



## City Council Meeting Minutes

Monday, May 06, 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

ABSENT

Council member Dan Riordan

### 2. Pledge of Allegiance to the Flag

### 3. Public Forum

Charles Logan of Sutter Creek commented that the sewer letter that went out to the public was disingenuous noting that the treatment plant is old but not failing, and that the need for the rate increase is unsupported.

Jeff Campbell of Sutter Creek commented that the city should focus on I & I issues before an increase in implemented.

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

City Manager Tom DuBois gave a presentation outlining updates based on City priorities, including: Main street sidewalk sanding down completed, working on draft budget with all departments, animal control, Police dispatcher costs, Monteverde office rented to Foothill Conservancy, ARSA Dissolution progressing, land donation near treatment plant, local use and transaction tax planning, pool repair and the Sutter Oaks wastewater main replacement.

Presentation can be viewed by following the link below:

[City Manager's Report Presentation](#)

#### **5. Presentations**

- A. Knight Foundry Update- Frank Cunha

Presentation can be viewed by following the link below:

[Knight Foundry Presentation](#)

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

- A. City Council Minutes of April 15, 2024

*Recommendation: By motion approve minutes as presented.*

Motion made by Vice Mayor Sierk, Seconded by Council member Feist.

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

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

- A. Notice of Application for US Department of Agriculture (USDA) for grant funds

*This item was pulled for discussion.*

Vice Mayor Sierk noted that she was concerned that the grant was applied for before the City Council agreed to pay for the balance of the vehicle expense, almost \$49k and suggested a used vehicle should be considered and questioned why five vehicles are needed with one officer on duty at a time.

Council member Swift commented that he would rather spend 45% of the new vehicle cost than 100% of the cost of a used vehicle, noting that the upkeep on an older vehicle can be prohibitive.

Mayor Gunselman noted that there was money in the budget for a vehicle last year that did not get used.

Mike Kirkley of Sutter Creek noted that the Interim City Manager allowed the Officers to take vehicles home which is adding to the increase mileage and asked if the Police department needs five vehicles when there is only one officer on duty at a time.

Vice Mayor Sierk made a motion to table this item, there was no second and the motion died.

**Motion made by Council member Swift, Seconded by Council member Feist.**

**Voting Yea: Mayor Gunselman, Council member Swift, Council member Feist**

**Voting Nay: Vice Mayor Sierk**

**8. Ordinances and Public Hearing -None**

**9. Administrative Agenda**

**A. ACRA Pool Contract**

*Recommendation: Approve pool management contract for the Summer of 2024*

City Manager DuBois reviewed the pool contract and terms of agreement.

Sophie Starostina with ACRA outlined the staffing requirements for the lifeguards per Red Cross guidelines.

Mayor Gunselman noted concern about the ACRA summer program using the pool while the city is covering the expense of the lifeguards. She commented that since the city pays the costs of operating, staffing and the admin costs the pool income should be used to offset those costs unless there are other expenses that ACRA has that to be covered.

Vice Mayor Sierk commented that the ACRA camp is a burden on the lifeguards with no compensation to the city and suggested that a portion of the summer camp fees should go back to Sutter Creek.

Council member Swift asked for the detailed costs of operating the pool.

Mike Kirkley of Sutter Creek commented that all the pool revenue should come back to the city because it is providing a service to the entire county.

City Manager DuBois noted that staff are seeking direction and range within to negotiate.

The Council noted the importance of keeping the pool open for the community and directed staff to continue negotiations with ACRA and to request a detailed cost of pool operations.

**B. Annual Budget Planning Discussion - City Events and Marketing**

Administrative Services Supervisor Karen Darrow presented the marketing plan requesting Council direction regarding staff time and funds allocation.

Lisa Klosowski with the Visitor Center requested that the city budget be more than \$2,000.00 for the Visitor Center and suggested using some of the TOT funds.

Sandy Anderson of Sutter Creek suggested matching last year's contribution of at least \$5,000.00.

Sandy Anderson relayed a message from Robin Peters with the Knight Foundry suggesting that the money for the Foundry should be reallocated to the Visitor Center.

Toni Linde of Sutter Creek noted that the Parade of Lights is not listed in the proposal and if it was to be added and granted \$2,000.00 as an event that she would suggest transferring it to the Visitor Center as well.

Council directed staff to:

Remove the shade sail line item and shift some more funds toward the Visitor Center, and continue shifting the decor according to the seasons.

Mayor Gunselman called for a five-minute break. The meeting resumed at 8:00 p.m.

**C. Annual Budget Planning - Staffing**

City Manager DuBois presented the staffing proposal and requested direction from the Council.

Mike Kirkley of Sutter Creek commented that the project manager position should be contracted out to avoid the PERS liability of a full-time position. He also noted that the Police Admin position did not seem necessary and noted that it still may make sense to contract out for police services.

Mayor Gunselman noted that she was not comfortable adding project manager position yet and that with more time in their positions, the City Manager and Public Works Director may be able to cover some of those duties.

The Council directed staff not to include the Police Admin position and to continue the discussion about the Project Manager.

**10. Mayor and Council Member Reports**

Mayor Gunselman reported that she spoke with people interested in bringing the Duck Races back.

**11. City Attorney's Report -None**

**12. Future Agenda Items-None**

**13. Information and Correspondence-None**

**14. Closed Session**

The meeting was adjourned into closed session at 8:18 p.m.

**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—POTENTIAL LITIGATION**

(Paragraph (1) of subdivision (d) of Gov. Code Section 54956.9) - 2 potential cases

**15. Report from Closed Session**

No reportable action.

**16. Adjournment**

**The next regularly scheduled meeting is May 20, 2024**