



## **Special City Council Meeting Minutes**

**Monday, July 22, 2024 at 6:00 PM**

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

**Pursuant to Government Code Section 54953(b)- Teleconference location:**

**2260 Bilyeu Ave W, Tillamook, OR 97141**

**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 was available via Zoom and in person.**

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

PRESENT

Mayor Claire Gunselman

Vice Mayor Julia Sierk (*teleconference location*)

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**

None.

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

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

Eureka Road and Oro Madre paving projects, another radar sign, review of the budget and the upcoming ARSA settlement. The 23-24 audit and a Joint meeting with Regional water board. Working with Hydrosience on water balance response. Water Board meeting scheduled on creek discharge requirements. Broadmeadow appeal coming to council, Humengi - mortarless building concrete potentially interested and the Sutter Creek Walking Tour out of Monteverde Museum.

Presentation can be viewed by following the link below:

<https://www.cityofsuttercreek.org/media/9271>

## 5. Presentations

- A. Proclamation honoring Jodi Arroyos

Mayor Gunselman presented a proclamation to Jodi Arroyos in honor of her retirement.

## 6. Approval of Minutes

- A. City Council Minutes of June 24, 2024

Recommendation: By motion approve minutes as presented.

**Motion made by Council member Swift, Seconded by Council member Feist to Approve the City Council Minutes of June 24, 2024, as presented.**

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

## 7. Consent Agenda

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

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

- A. Adopt Resolution 24-25-01 Ordering delinquent sewer charges to be placed on the tax rolls pursuant to Health and Safety Code Section 5470 et seq.
- B. Adopt Resolution 24-25-02 Accepting the completion of public improvements for a sewer main pipe bursting project for the Sutter Oaks residential area, and filing a Notice of Completion and authorizing recordation, therefore.

## 8. Ordinances and Public Hearing

None.

## 9. Administrative Agenda

- A. Sutter Creek Energy Audit and Benchmarking Report  
by Kristina Weldon, CivicSpark Fellow with the  
Sierra Nevada Energy Watch (SNEW) program

Kristina Weldon, CivicSpark Fellow with the Sierra Nevada Energy Watch (SNEW) program gave a presentation.

The presentation can be viewed by following the link below:

<https://www.cityofsuttercreek.org/media/9266>

- B. ARSA JPA Amendment to prepare for dissolution. For Council Adoption

City Manager provided an overview of the dissolution process including the next steps.

**Motion made by Council member Swift, Seconded by Council member Riordan to Approve the Amendment of the Amador Regional Sanitation Authority JPA and direct the City of Sutter Creek ARSA Board members to take the appropriate action as needed to complete the process.**

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

C. Adoption of final budget for the 2024-2025 Budget year

City Manager Tom DuBois and Finance Supervisor Mason Peters presented the budget and highlighted the changes that were made based on Council direction that was given at the previous meeting.

**Motion made by Council member Riordan, Seconded by Vice Mayor Sierk to Approve Resolution 23-24-03 Adopting the 2024-2025 Operating Budget and Approve Resolution 23-24-04 Adopting the Annual Appropriations Limit.**

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

D. Striping Project Minnie Provis Park- for information and staff direction.

Council discussed the safety of the placement of the proposed parking spaces and directed staff to do in house testing, especially of the spaces at the far end, and bring the results and a recommendation back to the Council to review.

**10. Mayor and Council Member Reports**

Council member Sierk gave an update on the Bike/Ped proposal noting that the original project has been abandoned because the Master Plan idea was going to be more costly to the cities.

Each city will now be on their own to add signage and crosswalks to increase access between Amador City and Sutter Creek. She explained that the ACTC grant money is still there, but that ACTC wants the cities to also contribute approximately 10-15% of the project cost.

City Manager Tom DuBois suggested that he would reach out to John Gedney at ACTC to get more details.

**11. City Attorney's Report**

None.

**12. Future Agenda Items**

None.

**13. Information and Correspondence**

So noted.

A. Monthly Police Report

B. Monthly Public Works Report

- C. Monthly Finance Report
- D. June 2024 Cash Flow Report
- E. June 2024 Expense Report
- F. June 2024 Revenue Report
- G. Monthly Treasurer's Report
- H. Monthly Engineer's Report
- I. Monthly Planning Report
- J. Monthly Administrative Services Report

The meeting adjourned into Closed Session at 7:38 p.m.

**14. Closed Session**

- A. Pursuant to Government Code Section 54957.6  
Agency Negotiator: Tom DuBois, City Manager  
Employee Organizations: Sutter Creek POA
- B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION-INITIATION OF LITIGATION  
Pursuant to Government Code Section 54956.9(d)(2). One potential case.

**15. Report from Closed Session**

No reportable action was taken.

**16. Adjournment**

The meeting was adjourned at 8:35 p.m.

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Claire Gunselman, Mayor

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Karen Darrow, City Clerk

Date Approved: