any lawsuit or action relating in any way to this Agreement must be filed in Sonoma County, California.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Item 6.I

CITY OF HEALDSBURG:

By: Signed by: Jeffrey Kay 9059FF7A4EF8416... Date: 5/15/2025

Jeff Kay
City Manager

ATTEST:

By: Signed by: Raina Allan 6252EB9F21F2474... Date: 5/15/2025

Raina Allan
City Clerk

APPROVED AS TO FORM:

By: Signed by: Samantha Zutler 8ACC12B54AFB4B4... Date: 5/13/2025

Samantha W. Zutler
City Attorney

REEVE WINES:

By: DocuSigned by: Kelly Dorrance D00F60062A32480...

Its: Kelly Dorrance Proprietor

Date: 5/13/2025

EXHIBIT "A"

Cost Recovery Deposit Agreement
Reeve Wines – 2025-27 BloodRoot Rambles

1. Scope of Agreement: This Agreement is between the City of Healdsburg ("City") and Reeve Wines ("Organizer") regarding Organizer's payment of City costs for services provided by City to Organizer related to the Event (as defined in Section 2). City and Organizer are sometimes referred to herein as a "Party" or "Parties".

2. Event Description: The BloodRoot Ramble was held on June 8, 2024, and is proposed to continue annual basis ("Event") for three years, through 2027. The Event takes place in the City at the Healdsburg Community Center campus with off-site shuttle service throughout the City from designated parking lots. The Organizer intends the Event to include live performances by several musical bands or artists of national notoriety, alcohol booths, food booths/trucks, event staging, VIP viewing area, merchandise booth, and shuttle servicing to and from the Event. The Event venue within the Healdsburg Community Center campus will be enclosed by fencing and accessible exclusively to ticketed attendees, with a maximum of 2,500 tickets sold. The Event will be held on one day in the month of June.

3. Effective Date and Term of this Agreement:
This Agreement shall take effect upon approval by the City Council ("Effective Date") and shall have a term of one (1) year from the Effective Date ("Term"). This agreement shall automatically renew for two successive one (1) year periods unless the Event no longer takes place or if either Party delivers a notice of non-renewal in writing to the other Party no later than thirty (30) days prior to the end of the current one (1) year Term. Notices shall be provided as set forth in Section 6. This Agreement expires upon payment to City of all costs pursuant to this Agreement arising from Organizer's 2027 Event.

4. Special Event Permit: Organizer shall be required to obtain a Special Event Permit (the "Permit") annually in accordance with the City's Policy for Special Events and City Partnership. Organizer shall comply with the terms and conditions set forth in the approved Permit. The Organizer shall not be entitled to hold the Event or utilize City property for the Event unless Organizer obtains a Permit.

5. Organizer Payment of City Costs: In addition to any costs the Organizer is required to pay under the Permit, Organizer agrees to pay City for the cost of City staff and City consultants in connection with Event planning and implementation leading up to Event ("City Costs") for each year the Event takes place during the Term of this Agreement. Upon the Effective Date, and each year during the term of the Agreement by January 1, the Organizer will provide the City with an initial deposit of $10,000 (the "Deposit"). City Costs will be tracked and charged against the Deposit each year. If the initial Deposit falls below $2,500, during each year of the Term, Organizer must deposit additional funds in order to replenish the deposit to $10,000 within seven (7) days of notification by the City. City staff time will be tracked and charged back to the Organizer, based on total costs incurred. City Costs include, but are not limited to the following:

(a) City staff time associated with Event planning, including, but not limited to: Event plan review, logistic and support inquiries, pre-Event meetings with City staff, pre and post-Event site walk through, and any additional time that requires City staff involvement in the planning process not outlined in the Permit.

(b) Unexpected staff time during event set-up, implementation, and breakdown. City staff will be assigned to work the Event and Organizer is responsible for such costs under the Special Event Policy and the Permit. If additional staff are needed to respond to the Event or staff time exceeds the amount covered by the Permit, those costs will be charged against the Deposit.

(c) All or part of the deposit may be used to address any damage, outside of regular wear and tear to any City property used for the Event. City staff and Organizer will conduct a post-Event walkthrough to ensure the City property is returned to its pre-Event. If damage to City property exceeds the Deposit, Organizer will be required to reimburse City for any expenses above and beyond remaining Deposit within 30-days after notice from the City.

(d) The City will return any remaining Deposit balance after Event completion each year, including the post-Event walkthrough and once final payment has been processed each year.

6. Notice: Organizer shall provide written notice to the City in the event that there is a change in the Organizer's interest in the property, the Event, or the billing address or contact person for the Event. Said notice shall be mailed first class, postage paid, certified mail to:

City of Healdsburg, Attn: Matt Milde
1557 Healdsburg Avenue
Healdsburg, CA 95448

Notices to the Organizer shall be sent to:

Reeve Wines, Attn: Kelly Dorrance
P.O. Box 380
Healdsburg, CA 95448

7. Indemnification: Organizer agrees to defend, indemnify, release and hold harmless the City of Healdsburg, its agents, officers, employees and elected and appointed officials from any claim, action or proceedings brought against any of the foregoing individuals or entities, related to the Event, and this Agreement. The indemnification shall include, but not be limited to, damages, costs, expenses, attorneys' fees or expert witness fees that may be asserted by any person or entity arising out of or in connection with the Event and related permits or applications, this Agreement or related applications, passive or active negligence on the part of the City, its agents, officers, attorneys, employees, and elected officials.

8. Entire Agreement: Modifications in Writing. This Agreement contains the Parties' entire agreement with respect to the subject matter hereof. Any modifications or additions to this Agreement must be made in writing by the Parties.

9. Authorization: This Agreement shall only be executed by authorized representatives of the Parties. The persons executing this Agreement represent that they have the express authority to enter into agreements on behalf of their respective Party.

The Parties have executed this Agreement as of the Effective Date.

ORGANIZER

DocuSigned by:

By: Kelly Dorrance

D00F60062A32480...

Kelly Dorrance
Co-Owner
Reeve Wines

CITY OF HEALDSBURG

Signed by:

By: Jeffrey Kay

9059FF7A4EF8415...

Jeffrey Kay
City Manager
City of Healdsburg

Item 6.I

COST RECOVERY AGREEMENT CHECK LIST

The City Clerk's Office will not process agreements until it receives at least one agreement signed by the consultant/contractor **and all** supporting documents (e.g., check, etc.).

Organizer Name: Kelly Dorrance / Reeve Wines

Project Name: The BloodRoot Ramble

Project Manager: Matt Milde, Facilities and Events Supervisor

Initial Deposit Amount: $10,000

Deposit GL Account: 585-1000-24088-BLOOD **Project Number:** BLOOD

DocuSigned by:
Mark Themig
7CA869FE51234DC...
Department Head Signature

DocuSigned by:
Katie Edgar
C39D02E645924B6...
Katie Edgar, Finance Director

DocuSigned by:
TKett
43F7F9DFE581453...
Tyler Kettmann, Risk Manager

EXHIBIT "B"

2024 The BloodRoot Ramble
Special Event Permit

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

EXHIBIT "A"

2024 The BloodRoot Ramble
Special Event Permit Application with Conditions of Approval

Healdsburg Community Center
1557 Healdsburg Avenue
Healdsburg, CA 95448
707.431.3303 Main

SPECIAL EVENT PERMIT APPLICATION

SECTION A: EVENT SCOPE

Applicant information

Organization: *(List primary)*	**Reeve Wines**				
Full name: *(Primary contact for permit processing)*	Kelly Dorrance	**Address:**	[redacted]		
City:	Healdsburg	**State:**	CA	**Zip:**	95448
Primary phone:	[redacted]	**Secondary phone:**			
Email:	kelly@reevewines.com				

General event information

Event name:	**The BloodRoot Ramble**		
Event location(s):	Healdsburg Community Center Parking Lot & Fields + Shuttle Stop at City Hall		
Event date(s): *(Do not include set-up / clean-up dates)*	**Sat., June 8, 2024**	**Event hours:** *(Do not include set-up / clean-up hours)*	12P-8P
Est. attendance: *(Include staff / vendors)*	2500	**Date of last event:**	Sat., June 9, 2023

Event location detail (Please list all event locations occurring on public property)

Date / Date range	*Location* *(Name of park, street, or facility)*	*Start time* *(including set-up)*	*End time* *(including clean-up)*
6/8/24	City Hall Parking Lot	11:30AM	9:00PM
6/7-6/9/24	Community Center Field	8AM	12PM
6/8/24	Blacktop Lot	8AM	8PM
6/8/24	Hammer Lot	8AM	8PM
6/8/24	Dirt Lot	8AM	8PM
6/8/24	Healdsburg Community Center - Three Green Rooms	8AM	8PM

Event description *(Provide as much detail as possible)*

Please see description laid out in a separate document:
"BloodRoot Ramble Event Description Application Appendix"

Event categories *(Check all that apply)*

☐	**Public Event**	☐	**Market**	☐	**Ceremonial Event**
☑	**Private Event**	☑	**Exhibition / Expo**	☐	**Fair / Festival / Carnival / Circus**
☑	**Concert**	☑	**Fundraiser**	☐	**Race / Tour / Ride / Walk**
☐	**Parade**	☐	**Cultural Event**	☐	**Celebration / Special Occasion**
☐	**Market**	☐	**Regional Event**	☐	**Religious / Political Event**
☐	**Holiday Event**	☐	**Sporting Event**	☐	**Rally / Demonstration**
☐	**Other Event:** (Please explain)				

Onsite contacts

Onsite Contact - Primary	**Full name:**	Kelly Dorrance	**Cell phone:**	[redacted]
	Email:	kelly@reevewines.com		
Onsite Contact - Secondary	**Full name:**	Noah Dorrance	**Cell phone:**	[redacted]
	Email:	noah@reevewines.com		

Emergency contacts				
Emergency Contact - Primary	Full name:	Taylr Cueno	Cell phone:	[redacted]
	Email:	taylr@reevewines.com		
Emergency Contact - Secondary	Full name:	Kelly Dorrance	Cell phone:	[redacted]
	Email:	kelly@reevewines.com		

Section A: Checklist			
No.	Statement	Yes	No
1	The event will be held entirely on City property (i.e., parks, streets, sidewalks, etc.).	✓	☐
2	The event is accessible to the general public, meaning, no portion of the event is exclusive to specific guest lists or ticket holders.	☐	✓
3	The event remains largely unchanged compared to its previous occurrence.	☐	✓
4	This application is for a singular event taking place only once within a calendar year.	✓	☐
5	All special event activity will occur in the Downtown Core, meaning, all public property within 1,500' of the Healdsburg Plaza.	☐	✓
If you answered "NO" to any statement (1 through 5) above, please provide detailed information in APPENDIX A and reference each section letter/number.			
6	A road closure is being requested for this event.	☐	✓
7	The event will impede private property owners from accessing any part of their property, or will obstruct patrons from accessing any business.	☐	✓
8	One more areas of the event will be fenced or have restricted/controlled access.	✓	☐
If you answered "YES" to any statement (6 through 8) above, please provide detailed information in APPENDIX A and reference each section letter/number.			

Section A: Important notations

- Special events may be co-sponsored by more than one organization, but only one organization serves as the primary applicant. The primary applicant is responsible for all permit coordination, obtaining supplemental permits, providing insurance, confirming payment of fees, and ensuring adherence to permit requirements.
- If your event location is on a public street, please list cross streets *(i.e., Plaza St., between Healdsburg Ave. and Center St.)* in the "Event location detail" subsection.
- If your event includes a rolling road closure, please follow the instructions in SECTION H.
- In the event of a cancellation, for any reason, event organizer must have the capability to effectively notify prospective attendees.

SECTION B: EVENT OPERATIONS

Staffing

Number of on-site event staff:	11	Number of on-site volunteers:	40	Total number of staff and volunteers:	51

Food

Number of non-prep food booths: *(Not requiring on-site food preparation)*	0	Number of on-site food prep booths: *(Requiring on-site food preparation)*	2	Number of mobile food facilities: *(i.e., trucks, trailers, carts, etc.)*	3

Entertainment

Number of musical artists:	4	Number of non-musical vendors:	3	Total number of all vendors:	7

Alcohol

Alcohol will be.... *(check all that apply)*	☐ Not present ☑ Sold ☑ Consumed ☑ Served	*If alcohol will be present, please select all that apply:*	☑ Beer/Wine/Champagne ☐ Spirits/Liquor ☐ Other:

Parking

Please answer the following questions regarding event parking: *(Excluding locations and times that would be part of a requested road closure)*	Yes	No
Are you requesting to reserve parking stalls for your event?	☑	☐
Will you include off-site parking and/or shuttle transportation?	☑	☐

If yes, please complete the section below and identify the specific location(s) on your Event Layout.

Street / Location of stalls	Number of stalls	Date(s)	Times
Community Center Parking Blacktop	All	June 7-8, 2024	10AM 6/7 - 8PM 6/8
Community Center Parking Lots : Blacktop, Hammer, Dirt	All	June 8, 2024	8AM - 8PM
City Hall Parking Lot (Shuttle Stop)	All	June 8, 2024	10AM - 9PM

Vendor information			
Name	**Type** (musician, service, entertainment, food booth/truck, etc.)	**Name**	**Type** (musician, service, entertainment, food booth/truck, etc.)
BloodRoot Wines	Wine	Little Saint	Food
Giffords	Philanthropy	Troubadour	Food
Moonlight Brewing	Beer	Hi Lo	Food
Lord Huron	Musician	Field Day	Food
Andrew Bird	Musician	El Milagro Taco Truck	Food
Cautious Clay	Musician		
The Nude Party	Musician		

Section B: Checklist			
No.	**Statement**	**Yes**	**No**
1	Sound amplification or any other noise generating equipment will be used. *(i.e., music amplifiers, PA systems, generators, forklifts, fireworks, rides/games, etc.)*	✓	☐
2	Event activities and/or set-up/clean-up activities are expected to occur between 10:00 p.m. and 6:00 a.m.	☐	✓
3	The event will require attaching signage, banners, or other equipment directly on City property. *(i.e., gazabo, trees, fences, benches, poles, etc.)*	☐	✓
4	The event will include the delivery or pick-up of event equipment / materials outside of the times indicated in SECTION A "Event location detail".	☐	✓
5	Signage will be installed on display in advance of the event. *(i.e., banners, signs, LED message boards, etc.)*	✓	☐
6	Event will include entertainment features or interactive games. *(i.e., live music, stage performances, carnival games, dunk tanks, climbing walls, etc.)*	✓	☐
7	The event organizers will arrange and install all required barricades and road signs. Please select "Yes" if City equipment is requested; please see notation below.	✓	☐
If you answered "YES" to any of the above statements, please provide detailed information in APPENDIX A and reference each section letter/number.			

Section B: Important notations

- Event organizers seeking to rent "No Parking" barricades from the City must specify the quantity in APPENDIX A. Please be aware that rental fees will apply, and availability is limited.
- When completing the "Vendor information" under SECTION B, please include the specific names of any bands / performers and not solely their management company.
- If your event includes shuttle transportation, please include the specific pick-up/drop-off locations in the "Parking" subsection.
- Event organizers are required to notify residents, businesses and other entities that may be impacted by the event. Event notifications must include the event days/times, potential impacts, and contact information of the event organizer.

SECTION C: SAFETY & SECURITY

Security - Licensed

Will private security be onsite during the event? *(either through licensed professionals, volunteers, or alternative methods)*	☑ Yes ☐ No	If using licensed professionals, list company name and number of staff:	
		Company:	SoCo Private Security
		Staff Qty.:	6

Security - Unlicensed

Will any staff or volunteers operate in a security capacity?:	☑ Yes ☐ No	If using unlicensed staff or volunteers, list number of personnel and how they will be identified:	
		Staff Qty.:	10
		ID Method:	Bright Yellow Vests / Staff Shirts

Security – Supplemental *(Provide as much detail as possible)*

Please provide a detailed account of any significant information pertaining to your event security plan, strategy, or any alternative methods that have not been previously discussed.

We have contracted with Defense Block Security (License 121632) to provide professional security personnel. We have contracted the following positions. These positions are unarmed.

Friday Overnight - 2 security
Saturday Day-Of Before Event - 1 security (roamer)
Saturday Day-Of During Event - 4 security (gate people)
Saturday Day-Of During Event - 1 security (backstage)
Saturday Overnight - 2 security
**Two HBG PD officers will be at the event as well.

We will also have two staff members roaming during the event to alert security as needed.

GATE MANAGEMENT:
There will be one main entrance / exit gate (GATE 1 on site plan). This will be manned by the following:
Security 1 – hand-held metal detector
Security 2 – hand-held metal detector
Security 3 – bag and water bottle check
Security 4 – bag and water bottle check
Staff 1 – Will Call, ID Check and Band
Staff 2 – Will Call, ID Check and Band
Staff 3 – Will Call, ID Check and Band
Staff 4 – Will Call, ID Check and Band
HBG Police 1 – Monitor
HBG Police 2 - Monitor

GATE 2 – Closed but monitored by stationed staff during event
GATE 3 — Closed but monitored by stationed staff during event

All staff will have STAFF shirts. In case assistance is needed, they will be easy to find.

Section C: Checklist			
No.	**The event will include....**	**Yes**	**No**
1	An air supported temporary membrane structure.	☐	☑
2	A tent with a size exceeding 400 square feet, or a combination of multiple tents, regardless of individual sizes, with a combined area surpassing 400 square feet.	☑	☐
3	On-site cooking, deep frying, or devices producing open flames.	☑	☐
4	Compressed gas cylinders i.e., propane (C3H8), helium (He), carbon dioxide (CO2), compressed air, etc.	☑	☐
5	Pyrotechnics i.e., fireworks, flame effects, sparklers, explosive devices, etc.	☐	☑
6	Manned or Unmanned Aircraft Systems *(i.e. drones, hot air balloons, helicopters, etc.)*	☐	☑
7	Overhead and/or rigged structures greater than 7' high.	☐	☑
8	Special lighting to be set-up or used *(i.e., stage lighting, bistro lighting, uplighting, gobo lights, lasers, etc.)*	☐	☑
9	Circus/carnival amusement rides.	☐	☑
10	Live animals *(i.e. petting zoo, pony rides, pet parade, animal show, etc.)*	☐	☑
11	On-site Emergency Medical Services (EMS).	☑	☐
If you answered "YES" to any of the above statements, please provide detailed information in APPENDIX A and reference each section letter/number.			

Section C: Important notations

- It is crucial to have trained personnel or professionals overseeing the use of compressed gases to prevent accidents and ensure a smooth event.
- Pilots operating Unmanned Aircraft Systems (UAS) need to be FAA compliant and are responsible for remaining clear of trees, power lines, and other fixtures that could become a safety concern. The City of Healdsburg restricts pilots from flying over event spaces, attendees, spectators or using event spaces as launch/landing sites.

SECTION D: WASTE MANAGEMENT

Restrooms

Will temporary restrooms be delivered to the event site? *(i.e., units, trailers, etc.)*	☑ Yes ☐ No	If yes, please list company name and quantities below:	
		Company:	Honeybucket

Quantities:

Standard toilet quantity:	16	ADA toilet quantity:	2	Handwash station quantity:	8	Portable restroom trailer quantity & size:	

Garbage, Recycle, and Compost

Will temporary waste bins/carts be delivered to the event site?	☑ Yes ☐ No	If providing temporary waste services, list company name and unit quantity:	
		Company:	Green Mary

Quantities:

32, 64, or 96-Gallon carts sets:	10	3 or 4-Yard bins:		20 or 30-Yard boxes:		Other: *(Please describe)*	There will be 10 sets of landfill, recycle, compost, fully tended during event

Liquids

Will potable water be used during the event?	☑ Yes ☐ No	If yes, specify the location of the water source:	
		Location:	We will have water stations for refillable bottles.

Will the dumping of non-potable liquid be necessary during or post-event?	☐ Yes ☑ No	If yes, specify the disposal location:	
		Location:	

Will the dumping of other liquids be necessary during or post-event?	☐ Yes ☑ No	If yes, in the space below please describe the liquid, its source, intended use, and planned disposal method / location:

Post event clean-up

Please provide your detailed plans for post-event clean-up.
(i.e. How will you ensure the site will be left in the same condition as you arrived? Please provide detailed information.)

Clean up will begin immediately after the event. We will have a storage container on the parking lot to secure small items, and large items (fence, portapotties, etc) that are picked up the next morning will be monitored by overnight security. All trash will be removed immediately from the premise.

Section D: Checklist

No.	Statement:	Yes	No
1	Event organizer will provide adequate waste containers for attendees to dispose of their waste.	✓	
2	There will be designated area(s) for waste collection and disposal at the event site.	✓	
3	There is a plan for sorting different types of waste. *(i.e., recyclables, garbage, compost)*	✓	
4	Your waste management plan be communicated to event staff and attendees.	✓	
5	There is a contingency plan in place for unexpected increases in waste generation.	✓	
6	Event organizer has coordinated with local waste disposal services or authorities for post-event waste removal.	✓	

If you answered "NO" to any of the above statements, please provide detailed information in APPENDIX A and reference each section letter/number.

Section D: Important notations

- The questions herein aim to cover various aspects of water usage and waste management to ensure the event organizer is adhering to proper disposal practices and complying with relevant regulations.
- Dumping food, liquid, debris into the street or storm drain is not allowed at any time. Anything thrown, swept or poured into the street, gutter or storm drain flows directly into our creeks without treatment or filtering.
- Soapy water or otherwise contaminated water/liquid needs to be discarded properly off-site.
- If cooking onsite, spill mats and/or splash guards are required to protect our streets, creeks, and parks.
- Disposable food ware made of polystyrene foam or products containing PFAS are banned in Healdsburg: Food providers shall not sell, hand out, give away, distribute or otherwise make available for public or customer use prepared food in disposable food service ware that contains polystyrene foam or PFAS.

SECTION E: EVENT LAYOUT

Event layout overview

One of the most critical elements of your special event permit application is the Event Layout. Please carefully review the event elements listed below. If any of these items apply to your event, they must be clearly included in your event layout. Your detailed layout not only ensures that all necessary elements are considered during the permitting process but also aids in facilitating seamless communication and coordination between event organizers and the City. Layouts should be digitally designed in 11" x 17" with a Google Map underlay, and layouts may extend across multiple pages if needed. Event layouts should not be hand-drawn or re-copied from previous years.

Structures and Equipment *(Check all that apply)*

✓	Tenting / Canopies	✓	Tables / Chairs	✓	Booths *(i.e., cooking / non-cooking, vendors, information, sponsor, etc.)*
☐	Power Distribution Boxes	✓	Propane / Gas / Helium	✓	Fryers / Burners / BBQs / Devices Producing Open Flames
✓	Generators	✓	Food Heating / Cooling Systems	☐	Overhead and/or Rigged Structures
✓	Mobile Food Facilities *(i.e., food trucks / carts)*	✓	Temporary Fencing *(or equipment to restrict access)*	✓	Other Notable Temporary Structures / Equipment

Infrastructure and Facilities *(Check all that apply)*

☐	Roadways *(include street names)*	✓	On-Site Parking *(i.e. trailers, loading zone, etc.*	☐	Off-Site Parking *(i.e. where participates are directed to park)*
✓	Portable Restrooms / Trailers	✓	Handwash Stations	☐	Trash & Recycling Drop-off / Pick-up Locations
☐	Lost and Found Area	✓	Bike Parking / Bike Valet	✓	Alcohol Service *(include any designated consumption areas)*
☐	VIP Areas	☐	Liquid Disposal *(if on-site)*	☐	Other Notable Infrastructure and Facilities

Stage and Audio-Visual *(Check all that apply)*

✓	Stages / Risers *(include dimensions)*	✓	Sound Systems / Amplifiers *(i.e., source of any amplified sound)*	☐	Visual Effects and Projection *(i.e., visual displays, screens, projectors, gobos, strobe lights, mapping projection, etc.)*
✓	A/V Booth	☐	Truss Systems	☐	Lighting Fixtures *(i.e. bistro lights, stage / theater lighting, etc.)*
✓	Green Room	☐	Dance Floors / Areas	☐	Other Notable Stage and Audio-Visual equipment

Event Logistics *(Check all that apply)*

✓	Event Perimeter *(include names of adjacent streets)*	☐	Street Closure Locations *(include hard barrier method)*	☐	Route of Parade, Run, Bike Tour, etc. (include the direction of travel and a supplemental Turn-by-Turn)
☐	All Activities Occurring in a Closed Street	✓	Entrances/Exits of Fenced Areas	☐	Entrances/Exits of Covered Structures
✓	Shuttle Transportation Pick-up/Drop-off	✓	Loading / Unloading Zones	☐	Other Notable Logistical Elements

Safety and Security *(Check all that apply)*

✓	Fire Extinguishers	✓	Locations of Private Security	✓	First-Aid Booth *(i.e., where individuals with minor injuries are directed)*
☐	Fire Lanes *(minimum 14')*	☐	Dedicated On-site EMS	✓	Other Notable Safety and Security Elements

Miscellaneous *(Check all that apply)*

✓	Directional / Informational Signs	☐	Circus, Carnival, or Amusement Rides	✓	Notable Activities *(i.e., bands, performers, games, car shows, seating areas, etc.)*
☐	Live Animals *(i.e., petting zoo, trailers, etc.)*	☐	UAS/UAV Launch and Landing Site(s)	☐	Other Notable Equipment, Features, or Elements

SECTION F: INSURANCE REQUIREMENTS

Overview:

Ensuring the safety and well-being of participants, attendees, and the community is our top priority when it comes to hosting special events within the City of Healdsburg. As a fundamental component of this commitment, we require proof of liability insurance as a mandatory aspect of the special event permit application process. This includes a Certificate of Insurance (COI), General Liability Endorsement, and Workers' Compensation Declaration, all meeting our minimum requirements. This insurance serves as a crucial protective measure, providing financial coverage in the event of unforeseen incidents or accidents during the event. Applicants must submit a complete insurance packet along with your application. The comprehensive insurance documentation not only safeguards against potential liabilities but also demonstrates your commitment to the safety and success of the event. We appreciate your cooperation in adhering to these requirements, contributing to the overall security and success of your event.

Section F: Checklist

Below, you will find a helpful checklist designed to guide you in providing a comprehensive Certificate of Insurance (COI), General Liability Endorsement, and Workers' Compensation Declaration that align with our minimum requirements. It is crucial to include your insurance documentation at the time of submitting your special event permit application for it to be considered complete. This ensures a smooth and efficient processing of your application, allowing us to assess and approve your special event permit in a timely manner.

Certificate of Insurance:

Confirmed	COI Requirements
☑	Correct name and address of permit applicant is listed on the COI *(must match the applicant/business name on the Permit Application)*.
☑	Commercial General Liability Limits need to be $1,000,000.00 or greater per occurrence.
☑	"The City of Healdsburg, it's officers, officials, employees, and volunteers'" is listed as a Certificate Holder.
☑	Proof of Worker's Compensation and a WC Waiver of Subrogation endorsement in favor of "The City of Healdsburg, it's officers, officials, employees, and volunteers'", or "Per Written Contract". If Permittee doesn't have employees, a Worker's Compensation Declaration page can be signed in lieu of Worker's Compensation.

General Liability Endorsements:

Confirmed	Endorsement Requirements
☑	"The City of Healdsburg, it's officers, officials, employees, and volunteers' or 'per written contract' need to be listed as Additionally Insured.
☑	If the Applicant sells, serves, or distributes alcohol, the Applicant's General Liability insurance coverage shall contain, or shall be endorsed to contain Liquor Liability Coverage, and it shall be entitled to the full limits required of the GL policy.
☑	Primary and Non-contributory endorsement language for "The City of Healdsburg, it's officers, officials, employees, and volunteers'", or "Per Written Contract".
☑	The GL Policy number added to the endorsements or the form numbers added to the certificate page in the description. Something that connects all these documents together.

Workers' Compensation Declaration *(only needed if applicant does not have employees)*:

Confirmed	WC Declaration Requirements
☑	Completed Worker Compensation Declaration form that is signed and dated.

Please provide the requirements and checklist in this Section to your insurer and confirm that they have provided all information contained in the checklist before submitting your insurance documents to the City. Providing insurance documents that do not meet the City's minimum requirements may delay your permit approval or result in an incomplete application. It is the responsibility of the permit holder to ensure that the City has your most current insurance information on file that meets the minimum requirements.

SECTION G: PERMITS & LICENSES

Permit/Licenses Checklist			
Permit Name (Authority – Department)	**Permit/License required to....**	**Yes**	**No**
Limited Use Propane Permit (City of Healdsburg – Fire)	Use propane for outside public assemblies including booth or tent setting, mobile trailers, and mobile food trucks.	☑	☐
Tent Permit (City of Healdsburg – Fire)	Erect or operate an air-supported temporary membrane structure or tent having an area in excess of 400 square feet, either with side or no sides. CFC 3103, CFC 105.	☑	☐
Public Fireworks Display (City of Healdsburg – Fire)	Conduct a public fireworks display pursuant to Title-19, California Code of Regulations, Section 982.	☐	☑
Building Permit (City of Healdsburg – Planning & Building)	Install temporary overhead structures in excess of 7-feet.	☐	☑
Facility Use Permit (City of Healdsburg – Community Services)	Utilize the following City facilities in conjunction with a special event permit: Healdsburg Community Center, Healdsburg Senior Center, Foley Family Community Pavilion, Healdsburg Picnic Areas, or Recreation Park (Hanging banners only).	☑	☐
Film Permit (City of Healdsburg – Community Services)	Film permit means an authorization to engage in the taking of motion pictures, television, digital media or commercial still photography. A film permit shall be required for the taking of motion pictures, television, digital media or commercial still photography.	☐	☑
Community Event Organizer Permit (County of Sonoma – Health Services)	Conduct facilities or equipment that are shared by two or more temporary food facilities operating at a community event. Permits are required for multiple day events, including events that occur on nonconsecutive days throughout the year. Note: It is the event organizer's responsibility to ensure that all food vendors have submitted a temporary food facility permit application 30 days prior to the event, or have a current permit on file with the County of Sonoma.	☑	☐
Farmers' Market Food Permit (County of Sonoma – Health Services)	Sell food at a farmers market such as fresh fruits, nuts, vegetables, shell eggs, honey, flowers, and nursery stock.	☐	☑
ABC License (State of California – Alcoholic Beverage Control)	Sell, serve, or consume alcoholic beverages at a public special event.	☑	☐
Special Event Encroachment (Sonoma County – Permit & Resource Management)	Conduct a special event on public property in unincorporated Sonoma County. Common special event permits are issued for encroachment, zoning, fire prevention, filming, food, and wastewater disposal.	☐	☑

If you answered "YES" to any of the above, please provide a copy of the permit/license either with your permit application submission or once the permit is officially issued.

Please note the provided list is not exhaustive and covers only commonly required permits. It is incumbent upon the event organizer to verify and adhere to all pertinent City, County, State, and Federal Laws. Ensuring compliance and obtaining any necessary permits or licenses is the responsibility of the event organizer when coordinating a special event.

SECTION H: SUPPLIMENTAL DOCUMENTS

Overview:

Supplemental documentation may be required by the City of Healdsburg to aid in the review of your special event permit application. By requesting supplemental documentation, the City can thoroughly evaluate event proposals, address potential risks, and ensure that events align with local regulations and safety standards.

Required Supplemental Document Checklist:

Document:	Question:	Yes	No
Private Security Contract	Will you contract private event security for your event?	☑	☐
Private Property Owner Written Approval	Will the event be held on both private and public property?	☐	☑
Turn-by-Turn	Are you requesting a rolling road closure / designated route? *(i.e., parade, run, bike route, etc.)*	☐	☑
Written Notices to Businesses / Property Owners	Will your event impact adjacent businesses or properties? *(i.e., road closures, noise, etc.)*	☑	☐

If you answered "YES" to any of the above questions, please provide the listed document with your permit application submission.

Other Supplemental Documents:

In addition to the mandatory supplemental materials, you may be required to furnish the following documents for review/approval if requested by the City of Healdsburg:

- Risk Management Plan
- Parking Control Plan
- Traffic Control Plan
- Waste Management / Zero Waste Plan
- Perimeter Control Plan
- Post-Event Report
- Other Supplemental Information

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AGREEMENT & HOLD HARMLESS

Hold Harmless

If the permit is granted, this application and supporting documents form a contract between the City of Healdsburg and the Applicant relating to the described event. Applicant then becomes contractually obligated to the City of Healdsburg regarding all requirements of the issued permit and agrees to protect, defend, indemnify and hold harmless the City of Healdsburg and its officers, officials, agents, employees, and volunteers from and against any loss, injury, damage, claims, actions or lawsuits arising out of or in connection with the event or the intentional or negligent acts, errors or omissions of the Applicant, volunteers, agents and event participants, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified. These defense and indemnity obligations shall survive the termination or completion of this agreement and are in addition to, and not limited by, the insurance obligations in the agreement.

Agreement

I, Kelly Dorrance, the undersigned, hereby declare that all information provided in this special event permit application is true, accurate, and complete to the best of my knowledge. I understand that any misrepresentation or omission of facts may result in the denial of this permit or the revocation of an issued permit.

I further acknowledge and agree to comply with all applicable laws, regulations, and guidelines governing special events within the City of Healdsburg. This includes, but is not limited to, adherence to the Healdsburg Municipal Code, special event safety standards, waste disposal requirements, and any conditions specified in the issued permit.

I understand that the approval of this permit is contingent upon meeting all the necessary criteria and requirements outlined by the City of Healdsburg. In the event of any changes to the event details or circumstances affecting the permit application, I will promptly inform the Community Services Department in writing.

By affixing my signature below, I confirm my understanding and acceptance of the terms and conditions outlined in this permit application.

APPLICANT'S SIGNATURE:		DATE:	

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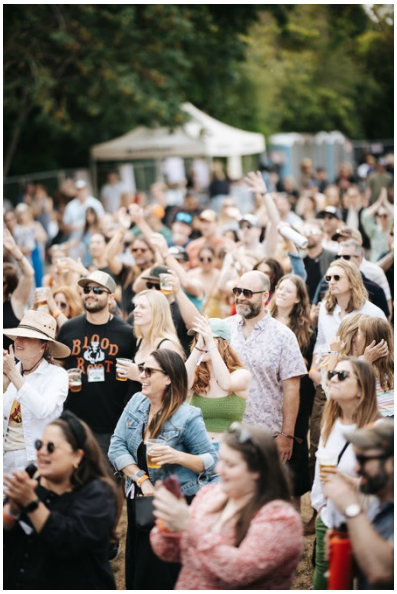

APPENDIX A

Special Event Permit Application // 2024 BloodRoot Ramble
June 8, 2024

SECTION A

A:2 – "The event is accessible to the general public, meaning, no portion of the event is exclusive to specific guest lists or ticket holders"

Our event will be ticketed. Tickets will be $85 for the day. We plan to sell 2500. Tickets will be purchased online through Eventbrite with e-ticket delivery to attendees. We will set up a will call station at BloodRoot three days prior where guests can get wristbands to wear for the event.

We will secure temporary WiFi with Spectrum Technologies.

A:3 – "The even remains largely unchanged compared to its previous occurrence."

The format and experience of the event will not be that different from our 2023 Ramble with the exception of size and location. We have a more well-known band

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and can sell more tickets (i.e., raise more money) in a bigger space. We also appreciate the flat, square, useable space of the Community Center Fields. The biggest difference will be:

2023: West Park Plaza / 550 attendees / 2 food vendors / 10 portapotties
2024: Community Center Fields / 2500 attendees / 4 food vendors / 16 portapotties shuttles and paid parking

A:5 – "All special event activity will occur in the Downtown Core, meaning, all public property within 1,500' of the Healdsburg Plaza."

Last year our event was downtown. This year we need more space and would like to move to the community center. We see value in being able to sell more tickets, have more space for designated blanket & chair areas, have a few more food options, and space for an exhibit on fighting gun violence and moments of societal change.

Please see B:1 (sound) and the parking plan to read about how we'll address being in a residential zone.

A:8 – "One or more areas of the event will be fenced or have restricted/controlled areas."

The entire event will have 8' privacy fencing with along the outside perimeter of the field. The bike path and parking lots will remain accessible. Within the perimeter fencing, there will be:
+ Two entrances/exits
+ One secured gate for load-in – load-out
+ One secured gate at the parking lot for fire access
+ Access gates will be monitored

There will be fencing within the perimeter to secure the back stage area. See the site plan for approximate locations.

SECTION B

B:1 – "Sound amplification or any other noise generating equipment will be used"

This is a music concert, so there will be sound amplification. All sound will happen during daylight hours and within the hours of 10AM – 8PM. There will be a sound

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check in the morning (10:30-11:30) and then the concert with four bands will run from 12:30-7:30.

We live in the affected neighborhood so are familiar with event noise from the community center. We plan to put notices on all doors 30 days before the event. We will aim to provide notices within 1600 feet from the source (we will also include the neighborhood at Chiquita and Grove). See map below:

Verbiage for the notices will have the following information:

The BloodRoot Ramble
Healdsburg's Homegrown Music and Wine Festival
Saturday, June 8, 2024 from 12PM – 8PM
Healdsburg Community Center Fields

Hello neighbors! We live on Lorraine Court and own a winery in Healdsburg. We will be hosting a music festival and fundraiser to help combat gun violence in our

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schools after our losing our 9-year-old niece in the Covenant School shooting. You'll likely hear the festival from your home, and we would like to extend an invitation to join us. Tickets are available here (QR Code). We appreciate your support and understanding as we pull off an ambitious community event for a good cause.

{{ QR CODE }}

Cheers, Noah and Kelly Dorrance, BloodRoot & Reeve Wines
ramble@bloodrootwines.com

B:5 – "Signage will be installed on display in advance of the event."

During permitted hours we will have some branded banners & directional signage on the fence and in the sandwich boards parking lot.

B:6 – "Event will include entertainment features or interactive games."

Live music will be the main entertainment feature.

B:7 – "The event organizers will arrange and install all required barricades and road signs"

We will install the signage mentioned in B:5 in addition to "SHUTTLE PICK UP" signage at City Hall and "SHUTTLE DROP OFF" signage at the drive through area by the field.

We will also have "NO EVENT PARKING" signs on the sidewalk corners of Paul Wittke, Sunnyvale, and Terrace + Healdsburg Avenue, with HBG PD permission.

SECTION C

C:2 – A tent with a size exceeding 400 square feet, or a combination of multiple tents, regardless of individual sizes, with a combined area surpassing 400 square feet.

There will be a combination of 16 tents. Please see site plan for size and placement.

C:3 – "On-site cooking, deep frying, or devices producing open flames"

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We will have four licensed food vendors from local restaurants and caterers. They will each carry their own insurance and food-handlers certification. We will likely have three food trucks and two vendors with tents and food prep areas.

We plan to place the food on the edge of the parking lot between the grass and the security fencing to have a secure surface for cooking and for less wear and tear on the lawn.

C:4 – "Compressed gas cylinders (i.e., propane....) will be used.

Our food vendors will use propane for their grills. Each vendor will have their own fire hydrant.

SECTION F

Insurance

We are in process of a policy with the same policy holder as 2023 Ramble with updated specifications.

SECTION G

Permits Required:

- Propane Permit
- Tent Permit
- Facility Use Permit
- ABC License

All Permits are in process.

SECTION H

Supplemental Documents:

- Private Security – Working on contract
- Written Notices to Businesses / Property Owners – See B:1

OTHER

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FIRST AID – We are hiring a contract First Aid company to provide a tent, first aid supplies, and two first aid professionals to administer as necessary. SEE RISK MANAGEMENT PLAN.

FUNDRAISING – Through sponsorships, in-kind donations and tickets sales, we are hoping to raise more than $100K to help fight gun violence. We will take no profit from the event.

GREEN ROOM – We would like to use three rooms in the Community Center for green rooms. Each room will have snacks + water.

SITE PLAN – Attached, and to scale.

PARKING / TRAFFIC PLAN – Please see attached Parking Plan.

POST EVENT SURVEY FROM 2023 - We sent a survey to all the emails associated with ticket sales. 71 people responded.

COMMENTS
Absolutely loved it! hope you make it an annual tradition. We'll come back and bring friends :)
Loved it! Would come again please do it!
Fantastic community, event and music. Exactly what Healdsburg needs more of.
It was such a sweet, fun event! The wine, music, afterparty, vibes, and weather (though not in your control) were fantastic!
I was calling it the 375ml of BottleRock since it was a smaller version. Great to have it in town.
Event was great. Music was spectacular. Loved the different venues and the feel of each one. We had a blast and would attend again.
I live in St. Helena, loved event, please do it next year, SUSTO are my favorite band, Lone Bellow was incredible set, bravo.
I really loved the event. I'm already ready to buy tickets for next year!

HOW SATISFIED WERE YOU WITH THE EVENT(S), ON A SCALE OF 1-5?
FIVE | 71% (51)
FOUR | 22.5% (16)
THREE | 5.6% (4)
TWO & ONE | Zero

FEEDBACK – TOP 3 REQUESTS

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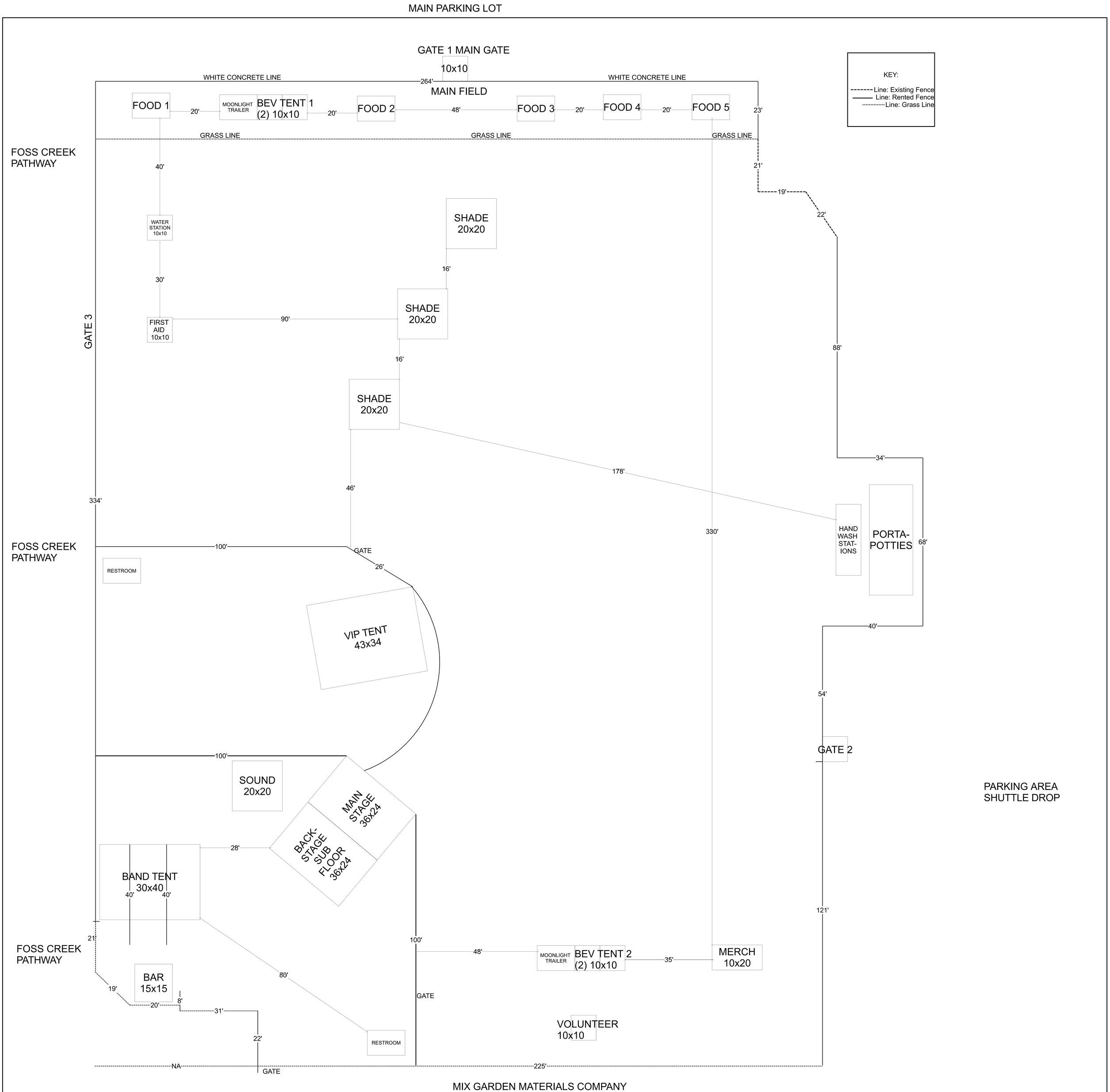
Water stations, Shade, More food options

HEALDSBURG COMMUNITY CENTER



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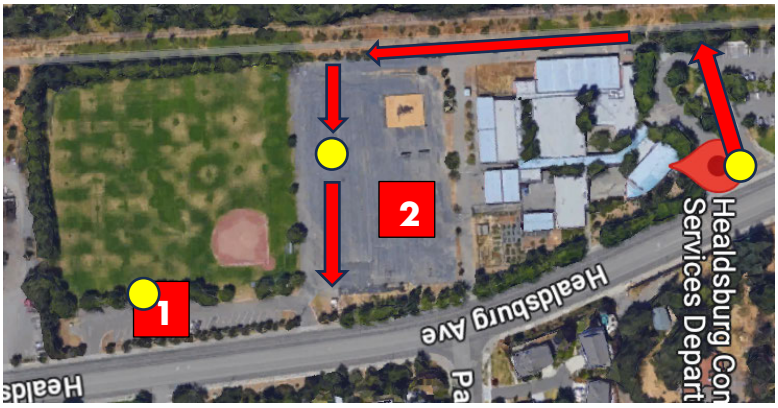
BloodRoot Ramble, Parking Plan
Healdsburg Community Center & City Hall
June 8, 2024

CAR CALCULATION
2500 Attendees
500 Healdsburg Residents who can walk, bike, shuttle, be dropped off.
400 people staying in hotels who can walk, bike, shuttle.
100 people who will Uber or take Sonoma County Transit.
1500 attendees who will drive in.
Average 3 people per car: 500 cars estimate // City requesting 800 stalls

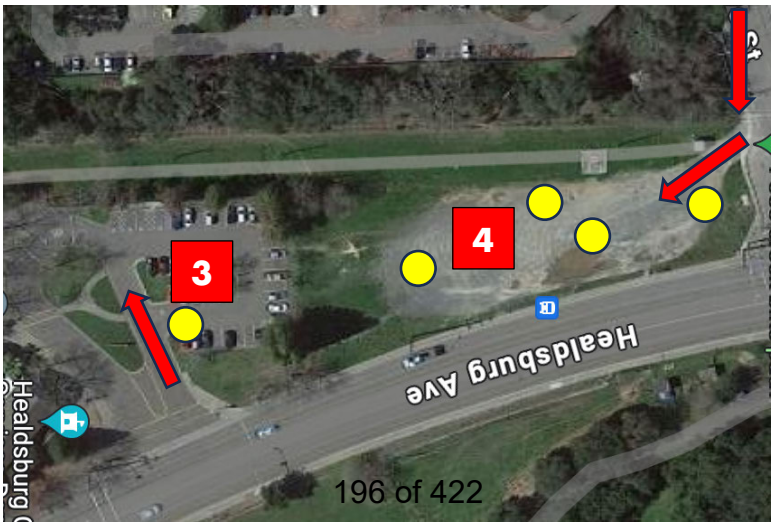
PARKING ATTENDANT / MONITOR SHUTTLE STOP / DIRECTION

EVENT VENUE

SOUTH LOT + BLACK TOP
#1 SOUTH LOT — DROP OFF AND UBER/LYFT ONLY
#2 BLACKTOP — USED FOR SHUTTLE DROP, LOAD IN EQUIPMENT, FOOD TRUCK, 10 ACCESSIBLE SPOTS AND STAFF



HAMMER LOT + DIRT LOT
#3 HAMMER & #4 DIRT LOT — PREPAID PARKING FOR 125 (140 CAPACITY) AT $60



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SHUTTLES & DESIGNATED PARKING

We will have rented three 56 passenger shuttles that will run continuously. One will run from City Hall to Venue continuously throughout the duration of the event. The other will run from Healdsburg High School to Venue continuously throughout the duration of the event. The third shuttle will run from Fitch Mountain Middle School to Venue continuously throughout the duration of the event. All of these lots are withing 3-5 minutes of the Venue.

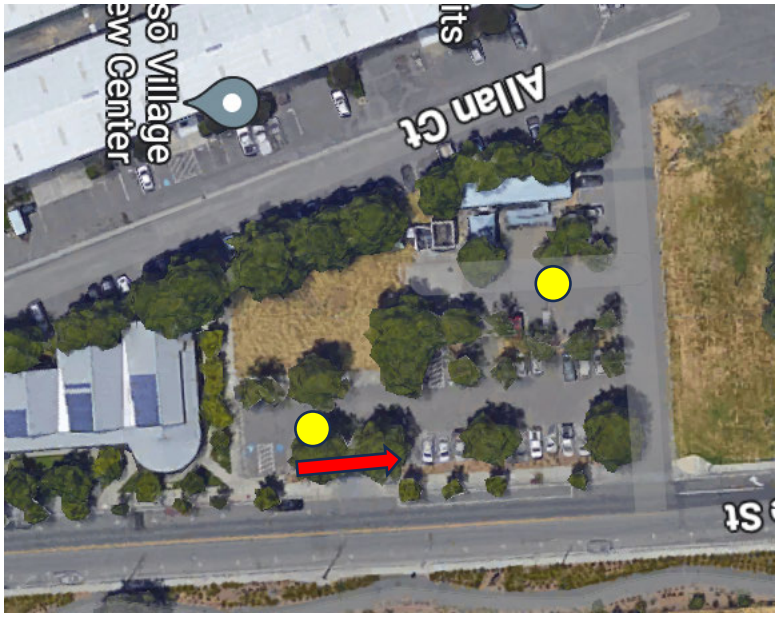
CITY HALL PARKING LOT (BLUE) – 100 spots – Two Attendants
HEALDSBURG HIGH SCHOOL (RED) PARKING LOT – 250 spots – Three Attendants
FITCH MOUNTAIN SCHOOL PARKING LOT (GREEN) – 70 spots – Two Attendants
DIRT AND HAMMER LOT AT VENUE (PREMIUM PAID) – 125 spots – Five Attendants
TOTAL SECURED = 545
*We have other lots under negotiation to add. See below.

Attendees will pre-buy a $10 Shuttle Ticket as an add on to their ticket. One week prior to the event, Shuttle Ticket holders will be divided into color groups, and will be emailed arrival instructions. We will also put the lot information on our website for attendees to reference.

Walk-ons are welcome to the City Hall shuttle if they are coming from a downtown hotel.

The yellow dots indicate parking attendant staff. We are hiring CPA Valet to provide professional services. These folks will monitor shuttle stops, ins and outs, and directing cars to open spots. We have 15 people in total. They will have vest and batons and walkie talkies.

BLUE LOT // CITY HALL (Old screen shot, additional parking to right)
100 Designated Spots + Shuttle Stop
Also Foot Traffic from Downtown Residents and Hotels



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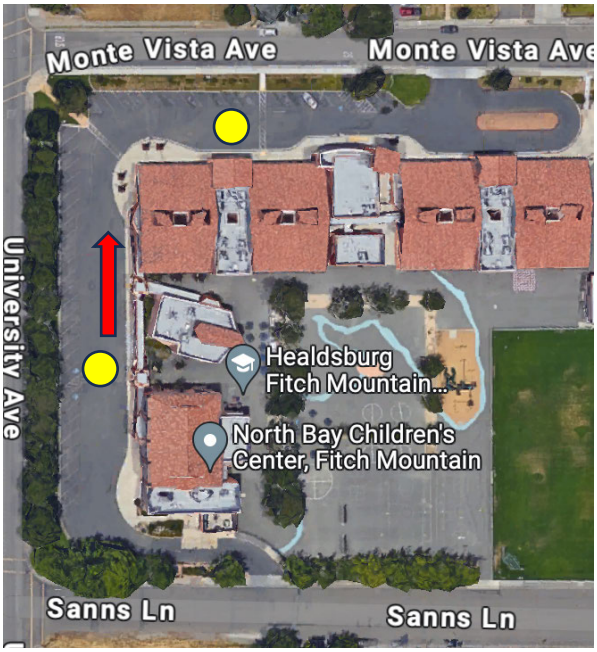
RED LOT // HEALDSBURG HIGH SCHOOL

250 Designated Spots + Shuttle Stop

GREEN LOT // FITCH MOUNTAIN SCHOOL

70 Designated Spots + Shuttle Stop



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OTHER LOTS UNDER CONSIDERATION:
HEALDSBURG COMMUNITY CHURCH, 1100 University Ave, 90 Spots
THE HEALDSBURG SCHOOL / MAXX PROPERTIES LOT, 33 Healdsburg Ave, 110 spots

BIKE PROGRAM
We have partnered with the Sonoma County Bicycle Coalition to donate 20 bike racks to park 200 bikes. Coalition volunteers would hand these out.

COMMUNICATIONS
In all of our emails, confirmations, receipts and on our website we will lay out a clear communication plan to encourage walking, biking, carpooling, Sonoma County Transit. We will make mention of distance from downtown and hotels, and encourage use of the Foss Creek Bike Path.

If anyone comes to park at the Venue without a paid ticket, we will direct them back downtown to take the shuttle.

Here are drafts of our communications:

1) ON WEBSITE:

"A very limited amount of parking passes at the venue are available to purchase (including 10 accessible spots). Absolutely no neighborhood parking allowed.

Offsite parking and shuttle passes are also offered. This is a convenient way to have a guaranteed parking spot, with a short three-minute ride to the front gate. Shuttles will run continuously throughout the duration of the event. Location details will be released the week prior to the event.

Event is an easy walk or ride on the Foss Creek Bike Path. Bike racks will be available.

½ mile from Hotel Trio & Dry Creek Inn OR 1 ½ mile from the Healdsburg Plaza.

Stay tuned for more details on transportation options."

2) EMAIL 30 DAYS OUT TO ALL ATTENDEES WITHOUT A PARKING OR SHUTTLE PASS:

Subject: Parking Options at The Ramble

"Hello! We are one month out from The Ramble! To ensure things run smoothly and the experience is great for both our attendees and our neighbors, please review your options if you are arriving by car.

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OPTION ONE (IF STILL AVAILABLE) – ONSITE EVENT PARKING (hyperlink to site) - A very limited amount of parking passes at the venue are available to purchase (including 10 accessible spots).

OPTION TWO – OFFSITE PARKING & QUICK SHUTTLE (hyperlink to site) - Offsite parking and shuttle passes are also offered. This is a convenient way to have a guaranteed parking spot, with a short three-minute ride to the front gate. Shuttles will run continuously throughout the duration of the event. Location details will be released the week prior to the event.

OPTION THREE – USE YOUR LEGS – The event is an easy walk or ride on the Foss Creek Bike Path. Bike racks will be available. The Healdsburg Community Center is ½ mile from Hotel Trio & Dry Creek Inn OR 1 ½ mile from the Healdsburg Plaza.

Reminder - No neighborhood parking allowed!

Please reach out with any questions by replying to this email."

3) WEBSITE UPDATE 30 DAYS OUT

Maps and color coding of lots will be posted online with arrival instructions:

"Please see below for parking assignment locations:

All lots will be attended and monitored. Please be ready to show your pass to the attendant. Check your inbox for your assignment and arrival instruction, and email ramble@bloodrootwines.com if you have any questions.

PREMIER ONSITE PARKING
BLUE LOT PARKING – 5 Minute Shuttle
RED LOT PARKING – 3 Minute Shuttle
GREEN LOT PARKING – 3 Minute Shuttle

Reminder – ABSOLUTELY NO NEIGHBORHOOD PARKING ALLOWED"

4) EMAIL PARKING ASSIGNMENT COMMUNICATIONS

"We are excited to Ramble with you! Please see below for parking instruction

PREMIER ONSITE PARKING – Please arrive at the entrance of the lot from the Grove Street entrance (we will show a graphic example). Be ready to show your pass at the entrance and you will be guided to your spot.

SHUTTLES – You have been assigned the (insert color) lot at (insert address). Please arrive at the entrance (we will show a graphic example) and be ready to show your pass at the entrance. Shuttles will be running continuously during the duration of the event.

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Email ramble@bloodrootwines.com if you have any questions."

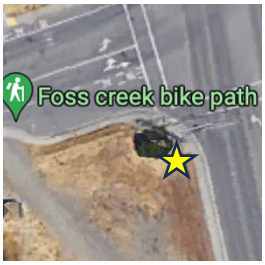
5) ONE WEEK OUT – Same email as 30 day out, but as a second reminder.

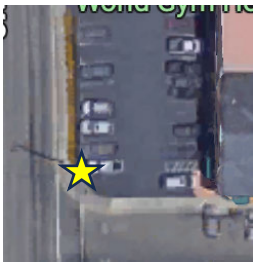
LED SIGNS

We will also have rented **TWO LED ROAD SIGNS** that will be in place from Tuesday, June 4 – Sunday, June 9.

SIGN ONE will face SOUTHBOUND traffic on Healdsburg Avenue at the northwest corner of Grove and Healdsburg Avenue.
SIGN TWO will face NORTHBOUND traffic on Healdsburg Avenue at the northeast corner of Sunnyvale and Healdsburg Avenue. See dots exactly where signs will go. Signs will not block sidewalk, parking, or bike path. Signage text below:

"BE AWARE OF EVENT TRAFFIC FROM SAT 6/8 12P-8P
DRIVE SLOWLY"





"NO NEIGHBORHOOD PARKING" SIGNS

We will also have "NO EVENT PARKING" signs on the sidewalk corners of Paul Wittke, Sunnyvale, and Terrace + Healdsburg Avenue, with HBG PD permission.

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

BloodRoot Wines
Kelly & Noah Dorrance
[redacted]
Healdsburg, CA 95448

March 7, 2024

Dear Neighbors,

We are writing to inform you about an upcoming special event that is anticipated to take place in our vicinity. In fact, our family lives nearby on Lorraine Court. We are excited to host the 2nd annual BloodRoot Ramble at the Healdsburg Community Center Field and we want to ensure that you are aware of the details.

Event Name: BloodRoot Ramble
Date: Saturday, June 8, 2024
Time: 12PM-8PM
Event Details: This is a ticketed concert with live music and food and drink vendors with all proceeds in support of gun violence prevention. We lost our niece in the Nashville Covenant School shooting in March 2023, and with the help of the artists performing, we're hoping to raise more than $100K for the cause.
To Note: There will be amplified music during sound-checks starting around 9:30AM, and will continue off and on throughout the event. There is a maximum attendance of 2,500 for this ticket event, so there will also be increased foot, car, bike and shuttle traffic. Most attendees will arrive via shuttles from designated offsite parking lots. We will also have LED and posted signage discouraging special event parking in the neighborhood. Music will have a hard stop at 8PM.

This event is not sponsored by the City of Healdsburg. As part of our commitment to maintaining open communication with the Healdsburg community, we are notifying all businesses, residents, and property owners in the area of this event. We understand the importance of being considerate of our neighbors, and we aim to minimize any inconveniences that may arise. Please know that the sidewalk and entrance to your property remain open and unobstructed throughout the duration of the event. If you have any issues during the event, please call 707-387-7058.

If you have any questions, concerns, or require additional information about the event, please feel free to contact us via email or phone below. City Council will be considering our special event permit application at their next meeting, 6PM, Monday, March 18 at Healdsburg City Hall, 401 Grove Street should you want to attend, learn more, and offer any public comment. You can download the meeting information from the Coty's website at https://healdsburg.gov/543/Agendas-Minutes typically beginning Wednesday evening the week prior the he meeting.

We value your input and appreciate your understanding as we work together to create a successful and enjoyable event for the community. Thank you for your cooperation, and we look forward to your continued support.

Sincerely,

Kelly & Noah
707-387-7058
ramble@bloodrootwines.com
www.bloodrootramble.com

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Item 6.I

City of Healdsburg
401 Grove Street
Healdsburg, California 95448
(707) 431-3128
mmilde@healdsburg.gov

Date Issued: Monday, March 18, 2024

Special Event Permit Conditions

Event:	The BloodRoot Ramble 2024
Location:	Healdsburg Community Center
Applicant:	Reeve Wines
Contact:	Kelly Dorrance

Date Range:	Friday, June 7, 2024, at 8:00 a.m. through Sunday, June 9, 2024, at Noon
Set-up:	Friday, June 7, 2024, at 8:00 a.m. to Saturday, June 8, 2024, at Noon
Event:	Saturday, June 8, 2024, from Noon to 8:00 p.m.
Clean-up:	Saturday, June 8, 2024, from 8:00 p.m. to Sunday, June 9, 2024, at Noon

A – PERMITTED SPACES

Location	Start Time	End Time	Notes
Healdsburg Community Center Field	Friday, June 7th at 8:00 a.m.	Sunday, June 9th at Noon	• Fencing to restrict public access of the field may only occur Friday, June 7, 2024, at 8:00 a.m. through Sunday, June 9, 2024, at 12:00 p.m. • Foss Creek Pathway must remain open and unobstructed for public use at all times.
Healdsburg Community Center: Blacktop, South Lot, Hammer Lot, and Dirt Lot	Saturday, June 8th at 8:00 a.m.	Saturday, June 8th at 8:00 p.m.	• Sidewalks and pedestrian walkways need to remain unobstructed. • No parking or staging equipment in emergency zones.
City Hall Parking Lot	Saturday, June 8th at 11:30 a.m.	Saturday, June 8th at 9:00 p.m.	• Sidewalks and pedestrian walkways need to remain unobstructed. • No parking or staging equipment in emergency zones.
Private property owner written approval is required for all parking / shuttling locations that occur on private property by ***May 25, 2024***.			

B - HEALDSBURG CITY COUNCIL – APPROVALS

1. Consumption of alcohol in a public park for The BloodRoot Ramble:
   - Healdsburg Community Center Field

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- Saturday, June 8, 2024, Noon to 8:00 p.m.

2. Restrict access to a public park for The BloodRoot Ramble:
   - Healdsburg Community Center Field
   - Friday, June 7, 2024, at Noon through Sunday, June 9, 2024 at Noon

3. Host a major special event with more than 2,500 attendees in a City venue outside the Downtown Core on the same day that a major event is scheduled at a Downtown Core venue.
   - The BloodRoot Ramble
   - Saturday, June 8, 2024, Noon to 8:00 p.m.

C – SPECIAL EVENT CONDITIONS OF APPROVAL

1. **Deposit**
   - Reeve Wines shall make an initial deposit of $5,000 per the 2024 Cost Recovery Deposit Agreement.
   - The City will account for costs the City incurs for all planning, setup, event delivery, and takedown/cleanup including but not limited to City staff time, use of City equipment, and other internal and external costs. All City costs shall be the responsibility of Reeve Wines and will be reimbursed by means of a deposit account.
   - When the deposit balance reaches $1,250.00, Reeve Wines shall be required to replenish the deposit amount to the original $5,000.00.
   - All or part of the deposit may be used to cover City expenses associated with the event including, but not limited to:
     - City staff time associated with planning, setup, event deliver, takedown, and event follow-up.
     - Non-compliance to the permit parameters.
     - Violation of any special event condition, policy, or ordinance.
     - Damage to City property not considered normal wear and tear.
     - Event cleanup.

2. **Fees**
   - This event is considered a Major Special Event under the City of Healdsburg Policy for Special Events and City Partnerships. The special event permit application processing fee is due on **May 15, 2024**.
   - Reeve Wines is responsible for all associated event costs as approved by City Council in the most current version of the of City of Healdsburg Master Fee Schedule.
   - For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on approved hourly rates for staff time involved in the service or activity.

3. **Insurance, Indemnification, and Waivers**

   The applicant is required to provide the following:

   A. A Certificate of Liability Insurance <u>with</u> Endorsement meeting the City's minimum requirements by **May 15, 2024** (Chapter 12.24 Special Events, Healdsburg Municipal Code). As a condition of use of City of Healdsburg facilities or City programs, your organization must provide, at your sole expense, each of the following items as indicated:
      - Proof of insurance comprised of certificate of Insurance and original Policy Endorsement of comprehensive general liability insurance written by one or more responsible insurance companies licensed to do business in California. This coverage must:

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- This insurance is primary with respect to the additional insured named above. Any other insurance available to The City of Healdsburg, its officers, officials, caretakers, employees and volunteers shall be excess and noncontributing."
- Name the City of Healdsburg, its officers, officials, caretakers, employees and volunteers as additional insured by endorsement against liability for injury to persons, damages to property and for the death of a person or persons arising or resulting from any act or omission on the part of your organization, its agents or employees.
- Include liability coverage for claims made by participants in your event/program. You are advised that any and all exclusions pertaining to athletic or recreational event/programs must be disclosed in the endorsement and failure to do so will not necessarily insulate your organization form individual liability for claims made as a result of the use of the facilities and your even/program.
- Be PRIMARY insurance with respect to the additional insured named above. Any other insurance available to The City of Healdsburg, its officers, officials, caretakers, employees and volunteers be excess and noncontributing.
- The comprehensive general liability insurance policy limits of such insurance shall not be less than $2,000,000 per occurrence for bodily injury, personal injury and property damage. a. Any deductible or self-insured retention must be identified and approved by the City. In the event the deductible is deemed to be too great, the City may require you to have your insurer eliminate the deductible or reduce it.
- Include proof of Workers' Comp Insurance as required by the State of California and Employer's Liability Insurance.
- Include a Liquor Liability endorsement.

- You must satisfy these requirements by furnishing the City with certificates of insurance <u>and</u> endorsements affecting the required coverage. The certificate and endorsements are to be on ISO-approved forms. The City will not accept a Certificate of Insurance alone as proof of insurance coverage. The City will not accept the wording listed in the box below in the Description of Operations box on the Certificate.

4. Event Layout and Installation

- Reeve Wines shall provide a preliminary event layout on ***April 15, 2024*** for City review. The City shall provide comments and required changes for the preliminary event layout to Reeve Wines.
- Reeve Wines shall provide a final event layout to the City on ***May 15, 2024*** for final City approval. No changes to the event layout shall be made without written consent of the City.
- All equipment such as tents and stages must be installed so as not to damage parking surfaces, walkways, lighting, trees or landscaping, or other City infrastructure. No drilling into pavement or ground is permitted, and nothing can be attached to City property such as light poles or signs.
- A 6' clearance must be provided at all times to any public utility box, panel, or fixture.
- Special event shall not exclude the public from the general use of the Foss Creek Pathways, public sidewalks, and Healdsburg Community Center campus.

5. Trash, Recycling, and Composting

- Reeve Wines shall use as much reusable and compostable materials as possible to move towards a zero-waste event.
- City facilities, and any person renting a City facility, shall not provide prepared food in disposable food service ware that contains polystyrene foam or PFAS (HMC 8.10.030).

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- Reeve Wines shall be required to meet or exceed all current waste and conservation requirements that are in place by the State, County and/or City at the time of the event, and must conform to all applicable municipal and county codes and regulations, including serving products and food waste.
- Reeve Wines shall submit a waste management plan for City review no later than ***May 15, 2024.***
- All trash, recycling, and compost units shall be removed on or before 11:00 a.m. on ***June 10, 2024***.

6. **No Parking Signage (City Hall and Healdsburg Community Center Campus Parking Lots)**
   - Reeve Wines shall:
     - ***No-Parking Signage*** – Post "No-Parking / Tow Away" a-frame signage:
       - City Hall Parking Lot subject to the closure a minimum of 24 hours prior to event.
       - Reeve Wines shall coordinate signs from Community Services by ***May 25, 2024***.
       - If desired, Reeve Wines may rent barricades from Community Services by confirming quantities needed by ***May 25, 2024.***
     - ***Public Noticing*** – Notify all business and residences within a 1,500' radius of the Healdsburg Community Center by ***May 25, 2024*** and include the following information:
       - Event details (name, date, time, etc.)
       - Hours of amplified noise
       - Contact number that can be called to voice any concerns/issues during the event.
7. **Safety & Risk Management**
   - Reeve Wines shall submit and follow a Risk Management Plan that includes mitigation measures for combating potential risks and hazards. A Preliminary Risk Management Plan is due on ***April 15, 2024*** with a Final Risk Management Plan due on ***May 25, 2024***. The plan must include (but is not limited to):
     A. Identifying and prioritizing risks associated with the event and assigning mitigation measures.
     B. A medical response plan including but not limited to the staging of medical personnel throughout the duration of the event and medical incident response protocols.
     C. Location of designated emergency vehicle parking.
   - Reeve Wines is required to follow all orders, regulations, ordinances, and guidelines of the California Department of Public Health (CDPH), the Sonoma County Health Officer, and the City of Healdsburg in effect at the time of the event.
   - Pedestrian emergency exits must be provided at separate and clearly signed egress points at the event site and capable of opening a minimum of 14' wide unobstructed. These emergency exit points should be clearly labeled on the event layout/map and included in the Permitter Control Plan due on ***April 15, 2024***.

8. **Parking & Traffic**
   - Reeve Wines shall prepare and submit a Finalized Parking Control Plan for City review on ***May 1, 2024***. The plan must include (but is not limited to):
     - Confirmed location of 800 parking stalls for event participants; not including on-site parking for event staff, vendors, and trailers.
     - Specific shuttle pick-up locations with corresponding parking capacity.
     - Specific shuttle drop-off location (must avoid crossing of streets by pedestrians).
     - Methods used to encourage and promote accessibility of shuttle service locations outside of the downtown core and encourage alternative modes of transportation other than personal vehicles.
     - On-site ADA accessible Parking.

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- Exact placement of LED signage that shall be placed on Healdsburg Ave. (northbound and southbound facing) between ***June 2–8, 2024***; and include specific text.
- Professional staff should be employed to monitor parking lots and for traffic control in and out of the venue parking.
- Parking operations shall not create back-up onto public streets.
- "No Event Parking" signs may be placed on the surrounding streets as indicated in the permit application, but would not be enforceable.
- Event attendees parking in the Healdsburg Community Center Dirt Lot must be directed to enter from Grove St. heading NE toward Healdsburg Ave.; and exit NE toward Healdsburg Ave.

9. Event Planning Updates

- Reeve Wines shall meet with the City's Facilities and Events Supervisor (and other City staff as needed) as specified below. Reeve Wines shall work with the Facilities and Events Supervisor to schedule these meetings.
  - April 2023
  - May 13-16, 2024 (On-site: Pre-Event Walkthrough)
  - June 10, 2024 (On-Site: Post-Event Walkthrough)
- Reeve Wines must respond to requests from the Special Event Permit Committee to provide a status update at any time.

10. Restrictions & Violations

- Live and/or recorded amplified sound or excessive noise is prohibited during daytime hours: before 7:00 a.m. and after 8:00 p.m.
- Any violation of any special event permit requirements shall be noted, and the event may be subject to sanctions by the City in subsequent applications, up to and including denial of future use.
- City reserves the to terminate all or part of this permit immediately without notice if the Reeve Wines does not adhere to all city requirements or if the facility is damaged or destroyed.
- Filming activities for the purpose of motion picture, commercial, or videotaping on or of City property for commercial purposes is prohibited without a City of Healdsburg Film Permit. A film permit can be obtained by contacting Facilities and Events Supervisor, Matt Milde at (707) 431-3128 or mmilde@healdsburg.gov.
- Discharge of weapons, explosives, firearms, or pyrotechnics is prohibited.

11. Other Conditions

- Reeve Wines shall assure that all participants selling goods and services adhere to local requirements.
- Reeve Wines shall be responsible for the cost of all damage to City venues resulting from the event and shall be responsible for any repairs, litter removal, trash collection or other clean up caused by the event. All or part of the damage deposit may be applied to costs.
- No food trucks, carts, or trailers, portable BBQ's, etc. shall be driven or parked on City-owned sidewalks or lawns.
- All portable toilets and handwash stations are limited to hard surface / non-turfed areas.
- No digging or cutting of any shrubs, vegetation, and/or trees.
- Glass beverage containers are prohibited in City parks (Ord. 967 § 1,2000. Code 1964 § 14A-38.)
- No spray paint or /chalk/spray-on chalk used on roads, parkinareas, grass, sidewalks, etc.
- The onsite event organizer shall retain a copy of the special event permit and keep on location. (Ord. 819/1, 1987. Code 1964/16-A-10)

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- The City must approve, in writing, any modifications to the event after the event permit has been issued.
- Special event set-up & break-down activities are permitted during day-use hours only, from 7:00 a.m. to 10:00 p.m.
- A Facility Use Permit for the Healdsburg Community Center must be obtained by ***May 15, 2024***.
    - Please note that no alcohol is allowed in the Healdsburg Community Center without City Council approval.
- Post-Event Report submitted to permit review team 60-days after the event that includes the following:
    - Data on Parking Lot capacities during the event
    - Log of neighborhood calls received with issues/concerns addressed
    - Final attendance number
    - Summary of notable incidents

D – HEALDSBURG POLICE DEPARTMENT CONDITIONS OF APPROVAL

1. **All state laws, city ordinances and parking regulations are subject to enforcement.**

2. **Amplified Sound**
    - Must be kept at a reasonable level and not violate Healdsburg Municipal Code at any time during the event, including setup and takedown.

3. **Private Security**
    - Reeve Wines must provide for private security as outlined on page 9 of the special event application. The required number of security guards is subject to any changes to the layout or scope of event. (a copy of the security contract must be provided by ***May 1, 2024***).

4. **Alcohol**
    - Alcohol sales must be in conjunction with a valid ABC license and a city council waiver must be obtained.
    - Persons purchasing or being served alcohol must be 21 or older. Valid identification must be shown. Must have hand stamped or be issued a wristband. No alcohol to be sold or served to intoxicated persons.
    - All alcohol sales and service to stop at 7:45 p.m.
    - Submit copy of ABC License by ***May 25, 2024***.

5. **Perimeter Control**
    - Perimeter of event area must be fenced and posted with signs indicating no alcohol outside of event area. Fencing shall be of a type that prevents people from entering or exiting, except at designed spaces. Event organizer must provide the police department with fencing specifications no later than ***April 15, 2024***.
    - Event staff shall be stationed at gates to prevent persons from leaving event area with open alcohol. Persons with alcohol outside of event area will be subject to citation. (HMC 9.12.170).

6. **Police Staffing**
    - This event has the potential to bring a significant increase in people to the City of Healdsburg. Given the increase in people and traffic, the police department reserves the right to require two (2) officers tentative to work the event and two (2) more to upstaff patrol depending on staffing availability. This

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is a large-scale event and will likely impact the areas surrounding activities both at the venue and downtown drop off areas.

- Event organizers shall provide current and anticipated attendance numbers on ***April 15, 2024, May 15, 2024***; and ***June 5, 2024***. A determination will be made at that time as to the number of officers and the duration they will be required. The cost will be billed to the event at the rate indicated on the approved master fee schedule at that time.

E – HEALDSBURG FIRE DEPARTMENT CONDITIONS OF APPROVAL

1. **Cooking Booth and Food Truck Requirements**
   - Food vendors must comply with the cooking both requirements as listed in the attached inspection form and drawing. Vendors will be inspected prior to the event.
   - Barbeques and cooking apparatus must be located 10 ft. away from any combustible materials including tents and canopies.
   - Fire extinguishers are required at all cooking booths.
   - Grills and deep fat fryers that give off grease laden vapors are required to be at least 18 inches to the exterior of the booth.
   - Propane is to be stored outside of the membrane.
   - Food trucks shall have the Ansul system tagged as inspected and certified within 6 months of the date of the event.
   - Limited Use Propane Permit is required by ***May 15, 2024***.

2. **Tents**
   - Tents over 400 sq. ft. will require a tent permit and will require inspection from Healdsburg Fire Department. The permit will provide the tent owner/operator of the above listed requirements. The tent permit application can be found online at www.healdsburg.gov under Fire Department.
   - No open flame will be allowed under the tent structure. Tents shall be subject to the Parking, Cooking, No Smoking, and other requirements as identified in T-19 CCR, CFC 3203.
   - If 50-gallon poly drums are used to secure tents, the drums must be clean of chemicals or debris prior to filling.
   - Tent permit applications shall be submitted ***May 1, 2024***.

3. **Inspection**
   - Contact the Healdsburg Fire Department Fire Marshal prior to the event for inspections of the tents and vendor booths at (707) 431-3125. A 48-hour inspection notice must be given.

4. **Review and Approval**
   - Final Special Event Layout and permit materials must be approved by the Healdsburg Fire Department.

F – CONDITION DEADLINES

March 2024	City Council Review and Approval
	Review and Signing of Special Event Permit and Special Event Agreements
	Initial Event deposit due
April 2024	Status Update Check-in Meeting

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April 15, 2024	Provide preliminary Special Event Layout
	Provide preliminary Risk Management Plan
	Provide preliminary attendance numbers
May 1, 2024	Finalized Parking Control Plan due
	Provide copy of security contract
	Submit Tent Permit Application
May 13-16, 2024	On-site: Pre-Event Walkthrough
May 15, 2024	Special event permit application processing fee is due
	Provide Certificate of Liability Insurance with Endorsements
	Finalized Special Event Layout Due
	Submit a Waste Management Plan
	Permitter Control Plan due
	Provide current attendance numbers
	Limited Use Propane Permit
	Facility Use Permit for Healdsburg Community Center
May 25, 2024	Confirm "No Parking" signs and barricade quantities and schedule a signage/barricade pick-up date with Community Services
	Public notification deadline: 1,500' radius of Healdsburg Community Center
	Final Risk Management Plan due
	Provide copy of ABC license for alcohol sales
	Private property owner written approvals due
June 2-8, 2024	LED signage placed on Healdsburg Ave. (northbound and southbound facing)
June 5, 2024	Provide final attendance numbers
June 7, 2024	"No Parking" signage in place in Parking Lots (24-hours in advance)
June 10, 2024	On-Site: Post-Event Walkthrough
	All trash, recycling, and compost units removed by 11:00 a.m.
July 8, 2024	Submit Post-event report

All required materials outlined in the above conditions are due by the assigned date to Recreation Supervisor, Matt Milde (707-431-3128 / mmilde@healdsburg.gov).

We hope that your special event is a success.
If you have any questions related to the attached conditions, please contact
Recreation Supervisor, Matt Milde at (707) 431-3128.

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CITY OF HEALDSBURG

RESOLUTION NO. 127-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING A THREE-YEAR SPECIAL EVENT AGREEMENT AND A THREE-YEAR COST RECOVERY DEPOSIT AGREEMENT WITH REEVE WINES FOR THE BLOODROOT RAMBLE ON THE HEALDSBURG COMMUNITY CENTER CAMPUS AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS

WHEREAS, Reeve Wines ("Organizer") held two privately ticketed concert events "Banshee Fest" in 2016 and "The BloodRoot Ramble" in 2023 in West Plaza Park located in the City of Healdsburg ("City") with attendance between 500-600 people; and

WHEREAS, the Organizer held one privately ticketed concert event "The BloodRoot Ramble" in 2024 at the Healdsburg Community Center campus with a sold-out attendance of 2,500 people and raised more than $200,000.00 to fight gun violence; and

WHEREAS, to facilitate the Event and related activities, certain waivers from the Healdsburg Municipal Code and Policy for Special Events and City Partnerships are necessary; and

WHEREAS, Organizer has also agreed to financially contribute to Healdsburg Community Center improvements, which aims to address financial considerations, support future improvements, and streamline the Event's financial management; and

WHEREAS, Healdsburg Municipal Code Section 12.24, Special Events, requires the Organizer of any event with an anticipated attendance over 1,000 to, in addition to submitting an application for a Special Event Permit ("Permit") to the Community Services Department, to enter into a Cost Recovery Deposit Agreement and a Special Event Agreement with the City. Both agreements are subject to City Council review and approval; and

WHEREAS, in addition to the terms and conditions of the Special Event Agreement and any conditions of approval on the Permit, Organizer will adhere to all directives, regulations, ordinances, and guidelines issued by the California Department of Public Health, the Sonoma County Health Officer, and the City of Healdsburg, including those related to environmental stewardship; and

WHEREAS, the Organizer must successfully be issued a Special Event Permit from the City, execute a Cost Recovery Deposit Agreement, and provide a deposit pursuant to that Cost Recovery Agreement for the Event to occur and for the Special Event Agreement to be operative; and

WHEREAS, the City now desires to enter into a three-year year Special Event Agreement ("Agreement") and a three-year Cost Recovery Deposit Agreement with Organizer to conditionally approve the Event as well as the requested waivers and establish cost recovery parameters.

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Healdsburg does hereby:

1. This action is not subject to the provisions of the California Environmental Quality Act (CEQA) because authorizing conditional approval of a special event is not a project, since it will not have a direct or reasonably foreseeable indirect impact on the environment. Even if such conditional approval were to be considered a project, it would be exempt from CEQA pursuant to CEQA Guidelines Section 15304(e) because the special event permits constitute a temporary use of land having negligible or no permanent effects on the environment. Further, issuing special event permits are considered normal operations of existing facilities for public gatherings (CEQA Guidelines Section 15323). Temporary special events occurring on the Healdsburg Community Center campus have occurred with regularity for several years and future events would not represent a change in the operation. Therefore, entering into an agreement is exempt from CEQA. In addition, there will be no impact on environmental resources of hazardous or critical concern. The proposed actions will not result in cumulative impacts, impacts to scenic highways, or historic resources, nor will the actions involve a hazardous waste site or unusual circumstances. Therefore, none of the exceptions pursuant to CEQA Guidelines Section 15300.2 apply.

2. Approves the Special Event Agreement with Organizer, attached hereto as Exhibit A, and authorizes the City Manager to execute the Agreement.

3. Approves the Cost Recovery Deposit Agreement with Organizer, attached hereto as Exhibit B, and authorizes the City Manager to execute the Agreement.

4. Authorizes the addition of the event as described in the Special Event Agreement for a period of three years, from 2025-2027, to the City Master Calendar of Events.

PASSED, APPROVED AND ADOPTED, by the City Council of the city of Healdsburg this 18th day of November, 2024 by the following:

AYES:	Councilmembers: (5)	Edwards, Herrod, Kelley, Mitchell and Mayor Hagele
NOES:	Councilmembers: (0)	None
ABSENT:	Councilmembers: (0)	None
ABSTAINING:	Councilmembers: (0)	None

SO ORDERED:

David Hagele, Mayor

ATTEST:

Raina Allan, City Clerk

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 127-2024 adopted by the City Council of the City of Healdsburg on the 18th day of November 2024.

Raina Allan, City Clerk

FEE AGREEMENT AND SPECIAL EVENT CONDITIONAL APPROVAL

FOR THE BLOODROOT RAMBLE 2025-2027

This Agreement and Special Event Conditional Approval ("Agreement") is made and entered into this __ day of _____ 2024 (“Effective Date”), between the City of Healdsburg, a California municipal corporation ("City"), and Reeve Wines ("Organizer"). City and Organizer may be each referred to as “Party” or collectively as the "Parties."

RECITALS

A. City is the owner of certain parcels of real property known as the "Healdsburg Community Center" located at 1557 Healdsburg Ave., in the City of Healdsburg, County of Sonoma, State of California, and “City Hall Parking Lot” located at 401 Grove St., in the City of Healdsburg, County of Sonoma, State of California, collectively known as "Properties".

B. Organizer has previously applied for a special event permit to utilize the Properties to conduct The BloodRoot Ramble (“Event”). The details of the Event are memorialized in Organizer’s 2024 Special Event Permit (“2024 Permit”) issued to Organizer, attached as Exhibit B and incorporated by reference herein.

C. The Event is a significant and commercially-oriented gathering of substantial proportions, attracting an estimated 2,500 ticketed attendees. The successful execution of the Event requires the allocation and utilization of significant City resources including public spaces, infrastructure, and a comprehensive security and safety assessment, all dedicated to ensuring the health and safety of the general public, including event participants.

D. The City acknowledges the Event's positive impact on the local community, tourism, and the economy, while also recognizing the imperative of responsibly and sustainably managing City resources.

E. Organizer desires to obtain and City desires to grant conditional approval for the Event on the dates requested for calendar years 2025, 2026 and 2027, including granting the requested waiver of the provisions of the Healdsburg Municipal Code and Policy for Special Events and City Partnerships.

F. Organizer anticipates and represents that the Event will be held in substantially similar form as described in the 2024 Permit throughout the three year term of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

1. Conditional Event Approval. The City hereby grants conditional approval for the Event, subject to the conditions and terms contained herein, and subject to any Conditions of Approval on any special event permit issued by the Community Services Director or their designee to the Organizer for the Event, to be held in substantially similar form as described in the 2024 Permit. If the Community Services Director determines that the application for the Event materially differs such that it requires additional City resources or would impose a materially different burden

on the City as compared to the 2024 Permit, the City may deny the application pursuant to the provisions of Healdsburg Municipal Code Chapter 12.24. The City Council hereby waives the following provisions, as requested by the Organizer, and as described below:

i. HMC 12.28.2020(A), restricting consumption of alcohol in any public park, thereby authorizing consumption of alcohol on the Healdsburg Community Center Field during the dates and times indicated in the special event permit issued by the Community Services Director or their designee.

ii. Special Event Policy (Resolution 150-2023) 3.2.2, which prohibits special events from excluding the public from the general use of any City park or public property on the Healdsburg Community Center Field, annually on the Friday before the Event at 8:00 a.m. through the following Sunday at 12:00 p.m. to facilitate a privately ticketed event, protect event equipment overnight, and ensure public safety during logistical event set-up and clean-up operations.

iii. Special Event Policy (Resolution 150-2023) 4.2, which prohibits a special event with more than 2,500 attendees from being scheduled in a City venue outside the Downtown Core on the same day that a major event (Saturday Farmers' Market) is scheduled at a Downtown Core venue.

2. Fees. Organizer agrees to pay City all applicable special event permitting fees based on the Master Fee Schedule in effect at time of payment along with fees memorialized in the Cost Recovery Deposit Agreement, attached hereto as Exhibit A and incorporated by reference. A schedule of permit fee deadlines shall be included in the Conditions of Approval attached to the special event permit issued by the Community Services Director or their designee. In addition, the Organizer agrees to pay the City a $2,500 non-refundable Healdsburg Community Center campus improvement fee, which shall be due on or before January 1 of each calendar year preceding the Event.

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on approved hourly rates for staff time involved in the service or activity.

3. Cost Recovery Deposit Agreement. Prior to and as a condition to the issuance of the Special Event Permit, Organizer agrees to execute a Cost Recovery Deposit Agreement provided by the City. Organizer is responsible for all costs related to the Event, including Event security, damage, and City staff and consultant costs, including overtime costs. Prior to or at the time of execution of the Cost Recovery Deposit Agreement and thereafter in accordance with the terms of the Cost Recovery Deposit Agreement, Organizer will pay to the City a deposit of $10,000, to be applied to costs subject to the Cost Recovery Deposit Agreement.

4. Event Period. The Event shall be held once per year for a period of three (3) calendar days during the first weekend in June commencing from Friday at 8:00 a.m. and extending through Sunday at 12:00 p.m. ("Event Period"), with ticketed Event occurring on Saturday from 12:00 p.m. – 8:00 p.m every year beginning in 2025 through 2027. Including set-up and tear-down, the proposed dates are as follows:

- Friday, June 6, 2025 to Sunday, June 8, 2025
- Friday, June 5, 2026 to Sunday, June 7, 2026
- Friday, June 4, 2027 to Sunday, June 6, 2027

5. Special Event Permit Required. Organizer shall submit a special event permit application annually to the City no later than 90 days before the Event, and shall comply with the terms and conditions set forth in the approved special event permit. Additionally, as a condition for issuance of a special event permit, Permittee shall obtain and/or provide the following documents annually to the satisfaction of the City Manager:

i. Special Event Permit Application
ii. Event Layout (Preliminary & Final)
iii. Insurance with Endorsement
iv. Workers Compensation Declaration
v. Risk Management Plan
vi. Parking Plan
vii. Private Security Contract
viii. Waste Management / Zero Waste Plan
ix. Perimeter Control Plan
x. Tent Permit
xi. ABC License
xii. Supplemental Documents as required
xiii. Post-Event Report (due 60 days after event)

6. Meetings and Updates. Organizer is required to attend all meetings as required by City staff to coordinate the Event. Organizermay also request meetings with City staff and City will undertake to reasonably accommodate Organizer's request(s). Organizer agrees to respond to requests from the City to provide a status update within 48 hours of receipt.

7. Effective Date, Term. This Agreement shall be effective as of the date indicated above and shall have a term of three (3) years.

8. Severability. If any provision of this Agreement shall be held or made invalid by a court decision, statute or rule, or shall be otherwise rendered invalid, the remainder of this Agreement shall not be affected thereby.

9. Choice of Law. This Agreement shall be governed and construed in accordance with the laws of the State of California and any lawsuit or action relating in any way to this Agreement must be filed in Sonoma County, California.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

CITY OF HEALDSBURG:

By: _____ Date: _____

Jeff Kay
City Manager

ATTEST:

By: _____ Date: _____
Raina Allan
City Clerk

APPROVED AS TO FORM:

By: _____ Date: _____
Samantha W. Zutler
City Attorney

REEVE WINES:

By: _____

_____

Its: _____

Date: _____

EXHIBIT "A"

Cost Recovery Deposit Agreement
Reeve Wines – 2025-27 BloodRoot Rambles

1. Scope of Agreement: This Agreement is between the City of Healdsburg ("City") and Reeve Wines ("Organizer") regarding Organizer's payment of City costs for services provided by City to Organizer related to the Event (as defined in Section 2). City and Organizer are sometimes referred to herein as a "Party" or "Parties".

2. Event Description: The BloodRoot Ramble was held on June 8, 2024, and is proposed to continue annual basis ("Event") for three years, through 2027. The Event takes place in the City at the Healdsburg Community Center campus with off-site shuttle service throughout the City from designated parking lots. The Organizer intends the Event to include live performances by several musical bands or artists of national notoriety, alcohol booths, food booths/trucks, event staging, VIP viewing area, merchandise booth, and shuttle servicing to and from the Event. The Event venue within the Healdsburg Community Center campus will be enclosed by fencing and accessible exclusively to ticketed attendees, with a maximum of 2,500 tickets sold. The Event will be held on one day in the month of June.

3. Effective Date and Term of this Agreement:
This Agreement shall take effect upon approval by the City Council ("Effective Date") and shall have a term of one (1) year from the Effective Date ("Term"). This agreement shall automatically renew for two successive one (1) year periods unless the Event no longer takes place or if either Party delivers a notice of non-renewal in writing to the other Party no later than thirty (30) days prior to the end of the current one (1) year Term. Notices shall be provided as set forth in Section 6. This Agreement expires upon payment to City of all costs pursuant to this Agreement arising from Organizer's 2027 Event.

4. Special Event Permit: Organizer shall be required to obtain a Special Event Permit (the "Permit") annually in accordance with the City's Policy for Special Events and City Partnership. Organizer shall comply with the terms and conditions set forth in the approved Permit. The Organizer shall not be entitled to hold the Event or utilize City property for the Event unless Organizer obtains a Permit.

5. Organizer Payment of City Costs: In addition to any costs the Organizer is required to pay under the Permit, Organizer agrees to pay City for the cost of City staff and City consultants in connection with Event planning and implementation leading up to Event ("City Costs") for each year the Event takes place during the Term of this Agreement. Upon the Effective Date, and each year during the term of the Agreement by January 1, the Organizer will provide the City with an initial deposit of $10,000 (the "Deposit"). City Costs will be tracked and charged against the Deposit each year. If the initial Deposit falls below $2,500, during each year of the Term, Organizer must deposit additional funds in order to replenish the deposit to $10,000 within seven (7) days of notification by the City. City staff time will be tracked and charged back to the Organizer, based on total costs incurred. City Costs include, but are not limited to the following:

(a) City staff time associated with Event planning, including, but not limited to: Event plan review, logistic and support inquiries, pre-Event meetings with City staff, pre and post-Event site walk through, and any additional time that requires City staff involvement in the planning process not outlined in the Permit.

(b) Unexpected staff time during event set-up, implementation, and breakdown. City staff will be assigned to work the Event and Organizer is responsible for such costs under the Special Event Policy and the Permit. If additional staff are needed to respond to the Event or staff time exceeds the amount covered by the Permit, those costs will be charged against the Deposit.

(c) All or part of the deposit may be used to address any damage, outside of regular wear and tear to any City property used for the Event. City staff and Organizer will conduct a post-Event walkthrough to ensure the City property is returned to its pre-Event. If damage to City property exceeds the Deposit, Organizer will be required to reimburse City for any expenses above and beyond remaining Deposit within 30-days after notice from the City.

(d) The City will return any remaining Deposit balance after Event completion each year, including the post-Event walkthrough and once final payment has been processed each year.

6. Notice: Organizer shall provide written notice to the City in the event that there is a change in the Organizer's interest in the property, the Event, or the billing address or contact person for the Event. Said notice shall be mailed first class, postage paid, certified mail to:

City of Healdsburg, Attn: Matt Milde
1557 Healdsburg Avenue
Healdsburg, CA 95448

Notices to the Organizer shall be sent to:

Reeve Wines, Attn: Kelly Dorrance
P.O. Box 380
Healdsburg, CA 95448

7. Indemnification: Organizer agrees to defend, indemnify, release and hold harmless the City of Healdsburg, its agents, officers, employees and elected and appointed officials from any claim, action or proceedings brought against any of the foregoing individuals or entities, related to the Event, and this Agreement. The indemnification shall include, but not be limited to, damages, costs, expenses, attorneys' fees or expert witness fees that may be asserted by any person or entity arising out of or in connection with the Event and related permits or applications, this Agreement or related applications, passive or active negligence on the part of the City, its agents, officers, attorneys, employees, and elected officials.

8. Entire Agreement: Modifications in Writing. This Agreement contains the Parties' entire agreement with respect to the subject matter hereof. Any modifications or additions to this Agreement must be made in writing by the Parties.

9. Authorization: This Agreement shall only be executed by authorized representatives of the Parties. The persons executing this Agreement represent that they have the express authority to enter into agreements on behalf of their respective Party.

The Parties have executed this Agreement as of the Effective Date.

ORGANIZER	CITY OF HEALDSBURG
By:_____	By:_____
Kelly Dorrance Co-Owner Reeve Wines	Jeffrey Kay City Manager City of Healdsburg

Item 6.I

COST RECOVERY AGREEMENT CHECK LIST

The City Clerk's Office will not process agreements until it receives at least one agreement signed by the consultant/contractor **and all** supporting documents (e.g., check, etc.).

Organizer Name: Kelly Dorrance / Reeve Wines

Project Name: The BloodRoot Ramble

Project Manager: Matt Milde, Facilities and Events Supervisor

Initial Deposit Amount: $10,000

Deposit GL Account: _____; _____
(Include Acct# and Project #, if applicable)

_____
Katie Edgar, Finance Director

_____
Department Head Signature

To be completed by City Clerk's Office

CDC TO ASD Date Routed: _____

CITY CLERK to CITY MANAGER Date Routed: _____ Date Returned_____

CITY CLERK'S OFFICE SCANNED IN LIBRARY AND EMAILED TO PM/CDC

CITY CLERK'S OFFICE TO PROVIDE CHECK TO UB FOR DEPOSIT

Date Processed: _____

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EXHIBIT "B"

2024 The BloodRoot Ramble
Special Event Permit

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

Item 6.I

UNITED STATES FIRE INSURANCE COMPANY

Administrative Offices: 5 Christopher Way • 3rd Floor • Eatontown, NJ 07724

BLANKET BENEFITS - ACCIDENTS ONLY CERTIFICATE

This Certificate contains the terms under which the United States Fire Insurance Company agrees to insure certain persons and pay benefits.

This Certificate is a part of, and is governed by, a Group Policy that has been issued in the state of CALIFORNIA and shall be governed by its laws.

Coverage under this Certificate is provided in consideration of payment of the initial premium, continued payment of premiums when due, and completion of an Application. This Certificate is a part of, and is governed by, a Group Policy. The Group Policy has been issued to, and is the contract between, the Group Policyholder and The United States Fire Insurance Company. The Group Policy is held by the Group Policyholder and may be inspected upon request at any reasonable time. The name of the Group Policyholder is shown in the Schedule.

This Certificate has been issued to you, the Certificateholder, as a Participant under the Group Policy, in accordance with the terms, conditions, and limitations of the Group Policy.

10 DAY RIGHT TO RETURN THIS CERTIFICATE: If for any reason, you are not satisfied with this Certificate, you may return it to us within 10-days after receiving it. Upon its return, we will refund any premium paid and this Certificate will be deemed void, just as though it had never been issued.

NOTICE

THIS NOTICE IS TO ADVISE YOU THAT SHOULD YOU HAVE ANY QUESTIONS OR COMPLAINTS REGARDING THIS CERTIFICATE, YOU MAY CONTACT UNITED STATES FIRE INSURANCE COMPANY AT 5 CHRISTOPHER WAY EATONTOWN, NEW JERSEY 07724 or CALL (732) 676-9800

ALSO AVAILABLE IS THE CONSUMER SERVICES DIVISION OF THE CALIFORNIA DEPARTMENT OF INSURANCE, WHICH MAY BE CONTACTED AS FOLLOWS: CALIFORNIA DEPARTMENT OF INSURANCE
CONSUMER SERVICES DIVISION; 300 SPRING STREET, SOUTH TOWER LOS ANGELES, CALIFORNIA 90013 or call 1-800-927-HELP or 1-800-927-4357

THE DEPARTMENT OF INSURANCE SHOULD BE CONTACTED ONLY AFTER DISCUSSIONS WITH THE INSURANCE COMPANY OR ITS REPRESENTATIVES HAVE FAILED TO PRODUCE A SATISFACTORY RESOLUTION TO THE PROBLEM.

Required Disclosure under California Insurance Code § 10270.3: Please note that all benefits payable under this Certificate may be subject to reduction, to the extent provided in this Certificate, to the extent that you are entitled to benefits, whether on an indemnity basis or on a provision-of-service basis, for hospital, medical, dental, or surgical expenses under any other valid and collectible individual, group, or blanket insurance policy or contract, hospital or medical service program, or group-practice prepayment plan, except for automobile medical payments insurance.

THIS IS ACCIDENT ONLY COVERAGE. READ IT CAREFULLY.

BENEFITS ARE NOT PAYABLE FOR LOSS DUE TO SICKNESS.

THIS CERTIFICATE PAYS BENEFITS FOR SPECIFIC LOSSES FROM ACCIDENTS ONLY.

THIS CERTIFICATE IS NOT RENEWABLE.

Signed for **The United States Fire Insurance Company** By:

Signature	**Signature**
Marc J. Adee Chairman and CEO	James Kraus Secretary

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Definitions

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Description of Benefits

Exclusions

Additional Exclusions

Limitations

Premium Provisions

General Provisions

Claim Provisions

Item 6.I

SCHEDULE OF BENEFITS

COVERAGE IS PROVIDED UNDER GROUP POLICY NUMBER: AH-GA26932-002

ISSUED TO GROUP POLICYHOLDER: The Group and Blanket Accident & Health Insurance Trust

CERTIFICATEHOLDER:	Reeve Wines LLC DBA BloodRoot Wines
CERTIFICATE NUMBER:	US2174930
CERTIFICATE EFFECTIVE DATE:	May 06, 2025
CERTIFICATE EXPIRATION DATE:	Jun 10, 2025

CLASSES OF ELIGIBLE PERSONS:

A person may be covered only under one Class of Eligible Persons even though He or She may be eligible under more than one class.

See Application

HAZARDS INSURED AGAINST:

Class	Hazard #	Description of Hazard
See Application		Policyholder Functions

BENEFIT PERIOD: Provided treatment begins within 30 days from the date of Injury, Benefits are payable for 52 weeks from the date of an Injury. The Injury must occur after the Effective Date and prior to the Expiration Date and care must be Medically Necessary.

DEDUCTIBLE AMOUNT: See Below

COINSURANCE PERCENTAGE: 100% URC (Usual, Reasonable & Customary) Up to the Policy Maximum

MAXIMUM BENEFIT AMOUNT: **See Below**

MEDICAL EXPENSE BENEFIT

Hospital Room & Board Daily Maximum Benefit Amount:	URC
Intensive Care Room & Board Daily Maximum Benefit:	URC
Hospital Miscellaneous Maximum Benefit Amount:	URC
Outpatient Pre-Admission Testing Benefit Amount:	URC
Outpatient Hospital Emergency Room Treatment Maximum Benefit Amount:	URC
Surgical Benefits:	
Primary Surgeons Maximum Benefit Amount:	URC
Assistant Surgeon, Second Surgical Opinion, Consultation Maximum Benefit:	URC
Anesthesia Maximum Benefit:	URC
Surgical Facility Maximum Benefit per Operating Session:	URC

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Doctor's Visits	
In-Hospital Maximum Benefit:	URC
Office Visits Maximum Benefit:	URC
Maximum for All In-Hospital and Office Doctor's Visits:	URC
X-ray and Laboratory Maximum Benefit Amount:	URC
Nursing Maximum Benefit Amount:	URC
Physiotherapy Benefit	
Maximum Benefit Amount (Hospital Inpatient):	URC
Maximum Benefit Amount (Outpatient):	URC
Maximum for All Physiotherapy Combined (Inpatient & Outpatient):	URC
Ambulance Maximum Benefit Amount:	URC
Medical Equipment Rental Charges Maximum Benefit Amount:	URC
Medical Services and Supplies Maximum Benefit Amount (Blood, Blood Transfusions, Oxygen):	URC
Dental Treatment For Injury Only	
Maximum Benefit Amount:	See Below
Out-Patient Prescription Drug Benefit	
Maximum Benefit Amount:	URC
Accidental Death, Dismemberment, Loss of Sight, Speech, Hearing, Or Paralysis	
Principal Sum:	See Below
Aggregate Limit per Accident for AD&D only	See Below

Class I:	All active spectators and/or ticketholders who are attending an Insured Group's sponsored, scheduled and supervised short-term event, for whom premium has been paid.
Option 1 Limits:	$5,000 Accidental Death & Accidental Dismemberment Benefit $5,000 Accident Medical Expense Benefit (Excess Basis) $100 Corridor Deductible (per incident per person) $250 Dental Maximum (per Tooth per Accident) $50,000 Aggregate Limit per Accident for AD&D only

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DEFINITIONS

The terms shown below shall have the meaning given in this section whenever they appear in this Certificate. Additional terms may be defined within the provision to which they apply.

"Accident" means a sudden, unforeseeable external event which causes Injury to one or more Covered Persons.

"Benefit Period" means the period of time from the date of Injury, as shown in the Schedule of Benefits.

"Covered Person" means an Insured Person eligible for coverage as identified in the Enrollment/Application][who is a U.S citizen residing in the United States, or if not a U.S. citizen, resides permanently in the United States],for whom proper premium payment has been made when due, and who is therefore insured under the Policy and this Certificate.

"Deductible" means the amount of Eligible Expenses which must be paid by the Covered Person before benefits are payable under this Certificate. It applies separately to each Covered Person.

"Eligible Expenses" means the Usual, Reasonable and Customary charges for services or supplies which are incurred by the Covered Person for the Medically Necessary treatment of an Injury. Eligible Expenses must be incurred while this Certificate is in force.

"He", "his" and "him" includes "she", "her" and "hers."

"Health Care Plan" means any contract, policy or other arrangement for benefits or services for medical or dental care or treatment under:
(1) Group or blanket insurance, whether on an insured or self-funded basis;
(2) Hospital or medical service organizations on a group basis;
(3) Health Maintenance Organizations on a group basis.
(4) Group labor management plans;
(5) Employee benefit organization plan;
(6) Professional association plans on a group basis; or
(7) Any other group employee welfare benefit plan as defined in the Employee Retirement Income Security Act of 1974 as amended.

"Hospital" means an institution which:
(1) Is operated pursuant to law;
(2) Is primarily and continuously engaged in providing medical care and treatment to sick and injured persons on an inpatient basis;
(3) Is under the supervision of a staff of Physicians;
(4) Provides 24-hour nursing service by or under the supervision of a graduate registered nurse, (R.N.);
(5) Has medical, diagnostic and treatment facilities, with major surgical facilities;
  (a) On its premises; or
  (b) Available to it on a prearranged basis; and
(6) Charges for its services.

"Hospital" does not include:
(1) A clinic or facility for:
  (a) Convalescent, custodial, educational or nursing care;
  (b) The aged, drug addicts or alcoholics; or
  (c) Rehabilitation; or
(2) A military or veterans hospital or a hospital contracted for or operated by a national government or its agency unless:
  (a) The services are rendered on an emergency basis; and
  (b) A legal liability exists for the charges made to the individual for the services given in the absence of insurance.

"Hospital Stay" means a Medically Necessary overnight confinement in a Hospital when room and board and general nursing care are provided for which a per diem charge is made by the Hospital.

"Injury" means bodily harm of which an Accident is the proximate cause. All injuries to the same Covered Person sustained in one accident, including all related conditions and recurring symptoms of the Injuries will be considered one Injury.

"**Medically Necessary" or "Medical Necessity"** means a treatment, service or supply that is:
(1) required to treat an Injury;
(2) prescribed or ordered by a Physician or furnished by a Hospital;
(3) performed in a setting required by the condition;
(4) consistent with the medical and surgical practices prevailing in the area for treatment of the condition at the time rendered.

The purchasing or renting air conditioners; air purifiers, motorized transportation equipment, escalators or elevators in private homes, swimming pools or supplies for them; and general exercise equipment are not considered Medically Necessary.

The fact that a Physician may prescribe, authorize, or direct a service does not of itself make it Medically Necessary or covered by the Group Policy.

"Nurse" means either a professional, licensed, graduate registered nurse (R.N.) or a professional, licensed practical nurse (L.P.N.).

"Physician" means a person who is a doctor of medicine, osteopathy, psychology or other legally qualified practitioner of a healing art that is required by law to be licensed and is acting within the scope of his/her license under the laws in the state in which he/she practices and providing only those medical services which are within the scope of his/her license or certificate. It does not include an Insured, an Insured's Spouse, Domestic Partner, son, daughter, father, mother, brother or sister or other relative;

"Supervised or Sponsored Activity" means a Certificateholder or School authorized function:
(1) In which the Covered Person participates;
(2) Which is organized by or under its auspices;
which is within the scope of customary activities for such entity and is shown on the Schedule of Benefits.

"Usual, Reasonable and Customary means the amount that is the normal payment range for a specific medical procedure performed within a given geographic area. If the charges submitted are higher than what is considered normal for the covered services, then We may not allow the full amount charged.

SCOPE OF COVERAGE

We will provide the benefits described in this Certificate to all Covered Persons who suffer a covered loss which:
(1) Is within the scope of the **DESCRIPTION OF BENEFITS PROVISIONS** and is the proximate result of disease or bodily infirmity, from an Injury which is suffered in an Accident;
(2) Occurs while the person is a Covered Person under this Certificate; and
(3) Is within the scope of the risks set forth in the **DESCRIPTION OF HAZARDS** provisions.

Full Excess Medical Expense:
If an Injury to the Covered Person results in his incurring Eligible Expenses for any of the services in the SCHEDULE OF BENEFITS, we will pay the Eligible Expenses incurred, subject to the Deductible Amount and Coinsurance Percentage (if any), that are in excess of Expenses payable by any other Health Care Plan, regardless of any Coordination of Benefits provision contained in such Health Care Plan.

The Covered Person must be under the care of a Physician when the Eligible Expenses are incurred. The Expense must be incurred solely for the treatment of a covered Injury:
(1) While the person is insured under this Certificate; or
(2) During the Benefit Period stated on the SCHEDULE OF BENEFITS.

The first Expense must be incurred within the time frame shown on the SCHEDULE OF BENEFITS.

The total of all medical benefits payable under this Certificate is shown on the SCHEDULE OF BENEFITS: and
(1) Subject to the specific maximums shown on the SCHEDULE OF BENEFITS; and
(2) Subject to compliance with the requirement, set forth in the Limitations section of this Certificate.

PROVISIONS CONCERNING COVERED PERSONS

Eligibility:
Persons eligible to be insured under this Certificate are those persons described as an ELIGIBLE CLASS on the Application. This includes anyone who may become eligible while this Certificate is in force.

Effective Dates:
A Covered Person will become an insured under this Certificate, provided proper premium payment is made, on the latest of:
(1) The Effective Date of this Certificate; or
(2) The day he becomes eligible according to the referenced date shown in the Application.

Termination:
Insurance for a Covered Person will end on the earliest of:
(1) The date he is no longer in an Eligible Class.
(2) The date he reports for active duty in any Armed Forces, according to the referenced date shown in the Application. We will refund, upon receipt of proof of service, any premium paid, calculated from the date active duty begins until the earlier of:
    (a) The date the premium is fully earned; or
    (b) The Expiration Date of this Certificate.
    This does not include Reserve or National Guard duty for training;
(3) The end of the period for which the last premium contribution is made; or
(4) The date the Group Policy is terminated.

DESCRIPTION OF HAZARDS

HAZARD: POLICYHOLDER FUNCTIONS

Subject to all other provisions of this Certificate, coverage is provided for a Covered Person while he is:

(1) Attending or participating in a Supervised or Sponsored Activity; or
(2) Attending a Policyholder function.

The activity has to be an event or activity sponsored by and part of the operations of the policyholder.

The Covered Person must be:
(1) On the premises of the Policyholder:
    (a) During its normal hours;
    (b) During scheduled functions; or
    (c) During other periods if he is attending or participating in a Supervised or Sponsored Activity;
(2) Not on Policyholder: premises and attending or participating in a Supervised or Sponsored Activity;
(3) Traveling directly, without interruption:
    (a) Between his home and the Policyholder premises for participation in a Supervised or Sponsored Activity;
    (b) Between the site of the Supervised or Sponsored Activity and his home or the Policyholder: premises.
    (c) In a vehicle which is:
        (i) Designated or furnished by the Policyholder:;
        (ii) Operated by a properly licensed adult driver; and
        (iii) Under the direct supervision of the Policyholder; or
    (d) In a vehicle other than that described in (3)(c) when:
        (i) Operated by a properly licensed driver; and
        (ii) Travel time does not exceed an hour each way.

Travel time includes the time:
(i) To or from home, the Certificateholder's address and the Supervised or Sponsored Activity;
(ii) Before the appointed time; and
(iii) After the Supervised or Sponsored Activity is completed.

Unless otherwise stated, we will pay benefits for a covered loss, only once, even if coverage was provided under more than one Description of Hazards.

DESCRIPTION OF BENEFITS

BENEFIT A: BENEFITS FOR ACCIDENTAL DEATH, DISMEMBERMENT, LOSS OF SIGHT, SPEECH AND HEARING; OR PARALYSIS

If, within 1-year from the date of an Accident covered by this Certificate, Injury from such Accident, results in Loss listed below, we will pay the percentage of the Principal Sum set opposite the loss in the table below. If the Covered Person sustains more than one such Loss as the result of one Accident, we will pay only one amount, the largest to which he is entitled. This amount will not exceed the Principal Sum which applies for the Covered Person.

Loss	Percentage of Principal Sum
Loss of Life	100%
Loss of Both Hands	100%
Loss of Both Feet	100%
Loss of Entire Sight of Both Eyes	100%
Loss of One Hand and One Foot	100%
Loss of One Hand and Entire Sight of One Eye	100%
Loss of One Foot and Entire Sight of One Eye	100%
Loss of Speech and Hearing (both ears)	100%
Quadriplegia (total Paralysis of both upper and lower limbs)	100%
Paraplegia (total Paralysis of both lower limbs	50%
Loss of One Hand	50%
Loss of One Foot	50%
Loss of Entire Sight of One Eye	50%
Loss of Speech	50%
Loss of Hearing (both ears)	50%
Hemiplegia (total Paralysis of upper and lower limbs on one side of body)	50%
Loss of Thumb and Index Finger of the Same Hand	25%

Loss of a hand or foot means complete Severance through or above the wrist or ankle joint.

Loss of sight means the total, permanent loss of sight of the eye. The loss of sight must be irrecoverable by natural, surgical or artificial means.

Loss of speech means total, permanent and irrecoverable loss of audible communication.

Loss of hearing means total and permanent loss of hearing in both ears which cannot be corrected by any means.

Loss of a thumb and index finger means complete Severance through or above the metacarpophalangeal joints (the joints between the fingers and the hand).

In California, loss of a thumb and index finger means loss by complete Severance of at least one whole phalanx of each.

"Severance" means the complete separation and dismemberment of the part from the body.

"Paralysis" means loss of use, without Severance, of a limb. This loss must be determined by a Physician to be complete and not reversible.

BENEFIT - MEDICAL EXPENSE

We will pay, Eligible Expenses for a Covered Person's Injury, subject to the Deductible Amount and Coinsurance Percentage, if any, shown in the Schedule of Benefits. Eligible Expenses are those incurred for:

(1) **Hospital Room and Board** – charges for a semi-private daily room rate for each day of the Hospital Stay, up to the Maximum Daily Benefit Amount shown in the Schedule of Benefits for Hospital Room and Board.

(2) **Intensive Care Room and Board** - charges for each day of Intensive Care Unit confinement, up to the Daily Maximum Benefit Amount shown in the Schedule of Benefits for the Intensive Care Room and Board benefit. This payment is in lieu of payment for the Hospital Room and Board charges for those days.

(3) **Hospital Miscellaneous** - charges during a Hospital Stay, up to the Maximum Daily Benefit Amount shown in the Schedule of Benefits for the Hospital Miscellaneous benefit. Miscellaneous charges do not include charges for telephone, radio or television, extra beds or cots, meals for guests, take home items, or other convenience items.

(4) **Outpatient Hospital Expenses** - charges by a Hospital for:
(a) Pre-admission testing (confinement must occur within 7 days of the testing); or
(b) Emergency room treatment, up to the Maximum Benefit Amount per emergency shown in the Schedule of Benefits for the Outpatient Emergency Room Treatment benefit.

(5) **Surgical Benefits** - charges for:
(a) A Physician, for primary performance of a surgical procedure, up to the Maximum Benefit Amount shown in the Schedule of Benefits per procedure. Two or more surgical procedures through the same incision will be considered as one procedure. However, we will pay up to 1.57 times the surgical procedure charge when more than one surgical procedure through different operating fields are performed during the same surgical session.
(b) A Physician, for: (i) assistant surgeon duties; (ii) a second surgical opinion; or (iii) consultation, up to the Maximum Benefit shown in the Schedule of Benefits for an Assistant Surgeon, Second Surgical Opinion, and Consultation.
(c) Anesthesia and its administration, up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Anesthesia benefit.
(d) Use of surgical facilities, up to the Maximum Benefit Amount per operating session, as shown in the Schedule of Benefits for the Surgical Facility benefit.

(6) **Physician's Visits** - charges by a Physician for other than pre- or post-operative care:
(a) For in-Hospital visits, up to the Maximum Benefit Amount shown in the Schedule of Benefits for Physician's Visit – In-Hospital.
(b) For office visits, up to the Maximum Benefit Amount shown in the Schedule of Benefits for Physician's Office Visits.
Total visits per Injury will not exceed the combined Maximum shown in the Schedule of Benefits for All In-Hospital and Office Physician's Visits.

(7) **X-Ray and Laboratory** - charges for X-ray and laboratory tests, up to the Maximum Benefit Amount shown in the Schedule of Benefits for the X-ray & Laboratory benefit.

(8) **Nursing Services** - Charges for nursing services (other than routine Hospital care) by or under the supervision of a licensed graduate registered nurse, up to the Maximum Benefit Amount shown on the Schedule of Benefits for the Nursing benefit.

(9) **Physiotherapy -** Charges for physiotherapy:
(a) While Hospital confined, up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Hospital Inpatient Physiotherapy benefit;
(b) As an outpatient, up to the Maximum Benefit Amount shown on the Schedule of Benefits for the Outpatient Physiotherapy benefit.

Physiotherapy includes:

(a) Heat treatment;
(b) Diathermy;
(c) Microtherm;
(d) Ultrasonic;
(e) Adjustment;
(f) Manipulation;
(g) Massage therapy and
(h) Acupuncture.

Total treatment per Injury will not exceed the Maximum Benefit Amounts for Physiotherapy shown in the Schedule of Benefits.

(10) **Ambulance** - from the place where the Injury occurred to the Hospital, up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Ambulance benefit.

(11) **Medical Equipment Rental** - charges for medical equipment for:
(a) A wheelchair;
(b) An iron lung; or
(c) Other medical equipment for which prior approval by us has been given;
up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Medical Equipment Rental benefit.

(12) **Medical Services and Supplies** - Charges for medical services and supplies for:
(a) Oxygen and its administration;
(b) Blood and blood transfusions;
up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Medical Service & Supply benefit.

(13) **Dental Treatment** - Charges for dental treatment for Injury to a tooth which was sound and natural at the time of Injury, up to the Maximum Benefit Amount shown in the Schedule of Benefits for the Dental Treatment benefit.

The amounts payable under this Medical Expense benefit could be greatly reduced if the Covered Person does not comply with the requirements in the Limitations section of this Certificate.

BENEFIT - OUT-PATIENT PRESCRIPTION DRUG BENEFIT

We will pay the Eligible Expenses, subject to the Deductible Amount and Coinsurance Percentage shown in the Schedule of Benefits, if any; for a Prescription Drug or medication when prescribed by a Physician on an outpatient basis.

Prescription Drug means a drug which:
(1) Under Federal law may only be dispensed by written prescription; and
(2) Is utilized for the specific purpose approved for general use by the Food and Drug Administration.

The Prescription Drug must be dispensed for the out-patient use by the Covered Person:
(1) On or after the Covered Person's Effective Date; and
(2) By a licensed pharmacy provider.

Benefits are payable up to the Maximum Benefit Amount shown on the Schedule of Benefits.

The amount payable under this benefit could be greatly reduced if the Covered Person does not comply with the requirements in the Limitations section of this Certificate.

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EXCLUSIONS

Benefits will not be paid for a Covered Person's loss which:

(1) Is proximately caused by the Covered Person's own:
  (a) Intentionally self-inflicted Injury, suicide or any attempt thereat. (In Missouri this applies only while sane.);
  (b) Voluntary self-administration of any drug or chemical substance not prescribed by, and taken according to the directions of, a doctor (Accidental ingestion of a poisonous substance is not excluded.);
  (c) Commission or attempt to commit a felony;
  (d) Participation in a riot or insurrection;
  (e) [Injury caused by, contributed to or resulting from the Covered Person's use of alcohol, illegal drugs or medicines that are not taken in the dosage or for the purpose as prescribed by the Covered Person's Physician.

(2) Is proximately caused by:
  (a) Declared or undeclared war or act of war;
  (b) Aviation, except as specifically provided in this Certificate;
  (c) Sickness, disease, bodily or mental infirmity or medical or surgical treatment thereof, bacterial or viral infection, regardless of how contracted. This does not include bacterial infection that is the natural and foreseeable result of an accidental external bodily injury or accidental food poisoning.

ADDITIONAL EXCLUSIONS

Benefits will not be paid for:

1. Normal health checkups;
2. Dental care or treatment other than care of sound, natural teeth and gums required on account of Injury resulting from an Accident while the Covered Person is covered under this Certificate, and rendered within 6 months of the Accident;
3. Services or treatment rendered by a doctor, nurse or any other person who is:
   (a) Employed or retained by the Certificateholder; or
   (b) Who is the Covered Person or a member of his immediate family;
4. Charges which:
   (a) The Covered Person would not have to pay if he did not have insurance; or
   (b) Are in excess of Usual, Reasonable and Customary charges.
5. An Injury that is caused by flight in:
   (a) An aircraft, except as a fare-paying passenger;
   (b) A space craft or any craft designed for navigation above or beyond the earth's atmosphere; or
   (c) An ultra light, hang-gliding, parachuting or bungi-cord jumping;
6. Travel in or upon:
   (a) A snowmobile;
   (b) Any two or three wheeled motor vehicle;
   (c) Any off-road motorized vehicle not requiring licensing as a motor vehicle;
7. Any Accident where the Covered Person is the operator of a motor vehicle and does not possess a current and valid motor vehicle operator's license;
8. That part of medical expense arising out of a motor vehicle accident to the extent such benefits are payable by any automobile insurance Certificate without regard to fault. (Does not apply in any state where prohibited);
9. Injury that is:
   (a) The result of the Covered Person being Intoxicated. ("Intoxicated" will have the meaning determined by the laws in the jurisdiction of the geographical area where the loss occurs); or
   (b) Caused by any narcotic, drug, poison, gas or fumes voluntarily taken, administered, absorbed or inhaled, unless prescribed by a doctor;
10. Any Sickness, except infection which occurs directly from an Accidental cut or wound or diagnostic tests or treatment, or ingestion of contaminated food;
11. Blood or Blood plasma, except for charges by a Hospital for the processing or administration of blood;
12. Elective treatment or surgery, health treatment, or examination where no Injury is involved;
13. Injury sustained while in the service of the armed forces of any country. When the Covered Person enters the armed forces of any country, we will refund the unearned pro rata premium upon request;
14. Eyeglasses, contact lenses, hearing aids, braces, appliances, or examinations or prescriptions therefore;

15. Treatment in any Veterans Administration or Federal Hospital, except if there is a legal obligation to pay;
16. Treatment of temporomandibular joint (TMJ) disorders involving the installation of crowns, pontics, bridges or abutments, or the installation, maintenance or removal of orthodontic or occlusal appliances or equilibration therapy;
17. Cosmetic surgery, except for reconstructive surgery on a diseased or injured part of the body;
18. Benefits will not be provided for services or injuries or diseases related to your job to the extent you are covered or are required to be covered by the Workers' Compensation law. If you enter into a settlement giving up your right to recover future medical benefits under a Workers' Compensation law, this policy will not pay those medical benefits that would have been payable in absence of that settlement;
19. The repair or replacement of existing artificial limbs, orthopedic braces, or orthotic devices;
20. Rest cures or custodial care;
21. The repair or replacement of existing dentures, partial dentures, braces or fixed or removable bridges;
22. Expenses incurred for an Accident after the Benefit Period shown in the Schedule of Benefits;
23. Orthopedic appliances which are used mainly to protect an Injury so that a covered student can take part in interscholastic or intercollegiate sports;
24. Hernia of any kind; or any bacterial infection that was not caused by an Accidental cut or wound;
25. Prescription medicines unless specifically provided for under this Certificate.
26. Injuries, which result over a period of time (such as blisters, tennis elbow, etc.) are not covered.

LIMITATIONS

Any benefits payable under this Certificate will be limited to the following:

(1) The medical benefits otherwise payable under this Certificate will be reduced by 50% if:
   (a) Excess insurance is provided under this Certificate; and
   (b) The Covered Person has coverage under another plan providing medical expense benefits; and
   (c) The other plan is an HMO, PPO or similar arrangement ("PPO-Preferred Provider Organization" means an Organization offering health care services through designated health care providers who agree to perform these services at rates lower than nonpreferred providers.); and
   (d) The Covered Person does not use the facilities or services of the HMO, PPO or similar arrangement for the provision of benefits.

   The Covered Person's limitation does not apply to emergency treatment required within 24 hours after an Accident which occurred outside the geographic area serviced by the HMO, PPO or similar arrangement.

(2) Costs that exceed the Usual, Reasonable and Customary charges in the area where the services are furnished or supplies provided. Services, supplies and equipment must be:
   a) Medically necessary for the care or treatment of a covered Injury;
   b) Received while coverage is in force under this Certificate; and
   c) Rendered and/or prescribed by a licensed Physician other than the Covered Person (or a member of his household or immediate family) in accordance with current medical standards and practices.

(3) The application of the Coordination of Benefits or Non-Duplication of Benefits provision.

(4) If the Covered Person is admitted into the Hospital on a Friday or a Saturday on a non-emergency basis and the procedure for which he is admitted is not performed on the day of or the day after admission, we will not pay the Hospital charges for room and board or miscellaneous Hospital charges for the initial Friday or Saturday preceding the procedure.

MEDICAL REVIEW REQUIREMENTS

A Covered Person may request an independent medical review ("IMR") of disputed health care services from the California Department of Insurance if he or she believes that we have improperly denied, modified, or delayed health care services. A disputed health care service is any health care service eligible for coverage and payment under the Covered Person's coverage that has been denied, modified, or delayed by us, in whole or in part because the service is not Medically Necessary.

The IMR process is in addition to any other procedures or remedies that may be available. There is no application or processing fee of any kind for an IMR. The Covered Person has the right to provide information in support of the request for an IMR. We must provide the Covered Person with an IMR application form together with any grievance disposition letter that denies, modifies, or delays health care services. A decision not to participate in the IMR process may cause a Covered Person to forfeit any California statutory right to pursue legal action against us regarding the disputed health care service. It should be noted that we do not believe any such California statutory right exists which is applicable to it. For more information regarding the IMR process, or to request an application form, please contact us.

Eligibility. The California Department of Insurance will review the Covered Person's application for an IMR to confirm that:

1. a. The provider has recommended a health care service as Medically Necessary.

   b. The Covered Person has received urgent care or emergency services that a provider determined was Medically Necessary; or

   c. The Covered Person has been seen by a provider for the diagnosis or treatment of the medical condition for which he or she seeks independent review.

2. The disputed health care service has been denied, modified, or delayed by us based in whole or in part on a decision that the health care service is not Medically Necessary; and

3. The Covered Person filed a grievance with us and the disputed decision is upheld or the grievance remains unresolved after 30 days. If the grievance requires expedited review, the Covered Person may bring it immediately to the attention of the California Department of Insurance. It may waive the requirement that the Covered Person follow the *plan's* grievance process in extraordinary and compelling cases.

If a case is eligible for an IMR, the dispute will be submitted to a medical specialist who will make an independent determination as to whether or not the care is Medically Necessary. The Covered Person will receive a copy of the assessment made. If the IMR determines the service is Medically Necessary, we will provide benefits for the health care service.

For non-urgent cases, the IMR organization designated by the California Department of Insurance must provide its determination within 30 days of receipt of the Covered Person's application and supporting documents. For urgent cases involving an imminent and serious threat to a Covered Person's health, including, but not limited to, serious pain, the potential loss of life, limb, or major bodily function, or the immediate and serious deterioration of the Covered Person's health, the IMR organization must provide its determination within three business days.

PREMIUM PROVISIONS

GRACE PERIOD:

Unless not less than five days prior to the premium due date we have delivered to the Insured or have mailed to the Insured's last address as shown by our records written notice of our intention not to renew this Policy beyond the period for which the premium has been accepted, a grace period of 31 days will be granted for the payment of each premium falling due after the first premium, during which grace period the policy shall continue in force (subject to the right of the insurer to cancel in accordance with the cancellation provision hereof).

PREMIUMS:

Premium due dates are the first of every month. Premium payment made in advance or for more than a one month period will not affect any provisions of this Certificate with regard to change. Failure by the Certificateholder to pay premiums within the grace period shall be deemed notice to us to terminate coverage at the end of the period for which premium was paid.

CHANGES IN RATES:

We have the right to change the premium rates on any premium due date:
(1) After the first 12 months insurance is in effect;
(2) Coinciding with a change in the coverage provided or classes eligible; or

(3) Coinciding with a change in the risks we have assumed.

We will give 31 days written notice of any change under (1) above. Notice will be sent to the Certificateholder's most recent address in our records.

GENERAL PROVISIONS

ENTIRE CONTRACT; CHANGES:
This Certificate, including the endorsements and the attached papers, if any, constitutes the entire contract of insurance. No change in this policy shall be valid until approved by one of our executive officers and unless such approval be endorsed hereon or attached hereto. No agent has authority to change this Certificate or to waive any of its provisions.

All statements made by the Policyholder or by a Covered Person in the absence of fraud, be deemed a representation and not a warranty. No such statement shall (avoid the insurance or reduce the benefits under the Policy or) be used in defense to a claim hereunder unless it is contained in a written application, nor shall any such statement of the Policyholder or Covered Person, except a fraudulent misstatement, be used at all to void the Policy or this Certificate after it has been in force for three years from the date of its issue, nor shall any such statement of any person eligible for coverage under the Policy, except a fraudulent misstatement, be used at all in defense to a claim for loss incurred or disability (as defined in the policy) commencing after the insurance coverage with respect to which claim is made has been in effect for three years from the date it became effective.

WORKERS' COMPENSATION INSURANCE:
This Certificate is not in lieu of and does not affect any requirement for coverage under any Workers' Compensation Insurance.

CONFORMITY WITH STATE STATUTES:
Any provision of this Certificate in conflict, on the Effective Date of this Certificate, with the laws of the state where it is delivered, is amended to conform to the minimum requirements of such laws.

CLAIM PROVISIONS

NOTICE OF CLAIM:
Written notice of claim must be given to us within 20 days after the occurrence or commencement of any loss covered by this Certificate policy, or as soon thereafter as is reasonably possible. Notice given by or on behalf of the Insured or Covered Person to us at our administrative office listed on the cover-page of this Certificate, or to our authorized agent, with information sufficient to identify the Insured or Covered Person, shall be deemed notice to us.

CLAIM FORMS:
Upon our receipt of a notice of claim, we will furnish to the claimant such forms as are usually furnished by us for filing proofs of loss. If such forms are not furnished within 15 days after the giving of such notice the claimant shall be deemed to have complied with the requirements of this Certificate as to proof of loss upon submitting, within the time fixed in this Certificate for filing proofs of loss, written proof covering the occurrence, the character and the extent of the loss for which claim is made.

PROOF OF LOSS:
Written proof of loss must be furnished to us in the case of a claim for loss for which this Certificate provides periodic payment contingent upon continuing loss within 90 days after the end of the period for which we are liable. Written proof that the loss continues must be furnished to us at intervals required by us.

In case of claim for any other loss, proof must be furnished within 90 days after the date of such loss.

If that is not reasonably possible, we will not deny or reduce any claim if proof is furnished as soon as reasonably possible. Proof must, in any case, be furnished not more than a year later, except for lack of legal capacity.

TIME OF PAYMENT OF CLAIMS:
Benefits payable under this Certificate for any loss other than loss for which this Certificate provides any periodic payment will be paid immediately upon receipt of due written proof of such loss. Subject to due written proof of loss, all accrued indemnities for loss for which this policy provides periodic payment will be paid Monthly and any balance remaining unpaid upon the termination of liability will be paid immediately upon receipt of due written proof.

PAYMENT OF CLAIMS:
Benefits for a Covered Person's loss of life will be payable in accordance with the beneficiary designation and the provisions respecting such payment which may be prescribed herein and effective at the time of payment. If no such designation or provision is then effective, such benefit shall be payable to the estate of the Covered Person. Any other accrued benefits unpaid at the Covered Person's death may, at our option, be paid either to such beneficiary or to such estate. All other Benefits will be payable to the Covered Person.

If any benefits under this policy shall be payable to the estate of a Covered Person, or to a Cover Person or beneficiary who is a minor or otherwise not competent to give a valid release, we may pay such Benefit, up to an amount not exceeding $1,000, to any relative by blood or connection by marriage of the Covered Person or beneficiary who is deemed by us to be equitably entitled thereto. Any payment made by us in good faith pursuant to this provision shall fully discharge us to the extent of such payment.

Subject to any written direction of a Covered Person in the application or otherwise all or a portion of any benefits provided by this certificate on account of hospital, nursing, medical, or surgical services may, at our option and unless the Covered Person requests otherwise in writing not later than the time of filing proofs of that loss, be paid directly to the person or persons having paid for the hospitalization or medical or surgical aid, or to the hospital or person rendering those services; but it is not required that the service be rendered by a particular hospital or person.

PAYMENT OF CLAIMS: OTHER BENEFITS:
All other benefits will be paid to the Covered Person, if he is living, if not, we will pay his beneficiary or his estate.

PHYSICAL EXAMINATION:
We, at our own expense, shall have the right and opportunity to examine the person of the Covered Person when and as often as it may reasonably require during the pendency of a claim hereunder and to make an autopsy in case of death where it is not forbidden by law.

TIME LIMIT ON CERTAIN DEFENSES:
After the Policy has been in force for a period of three years, no statements of the Policyholder contained in the application, and no statement relating to insurability made by any Covered Persons eligible for coverage under the Policy shall be used to deny a claim or in contesting the validity of the insurance with respect to which such statement was made after the insurance has been in force prior to the contest for a period of three years during the lifetime of the person with respect to whom any such statement was made.

No claim for loss incurred after three years from the effective date of the insurance coverage with respect to which the claim is made shall be reduced or denied on the ground that a disease or physical condition, not excluded from coverage by name or specific description effective on the date of loss, had existed prior to the effective date of the coverage with respect to which the claim is made:

LEGAL ACTIONS:
No action at law or in equity shall be brought to recover benefits under this Certificate less than 60 days after written proof of loss has been furnished as required by this Certificate. No such action shall be brought more than 3 years after the time written proof of loss is required to be furnished.

NOTICE OF PROTECTION PROVIDED BY THE CALIFORNIA LIFE AND HEALTH INSURANCE GUARANTEE ASSOCIATION

This notice provides a brief summary regarding the protection provided to policyholders by the California Life and Health Insurance Guarantee Association ("the Association). The purpose of this Association is to assure that policyholders will be protected, within limits, in the unlikely event that a member insurer becomes financially unable to meet its obligations. Insurance Companies licensed in California to sell life insurance, health insurance, annuities and structured settlement annuities are members of the Association. The valuable extra protection provided through the Association is not unlimited and is not a substitute for consumers' care in selecting insurers. This protection was created under California law, which determines who and what is covered and he amounts of coverage.

Below is a brief summary of the coverages, exclusions, and limit provided by the Association. This summary does not cover all provisions of the law; nor does it in any way change anyone's rights or obligations under the Act or the rights or obligations of the Association.

COVERAGE

- **Persons Covered**

Generally, an individual is covered by the California Life and Health Insurance Guarantee Association if the insurer was a member of the Association *and* the individual lives in California at the time the insurer is determined by a court to be insolvent. Coverage is also provided to policy beneficiaries, payees or assignees, whether or not they live in California.

- **Amounts of Coverage**

The basic coverage protections provided by the Association are as follows:

Life Insurance, Annuities and Structured Settlement Annuity Benefits

For life insurance policies, annuities and structured settlement annuities, the Association will provide the following:

- **Life Insurance**

  80% of death benefits but not to exceed $300,000

  80% of cash surrender or withdrawal values but not to exceed $100,000

- **Annuities and Structured Settlement Annuities**

  80% of the present value of annuity benefits, including net cash withdrawal and net cash surrender values but not to exceed $250,000.

The maximum amount of protection provided by the Association to an individual, for *all* life insurance, annuities and structured settlement annuities is $300,000, regardless of the number of polices or contracts covering the individual.

- **Health Insurance**

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The maximum amount of protection provided by the Association to an individual, as of April 1, 2011, is $470,125. This amount will increase or decrease based upon changes in the health care cost component of the consumer price index to the date on which an insurer becomes an insolvent insurer.

COVERAGE LIMITATIONS AND EXCLUSIONS FROM COVERAGE

The California Life and Health Insurance Guarantee Association may not provide coverage for this policy. Coverage by the Association generally requires residency in California. You should not rely on coverage by the Association in selecting an insurance company or in selecting an insurance policy.

The following policies and persons are among those that are excluded from Association coverage:

- A policy or contract issued by an insurer that was not authorized to do business in California when it issued the policy or contract;
- A policy issued by a health care service plan (HMO), a hospital or medical service organization, a charitable organization, a fraternal benefit society, a mandatory state pooling plan, a mutual assessment company, an insurance exchange, or a grants and annuities society;
- If the person is provided coverage by the guaranty association of another state;
- Unallocated annuity contracts; that is, contracts which are not issued to and owned by an individual and which do not guaranty annuity benefits to an individual;
- Employer and association plans, to the extent they are self-funded or uninsured;
- A policy or contract providing any health care benefits under Medicare Part C or Part D;
- An annuity issued by an organization that is only licensed to issue charitable gift annuities;
- Any policy or portion of a policy which is not guaranteed by the insurer or for which the individual has assumed the risk, such as certain investment elements of a variable life insurance policy or a variable annuity contract;
- Any policy of reinsurance unless an assumption certificate was issued;
- Interest rate yields (including implied yields) that exceed limits that are specified in Insurance Code Section 1607.02(b)(C)

NOTICES

Insurance companies or their agents are required by law to give or send you this notice. Policyholders with additional questions should first contact their insurer or agent. To learn more about coverages provided by the Association please visit the Association's website at www.califega.org, or contact either of the following:

California Life and Health Insurance Guarantee Association
P.O. Box 16860
Beverly Hills, CA 90209-3319
(323) 782-0182

or

Consumer Service Division
California Department of Insurance
300 South Spring Street
Los Angeles, CA 90013
(800) 927-4357 or (213) 897-8921

Insurance companies and their agents are not allowed by California law to use the existence of the Guarantee Association or its coverage to solicit, induce or encourage you to purchase any form of insurance policy. When selecting an insurance company, you should not rely on Association coverage. If there is an inconsistency between this notice and California law, then California law will control.

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When used throughout this document "Company", "Our", "We", or "Us" means:

☐ **United States Fire Insurance Company**
☐ **The North River Insurance Company**

GRIEVANCE PROCEDURES

When you submit a claim and that claim is denied, we will provide a written statement containing the reasons for the Adverse Determination. You have the right to request a review of any Company decision or action pertaining to our contractual relationship and to appeal any adverse claim determination we've made by filing a Grievance. These procedures have been developed to ensure a full investigation of a Grievance through a formal process.

DEFINITIONS

A **"Grievance"** is a written complaint requesting a change to a previous claim decision, claims payment, the handling or reimbursement of health care services, or other matters pertaining to your coverage and our contractual relationship.

An **"Adverse Determination"** is a determination by the Company or its designated utilization review organization that (i) a service, treatment, drug, or device, is experimental, investigational, specifically limited or excluded by your coverage; or (ii) a facility admission, the availability of care, continued stay or other health care services proposed or furnished have been reviewed and, based upon the information provided, does not meet the contractual requirements for medical necessity, appropriateness, health care setting, level of care or effectiveness and therefore, the benefit coverage is denied, reduced or terminated in whole or in part.

INFORMAL GRIEVANCE PROCEDURE

You, your authorized representative, or a provider acting on your behalf may submit an oral complaint to us within 60-days after an event that causes a dispute. Telephoning allows you to discuss your complaint or concerns and gives us the opportunity to immediately resolve the problem.

If we don't have all the information necessary to review your complaint, we will request any additional information within 5 business days of receiving your complaint. After we receive all the necessary information, we will provide you, your authorized representative, or a provider acting on your behalf with our written decision within 30-days after receiving the complaint and all necessary information.

If the problem cannot be resolved in this manner, you still have the right to submit a written request for the complaint to be reviewed through the Formal Grievance Procedure, as outlined below.

FORMAL GRIEVANCE PROCEDURE

A formal Grievance may be submitted by you, your authorized representative, or in the event of an Adverse Determination, by a provider acting on your behalf.

If you file a formal Grievance, you will have the opportunity to submit written comments, documents, records and other information you feel are relevant to the Grievance, regardless of whether those materials were considered in the initial Adverse Determination.

First Level Review

Within 3 working business days after receiving the Grievance, we must acknowledge the Grievance and provide you, your authorized representative or a provider with the name, address, and telephone number of the coordinator handling the Grievance and information on how to submit written material. The person(s) who reviews the Grievance will not be the same person(s) who made the initial Adverse Determination. During the review, all information, documents, and other materials submitted relating to the claim will be considered, regardless of whether they were considered in making the previous claim decision. The Insured will not be allowed to attend, or have a representative attend, a First Level Review. The Insured may, however, submit written material for consideration by the reviewer(s).

When the Grievance is based in whole or in part on a medical judgment, the review will be conducted by, or in consultation with, a medical doctor with appropriate training and expertise to evaluate the matter.
Following our review of your Grievance, we must issue a written decision to you and, if applicable, to your representative or provider, within 20-days after receiving the Grievance. The written decision must include:

(1) The name(s), title(s) and professional qualifications of any person(s) participating in the First Level Review process.
(2) A statement of the reviewer's understanding of the Grievance.
(3) The specific reason(s) for the reviewer's decision in clear terms and the contractual basis or medical rationale used as the basis for the decision in sufficient detail for the Insured to respond further to our position.
(4) A reference to the evidence or documentation used as the basis for the decision.
(5) If the claim denial is based on medical necessity, experimental treatment or similar exclusion, instructions for requesting an explanation of the scientific or clinical rationale used to make the determination.
(6) A statement advising you of your right to request a Second Level Review, if applicable, and a description of the procedure and timeframes for requesting a Second Level Review.

Second Level Review

The Second Level Review process is available if you are not satisfied with the outcome of the First level Review for an Adverse Determination. Within ten business days after receiving a request for a Second Level Review, we will advise you of the following:

(1) the name, address, and telephone number of a person designated to coordinate the Grievance review for the Company;
(2) a statement of your rights, including the right to:
- attend the Second Level Review
- present his/her case to the review panel;
- submit supporting materials before and at the review meeting;
- ask questions of any member of the review panel;
- be assisted or represented by a person of his/her choice, including a provider, family member, employer representative, or attorney.
- request and receive from us free of charge, copies of all relevant documents, records and other information that is not confidential or privileged that were considered in making the Adverse Determination.

We must convene a review panel and hold a review meeting within 45-days after receiving a request for a Second Level Review. We will notify you in writing of the meeting date at least 15-days prior to the date. The review meeting will be held during regular business hours at a location reasonable accessible to you. In cases where a face-to-face meeting is not practical for geographic reasons, we will offer you the opportunity to communicate with the review panel at our expense by conference call or other appropriate technology. Your right to a full review may not be conditioned on whether or not you appear at the meeting.

If you choose to be represented by an attorney, we may also be represented by an attorney. If we choose to have an attorney present to represent our interests, we will notify you at least 15 working days in advance of the review that an attorney will be present and that you may wish to obtain legal representation of your own.

The panel must be comprised of persons who:

(1) were not previously involved in any matter giving rise to the Second Level Review;
(2) are not employees of the Company or Utilization Review Organization; and
(3) do not have a financial interest in the outcome of the review.

A person previously involved in the Grievance may appear before the panel to present information or answer questions.

All persons reviewing a Second Level Grievance involving a Utilization Review non-certification or a clinical issue will be providers who have appropriate expertise, including at least one clinical peer. If we use a clinical peer on an appeal of a Utilization Review non-certification or on a First Level Review, we may use one of our employees on the Second Level Review panel if the panel is comprised of 3 or more persons.

We must issue a written decision to you and, if applicable, to your representative or provider, within 10 business days after completing the review meeting. The decision must include:

(1) the name(s), title(s) and qualifying credentials of the members of the review panel;
(2) a statement of the review panel's understanding of the nature of the Grievance and all pertinent facts;
(3) the review panel's recommendation to the Company and the rationale behind the recommendation;
(4) a description of, or reference to, the evidence or documentation considered by the review panel in making the recommendation;
(5) in the review of a Utilization Review non-certification or other clinical matter, a written statement of the clinical rationale, including the clinical review criteria, that was used by the review panel to make the determination;
(6) the rationale for the Company's decision if it differs from the review panel's recommendation;
(7) a statement that the decision is the Company's final determination in the matter;
(8) notice of the availability of the Commissioner's office for assistance, including the telephone number and address of the Commissioner's office.

EXPEDITED REVIEW

You are eligible for an expedited review when the timeframes for an Informal, formal First Level review or Second Level review would reasonably appear to seriously jeopardize your life or health, or your ability to regain maximum function. An expedited review is also available for all Grievances concerning an admission, availability of care, continued stay or health care service for a person who has received emergency services, but who has not been discharged from a facility.

A request for an expedited review may be submitted orally or in writing. An expedited review must be evaluated by an appropriate clinical peer in the same or similar specialty as would typically manage the case being reviewed. If we don't have the information necessary to decide an appeal, we will send you notification of precisely what is required within 24-hours of our receipt of your Grievance. All necessary information, including our decision, will be transmitted by telephone, facsimile, or the most expeditious method available. Provided we have enough information to make a decision, you, your authorized representative, or a provider acting on your behalf will be notified of the determination as expeditiously as the medical condition requires, but in no event more than 72-hours after the review has commenced. Written confirmation of our decision will be provided within 2 working business days of the decision and will contain the same items described in the written decision requirements for First Level reviews.

If the expedited review does not resolve the situation, you, your representative or a provider acting on your behalf may submit a written Grievance.

We will not provide an expedited review for retrospective reviews of Adverse Determinations.

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Item 6.I

UNITED STATES FIRE INSURANCE COMPANY

Administrative Offices: 5 Christopher Way • Eatontown, NJ 07724

PARTICIPATING ORGANIZATION ENDORSEMENT

This Endorsement is attached to and made part of the Certificate as of the Certificate Effective Date. It applies only to Accidents and losses of life that occur on or after that date. It is subject to all of the provisions, limitations and exclusions of the Certificate except as they are specifically modified by this Endorsement.

1. The following definition is added to the Definitions section of the Certificate:

   Participating Organization – means an organization:
   1) Which elects to offer coverage under the Group Policy by completing a Participation Organization Application that has been accepted by the Company;
   2) Which completes a participation agreement with the Company;
   3) Which remits the required premium when due; if applicable, and
   4) While coverage through the Participating Organization is available under the Certificate.

2. The following section is added to the Certificate:

   PARTICIPATING ORGANIZATION EFFECTIVE AND TERMINATION DATES

   Effective Date. A Participating Organization's coverage under the Certificate begins on the later of: 1) Participating Organization Effective Date shown in the Participating Organization Application at 12:01AM Standard Time at the address of the Participating Organization shown in the Participating Organization Application; or 2) the Certificate Effective Date.

   Termination Date. We may terminate coverage on or after the anniversary of any premium due date. Written notice must be given at least 31 days prior to such premium due date.

   The Participating Organization may terminate the coverage on any premium due date. Failure by the Participating Organization to pay premium when due or within any applicable grace period shall be deemed notice to us to terminate coverage at the end of the period for which premium was paid.

3. The references in the Certificate to "Certificateholder," where applicable, mean "Participating Organization," respectively.

4. The following language applies to each Rider attached to the Certificate:

   Any Riders attached to the Certificate apply only with respect to Accidents and losses of life that occur on or after the later of:
   1) The effective date of each Rider; or
   2) The effective date of the Participating Organization's coverage under each Rider.

   Each Rider applies with respect to a Participating Organization's coverage under the Certificate only if the Participating Organization has elected the coverage described in each Rider, as indicated in the Participating Organization Application.

Signed for **United States Fire Insurance Company** By:

Signature	**Signature**
Marc J. Adee Chairman and CEO	James Kraus Secretary

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When used throughout this document "The Company", "Our", "We", or "Us" means:

Item 6.I

☐ **United States Fire Insurance Company**

☐ **The North River Insurance Company**

☐ **Crum & Forster Indemnity Company**

PRIVACY POLICY AND PRACTICES

The Company values your business and your trust. In order to administer insurance policies and provide you with effective customer service, we must collect certain information about our customers. We want you to know that we are committed to protecting your private information and we will comply with all federal and state privacy laws. Below is a Privacy Notice describing our policy regarding the collection and disclosure of personal information. Please review this Notice and keep a copy of it with your records.

Your Privacy is Our Concern

When you apply to The Company for insurance or make a claim against a policy written by The Company, you disclose information about yourself to us. There are legal requirements governing the collection, use, and disclosure of such information. The Company maintains physical, electronic, and procedural safeguards that comply with state and federal regulations to guard your personal information. We also limit employee access to personally identifiable information to those with a business reason for knowing such information. The Company instructs our employees as to the importance of the confidentiality of personal information, and takes measures to enforce employee privacy responsibilities.

What kind of information do we collect about you and from whom?

We obtain most of our information from you. The application or claim form you complete, as well as any additional information you provide, generally gives us most of the information we need to know. Sometimes we may contact you by phone or mail to obtain additional information. We may use information about you from other transactions with us, our affiliates, or others. Depending on the nature of your insurance transaction, we may need additional information about you or other individuals proposed for coverage. We may obtain the additional information we need from third parties, such as other insurance companies or agents, government agencies, medical personnel, the state motor vehicle department, information clearinghouses, credit reporting agencies, courts, or public records. A report from a consumer reporting agency may contain information as to creditworthiness, credit standing, credit capacity, character, general reputation, hobbies, occupation, personal characteristics, or mode of living.

What do we do with the information collected about you?

If coverage is declined or the charge for coverage is increased because of information contained in a consumer report we obtained, we will inform you, as required by state law or the federal Fair Credit Reporting Act. We will also give you the name and address of the consumer reporting agency making the report. We may retain information about our former customers and may disclose that information to affiliates and non-affiliates only as described in this notice.

To whom do we disclose information about you?

We may disclose all the information that we collect about you, as described above. We may disclose such information about you to our affiliated companies, such as:

- Insurance companies;
- Insurance agencies;
- Third party administrators;
- Medical bill review companies; and
- Reinsurance companies.

We may also disclose nonpublic personal information about you to affiliated and nonaffiliated third parties as permitted by law. You have a right to access and correct the personal information we collect, maintain, and disclose about you.

How to contact Us

You may obtain a more detailed description of the information practices prescribed by law by contacting us at the address below. Remember to include your name, address, policy number, and daytime phone number.

Privacy Policy Coordinator
Fairmont Speciality
5 Christopher Way, 3rd Floor
Eatontown, New Jersey 07724

APPLICATION

is made to

UNITED STATES FIRE INSURANCE COMPANY

Administrative Office: 5 Christopher Way, Eatontown, NJ 07724

Policy Number: US2174930

Policyholder: Reeve Wines LLC DBA BloodRoot Wines

Address: Reeve Wines LLC DBA BloodRoot Wines
4551 Dry Creek Road
Healdsburg, CA 95448

The Policyholder hereby applies to United States Fire Insurance Company for the group special risk coverage provided by the Policy as described in the Attachment No. 1. The Policyholder approves and accepts the Policy by the signature shown below. The Policy takes effect on the date specified on the face page of the Policy.

DATED AT: Healdsburg, CA

on: May 06, 2025

SIGNED FOR THE POLICYHOLDER:

By: __On File_____
(Signature and Title)

Agent's Name: _____
(Must be a Resident Licensed Agent where required by law)

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ATTACHMENT # 1

Reeve Wines LLC DBA BloodRoot Wines

Requested Effective Date: May 06, 2025

1) Event Name and Location: The BloodRoot Ramble Set Up
Abel de Luna CommunityCenter Fields
1557 Healdsburg Ave, Healdsburg
Healdsburg, CA 95448

Event Date: Jun 05, 2025 - Jun 08, 2025
Class and Option: Class 1, Option 1

Rate: 8.00% of primary GL premium (no minimum premium)
Premium: $30.40

2) Event Name and Location: The BloodRoot Ramble VIP Reception
Reeve Wines
4551 Dry Creek Road
Healdsburg, CA 95448

Event Date: Jun 06, 2025
Class and Option: Class 1, Option 1

Rate: 8.00% of primary GL premium (no minimum premium)
Premium: $30.40

3) Event Name and Location: The BloodRoot Little Saint VIP Reception
Little Saint
25 North Street
Healdsburg, CA 95448

Event Date: Jun 06, 2025
Class and Option: Class 1, Option 1

Rate: 8.00% of primary GL premium (no minimum premium)
Premium: $30.40

4) Event Name and Location: The BloodRoot Ramble Main Event
Abel de Luna CommunityCenter Fields
1557 Healdsburg Ave, Healdsburg
Healdsburg, CA 95448

Event Date: Jun 07, 2025
Class and Option: Class 1, Option 1

Rate: 8.00% of primary GL premium (no minimum premium)
Premium: $30.40

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ATTACHMENT # 1

Reeve Wines LLC DBA BloodRoot Wines

Requested Effective Date: May 06, 2025

5) Event Name and Location:

The BloodRoot Ramble
Reeve Wines LLC BloodRoot Wines
118 North Street
Healdsburg, CA 95448

Event Date: Jun 07, 2025
Class and Option: Class 1, Option 1

Rate: 8.00% of primary GL premium (no minimum premium)
Premium: $30.40

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POLICY NUMBER: H25SE10374

This insurance effected on behalf of:

Reeve Wines LLC DBA BloodRoot Wines
4551 Dry Creek Road
Healdsburg , CA 95448

provided for:

Special Event Liability Insurance

As per attached Terms and Conditions

by:

Houston Casualty Company
13403 NORTHWEST FREEWAY
HOUSTON, TX 77040
Telephone: (713) 462-1000
Facsimile: (713) 462-4210

Michael J. Schell
President and CEO

Alexander Ludlow
Secretary

In Witness Whereof, the Company has executed and attested these presents but this policy shall not be valid unless signed by a duly authorized representative of the Company

ALL CLAIMS TO BE REPORTED IMMEDIATELY TO Houston Casualty Company

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IMPORTANT NOTICE:

1. The insurance policy that you have purchased is being issued by an insurer that is not licensed by the State of California. These companies are called "nonadmitted" or "surplus line" insurers.

2. The insurer is not subject to the financial solvency regulation and enforcement that apply to California licensed insurers.

3. The insurer does not participate in any of the insurance guarantee funds created by California law. Therefore, these funds will not pay your claims or protect your assets if the insurer becomes insolvent and is unable to make payments as promised.

4. The insurer should be licensed either as a foreign insurer in another state in the United States or as a non-United States (alien) insurer. You should ask questions of your insurance agent, broker, or "surplus line" broker or contact the California Department of Insurance at the toll-free number 1-800-927-4357 or internet website www.insurance.ca.gov. Ask whether or not the insurer is licensed as a foreign or non-United States (alien) insurer and for additional information about the insurer. You may also visit the NAIC's internet website at www.naic.org. The NAIC—the National Association of Insurance Commissioners—is the regulatory support organization created and governed by the chief insurance regulators in the United States.

5. Foreign insurers should be licensed by a state in the United States and you may contact that state's department of insurance to obtain more information about that insurer. You can find a link to each state from this NAIC internet website: https://naic.org/state_web_map.htm.

6. For non-United States (alien) insurers, the insurer should be licensed by a country outside of the United States and should be on

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the NAIC's International Insurers Department (IID) listing of approved nonadmitted non-United States insurers. Ask your agent, broker, or "surplus line" broker to obtain more information about that insurer.

7. California maintains a "List of Approved Surplus Line Insurers (LASLI)." Ask your agent or broker if the insurer is on that list, or view that list at the internet website of the California Department of Insurance: www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm.

8. If you, as the applicant, required that the insurance policy you have purchased be effective immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated and any broker's fee charged for this insurance will be returned to you.

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HOUSTON CASUALTY COMPANY

13403 NORTHWEST FREEWAY
HOUSTON, TX 77040

Item 6.I

COMMERCIAL LINES POLICY
COMMON POLICY DECLARATIONS

Policy No. *H25SE10374* Producer No.: 84213

Renewal of: *N/A* Producer: HCC Specialty

Named Insured and Mailing Address: *Reeve Wines LLC DBA BloodRoot Wines*
4551 Dry Creek Road
Healdsburg , CA 95448

Policy Period*: From *May 06, 2025 To Jun 10, 2025 12:01 A.M.*
Standard Time at your mailing address shown above.

Business Description:

As per Limited Event Coverage Endorsement attached herein

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	$
Commercial General Liability Coverage Part	$ 3,100.00
Commercial Crime Coverage Part	$
Commercial Inland Marine Coverage Part	$
Boiler and Machinery Coverage Part	$
Commercial Auto Coverage Part	$
Commercial Liquor Liability Coverage Part	$ 2,589.00
Hired Auto and Non-Owned Auto Liability	$
TRIA	$ 58.00
Damage to Premises Rented to You	$ 100.00
TOTAL	$ 5,847.00

Premium shown is payable: *$5,847.00* at inception; $ 1st Anniversary; $ 2nd Anniversary

***Plus $10.00 Underwriting Fee $175.71 CA Surplus Lines Tax $10.54 CA Stamping Fee*

Forms and Endorsement(s) made a part of this policy at time of issue *: See forms schedule

*Omits applicable Forms and Endorsements if shown in specific Coverage Part/Coverage Form Declarations.

Countersigned:

By

Authorized Representative

THESE DECLARATIONS TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE PART DECLARATIONS, COVERAGE PART COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

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FORMS and ENDORSEMENTS SCHEDULE

Item 6.I

FORMS PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

Description	File Name
HCCDecPage	*n/a*
Commercial Lines Policy Declaration	*H CP Dec*
Forms and Endorsements Schedule	*H FormSched*
Commercial General Liability Declarations	*CD DS 01 10 01*
ISO 2013 "Occurrence" Commercial General Liability Coverage Form	*CG 00 01 12 07*
Common Policy Conditions	*IL 00 17 11 98*
Medical Payments - Coverage C- Exclusion Endorsement	*CG 21 35 10 01*
Abuse & Molestation Exclusion Endorsement	*CG 21 46 07 98*
Assault and/or Battery Exclusion Endorsement	*H AB EX*
Collapse of Temporary Structures Exclusion Endorsement	*H CTS EX*
General Liability Extension Endorsement	*H GL EXT*
Fireworks/Pyrotechnics Exclusion Endorsement	*H FW/PT EX*
Nuclear Energy Liability Exclusion Endorsement	*IL 00 21 05 04*
Professional Liability Exclusion Endorsement	*H PL EX*
Securities and Financial Interest Exclusion Endorsement	*H SFI EX*
Sports/Leisure/Entertainment Activities and Devices Exclusion Endorsement	*H SLE EX*
War Liability Exclusion	*CG 00 63 12 02*
Service of Suit Clause Endorsement	*H SOS*
Stunt Exclusion Endorsement	*H ST EX*
Violation of Statutes Exclusion Endorsement	*H VS EX*
Silicosis Exclusion Endorsement	*H SIL EX*
Attendance Limitation Exclusion Endorsement	*H ATT LT EX*
DISCLOSURE PURSUANT TO TERRORISM RISK	*IL 09 85 12 20*
Cap on Losses From Certified Acts of Terrorism	*CG 21 70 01 15*
Limited Event Coverage Endorsement	*H LMT EVT*
Limited Event Coverage Endorsement Addendum	*n/a*
AI - Designated Persons	*CG 20 26 07 04*
AI - Subdivision	*CG 20 12 07 98*
Liquor Liability Declarations	*CG DS 03 07 98*
Liquor Liability Coverage Form	*H LL CVG FORM*
Requirements for Written Contract with Vendor or Exhibitor	*H RQ VE*
HCC 1022 08 2022 Exclusion - Firearms or Weapons	*HCC 1022 08 2022*
HCC 1017 01 2022 Marijuana Exclusion	*HCC 1017 01 2022*
Waiver of Subrogation	*CG 24 04 10 93*
Time Stamp Endorsement	*102215*
Personal & Advertising Injury Exclusion	*SE 1092 02 19*
Exclusion of Terrorism	*CG 21 90 01 06*
Additional Insured - Managers or Lessors	*HC-GL-40-020 01 17*
Indiana Changes - Cancellation & Nonrenewal	*IL 02 72 11 21*
Exclusion Unmanned Aircraft	*CG 21 09 06 15*
Communicable Disease Exclusion	*CG 21 32 05 09*
SL_California D-2	*July-2023*

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COMMERCIAL GENERAL LIABILITY DECLARATIONS

HOUSTON CASUALTY COMPANY	HCC SPECIALTY

NAMED INSURED: Reeve Wines LLC DBA BloodRoot Wines

MAILING ADDRESS: 4551 Dry Creek Road
Healdsburg , CA 95448

POLICY PERIOD: FROM May 06, 2025 TO Jun 10, 2025 AT 12:01 A.M. TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

LIMITS OF INSURANCE		
EACH OCCURRENCE LIMIT	$ 2,000,000	
DAMAGE TO PREMISES RENTED TO YOU LIMIT	$ 1,000,000	Any one premises
MEDICAL EXPENSE LIMIT	$ 0	Any one person
PERSONAL & ADVERTISING INJURY LIMIT	$ 2,000,000	Any one person or organization
GENERAL AGGREGATE LIMIT		$ 2,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT		$ 2,000,000

RETROACTIVE DATE (CG 00 02 ONLY)

THIS INSURANCE DOES NOT APPLY TO "BODILY INJURY", "PROPERTY DAMAGE" OR "PERSONAL AND ADVERTISING INJURY" WHICH OCCURS BEFORE THE RETROACTIVE DATE, IF ANY, SHOWN BELOW.

RETROACTIVE DATE: Not Applicable

(ENTER DATE OR "NONE" IF NO RETROACTIVE DATE APPLIES)

DESCRIPTION OF BUSINESS

FORM OF BUSINESS:

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ JOINT VENTURE ☐ TRUST

LIMITED LIABILITY COMPANY ☐ ORGANIZATION, INCLUDING A CORPORATION (BUT NOT INCLUDING A PARTNERSHIP, JOINT VENTURE OR LIMITED LIABILITY COMPANY)

BUSINESS DESCRIPTION:

As per Limited Event Coverage Endorsement attached herein

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ALL PREMISES YOU OWN, RENT OR OCCUPY	
LOCATION NUMBER	ADDRESS OF ALL PREMISES YOU OWN, RENT OR OCCUPY
	See Attached Limited Event Coverage Endorsement

CLASSIFICATION AND PREMIUM							
LOCATION NUMBER	CLASSIFICATION	CODE NO.	PREMIUM BASE	RATE		ADVANCE PREMIUM	
				Prem/ Ops	Prod/Comp Ops	Prem/ Ops	Prod/Comp Ops
See Attached Limited Event Coverage Endorsement		43424			N/A	$1,900	N/A
	Additional Insured(s)			$100		$100	
	TRIA			$32		$32	
	Excess GL Premium			$1,000		$1,000	
	Waiver of Subrogation			$100		$100	
	Damage to Premises			$100		$100	

STATE TAX OR OTHER (if applicable) $ N/A

TOTAL PREMIUM (SUBJECT TO AUDIT) $ $3,232

PREMIUM SHOWN IS PAYABLE:

AT INCEPTION $ $3,232

AT EACH ANNIVERSARY $ N/A

(IF POLICY PERIOD IS MORE THAN ONE YEAR AND PREMIUM IS PAID IN ANNUAL INSTALLMENTS)

AUDIT PERIOD (IF APPLICABLE)	☐ ANNUALLY	☐ SEMI-ANNUALLY	☐ QUARTERLY	☐ MONTHLY

ENDORSEMENTS
ENDORSEMENTS ATTACHED TO THIS POLICY:
See Attached Endorsements Schedule

THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

Countersigned: May 06, 2025	By:
(Date)	(Authorized Representative)

NOTE

OFFICERS' FACSIMILE SIGNATURES MAY BE INSERTED HERE, ON THE POLICY COVER OR ELSEWHERE AT THE COMPANY'S OPTION.

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COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the company providing this insurance.

The word "insured" means any person or organization qualifying as such under Section **II** – Who Is An Insured.

Other words and phrases that appear in quotation marks have special meaning. Refer to Section **V** – Definitions.

SECTION I – COVERAGES

COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "bodily injury" or "property damage" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "bodily injury" or "property damage" to which this insurance does not apply. We may, at our discretion, investigate any "occurrence" and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in Section **III** – Limits Of Insurance; and

(2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages **A** or **B** or medical expenses under Coverage **C.**

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments – Coverages **A** and **B.**

b. This insurance applies to "bodily injury" and "property damage" only if:

(1) The "bodily injury" or "property damage" is caused by an "occurrence" that takes place in the "coverage territory";

(2) The "bodily injury" or "property damage" occurs during the policy period; and

(3) Prior to the policy period, no insured listed under Paragraph **1.** of Section **II** – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "occurrence" or claim, knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.

c. "Bodily injury" or "property damage" which occurs during the policy period and was not, prior to the policy period, known to have occurred by any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim, includes any continuation, change or resumption of that "bodily injury" or "property damage" after the end of the policy period.

d. "Bodily injury" or "property damage" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim:

(1) Reports all, or any part, of the "bodily injury" or "property damage" to us or any other insurer;

(2) Receives a written or verbal demand or claim for damages because of the "bodily injury" or "property damage"; or

(3) Becomes aware by any other means that "bodily injury" or "property damage" has occurred or has begun to occur.

e. Damages because of "bodily injury" include damages claimed by any person or organization for care, loss of services or death resulting at any time from the "bodily injury".

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2. Exclusions

This insurance does not apply to:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" resulting from the use of reasonable force to protect persons or property.

b. Contractual Liability

"Bodily injury" or "property damage" for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages:

(1) That the insured would have in the absence of the contract or agreement; or

(2) Assumed in a contract or agreement that is an "insured contract", provided the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed in an "insured contract", reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured are deemed to be damages because of "bodily injury" or "property damage", provided:

(a) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same "insured contract"; and

(b) Such attorneys' fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

c. Liquor Liability

"Bodily injury" or "property damage" for which any insured may be held liable by reason of:

(1) Causing or contributing to the intoxication of any person;

(2) The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or

(3) Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in:

(a) The supervision, hiring, employment, training or monitoring of others by that insured; or

(b) Providing or failing to provide transportation with respect to any person that may be under the influence of alcohol;

if the "occurrence" which caused the "bodily injury" or "property damage", involved that which is described in Paragraph **(1), (2)** or **(3)** above.

However, this exclusion applies only if you are in the business of manufacturing, distributing, selling, serving or furnishing alcoholic beverages. For the purposes of this exclusion, permitting a person to bring alcoholic beverages on your premises, for consumption on your premises, whether or not a fee is charged or a license is required for such activity, is not by itself considered the business of selling, serving or furnishing alcoholic beverages.

d. Workers' Compensation And Similar Laws

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

e. Employer's Liability

"Bodily injury" to:

(1) An "employee" of the insured arising out of and in the course of:

(a) Employment by the insured; or

(b) Performing duties related to the conduct of the insured's business; or

(2) The spouse, child, parent, brother or sister of that "employee" as a consequence of Paragraph **(1)** above.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury.

This exclusion does not apply to liability assumed by the insured under an "insured contract".

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f. Pollution

(1) "Bodily injury" or "property damage" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":

(a) At or from any premises, site or location which is or was at any time owned or occupied by, or rented or loaned to, any insured. However, this subparagraph does not apply to:

(i) "Bodily injury" if sustained within a building and caused by smoke, fumes, vapor or soot produced by or originating from equipment that is used to heat, cool or dehumidify the building, or equipment that is used to heat water for personal use, by the building's occupants or their guests;

(ii) "Bodily injury" or "property damage" for which you may be held liable, if you are a contractor and the owner or lessee of such premises, site or location has been added to your policy as an additional insured with respect to your ongoing operations performed for that additional insured at that premises, site or location and such premises, site or location is not and never was owned or occupied by, or rented or loaned to, any insured, other than that additional insured; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire";

(b) At or from any premises, site or location which is or was at any time used by or for any insured or others for the handling, storage, disposal, processing or treatment of waste;

(c) Which are or were at any time transported, handled, stored, treated, disposed of, or processed as waste by or for:

(i) Any insured; or

(ii) Any person or organization for whom you may be legally responsible; or

(d) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the "pollutants" are brought on or to the premises, site or location in connection with such operations by such insured, contractor or subcontractor. However, this subparagraph does not apply to:

(i) "Bodily injury" or "property damage" arising out of the escape of fuels, lubricants or other operating fluids which are needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of "mobile equipment" or its parts, if such fuels, lubricants or other operating fluids escape from a vehicle part designed to hold, store or receive them. This exception does not apply if the "bodily injury" or "property damage" arises out of the intentional discharge, dispersal or release of the fuels, lubricants or other operating fluids, or if such fuels, lubricants or other operating fluids are brought on or to the premises, site or location with the intent that they be discharged, dispersed or released as part of the operations being performed by such insured, contractor or subcontractor;

(ii) "Bodily injury" or "property damage" sustained within a building and caused by the release of gases, fumes or vapors from materials brought into that building in connection with operations being performed by you or on your behalf by a contractor or subcontractor; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire".

(e) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the operations are to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants".

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(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(b) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

However, this paragraph does not apply to liability for damages because of "property damage" that the insured would have in the absence of such request, demand, order or statutory or regulatory requirement, or such claim or "suit" by or on behalf of a governmental authority.

g. Aircraft, Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to:

(1) A watercraft while ashore on premises you own or rent;

(2) A watercraft you do not own that is:

(a) Less than 26 feet long; and

(b) Not being used to carry persons or property for a charge;

(3) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;

(4) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft; or

(5) "Bodily injury" or "property damage" arising out of:

(a) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged; or

(b) The operation of any of the machinery or equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment".

h. Mobile Equipment

"Bodily injury" or "property damage" arising out of:

(1) The transportation of "mobile equipment" by an "auto" owned or operated by or rented or loaned to any insured; or

(2) The use of "mobile equipment" in, or while in practice for, or while being prepared for, any prearranged racing, speed, demolition, or stunting activity.

i. War

"Bodily injury" or "property damage", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

j. Damage To Property

"Property damage" to:

(1) Property you own, rent, or occupy, including any costs or expenses incurred by you, or any other person, organization or entity, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;

(2) Premises you sell, give away or abandon, if the "property damage" arises out of any part of those premises;

(3) Property loaned to you;

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(4) Personal property in the care, custody or control of the insured;

(5) That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations, if the "property damage" arises out of those operations; or

(6) That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it.

Paragraphs **(1), (3)** and **(4)** of this exclusion do not apply to "property damage" (other than damage by fire) to premises, including the contents of such premises, rented to you for a period of seven or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in Section **III** – Limits Of Insurance.

Paragraph **(2)** of this exclusion does not apply if the premises are "your work" and were never occupied, rented or held for rental by you.

Paragraphs **(3), (4), (5)** and **(6)** of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraph **(6)** of this exclusion does not apply to "property damage" included in the "products-completed operations hazard".

k. Damage To Your Product

"Property damage" to "your product" arising out of it or any part of it.

l. Damage To Your Work

"Property damage" to "your work" arising out of it or any part of it and included in the "products-completed operations hazard".

This exclusion does not apply if the damaged work or the work out of which the damage arises was performed on your behalf by a subcontractor.

m. Damage To Impaired Property Or Property Not Physically Injured

"Property damage" to "impaired property" or property that has not been physically injured, arising out of:

(1) A defect, deficiency, inadequacy or dangerous condition in "your product" or "your work"; or

(2) A delay or failure by you or anyone acting on your behalf to perform a contract or agreement in accordance with its terms.

This exclusion does not apply to the loss of use of other property arising out of sudden and accidental physical injury to "your product" or "your work" after it has been put to its intended use.

n. Recall Of Products, Work Or Impaired Property

Damages claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

(1) "Your product";

(2) "Your work"; or

(3) "Impaired property";

if such product, work, or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

o. Personal And Advertising Injury

"Bodily injury" arising out of "personal and advertising injury".

p. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate electronic data.

However, this exclusion does not apply to liability for damages because of "bodily injury".

As used in this exclusion, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

q. Recording And Distribution Of Material Or Information In Violation Of Law

"Bodily injury" or "property damage" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law;

(3) The Fair Credit Reporting Act (FCRA), and any amendment of or addition to such law, including the Fair and Accurate Credit Transactions Act (FACTA); or

(4) Any federal, state or local statute, ordinance or regulation, other than the TCPA, CAN-SPAM Act of 2003 or FCRA and their amendments and additions, that addresses, prohibits, or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating or distribution of material or information.

Exclusions **c.** through **n.** do not apply to damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in Section **III** – Limits Of Insurance.

COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "personal and advertising injury" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "personal and advertising injury" to which this insurance does not apply. We may, at our discretion, investigate any offense and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in Section **III** – Limits Of Insurance; and

(2) Our right and duty to defend end when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages **A** or **B** or medical expenses under Coverage **C.**

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments – Coverages **A** and **B.**

b. This insurance applies to "personal and advertising injury" caused by an offense arising out of your business but only if the offense was committed in the "coverage territory" during the policy period.

2. Exclusions

This insurance does not apply to:

a. Knowing Violation Of Rights Of Another

"Personal and advertising injury" caused by or at the direction of the insured with the knowledge that the act would violate the rights of another and would inflict "personal and advertising injury".

b. Material Published With Knowledge Of Falsity

"Personal and advertising injury" arising out of oral or written publication, in any manner, of material, if done by or at the direction of the insured with knowledge of its falsity.

c. Material Published Prior To Policy Period

"Personal and advertising injury" arising out of oral or written publication, in any manner, of material whose first publication took place before the beginning of the policy period.

d. Criminal Acts

"Personal and advertising injury" arising out of a criminal act committed by or at the direction of the insured.

e. Contractual Liability

"Personal and advertising injury" for which the insured has assumed liability in a contract or agreement. This exclusion does not apply to liability for damages that the insured would have in the absence of the contract or agreement.

f. Breach Of Contract

"Personal and advertising injury" arising out of a breach of contract, except an implied contract to use another's advertising idea in your "advertisement".

g. Quality Or Performance Of Goods – Failure To Conform To Statements

"Personal and advertising injury" arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement".

h. Wrong Description Of Prices

"Personal and advertising injury" arising out of the wrong description of the price of goods, products or services stated in your "advertisement".

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i. Infringement Of Copyright, Patent, Trademark Or Trade Secret

"Personal and advertising injury" arising out of the infringement of copyright, patent, trademark, trade secret or other intellectual property rights. Under this exclusion, such other intellectual property rights do not include the use of another's advertising idea in your "advertisement".

However, this exclusion does not apply to infringement, in your "advertisement", of copyright, trade dress or slogan.

j. Insureds In Media And Internet Type Businesses

"Personal and advertising injury" committed by an insured whose business is:

(1) Advertising, broadcasting, publishing or telecasting;

(2) Designing or determining content of web sites for others; or

(3) An Internet search, access, content or service provider.

However, this exclusion does not apply to Paragraphs **14.a., b.** and **c.** of "personal and advertising injury" under the Definitions section.

For the purposes of this exclusion, the placing of frames, borders or links, or advertising, for you or others anywhere on the Internet, is not by itself, considered the business of advertising, broadcasting, publishing or telecasting.

k. Electronic Chatrooms Or Bulletin Boards

"Personal and advertising injury" arising out of an electronic chatroom or bulletin board the insured hosts, owns, or over which the insured exercises control.

l. Unauthorized Use Of Another's Name Or Product

"Personal and advertising injury" arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatag, or any other similar tactics to mislead another's potential customers.

m. Pollution

"Personal and advertising injury" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants" at any time.

n. Pollution-related

Any loss, cost or expense arising out of any:

(1) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(2) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

o. War

"Personal and advertising injury", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

p. Recording And Distribution Of Material Or Information In Violation Of Law

"Personal and advertising injury" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law;

(3) The Fair Credit Reporting Act (FCRA), and any amendment of or addition to such law, including the Fair and Accurate Credit Transactions Act (FACTA); or

(4) Any federal, state or local statute, ordinance or regulation, other than the TCPA, CAN-SPAM Act of 2003 or FCRA and their amendments and additions, that addresses, prohibits, or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating or distribution of material or information.

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COVERAGE C – MEDICAL PAYMENTS

1. Insuring Agreement

a. We will pay medical expenses as described below for "bodily injury" caused by an accident:

(1) On premises you own or rent;

(2) On ways next to premises you own or rent; or

(3) Because of your operations;

provided that:

(a) The accident takes place in the "coverage territory" and during the policy period;

(b) The expenses are incurred and reported to us within one year of the date of the accident; and

(c) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

b. We will make these payments regardless of fault. These payments will not exceed the applicable limit of insurance. We will pay reasonable expenses for:

(1) First aid administered at the time of an accident;

(2) Necessary medical, surgical, X-ray and dental services, including prosthetic devices; and

(3) Necessary ambulance, hospital, professional nursing and funeral services.

2. Exclusions

We will not pay expenses for "bodily injury":

a. Any Insured

To any insured, except "volunteer workers".

b. Hired Person

To a person hired to do work for or on behalf of any insured or a tenant of any insured.

c. Injury On Normally Occupied Premises

To a person injured on that part of premises you own or rent that the person normally occupies.

d. Workers' Compensation And Similar Laws

To a person, whether or not an "employee" of any insured, if benefits for the "bodily injury" are payable or must be provided under a workers' compensation or disability benefits law or a similar law.

e. Athletics Activities

To a person injured while practicing, instructing or participating in any physical exercises or games, sports, or athletic contests.

f. Products-Completed Operations Hazard

Included within the "products-completed operations hazard".

g. Coverage A Exclusions

Excluded under Coverage **A.**

SUPPLEMENTARY PAYMENTS – COVERAGES A AND B

1. We will pay, with respect to any claim we investigate or settle, or any "suit" against an insured we defend:

a. All expenses we incur.

b. Up to $250 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

c. The cost of bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $250 a day because of time off from work.

e. All court costs taxed against the insured in the "suit". However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.

f. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.

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g. All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

These payments will not reduce the limits of insurance.

2. If we defend an insured against a "suit" and an indemnitee of the insured is also named as a party to the "suit", we will defend that indemnitee if all of the following conditions are met:

a. The "suit" against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";

b. This insurance applies to such liability assumed by the insured;

c. The obligation to defend, or the cost of the defense of, that indemnitee, has also been assumed by the insured in the same "insured contract";

d. The allegations in the "suit" and the information we know about the "occurrence" are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;

e. The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend the insured and the indemnitee; and

f. The indemnitee:

(1) Agrees in writing to:

(a) Cooperate with us in the investigation, settlement or defense of the "suit";

(b) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the "suit";

(c) Notify any other insurer whose coverage is available to the indemnitee; and

(d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and

(2) Provides us with written authorization to:

(a) Obtain records and other information related to the "suit"; and

(b) Conduct and control the defense of the indemnitee in such "suit".

So long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us and necessary litigation expenses incurred by the indemnitee at our request will be paid as Supplementary Payments. Notwithstanding the provisions of Paragraph **2.b.(2)** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability, such payments will not be deemed to be damages for "bodily injury" and "property damage" and will not reduce the limits of insurance.

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as Supplementary Payments ends when we have used up the applicable limit of insurance in the payment of judgments or settlements or the conditions set forth above, or the terms of the agreement described in Paragraph **f.** above, are no longer met.

SECTION II – WHO IS AN INSURED

1. If you are designated in the Declarations as:

a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Each of the following is also an insured:

a. Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" or "volunteer workers" are insureds for:

(1) "Bodily injury" or "personal and advertising injury":

(a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

(b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph **(1)(a)** above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(1)(a)** or **(b)** above; or

(d) Arising out of his or her providing or failing to provide professional health care services.

(2) "Property damage" to property:

(a) Owned, occupied or used by;

(b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.

c. Any person or organization having proper temporary custody of your property if you die, but only:

(1) With respect to liability arising out of the maintenance or use of that property; and

(2) Until your legal representative has been appointed.

d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.

3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only until the 90th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

a. Insureds;

b. Claims made or "suits" brought; or

c. Persons or organizations making claims or bringing "suits".

2. The General Aggregate Limit is the most we will pay for the sum of:

a. Medical expenses under Coverage **C;**

b. Damages under Coverage **A,** except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; and

c. Damages under Coverage **B.**

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3. The Products-Completed Operations Aggregate Limit is the most we will pay under Coverage **A** for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard".

4. Subject to Paragraph **2.** above, the Personal And Advertising Injury Limit is the most we will pay under Coverage **B** for the sum of all damages because of all "personal and advertising injury" sustained by any one person or organization.

5. Subject to Paragraph **2.** or **3.** above, whichever applies, the Each Occurrence Limit is the most we will pay for the sum of:

a. Damages under Coverage **A;** and

b. Medical expenses under Coverage **C**

because of all "bodily injury" and "property damage" arising out of any one "occurrence".

6. Subject to Paragraph **5.** above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage **A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner.

7. Subject to Paragraph **5.** above, the Medical Expense Limit is the most we will pay under Coverage **C** for all medical expenses because of "bodily injury" sustained by any one person.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS

1. Bankruptcy

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. Duties In The Event Of Occurrence, Offense, Claim Or Suit

a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

(1) How, when and where the "occurrence" or offense took place;

(2) The names and addresses of any injured persons and witnesses; and

(3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

b. If a claim is made or "suit" is brought against any insured, you must:

(1) Immediately record the specifics of the claim or "suit" and the date received; and

(2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

c. You and any other involved insured must:

(1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";

(2) Authorize us to obtain records and other information;

(3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and

(4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

3. Legal Action Against Us

No person or organization has a right under this Coverage Part:

a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or

b. To sue us on this Coverage Part unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below.

b. Excess Insurance

(1) This insurance is excess over:

(a) Any of the other insurance, whether primary, excess, contingent or on any other basis:

(i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(ii) That is Fire insurance for premises rented to you or temporarily occupied by you with permission of the owner;

(iii) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner; or

(iv) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability.

(b) Any other primary insurance available to you covering liability for damages arising out of the premises or operations, or the products and completed operations, for which you have been added as an additional insured.

(2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance.

(4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

5. Premium Audit

a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.

b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.

c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

6. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

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b. Those statements are based upon representations you made to us; and

c. We have issued this policy in reliance upon your representations.

7. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

a. As if each Named Insured were the only Named Insured; and

b. Separately to each insured against whom claim is made or "suit" is brought.

8. Transfer Of Rights Of Recovery Against Others To Us

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

9. When We Do Not Renew

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

SECTION V – DEFINITIONS

1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:

a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and

b. Regarding web sites, only that part of a web site that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.

2. "Auto" means:

a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or

b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged.

However, "auto" does not include "mobile equipment".

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including death resulting from any of these at any time.

4. "Coverage territory" means:

a. The United States of America (including its territories and possessions), Puerto Rico and Canada;

b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in Paragraph **a.** above; or

c. All other parts of the world if the injury or damage arises out of:

(1) Goods or products made or sold by you in the territory described in Paragraph **a.** above;

(2) The activities of a person whose home is in the territory described in Paragraph **a.** above, but is away for a short time on your business; or

(3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication;

provided the insured's responsibility to pay damages is determined in a "suit" on the merits, in the territory described in Paragraph **a.** above or in a settlement we agree to.

5. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".

6. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.

7. "Hostile fire" means one which becomes uncontrollable or breaks out from where it was intended to be.

8. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:

a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or

b. You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work" or your fulfilling the terms of the contract or agreement.

9. "Insured contract" means:

a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner is not an "insured contract";

b. A sidetrack agreement;

c. Any easement or license agreement, except in connection with construction or demolition operations on or within 50 feet of a railroad;

d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;

e. An elevator maintenance agreement;

f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph **f.** does not include that part of any contract or agreement:

(1) That indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing;

(2) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:

(a) Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

(b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or

(3) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in **(2)** above and supervisory, inspection, architectural or engineering activities.

10. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

11. "Loading or unloading" means the handling of property:

a. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";

b. While it is in or on an aircraft, watercraft or "auto"; or

c. While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

12. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;

b. Vehicles maintained for use solely on or next to premises you own or rent;

c. Vehicles that travel on crawler treads;

d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:

(1) Power cranes, shovels, loaders, diggers or drills; or

(2) Road construction or resurfacing equipment such as graders, scrapers or rollers;

e. Vehicles not described in Paragraph **a., b., c.** or **d.** above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:

(1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or

(2) Cherry pickers and similar devices used to raise or lower workers;

f. Vehicles not described in Paragraph **a., b., c.** or **d.** above maintained primarily for purposes other than the transportation of persons or cargo.

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However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

(1) Equipment designed primarily for:

(a) Snow removal;

(b) Road maintenance, but not construction or resurfacing; or

(c) Street cleaning;

(2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and

(3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include any land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law are considered "autos".

13. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.

14. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:

a. False arrest, detention or imprisonment;

b. Malicious prosecution;

c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;

d. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;

e. Oral or written publication, in any manner, of material that violates a person's right of privacy;

f. The use of another's advertising idea in your "advertisement"; or

g. Infringing upon another's copyright, trade dress or slogan in your "advertisement".

15. "Pollutants" mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

16. "Products-completed operations hazard":

a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

(1) Products that are still in your physical possession; or

(2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:

(a) When all of the work called for in your contract has been completed.

(b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.

(c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

b. Does not include "bodily injury" or "property damage" arising out of:

(1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;

(2) The existence of tools, uninstalled equipment or abandoned or unused materials; or

(3) Products or operations for which the classification, listed in the Declarations or in a policy Schedule, states that products-completed operations are subject to the General Aggregate Limit.

17. "Property damage" means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or

b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this insurance, electronic data is not tangible property.

As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

18. "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:

a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or

b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.

19. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.

20. "Volunteer worker" means a person who is not your "employee", and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

21. "Your product":

a. Means:

(1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:

(a) You;

(b) Others trading under your name; or

(c) A person or organization whose business or assets you have acquired; and

(2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and

(2) The providing of or failure to provide warnings or instructions.

c. Does not include vending machines or other property rented to or located for the use of others but not sold.

22. "Your work":

a. Means:

(1) Work or operations performed by you or on your behalf; and

(2) Materials, parts or equipment furnished in connection with such work or operations.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and

(2) The providing of or failure to provide warnings or instructions.

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COMMON POLICY CONDITIONS

All Coverage Parts included in this policy are subject to the following conditions.

A. Cancellation

1. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.
2. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:
   a. 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
   b. 30 days before the effective date of cancellation if we cancel for any other reason.
3. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.
4. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
5. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
6. If notice is mailed, proof of mailing will be sufficient proof of notice.

B. Changes

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

C. Examination Of Your Books And Records

We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.

D. Inspections And Surveys

1. We have the right to:
   a. Make inspections and surveys at any time;
   b. Give you reports on the conditions we find; and
   c. Recommend changes.
2. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:
   a. Are safe or healthful; or
   b. Comply with laws, regulations, codes or standards.
3. Paragraphs **1.** and **2.** of this condition apply not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.
4. Paragraph **2.** of this condition does not apply to any inspections, surveys, reports or recommendations we may make relative to certification, under state or municipal statutes, ordinances or regulations, of boilers, pressure vessels or elevators.

E. Premiums

The first Named Insured shown in the Declarations:

1. Is responsible for the payment of all premiums; and
2. Will be the payee for any return premiums we pay.

F. Transfer Of Your Rights And Duties Under This Policy

Your rights and duties under this policy may not be transferred without our written consent except in the case of death of an individual named insured.

If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

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Item 6.I

POLICY NUMBER: H25SE10374

COMMERCIAL GENERAL LIABILITY
CG 21 35 10 01

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – COVERAGE C – MEDICAL PAYMENTS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Description And Location Of Premises Or Classification:

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

With respect to any premises or classification shown in the Schedule:

1. Section **I** – Coverage **C** – Medical Payments does not apply and none of the references to it in the Coverage Part apply: and
2. The following is added to Section **I** – Supplementary Payments:
   h. Expenses incurred by the insured for first aid administered to others at the time of an accident for "bodily injury" to which this insurance applies.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ABUSE OR MOLESTATION EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following exclusion is added to Paragraph **2., Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability** and Paragraph **2., Exclusions** of **Section I – Coverage B – Personal And Advertising Injury Liability:**

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of:

1. The actual or threatened abuse or molestation by anyone of any person while in the care, custody or control of any insured, or

2. The negligent:

a. Employment;

b. Investigation;

c. Supervision;

d. Reporting to the proper authorities, or failure to so report; or

e. Retention;

of a person for whom any insured is or ever was legally responsible and whose conduct would be excluded by Paragraph **1.** above.

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Item 6.I

ENDORSEMENT

THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

ASSAULT AND BATTERY EXCLUSION

This endorsement modifies insurance under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

This Policy shall not apply to "bodily injury", “property damage", "personal injury", "advertising injury", or medical expense arising out of Assault and Battery or out of any act or omission in connection with the prevention or suppression of such acts, whether caused or at the instigation or direction the insured, his employees, patrons or any other person. All other terms, conditions, and exclusions shall remain unchanged.

Authorized Representative

H AB EX

Docusign Envelope ID: 5A4899FE-A1B9-45DA-A0D8-256AB8B575F7

THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

COLLAPSE OF TEMPORARY STRUCTURE EXCLUSION ENDORSEMENT

This endorsement modifies insurance under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

In consideration of the premium charged, it is agreed that this policy does not apply to any damage arising out of the collapse of any temporary grandstand, tent, bleacher, stage and/or any other temporary structure.

All other terms, conditions and exclusions remain the same.

Authorized Representative

H CTS EX

Item 6.I

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GENERAL LIABILITY EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

A. EMPLOYMENT RELATED PRACTICES EXCLUSION

The following exclusion is added to paragraph 2., Exclusions of COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY (Section I-Coverages) and to paragraph 2., Exclusions of COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY (Section I-Coverages):

This insurance does not apply to:

"Bodily injury" or "Personal and advertising injury" to: A person arising out of any:

(1) Refusal to employ a person;

(2) Termination of a person's employment;

(3) Coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation or discrimination directed at a person; or

(4) Consequential "bodily injury" or "personal an advertising injury" as a result of (1) through (3) above.

This exclusion applies:

(1) Whether the insured may be liable as an employer or in any other capacity; and

(2) To any obligation to share damages with or repay someone else who must pay damages because of the injury.

B. EXCLUSIONS

The following paragraphs are added to Section I – Coverage A – 2. Exclusions:

p. **Asbestos**

(1) The manufacture of, mining of, use of, sale of, installation of, removal of, distribution of or exposure to asbestos, asbestos products, asbestos fibers or asbestos dust;

(2) Any obligation of the insured to indemnify any party because of damages arising out of such "bodily injury", "property damage", "personal and advertising injury" as a result of the manufacture of, mining of, use of, sale of, installation of, removal of, distribution of or exposure to asbestos, asbestos products, fibers or asbestos dust;

(3) Any obligation to defend any claim or suit against the insured alleging "bodily injury", "property damage", "personal and advertising injury" and seeking damages, if such claim or suit arises from "bodily injury", "property damage", "personal and advertising injury" as a result of the manufacture of, mining of, use of, sales of, installation of, removal of, distribution of or exposure to asbestos, asbestos, asbestos products, asbestos or asbestos dust; or

(4) To any loss, cost, expense, fine, or penalty arising out of any of the foregoing items 1., 2., or 3.

q. **Fungus**

This insurance does not apply to "bodily injury", "property damage", "personal and advertising injury", or any other loss, cost or expense, including, but not limited to losses, costs or expenses related to, arising from or associated with clean-up, remediation, containment, removal or abatement, caused directly or indirectly, in whole or in part, by:

(1) Any "fungus(i)", "mold(s)", mildew or yeast, or

(2) Any "spore(s)" or toxins created or produced by or emanating from such "fungus(i)", "mold(s)", mildew or yeast, or

(3) Any substance, vapor, gas, or other emission or organic or inorganic body or substance produced by or arising out of any "fungus(i)", "mold(s)", mildew or yeast, or

(4) Any material, product, building component, building or structure, or any concentration of moisture, water or other liquid within such material, product, building component, building or structure, that contains, harbors, nurtures or acts as a medium for any "fungus(i)", "mold(s)", mildew, yeast or "spore(s)" or toxins emanating therefrom.

regardless of any other cause, event, material, product and/or building component that contributed concurrently or in any sequence to that "bodily injury", "property damage", "personal and advertising injury", loss, cost or expense.

For purposes of this exclusion, the following definitions are added to the Policy:

(1) "Fungus(i)" includes, but is not limited to, any of the plants or organisms belonging to the major group Fungi, lacking chlorophyll, and including molds, rusts, mildews, smuts, and mushrooms.

(2) "Mold(s)" includes, but is not limited to, any superficial growth produced on damp or decaying organic matter or on living organisms, and fungi that produce molds.

(3) "Spore(s)" means any dormant or reproductive body produced by or arising or emanating out of any "fungus(i)", "mold(s)", mildew, plants, organisms or microorganisms.

This exclusion does not apply to any "fungi" or bacteria that are, are on, or are contained in, a good or product intended for bodily consumption.

This fungus exclusion DOES NOT apply in the States of Alaska, California, Louisiana, New York or Washington.

C. KNOWLEDGE OF OCCURRENCE

As respects any loss reporting requirements under this policy, it is understood and agreed that knowledge of an accident or incident by an agent, servant or employee of yours or any other person shall not in itself constitute knowledge by you, unless a corporate officer of yours shall have received notice from said agent, servant, employee or any other person.

D. LIBERALIZATION CLAUSE

If we adopt a change in our forms or rules which would broaden your coverage without an additional premium charge, your policy will automatically provide the additional coverages as of the date the revision is effective in your state.

E. NON-OWNED WATERCRAFT EXCLUSION

Paragraph **g.(2)** of **Section I – Coverage A – 2. Exclusions** is deleted and replaced by the following:

(2) A watercraft you do not own that is:

(a) Less than 52 feet long; and

(b) Not being used to carry persons or property for a charge.

F. NOTICE OF OCCURRENCE

Your failure to give first report of a claim to us shall not invalidate coverage under this policy if the loss was inadvertently reported to another Insurer. However, you shall report any such "Occurrence" to us within a reasonable time once you become aware of such error.

G. SUPPLEMENTARY PAYMENTS

1. Paragraph **1. b.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A and B (SECTION I)** is deleted and replaced by the following:

   b. Up to $2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

2. Paragraph **1. d.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A and B (SECTION I)** is deleted and replaced by the following:

   d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit," including actual loss of earnings up to $350 a day because of time off from work.

H. TOTAL POLLUTION EXCLUSION WITH A HOSTILE FIRE EXCEPTION

Exclusion f. under Paragraph 2., Exclusions of Section I – Coverage A is deleted and replaced by the following:

f. Pollution

(1) "Bodily injury" or "property damage" which would not have occurred in whole or part but for the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants" at any time.

This exclusion does not apply to "bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire" unless that "hostile fire" occurred or originated:

(a) At any premises, site or location which is or was at any time used by or for any insured or others for the handling, storage, disposal, processing or treatment of waste; or

(b) At any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations to test for, monitor, clean up, remove, contain, treat, detoxify, neutralize or in any way respond to, or assess the effects of, "pollutants".

(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory

or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of "pollutants"; or

(b) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying for neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

I. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

The following is added to paragraph 6., Representations of Section IV – Commercial General Liability Conditions:

Your failure to disclose all hazards existing as of the inception date of the policy shall not prejudice you with respect to the coverage afforded by this policy provided such failure or any omission is not intentional.

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THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

FIREWORKS EXCLUSION

This endorsement modifies insurance under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

This policy does not apply to any damage arising out of the use of any explosives, fireworks, or pyro-technic devices.

However, for the purposes of this endorsement, flash boxes shall not be considered fireworks. Flash boxes are devices used to create a visual effect along with an explosive noise. They are induced electronically in a cylinder with no projectile, wadding or wrapping.

All other terms, conditions and exclusions remain the same.

Authorized Representative

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT

(Broad Form)

This endorsement modifies insurance provided under the following:

COMMERCIAL AUTOMOBILE COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
FARM COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
PROFESSIONAL LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

1. The insurance does not apply:

A. Under any Liability Coverage, to "bodily injury" or "property damage":

(1) With respect to which an "insured" under the policy is also an insured under a nuclear energy liability policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors, or would be an insured under any such policy but for its termination upon exhaustion of its limit of liability; or

(2) Resulting from the "hazardous properties" of "nuclear material" and with respect to which **(a)** any person or organization is required to maintain financial protection pursuant to the Atomic Energy Act of 1954, or any law amendatory thereof, or **(b)** the "insured" is, or had this policy not been issued would be, entitled to indemnity from the United States of America, or any agency thereof, under any agreement entered into by the United States of America, or any agency thereof, with any person or organization.

B. Under any Medical Payments coverage, to expenses incurred with respect to "bodily injury" resulting from the "hazardous properties" of "nuclear material" and arising out of the operation of a "nuclear facility" by any person or organization.

C. Under any Liability Coverage, to "bodily injury" or "property damage" resulting from "hazardous properties" of "nuclear material", if:

(1) The "nuclear material" **(a)** is at any "nuclear facility" owned by, or operated by or on behalf of, an "insured" or **(b)** has been discharged or dispersed therefrom;

(2) The "nuclear material" is contained in "spent fuel" or "waste" at any time possessed, handled, used, processed, stored, transported or disposed of, by or on behalf of an "insured"; or

(3) The "bodily injury" or "property damage" arises out of the furnishing by an "insured" of services, materials, parts or equipment in connection with the planning, construction, maintenance, operation or use of any "nuclear facility", but if such facility is located within the United States of America, its territories or possessions or Canada, this exclusion **(3)** applies only to "property damage" to such "nuclear facility" and any property thereat.

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2. As used in this endorsement:

"Hazardous properties" includes radioactive, toxic or explosive properties;

"Nuclear material" means "source material", "Special nuclear material" or "by-product material";

"Source material", "special nuclear material," and "by-product material" have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof;

"Spent fuel" means any fuel element or fuel component, solid or liquid, which has been used or exposed to radiation in a "nuclear reactor";

"Waste" means any waste material **(a)** containing "by-product material" other than the tailings or wastes produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its "source material" content, and **(b)** resulting from the operation by any person or organization of any "nuclear facility" included under the first two paragraphs of the definition of "nuclear facility".

"Nuclear facility" means:

(a) Any "nuclear reactor";

(b) Any equipment or device designed or used for **(1)** separating the isotopes of uranium or plutonium, **(2)** processing or utilizing "spent fuel", or **(3)** handling, processing or packaging "waste";

(c) Any equipment or device used for the processing, fabricating or alloying of "special nuclear material" if at any time the total amount of such material in the custody of the "insured" at the premises where such equipment or device is located consists of or contains more than 25 grams of plutonium or uranium 233 or any combination thereof, or more than 250 grams of uranium 235;

(d) Any structure, basin, excavation, premises or place prepared or used for the storage or disposal of "waste";

and includes the site on which any of the foregoing is located, all operations conducted on such site and all premises used for such operations;

"Nuclear reactor" means any apparatus designed or used to sustain nuclear fission in a self-supporting chain reaction or to contain a critical mass of fissionable material;

"Property damage" includes all forms of radioactive contamination of property.

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THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PROFESSIONAL LIABILITY EXCLUSION

It is hereby agreed that the coverage provided by this policy shall not apply to liability arising out of the rendering of or failure to render professional services, or any negligence, error or omission, malpractice or mistake of a professional nature committed by or alleged to have been committed by or on behalf of the "INSURED" in the conduct of any of the "INSURED's" business activities.

All other terms and conditions remain unchanged.

Authorized Representative OR
Countersignature (In states where applicable)

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THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

SECURITIES AND FINANCIAL INTEREST EXCLUSION

This endorsement modifies insurance under the following:

COMMERCIAL LIABILITY COVERAGE PART

It is agreed that this insurance does not apply to any “bodily injury” and property damage” arising out of or by reason of:

The purchase, or sale, or offer of sale, or solicitation of any security, debt, bank deposit of financial interest or instrument.

Any representative made at any time in relation to the price or value of any security, debt, bank deposit or financial interest or instrument; or

Any depreciation or decline in price or value of any security, debt, bank deposit or financial interest or instrument.

It is furthermore agreed that we have no obligations to defend or pay for the defense of any claim that may allege any of the foregoing.

All other terms and condition remain the same.

Authorized Representative

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION -- SPORTS/LEISURE/ENTERTAINMENT ACTIVITIES AND DEVICES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. EXCLUSIONS, is amended by adding each exclusion when indicated by an **X** to the policy.

This insurance does not apply to “bodily injury”, “property damage”, “personal and advertising injury”

_____ Inverted Aerial Maneuver

Arising out of the attempt to perform or performance of any inverted aerial maneuver by a skier from a jump:

1. Built by you or on your behalf; or
2. Built on your premises with your permission or knowledge.

____**x**____ Amusement Device

Arising out of the ownership, operation, maintenance or use of any “amusement device”.

For purposes of this exclusion, “amusement device” means any device or equipment a person rides for enjoyment, including, but not limited to, any mechanical or non-mechanical ride, slide, water slide (including any ski or tow when used in connection with a water slide), moonwalk or moon bounce, bungee operation or equipment. “Amusement device” does not include any video arcade or computer game.

_____ Bungee

Arising out of the ownership, operation, maintenance or use of any bungee operation or equipment whether owned, operated, maintained or used by you, any other insured or any other person or entity.

_____ Grass

Arising out of grass skiing.

_____ Animals

Arising out of injury or death to any animal.

_____ Object Propelled

Arising out of any object propelled, whether intentionally or unintentionally, into the crowd by or at the direction of a “participant” or insured.

____**x**____ “Participant”

Arising out of the involvement of a participant in any activity, event or exhibition, including, but not limited to, any contest, physical training, sport, event, athletic activity, martial arts or stunt.

_____ Rodeo

Arising out of any rodeo activity, including, but not limited to, bronco or bull riding, steer roping, team roping, barrel racing or horseback riding.

_____ Concert

Arising out of a concert, show, or theatrical event.

____**x**____ Performer

Arising out of the involvement of any performer during any activity, event or exhibition, including, but not limited to any stunt, concert, show or theatrical event.

DEFINITION OF PARTICIPANT

For purposes of this endorsement, “participant” means any person who is participating, practicing, or is otherwise involved in an activity, event or exhibition. “Participant” does not include any spectator.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAR LIABILITY EXCLUSION

This endorsement modifies insurance provided under the following:

OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The **War Exclusion** under Paragraph **2., Exclusions** of **Section I – Bodily Injury And Property Damage Liability** is replaced by the following:

2. Exclusions

This insurance does not apply to:

WAR

"Bodily injury" or "property damage", however caused, arising, directly or indirectly, out of:

a. War, including undeclared or civil war; or

b. Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

c. Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

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THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SERVICE OF SUIT CLAUSE

This endorsement modifies insurance under the following:

- Service of Suit

It is agreed that in the event of the failure of the Company hereon to pay any amount claimed to be due hereunder, the Company hereon, at the request of the Assured, will submit to the jurisdiction of a Court of competent jurisdiction within the United States.

Nothing in this Clause constitutes or should be understood to constitute a waiver of the Company's right to commence an action in any Court of competent jurisdiction in the United States, to remove an action to a United States District Court, or to seek a transfer of a case to another Court as permitted by the laws of the United States or any State in the United States.

It is further agreed that service of process in such suit may be made upon Houston Casualty Company, Legal Department, 13403 Northwest Freeway, Houston, Texas 77040, U.S.A. and that in any suit instituted against the Company upon this Insurance, the Company will abide by the final decision of such Court or of any Appellate Court in the event of an appeal.

Further, pursuant to any statute of any state, territory or district of the United States which makes provision therefore, the Company hereby designates the Superintendent, Commissioner or Director of Insurance or other officer specified for that purpose in the statute, or his successor or successors in office, as their true and lawful attorney upon whom may be served any law process in any action, suit or proceeding instituted by or on behalf of the Assured or any beneficiary hereunder arising out of this Insurance, and hereby designate Houston Casualty Company to whom the said officer is authorized to mail such process or a true copy thereof.

All other terms, conditions, and exclusions shall remain unchanged.

Authorized Representative

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THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

. ,Y Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

STUNT EXCLUSION ENDORSEMENT

This endorsement modifies insurance under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

In consideration of the premium charged, it is hereby agreed that all stunting activity or any practice or preparation of any such stunt is excluded from all coverage under this policy.

"Stunting Activity", means any feat or activity requiring special strength, skill, equipment, device or daring.

All other terms and conditions remain the same.

Authorized Representative

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Item 6.I

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement Effective: May 06, 2025

Forms A Part Of Policy No.: H25SE10374

Issued To: Reeve Wines LLC DBA BloodRoot Wines

By: Houston Casualty Company

EXCLUSION - VIOLATION OF STATUTES IN CONNECTION WITH SENDING, TRANSMITTING OR COMMUNICATING ANY MATERIAL OR INFORMATION

This insurance does not apply to any loss, injury, damage, claim, suit, cost or expense arising out of or resulting from, caused directly or indirectly, in whole or in part by, any act that violates any statute, ordinance or regulation of any federal, state or local government, including any amendment of or addition to such laws, that includes, addresses or applies to the sending, transmitting or communicating of any material or information, by any means whatsoever.

To the extent any coverage may otherwise be available under this Policy, the provisions of this Exclusion shall supercede the same and exclude such coverage.

All other terms and conditions of the policy are the same.

Authorized Representative

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ENDORSEMENT

Item 6.I

This endorsement, effective 12:01 a.m. May 06, 202 forms a part of Policy No. H25SE10374
Issued to Reeve Wines LLC DBA BloodRoot Wines

By Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ASBESTOS AND SILICA EXCLUSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Section I. – COVERAGES, COVERAGE A. – BODILY INJURY and PROPERTY DAMAGE LIABILITY, 2. – Exclusions, is amended to add the following exclusions:

Asbestos
"Bodily injury" or "property damage" arising out of the manufacture of, mining of, use of, sale of, installation of, removal of, distribution of, or exposure to asbestos products, asbestos fibers or asbestos dust, or to any obligation of the insured to indemnify any party because of "bodily injury" or "property damage" arising out of the manufacture of, mining of, use of, sale of, installation of, removal of, distribution of, or exposure to asbestos products, asbestos fibers or asbestos dust.

Silica
"Bodily injury" or "property damage" or any other loss, cost or expense arising out of the presence, ingestion, inhalation or absorption of or exposure to silica products, silica fibers, silica dust or silica in any form, or to any obligation of the insured to indemnify any party because of "bodily injury" or "property damage" arising out of the presence, ingestion, inhalation or absorption of or exposure to silica products, silica fibers, silica dust or silica in any form.

Section I. – COVERAGES, COVERAGE B. – PERSONAL and ADVERTISING INJURY LIABILITY, 2. – Exclusions is amended to add the following exclusions:

Asbestos
"Personal and Advertising Injury" arising out of the manufacture of, mining of, use of, sale of, installation of, removal of, distribution of, or exposure to asbestos products, asbestos fibers or asbestos dust, or to any obligation of the insured to indemnify any party because of "personal and advertising injury" arising out of the manufacture of, mining of, use of, sale of, installation of, removal of, distribution of, or exposure to asbestos products, asbestos fibers or asbestos dust.

Silica
"Personal and Advertising Injury" or any other loss, cost or expense arising out of the presence, ingestion, inhalation or absorption of or exposure to silica products, silica fibers, silica dust or silica in any form, or to any obligation of the insured to indemnify any party because of "personal and advertising injury" arising out of the presence, ingestion, inhalation or absorption of or exposure to silica products, silica fibers, silica dust or silica in any form.

All other terms, conditions and exclusions of the policy shall remain unchanged.

_____
Authorized Representative

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Item 6.I

ENDORSEMENT

THIS ENDORSEMENT EFFECTIVE: May 06, 2025

FORMS A PART OF POLICY NO.: H25SE10374

ISSUED TO: Reeve Wines LLC DBA BloodRoot Wines

BY: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

ATTENDANCE LIMITATION EXCLUSION ENDORSEMENT

This endorsement modifies insurance under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Any event, in which the attendance or capacity of the designated venue exceeds _As per Limited Event Coverage Endorseme_ admissions per day, is excluded from this policy unless specifically declared and endorsed herein.

All other terms and conditions remain unchanged.

Authorized Representative

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Item 6.I

POLICY NUMBER: H25SE10374

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THIS ENDORSEMENT IS ATTACHED TO AND MADE PART OF YOUR POLICY IN RESPONSE TO THE DISCLOSURE REQUIREMENTS OF THE TERRORISM RISK INSURANCE ACT. THIS ENDORSEMENT DOES NOT GRANT ANY COVERAGE OR CHANGE THE TERMS AND CONDITIONS OF ANY COVERAGE UNDER THE POLICY.

DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT

SCHEDULE

SCHEDULE – PART I
Terrorism Premium (Certified Acts) **$** 58.00 **This premium is the total Certified Acts premium attributable to the following Coverage Part(s), Coverage Form(s) and/or Policy(ies):** **Additional information, if any, concerning the terrorism premium:**
SCHEDULE – PART II
Federal share of terrorism losses **80** **%** (Refer to Paragraph **B.** in this endorsement.)
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

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A. Disclosure Of Premium

In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorist acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses

The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals a percentage (as shown in Part **II** of the Schedule of this endorsement or in the policy Declarations) of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses

If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY

A. If aggregate insured losses attributable to terrorist acts certified under the federal Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

"Certified act of terrorism" means an act that is certified by the Secretary of the Treasury, in accordance with the provisions of the federal Terrorism Risk Insurance Act, to be an act of terrorism pursuant to such Act. The criteria contained in the Terrorism Risk Insurance Act for a "certified act of terrorism" include the following:

1. The act resulted in insured losses in excess of $5 million in the aggregate, attributable to all types of insurance subject to the Terrorism Risk Insurance Act; and

2. The act is a violent act or an act that is dangerous to human life, property or infrastructure and is committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

B. The terms and limitations of any terrorism exclusion, or the inapplicability or omission of a terrorism exclusion, do not serve to create coverage for injury or damage that is otherwise excluded under this Coverage Part.

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ENDORSEMENT

This endorsement, effective: May 06, 2025
Forms a part of Policy No.: H25SE10374
Issued to: Reeve Wines LLC DBA BloodRoot Wines

By: Houston Casualty Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LIMITED EVENT COVERAGE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

This insurance applies only to “bodily injury”, “property damage” or “personal and advertising injury” arising out of an “occurrence” or offense which takes place during an event shown in the Schedule below. Notwithstanding the specific date(s) shown in the Schedule below, those activities that are part of the setup and teardown required for the event are considered part of the event.

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:

If any of the events in the schedule below are postponed by you, we may amend the scheduled date(s) to the date(s) you tell us. You must promptly notify us in writing of the postponement on or prior to the scheduled start date(s) and prior to the revised start date(s).

If any of the events in the schedule are cancelled by you, we may refund to you the premium for the cancelled events if you cancel the event(s) prior to the scheduled start date(s). You must promptly notify us in writing of the cancellation prior to the scheduled start date(s).

SCHEDULE

TYPE OF EVENT	DATE OF EVENT	MAX DAILY ATTENDANCE	LOCATION	LIMITS*	PREMIUM*

See Attached Addendum to this Endorsement

*Limits & Premium as per Commercial General Liability Declarations CG DS 01 10 01

It is hereby agreed that coverage is afforded for the events listed on the Limited Event Coverage Endorsement. No other events are covered under this Policy unless specifically reported and endorsed accordingly at least seven (7) days prior to the event date. It is further understood and agreed that additional premium may be due for additional events.
All other terms and conditions shall remain unchanged.

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This Addendum forms a part of the LIMITED EVENT COVERAGE ENDORSEMENT
Forms a part of Policy No: H25SE10374
Issued To: Reeve Wines LLC DBA BloodRoot Wines
By: Houston Casualty Company

SCHEDULE

Event Name: The BloodRoot Ramble Set Up
Event Dates: 06/05/2025 - 06/08/2025
Venue Location: Abel de Luna CommunityCenter Fields Healdsburg CA , 95448
Max Daily Attendance: 100
Limits & Premium: *
Classification: Music Festival
Premium Basis: 100
Advance Premium: 250

Event Name: The BloodRoot Little Saint VIP Reception
Event Dates: 06/06/2025 - 06/06/2025
Venue Location: Little Saint Healdsburg CA , 95448
Max Daily Attendance: 350
Limits & Premium: *
Classification: Music Festival
Premium Basis: 350
Advance Premium: 250

Event Name: The BloodRoot Ramble VIP Reception
Event Dates: 06/06/2025 - 06/06/2025
Venue Location: Reeve Wines Healdsburg CA , 95448
Max Daily Attendance: 250
Limits & Premium: *
Classification: Music Festival
Premium Basis: 250
Advance Premium: 250

Event Name: The BloodRoot Ramble
Event Dates: 06/07/2025 - 06/07/2025
Venue Location: Reeve Wines LLC BloodRoot Wines Healdsburg CA , 95448
Max Daily Attendance: 100
Limits & Premium: *
Classification: Festival
Premium Basis: 100
Advance Premium: 250
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* Limits & Premium as per Commercial General Liability Coverage Part Declarations

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This Addendum forms a part of the LIMITED EVENT COVERAGE ENDORSEMENT
Forms a part of Policy No: H25SE10374
Issued To: Reeve Wines LLC DBA BloodRoot Wines
By: Houston Casualty Company

SCHEDULE

Event Name: The BloodRoot Ramble Main Event
Event Dates: 06/07/2025 - 06/07/2025
Venue Location: Abel de Luna CommunityCenter Fields Healdsburg CA , 95448
Max Daily Attendance: 3,000
Limits & Premium: *
Classification: Music Festival
Premium Basis: 3000
Advance Premium: 900
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* Limits & Premium as per Commercial General Liability Coverage Part Declarations

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Item 6.I

POLICY NUMBER: H25SE10374

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
The City of Healdsburg, its officers, officials, employees, and volunteers 401 Grove St Healdsburg CA Additional Premium: Included
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

A. In the performance of your ongoing operations; or

B. In connection with your premises owned by or rented to you.

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Item 6.I

POLICY NUMBER: H25SE10374

COMMERCIAL GENERAL LIABILITY
CG 20 12 07 98

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – STATE OR POLITICAL SUBDIVISIONS – PERMITS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Political Subdivision:
Healdsburg City Hall 401 Grove St Healdsburg CA 95448

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured any state or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

2. This insurance does not apply to:

a. "Bodily injury," "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or

b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

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Item 6.I

LIQUOR LIABILITY DECLARATIONS

HOUSTON CASUALTY COMPANY	**HCC Specialty Underwriters 84213**

Issued To Reeve Wines LLC DBA BloodRoot Wines
4551 Dry Creek Road, Healdsburg , CA 95448

POLICY PERIOD: FROM May 06, 2025 TO Jun 10, 2025 AT 12:01 A.M. TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

LIMITS OF INSURANCE	
EACH COMMON CAUSE LIMIT	$ 1,000,000.00
AGGREGATE LIMIT	$ 1,000,000.00

RETROACTIVE DATE (CG 00 34 ONLY)

THIS INSURANCE DOES NOT APPLY TO " INJURY" WHICH OCCURS BEFORE THE RETROACTIVE DATE, IF ANY, SHOWN BELOW.

RETROACTIVE DATE: None

(ENTER DATE OR "NONE" IF NO RETROACTIVE DATE APPLIES)

DESCRIPTION OF BUSINESS

FORM OF BUSINESS:

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ JOINT VENTURE ☐ LIMITED LIABILITY COMPANY

☐ ORGANIZATION, INCLUDING A CORPORATION (BUT NOT INCLUDING A PARTNERSHIP, JOINT VENTURE OR LIMITED LIABILITY COMPANY)

BUSINESS DESCRIPTION:

As per Limited Event Coverage Endorsement attached herein

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Item 6.I

ALL PREMISES YOU OWN, RENT OR OCCUPY	
LOCATION NUMBER	ADDRESS OF ALL PREMISES YOU OWN, RENT OR OCCUPY
See Attached Limited Event Covera	See Attached Limited Event Coverage Endorsement

CLASSIFICATION AND PREMIUM				
CLASSIFICATION	**CODE NO.**	**PREMIUM BASE**	**RATE**	**ADVANCE PREMIUM**
Liquor Liability		35,000	$24.60	$2,589.00
		STATE TAX OR OTHER (if applicable)		
		TOTAL PREMIUM (SUBJECT TO AUDIT)		$2,589.00
		TRIA		$26.00
				$2,615.00
PREMIUM SHOWN IS PAYABLE:		AT INCEPTION		
		AT EACH ANNIVERSARY		
		(IF POLICY PERIOD IS MORE THAN ONE YEAR AND PREMIUM IS PAID IN ANNUAL INSTALLMENTS)		

AUDIT PERIOD (IF APPLICABLE)	☐ ANNUALLY	☐ SEMI-ANNUALLY	☐ QUARTERLY	☐ MONTHLY

ENDORSEMENTS
ENDORSEMENTS ATTACHED TO THIS POLICY:
CG 00 33 04 13 Liquor Liability Coverage Form

THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

Countersigned:	By:
May 06, 2025	
(Date)	(Authorized Representative)

NOTE

OFFICERS' FACSIMILE SIGNATURES MAY BE INSERTED HERE, ON THE POLICY COVER OR ELSEWHERE AT THE COMPANY'S OPTION.

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LIQUOR LIABILITY COVERAGE FORM

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the Company providing this insurance.

The word "insured" means any person or organization qualifying as such under Section **II** – Who Is An Insured.

Other words and phrases that appear in quotation marks have special meaning. Refer to Section **V** – Definitions.

SECTION I – LIQUOR LIABILITY COVERAGE

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "injury" to which this insurance applies if liability for such "injury" is imposed on the insured by reason of the selling, serving or furnishing of any alcoholic beverage. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "injury" to which this insurance does not apply. We may, at our discretion, investigate any "injury" and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in Section **III** – Limits Of Insurance; and

(2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments.

b. This insurance applies to "injury" only if:

(1) The "injury" occurs during the policy period in the "coverage territory"; and

(2) Prior to the policy period, no insured listed under Paragraph **1.** of Section **II** – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "injury" or claim, knew that the "injury" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "injury" occurred, then any continuation, change or resumption of such "injury" during or after the policy period will be deemed to have been known prior to the policy period.

c. "Injury" which occurs during the policy period and was not, prior to the policy period, known to have occurred by any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "injury" or claim, includes any continuation, change or resumption of that "injury" after the end of the policy period.

d. "Injury" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "injury" or claim:

(1) Reports all, or any part, of the "injury" to us or any other insurer;

(2) Receives a written or verbal demand or claim for damages because of the "injury"; or

(3) Becomes aware by any other means that "injury" has occurred or has begun to occur.

2. Exclusions

This insurance does not apply to:

a. Expected Or Intended Injury

"Injury" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" resulting from the use of reasonable force to protect persons or property.

b. Workers' Compensation And Similar Laws

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

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c. Employer's Liability

"Bodily injury" to:

(1) An "employee" of the insured arising out of and in the course of:

(a) Employment by the insured; or

(b) Performing duties related to the conduct of the insured's business; or

(2) The spouse, child, parent, brother or sister of that "employee" as a consequence of Paragraph **(1)** above.

This exclusion applies:

(1) Whether the insured may be liable as an employer or in any other capacity; and

(2) To any obligation to share damages with or repay someone else who must pay damages because of the "injury".

d. Liquor License Not In Effect

"Injury" arising out of any alcoholic beverage sold, served or furnished while any required license is suspended or after such license expires, is cancelled or revoked.

e. Your Product

"Injury" arising out of "your product". This exclusion does not apply to "injury" for which the insured or the insured's indemnitees may be held liable by reason of:

(1) Causing or contributing to the intoxication of any person;

(2) The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or

(3) Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

f. Other Insurance

Any "injury" with respect to which other insurance is afforded, or would be afforded but for the exhaustion of the limits of insurance.

This exclusion does not apply if the other insurance responds to liability for "injury" imposed on the insured by reason of the selling, serving or furnishing of any alcoholic beverage.

SUPPLEMENTARY PAYMENTS

We will pay, with respect to any claim we investigate or settle, or any "suit" against an insured we defend:

1. All expenses we incur.

2. The cost of bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.

3. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $250 a day because of time off from work.

4. All costs taxed against the insured in the "suit".

5. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.

6. All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

7. Expenses incurred by the insured for first aid administered to others at the time of an event to which this insurance applies.

These payments will not reduce the limits of insurance.

SECTION II – WHO IS AN INSURED

1. If you are designated in the Declarations as:

a. An individual, you and your spouse are insureds.

b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

2. Each of the following is also an insured:

a. Your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" is an insured for:

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(1) "Injury":

(a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), or to a co-"employee" while that co-"employee" is either in the course of his or her employment or performing duties related to the conduct of your business;

(b) To the spouse, child, parent, brother or sister of that co-"employee" as a consequence of Paragraph **(1)(a)** above; or

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs **(1)(a)** or **(b)** above.

(2) "Property damage" to property:

(a) Owned or occupied by, or

(b) Rented or loaned

to that "employee", any of your other "employees", by any of your partners or members (if you are a partnership or joint venture), or by any of your members (if you are a limited liability company).

b. Any person or organization having proper temporary custody of your property if you die, but only:

(1) With respect to liability arising out of the maintenance or use of that property; and

(2) Until your legal representative has been appointed.

c. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.

3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only until the 90th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and

b. Coverage does not apply to "injury" that occurred before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

a. Insureds;

b. Claims made or "suits" brought; or

c. Persons or organizations making claims or bringing "suits".

2. The Aggregate Limit is the most we will pay for all "injury" as the result of the selling, serving or furnishing of alcoholic beverages.

3. Subject to the Aggregate Limit, the Each Common Cause Limit is the most we will pay for all "injury" sustained by one or more persons or organizations as the result of the selling, serving or furnishing of any alcoholic beverage to any one person.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

SECTION IV – LIQUOR LIABILITY CONDITIONS

1. Bankruptcy

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. Duties In The Event Of Injury, Claim Or Suit

a. You must see to it that we are notified as soon as practicable of an "injury" which may result in a claim. To the extent possible, notice should include:

(1) How, when and where the "injury" took place;

(2) The names and addresses of any injured persons and witnesses; and

(3) The nature and location of any "injury".

b. If a claim is made or "suit" is brought against any insured, you must:

(1) Immediately record the specifics of the claim or "suit" and the date received; and

(2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

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c. You and any other involved insured must:

(1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";

(2) Authorize us to obtain records and other information;

(3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and

(4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of "injury" to which this insurance may also apply.

d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

3. Legal Action Against Us

No person or organization has a right under this Coverage Part:

a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or

b. To sue us on this Coverage Part unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary. Our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in **b.** below.

b. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

5. Premium Audit

a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.

b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.

c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

6. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

b. Those statements are based upon representations you made to us; and

c. We have issued this policy in reliance upon your representations.

7. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

a. As if each Named Insured were the only Named Insured; and

b. Separately to each insured against whom claim is made or "suit" is brought.

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8. Transfer Of Rights Of Recovery Against Others To Us

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

9. When We Do Not Renew

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

SECTION V – DEFINITIONS

1. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including death resulting from any of these at any time.

2. "Coverage territory" means:

a. The United States of America (including its territories and possessions), Puerto Rico and Canada;

b. International waters or airspace, but only if the "injury" occurs in the course of travel or transportation between any places included in **a.** above; or

c. All other parts of the world if the "injury" arises out of:

(1) Goods or products made or sold by you in the territory described in **a.** above; or

(2) The activities of a person whose home is in the territory described in **a.** above, but is away for a short time on your business

provided the insured's responsibility to pay damages is determined in a "suit" on the merits, in the territory described in **a.** above or in a settlement we agree to.

3. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".

4. "Executive Officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document.

5. "Injury" means all damages, including damages because of "bodily injury" and "property damage", and including damages for care, loss of services or loss of support.

6. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

7. "Property damage" means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or

b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the occurrence that caused it.

8. "Suit" means a civil proceeding in which damages because of "injury" to which this insurance applies are alleged. "Suit" includes:

a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or

b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.

9. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.

10. "Your product":

a. Means:

(1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:

(a) You;

(b) Others trading under your name; or

(c) A person or organization whose business or assets you have acquired; and

(2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product", and

(2) The providing of or failure to provide warnings or instructions.

c. Does not include vending machines or other property rented to or located for the use of others but not sold.

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ENDORSEMENT

Item 6.I

This endorsement, effective May 06, 2025 To Jun 10, 2025 12:01 A.M.
Forms a part of Policy No.: H25SE10374
Issued to: Reeve Wines LLC DBA BloodRoot Wines
By: HOUSTON CASUALTY COMPANY

REQUIREMENTS FOR WRITTEN CONTRACT OF VENDORS OR EXHIBITORS FOR SPONSORED EVENTS

This endorsement modifies insurance provided by:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

1. Paragraph **10.** is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** as follows:

10. Vendor or Exhibitor Contract Requirements

You warrant all of the following:

a. You will maintain, in full force and effect, a written contract between you and each one of your vendors or exhibitors that participates in each event that you sponsor, manage, or hold (hereinafter, such event is referred to as the "sponsored event");

b. You will require in such written contract that such vendor or exhibitor defends you and holds you harmless for such vendor's or exhibitor's liability arising out of the "sponsored event";

c. You will require in such written contract that each vendor or exhibitor maintain, in full force and effect, primary Commercial General Liability Insurance for the "sponsored event" on a form that provides coverage at least as comprehensive as a standard ISO policy with defense outside of the limits of insurance and minimum limits of insurance of at least:

(1) $1,000,000 Per Occurrence, and

(2) $1,000,000 Aggregate Limit;

d. You will require in such written contract that each vendor or exhibitor add you as an Additional Insured on such vendor's or exhibitor's policy for any and all liability arising out of the "sponsored event"; and

e. You will maintain in your office a Certificate of Insurance or other evidence of coverage naming you as an Additional Insured on such vendor or exhibitor's policy.

2. Notwithstanding Paragraph **4.**, **Other Insurance** of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, this coverage part shall be excess of any other primary Commercial General Liability Insurance naming you as an Additional Insured.

3. The following exclusion is added to Paragraph **2.**, **Exclusions** of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** (**SECTION I – COVERAGES**) and Paragraph **2.**, **Exclusions** of **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY** (**SECTION I – COVERAGES**) as follows:

[This insurance does not apply to:]

Any claim or "suit" arising out of any vendor's or exhibitor's liability arising out of a "sponsored event" if you breach any of the warranties contained in Paragraph **10.** of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**.

All other terms and conditions of the policy remain the same.

Authorized Representative

H RQ VE

ENDORSEMENT

Item 6.I

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

FIREARMS OR WEAPONS - EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM
LIQUOR LIABILITY COVERAGE FORM

The following exclusion is added:

1. This insurance does not apply to "bodily injury," "property damage," "personal and advertising injury," or "injury" arising out of, caused by, or resulting from, in whole or in part:
   a. The ownership, maintenance, use or misuse by any insured or any other person of any “firearm”;
   b. The ownership, maintenance, use or misuse by any insured or any other person of any object or instrument used as a “weapon”, whether or not it was originally intended, created, or designed to be used as a “weapon”;
   c. Any act, error or omission committed by you or on your behalf in connection with the prevention or suppression of the use of:
      i. Any “firearm”;
      ii. Any object or instrument used as a “weapon”, whether or not it was originally intended, created or designed to be used as a “weapon”;
   d. The failure of any insured, or any person or legal entity to provide an environment safe from the use of “firearms” or “weapons” whether or not such instrument, object or projectile was originally intended, created or designed to be used as a “weapon” or “firearm”, including but not limited to the failure to provide adequate security, or the failure to warn of the dangers of the environment which could contribute in whole or in part to the “bodily injury,” “property damage,” “personal and advertising injury,” or “injury,” or the failure to maintain the premises by you, any insured, or any person or legal entity;
   e. Any failure or delay in the rendering of proper aid or assistance, reporting to proper authorities, investigating any incident, preserving of any evidence, or otherwise failing to respond properly or timely to any “occurrence” involving a “firearm” or “weapon” regardless of whether such instrument, object or projectile was originally intended, created or designed to be used as a “weapon” or “firearm.”
   f. Manufacturing, importation, sales, distribution, gunsmithing, ownership, maintenance or use of “firearms” or “weapons”.
   g. Use, sale or manufacturing of ammunition.

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2. This exclusion applies to any claim or "suit" alleging in whole or in part any of the events described in the paragraphs above:
   a. Whether an act or omission is by, for, or on behalf of an insured, or at the direction of an insured, or by or at the direction of any other person or entity.
   b. Whether an act or omission is on premises owned or occupied by an insured, or owned or occupied by any other person or entity;
   c. Regardless of the intent or degree of culpability of any insured, or of any other person or entity;
   d. Regardless of whether the use or misuse of a "firearm" or "weapon" is a direct cause, and/or a contributory cause of such "bodily injury", "property damage", "personal and advertising injury," or "injury";
   e. Regardless of the presence of other allegations in the claim or "suit" which are not excluded by the terms of this endorsement; and
   f. Regardless of the legal theory of liability or damages, including but not limited to vicarious liability, violation of any law or statute, criminal act, intentional act or negligence, and including but not limited to causes of action based on hiring, supervision, retention, training, instructing, advising, monitoring, providing security, or implementing procedures and protocols.

3. The following are added to SECTION V – DEFINITIONS
   a. "Firearm" means any pistol, rifle, gun or other device capable of expelling or propelling one or more projectiles by the action of an explosive, combustible propellant, or compressed air.
   b. "Weapons" means instruments that can be or are utilized in an offensive or defensive nature and include but are not limited to batons, bow or crossbow, arrows, knives, mace, stun guns or swords.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS REMAIN UNCHANGED.

Authorized Representative

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ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

MARIJUANA EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

A. The following exclusion is added:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of, caused by, or attributable to, whether in whole or in part, the following:

a. The design, manufacture, distribution, sale, serving, furnishing, use or possession of "marijuana";

b. The actual, alleged, threatened or suspected inhalation, ingestion, absorption or consumption of, contact with, exposure to, existence of, or presence of "marijuana"; or

2. "Property damage" to "marijuana".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved that which is described in Paragraph **A.1.** or **A.2.** above.

However, this exclusion does not apply to any "marijuana" that is not designed, manufactured, distributed, sold, served or furnished for bodily:

a. Ingestion;

b. Inhalation;

c. Absorption; or

d. Consumption.

B. The following definition is added to the **Definitions** section:

"Marijuana":

1. Means:

Any good or product that consists of or contains any amount of Tetrahydrocannabinol (THC) or any other cannabinoid, regardless of whether any such THC or cannabinoid is natural or synthetic.

2. Paragraph **B.1.** above includes, but is not limited to, any of the following containing such THC or cannabinoid:

a. Any plant of the genus Cannabis L., or any part thereof, such as seeds, stems, flowers, stalks and roots; or

b. Any compound, byproduct, extract, derivative, mixture or combination, such as, but not limited to:

(1) Resin, oil or wax;

(2) Hash or hemp; or

(3) Infused liquid or edible marijuana;

whether derived from any plant or part of any plant set forth in Paragraph **B.2.a.** above or not.

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POLICY NUMBER: H25SE10374

COMMERCIAL GENERAL LIABILITY
CG 24 04 10 93

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section **IV** – COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

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Item 6.I

ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement, effective 4:07 PM CST May 06, 2025 forms a part of

Policy No.: H25SE10374 Issued to: Reeve Wines LLC DBA BloodRoot Wines

By: Houston Casualty Company

AMENDMENT OF POLICY PERIOD

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The Policy Period as shown in the Declarations Page of this policy is deleted in its entirety and replaced with the following:

From 4:07 PM CST May 06, 2025 to 12:01 A.M. Jun 10, 2025
standard time at your mailing address shown above.

This insurance does not apply to any “bodily injury”, “property damage” or “personal and advertising injury” that occurs prior to the Policy Period as stated above.

All other terms and conditions of the policy remain the same.

Authorized Representative

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ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PERSONAL AND ADVERTISING INJURY EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is hereby agreed that with respect to Coverage B. Personal and Advertising Injury Liability:

1. This policy does not apply to the following offenses arising out of:

A. Invasion of the right of privacy;

B. Infringement of copyright, whether under statutory or common law;

C. Libel, slander or other forms of defamation;

D. Unauthorized uses of titles, formats, ideas, characters, plots or other program material; and

E. Infringement of copyright or common law property rights, in literary or musical material, plagiarism, unfair competition or piracy.

All other terms, conditions and exclusions remain the same.

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Item 6.I

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION OF TERRORISM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY

A. The following definitions are added and apply under this endorsement wherever the term terrorism, or the phrase any injury or damage, are enclosed in quotation marks:

1. "Terrorism" means activities against persons, organizations or property of any nature:

a. That involve the following or preparation for the following:

(1) Use or threat of force or violence; or

(2) Commission or threat of a dangerous act; or

(3) Commission or threat of an act that interferes with or disrupts an electronic, communication, information, or mechanical system; and

b. When one or both of the following applies:

(1) The effect is to intimidate or coerce a government or the civilian population or any segment thereof, or to disrupt any segment of the economy; or

(2) It appears that the intent is to intimidate or coerce a government, or to further political, ideological, religious, social or economic objectives or to express (or express opposition to) a philosophy or ideology.

2. "Any injury or damage" means any injury or damage covered under any Coverage Part or Policy to which this endorsement is applicable, and includes but is not limited to "bodily injury", "property damage", "personal and advertising injury", "injury" or "environmental damage" as may be defined in any applicable Coverage Part or Policy.

B. The following exclusion is added:

EXCLUSION OF TERRORISM

We will not pay for "any injury or damage" caused directly or indirectly by "terrorism", including action in hindering or defending against an actual or expected incident of "terrorism". "Any injury or damage" is excluded regardless of any other cause or event that contributes concurrently or in any sequence to such injury or damage. **But this exclusion applies only when one or more of the following are attributed to an incident of "terrorism":**

1. The "terrorism" is carried out by means of the dispersal or application of radioactive material, or through the use of a nuclear weapon or device that involves or produces a nuclear reaction, nuclear radiation or radioactive contamination; or

2. Radioactive material is released, and it appears that one purpose of the "terrorism" was to release such material; or

3. The "terrorism" is carried out by means of the dispersal or application of pathogenic or poisonous biological or chemical materials; or

4. Pathogenic or poisonous biological or chemical materials are released, and it appears that one purpose of the "terrorism" was to release such materials; or

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5. The total of insured damage to all types of property exceeds $25,000,000. In determining whether the $25,000,000 threshold is exceeded, we will include all insured damage sustained by property of all persons and entities affected by the "terrorism" and business interruption losses sustained by owners or occupants of the damaged property. For the purpose of this provision, insured damage means damage that is covered by any insurance plus damage that would be covered by any insurance but for the application of any terrorism exclusions; or
6. Fifty or more persons sustain death or serious physical injury. For the purposes of this provision, serious physical injury means:
   a. Physical injury that involves a substantial risk of death; or
   b. Protracted and obvious physical disfigurement; or
   c. Protracted loss of or impairment of the function of a bodily member or organ.

Multiple incidents of "terrorism" which occur within a 72-hour period and appear to be carried out in concert or to have a related purpose or common leadership will be deemed to be one incident, for the purpose of determining whether the thresholds in Paragraphs **B.5.** or **B.6.** are exceeded.

With respect to this Exclusion, Paragraphs **B.5.** and **B.6.** describe the threshold used to measure the magnitude of an incident of "terrorism" and the circumstances in which the threshold will apply, for the purpose of determining whether this Exclusion will apply to that incident. When the Exclusion applies to an incident of "terrorism", there is no coverage under this Coverage Part or Policy.

In the event of any incident of "terrorism" that is not subject to this Exclusion, coverage does not apply to "any injury or damage" that is otherwise excluded under this Coverage Part or Policy.

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ADDITIONAL INSURED – MANAGERS OR LESSORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Entity (Additional Insured):
Healdsburg Unified School District 1028 Prince Ave Healdsburg CA 95448

A. Section II – Who Is An Insured is amended to include as an additional insured the person or entity shown in the Schedule, but only with respect to liability arising in that part of the designated premises leased, licensed, or otherwise available to you and subject to the following additional exclusions:

1. This insurance does not apply to any loss, claim, “suit”, cost, expense or liability for damages directly or indirectly based on, attributable to, arising out of, involving, resulting from, or in any way related to:

a. Any "occurrence" which takes place prior to your occupancy or after you cease to be a tenant in that premises or;

b. Structural conditions, alterations, construction, demolition, maintenance or other operations performed by or on behalf of the person or entity shown in the Schedule.

2. Coverage (including defense) is provided only to the extent that liability is created for an additional insured by the negligent acts, errors, or omissions of the Named Insured. If liability for injury or damage is imposed or sought to be imposed on any additional Insured because of the acts, errors, or omissions of any additional insured or any person or entity under the direction or control of any additional insured, this insurance does not apply.

Coverage for an additional insured under this endorsement shall be excess. Any other insurance the additional insured has shall be primary with respect to this insurance.

Except as provided herein, all other terms, conditions, provisions, exclusions, and endorsements of this policy remain the same and applicable.

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ADDITIONAL INSURED – MANAGERS OR LESSORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Entity (Additional Insured):
Eric W. Drew & Mary A. Drew Family Trust 709 Healdsburg Ave Healdsburg CA 95448

A. Section II – Who Is An Insured is amended to include as an additional insured the person or entity shown in the Schedule, but only with respect to liability arising in that part of the designated premises leased, licensed, or otherwise available to you and subject to the following additional exclusions:

1. This insurance does not apply to any loss, claim, "suit", cost, expense or liability for damages directly or indirectly based on, attributable to, arising out of, involving, resulting from, or in any way related to:

a. Any "occurrence" which takes place prior to your occupancy or after you cease to be a tenant in that premises or;

b. Structural conditions, alterations, construction, demolition, maintenance or other operations performed by or on behalf of the person or entity shown in the Schedule.

2. Coverage (including defense) is provided only to the extent that liability is created for an additional insured by the negligent acts, errors, or omissions of the Named Insured. If liability for injury or damage is imposed or sought to be imposed on any additional Insured because of the acts, errors, or omissions of any additional insured or any person or entity under the direction or control of any additional insured, this insurance does not apply.

Coverage for an additional insured under this endorsement shall be excess. Any other insurance the additional insured has shall be primary with respect to this insurance.

Except as provided herein, all other terms, conditions, provisions, exclusions, and endorsements of this policy remain the same and applicable.

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Item 6.I

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

INDIANA CHANGES – CANCELLATION AND NONRENEWAL

This endorsement modifies insurance provided under the following:

CAPITAL ASSETS PROGRAM (OUTPUT POLICY) COVERAGE PART
COMMERCIAL AUTOMOBILE COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
COMMERCIAL INLAND MARINE COVERAGE PART
COMMERCIAL LIABILITY UMBRELLA COVERAGE PART
COMMERCIAL PROPERTY COVERAGE PART
CRIME AND FIDELITY COVERAGE PART
EMPLOYMENT-RELATED PRACTICES LIABILITY COVERAGE PART
EQUIPMENT BREAKDOWN COVERAGE PART
FARM COVERAGE PART
FARM UMBRELLA LIABILITY POLICY
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

A. Paragraphs **2., 3.** and **6.** of the **Cancellation** Common Policy Condition are replaced by the following:

2. Cancellation Of Policies In Effect

a. 90 Days Or Less

If this policy has been in effect for 90 days or less, we may cancel this policy by mailing to the first Named Insured written notice of cancellation at least:

(1) 10 days before the effective date of cancellation if we cancel for nonpayment of premium;

(2) 20 days before the effective date of cancellation if you have perpetrated a fraud or material misrepresentation on us; or

(3) 30 days before the effective date of cancellation if we cancel for any other reason.

b. More Than 90 Days

If this policy has been in effect for more than 90 days, or is a renewal of a policy we issued, we may cancel this policy, only for one or more of the reasons listed below, by mailing to the first Named Insured written notice of cancellation at least:

(1) 10 days before the effective date of cancellation if we cancel for nonpayment of premium;

(2) 20 days before the effective date of cancellation if you have perpetrated a fraud or material misrepresentation on us; or

(3) 45 days before the effective date of cancellation if:

(a) There has been a substantial change in the scale of risk covered by this policy;

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(b) Reinsurance of the risk associated with this policy has been cancelled; or

(c) You have failed to comply with reasonable safety recommendations.

3. We will mail our notice to the first Named Insured's last mailing address known to us.

6. Proof of mailing will be sufficient proof of notice.

B. The following is added to the Common Policy Conditions and supersedes any provision to the contrary.

Nonrenewal

1. If we elect not to renew this policy, we will mail to the first Named Insured written notice of nonrenewal at least 45 days before:

a. The expiration date of this policy, if the policy is written for a term of one year or less; or

b. The anniversary date of this policy, if the policy is written for a term of more than one year.

2. We will mail our notice to the first Named Insured's last mailing address known to us. Proof of mailing will be sufficient proof of notice.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – UNMANNED AIRCRAFT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Exclusion **2.g. Aircraft, Auto Or Watercraft** under **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

2. Exclusions

This insurance does not apply to:

g. Aircraft, Auto Or Watercraft

(1) Unmanned Aircraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft". Use includes operation and "loading or unloading".

This Paragraph **g.(1)** applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft".

(2) Aircraft (Other Than Unmanned Aircraft), Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft (other than "unmanned aircraft"), "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This Paragraph **g.(2)** applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft (other than "unmanned aircraft"), "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This Paragraph **g.(2)** does not apply to:

(a) A watercraft while ashore on premises you own or rent;

(b) A watercraft you do not own that is:

(i) Less than 26 feet long; and

(ii) Not being used to carry persons or property for a charge;

(c) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;

(d) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft; or

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(e) "Bodily injury" or "property damage" arising out of:

(i) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged; or

(ii) The operation of any of the machinery or equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment".

B. The following exclusion is added to Paragraph **2. Exclusions** of **Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Unmanned Aircraft

"Personal and advertising injury" arising out of the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft". Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the offense which caused the "personal and advertising injury" involved the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft".

This exclusion does not apply to:

a. The use of another's advertising idea in your "advertisement"; or

b. Infringing upon another's copyright, trade dress or slogan in your "advertisement".

C. The following definition is added to the **Definitions** section:

"Unmanned aircraft" means an aircraft that is not:

1. Designed;

2. Manufactured; or

3. Modified after manufacture;

to be controlled directly by a person from within or on the aircraft.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMUNICABLE DISEASE EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following exclusion is added to Paragraph **2. Exclusions** of Section **I – Coverage A – Bodily Injury And Property Damage Liability:**

2. Exclusions

This insurance does not apply to:

Communicable Disease

"Bodily injury" or "property damage" arising out of the actual or alleged transmission of a communicable disease.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the:

a. Supervising, hiring, employing, training or monitoring of others that may be infected with and spread a communicable disease;

b. Testing for a communicable disease;

c. Failure to prevent the spread of the disease; or

d. Failure to report the disease to authorities.

B. The following exclusion is added to Paragraph **2. Exclusions** of Section **I – Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Communicable Disease

"Personal and advertising injury" arising out of the actual or alleged transmission of a communicable disease.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the:

a. Supervising, hiring, employing, training or monitoring of others that may be infected with and spread a communicable disease;

b. Testing for a communicable disease;

c. Failure to prevent the spread of the disease; or

d. Failure to report the disease to authorities.

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FIRST AMENDMENT TO FEE AGREEMENT AND SPECIAL EVENT CONDITIONAL APPROVAL FOR THE BLOODROOT RAMBLE 2025-2027

This First Amendment to the Fee Agreement and Special Event Conditional Approval for the Bloodroot Ramble ("Amendment") is made and entered into this 19th day of May 2025 ("Effective Date"), between the City of Healdsburg, a California municipal corporation ("City"), and Reeve Wines ("Organizer"). City and Organizer may be each referred to as "Party" or collectively as the "Parties."

WHEREAS, on or around November 11, 2024, the Parties entered into a Fee Agreement and Special Event Conditional Approval for the Bloodroot Ramble ("Agreement"); and

WHEREAS, as stated in the Agreement, the Bloodroot Ramble ("Event") spans three days, including set-up and tear-down; and

WHEREAS, Organizer has requested an additional day for set-up, and the City wishes to rant the request.

WHEREAS, the City requires that the Organizer obtain approval for the special event permit, including submission of the application, event layout, insurance, and all other required documentation, no later than fifteen (15) days prior to the event start date.

NOW THEREFORE, the Parties agree as follows:

1) Section 4 (Event Period) of the Agreement is modified to read as follows:

   Event Period. The Event shall be held once per year for a period of four (4) calendar days during the first weekend in June commencing on Thursday at 8:00 a.m. and extending through Sunday at 12:00 p.m. ("Event Period"), with the ticketed Event occurring on Saturday from 12:00 p.m. – 8:00 p.m every year beginning in 2025 through 2027. Including set-up and tear-down, the dates are as follows:

   - Thursday, June 5, 2025 to Sunday, June 8, 2025
   - Thursday, June 4, 2026 to Sunday, June 7, 2026
   - Thursday, June 3, 2027 to Sunday, June 6, 2027

2) Permit Approval Deadline. The Organizer shall ensure that a complete special event permit application, including the event layout, proof of insurance meeting the City's insurance requirements in place at the time of the event, and all other required supplemental and conditional documentation, is submitted to the City not less than 45-days in advance of the event to allow for permit approval no later than fifteen (15) days prior to the scheduled event start date.

3) All other provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

CITY OF HEALDSBURG:

Signed by:

By: Jeffrey Kay 3059FF7A4EF8415... Date: 6/3/2025

Jeff Kay
City Manager

ATTEST:

Signed by:

By: Raina Allan 025EE09F21F2474... Date: 6/3/2025

Raina Allan
City Clerk

APPROVED AS TO FORM:

Signed by:

By: Samantha Zutler 8ACC12054AF8404... Date: 5/30/2025

Samantha W. Zutler
City Attorney

REEVE WINES:

DocuSigned by:

By: Kelly Dorrance D00F60062A32400...

Its: Kelly Dorrance Proprietor

Date: 5/30/2025

CITY OF HEALDSBURG

ORDINANCE NO. 1235

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING HEALDSBURG MUNICIPAL CODE CHAPTER 12.24 (SPECIAL EVENTS); AND REPEAL IN ITS ENTIRETY CHAPTER 10.48 (PARADE PERMITS) AND SECTION 12.32.040 (SPECIAL EVENT PERMIT)

WHEREAS, the City of Healdsburg ("City") recognizes the community benefits provided by regulated and safe events on public streets, parks and City facilities; and

WHEREAS, these gatherings provide opportunities for cultural enrichment, promote economic stimulus to local businesses and enhance community identity; and

WHEREAS, public assembles, parades, and other special events also require commitment of significant City resources, including public safety to regulate vehicular and pedestrian traffic, public works crews to regulate maintenance impacts, enforcement staff to issue citations and administrative staff to monitor City costs and revenues; and

WHEREAS, the City Council desires to repeal Healdsburg Municipal Code Chapter 10.48 and Section 12.32.040 and amend Healdsburg Municipal Code Chapter 12.24 to update special events requirements for reasonable time, place and manner regulations while protecting public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Healdsburg does ordain as follows:

Section 1. Findings

The City Council of the City of Healdsburg does hereby find that the above referenced recitals are true and correct and material to the adoption of this Ordinance.

Section 2. Repealing Chapter 10.48 of the Healdsburg municipal Code

Healdsburg Municipal Code Chapter 10.48 – Parade Permits is hereby repealed in its entirety.

Section 3. Repealing Section 12.32.040 of the Healdsburg Municipal Code

Healdsburg Municipal Code Section 12.32.040 – Special event permit is hereby repealed in its entirety.

Section 4. Amending Chapter 12.24 of the Healdsburg Municipal Code

Healdsburg Municipal Code Chapter 12.24 – Special Events is hereby amended to read in its entirety as shown on Exhibit A, attached hereto and incorporated herein by reference.

Section 5. Environmental Review

The City Council finds and determines that adoption of this Ordinance, which regulates special events, is not subject to the provisions of the California Environmental Quality Act ("CEQA") because it is not a project, since it will not have a direct or reasonably foreseeable indirect impact on the environment. Even if adoption of this Ordinance were deemed a project, it would be

exempt from CEQA pursuant to CEQA Guidelines Section 15304 Minor Alterations to Land, as it provides procedures for the authorization of the use of land having negligible or no permanent effects on the environment and does not involve the removal of healthy, mature scenic trees. Further, special events are considered normal operations of existing facilities for public gatherings (CEQA Guidelines Section 15323). Temporary special events occurring at City venues have occurred with regularity for many years and future events would not represent a change in their operation. In addition, there will be no impact on environmental resources of hazardous or critical concern. The proposed Ordinance will not result in cumulative impacts, impacts to scenic highways, or historic resources, nor does the Ordinance involve a hazardous waste site or unusual circumstances. Therefore, none of the exceptions pursuant to CEQA Guidelines Section 15300.2 apply.

Section 6. Severability

If any section, subsection, sentence, clause or phrase or word of this Ordinance is for any reason held to be unconstitutional, unlawful or otherwise invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 7. Effective Date and Publication

This Ordinance of the City of Healdsburg shall be effective thirty (30) days after the date of its passage. Before expiration of fifteen (15) days after its passage, this Ordinance or a summary thereof, as provided in Government Code section 36933, shall be published at least once in a newspaper of general circulation published and circulated in the City of Healdsburg, along with the names of the City Council members voting for and against its passage.

This ordinance was introduced by the City Council of the City of Healdsburg, County of Sonoma, at a regular meeting thereof on the 4th day of December, 2023, and passed and adopted on the 16th day of January, 2024 by the following roll call vote:

AYES:	Councilmembers: (5)	Edwards, Herrod, Kelley, Mitchell and Mayor Hagele
NOES:	Councilmembers: (0)	None
ABSENT:	Councilmembers: (0)	None
ABSTAINING:	Councilmembers: (0)	None

SO ORDERED

David Hagele, Mayor

ATTEST

Raina Allan, City Clerk

Dated: January 23, 2024

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1235 passed and adopted by the Healdsburg City Council on the 16th day of January, 2024.

Raina Allan, City Clerk

EXHIBIT A

Chapter 12.24 – SPECIAL EVENTS

Sections:

12.24.010 – Purpose and intent.
12.24.020 – Definitions.
12.24.030 – Special event permit required.
12.24.040 – Special event permit application.
12.24.050 – Review process.
12.24.060 – Denial/revocation of special event permit.
12.24.070 – Applicable fees, deposit.
12.24.080 – Content of special event permit.
12.24.090 – Appeals.
12.24.100 – Hold harmless.
12.24.110 – Display of special event permit.
12.24.120 – Administrative regulations or policies.
12.24.130 – Penalties.

12.24.010 – Purpose and intent.

The purpose of this Chapter is to provide a coordinated process for managing special events in the City of Healdsburg to ensure the health and safety of event patrons, residents, workers, and other visitors, to prohibit illegal activities from occurring at special events, and to create mechanisms for cost recovery and use charges, to the extent authorized by law, while not unduly impacting the viability of special events. It is recognized that these special events enhance Healdsburg's lifestyle and provide benefits to residents, visitors and organizations through the creation of unique venues for expression and entertainment that are not normally provided as a part of governmental services.

12.24.020 – Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this Chapter:

A. "Applicant" means any individual or group who has submitted a Special Event application for the purpose of planning, coordinating and executing a Special Event.

B. "Application" means a form approved by the City, which an applicant must submit pursuant to Section 12.24.040.

C. "Assembly" means the assembling or coming together of a number of persons for a particular purpose.

D. "City property" means all real property and improvements owned, operated or controlled by the City within the City's jurisdiction. City property includes, but is not limited to City Hall, police and fire facilities, recreational facilities, parks, libraries, and streets and sidewalks.

E. "Conditions of approval" or "Conditions" means specific requirements, restrictions, or obligations attached to the special event permit that are narrowly tailored to address safety concerns and mitigate community impacts.

F. "Expressive activity" means conduct, the sole or principal object of which is the expression of opinion, views, or ideas, protected by the First Amendment of the U.S. Constitution. Expressive activity includes, but is not limited to, public oratory and distribution of literature.

G. "External special event" or "External event" – Any special event that is not managed by the City of Healdsburg or held in official partnership with the City pursuant to the City's Special Events Policy.

H. "Facility use permit" means an authorization that grants individuals or organizations permission to utilize an indoor or outdoor public space for a wide range of activities or events that does not otherwise require a special event permit.

I. "Film permit" means an authorization to engage in the taking of motion pictures, television, digital media or commercial still photography.

J. "Major event" means a special event with an anticipated attendance of more than five hundred (500) and has one or more of the following characteristics:

1. A duration of more than eight (8) hours, including set-up and clean-up.

2. On-site sale or consumption of alcoholic beverages.

3. Road or lane closure(s).

4. Occurring between 10:00 p.m.-6:00 a.m.

5. Occurring over multiple days; either on subsequent days or part of a series.

6. A special event determined by the Community Services Director or designee to have a high overall impact on City facilities, infrastructure, and resources.

K. "Minor event" means a special event with a duration of eight (8) or less hours, including set-up and clean-up, and an anticipated attendance of 500 people or less, that does not include any of the characteristics of a major event. Examples of minor events could include but are not limited to local community gatherings or smaller-scale exhibitions.

L. "Organize" means to organize, operate, manage, stage, promote, sponsor or carry on a special event.

M. "Organizer" means the person who organizes, operates, manages, stages, promotes, sponsors or carries on a special event.

N. "Permit" means a special event permit issued by the issuing entity, as defined below, consistent with the provisions of this Chapter.

O. "Permittee" means any person that has been issued a permit to organize a special event in accordance with this Chapter.

P. "Person" means and includes an individual, corporation, partnership, trust, non-profit organization, association, group or other business entity or organization.

Q. "Issuing entity" means either:

1. The Community Services Director or their designee; or

2. The City Council, for external special events with anticipated attendance of 1,000 people or more.

R. "Special event" means any of the following:

1. Any organized formation, parade, procession, demonstration or assemblage consisting of one hundred (100) or more persons which may include persons, animals, vehicles or any combination thereof, which is to assemble or travel in unison on any public street, sidewalk or the public right-of-way owned or controlled by the City and which does not comply with applicable traffic regulations, laws, or controls; or

2. Any organized assemblage of one hundred (100) or more persons at any public place, public property, or public facility which is to gather for a common purpose under the direction or control of a person; or

3. Any other organized activity conducted by a person for a common or collective use, purpose or benefit which shall require the use of City public services for police regulation, monitoring or control, street closure, erecting barriers, or traffic control, parking needs that will exceed the capacity of the venue, or that will interfere with normal use and operation of public right-of-ways for travel.

S. "Council request" means a formal request from a special event applicant to engage in a written agreement with the City for a special event with an estimated attendance of over 1,000 people. Such requests would include requests for inclusion of the event in the City's Master Calendar of Events and requests for certain waivers as provided in the Healdsburg Special Events Policy and Municipal Code.

12.24.030 – Special event permit required.

A. Permit Required. Except when expressly provided pursuant to the terms of a permit, lease, or contract which has been specifically authorized by the City Council, no person shall operate any special event regulated by this Chapter without first obtaining a permit in accordance with the provisions of this Chapter, unless exempt as set forth below.

B. Exempt Activities. Although not required to obtain a special event permit, an organizer of an activity exempted pursuant to this section is required to comply with general regulations governing public safety or health:

1. Spontaneous events occasioned by news or affairs coming into public knowledge less than forty-eight (48) hours prior to such event if all of the following factors are satisfied:

a. The organizer provides the Community Services Department with at least four (4) hours of prior notice of the spontaneous event with their name and on-site phone number;

b. The spontaneous event does not impede vehicular traffic or violate regulations regarding pedestrian and vehicular traffic; and

c. The location where the spontaneous event is to be conducted has not been previously rented, reserved, or otherwise obligated to another use in accordance with established City policies and procedures for use and/or rental of City facilities.

Events which require a permit pursuant to other chapters of the Municipal Code, including but not limited to group activities in City-owned parks, shall not be considered spontaneous events.

2. Events that would otherwise fall under a facility use permit or a film permit.

a. A facility use permit shall be required for the use of certain City facilities, such as parking lots, picnic areas, or City-owned building, ensuring that proposed activities are conducted safely and in accordance with state and local law. A facility use permit may specify details such as the date, time, and location of the event, any fees or insurance requirements, as well as any restrictions or responsibilities imposed on the permit holder to maintain the integrity of the public space and ensure the well-being of users and the surrounding community. Indoor activities are limited to the building's capacity and outdoor activities are limited to 100 people at a given time.

b. A film permit shall be required for the taking of motion pictures, television, digital media or commercial still photography.

3. Bike tours, rides, runs, races, and courses and similar events (not including parades or marches) that involve the use of public roads or streets within the City are exempt from the special event permit requirement, provided that they abide by the following:

a. Organizers must ensure that all participants, support staff, and equipment adhere to the provisions of the California Vehicle Code. This includes, but is not limited to, complying with traffic rules, signals, and guidelines to ensure the safety of both participants and the general public.

b. Organizers are required to notify the Community Services Department of the event's date(s), time(s), route(s), projected attendance, and anticipated impact on traffic within forty-five (45) days of the event.

c. Any segments of the course that pass through the City must receive approval from the Community Services Department.

d. Any limitations required by the City to accommodate planned road work, road closures, emergency repairs, or any other activities that could affect City services or disrupt the course.

12.24.040 – Special event permit application.

A. An application for a special event permit shall be filed with the Community Services Department on a form approved by the Community Services Director or designee not less than thirty (30) calendar days before the proposed special event for minor events, not less than forty-five (45) calendar days before the proposed special event for major events, and no more than 1-year in advance for all events. The application must include the following information:

1. A description of the proposed use, event, or activity;

2. The street or other public property and the specific area or areas thereof which will be utilized in connection with the proposed special event, including a description of any noise generating equipment, such as sound-amplifying equipment;

3. The manner in which the public property will be utilized;

4. The date or dates and the specific times thereof, including set-up and tear-down, that the public property is to be utilized for the described special event;

5. The name, address and telephone number of the person, entity, or organization sponsoring or conducting the proposed special event;

6. The name, address and telephone number of the person(s) responsible for managing and leading the proposed special event, in the event the City must contact said individual(s) on the day or day(s) of the proposed special event;

7. The name, address and telephone number of the person or persons to be contacted regarding the application or permit;

8. Site layout and circulation plan for events requiring street closures;

9. Insurance and surety bond information, with worker's compensation declaration; and

10. Additional supplemental information as requested.

B. External special events anticipated to involve the attendance of 1,000 or more persons, shall, in addition to submitting an application as specified in this section, be required to enter into a cost recovery deposit agreement, fee agreement, or other use agreement, all subject to review and approval by the City Council.

C. Special events seeking partnership with the City shall follow the procedure set forth in the Special Events Policy.

D. In addition to the special events permit, additional permits / licenses may be required and are not limited to the following:

1. Tent, Building, Picnic, Banner, or Facility Use Permit

2. Food Permit, or Community Event Organizer Permit

3. ABC License

4. Pyrotechnics Permit

5. Film Permit

12.24.050 – Review process.

A. Subject to the criteria for denial set forth in Section 12.24.060, the issuing entity shall issue a special event permit if it is determined that the proposed special event is consistent with this Chapter and the City's Special Events Policy and all of the following criteria have been met:

1. The proposed use of City property for the special event is not otherwise governed by or subject to any other permit procedures provided elsewhere in this Code or the Special Events Policy.

2. The preparation for or the conduct of the proposed special event will not unduly impede, obstruct, or interfere with the operation of emergency vehicles or equipment in or through the particular permit area or adversely affect the City's ability to perform municipal functions or furnish City services in the vicinity of the permit area.

3. The proposed special event does not otherwise present a substantial safety, noise, environmental, or traffic hazards, considering the number of participants and proposed location, such as to endanger the health or safety of the event participants, general public, or City employees, which cannot be adequately remedied by reasonable traffic control and other safety measures.

B. In deciding whether to approve an application, no consideration may be given to the message of the event, the content of speech, or the identity or associational relationships of the applicant.

C. Preference for use of facilities governed by this Chapter shall be given, whenever possible to City-managed or partnered events, City-based non-profit organizations, residents, and businesses.

12.24.060 – Denial/revocation of special event permit.

The issuing entity may deny any application for a special event permit or revoke such a permit if the issuing entity finds any of the following:

A. One or more of the approval criteria specified in Section 12.24.050 is not or can no longer be met;

B. The applicant has knowingly made a false, misleading or fraudulent statement of fact to the City in the application process;

C. The applicant does not adhere to all conditions of approval or if the facility is destroyed, damaged, or otherwise unusable.

D. The application does not contain the information required by this Chapter;

E. The application does not satisfy the requirements of this Chapter;

F. The applicant fails to comply with any conditions of approval including, but not limited to:

    1. Timely remittance of applicable fees, charges or deposits,

    2. Submittal of an indemnification agreement and/or proof of insurance for the special event as required by the City;

    3. Timely submittal of all required documents.

G. The applicant has damaged City property and has not paid in full for such damage or has other outstanding and unpaid debts related to a prior Special Event permit issued by the City.

H. The special event is scheduled to occur at a location and time in conflict with another special event already scheduled, or in conflict with City-sponsored programming.

I. The Special Event is in conflict with applicable provisions of any federal, state and/or local laws, including the City's Special Events Policy.

12.24.070 – Applicable fees, deposit.

A. Fees. Special event permit application fees pursuant to this Chapter shall be established by separate resolution of the City Council. Where a special event requires street closure, barriers, or other infrastructure, the Applicant shall pay such fees as may be established by resolution of the City Council for traffic control and related municipal expenses, including but not limited to public safety, services, solid waste and recycling services, building inspections, and any other applicable fees. Additionally, use of City buildings or facilities shall be subject to any use or rental fees established by the City which shall be deposited by the Applicant prior to use.

B. Deposit. A refundable security deposit shall be required to be deposited with the City Community Services Department no later than seven (7) business days prior to the date of the special event pursuant to the Special Events Policy.

12.24.080 – Content of a special event permit.

A special event permit may contain the following information or conditions:

A. The location of the special event venue, which may be identified by a map attached to the special event permit;

B. The date, assembly area, time for assembly and starting time of the special event;

C. The specific route plan to the special event;

D. The minimum and maximum speeds of the special event;

E. The number of persons and number and types of animals and vehicles, the number of bands, other musical units and equipment capable of producing sound, if any, and limitations thereon pertaining to noise abatement;

F. The maximum interval of space to be maintained between booths or other structures to be used for the special event;

G. The portion of the street and sidewalk that is to be occupied by the event and the location of reviewing or audience stands, if any;

H. The number and location of traffic controllers, monitors, other support personnel and equipment and barricades to be furnished by the special event organizer,

I. Conditions or restrictions on the use of alcoholic beverages, such as requiring a security plan, and authorization for and conditions of the exclusive control or regulation of vendors and related sales activity by the event organizer during the special event;

J. Conditions to make adequate provisions for cleaning–up the area or route of the special event both during and upon completion of the event and to return the area or route to the

same condition of material preservation and cleanliness as existed prior to the special event;

K. Conditions requiring the event organizer to ensure notification is provided to all property owners impacted by any road or lane closure for the special event.

L. Provisions for any required emergency medical services; and,

M. Such other information and conditions as are reasonably necessary for the conduct of the special event and the enforcement of this Chapter, including the requirement for the on–site presence of the event organizer or its designated representative for all event coordination and management purposes.

12.24.090 – Appeals.

A. If the Community Services Director or designee denies the application for the special event permit, they shall notify the applicant in writing as soon as is reasonably practical.

B. The denial of a special event permit may be appealed to the City Council. An appeal shall be made in writing within five (5) calendar days of the date of the written denial. An appeal is made by filing a written petition with the City Clerk setting forth the grounds for the appeal, along with the requisite fee per the current Master Fee Schedule.

C. The appeal hearing shall be scheduled for the next available City Council meeting.

D. The decision of the City Council to grant or deny the appeal shall constitute the exhaustion of the applicant's administrative remedy.

12.24.100 – Hold harmless.

Each special event permittee shall execute a hold harmless agreement in a form approved by the City agreeing to defend, indemnify, and hold harmless the City against losses and liabilities incurred from the willful or negligent acts or omissions of the permittee or its officers, employees, and agents. If City property is destroyed or damaged by reason of permittee's special event and the damage or destruction is directly attributable to the permittee, the permittee shall reimburse the City for the actual replacement or repair cost of the destroyed or damaged property. Nothing in this provision shall require a permittee to indemnify the City from claims or losses occasioned by the reaction of third parties to expressive activity at the permittee's special event.

12.24.110 – Display of special event permit.

A copy of the special event permit shall be displayed at the event site and shall be exhibited upon demand of any City official.

12.24.120 – Administrative regulations or policies, waivers.

The Community Services Director or designee may adopt administrative regulations or policies and/or approve waivers that are consistent with and that further the terms and requirements set forth within this Chapter, and as may be necessary to coordinate multiple uses of public property, assure preservation of public property and public places, prevent dangerous, unlawful uses, protect the safety of persons and property and to control vehicular and pedestrian traffic. All such administrative regulations or policies must be in writing.

12.24.130 – Penalties.

Any person who intentionally violates any of the provisions of this Chapter shall be guilty of a misdemeanor. Violations of this chapter may enforced pursuant to any laws and remedies available to the City including but not limited to enforcement as a misdemeanor and/or public nuisance pursuant this Code.

CITY OF HEALDSBURG

RESOLUTION NO. 150-2023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG RESCINDING RESOLUTION NO. 136-2014 AND ANY PREVIOUSLY ADOPTED RESOLUTIONS IN CONFLICT HEREWITH AND ADOPTING A POLICY FOR SPECIAL EVENTS AND CITY PARTNERSHIPS

WHEREAS, the City of Healdsburg ("City") recognizes the importance and value of special events in promoting community engagement, cultural vitality, economic development, and tourism within the City; and

WHEREAS, the City periodically receives requests for the use of City parks, streets, sidewalks, and other rights-of-way for special events; and

WHEREAS, the City Council has determined that downtown event venues, and venues outside the downtown core are areas available to the public for special event use; and

WHEREAS, the City Council recognizes the need to update the existing special events policy to address inconsistencies between Resolution No. 136-2014 and Section 12.24 of the City of Healdsburg Municipal Code; and

WHEREAS, the City Council desires to establish a comprehensive and transparent policy framework to guide the planning, organization, and execution of special events in a manner that ensures public safety, minimizes disruptions to residents and businesses, and maximizes the benefits to the community; and

WHEREAS, the City Council also desires to establish a procedure for the City to partner with certain special events that provide a unique benefit to City residents, businesses and visitors.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Healdsburg hereby rescinds Resolution No. 136-2014 in its entirety, and any previously adopted Resolutions in conflict herewith; and

BE IT FURTHER RESOLVED, that the City Council:

1. Finds that adopting the Policy for Special Events and City Partnership is not subject to the provisions of the California Environmental Quality Act ("CEQA") because it is not a project, since it will not have a direct or reasonably foreseeable indirect impact on the environment. Even if adoption of this Policy were deemed a project, it would be exempt from CEQA pursuant to CEQA Guidelines Section 15304 Minor Alterations to Land, as it provides procedures for the use of land having negligible or no permanent effects on the environment and does not involve the removal of healthy, mature scenic trees. Further, special events are considered normal operations of existing facilities for

public gatherings (CEQA Guidelines Section 15323). Temporary special events occurring at City venues have occurred with regularity for many years and future events would not represent a change in their operation. In addition, there will be no impact on environmental resources of hazardous or critical concern. The proposed Policy will not result in cumulative impacts, impacts to scenic highways, or historic resources, nor does the Policy involve a hazardous waste site or unusual circumstances. Therefore, none of the exceptions pursuant to CEQA Guidelines Section 15300.2 apply.

2. Adopts the Policy for Special Events and City Partnership attached hereto as Exhibit "A".

PASSED, APPROVED AND ADOPTED, this 4th day of December, 2023 by the following:

AYES: Councilmembers: (5) Edwards, Hagele, Herrod, Mitchell and Mayor Kelley

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

Ariel Kelley, Mayor

ATTEST:

Raina Allan, City Clerk

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 150-2023 adopted by the City Council of the City of Healdsburg on the 4th day of December, 2023.

Raina Allan, City Clerk

EXHIBIT A

CITY OF HEALDSBURG
POLICY FOR SPECIAL EVENTS AND CITY PARTNERSHIP

This policy serves as a framework for the planning, management, and execution of special events within the City of Healdsburg ("City") and is intended to implement Chapter 12.24 of the Healdsburg Municipal Code. We recognize the value of special events in fostering community spirit, promoting diversity, and driving economic growth. By providing guidelines and requirements, for both special event sites and opportunities for City partnership, we aim to support event organizers in delivering safe and engaging experiences, ensuring the efficient use of public resources, and ensuring all events comply with local, State, and Federal law. The restrictions, requirements, and guidelines provided below apply to all special events as defined in Chapter 12.24 of the Municipal Code. In the event of a conflict between any provision of this Policy and Chapter 12.24 of the Municipal Code, the Code provision shall control.

1. **Definitions**. All definitions included in Section 12.24.020 "Definitions" of the Healdsburg Municipal Code shall apply here, in addition to the following Policy-specific definitions:

   1.1. **"Downtown Core" –** All public property within 1,500' of the Healdsburg Plaza.
   1.2. **"Event Organizer" -** The individual or group responsible for planning, coordinating, and executing the special event.
   1.3. **"Master Calendar of Events" –** A comprehensive and centralized schedule that includes a complete list of planned special events. This calendar serves as a single source for all upcoming events and helps in coordinating and managing various activities efficiently. The purpose of a Master Calendar of Events is to provide a clear overview of events, making it easier to avoid scheduling conflicts, allocate resources appropriately, confirm special events under a City partnership, and ensure smooth coordination among different stakeholders.
   1.4. **"Special Event Request for City Partnership" –** An annual formal request made by individuals or organizations to be added to the City's Master Calendar of Events to hold a specific event or activity on a specific date(s) under a partnership with the City.

2. **Permit Required**

A permit is required for special events in accordance with Healdsburg Municipal Code Chapter 12.24.

3. **General Guidelines**

   3.1. Special events generally:

      3.1.1. Events shall operate during the hours of 6:00 a.m.-10:00 p.m., including set-up and clean-up unless a waiver pursuant to Chapter 12.24 of the Municipal Code

is granted by the Community Services Director or their designee.

3.1.2. Live and/or recorded amplified sound is prohibited before 6:00 a.m. and after 10:00 p.m.

3.1.3. Smoking is prohibited in, and 20' away from, all public recreation areas including areas designated under a special event permit.

3.1.4. City staff shall not be prevented from entering an event to conduct an inspection or access City facilities.

3.2. Special events held in City parks:

3.2.1. To minimize compaction and damage to the park landscapes during the wet season, special events may be restricted to paved areas between November and May.

3.2.2. Special events shall not exclude the public from the general use of any City park or public property unless a waiver has been approved.

3.3. Special events held in a City street:

3.3.1. Requests to close City streets must be pre-approved.

3.3.2. It is the responsibility of the event organizer to ensure notification is provided to all property owners who are directly impacted by any road or lane closure.

3.3.3. Dumping food, liquid, debris into the street or storm drain is not allowed at any time.

3.4. Special events requiring waste management:

3.4.1. Applicant shall provide adequate trash, recycling, and compost containers at the applicant's own cost.

3.4.2. Applicant shall provide adequate portable restrooms at the applicant's own cost.

3.4.3. All waste services equipment shall be removed within 24 hours of the conclusion of the event, or on the next available servicing day for contracted waste services.

3.4.4. Post-Event:

a) The event organizer shall be responsible for all litter removal, trash collection, or other clean up caused by the event.

b) The event organizer shall be responsible for the cost of all damage to City venues resulting from the event.

4. Event Venues Outside the Downtown Core

4.1. The number of community special events held in City venues outside the Downtown Core shall be determined by the City based on the impacts on neighboring properties and City services.

4.2. A special event with more than 2,500 attendees shall not be scheduled in a City venue outside

the Downtown Core on the same day that a major event is scheduled at a Downtown Core venue.

5. Downtown Core Event Venues

5.1. Downtown Core event venues consist of the following locations:

- City Hall Parking Lot
- Foley Family Community Pavilion
- Plaza Park (i.e., Healdsburg Plaza)
- West Plaza Park
- West Plaza Parking Lot
- Special events held within a road closure in the Downtown Core

5.2. Two or more major events, as defined in Chapter 12.24 of the Municipal Code, shall not be scheduled in Downtown Core event venues on the same day or on successive days or weekends unless a waiver has been approved by the Community Services Director or their designee.

6. Plaza Park

6.1. All Events in Plaza Park are required to obtain a special event permit.

6.2. Use of Plaza Park is exclusively available for special events under the management of the City of Healdsburg and events conducted in partnership with the City.

6.3. There shall be at least one vacant weekend between major events scheduled in Plaza Park.

6.4. No vehicles, trailers, portable BBQ's, etc. shall be driven or parked on Plaza Park sidewalks or lawns. Public safety or City vehicles are exempt if in an official capacity.

6.5. Gating, fencing, or restricting access to Plaza Park for any reason is not permitted.

6.6. Temporary food booths are allowed in the Plaza during special events provided that all cooking is conducted in an off-site commercial kitchen or in the street abutting the Plaza.

6.7. Weddings are not permitted in Plaza Park.

7. Foley Family Community Pavilion

7.1. The Foley Family Community Pavilion is classified as a Downtown Core event venue in accordance with this Policy; however special events hosted at this location are subject to distinct usage policies and therefore a special event permit is not required.

7.2. Special events hosted at the Foley Family Community Pavilion that require use of public property beyond the boundaries of the venue will require a special event permit for the use of the extended public space and are bound by the policies herein.

8. City-Partnered Special Events

8.1. Special events that require City support through fee waivers, in-kind equipment or

services, and donated staff time can apply for a City event partnership by submitting a Special Event Request for City Partnership to the Community Services Department no later than September 1 of each year. All City partnerships are subject to annual approval by the City Council each October.

8.2. City partnership events have different levels of City involvement and are classified into three categories:

8.2.1. ***Sponsor -*** Limited to events with minimal equipment needs and mainly require confirmation for the use of City property. Nominal pre-event coordination with minimal to zero on-site staffing support. The City will provide minor marketing support.

8.2.2. ***Collaborator -*** The City is more hands-on, provides some equipment, road closures, Recology waste servicing, and day-of staffing & facility support. Organizer is provided with moderate pre-event coordination including scheduling, logistics, and pre-event meetings. The City will provide reasonable marketing support.

8.2.3. ***Co-Organizer -*** City staff attend several planning meetings, have a voice in the event program and logistics, and provide a high degree of coordination throughout the event planning process. The City will provide marketing support through standard departmental marketing tactics. City staff participate in event debriefing.

8.3. Determination. The City Council determines which events receive City partnership status and the degree to which the City is involved based on the above classifications. Events under a partnership must meet the following requirements:

8.3.1. Organizations must be a non-profit that holds a chartered chapter or operates out of a physical site in Healdsburg, or partners with a governmental entity providing a service directly to the Healdsburg community.

8.3.2. The event is inclusive, accessible, family-friendly, and open to the public at minimal or no cost.

8.3.3. Organizations may not financially profit from the event but may charge registration fees (fun runs), vendor fees (booths), VIP seating (theater/movies), etc., provided that funds raised supplement event costs or go directly back into the organization via scholarships, grants, local programs, local club activities, or are donated back into the community in some other framework.

8.3.4. Staff capacity, calendar availability, and budget is available to support the partnership.

8.4. Application Process. Event organizers requesting a City partnership for a special event are required to follow the process below before submitting a special event permit

application:

8.4.1. Event organizers must submit a special event request for City partnership for each special event requesting a City partnership that is expected to occur in the subsequent year, no later than September 1. Annually in October, the City Council will review and approve event partnerships and partnership subcategories for the upcoming year (i.e., Sponsor, Collaborator, and Co-Organizer) during a regularly scheduled meeting.

8.4.2. Any special event approved for City partnership will be conditionally approved, subject to compliance with the Municipal Code and this Policy, pending the submission of a special event permit application, a Certificate of Liability Insurance and Endorsement, a detailed site map, and review and approval by the Community Services Director or designee.

8.4.3. All events approved for City partnership will be added to the Master Calendar of Events for the subsequent year.

8.4.4. Late Special Event Requests for City Partnership submitted after the established September 1 deadline shall only be considered by the City Council:

a) If there were a compelling justification for the event being added to the Master Calendar of Events.
b) If there is sufficient time to process and investigate the application and potential possible impact on City services for the event.

9. Fees.

9.1. Special Events are subject to any applicable fees based on the City's Master Fee Schedule at time of processing. Accordingly, the following Special Event permit fees may apply:

- **Deposit -** A special event permit deposit must be paid no later than 15-days before the date of the event. Events classified as a minor event pursuant to Chapter 12.24 of the Municipal Code require a $400 deposit and events classified as a major event pursuant to Chapter 12.24 of the Municipal Code will require a $1,250 deposit. All or part of the deposit may be refunded, based on the condition of City property after the event. Notification of damage will take place roughly 10 days post event, and refunds will be issued within 2-3 weeks post event.

- **City Council Approval Fees –** Special Event Requests for Partnership and Council Requests that require the development of a staff report to be taken to Council will be assessed a fee for staff time.

- **Parking Lot Use Fee -** A per day fee will be charged for use of the City's

reservable lots including City Hall Parking Lot, Healdsburg Community Center Blacktop, and the Healdsburg Cooperation Yard Parking Lot.

- **Staffing Fees -** Applicants will be charged for any staff time incurred outside of the standard permitting process. Staff time charge will include any time spend by any City department including, Community Services, Police, Fire, Public Works, etc. As determined by the City, at the applicant's own cost, a City staff member may be assigned to provide facility or other City-related support.

- **Closure Fees -** Special events approved for road closure will be assigned a road closure fee. All applicants will be charged a fee for each no parking barricade used.

- **Facility Use Fee –** Applied for the usage of a public park or public recreational area which serves as a contribution toward the maintenance, upkeep, and improvement of the park facilities and services.

- **General Services Fee -** For services requested of City staff for which no fee is listed in the Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity.

9.2. Refunds - If inclement weather or other circumstances prevent the use of the permitted area, as determined by department staff, a refund will be provided, with the deduction of the cost of staff time dedicated to the event.

9.3. Any special events in partnership with the City will be exempt from all permit fees and deposit requirements.

10. Violation

An event organizer's failure to follow this Policy may result in loss of deposit and/or inability to host future events in the City.

CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING MINUTES
November 3, 2025
CITY HALL COUNCIL CHAMBER
401 Grove Street, Healdsburg

CALL TO ORDER/ROLL CALL

Mayor/Chairperson Mitchell called to order the concurrent meeting of the City Council and Redevelopment Successor Agency of the City of Healdsburg at 6:00 p.m. with the following Council Members present:

Present: Council Members/: Edwards, Hagele, Herrod, Kelley and Mayor Mitchell
Board Members

Absent: Council Members/: None
Board Members

APPROVAL OF AGENDA

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, approved the November 3, 2025, City Council and Redevelopment Successor Agency meeting agenda as submitted. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent – None)

REPORT ON CLOSED SESSION

None.

ANNOUNCEMENTS/PRESENTATIONS – RECOGNITION OF CITY EMPLOYEES WITH MILESTONE ANNIVERARIES

Public Works Director Zimmer recognized Utilities Engineering Manager Fuss for ten years of service to the City of Healdsburg Public Works Department and expressed his appreciation for Patrick.

Patrick Fuss commented on the opportunities and accomplishments he has experienced while in Healdsburg and thanked Council for the opportunity to work with Healdsburg.

Public Works Director Zimmer recognized Utility Maintenance Superintendent Dericco for fifteen years of service to the City of Healdsburg Public Works Department and expressed his appreciation for Jarrod.

Jarrod Dericco thanked the Council for the opportunity to work in Healdsburg.

CITY MANAGER REPORTS

City Manager Kay reported the prescribed burn at the Healdsburg Open Space was completed successfully, announced Merry Healdsburg happening on December 5th and noted the tree would be installed in the next couple of weeks.

PUBLIC COMMENTS ON ITEMS ON THE CONSENT CALENDAR AND NON AGENDA ITEMS

Holly Hoods provided information on Smith Robinson Community Spirit Day hosted by the Healdsburg Museum and provided information on Smith Robinson's contributions to Healdsburg.

Merrilyn Joyce commented on adding a plaque to the house Smith Robinson lived in.

CONSENT CALENDAR

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, approved the Consent Calendar as follows:

A. PROFESSIONAL SERVICES AGREEMENT WITH BRANDLEY ENGINEERING, INC. FOR GENERAL ENGINEERING DESIGN AND CONSULTING SERVICES

Adopted Resolution No. 96-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING BRANDLEY ENGINEERING, INC AS THE ON-CALL PROVIDER OF AIRPORT ENGINEERING SERVICES FOR THE TERM OF FIVE YEARS AND APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH BRANDLEY ENGINEERING, INC. FOR GENERAL ENGINEERING DESIGN AND CONSULTING SERVICES FOR THE HEALDSBURG MUNICIPAL AIRPORT IN THE NOT-TO-EXCEED AMOUNT OF $25,000." (Ayes 5, Noes 0, Absent - None)

B. DISBURSEMENT REPORT FOR WITHDRAWALS DURING THE MONTH OF SEPTEMBER 2025

Approved the Disbursement Report for September 2025. (Ayes 5, Noes 0, Absent - None)

C. MONTHLY INVESTMENT REPORT FOR SEPTEMBER 2025

Received and approved the Monthly Treasurer's Investment Report for September 2025. (Ayes 5, Noes 0, Absent - None)

D. COMMISSIONER APPOINTMENTS TO THE NORTHERN CALIFORNIA POWER AGENCY AND THE TRANSMISSION AGENCY OF NORTHERN CALIFORNIA AND THE LODI ENERGY CENTER'S PROEJCT PARTICIPANTS COMMITTEE

Adopted Resolution No. 97-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPOINTING A COMMISSIONER AND ALTERNATES TO THE NORTHERN CALIFORNIA POWER AGENCY ("NCPA"), THE TRANSMISSION AGENCY OF NORTHERN CALIFORNIA ("TANC") AND THE LODI ENERGY CENTER'S PROJECT PARTICIPANTS COMMITTEE ("LEC PPC") AND RESCINDING ALL PREVIOUS APPOINTMENTS." (Ayes 5, Noes 0, Absent - None)

The motion to approve the Consent Calendar as above carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

PUBLIC HEARINGS – CALIFORNIA BUILDING STANDARDS CODE ORDINANCE

Building Official Willoughby presented the staff report, provided information on Assembly Bill 130 and noted the purpose of the ordinance was to formally adopt the 2025 California Building Standards Code and the local amendments. Official Willoughby further reviewed the proposed changes to the Healdsburg Municipal Code.

There were no public comments on this item.

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, introduced for first reading, by title only, waiving further reading of the text, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG REPEALING CHAPTER 15.04 OF THE HEALDSBURG MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING STANDARDS CODE TITLE 24 WHICH INCLUDES: THE CALIFORNIA ADMINISTRATIVE CODE PART 1, THE CALIFORNIA BUILDING CODE PART 2 VOLUMES 1 & 2 INCLUDING APPENDIX CHAPTER B AND J AS AMENDED, THE CALIFORNIA RESIDENTIAL CODE PART 2.5 AS AMENDED, THE CALIFORNIA ELECTRICAL CODE PART 3 AND TABLES AS AMENDED, THE CALIFORNIA MECHANICAL CODE PART 4 AND STANDARDS AS AMENDED, THE CALIFORNIA PLUMBING CODE PART 5 AND STANDARDS AS AMENDED, THE CALIFORNIA ENERGY CODE PART 6, THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE PART 7, THE CALIFORNIA HISTORICAL BUILDING CODE PART 8, THE CALIFORNIA FIRE CODE PART 9 AS AMENDED, THE CALIFORNIA EXISTING BUILDING CODE PART 10 AS AMENDED, THE CALIFORNIA GREEN BUILDING STANDARDS CODE PART 11 AS AMENDED, THE CALIFORNIA REFERENCED STANDARDS CODE PART 12, AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE AS AMENDED." The motion carried on an unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, set a public hearing on adoption of the ordinance for November 17, 2025, and publish notice of the public hearing in accordance with Government Code Sections 50022.3 and 6066. The motion carried on an unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

PUBLIC HEARINGS – APPEAL OF THE RUSE TREATMENT LLC, CUP-0003-2025, CONDITIONS OF APPROVAL

Mayor Mitchell introduced the item.

Councilmember Kelley stated she lived within 500 feet of 891 and 893 Grove Street and has a financial interest in the item and would be recusing pursuant to FPPC regulation 18704(d)(2) and would be appearing as a member of the general public solely as to her real property which is owned entirely by members of Councilmember Kelley's immediate family and herself.

Senior Planner McDowell stated the item before Council this evening was the appeal of the Ruse Treatment LLC and provided an overview of the appeal procedure this evening. Planner McDowell provided information on the project, the project location, reviewed what is currently operating at the site and noted the laws, licensing requirements and zoning regulations regarding a residential care facility.

Planner McDowell further reviewed the conditional use permit findings the Planning Commission made, provided information on the appeal received regarding CUP-0003-2025 and reviewed each of the appellants requested conditions of approval contained in the appeal.

In response to Council's inquiries, Planner McDowell confirmed the State application covered most of the items Council would be considering and reviewed the Conditional Use Permit revocation process.

Appellant Presentation

Ariel Kelley Appellant provided information on the Grove Street appellants seeking additional conditions on the site and the number of residential sites surrounding 891 and 893 Grove Street.

Alice Oliver Appellant provided information on two main concerns, cigarette smoke and dust from the driveway.

Rick Oberdorfer Appellant reviewed his concern about noise and food odor from the commercial kitchen vent.

Ariel Kelley further provided information on the noise baffling device to go over the kitchen vent, installing a privacy screen and adding an address sign.

There were no questions from Council for the appellant.

Applicant Presentation

Keith Greenberg provided information on the residential treatment facility located at 891 and 893 Grove Street.

In response to Councilmember Edwards inquiry, Mr. Greenberg provided information on where they are in the application process with the State of California, how the gravel driveway will be managed to eliminate dust, addressed the kitchen vent and commented that the business would be good neighbors.

Patrick Wilhelm provided information on the status of the liquor license application for The Ruse hotel.

Jonathan Wilhelm provided information on where the trash bins are located on the property.

Public Comment

Kathy Birdsong opined on the residential care facility and encouraged the applicants to hire a sound expert and build the fence higher.

Bill Adams commented on the meeting the Grove Street residents had with Mr. Greenberg, encouraged Council to review the appellants additional conditions of approval and include the conditions of approval from the Police and Fire Department.

Bruce Abramson commented on the additional conditions of approval the appellants brought forward and encouraged the Council to support the conditions.

Dennis Oliver opined on the additional conditions being requested by the appellants.

In response to Councilmember Edwards' inquiry, Fire Chief Boaz confirmed a Fire Inspection was completed when The Ruse hotel opened.

Appellant Rebuttal

Ms. Kelley commented on the conditional use permit (CUP), how a CUP runs in perpetuity with the land, the verbal commitments made by the applicant and recapped the eight conditions the appellants would like to see for neighborhood compatibility.

In response to Vice Mayor Herrod's inquiry, Ms. Kelley provided information on the appellants' understanding of what can be imposed on the applicant.

Applicant Rebuttal

Mr. Greenberg provided information on the meeting he participated in with the residents of Grove Street and expressed concern about the impacts of the neighbors on the residential care facility.

Mayor Mitchell closed the public hearing.

Council Comments

Councilmember Edwards commented on the decision in front of Council and was supportive of staying within the guidelines provided to Council.

Councilmember Hagele inquired how the condition of approval regarding dust was listed in the CUP and was supportive of keeping the requirements to what is already in the Municipal Code and required by the State of California.

Vice Mayor Herrod was supportive of sticking to the guidelines the Council could work within and expressed a desire to see the neighbor.

Mayor Mitchell was supportive of not overturning the Planning Commission decision and inquired if staff could restate the conditions of approval included in the conditional use permit.

On a motion by Councilmember Edwards, seconded by Vice Mayor Herrod, adopted Resolution No. 98-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG DENYING AN APPEAL (APPL-0001-2025) AND AFFIRMING AN ACTION OF THE PLANNING COMMISSION BY RESOLUTION NO. 2025-05 APPROVING CUP 0003-2025 ALLOWING A 13-BED SUBSTANCE ABUSE TREATMENT FACILITY LOCATED AT 891 AND 893 GROVE STREET (APNS 089-120-069 AND 089-120-070)." The motion carried on a roll call vote, with Councilmember Kelley noted as abstaining. (Ayes 4, Noes 0, Absent – None, Abstaining – Kelley)

PUBLIC HEARING – MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM FOR THE BADGER PARK REDEVELOPMENT MASTER PLAN PROJECT

Project Manager Campbell stated the action was to adopt a resolution adopting the Mitigated Negative Declaration (MND) and the Mitigation Monitoring and Reporting Plan (MMRP) for the Badger Park Redevelopment Master Plan project and approving the final Badger Park Redevelopment Master Plan.

Manager Campbell provided background information on the redevelopment master plan project of Badger Park, reviewed the current proposed master plan design and provided information on the Mitigated Negative Declaration/ Mitigation Monitoring and Reporting Program. Manager Campbell further reviewed the mitigation measures included.

Senior Planner McDowell provided information on the CEQA implementation procedures, the action the Planning Commission took on October 14, 2025 and the timeline of the CEQA process.

In response to Council's inquiries, Manager Campbell provided information on where Willow Island is located along the river near Badger Park.

Nick Pappani, Raney Planning and Management provided information on the noise barrier required if pickleball courts were installed at Badger Park.

Public Comment

Jonathan Pearlman inquired if Community Services would consider improvements on the path to the Badger Park.

In response to Councilmember Kelley's inquiry, Community Services Director Themig confirmed the path to Badger Park is included as part of the redevelopment master plan of Badger Park.

On a motion by Vice Mayor Herrod, seconded by Councilmember Kelley, adopted Resolution No. 99-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM FOR THE BADGER PARK REDEVELOPMENT MASTER PLAN PROJECT LOCATED AT 750 HERON DRIVE (APNS 002-221-021, 002-281-012, 088-141-012, -015, AND -016) AND APPROVING THE BADGER PARK REDEVELOPMENT MASTER PLAN." The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

NEW BUSINESS – FOLEY FAMILY COMMUNITY PAVILION PHASE I OPERATIONAL PLAN

Recreation Supervisor Milde introduced Anna Grant, Active Adult and Senior Services Supervisor who would be assisting in the presentation. Supervisor Milde reviewed what Council is considering this evening and what items were not being considered.

Supervisor Grant provided information on the proposed daily operational plan of the Foley Family Community Pavilion, how the parking lot will function and the operation of the catering kitchen.

Supervisor Milde reviewed the proposed event delivery options, the requirements for safety and security during certain events, provided information on the two different tier options for events being hosted at the Foley Family Community Pavilion and noted the proposed staffing plan for the pavilion. Supervisor Milde further defined what signature events are and noted the Parks and Recreation Commission recommendations.

In response to Council's inquiries, Supervisor Milde provided information on the special performance permit, the PA system included in the Foley Family Community Pavilion, storage capabilities of the pavilion, the possibility of moving other events off the Plaza and the capacity of staff to host additional city hosted events at the Pavilion. Supervisor Grant provided information on public restrooms.

Public Comment

Kathy Birdsong, Healdsburg Center for the Arts inquired asked the Council to support continuing to host the 13th Annual Arts Festival on the Plaza for 2026.

Shaylee Jonker, Board Chair of the Healdsburg Farmers' Market asked if the Farmers' Market could delay the move off the Plaza to the Pavilion for another year.

Gail Okurma Sullivan, Healdsburg Jazz expressed gratitude for the Foley Pavilion and inquired if Healdsburg Jazz could continue to use the Plaza for their Juneteenth Celebration, hold a fundraising event at the Foley Pavilion and utilizing the Pavilion for a concert in June.

Will Rosenswag commented on the signage of the Foley Family Community Pavilion.

Jennifer Weiss thanked City Staff for navigating the permit process for the Boys and Girls Club and inquired if the Boys and Girls Club annual fundraiser could stay on the Plaza.

Mark McMullen expressed support for maintaining the signature events on the Plaza, letting the Farmers' Market stay on the Plaza during the summer months and inquired who monitors the cameras at the Foley Pavilion and how long the video is retained.

Council Comments

Councilmember Hagele commented on the history of the Foley Family Community Pavilion site, expressed support of relocating events to the Pavilion and keeping the Farmers' Market at the Pavilion.

Councilmember Edwards was supportive of moving more and more events off the Plaza and into the Foley Family Community Pavilion.

Vice Mayor Herrod was supportive of moving more and more events off the Plaza and into the Foley Family Community Pavilion, the recommendations made by the Parks and Recreation Commission and commented that this may help more events thrive.

Councilmember Kelley responded to the comments regarding the Farmers' Market and expressed support for the Jazz Festival's request to host additional events at the Pavilion.

Mayor Mitchell acknowledged the milestone of the operational plan of the Foley Pavilion and was supportive of staff's recommendation of phasing in events.

Councilmember Hagele expressed his appreciation to the Boys and Girls Club and provided information on moving events off the Plaza.

In response to Council's inquiries, Director Themig provided information on the sign package for the Foley Pavilion.

Mayor Mitchell summarized Council's direction.

NEW BUSINESS – CITY COUNCIL MEETINGS AND WORK SESSION DATES FOR 2026

City Clerk Allan reviewed the proposed 2026 City Council Meeting Calendar, noted the proposed cancellation of the January 5, 2026 Council meeting and the two July Council meetings and provided information on the proposed budget work session on Monday, May 11, 2026.

There were no public comments on this item.

On a motion by Councilmember Hagele, seconded by Councilmember Edwards, approved the 2026 City Council Meeting Calendar as presented. The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

Vice Mayor Herrod reported he attended the Dia De Muertos event, the True West Film Center opening, an ABAG zoom meeting, the Mayors and Councilmembers meeting, the NCPA Commission meeting in Roseville and the pumpkin fest at the Farmers' Market.

Councilmember Edwards reported he attended the Dia De Muertos event and the State of the Economy event at Sonoma State.

Councilmember Hagele reported he attended the NCPA Commission meeting in Roseville and announced the meeting be hosted by Assemblymember Chris Rogers office next Thursday.

Councilmember Kelley inquired if the proclamation requested by Holly Hoods could be completed and if Council was interested in agendizing a discussion around forming a Council subcommittee to discussion transit options in Healdsburg.

There was Council majority to add that discussion to a future agenda as soon as feasible.

Mayor Mitchell reported she attended the Mayors and Councilmembers meeting, gave a presentation to the second and third graders at Healdsburg Elementary School, gave welcoming remarks at Dia De Muertos and the True West Film Center, presented two awards and attended Assemblymembers Rogers town hall meeting.

ADJOURNMENT

There being no further City Council/Redevelopment Successor Agency business to discuss, the meeting was adjourned at approximately 10:17 p.m.

APPROVED: ATTEST:

_____ _____

Evelyn L. Mitchell, Mayor Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING MINUTES
November 17, 2025
CITY HALL COUNCIL CHAMBER
401 Grove Street, Healdsburg

CALL TO ORDER/ROLL CALL

Mayor/Chairperson Mitchell called to order the concurrent meeting of the City Council and Redevelopment Successor Agency of the City of Healdsburg at 6:00 p.m. with the following Council Members present:

Present: Council Members/: Edwards, Herrod, Kelley and Mayor Mitchell
Board Members

Absent: Council Members/: Hagele
Board Members

APPROVAL OF AGENDA

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, approved the November 17, 2025, City Council and Redevelopment Successor Agency meeting agenda as submitted. The motion carried on a voice vote with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

REPORT ON CLOSED SESSION

None.

ANNOUNCEMENTS/PRESENTATIONS – PROCLAMATION COMMEMORATING SMITH ROBINSON VOLUNTEER SPIRIT DAY

Mayor Mitchell with Council concurrence issued a Proclamation commemorating Smith Robinson Volunteer Day.

Holly Hoods, Director of the Healdsburg Museum thanked the Council for the Proclamation and commented on Smith Robinson and honoring Mr. Robinson's memory and legacy.

CITY MANAGER REPORTS

City Manager Kay announced the upcoming Turkey Trot, Merry Healdsburg event and the Foley Family Community Pavilion ribbon cutting happening on December 15, 2025 before the City Council Meeting. City Manager Kay also announced the Foley project received an excellence in construction award and provided information on the Redwood Empire Food Bank.

PUBLIC COMMENTS ON ITEMS ON THE CONSENT CALENDAR AND NON AGENDA ITEMS

None.

CONSENT CALENDAR

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, approved the Consent Calendar as follows:

A. 1408 UNIVERSITY STREET

Adopted Resolution No. 100-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG DECLARING 1408 UNIVERSITY AVENUE AS "SURPLUS LAND" PURSUANT TO THE SURPLUS LAND ACT (GOVERNMENT CODE SECTIONS 54220 ET SEQ.)." (Ayes 4, Noes 0, Absent – Hagele)

B. REHABILITATION OF THE VICTORY APARTMENTS AT 308 EAST STREET BID AWARD

Adopted Resolution No. 101-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AWARDING THE CONTRACT FOR THE REHABILITATION OF THE VICTORY APARTMENTS AT 308 EAST STREET TO CESTAROLLO CONSTRUCTION LLC IN AN AMOUNT NOT-TO-EXCEED $326,246, AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONSTRUCTION CONTRACT AND RELATED CHANGE ORDERS, APPROVING A 10% CONTRACT CONTINGENCY IN THE AMOUNT OF $32,624." (Ayes 4, Noes 0, Absent – Hagele)

C. ABEL DE LUNA COMMUNITY CENTER 2025 RE-ROOF PROJECT

Adopted Resolution No. 102-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG CONDITIONALLY AWARDING THE ABEL DE LUNA COMMUNITY CENTER 2025 RE-ROOF PROJECT TO DIABLO ROOFING, INC. FOR AN AMOUNT NOT-TO-EXCEED $245,670; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT AND RELATED CHANGE ORDERS UP TO 5% OF THE ORIGINAL AGREEMENT AMOUNT; AND AMENDING THE ADOPTED FY 2025-2026 BUDGET." (Ayes 4, Noes 0, Absent – Hagele)

D. APPROVAL OF MINUTES

By motion, approved the June 30, 2025 Special Meeting Minutes, the August 18, 2025 Special Meeting Minutes and the August 18, 2025 Regular Meeting Minutes. ((Ayes 4, Noes 0, Absent – Hagele)

The motion to approve the Consent Calendar as above carried on a roll call vote with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

PUBLIC HEARINGS – 2025 CALIFORNIA BUILDING STANDARDS WITH AMENDMENTS

Building Official Willoughby presented the staff report, provided information on Assembly Bill 130 and noted the purpose of the ordinance was to formally adopt the 2025 California Building Standards Code and the local amendments. Official Willoughby further reviewed the proposed changes to the Healdsburg Municipal Code.

There were no public comments on this item.

On a motion by Councilmember Edwards, seconded by Vice Mayor Herrod, passed Ordinance No. 1250, titled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG REPEALING CHAPTER 15.04 OF THE HEALDSBURG MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING STANDARDS CODE TITLE 24 WHICH INCLUDES: THE CALIFORNIA ADMINISTRATIVE CODE PART 1, THE CALIFORNIA BUILDING CODE PART 2 VOLUMES 1 & 2 INCLUDING APPENDIX CHAPTER B AND J AS AMENDED, THE CALIFORNIA RESIDENTIAL CODE PART 2.5 AS AMENDED, THE CALIFORNIA ELECTRICAL CODE PART 3 AND TABLES AS AMENDED, THE CALIFORNIA MECHANICAL CODE PART 4 AND STANDARDS AS AMENDED, THE CALIFORNIA PLUMBING CODE PART 5 AND STANDARDS AS AMENDED, THE CALIFORNIA ENERGY CODE PART 6, THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE PART 7, THE CALIFORNIA HISTORICAL BUILDING CODE PART 8, THE CALIFORNIA FIRE CODE PART 9 AS AMENDED, THE CALIFORNIA EXISTING BUILDING CODE PART 10 AS AMENDED, THE CALIFORNIA GREEN BUILDING STANDARDS CODE PART 11 AS AMENDED, THE CALIFORNIA REFERENCED STANDARDS CODE PART 12, AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE AS AMENDED." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

PUBLIC HEARINGS – AMENDMENT OF INCLUSIONARY HOUSING ORDINANCE (IN-LIEU FEE ELIMINATION FOR PROJECTS UNDER FIVE UNITS)

Housing Director Sotomayor stated the action this evening was to introduce an ordinance amending the Inclusionary Housing Ordinance (IHO) to remove the in-lieu fee for less than five units. Director Sotomayor provided information on the rationale to remove the in-lieu fee, reviewed the fiscal impact and summarized the proposed changes.

There were no public comments on this item.

In response to Councilmember Kelley's inquiry, Director Sotomayor provided information on the flexibility to adjust the in-lieu fee elimination. Community Development Director Duiven provided information on SB10 and the new Housing Legislation.

Council discussion ensued on the in-lieu fee.

On a motion by Councilmember Edwards, seconded by Councilmember Kelley, introduced for first reading, by title only, waiving further reading of the text, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING SECTION 20.20.030 "INCLUSIONARY HOUSING" OF CHAPTER 20.20 "STANDARDS FOR SPECIFIC LAND USES" OF TITLE 20 "LAND USE CODE" OF THE HEALDSBURG MUNICIPAL CODE (CEQA EXEMPT)." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

PUBLIC HEARINGS – LAND USE CODE AMENDMENTS TO ADDRESS CHANGES IN STATE ACCESSORY DWELLING UNIT (ADU) LAW AND STATE DENSITY BONUS LAW

Senior Planner McDowell stated the action this evening was to introduce two ordinances to address changes in State ADU law and State Density Bonus Law. Planner McDowell provided background information on the two proposed ordinances, what Senate Bill 1211 is and reviewed additional ADU updates included in the ordinance.

Planner McDowell further reviewed Assembly Bill 1287, the purpose of AB1287 and how it amends State Density Bonus Law and reviewed the next steps.

In response to Councilmember Kelley's inquiries Planner McDowell noted nothing was before Council regarding ADU fees, when impact fees are charged, defined moderate income level, City Manager Kay provided information on who gets to decide when Planning staff brings items forward to Council.

There were no public comments on this item.

On a motion by Councilmember Edwards, seconded by Councilmember Kelley, introduced for first reading by title only, waiving further reading of the text, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING HEALDSBURG MUNICIPAL CODE TITLE 20, SECTION 20.20.010: ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS, AND SECTION 20.28.310: DEFINITIONS TO REFLECT CHANGES IN STATE ADU LAW AND RELATED CEQA EXEMPTION." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

On a motion by Councilmember Edwards, seconded by Councilmember Kelley, introduced for first reading by title only, waiving further reading of the text, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING THE HEALDSBURG MUNICIPAL CODE TITLE 20, SECTION 20.20.035: AFFORDABLE HOUSING INCENTIVES TO REFLECT CHANGES IN STATE DENSITY BONUS LAW AND RELATED CEQA EXEMPTION." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

OLD BUSINESS – FISCAL YEAR 2025-26 FIRST QUARTER FINANCIAL UPDATE

Finance Director Edgar stated the action this evening was to receive the FY2025-26 quarter one update and adopt a resolution amending the budget. Director Edgar provided information on the General Fund revenues and expenses, noting 25% of the adopted General Fund budget has been expended. Director Edgar further reviewed the Community Services Fund revenues and expenditures and the Water and Wastewater fund balances.

Director Edgar reported that the Electric Fund balance is trending in alignment with the proposed budget, noting the only amendment this quarter is to align interest earnings.

In response to Council's inquiries Director Edgar reviewed the General Fund expenditures covered in the non-departmental category, how the allocations are determined for each Department and the one-time budget recommendations. Director Edgar further reviewed how sales tax and transient occupancy tax are trending.

There were no public comments on this item.

Following brief comments by Council, on a motion by Vice Mayor Herrod, seconded by Councilmember Kelley, adopted Resolution No. 103-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING THE FISCAL YEAR 2025-26 BUDGET." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

OLD BUSINESS – APPOINTMENT TO THE ARTS AND CULTURE COMMISSION

City Clerk Allan introduced the item for discussion.

Councilmember Edwards provided information on the candidates interviewed for the Arts and Culture Commission and noted the subcommittee recommended Camila Rauda to the vacant term of the Arts and Culture Commission.

There were no public comments on this item.

On a motion by Vice Mayor Herrod, seconded by Councilmember Kelley, appointed Camila Rauda to the Arts and Culture Commission for a term of two years and one month, due to expire January 1, 2028. The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

NEW BUSINESS – 2025 CALIFORNIA FIRE CODE AND CALIFORNIA WILDLAND-URBAN INTERFACE (WUI) CODE WITH LOCAL AMENDMENTS

Fire Marshal/Division Chief Macdonald stated the action this evening was to introduce an ordinance adopting the 2025 California Fire Code and the 2025 California Wildland Urban Interface (WUI) Code with local amendments. Chief Macdonald provided information on the code adoption process and what has been updated with the 2025 California Fire Code and the 2025 WUI Code.

In response to Vice Mayor Herrod's, Chief Macdonald provided information on reviewing the code every three years.

There were no public comments on this item.

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, introduced for first reading, by title only, waiving further reading of the text "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG REPEALING ORDINANCE NO. 1218 AND ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE, AS AMENDED, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING, AND USE OF HAZARDOUS SUBSTANCES, MATERIALS, AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CITY OF HEALDSBURG; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, "Set a public hearing on adoption of the ordinance for December 1, 2025, and public a notice of the public hearing in accordance with Government Code Sections 50022.3 and 6066." The motion carried on a roll call vote, with Councilmember Hagele noted as absent. (Ayes 4, Noes 0, Absent – Hagele)

NEW BUSINESS – REVENUE OPTIONS FOR INFRASTRUCTURE AND ROAD REPAIR

Assistant City Manager Mitts provided background information on why revenue options for infrastructure and road repair is before Council, reviewed the three revenue options including

taxes, debt issuance and other, (charges, fees and rates). Manager Mitts provided information on the general considerations and the potential annual revenue for various tax options including, transactions and use tax, business license tax, real property transfer tax, utility users tax (UUT), transient occupancy tax (TOT), cannabis tax, parcel tax and assessment districts.

Manager Mitts further reviewed the options for debt issuance including General Obligation Bonds (GO Bonds) and Lease Revenue Bonds and the other revenue options category including charges, fees and rates.

In response to Council's inquiries, Manager Mitts provided information on geo bonds, how a utility tax would be implemented and City Manager Kay provided information on why a tax related to cars was not included in the presentation.

There were no public comments on this item.

Council discussion ensued on the various revenue options for infrastructure and road repair, the impacts on businesses and residents, how a tax option could be implemented, future considerations of funding during the budget cycle and receiving more information on transfer taxes.

NEW BUSINESS – CITY COUNCIL DISCUSSION ON MICROTRANSIT OPTIONS IN HEALDSBURG

Mayor Mitchell introduced the item for discussion.

Councilmember Kelley provided information on why she asked to agendize microtransit options for discussion and expressed a desire to create a Council subcommittee to discuss microtransit options for Healdsburg with local partners.

Council discussion ensued on the potential timeline, the work the subcommittee would complete, the current funding available for transit and the creation of a subcommittee of councilmembers.

In response to Council's inquiries, City Manager Kay provided ideas on items Council should consider while discussing the possibility of creating a subcommittee.

There were no public comments on this item.

There was Council majority to direct staff to work with local partners regarding microtransit.

COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

Councilmember Edwards reported he attended a Veterans Day event, met with the Senior Citizen Advisory Committee and the Sonoma County Mayors and Councilmember Board of Directors meeting.

Vice Mayor Herrod reported he attended the Generation Housing Summit, the Boys and Girls Club demolition event, watched the Ruby Bridges march and acknowledged the Healdsburg Unified School District for their recent recognition of academic advances.

Councilmember Kelley reported she attended the Northern Sonoma County Air Pollution Control District meeting, the Catholic Charities fundraising event, the Generation Housing Summit, the Chamber of Commerce Season to Sparkle kickoff event and inquired if Council would be interested in agendizing a conversation regarding AB1033.

There was Council consensus for staff to determine when AB1033 returns to Council.

Mayor Mitchell reported she attended the Sonoma County Mayors and Councilmember Board of Directors meeting.

ADJOURNMENT

There being no further City Council/Redevelopment Successor Agency business to discuss, the meeting was adjourned at approximately 9:04 p.m.

APPROVED: ATTEST:

_____ _____

Evelyn L. Mitchell, Mayor Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL
SPECIAL MEETING MINUTES
December 1, 2025
CITY HALL CONFERENCE ROOM ONE
401 Grove Street, Healdsburg, CA 95448

CALL TO ORDER/ROLL CALL

Mayor Mitchell called to order the special meeting of the City Council of the City of Healdsburg at 4:00 P.M., noting that the following Councilmembers were present/absent:

Present: Councilmembers: Edwards, Hagele, Herrod, Kelley, and Mayor Mitchell

Absent: Councilmembers: None.

APPROVAL OF AGENDA

The December 1, 2025 Special Meeting Agenda as was approved by a majority of the Councilmembers present.

PUBLIC COMMENT

None.

CLOSED SESSION

The City Council recessed to meet in closed session to discuss the following:

A. Conduct Public Employee Performance Evaluation, pursuant to Government Code Section 54957(b) - Title: City Attorney

B. Conduct Public Employee Performance Evaluation, pursuant to Government Code Section 54957(b) - Title: City Manager

ADJOURNMENT

There being no other business to discuss, the special meeting was adjourned at approximately 5:45 P.M.

APPROVED: ATTEST:

_____ _____

Evelyn L. Mitchell, Mayor Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING MINUTES
December 1, 2025
CITY HALL COUNCIL CHAMBER
401 Grove Street, Healdsburg

CALL TO ORDER/ROLL CALL

Mayor/Chairperson Mitchell called to order the concurrent meeting of the City Council and Redevelopment Successor Agency of the City of Healdsburg at 6:00 p.m. with the following Council Members present:

Present: Council Members/: Edwards, Hagele, Herrod, Kelley and Mayor Mitchell
Board Members

Absent: Council Members/: None
Board Members

APPROVAL OF AGENDA

On a motion by Councilmember Kelley, seconded by Vice Mayor Herrod, approved the December 1, 2025, City Council and Redevelopment Successor Agency meeting agenda as submitted. The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

REPORT ON CLOSED SESSION

Mayor Mitchell reported the annual review of the City Manager and City Attorney were conducted and no action was taken beyond the review.

ANNOUNCEMENTS/PRESENTATIONS – CORAZON HEALDSBURG ANNUAL UPDATE

Marcy Flores, Executive Director of Corazón Healdsburg provided information on Corazón Healdsburg, reviewed an update on the family resource center, academic development, bilingual literacy program and the First Gen Excellence program. Ms. Flores further provided an update on Corazón's community engagement, comité, the neighbor-to-neighbor program and various community events.

In response to Council's inquiries, Ms. Flores provided information on the challenges related to housing Corazón assists with, where Corazón is taking the organization in 2026 and Pachanga and Art.

CITY MANAGER REPORTS

City Manager Kay announced upcoming pile burns on the Fitch Mountain Open Space Preserve, the toy drive being hosted at the Fire Department, the annual bucket brigade on January 7, 2026, Merry Healdsburg and the Senior Appreciation Dinner.

PUBLIC COMMENTS ON ITEMS ON THE CONSENT CALENDAR AND NON AGENDA ITEMS

Elizabeth thanked Council for support in Vamos al Tianguis and commented on the Guelaguetza Festival and hosting it on the Plaza.

Rocio Gonzalez expressed a desire to see the Guelaguetza Festival hosted on the Plaza in 2026.

Scott Pratt commented on the funding options for infrastructure and road repair and implementing a transfer tax.

CONSENT CALENDAR

On a motion by Councilmember Hagele, seconded by Vice Mayor Herrod, approved the Consent Calendar as follows:

A. MONTHLY INVESTMENT REPORT FOR OCTOBER 2025

Received and approved the Monthly Treasurer's Investment Report for October 2025. (Ayes 5, Noes 0, Absent - None)

B. DISBURSEMENT REPORT FOR WITHDRAWALS DURING THE MONTH OF OCTOBER 2025

Approved the Disbursement Report for October 2025. (Ayes 5, Noes 0, Absent - None)

C. CORAZON HEALDSBURG LEASE

Adopted Resolution No. 104-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING AN AMENDMENT TO THE LEASE AGREEMENT WITH CORAZÓN HEALDSBURG FOR THE ABEL DE LUNA COMMUNITY CENTER AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT." (Ayes 5, Noes 0, Absent - None)

D. ORDINANCE NO. 1251 – INCLUSIONARY HOUSING ORDINANCE

Adopted by title only, waiving further reading of the text, Ordinance No. 1251, titled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING SECTION 20.20.030 "INCLUSIONARY HOUSING" OF CHAPTER 20.20 "STANDARDS FOR SPECIFIC LAND USES" OF TITLE 20 "LAND USE CODE" OF THE HEALDSBURG MUNICIPAL CODE (CEQA EXEMPT)." (Ayes 5, Noes 0, Absent - None)

E. YOUTH SPORTS ORGANIZATION AFFILIATION AGREEMENTS

Adopted Resolution No. 105-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING YOUTH SPORTS AFFILIATION AGREEMENTS WITH HEALDSBURG YOUTH SOCCER ASSOCIATION AND HEALDSBURG LITTLE LEAGUE AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS ON BEHALF OF THE CITY." (Ayes 5, Noes 0, Absent - None)

The motion to approve the Consent Calendar as above carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

PUBLIC HEARINGS – 2025 CALIFORNIA FIRE CODE AND CALIFORNIA WILDLAND-URBAN INTERFACE (WUI) CODE WITH LOCAL AMENDMENTS

Fire Marshal/Division Chief Macdonald stated the action this evening was to introduce an ordinance adopting the 2025 California Fire Code and the 2025 California Wildland Urban Interface (WUI) Code with local amendments. Chief Macdonald provided information on the code adoption process and what has been updated with the 2025 California Fire Code and the 2025 WUI Code.

There were no public comments on this item.

On a motion by Councilmember Edwards, seconded by Councilmember Kelley, passed Ordinance No. 1252 by title only, waiving further reading of the text, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG REPEALING ORDINANCE NO. 1218 AND ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE, AS AMENDED, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING, AND USE OF HAZARDOUS SUBSTANCES, MATERIALS, AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CITY OF HEALDSBURG; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR." The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

OLD BUSINESS – ADDENDUM TO MEMORANDUM OF UNDERSTANDING WITH MAGICAL BRIDGE FOUNDATION

Project Manager Campbell introduced the item for discussion, provided background information on the redevelopment of Badger Park and the inclusion of Magical Bridge into the Badger Park redesign. Manager Campbell reviewed the work completed to date by Magical Bridge regarding fundraising, the purpose of the Park Naming Policy and how the Park Naming Policy is implemented.

Manager Campbell further reviewed the fundraising framework being proposed by Magical Bridge.

Olenka Villarreal Magical Bridge CEO, provided information on the fundraising goal for the playground at Badger Park, how fundraising will be accomplished and the donor acknowledgment options that could be included in the Magical Bridge Playground at Badger Park.

Manager Campbell provided information on the addendum to the memorandum of understanding to include fundraising framework language.

There were no public comments on this item.

There being no discussion by Council, on a motion by Vice Mayor Herrod, seconded by Councilmember Hagele, adopted Resolution No. 106-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING AN ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING WITH MAGICAL BRIDGE FOUNDATION FOR FEASIBILITY/PLANNING, FUNDRAISING, AND SCHEMATIC DESIGN WORK FOR A MAGICAL BRIDGE PLAYGROUND AT BADGER PARK, AND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS ON BEHALF OF THE CITY COUNCIL." The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

OLD BUSINESS – 2026 MASTER CALENDAR OF EVENTS AND REQUESTS FOR CITY PARTNERSHIPS

Recreation Supervisor Milde stated the action this evening was to approve the 2026 Master Calendar of Events. Supervisor Milde provided an overview on the history of the Calendar of events, reviewed the three tiers of events including City Events, Partnership events and external events.

Supervisor Milde further reviewed the events and requests for City partnership including Vamos al Tianguis, Healdsburg Pride, True West Film Festival, Independence Car Show and Festival, Healdsburg Crush, Healdsburg Fashion Week and staff recommended action for each request. Additionally, Mr. Milde reviewed how the Community Services team will support the Foley Family Community Pavilion and noted the updates to special event requirements.

In response to Council's inquiries, Supervisor Milde commented on the pros and cons to the master calendar of event process, working through each event application, assisting event planners with the Foley Family Community Pavilion layout, resources provided to local event planners and the use of Recology services. Supervisor Milde provided information on continuing the 4th of July event on the Plaza, the Celtic concert on St. Patty's Day, the use of Recreation Park during the Future Farmers Fair, Healdsburg Crush and how partnership events were determined. Community Services Director Themig provided information on the events being moved to the Foley Family Community Pavilion and the relationship with the Farmers' Market.

Public Comment

Kathy Birdsong Healdsburg Center for the Arts asked the Council to leave the Healdsburg Center for the Arts, Art Festival on the Plaza for 2026.

Ozzy Jimenez Professionals with Pride, introduced the Professionals with Pride Committee. The committee members commented on hosting a Pride event at the Foley Family Community Pavilion after a Saturday Farmers' Market.

Mark McMullen, Kaldera provided information on the Celtic concert happening at noon on St. Patrick's Day and inquired if the Celtic concert could become a signature event.

Council Comments

Councilmember Kelley inquired about evening events happening on St. Patty's Day.

Councilmember Edwards was supportive of adding the Independence Car Show and Festival to the list of events.

Councilmember Hagele was supportive of staff's recommendation relating to the additional signature event requests and inquired if the City could create a pilot program regarding the Pride event and the Farmers' Market operating on the same day.

Following a brief discussion, Council was supportive of a pilot program for the Pride event and Farmers' Market after staff has met with both organizations, leaving signature events on the

Plaza, the use of the Foley Family Community Pavilion for multiple events in one day and supporting staff's recommendation for the events proposed for approval, denial and deferral.

On a motion by Councilmember Hagele, seconded by Councilmember Kelley, "approved the 2026 Master Calendar of Events, incorporating the following requests for partnership events as new "Sponsor" events: Vamos' four Vamos al Tianguis evening markets; Professionals with Pride's Healdsburg Pride event; and True West Film Center's four events during the True West Film Festival and deferred the following events request until funding and resource levels associated with the FY2026–28 budget cycle are known: The Healdsburg Museum's 50th Birthday Party, Heartizens' three events during Healdsburg Fashion Week and denied the following event requests: North Bay Showtime's Independence Car Show & Festival and Boys & Girls Clubs of Sonoma-Marin's Healdsburg Crush fundraiser and modifying the date for the Healdsburg Center for the Arts, Arts Festival. The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

NEW BUSINESS – REVISION TO THE RATE SCHEDULE FOR GARBAGE COLLECTION AND RECYCLING SERVICES EFFECTIVE JANUARY 2026

Public Works Director Zimmer introduced Sulard, a Consultant with R3 who would be giving the presentation this evening.

Consultant Sulard provided information about the rate adjustment, noting residential rates would increase between 1.41% and 2.39% a month and Commercial customers rates would increase between 1.95% to 7.12%. Mr. Sulard further reviewed the components that make up the solid waste increase, the methodology and calculations of the proposed 2026 rates.

There are no public comments on this item.

On a motion by Councilmember Hagele, seconded by Vice Mayor Herrod, adopted Resolution No. 107-2025, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING MAXIMUM AUTHORIZED RATES FOR REFUSE COLLECTION AND DISPOSAL SERVICES FEES EFFECTIVE AS OF THE JANUARY 2026 BILLING CYCLE." The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent - None)

NEW BUSINESS – PERCENT FOR ARTS PROGRAM INTRODUCTION

Arts Program Administrator Nicoll provided information on the proposed Percent for Arts program, how the Percent for Arts program could by applied, the proposed percentage of construction costs be set aside for the installation of public art and the minimum threshold for projects that would be subjected to the proposed fund.

Ms. Nicoll further reviewed the framework for the option to pay an in-lieu fee for art, how the proposed fee would apply to renovations and reconstruction projects, projects that could be exempted from the fee and how the public art fee could be spent. Additionally, Ms. Nicoll provided information on the ownership, title and maintenance of the installed art project and the next steps in the process if Council elected to move forward.

In response to Council's inquiries, Ms. Nicoll provided information on how the City would verify the valuation of the proposed art, who approves the installation of public art, how the art is maintained, how the City could incorporate local artists into this process and what staff could include in the program based on Council direction.

There were no public comments on this item.

Council Comments

Councilmember Kelley was supportive of the proposal as presented by staff, allocating more of the Community Services fund towards art and raising the threshold for the fee.

Councilmember Hagele expressed concern about adding an additional fee to construction projects and adding 1.5% to City construction projects. Councilmember Hagele was in favor of art coming from the Community Services budget and make it project based.

Councilmember Edwards was supportive of making Developers aware of adding art to their project.

Vice Mayor Herrod was supportive of the proposal as presented by staff and was in favor of it moving forward.

Mayor Mitchell commented on the proposed program, was not supportive including City construction projects, exempting projects that received grant funding, not utilizing the general fund and expressed concern about the project rate.

There was Council consensus to direct staff to analyze the threshold for assessing the fee.

NEW BUSINESS – COMPASSIONATE COMMUNITIES INITIATIVE "WHEN THE TIME COMES"

Recreation Supervisor Grant introduced Taya Levine, Death Doula who would be joining Ms. Grant in the presentation. Ms. Grant provided background information on how the initiative "When the Time Comes" was developed.

Ms. Levine provided information on the work completed to date on the end-of-life program, who is on the working group moving the program forward, reviewed the program and services offered in the proposed program including, informational sessions, practical support and non-clinical end of life skills and equity of access. Ms. Levine further reviewed how the program would be culturally responsive and inclusive, the program infrastructure and operation plan, funding and sustainability of the program, how the program would begin and the potential initial programs.

Councilmember Kelley expressed support for the proposed program, commented on the need for the end-of-life program for the community and thanked the working group for doing the work on the proposed program.

Vice Mayor Herrod thanked the working group for all their hard work and the potential gift this will be to the community.

There were no public comments on this item.

Councilmember Edwards commented on the proposed program and expressed his support and excitement for the proposed end-of-life program.

Councilmember Hagele was supportive of the program and commented on how valuable it will be to the community.

Mayor Mitchell thanked the working group for the proposed program and recapped the Council direction to move forward with the proposed end-of-life program.

COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

Councilmember Edwards reported he attended a ribbon cutting at Marietta Cellars.

Vice Mayor Herrod reported he attended a ribbon cutting at Marietta Cellars and gave a short presentation for Shared Ministries.

Councilmember Kelley reported she attended the Healdsburg Turkey Trot.

Councilmember Hagele reported he DJ'd the Healdsburg Turkey Trot and attended the local realtors meeting with City Manager Kay and Housing Director Sotomayor.

Mayor Mitchell reported she received the North Bay Business Journal award for the Foley Pavilion on behalf of the City.

ADJOURNMENT

There being no further City Council/Redevelopment Successor Agency business to discuss, the meeting was adjourned at approximately 10:39 p.m.

APPROVED:

_____
Evelyn L. Mitchell, Mayor

ATTEST:

_____
Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING MINUTES
December 15, 2025
CITY HALL COUNCIL CHAMBER
401 Grove Street, Healdsburg

CALL TO ORDER/ROLL CALL

Mayor/Chairperson Mitchell called to order the concurrent meeting of the City Council and Redevelopment Successor Agency of the City of Healdsburg at 6:00 p.m. with the following Council Members present:

Present: Council Members/: Edwards, Hagele, Herrod, Kelley and Mayor Mitchell
Board Members

Absent: Council Members/: None
Board Members

APPROVAL OF AGENDA

On a motion by Councilmember Kelley, seconded by Councilmember Edwards, approved the December 15, 2025, City Council and Redevelopment Successor Agency meeting agenda as submitted. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent – None)

REPORT ON CLOSED SESSION

None.

ANNOUNCEMENTS/PRESENTATIONS

None.

CITY MANAGER REPORTS

City Manager Kay commented on the Foley Family Community Pavilion ribbon cutting, Merry Healdsburg, the Senior Appreciation Dinner and the groundbreaking of the affordable housing project on Dry Creek Rd. City Manager Kay provided information on the public art submissions for the Foley Pavilion, noted the March Ave repaving project went out to bid and introduced Ray Holley, the new Public Information and Community Engagement Officer.

PUBLIC COMMENTS ON ITEMS ON THE CONSENT CALENDAR AND NON AGENDA ITEMS

None.

CONSENT CALENDAR

On a motion by Councilmember Kelley, seconded by Councilmember Hagele, approved the Consent Calendar as follows:

A. FISCAL YEAR 2024-2025 ANNUAL REPORT OF DEVELOPER FEES (AB1600 REPORT)

Adopted Resolution No. 108-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACCEPTING THE FISCAL YEAR 2024-25 ANNUAL REPORT OF DEVELOPER DEPOSITS (AB 1600 REPORT)." (Ayes 5, Noes 0, Absent – None)

B. LAND USE CODE AMENDMENTS TO ADDRESS CHANGES IN STATE ACCESSORY DWELLING UNIT (ADU) LAW AND STATE DENSITY BONUS LAW

Adopted Ordinance No. 1253-2025 titled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING HEALDSBURG MUNICIPAL CODE TITLE 20, SECTION 20.20.010: ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS, AND SECTION 20.28.310: DEFINITIONS TO REFLECT CHANGES IN STATE ADU LAW AND RELATED CEQA EXEMPTION." (Ayes 5, Noes 0, Absent – None)

Adopted Ordinance No. 1254-2025 titled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING THE HEALDSBURG MUNICIPAL CODE TITLE 20, SECTION 20.20.035: AFFORDABLE HOUSING INCENTIVES TO REFLECT CHANGES IN STATE DENSITY BONUS LAW AND RELATED CEQA EXEMPTION." (Ayes 5, Noes 0, Absent – None)

C. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH THE KPA GROUP

Adopted Resolution No. 109-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH THE KPA GROUP, INCREASING THE NOT-TO-EXCEED AMOUNT BY $8,540 TO $100,250, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT ON BEHALF OF THE CITY, AND AMENDING THE ADOPTED BUDGET." (Ayes 5, Noes 0, Absent – None)

D. 2026 LOCAL APPOINTMENTS LIST PURSUANT TO THE MADDY ACT

Adopted Resolution No. 110-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING THE LOCAL APPOINTMENT LIST OF POSITIONS ON BOARDS, COMMISSIONS AND COMMITTEES FOR 2026 AND DESIGNATING THE HEALDSBURG REGIONAL LIBRARY AS THE PUBLIC LIBRARY TO RECEIVE A COPY OF THE LOCAL APPOINTMENTS LIST PURSUANT TO THE MADDY ACT." (Ayes 5, Noes 0, Absent – None)

E. FIRST AMENDMENT TO MEASURE H FUNDING AGREEMENT

Adopted Resolution No. 111-2025 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING THE FIRST AMENDMENT TO THE MEASURE H FUNDING AGREEMENT BETWEEN THE COUNTY OF SONOMA AND THE CITY OF HEALDSBURG AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME." (Ayes 5, Noes 0, Absent – None)

F. APPROVAL OF MINUTES

Approved the September 2, 2025 Regular Meeting Minutes, the September 16, 2025 Regular Meeting Minutes, the October 6, 2025 Regular Meeting Minutes and the October 20, 2025 Regular Meeting Minutes. (Ayes 5, Noes 0, Absent – None)

The motion to approve the Consent Calendar as above carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

PUBLIC HEARINGS

None.

OLD BUSINESS – FISCAL YEAR 2025-26 CITY COUNCIL GOALS

Assistant City Manager Mitts stated the action this evening was to receive an update on the fiscal year 2025-26 City Council Goals. Manager Mitts provide information on the purpose of Council goals and how the list of goals was created.

Manager Mitts reviewed various goals in each of the following Strategic Initiatives Economic Diversity & Sustainable Growth, Promote Environmental Stewardship, Expand Affordable Housing Opportunities, Maintain and Improve Infrastructure and Facilities, Provide Effective Governance, Maintain and Enhance Public Health and Safety and Provide Resident-Driven Community Services.

In response to Council's inquiries, Public Works Director Zimmer provided information on flood monitoring equipment.

There were no public comments on this item.

Mayor Mitchell thanked staff for the goal update.

NEW BUSINESS – APPOINTMENTS OF COUNCIL MEMBERS TO VARIOUS BOARDS AND COMMISSIONS FOR 2026

City Clerk Allan introduced this item for discussion and asked the Council if there were any changes they would like to make to their appointments.

There were no public comments on this item.

Following Council discussion and deliberation on the appointments, on a motion by Vice Mayor Herrod, seconded by Councilmember Edwards, assigned Councilmember appointments to the various Boards and Commissions for 2026 as noted below. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent – None)

Board/Commission/Committee	2026 Representative
Healdsburg Library Advisory Board	Mayor Herrod – Representative Vice Mayor Edwards - Alternate
Senior Advisory Commission Liaison	Vice Mayor Edwards – Representative Mayor Herrod – Alternate
Northern California Power Agency (NCPA)	Council Member Hagele, Commissioner Mayor Herrod, Alternate
Transmission Agency of Northern California (TANC)	Council Member Hagele, Commissioner Mayor Herrod, Alternate
Mayors' and Councilmembers Association City Selection Committee and Mayors' and Councilmembers' Association Board of Directors	Mayor Herrod - Representative Vice Mayor Edwards - Alternate
Association of Bay Area Governments	Mayor Herrod - Delegate Vice Mayor Edwards - Alternate
Sonoma County Transportation and Climate Authority (SCTCA)	Council Member Kelley – Representative Vice Mayor Edwards – Alternate
Chamber of Commerce Board	Council Member Mitchell - Representative Mayor Herrod – Alternate
Marie Sparks Volunteer of the Year Committee	Mayor Herrod
League of California Cities General Assembly	Council Member Mitchell – Delegate Vice Mayor Edwards – Alternate
Mayors' and Councilmembers' Legislative Committee	Vice Mayor Edwards – Representative Mayor Herrod – Alternate

Marin/Sonoma Mosquito & Vector Control District	Citizen Shaun McCaffery (appointed for a four-year term. Will expire at end of 2026)
Sonoma County Waste Management Agency (Zero Waste Sonoma)	Public Works Director Zimmer – Representative Council Member Kelley – Alternate
Healdsburg High School Scholarship Committee	Mayor Herrod and Vice Mayor Edwards
Russian River Watershed Association	Vice Mayor Edwards – Representative Mayor Herrod – Alternate and Public Works Director – Alternate
Northern So. Co. Air Pollution Control District Board of Directors	Council Member Kelley – Representative Mayor Herrod – Alternate
Healdsburg Tourism Improvement District	Council Member Mitchell – Representative
Northwest Public Power Association	Council Member Hagele – Representative Mayor Herrod – Alternate
Parks and Recreation Commission Liaison	Mayor Herrod – Representative Vice Mayor Edwards – Alternate
Arts and Culture Commission	Council Member Kelley – Representative Mayor Herrod – Alternate

NEW BUSINESS – SELECTION OF MAYOR AND VICE MAYOR FOR 2026

Mayor Mitchell introduced the item for discussion.

The Councilmembers thanked Mayor Mitchell and expressed their appreciation for all her leadership and work as Mayor. Vice Mayor Herrod, on behalf of the City Council and the City of Healdsburg, presented a plaque of appreciation to Mayor Mitchell.

There were no public comments on this item.

Councilmember Edwards nominated Vice Mayor Herrod for Mayor. Councilmember Hagele nominated Councilmember Edwards for Vice Mayor. Vice Mayor Herrod and Councilmember Edwards accepted the nomination.

On a motion by Councilmember Edwards, seconded by Councilmember Hagele, appointed Vice Mayor Herrod as Mayor and Councilmember Edwards as Vice Mayor for 2026. The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

Councilmember Edwards reported he attended Good Morning Healdsburg, Merry Healdsburg, the Senior Appreciation Dinner, Noche De Paz at the Community Center and the Foley Family ribbon cutting.

Vice Mayor Herrod reported he attended Noche De Paz, the Hanukah lighting, the Dry Creek Commons groundbreaking, Merry Healdsburg, senior appreciation dinner, the Chamber of Commerce Board Meeting, the Chamber roundtable event and Good Morning Healdsburg.

Councilmember Kelley reported she attended the Coastal Commission meeting in Imperial Beach, the Rotary Crab feed event, thanked her other Council Members for attending the Hanukah event in the Plaza and attended the Foley Family ribbon cutting.

Councilmember Hagele reported he attended an NCPA meeting in Roseville, Sonoma County Tourism meeting, the Hanukah event in the Plaza and the other community events reported out by other Council Members.

Mayor Mitchell reported she attended the Cal Cities educational training and the other community events reported out by other Council Members.

ADJOURNMENT

There being no further City Council/Redevelopment Successor Agency business to discuss, the meeting was adjourned at approximately 7:10 p.m.

APPROVED: ATTEST:

_____ _____

Evelyn L. Mitchell, Mayor Raina Allan, City Clerk

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: City Council Protocols - Remote Participation

PREPARED BY: April Mitts, Assistant City Manager

STRATEGIC INITIATIVE(S):
- Provide Effective Governance

RECOMMENDED ACTION(S):
Discussion and direction for updating City Council Protocols regarding remote participation.

COMMUNITY ENGAGEMENT/OUTREACH:
The City Council held a goal setting workshop on April 18, 2025, at Healdsburg Golf Club at Tayman Park Clubhouse. The workshop was open to the public and included multiple opportunities for public comment. At the workshop, City Council identified a goal to update its protocols. This was affirmed by City Council on June 2, 2025.

BACKGROUND:
The City Council first adopted protocols on November 4, 2013 (Resolution No. 128-2013), in an effort to ensure the orderly and efficient conduct of its meetings. On May 19, 2014 (Resolution No. 65-2014), City Council revised those protocols to address certain questions and comments received from the public concerning the public comment process. On March 19, 2018 (Resolution No. 20-2018), City Council further revised the protocols making them more comprehensive and included and/or referenced language found in City Council adopted resolutions, the City's Municipal Code, and best practices in other Sonoma County cities.

One of the 2025-2026 City Council goals is to update the City Council protocols, including a comprehensive review and look at best practices from other agencies.

On August 4, 2025, the City Council appointed a subcommittee of Council Member Mitchell (then Mayor Mitchell) and Council Member Kelley to work with staff to further review the existing protocols and make recommendations to the full City Council for consideration.

On October 20, 2025, the subcommittee provided a progress update to City Council and City

Council provided feedback regarding taking positions on legislation and ballot measures.

DISCUSSION/ANALYSIS:
Since the October 20, 2025, City Council meeting, the subcommittee and City staff have met two additional times. Currently, the subcommittee and City staff are seeking City Council feedback and direction regarding remote participation via Zoom.

In early 2020, the COVID-19 pandemic necessitated rapid changes in how local government conducted public business, in particular conducting public meetings entirely online for extended periods to comply with social distancing requirements and ensure continuity of government operations. As temporary COVID-19 orders ended, city councils returned to in-person meetings.

Recently, Senate Bill (SB) 707 enacted two main categories of amendments to the Brown Act. Most amendments go into effect on July 1, 2026. One category expands and clarifies procedural and participation requirements for non-traditional teleconferencing and applies to all legislative bodies. The other category expands public access and participation and applies to "eligible legislative bodies." The category expanding public access includes offering remote public participation. While Healdsburg is not an "eligible legislative body" there has been in interest by City Council in exploring remote participation by the public. Interest in exploring remote participation is two-fold:

Expand Public Engagement. Remote access may increase public participation by allowing more residents to observe meetings and provide public comment without being physically present, particularly those who may not otherwise engage.

Flexibility for City Council Members. Remote participation will allow City Council members to participate when illness or other circumstances would otherwise prevent attendance, supporting quorum and meeting continuity. For many years, Healdsburg City Councilmembers have had the ability to participate in meetings via teleconference (such as Zoom) when their location is known and sufficient time exists to include the location address on the meeting agenda and post the agenda at that location. More recent amendments allow remote participation by councilmembers on shorter notice, in the case of illness or other emergency circumstances, but that allowance only applies to cities that also offer digital participation in the meetings for members of the public.

City staff and the sub-committee conducted research into the use of streaming and remote participation for other cities in Sonoma County, as summarized below.

Sonoma County Jurisdiction Comparison

Jurisdiction	Stream Meeting	Allow Live Remote Public Comment	Guidelines for Removal
Cloverdale	X		
Cotati	X	X	
Healdsburg	X		
Petaluma	X		X
Rohnert Park			X
Santa Rosa	X		

Sebastopol	X	X	X
Sonoma	X		X
Windsor	X		

As shown in the table above, eight of the nine jurisdictions stream meetings and two jurisdictions allow remote public comment. Currently the City of Santa Rosa does not allow remote public comment; however, pursuant to SB 707 Santa Rosa will be required to offer remote participation sometime in 2026.

Four of the jurisdictions have also developed guidelines for removing individuals from remote participation in certain circumstances; all guidelines for removal must be consistent with the First Amendment and the Brown Act.

While there are benefits to remote participation, there are also concerns which are highlighted below:

Technical Challenges and Reliability Issues. Connectivity problems, audio or video failures, and user unfamiliarity with technology can disrupt meetings and create inequities among participants.

Reduced Meeting Decorum and Engagement. Virtual environments can make it more difficult to manage decorum and maintain focused participation compared to in-person meetings.

Security and Disruption Risks. Remote platforms can be vulnerable to disruptive behavior, including inappropriate conduct or unauthorized access, requiring additional moderation and security measures.

Equity Concerns Related to Technology Access. Not all residents have reliable internet access or appropriate devices, which can unintentionally exclude some community members.

Administrative and Staffing Impacts and Added Risk. Managing remote participation requires additional staff time, training, and resources to coordinate technology, moderate public comment, and troubleshoot issues in real time.

Recommendation

Based on the research conducted and discussions held by City staff and the City Council subcommittee, the recommendation is to continue with traditional, in-person and written public comments at City Council and City Commission meetings at this time. While remote participation offers potential benefits—such as expanding access for some residents and providing flexibility for Councilmember participation—these advantages are outweighed by operational and governance concerns.

A review of Sonoma County jurisdictions shows that although most cities stream their meetings, only a small number currently allow live remote public comment. This indicates that in-person comment remains the prevailing and proven practice among peer agencies, with limited adoption of remote comment even as streaming has become standard.

Significant challenges associated with remote participation were identified, including technical reliability issues that can disrupt meetings and create inconsistent experiences for participants. Virtual environments also present increased difficulty in maintaining meeting decorum and meaningful engagement, as well as heightened risks of security breaches or disruptive behavior that require additional safeguards and moderation.

Equity considerations further support maintaining traditional public comment, as not all residents have access to reliable internet service or appropriate technology, which could unintentionally exclude some voices. Additionally, remote participation would impose added administrative and staffing demands, particularly on the City Clerk's office, by introducing new technical responsibilities and another point of potential failure that could interfere with the orderly conduct of meetings.

With this recommendation, City Council meetings would continue to be conducted fully in person. Public participation will continue to be encouraged through conventional channels; via written public comment (email or physical correspondence) and physical attendance. This option would maintain the status quo for traditional teleconferencing by City Councilmembers (e.g. posting of agenda at the location for the entire notice period, site open to the public and ADA accessible, etc.).

City Council direction tonight will guide the subcommittee and City staff on next steps and any necessary policy or procedural updates.

Next Steps
The subcommittee and City staff will continue to review the protocols and compile recommendations for full City Council review, estimated to be no later than March 31, 2026.

ENVIRONMENTAL STEWARDSHIP:
None.

ALTERNATIVES:
City Council could choose to allow remote participation.

FISCAL IMPACT:
There is no fiscal impact associated with this report.

ENVIRONMENTAL ANALYSIS:
There is no environmental impact associated with this item.

ATTACHMENT(S):
None.

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Draft Workplan for Development of a Potential On-Demand Microtransit Shuttle Program

PREPARED BY: April Mitts, Assistant City Manager

STRATEGIC INITIATIVE(S):
- Pursue Initiatives that Promote Environmental Stewardship

RECOMMENDED ACTION(S):
Provide direction to staff on the draft workplan for development of an on-demand microtransit shuttle program.

COMMUNITY ENGAGEMENT/OUTREACH:
A key goal of the Climate Mobilization Strategy (CMS) was to ensure a community-driven process. To gather broad input, the City hosted four CMS events—held in-person, virtually, and throughout the year—and promoted the events through multiple outreach methods. Corazón Healdsburg supported Spanish-language facilitation to ensure inclusive participation. The City also met with stakeholder groups including Climate Action Healdsburg, the Chamber of Commerce Government Affairs Committee, Rotary, the Senior Center, and the Healdsburg High School Eco-Art Club.

Three community surveys were issued to better understand local concerns about climate change and priorities for future City actions.

Since CMS adoption in October 2023, City staff has continued working with regional partners—such as Zero Waste Sonoma, Sonoma County Transit (SCT), Sonoma County Transportation and Climate Protection Agency (SCTCA), Recology, and the Northern California Power Authority (NCPA)—as well as local organizations including Climate Action Healdsburg, the Active Transportation Plan workgroup, Rotary, the Chamber of Commerce, Corazón Healdsburg, and the Healdsburg Unified School District.
On September 16, 2024, and on September 15, 2025, staff presented the CMS update to City Council at regularly scheduled City Council meetings. The reports noted that City staff, in partnership with local and regional organizations and members of the community, had made

substantial progress on CMS implementation. As of September 15, 2025, staff had started work on 53 of the 57 actions in the three-year implementation plan. The adopted CMS, Implementation Plan, and materials from the development are available at www.healdsburg.gov/CMS.

BACKGROUND:
The Healdsburg Climate Mobilization Strategy (CMS) includes five transportation measures and 36 actions, 17 of which are planned for years one through three. Three of these early actions focus on transit opportunities (Actions T-2.4, T-2A.1, and T-2A.2). Their status, as presented to City Council on September 15, 2025, is summarized below.

CMS Action T-2.4
Description: Work with public transit partners and rider groups to improve ridership through improved routes and modifying schedules to increase efficiency and align with riders' needs. Ensure public transportation access and improvements to ridership and route efficiency are prioritized in low-income areas, active aging neighborhoods, schools and at major destinations. This could include surveying existing transportation services, routes, schedules, and facilities throughout the City and developing a plan to improve these for implementation with preference given to improving public transportation facilities, schedules, and expand access to transit (i.e., first and last-mile access).

Status: In Progress

Key Updates & Milestones:
ROUTE 60
City staff has worked with Sonoma County Transportation (SCT) to add a new Route 60 stop at the North Village. The new stop is operational and a new shelter was constructed in 2024.

ROUTE 67
Staff is currently working with SCT on a potential bus charging station to support Route 67 operations and expansion of service. At this time, SCT is planning the expansion of this route through Affordable Housing and Sustainable Communities (AHSC) grant funding received as part of the Saggio Hills affordable housing project. Grant funding is for the purchase of a bus and installation of chargers, with the bus being operated by SCT. The bus has been ordered, and staff continues to have conversations with SCT for charger placement. Due to leadership changes at SCT, this project has had some delay.

CMS Action T-2A.1
Description: Conduct a background review of options for purchasing, operating, and maintaining an on-demand door-to-door e-shuttle. This may include the development of a new on-demand e-shuttle, the expansion of DASH (Drivers Assisting Seniors in Healdsburg) for all residents of Healdsburg, or the development of a program to subsidize the cost for electric car-share programs such as Uber or Lyft. The analysis should include identification of potential funding sources (e.g., grants, local taxes, local business sponsorship, discretionary funds, etc.) and identification of barriers and opportunities for how such a micro-mobility program may enhance active transportation or public transit use. Present the findings to City Council and the public to determine next steps.

Status: In Progress

Key Updates & Milestones:
In Q1 2024, City staff conducted research and stakeholder outreach regarding an on-demand (microtransit) pilot project. The project anticipated partnering with a third-party vendor that would provide a complete on-demand shuttle solution, including vehicles, employees, an online app and phone service for requesting and tracking rides, customer support, branding and promotional support, and program measurement. The project anticipated three vehicles operating during peak hours, with operational hours beginning at 6:00 a.m. and going through 10:00 p.m. Two of the three vehicles would be specifically designated as Wheelchair-Accessible Vehicles (WAVs). The service area preliminarily identified all territory within the City of Healdsburg limits, Fitch Mountain (county unincorporated), and potentially expanded within a five-mile radius of the City during weekends to accommodate tourism traffic to local wineries.

The estimated cost for this service was approximately $1.8 million annually which includes $1.3-$1.6 million for the third-party vendor and $200,000 in City staff time to set up the system, solicit a vendor, manage the vendor contract, and promote the service. Based on preliminary ridership projections prepared by the vendor, the program was anticipated to cost approximately $65 per ride, in 2024 dollars.

Because the City does not have funding for this project, in Q2 2024, staff submitted a congressional funding request for $1.44 million to support a one-year electric vehicle (EV) on-demand pilot project. Unfortunately, funding was not received for this pilot project.

In October 2025, the SCTCA Climate Change Partners held a climate grant planning and coordination meeting to discuss potential collaborative projects. City staff put forth on-demand microtransit as a potential project for regional collaboration and discussions continue among the partners on the various options.

CMS Action T-2A.2
Description: Based on the findings of the feasibility study and the response from City Council and the public, develop and implement a micromobility policy that establishes deployment protocol and permitting process, identifies any restrictions for use for safety reasons, and promotes equitable access through requirements for consistent placement of micro-mobility devices (e-scooters, e-bikes, etc.) in underserved areas or reductions in usage fees for lower-income users.

Status: N/A

Key Updates & Milestones: CMS Action T-2A.2 is related to Action T-2A.1 and will not take place until the feasibility study is completed.

DISCUSSION/ANALYSIS:
In accordance with CMS action items T-2A.1 and T-2.A.2, and per City Council direction on November 17, 2025, staff have prepared a draft workplan to further evaluate the feasibility of an on-demand system for City Council consideration.

There are complexities associated with on-demand systems resulting in the need for cross departmental collaboration to determine its feasibility. Following the November 17, 2025, City Council meeting, the City Manager, Assistant City Manager, Public Works Director, Community Development Director, and Housing Director, met and drafted the following workplan, identifying key information necessary to determine feasibility of a program.

The primary focus of the draft workplan (below) is on-demand micro-transit; however, this may be expanded to include CMS actions T-2.1 and T-2.2 which were not included in the initial three-year CMS action items.

DRAFT WORKPLAN

Phase I – Information Gathering
Duration: 2 – 3 months (February 2026 – March/April 2026)

The following areas have been initially identified as key focus points for information gathering during Phase I:

1. Stakeholders
    a. Desired Outcome: Identify and evaluate demand (ridership analysis)
    b. Key Questions: What services are currently provided (hours/location), what is the current use/demand, what are the needs?
    c. Potential user groups
        - Hotel guests and visitors
        - Healdsburg workforce
        - Local residents
        - Affiliate organizations such as Burbank Housing, Freebird, Enso, SCT, Climate Action Healdsburg, Senior Center, Corazón Healdsburg, Chamber of Commerce, etc.
        - Healthcare facilities (medical appointments)
        - Schools/HUSD (afterschool activities, sports)
        - Major employers in the area
2. City of Healdsburg Development Agreements
    a. Desired Outcome: Identify and evaluate current development agreements
    b. Key Question: What is included in the development agreement related to transportation demand management requirements?
    c. Identified development agreements and environmental impact reports
        - Enso (North Village Development Agreement (DA))
        - Montage (Saggio Hills DA)
        - Appellation (North Village DA)
3. Case Studies
    a. Desired Outcome: Identify and evaluate other programs
    b. Key Questions: What have others done, what are the expenses, where did the funding come from, what is the ridership, what are the hours, what are the successes, where can programs be improved?

   c. Initial list of identified programs to research
      - City of Petaluma (LumaGo)
      - Napa Valley Transportation Authority (NVTA)
      - SMART
      - Richmond Move
      - Palo Alto Link
4. Partners
   a. Desired Outcome: Identify potential partners
   b. Key Questions: What services do they currently provide (location/hours), what is the use, what are the costs to run, and what do they charge, do they want to partner with the City?
   c. Initial list of potential partners
      - Enso Village
      - Appellation
      - Montage
      - Other hotels
      - SMART
5. Funding Partners
   a. Desired Outcome: Identify and evaluate potential funding options
   b. Key Questions: What funding is available, are there limitations on how funds can be used?
   c. Initial list of identified funding partners
      - SCT
      - SCTCA
      - Affordable Housing and Sustainable Communities (AHSC), Saggio Hills Grant Funding
      - Federal Transit Administration (FTA)
      - Other Grant Funding
      - Other State Funding Opportunities
6. Service Options
   a. Desired Outcome: Identify and evaluate service providers
   b. Key Questions: Who can provide the service, what is the estimated cost of the service?
   c. Initial list of identified service providers
      - Via
      - Mimi
      - Remix
      - Waymo
7. Analyze Current Service Options
   a. Desired Outcome: Identify and evaluate current service options
   b. Key Questions: What is available, what is the current ridership, what are the limitations for each option, are there overlapping efforts?
   c. Initial list of identified service options
      - Route 60
      - Route 67
      - Ride-shares such as Uber/Lyft

- DASH
- Women Driving Women

Phase II – Plan Development and Options
Duration: 2 – 3 months (April/May 2026 – June/August 2026

The development of an on-demand operational plan will take the information gathered in Phase I to evaluate the community's mobility needs and determine whether an on-demand, flexible transportation service can improve local connectivity, support workforce and visitor travel, and enhance access to key destinations. The plan will analyze demand patterns, assess service models, estimate costs, estimate staff resources needed to oversee the program, and identify funding options.

An operational plan would include considerations such as:

- Service Area: would the shuttle operate in part of the City, all of the City, or areas outside of the City?
- Hours of operation
- Number of vehicles needed to provide adequate coverage
- Ridership eligibility
- Costs to ride, if any, and discount programs for low-income riders
- Direct costs to a service provider
- Costs incurred by the City to manage the program
- Availability of one-time and ongoing funding
- Allocation of responsibility amongst various partners for administering the program

Additional considerations that may be addressed during this phase:

1. Integration analysis – How would on-demand service complement or compete with existing Routes 60/67 and DASH?
2. Risk Assessment – Explore things such as vendor reliability, funding sustainability, demand fluctuation, etc.

The plan will provide information to staff and the City Council to determine the feasibility and potential launch of an on-demand service.

To the extent feasible, staff would also seek to identify likely costs for the operational models developed in this phase. In addition, staff would identify known funding sources that could support a microtransit program. This could include, but is not limited to, remaining one-time fundings from the Saggio Hills AHSC grant, and possible contributions from hotels or other businesses that stood to benefit from the program, State or regional transportation funding, and the City's General Fund.

Phase III – City Council Presentation and Consideration (CMS Action T-2A.2)
Estimated: July/August 2026

Phase III would be a presentation to City Council on the feasibility of an on-demand microtransit service in Healdsburg. There is no fiscal impact associated with the feasibility study; however,

meeting the timeline proposed above will take significant staff time and is likely to delay completion of other projects and City Council goals.

ENVIRONMENTAL STEWARDSHIP:
Pursuant to Section 15378(b)(5) of the California Environmental Act ("CEQA") Guidelines, the recommended action is an administrative activity of the City and will not result in direct or indirect physical changes in the environment and is therefore not a project for purposes of CEQA.

ALTERNATIVES:
City Council could direct staff to: (1) not work on the on-demand program, (2) delay working on the on-demand program, or (3) return with more information to assist the City Council in determining how to proceed at this time.

FISCAL IMPACT:
There is no direct fiscal impact to putting together a feasibility study; however, it is anticipated significant staff time will be necessary.

As noted previously, the costs to operate an on-demand shuttle program are substantial. When staff met with a potential operator in 2024, it was determined that two vehicles were necessary to provide adequate coverage for a citywide model, and three would be preferable to avoid long waits at busy times. Backup vehicles are also needed to avoid service disruptions in instances of maintenance or mechanical issues. As part of the work plan, staff would seek to identify and inventory potential funding sources, noting which ones are ongoing and which are one-time.

ENVIRONMENTAL ANALYSIS:
Not applicable.

ATTACHMENT(S):

CITY OF HEALDSBURG
CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: January 20, 2026

SUBJECT: Council Subcommittee Appointments to Interview Applicants for the Parks and Recreation Commission and Senior Citizen Advisory Commission

PREPARED BY: Raina Allan, City Clerk

STRATEGIC INITIATIVE(S):
Effective Governance

RECOMMENDED ACTION(S):
Consider appointing Council Subcommittees to interview the applicants for the Parks and Recreation Commission and the Senior Citizen Advisory Commission.

COMMUNITY ENGAGEMENT/OUTREACH:
The Parks and Recreation Commission and Senior Citizen Advisory Commission vacancies were published in the Press Democrat and the Healdsburg Tribune on December 11, 2025, December 18, 2025 and January 1, 2026. Information on the vacancy was also posted on the City Website and the City Social Media Platforms.

BACKGROUND:
On January 1, 2026, two positions on the Healdsburg Parks and Recreation Commission expired and two terms on the Senior Citizen Advisory Commission expired.

DISCUSSION/ANALYSIS:
Staff Recommends the Council form two subcommittees at this time to interview the applicants for the Parks and Recreation Commission and the Senior Citizen Advisory Commission. The application deadline was January 7, 2026. Four applications were received for the Parks and Recreation Commission, and four applications were received for the Senior Citizen Advisory Commission.

ENVIRONMENTAL STEWARDSHIP:
Not applicable.

ALTERNATIVES:
Council could move forward without forming subcommittees. If the alternative is selected, staff

requests further direction.

FISCAL IMPACT:
There is no fiscal impact related to the proposed action.

ENVIRONMENTAL ANALYSIS:
Pursuant to Title 14, the California Code of Regulations, Section 15378(b)(5) of the California Environmental Quality Act ("CEQA") guidelines, the proposed action is an administrative activity of the City that will not result in direct or indirect physical changes to the environment.

ATTACHMENT(S):
Parks and Recreation Commission Applications
Senior Citizen Advisory Commission Applications

CITY OF HEALDSBURG
CITY MANAGER'S OFFICE

401 Grove Street
Healdsburg, CA 95448-4723

Phone: (707) 431-3317
Fax: (707) 431-3321

Visit us at www.healdsburg.gov

RECEIVED
JAN - 7 2026
CITY OF HEALDSBURG

APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

The City of Healdsburg is seeking dedicated community members to serve on our boards and commissions. These groups play a vital role in advising the City Council on important matters. Please complete this application and submit it to Raina Allan at rallan@healdsburg.gov, along with any relevant information.

COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Parks and Recreation

Name: Valorie Cronin Telephone: [redacted]

Home Address: [redacted] Email: [redacted]

Resident in Healdsburg for 29 years.

Languages other than English spoken: _____

Educational Background: Cosmotology School

Employer: Self

Job Title: Hair stylist

Duties Performed: Cut & colors - Lots!

THIS DOCUMENT AND ALL ATTACHMENTS ARE AVAILABLE FOR PUBLIC INSPECTION

Commission Application
Page 2

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

yes

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

Deferred maintenance
Senior citizen advocacy

What would be your goal(s) as a Commissioner?

represent the community and listen to their Thoughts and ideas

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

being open to all levels of Thought from the community regardless of their stature

Current and Past Membership in Community Organizations & Offices Held:

3 years Parks + Rec

Additional Information & Comments:

Local References:

Name: Danya Richter Telephone: [redacted]
Address: [redacted] HBG Email: [redacted]

Name: Zach Hayman Telephone: [redacted]
Address: [redacted] HBG Email: _____

Name: Griselda Acevedo Telephone: [redacted]
Address: [redacted] Email: [redacted]

Applicants and incumbents should be aware that they may be required to disclose any potential conflicts of interest arising from their business or organizational affiliations within the City of Healdsburg. Furthermore, a Statement of Economic Interest may be required, which is subject to public disclosure.

I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: Valerie Cronin **Date**: Jan 7, 2026

CITY OF HEALDSBURG
CITY MANAGER'S OFFICE

401 Grove Street
Healdsburg, CA 95448-4723

Phone: (707) 431-3317
Fax: (707) 431-3321

Visit us at www.healdsburg.gov

APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

The City of Healdsburg is seeking dedicated community members to serve on our boards and commissions. These groups play a vital role in advising the City Council on important matters. Please complete this application and submit it to Raina Allan at rallan@healdsburg.gov, along with any relevant information.

COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Parks & Recreation

Name: Ronald Walter Dobley Telephone: [redacted]

Home Address: [redacted] Email: [redacted]

Resident in Healdsburg for 28 years.

Languages other than English spoken: _____

Educational Background: BA American Studies with Minors in History & Women's Studies, CSUF. 2 years graduate studies in History, Arizona State Univeristy

Employer: Payroll Management, LLC

Job Title: Sr Staff Engineer

Duties Performed: See Attached

THIS DOCUMENT AND ALL ATTACHMENTS ARE AVAILABLE FOR PUBLIC INSPECTION

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

Yes, 100+

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

See Attached.

What would be your goal(s) as a Commissioner?

See Attached

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

See Attached

Current and Past Membership in Community Organizations & Offices Held:

Healdsburg Kiwanis, Director, Treasurer

Additional Information & Comments:

See Attached.

Local References:

Name: David Hagele Telephone: [redacted]
Address: [redacted] Email: [redacted]

Name: Chris Herrod Telephone: [redacted]
Address: [redacted] Email: [redacted]

Name: Joe Naujokas Telephone: [redacted]
Address: [redacted] Email: [redacted]

Applicants and incumbents should be aware that they may be required to disclose any potential conflicts of interest arising from their business or organizational affiliations within the City of Healdsburg. Furthermore, a Statement of Economic Interest may be required, which is subject to public disclosure.

I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: Ronald Walter Dobley Digitally signed by Ronald Walter Dobley Date: 2026.01.07 18:32:54 -08'00' **Date**: 1/7/26

Date of Graduation, Degree & Major

CSUF: 1993, BA, American Studies (Minors in History & Women's Studies).
ASU: Two years graduate study, none, History

Duties Performed

Lead a team of software developers creating distributed systems to meet business requirements by analyzing and solving complex problems in a collaborative team environment.

Other Pertinent Employment Data

In my position, I work with people from a wide range of cultural and ethnic backgrounds where disagreements are common. Through experience this has allowed become a good listener, and therefore a good collaborator. I foster an open, collaborative environment in order to examine all options to a given problem so that we can arrive at the best solution. I feel that this experience is valuable to a commissioner where there are often differing opinions from people with many diverse backgrounds. I aim to be inclusive as possible and take in as many views as I can before making a decision.

Why & Qualifications

I feel that it is important to be involved in your community. I have been actively involved in the community for the past 13 years through the Healdsburg Kiwanis Club, and the past six years with the Parks & Rec commission. I would like to continue my involvement by continuing to advise the City Council and city staff as a commissioner. I feel that the parks and recreation programs and other services offered by the Community Services Department are a vital part of our community. There are many demands put on what our parks and recreational programs should deliver, however, we cannot always meet these demands. I feel that I have, and will continue to, provide an open, candid, and objective advice to the City Council on the many issues that we face in meeting the desires and needs of our community.

Current & Past Memberships

Healdsburg Kiwanis Club member since 2008, two-year term on the board of directors.

Healdsburg Kiwanis Memorial Scholarship Fund, on board of directors, and Treasurer since 2016.

Healdsburg Kiwanis Foundation, on board of directors, and Treasurer since 2018.

Foster Parent for San Francisco Bassett Rescue since 2008

Additional Comments

I feel that my experience as a commissioner dealing with some hotly contested topics (Fitch Mountain Preserve, Three North, Saggio Hills Fire Substation, Healdsburg Food & Wine Experience) and my work in shaping policies and developing new programs (Special events policies and Arts and Culture Master Plan) will enable me to tackle the next complex issue that Community Services department faces. I have proven track record of working with diverse members of the community to listen to their concerns, and then providing frank advice to city staff and council.

CITY OF HEALDSBURG
CITY MANAGER'S OFFICE

401 Grove Street
Healdsburg, CA 95448-4723

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APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

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COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Park and Recreation Commission

Name: Jim Morris Telephone: [redacted]

Home Address: [redacted] Email: [redacted]

Resident in Healdsburg for 29 years.

Languages other than English spoken: _____

Educational Background: Bachelor of Science, Business, California State University, Chico

Employer: Self

Job Title: Proprietor

Duties Performed: I am in the wine consulting business working with wineries on a variety of projects.

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

Many years ago, when I was active in Little League

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

I am nearing retirement and want to do community based work as long as I can. I love this community and feel my experience as an active participant as a coach (Little League), participant (city softball league for 20+ years), and active user of all Healdsburg parks, it is a place I love and wish to contribute.

What would be your goal(s) as a Commissioner?

Use my considerable energy to focus on doing the work of a commissioner, making this city the crown jewel of Sonoma County in activities, places to play, and share the joy of this amazing little town.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

Listen. Ask. I have been in the public facing part of the wine business for 35+ years. I have had to work with very unique and diverse groups in many situations and building a coalition is something at which I excel. I would apply those same skills and listen to all sides before making a measured decision.

Current and Past Membership in Community Organizations & Offices Held:

Healdsburg Rotary, Sunrise; Healdsburg Little League, Board Member

Additional Information & Comments:

I want to direct my considerable energy to making everything we do better. I want to approach things in new ways, have discussions that may not have happened. I like to engage in civic conversations and see what can be done. I would be honored at this chance to be of assistance to my community.

Local References:

Name: Oded Shakked Telephone: [redacted]
Address: [redacted] Email: [redacted]

Name: Andy Esquivel Telephone: [redacted]
Address: [redacted] Email: [redacted]

Name: Steve Brook Telephone: [redacted]
Address: [redacted] Email: [redacted]

Applicants and incumbents should be aware that they may be required to disclose any potential conflicts of interest arising from their business or organizational affiliations within the City of Healdsburg. Furthermore, a Statement of Economic Interest may be required, which is subject to public disclosure.

I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: _____ **Date**: _____

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APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

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COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Parks and Recreation Commission

Name: [redacted] Telephone: [redacted]

Home Address: [redacted] Email: [redacted]

Resident in Healdsburg for 33 years.

Languages other than English spoken: Some Italian

Educational Background:
Redwood High School Class of 1985
~~B.S. Environmental Science UCSB 1991~~

Employer: Spoke Folk Cyclery

Job Title: Owner

Duties Performed: Everything...

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

I have not

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

I feel I am qualified for an appointment because of my time in Healdsburg and my ongoing work as the owner of Spoke Folk Cyclery. I have a lot of expeirence with outdoor activities and bring a wealth of knowledge and passion. Having raised 3 childeren in Healdsburg I am well aware of the strong suits and shortcomings of our parks and open spaces. In short, I would like to continue the work of the current commission and bring new ideas and energy.

What would be your goal(s) as a Commissioner?

My goal would be to bring green paint. Let me explain, as a life long competitive cyclist I value bike infrastructure and safe places to ride. Over the years I have seen Healdsburg implement many good ideas. I have also become frustrated with not seeing enough change.
We need more bike lanes in town, we need green painted bike ways on our streets, not just for the locals, but also for the people that come from all over to ride here. I am also interested in incresing open space public land.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

This one is easy, listen... Listen to what the citizens express, with understanding and empathy. Everyones opinion counts, as part of the commission it is our job to listen and implament ideas that are presented to us, and give advice to the City Council.

Current and Past Membership in Community Organizations & Offices Held:

St John's School council, 2009
Healdsburg Mens Golf Club board of directors 2011-2021
Hbg Little League coach 2008-2018

Additional Information & Comments:

I have always been interested in civic government and feel this is a good use of my time, energy and focus.
I intend to bring kindness, and understanding as well as knowledge and initiative to the position.

Local References:

Name: Jennifer Lucas Telephone: [redacted]
Address: [redacted] Hbg Email: [redacted]

Name: Amanda Beeler Telephone: [redacted]
Address [redacted] Hbg Email: [redacted]

Name: Peter Mork Telephone [redacted]
Address: [redacted] Hbg Email [redacted]

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I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: T Porter **Date:** 01/05/2025

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APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

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COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Senior Citizens Advisory Commission

Name: Greta Frydenlund Telephone: [redacted]

Home Address: [redacted] Email: [redacted]

Resident in Healdsburg for 5 1/2 years.

Languages other than English spoken: none

Educational Background:
Bachelor of Science in Psychology with a minor in business, CSU, Sacramento

Teaching Credential: multi-subject K-8 with CLAD focus, CSU, Sonoma

Employer: Bellevue Union School District, Santa Rosa

Job Title: teacher

Duties Performed: retired 2024: taught grades from Transitional Kindergarten to Sixth g

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

Yes, I have attended a few Senior Citizens Advisory Commission meetings.

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

As a senior citizen I have enjoyed the events and activities offered by the Senior Center and town of Healdsburg. Participation and meeting people enrich my daily life and I want to give back by being a leader and supporter on the Senior Citizens Advisory Commission.

What would be your goal(s) as a Commissioner?

I am a listener who can gather information and be apart of a team to serve the needs of you seniors while following policy, prodedures and rules laid out my the commission. It is important to have something every senior can do and enjoy.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

I would show up at meetings and events, unless a personal priority is pending. I would communicate my needs and work with the advisory team to serve our community.

As a former teacher, I worked with the needs of a diverse community, including socially economically disadvantaged families, to second language learners and to advantaged

Current and Past Membership in Community Organizations & Offices Held:

I have volunteered 2 years as a server at the Senior Center Holiday Dinner, Villa Chanteer 2023 & 2025
I held board positions as a PTA member during my teaching careeer.
I volunteer for St. Vicent de Paul charities through St. John the Baptist Catholic Church.
I volunteered at St. Rose Catholic Church teaching CCD to elementary students

Additional Information & Comments:

I have time and energy to give back to our community.

Local References:

Name: Rita Cordova Telephone: [redacted]
Address: [redacted] Email: [redacted]

Name: Lori Patocchi Telephone: [redacted]
Address: [redacted] Email: n/a

Name: Karl Doolittle Telephone: [redacted]
Address: [redacted] Email: n/a

Applicants and incumbents should be aware that they may be required to disclose any potential conflicts of interest arising from their business or organizational affiliations within the City of Healdsburg. Furthermore, a Statement of Economic Interest may be required, which is subject to public disclosure.

I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: _____ **Date:** 12/23/2025

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APPLICATION FOR APPOINTMENT TO COMMISSIONS AND COMMITTEES

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COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

Senior Advisory Committee (Re-application)

Name: Rita D. Mar Cordova Telephone [redacted]

Home Address: [redacted] Email: [redacted]
Healdsburg, CA 95448

Resident in Healdsburg for 42+ years. (Born and raised here)

Languages other than English spoken: Spanish (Bilingual and Bicultural)

Educational Background: Attended St. John's Catholic School in Healdsburg throughout 1st to 8th grade. Attended Ursuline Highschool and graduated in 1975. Earned and hold a masters degree in Counseling.

Employer: self, sole proprietor of a private practice in Healdsburg — Casa Mar Counseling.

Job Title: Licensed marriage and Family Therapist (LMFT)

Duties Performed: Provide counseling to individuals of all ages. After evaluation; I use therapy and treatment modalities that would be most beneficial to the client or clients for the issues and concerns presented.

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Commission Application
Page 2

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

* Reapplication; I've attended meetings for two years.

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body. I've been serving on the Senior Advisory Commission for two years and have found it to be both engaging and enlightening regarding the beloved community of Healdsburg and it's Seniors population. This is why I am re-applying.

What would be your goal(s) as a Commissioner? To continue to serve in a more full capacity than before. My main goal is to continue to be helpful, involved, positive and supportive. I want to be helpful towards the staff and participants-members at the Senior Center and also to those of us on the Commission itself. Together we are a community.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve. I will continue to attend meetings as I have for the last two years. I will continue to volunteer for events that target and benefit the Seniors of our community. I recently suffered the loss of my husband of 40 years. It's a difficult passage. I look forward to serving in a more full capacity now. I look forward that in 2026 I will be able to be more fully present and be able to be even more constructive and productive. My goal is to be a positive influence towards what benefits the Seniors in our beloved community. I consider serving in this role a very valuable privilege, thank you!

Current and Past Membership in Community Organizations & Offices Held:

Additional Information & Comments:

Local References:

Name: Anna Grant Active Adult & Senior Services Supervisor Telephone [redacted]
Address: 133 Matheson Street Email: [redacted]

Name: Linda Biggers Telephone [redacted]
Address [redacted] Email: [redacted]
Healdsburg, CA 95448

Name: Greta Frndenlund Telephone [redacted]
Address: [redacted] Email: _____
Healdsburg, CA 95448

Applicants and incumbents should be aware that they may be required to disclose any potential conflicts of interest arising from their business or organizational affiliations within the City of Healdsburg. Furthermore, a Statement of Economic Interest may be required, which is subject to public disclosure.

I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: _____ **Date:** 1/8/2026

Application for Appointment to Commissions and Committees

Applying for - Senior Citizen Advisory Committee

Donna Riley

[redacted] Healdsburg

[redacted] - phone

[redacted] - email

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Resident in Healdsburg for 8 years.

Languages other than English spoken - Some Spanish and French, actively learning Spanish

Educational Background:
Cabrillo Sr. High School, Lompoc, CA, 1974; UC Irvine, BA Comparative Literature, 1985. Lifelong learner with at least four different courses always in process. Meditation Teacher.

Employer: Retired From Dell Inc - 2006

Job Title: Account Manager

Duties Performed: Initially 3 years' sales to Fortune 500 Bay-Area-based companies. Last 7 years working with K12 Schools throughout Northern California. In retirement, I have committed myself to service work, learning and supporting my community.

Have you ever attended a meeting of the Commission to which you are applying? If so, how many??

I have not attended a Commission meeting so as not to interfere with my husband, Dave Hoppes' work there.

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

With the Senior Center's focus on end-of-life services, I am uniquely qualified to participate, having worked through many difficult situations with my husband, Dave Hoppes, in Memory Care. Issues involve health provider lack of patient

focus and assessment, assisted living legal and medical care issues, negligent care and responsiveness, multiple acquisitions - the latest company cutting staff, food quality and service. I believe that as a senior, my best opportunity to be of service is to work with people my age who engage or could engage with the Senior Center. I would love to encourage more diverse membership.

What would be your goal(s) as a Commissioner?

Your End-of-Life initiative spoke to me immediately. Participate as Compassionate Communities team member and start a peer-led Dementia Caregiver Support Group. Help foster an age-friendly community through awareness - public speaking/engagement - DEI, EOL - committee work. New program development and current program enhancements. Help/teaching member computer skills. Promote and teach meditation classes.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

I will support excellence in public service by listening first and keeping people, not processes, at the center of decisions. Older adults are a diverse community, and I would encourage their ongoing feedback to help translate those voices into thoughtful, practical recommendations. Public service is built on respect, clear communication, and follow-through. I would bring a collaborative, service-oriented mindset to the Senior Center.

Current and Past Membership in Community Organizations & Offices Held:

COPE - The Greens Neighborhood Leader, AAUW Healdsburg - Newsletter, Redwood Empire Food Bank - kitchen volunteer and fundraising; Several AA Healdsburg Meeting Groups - volunteer, greeter, speaker, meditation teacher; Duffy's Treatment Center - meditation teacher, kitchen; Glide Memorial Church - Sunday front office admin; Meals on Wheels - Driver SF.

Additional Information & Comments:

My husband, Dave, has encouraged me to participate in a more meaningful way in our community. I have watched Healdsburg and the Senior Center thrive through outstanding public service, and I hope to fully immerse myself in this rewarding experience.

Local References:

George Seeber, [redacted], Healdsburg; [redacted] phone; [redacted] email

Jim Walters, [redacted], Healdsburg; [redacted] phone: [redacted] email

Donna Manahan, [redacted] Healdsburg; [redacted] phone; [redacted]

I certify that this is an exact replica of the application portion filed on 1/3/26. Since that submission was illegible, I typed out the entire application portion with the exact same responses.

Respectfully submitted,
Donna Riley

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COMMITTEE, COMMISSION, OR AREA OF SERVICE YOU ARE APPLYING FOR:

SENIOR ADVISARY

Name: MARY SELHORST Telephone: [redacted]

Home Address: [redacted] Email [redacted]

Resident in Healdsburg for 3 years.

Languages other than English spoken: –

Educational Background: BA-SOCIOLOGY

Employer: RETIRED

Job Title:

Duties Performed:

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Commission Application
Page 2

Have you ever attended a meeting of the Commission to which you are applying? If so, how many?

YES +/- 10

Please state briefly your reasons for applying and why you feel you are qualified for appointment to this body.

I'm INTERESTED IN IMPACTING THE LIVES ON SENIORS IN A POSITIVE WAY.

What would be your goal(s) as a Commissioner?

To listen to the interests/needs of seniors and act on them, as possible.

Please describe how you would help support excellence in public service and help the City effectively respond to the needs of the diverse residents we serve.

I would be involved in outreach to those who are unfamiliar with activities for seniors.

Current and Past Membership in Community Organizations & Offices Held:

PRESIDENT OF HOMEOWNER ASSOCIATION IN PERRY HALL MD (TEN YEARS - 1990S)
BOARD MEMBER OF CONDO ASSOCIATION KENT ISLAND FOR 2+ YRS. 2006-2009

Additional Information & Comments:

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Local References:

Name: ANNA GRANT Telephone: [redacted]
Address: HEALDSBURG SENIOR CENTER Email: _____

Name: CINDY SKINNER Telephone: [redacted]
Address: _____ Email: _____

Name: _____ Telephone: _____
Address: _____ Email: _____

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I certify that the information provided in this application is true and accurate to the best of my knowledge. By submitting this application, I agree to serve on the designated Commission/Committee if appointed.

Signature: Mary Selhorst **Date:** 12/15/25

Item 12.a

CITY OF HEALDSBURG
CITY COUNCIL FUTURE AGENDA ITEMS

(NOTE: The schedule is tentative and subject to change pending final publication and posting of the City Council meeting agenda)

February 2, 2026	Employee Anniversaries – Paul McQuaid – 10 Years, Ronald Green and Derek Sheets – 5 Years
	Villa Chanticleer Events Management Agreement Amendment – Water and Sewer Charges
	Healdsburg Station Area Specific Plan
	Mayors and Councilmembers – Letters of Interest
	Budget Kick off Discussion
	Low Carbon Fuel Standard Program Updates
February 17, 2026	Badger Park Schematic Design Contract
(Tuesday)	Acceptance of Public Improvements – North Village
	General Fund Surplus and Pension Liability Funding Policy Review
	March Avenue Bid Opening
	Housing Legislation Land Use Code Amendments (SB 9 and SB 684/SB 1123) 1st Reading
	Mid-Year Budget Review
March 2, 2026	Employee Anniversaries – Angela Koski – 15 Years
	Annual Police Department Update
	Housing Legislation Land Use Code Amendments (SB 9 and SB 684/SB 1123) 2nd Reading
	MOU with Corazon Healdsburg and Healthcare Foundation for Abel De Luna Community Center Multicultural Center Improvements Project
	Saggio Hills Amendment
	Prune Packers Baseball Club Facility Use Agreement
March 16, 2025	Annual Fire Department Update
	SMART Sales Tax Renewal Presentation

March 25, 2026	
Special Meeting	City Council Goal Setting Session

(NOTE: The schedule is tentative and subject to change pending final publication and posting of the City Council meeting agenda)