



## **City Council Meeting Minutes**

**Monday, June 24, 2024 at 6:00 PM**

**33 Church Street, Sutter Creek, CA 95685**

**The Agenda can be found on the City's Website: [www.cityofsuttercreek.org](http://www.cityofsuttercreek.org)**

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**The City of Sutter Creek City Council Meeting will be available via Zoom and in person.**

**Join Zoom meeting: <https://us02web.zoom.us/j/9568520224>**

**Please note: Zoom participation is only available for viewing the Council meeting.**

**\*Public Comment will not be taken from Zoom\***

**Or Dial by phone: 301-715-8592 | Meeting ID: 956 852 0224**

*Unless stated otherwise on the agenda, every item on the agenda is exempt from review under the California Environmental Quality Act ("CEQA") per CEQA Guidelines Sections 15060(c), 15061(b)(3), 15273, 15378, 15301, 15323 and/or Public Resources Code Section 21065.*

### **1. Call to Order and Establish a Quorum for Regular Meeting**

PRESENT

Mayor Claire Gunselman

Vice Mayor Julia Sierk

Council member Jim Swift

Council member Susan Feist

Council member Dan Riordan

Treasurer Vicky Runquist

### **2. Pledge of Allegiance to the Flag**

### **3. Public Forum**

Al Bierce, of Sutter Creek thanked City staff for putting up the radar signs and thanked the Council for making a tough sewer rate decision.

#### 4. **City Manager's Report**

City Manager Tom DuBois gave a presentation outlining updates based on City Priorities, including:

Eureka Road repaving scheduled to begin June 24th. Road will be closed from 8am - 5PM for up to 20 days (July 22). Radar signs going up. Crosswalks. Draft Budget and Local transaction and use Tax tonight. Met with USDA on available grants and loans. Second operational meeting with Ione and Mule Creek on June 12. First clean day on June 9 was a success and DRC approved city directional sign for businesses off Main Street. Planning Commission continued Broadmeadow, 10 single family homes item. Researching WWTP engineering and contracting firms to interview. Arts Council can provide funds for Sutter Creek concerts in the park and July 4th Pool Party preparations.

Presentation can be viewed by following the link below:

<https://www.cityofsuttercreek.org/media/9181>

#### 5. **Presentations- None.**

#### 6. **Approval of Minutes**

A. City Council Minutes of June 3, 2024

**Motion made by Vice Mayor Sierk, Seconded by Council member Feist to Approve the City Council Minutes of June 3, 2024, as amended.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Feist, Council member Riordan**

#### 7. **Consent Agenda**

**Motion made by Council member Swift, Seconded by Council member Riordan to Approve the Consent Agenda, as presented.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Feist, Council member Riordan**

A. CONSIDERATION OF RESOLUTION 23-24-\* ACCEPTING DEED TO REAL PROPERTY FOR ASSESSOR PARCEL Nos. 018-020-031-000, 018-020-032-000

#### 8. **Ordinances and Public Hearing**

A. Delinquent Sewer Payments

Recommendation:

1. Open the Public Hearing and receive public input.
2. Direct the City Clerk to record delinquencies with the County Recorder's Office for collection on the property tax roll.

Finance Supervisor Mason Peters outlined the sewer delinquency process.

Council member Riordan suggested including the delinquent sewer amount to the staff report under budget impact.

Mayor Gunselman opened the Public Hearing at 6:18 p.m.

Mike Kirkley of Sutter Creek commented that he believed it would take five years to collect the money.

Mayor Gunselman closed the Public Hearing at 6:19 p.m.

**Motion made by Council member Riordan, Seconded by Council member Swift to close the Public Hearing.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Feist, Council member Riordan**

**Motion made by Vice Mayor Sierk, Seconded by Council member Riordan to Direct the City Clerk to record delinquencies with the County Recorder's Office for collection on the property tax roll.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Feist, Council member Riordan**

## **9. Administrative Agenda**

- A. CONSIDERATION OF RESOLUTION 23-24-\* CALLING AN ELECTION IN THE CONSOLIDATED NOVEMBER 2024 GENERAL ELECTION ON THE ADOPTION OF AN ORDINANCE ENACTING CHAPTER 4.06 OF THE SUTTER CREEK MUNICIPAL CODE, IMPOSING 1.5-CENT TRANSACTIONS AND USE (“SALES”) TAXES.

City Manager Tom DuBois gave an overview and outlined the process.

Lisa Klosowski and Mike Kirkley spoke in favor of considering a lower increase.

Al Bierce spoke in support of the proposed increase noting that it should be spent on infrastructure.

Council member Riordan noted that he was in favor of the 1.5% increase but after listening to the feedback he believes it would be more responsive to the community to proceed with a 1% increase.

Council member Sierk noted that the council had prioritized infrastructure and the 1.5% would help address the identified priorities. She questioned if the lower rate would be enough to do what needs to be done.

City Manager DuBois noted that the CIP shows that there is a lot to do, and it would likely take more but passing 1% is better than nothing.

Council member Swift noted that he had previously felt the due to the timing and amount of the increase he could not support it but noted that he could support a 1% increase. He noted that the community would ultimately decide when they vote and that it would have a much better chance of passing at 1%.

Council member Feist notes that she would be on board with the 1% increase.

Mayor Gunselman noted that she was comfortable with the 1.5% up to this point because the revenue would answer the problems each year and because all of the money would go directly to Sutter Creek.

She suggested that in response to the community and the points that the council has brought up she would support the 1% increase.

**Motion made by Council member Riordan, Seconded by Vice Mayor Sierk Calling an Election in the consolidated November 2024 General Election on the adoption of an ordinance enacting Chapter 4.06 of the Sutter Creek Municipal Code, imposing 1.0-cent transactions and use (sales) taxes and amending all ballot measure documents to reflect 1% including the proposed ordinance, the resolution and the section 2 ballot language and to change all references from \$879,000 to \$579,000.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Feist, Council member Riordan**

Mayor Gunselman called for a five-minute recess at 7 p.m.

The meeting reconvened at 7:06 p.m.

- B. 2024-2025 Budget for Council review and feedback. Based on Council's review, Council can adopt the budget as is, make motions to modify the budget, or continue the item for approval at a future meeting. City Manager Tom DuBois and Finance Supervisor Mason Peters presented the draft budget.

The Budget Overview presentation can be viewed by following the link below:

[Budget Overview 06242024 \(cityofsuttercreek.org\)](https://www.cityofsuttercreek.org/Budget-Overview-06242024)

The Council reviewed the draft budget and discussed many aspects including animal control, dispatch, staffing expenses, marketing and capital projects.

Mike Kirkley of Sutter Creek questioned if the sales tax increase revenue would be used for infrastructure with an unsustainable budget.

Th Council directed staff to look into and bring back for continued discussion the job and duties in respect to the salary of the City Clerk, the ACRA JPA contribution and the cost of opening the bathrooms at Bryson Park.

**Motion made by Mayor Gunselman, Seconded by Vice Mayor Sierk to direct staff to replace the expense for the cameras in the community building item and replace with looking into putting in Wi-Fi at the grammar school.**

**Voting Yea: Mayor Gunselman, Vice Mayor Sierk, Council member Swift, Council member Riordan**

**Voting Abstaining: Council member Feist**

## **10. Mayor and Council Member Reports**

Council member Sierk noted that the Bike/Ped committee met last week, and she will be bringing forward a project proposal for Sutter Creek crosswalks and signage.

Council member Sierk, Swift and feist noted that they will not be available for the July 15th meeting and suggested coming up with an alternate date.

**11. City Attorney's Report**

None.

**12. Future Agenda Items**

Council member Sierk

Bike Ped proposal

Council member Feist

Invite Fire Chief Moreno for a fire management discussion.

**13. Information and Correspondence**

So noted.

- A. Monthly Police Report
- B. Monthly Public Works Report
- C. Monthly Finance Report
- D. May 2024 Cash Flow Report
- E. May 2024 Expense Report
- F. May 2024 Revenue Report
- G. Warrants- June 2024
- H. Monthly Treasurer's Report
- I. Monthly Administrative Services Report
- J. Monthly Planning Report
- K. Monthly Engineer's Report

The meeting adjourned into Closed Session at 8:57 p.m.

**14. Closed Session**

- A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Gov. Code Section 54956.9)  
SEIU Local 1021 v. City of Sutter Creek, Pub. Emp. Rel. Bd.  
Case No. SA-CE-1244-M
- B. CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to Government Code Section 54957.6  
Agency Negotiator: Tom DuBois, City Manager  
Employee Organizations: Sutter Creek POA

C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): Claim of Dana and Charles Knight Regarding Sewer Billing

**15. Report from Closed Session**

No reportable action was taken.

**16. Adjournment**

**The next regularly scheduled meeting is July 15, 2024.**