

**AMENDMENT TO EMPLOYMENT AGREEMENT
BETWEEN THE CITY OF SUTTER CREEK AND TOM DUBOIS**

This Amendment ("Amendment") to the Employment Agreement between the City of Sutter Creek and Tom Dubois ("Employee"), dated November 7, 2023 ("Employment Agreement"), is entered into and effective on February 4, 2025 ("Effective Date of this Amendment"). The Employment Agreement shall be amended as set forth below. All other terms of the Employment Agreement not amended shall remain the same as stated.

1. Section 4.B. to the Employment Agreement is amended to read as follows (amendments shown in bold text):

"Temporary Housing Allowance – Beginning on the first payday following the effective date of this agreement and continuing on the first payday of each successive month for up to twelve months, the Employee will receive \$2,500.00 in the form of a loan from the city to pay for a temporary housing allowance, up to a total amount of no more than \$30,000.00. The loan will accrue interest at the rate of 2% per annum. No payments on principal or interest will be due for 36 months after the commencement date, unless the contract is otherwise terminated pursuant to the provisions of this agreement, at which time the principal and interest accrued will be due in full 10 days prior to the final day of employment. **Half (\$15,000) of this loan amount and corresponding interest shall on the Effective Date of this Amendment be considered forgiven.** Following the three-year anniversary date of employment, the City Council shall determine whether to forgive **the other half of the** loan **(i.e., the remaining sum of \$15,000)** in part or in full, or to institute a payment plan. ~~The full terms of the loan will be set forth in a separate agreement to be signed by both parties.~~

Employee shall also receive the sum of \$1,250 for each of the twelve months he worked or works following the completion of his first year of employment under the Agreement. This portion of his housing allowance is not considered a loan and Employee shall not be subject to any obligation to any such allowance he is paid. This allowance will be applied directly to the remaining housing loan. If the principal is paid off at the end of the twelve months worked following completion of his first year of employment, the remaining interest will be forgiven,"

Tom Dubois
City Manager

Claire Gunselman
Mayor

Approved as to Form:

Derek P. Cole
City Attorney