1854 SUTTER CREEK

JEWEL OF THE MOTHER LODE

City Council Meeting Agenda

Monday, April 07, 2025 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: 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/81391466458?pwd=4jXmBm1AP5bEbiID3iDwuxk4GpreRY.1

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 Webinar ID: 816 8589 0182 Passcode: 186036

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**
2. **Pledge of Allegiance to the Flag**
3. **Public Forum**

   At this time, the public is permitted to address the City Council on items not appearing on the agenda. Comments may not exceed 5 minutes. In accordance with State Law, however, no action or discussion may take place on any item not appearing on the posted agenda. The City Council may respond to statements made or questions asked or may request Staff to report back at a future meeting on the matter. The exceptions under which the City Council may discuss and/or take action on items not appearing on the agenda are contained in Government Code §54954.2. Public comment on any item listed below shall be limited to five minutes, unless additional time is permitted by the Mayor/Council.

4. City Manager's Report

This section is an opportunity to provide Council members with a brief status update on staff activities. No action is expected to be taken by the Council.

5. Presentations

A. Proclamation Recognizing Mary Ann Solbrig

For Her Contributions to the City of Sutter Creek

B. Proclamation Recognizing Ryan Baldwin

For His Service to the City of Sutter Creek

C. Introduction of New City Staff

Introduction and swearing in of new staff:

Brooke Wunschel - Part Time Account Clerk

William Watson - Administrative Project Manager

Aaron Wolcott - City Clerk

Phillip Wassner - Police Reserve

6. Approval of Minutes

A. City Council Minutes of March 17, 2025

Recommendation: By motion approve minutes as presented.

7. Consent Agenda

Items listed on the consent agenda are considered routine and shall be enacted in one motion. Any item may be removed for discussion at the request of Council or the Public.

A. Updated Pool Management Agreement Between City of Sutter Creek and ACRA

Approve City Manager to sign revised version of the swimming pool agreement with ACRA.

8. Ordinances and Public Hearing

9. Administrative Agenda

A. Two Thirds Year Budget Update

For Information and Discussion

B. Long Range Financial Forecast

Information item for discussion

C. Weed Abatement Ordinance

Introduce and Waive First Reading of Ordinance Enacting Chapter 10.40 of the Sutter Creek Municipal Code Regarding the Abatement of Weeds and Rubbish.

10. Mayor and Council Member Reports

This section is to provide Council members an opportunity to present updates on their activities and to request items be placed on future agendas.

11. City Attorney's Report

This section provides an opportunity for the City Attorney to report on any activities or upcoming legislation of importance to the City. No action is expected to be taken by the Council.

12. Future Agenda Items

This section provides an opportunity for Council members to request items to be added to the agenda in the future with a majority Council vote.

13. Information and Correspondence

14. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6
Agency Negotiator: Tom DuBois, City Manager
Employee Organizations: Sutter Creek POA and SEIU

15. Report from Closed Session

16. Adjournment

The next regularly scheduled meeting is April 21, 2025 at 6pm.

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK RECOGNIZING MARY ANN SOLBRIG FOR HER DEDICATED SERVICE AND HONORING HER CONTRIBUTIONS AND ACCOMPLISHMENTS ON BEHALF OF SUTTER CREEK

WHEREAS, Mary Ann was hired as a Part Time Account Clerk on July 6, 2021. During the last 4 years, Mary Ann's job duties have taken many forms to satisfy the needs of City Hall, and she has performed them all in stride and with much success. She retired from Sutter Creek on February 27, 2025; and

WHEREAS, Mary Ann has been an integral piece of City Hall. Upon her hire, there were significant shifts in job duties around City Hall. Many building and planning responsibilities were passed on to City Hall staff, and through that adaptation, Mary Ann pushed through and learned many different tasks around the office to help support her peers; and

WHEREAS, Mary Ann is always eager to learn new tasks around the office. This aptitude for learning is a natural segway for cross training with other City Hall staff, which has been an enormous help in times where staff are absent or overwhelmed with other tasks. She has always been a reliable part of our team, willing to help when needed; and

WHEREAS, Mary Ann's attention to detail and proficiency at her regular duties makes her a very efficient, accurate Account Clerk. The number of tasks she is able to get through as a part-time worker is nothing short of impressive – she is leaving behind a legacy of great work. She is honest when a mistake is made and is always willing to do what is necessary to rectify the issue. She is a self-sufficient worker who does not need to be reminded of deadlines or jobs that need to be completed. It is a breeze to work with her; and

WHEREAS, Mary Ann is always a friendly face to the public when she helps at the counter, and everyone she encounters has a pleasant experience in City Hall. Her customer service skills on the phone and at the counter are effortless and she is always willing to do whatever she can to assist citizens with their requests and needs; and

WHEREAS, Mary Ann's tenure at Sutter Creek has garnered her admiration from staff and the citizens of the city, and she has upheld the high quality of service that we tirelessly try to maintain year after year.

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Claire Gunselman, on behalf of the City Council, Citizens, and Employees of the City of Sutter Creek, do hereby issue this Proclamation to Mary Ann Solbrig and her unwavering dedication to the city of Sutter Creek. Mary Ann will be deeply missed by her co-workers, council and the public. However, we are very excited for her to have the time to spend more time enjoying her hobbies and being with her loving family.

THE CITY OF SUTTER CREEK

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Claire Gunselman, Mayor

A PROCLAMATION OF THE CITY COUNCIL OF SUTTER CREEK RECOGNIZING POLICE OFFICER RYAN BALDWIN AND HONORING HIS MANY ACCOMPLISHMENTS ON BEHALF OF THE CITY OF SUTTER CREEK

WHEREAS, Police Officer Ryan Baldwin was appointed on July 5, 2021; and entered the Field Training Program, which he completed successfully and became a certified solo patrol officer.

WHEREAS, Ryan has distinguished himself from the start of his tenure with Sutter Creek as a competent, collaborative officer willing to assist his fellow officers and to serve the community at an exemplary level; and

WHEREAS, serving in the role of a police officer with the Sutter Creek Police Department, much of his time as the only officer on duty at the time, Ryan was proactive and persistent, leading to numerous successful arrests, making a significant impact on public safety and the overall well-being of the Sutter Creek community; and

WHEREAS, Ryan's outstanding service to Sutter Creek was recognized by the Masonic Lodge in an award ceremony along with other public safety professionals across Amador County; and

WHEREAS, early in his time with Sutter Creek, while serving as the only officer on duty at the time, Ryan was the lead investigator on a fatal vehicle accident in which a teenage bicyclist was killed. Ryan was integral in every aspect of the investigation, which resulted in an arrest and the person responsible being sentenced to state prison; and

WHEREAS, Ryan distinguished himself through hard work and competence, and was selected to serve as a Field Training Officer, responsible for the training and orientation of new Sutter Creek Police Officers; and

WHEREAS, Officer Ryan Baldwin has dedicated himself to the service and safety of the citizens of Sutter Creek with unwavering commitment, integrity, and professionalism; and

WHEREAS, Ryan participated each year in the Shop with a Cop event, partnering the youth of our community with police officers during the holiday season. Ryan regularly volunteered additional time to help coordinate the logistics of the event to ensure the event went as seamlessly as possible; and

NOW, THEREFORE, I, Mayor Claire Gunselman, on behalf of the City Council, Citizens and Employees of the City of Sutter Creek, do hereby issue this Proclamation to Ryan Baldwin in recognition of his many contributions.

NOW, THEREFORE, BE IT RESOLVED, we extend our gratitude and appreciation to Ryan for nearly four years of exemplary service as a Sutter Creek Police Officer. Ryan will be missed here at the City of Sutter Creek, and as the Amador County native moves on to other professional challenges, we congratulate Ryan for a job well done and wish him continued success and happiness.

THE CITY OF SUTTER CREEK

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Claire Gunselman, Mayor

City Council Meeting Minutes

Monday, March 17, 2025 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: 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

Called to order at 6 PM

Present:

Council Members: Dan Riordan, Julia Sierk, Claire Gunselman, Jim Swift, Susan Feist

City Treasurer: Victoria Runquist

Staff:

City Manager, Tom DuBois

Contract City Attorney, Derek Cole

Public Works Director, Dan LaFontaine

Finance Supervisor, Mason Peters

2. Pledge of Allegiance to the Flag

Mayor Gunselman led the pledge

3. Public Forum

Bruce White -Asked a question regarding weed abatement on property outside city limits.

Byron Damiani - Comment regarding pre-screening of Gold Rush - 900 houses eventually, exceeding current housing needs. He would like to understand the benefits to the city. Concerned about projects that stop before completing phasing. He would like to see infrastructure benefits up front.

Pete Jensen - Gold Rush concerns - He would like to know what the process is for the project. Where can a map of the project and project timeline be found? What will the impact be on the WWTP? What is happening with the tax that was initiated for WWTP development? Do we have a record for the developer of the new project?

4. City Manager's Report

City Manager, Tom DuBois, gave a report using the attached presentation.

5. Presentations

None

6. Approval of Minutes

A. City Council Minutes of March 3, 2025

Recommendation: By motion approve minutes as presented.

Motion to approve by Council Member Sierk, Seconded by Council Member Riordan

Motion Passed 5 - 0

7. Consent Agenda

A. Notice of Preparation for Bidding on Wastewater Collection System Repairs

Information Only

Staff Report CIP collection work.pdf (0.06 MB)

Motion to accept the report as presented, by Council Member Riodan, Seconded by Council Member Sierck

Motion Passed 5 - 0

8. Ordinances and Public Hearing

None

9. Administrative Agenda

A. Resolution Authorizing City Manager to Sign Wastewater Engineering Agreement

Council Member Sierck asked if this was replacing anyone? Gary Ghio is retiring and this replaces him as our wastewater engineer.

Council Member Swift - Likes that Hydroscience did our master plan and knows us.

Mayor Gunselman - Likes knowing we have an Advocate as we engage with large construction firms.

Motion to approve the resolution by Council Member Sierk, Seconded by Council Member Swift

Motion Passed 5 - 0

B. Minnie Provis Park Improvements

a. Presentation on proposed park improvements by Public Works Director, Dan LaFontaine

b. Discussion:

Council Member Riordan - Isn't there some funding opportunities for this work?

Public Works Director, LaFontaine - Yes, we can apply for grant funds from the Amador County Foundation

Mayor Gunselman - Doesn't the Rancheria have a Park's grant?

Public Work Director, LaFontaine - We can look into it.

City Manager, DuBois - We are also looking into a few other options as well.

Council Member Feist - I would advise looking for some prettier water fountains and more durable than plastic.

Council Member Sierk - Agree to the need to look for something nicer for the fountain in better material. Would also be good to look at the area below the City Office building and how it could be used better.

c. Public Comment:

Barbara Holmes - Asked about the picnic area down by the creek, which looks kind of scruffy. Sometimes the water level may be a concern, but would be good to spruce up that area.

Council Member Feist - There used to be more trees down by the creek which helped.

Public Works Director, LaFontaine - That area wasn't part of this project but we can look into it for the future.

Resident - Fountain - Granite style and cost effective can be found in stainless.

d. Motion

Motion to Approve the Park design improvements for Minnie Provis Park, motion by Council Member Riordan, Seconded by Council Member Feist

Motion Passed 5 - 0

C. Update to Weed and Nuisance Ordinance

a. City Manager, Tom DuBois, gave a high level overview relative to the staff report. Explained definitions, constraints of enforcement and comparison with City of Jackson's similar ordinance. Contract City Attorney, Derek Cole - The suggested ordinance is patterned on the Angels Camp Ordinance as a starting point. Can work off of other examples as well.

b. Discussion:

Council Member Swift - I would like to see more than one template of the ordinance.

Council Member Riordan - I would also like to see several templates. I sent some comments: I like the idea of having a $500 penalty. I like streamlining the process to avoid multiple iterations and cycles of the process. The issues on pasture land - would be good to go with a perimeter as a safe way to go.

Council Member Swift - We cut a fire break, and don't expect compensation. I would remove that.

City Manager, DuBois: The more specific you can be with suggestions the better. The goal here is to get people to comply. Do you think $500 is too much of a penalty? Jackon is at $100.

Council Member Riordan: I don't think $500 is too much. There is a lot of risk related to this.

Mayor Gunselmen - By the time the fine is given, the person has been warned a couple of times. Notice has been posted by the Fire department. I think it's fair and I wouldn't want to add too many more steps. Only some will be enforced upon each season. Instead of only a complaint basis, I think we should also consider danger to the community.

Council Member Feist - Agree. With $100 you can't even weed whack a property.

City Manager, DuBois - For clarification - We would have the ability to issue an administrative fine. If the person didn't comply, we would hire a private firm to go in and clean up the property. That, and an administrative fee would be added to the property. Jackson had a hard time finding private companies to do the work. Once the city started enforcing the ordinance, they had better compliance.

Council Member Sierk - People will be responsive once they see the fine is real. At the COunty level they only had 3 properties that hadn't complied when enforced.

Mayor Gunselman - Am assuming we would only come to the point of fining someone if they were unresponsive to notices.

Council Member Feist - Due to the fire danger, notices need to be date specific for compliance. It can't go on indefinitely.

Council Member Swift - We need more involvement in the drafting of this from the Fire Chief given their expertise in fire fuel mitigation.

City Manager, DuBois - Yes, we are working with them. Often issues arise with landowners who are not present.

Council Member Swift - What are the mechanics of sending a letter? What happens if there is no response?

Contract City Attorney, Cole - We would want to keep proof of service of the letters. Needs to be certified mail.

City Manager, DuBois - We would be giving notices by certified mail.

Council Member Riordan - This needs to be clarified in the draft ordinance, so that it is very clear in the document. Will we need to budget an amount related to carrying this out?

City Manager, DuBois - We don't need to get into the budget aspect yet given the time to move through adoption of the ordinance.

Council Member Feist - What are the laws around going on people's land to enforce the ordinance?

Contract City Attorney, Cole - We would need to get an abatement warrant. This is an operational process separate from the ordinance.

c. Public Comment

Charles - Supports putting the ordinance in place. Last year talked to Fire Chief Dominic, who would like to mitigate on a year round basis. This requires year round education of our residents to avoid having to enforce this due to the time and energy involved.

Council Member Swift - Last thing we want to do is enforcement as you have noted.

Barbara Holmes - It wasn't clear on how fees will be recouped? Is that through a lean? Also asked about jurisdiction of certain properties such as at the school at Spanish St and Sutter/Ione Rd which has a lot of dry material. Also at the top of California Drive and Erickson Ranch.

Council Member Swift - That is a good question! What do we do if the backyard is at the city limit and the fire hazard is outside the city limit?

Contract City Attorney, Cole - We cannot enforce on the County. Only have jurisdiction on property within city limits.

Brian Holmes - California Drive - Neighbors try each year to deal with the weeds up against their yards by talking to the Conservancy to get a fire break. They put some cows but they don't create a break. Really needs a dozer to create a break. Should go to the County about this.

Council Member Swift - We do have jurisdiction on the school property as it is within the city limits.

City Manager, DuBois - Fees are recouped on the property tax bill the next year.

Craig Lambert, 40 Nickerson - Concerned about insurance requirements vs City requirements. Citizen education is important around this.

Council Member Swift - In my experience we have never required anyone to remove a tree or shrub - it has typically been grass.

Council Member Feist - It would be good to talk about dates with the Fire Chief and timing of inspections.

d. Direction:

Direction given to Staff to continue work on the ordinance.

D. Empty Storefront Ordinance

a. Presentation for discussion on proposed Storefront Ordinance by City Manager, Tom DuBois. Accompanying staff report. Empty storefronts can be detrimental to other businesses and the overall aesthetic of the city. Example from Nevada City shows how an ordinance can be used to safeguard the appearance of downtown. Brought this for Council Discussion.

b. Discussion:

Council Member Sierk - Question - Can a vacant store owner just black out a window? This section needs to be clear and unambiguous.

Council Member Swift - Has this been brought to the business association? Should be brought to them.

City Manager, DuBois - This is the first step. If the Council wants to move forward we'll reach out to others.

Mayor Gunselman - I had four people reach out and say it was a great idea. It isn't the business association that has vacant storefronts so need to talk to building owners. Can we ask to be notified when and where buildings are being advertised. If we say that buildings must keep up with painting, that might be hard to enforce given the size of the buildings and costs associated. Having decorated windows and more communication with the city is good. Would like to build more conversations between businesses/property owners and the city.

Council Member Riordan - Likes the idea and would support this moving forward with discussion with others. It matters when people come to the town and see it as a vibrant community. We should do everything we can to keep up the vibrancy of the city.

Mayor Gunselman - It would also be good to talk to some of the realtors.

d. Public Comment:

Criag Lambert - Historic towns have ordinances about keeping up appearance because it is important for historic towns. Paint is not that expensive and is a small thing to keep up appearance. Is surprised that there isn't already more requirements around this as it is important for a city like Sutter Creek.

Barbara Holmes - Could play on the "Jewel of the Motherlode" theme for the city.

Mason Peters - We could use the Design Review Committee to approve the displays.

Council Member Feist - We could get the art council involved.

Council Member Swift - Doesn't want to have the Design Review Committee used for windows displays.

Charles - There is a good example in Jackson where a massage business just painted storefront which is not attractive.

e. Next Steps

City Manager, DuBois - Where does this rank in terms of city projects?

Council Member Swift - Not urgent, Weed Abatement first.

Mayor Gunselman - It is a direction we all want to go, but not the top priority.

Council Member Sierk - It would be good to move it forward as we come up to the busier Summer months.

Council Member Feist - We could look for grant money for this type thing as well.

Council Member Riordan - What is a realistic timetable for getting this done?

City Manager, DuBois - We can start outreach and will bring a timetable in near future.

Council Member Feist - Need to make sure displays are actually good.

Council Member Riordan - Let's send this back to Staff to come up with more detail before we get too far with questions and details.

Staff agreed to return with a proposal based on council feedback.

10. Council Member comments

Council Member Swift - I like the new seating layout in the chamber. Might like to have the council facing the public more directly.

Council Member Sierk - We had a lengthy ACRA meeting. The NEXUS fees project for Bryson Park is agreed and going to the Board of Supervisors for approval. ACRA is working with Calaveras county for a partnership because they don't have a recreation agency. They are also proposing to drop the KAP program after June 30, 2025 as it has become a financial drain. They are waiting for the audit report as the budget is very tight.

At the Board of Supervisors, the Supervisors had a long discussion about Short Term Rentals and possible ordinance related to that in order to free up available houses. The County is looking at a $3M shortfall in the general fund budget. They are looking for savings.

11. **City Attorney**

None

12. Future Agenda Items

Council Member Feist - Is working on a rough draft for a Tree Ordinance and would like to discuss a Dark Skies ordinance to help reduce light pollution.

Council Member Sierk - Asked if the Sutter Creek rock plaque near Miner's Bend could be moved to a better location? More visible location to see it.

13. Information and Correspondence

A. Feb 2025 Treasurer's Report

B. Feb 2025 Finance Department Report

C. Feb 2025 Cash Flow Report

D. Feb 2025 Revenue Report

E. Feb 2025 Expense Report

F. Feb 2025 Police Report

G. February City Engineering Report

H. Public Works Report

I. Feb 2025 Planning Department Report

J. ARSA Individual Water Balance Final Reports

K. Correspondence and Emails to Council

Letter to Council

ACTC Gold Rush RTMF

14. Closed Session

None

15. Report from Closed Session

16. Adjournment - 7:45 PM

The next regularly scheduled meeting is April 7, 2025

1854

SUTTER CREEK

John Sutter

JEWEL OF THE MOTHER LODE

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STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: APRIL 07, 2025

FROM: AARON WOLCOTT, CITY CLERK

SUBJECT: SWIMMING POOL AGREEMENT – SUMMER 2025

RECOMMENDATION:
Staff recommends Council motion to approve the contract in Attachment A.

BACKGROUND:

At the request of the Council, Staff have revised the swimming pool contract with ACRA. The revised contract includes water polo team hours, clarifications on lifeguard certification, and the requirement that the Lead lifeguard is the Manager and has the necessary Title 22 certification. There will be no uncertified managers. ACRA has also agreed to make an effort to get notifications to the public when the pool is closed due to a lack of lifeguards, or other issues which may hinder the safe operating of the pool.

ACRA is comfortable with the pricing - there was a question whether it was priced correctly, but review of other pools in the area confirms it is within the right range (Attachment A).

DISCUSSION:

BUDGET IMPACT:

ATTACMENT:

Attachment A – Swimming Pool Contract

Attachment B – Benchmark Pricing Data

18 Main St., Sutter Creek, CA 95685 • Telephone: (209)267-5647 • Fax: (209)267-1655 • TTY: 711

ATTACHMENT "A"

POOL MANAGEMENT AGREEMENT (Agreement) between the City of Sutter Creek, a California municipal corporation and the Amador County Recreation Agency for the provision of general oversight of the pool, lessons, lifeguards, & scheduling of the pool operations located at the 330 Spanish Street, Sutter Creek.

AGREEMENT TO PROVIDE SERVICES

Agreement made, effective as of ~~May~~June 5 ~~20~~, 202~~5~~4, by and between the City of Sutter Creek, a public entity organized and existing under the laws of State of California, with its principal office located at 18 Main Street in Sutter Creek, 95685, Amador County, California, referred to in this Agreement as "City," and the Amador County Recreation Agency, of 10877 Conductor Blvd. Suite 100 Sutter Creek, Amador County, California, 95685, referred to in this agreement as "ACRA~~gency~~."

RECITALS

A. City wishes to contract with ACRA~~gency~~ to provide staffing (lifeguards), scheduling, oversight and management (EXHIBIT A) at the swimming pool in Sutter Creek, located at 330 Spanish Street, Sutter Creek, California.

B. ACRA~~gency~~ is ready, willing, and able to provide such services as may be required by City.

In consideration of the matters described above, and of the mutual benefits and obligations set forth in this Agreement, the parties agree as follows:

SECTION ONE.

SERVICES

A. ACRA~~gency~~ understands and agrees that it shall provide the above-referenced services to City under and pursuant to this Agreement on a weekly or as-needed basis as City, in its sole discretion, shall request from ACRA~~gency~~.

B. ACRA~~gency~~ will hire, schedule, and supervise all lifeguards, pool management, and program personnel. The parties recognize that all such staff shall be employees of ACRA~~gency~~ and not of City.

C. Lifeguard classifications applicable to services to be provided under and pursuant to this agreement shall be limited to those classifications set forth by Exhibit A, which Exhibit may be revised from time to time by mutual agreement between the parties and which Exhibit is attached to this Agreement and, by this reference, made a part of this Agreement.

D. ACRA~~gency~~ will provide fingerprinting services, and qualification research and determination on all lifeguard staff.

E. City is and shall remain responsible for the primary maintenance of the pool, which includes pumps and filters, facilities and the application of the proper pool chemicals.

F. ACRA~~gency~~ employees shall ensure that pool deck area is clear of any pool equipment when pool is open for use.

G. ACRA~~gency~~ employees will be responsible for the required daily chlorine and PH testing.

H. ACRA~~gency~~ employees will be responsible for daily cleaning and restocking of the bathrooms.

I. City will be responsible for supplying bathroom supplies including paper towels, toilet paper, soap and cleaning agents.

J. ACRA~~gency~~ employees will be responsible for vacuuming the pool on a weekly time schedule or more often if it is required.

K. ACRA~~gency~~ employees will be responsible for filling out the Daily Checklist, included in this agreement as EXHIBIT B.

L. ACRA~~gency~~ recognizes that City is the leaseholder of the pool and any additional programs using the pool must be approved by the City.

M. ACRA~~gency~~ recognizes that summer camps held in the pool can impact the enjoyment of the facilities by residents and will do its best to minimize those impacts. Camp counselors will be responsible for managing the behavior of campers; lifeguards are there to serve all pool users.

SECTION TWO.

COMPENSATION

For services provided under and pursuant to this Agreement and the written requests of City, ACRA~~gency~~ shall be compensated as provided below:

A. Subject to the limitation on total compensation set forth in paragraph (C) below, all staff costs including a 10% administration fee and direct labor costs of lifeguards in providing services under and pursuant to this Agreement.

B. Provided ACRA~~gency~~ is in compliance with paragraph (C) below, the ACCRA~~gency~~ shall be paid upon invoice for providing the staff, oversight and management of staff, and pool scheduling.

C. The total cost for services under this agreement shall not exceed forty thousand dollars ($40,000) for the Term of this Agreement. No compensation shall be paid in addition to this amount without the prior written approval of the City Manager, provided the additional compensation requested is within his contracting authority, or the City Council, if the requested increase exceeds the City Manager's contracting authority. At any time during this Agreement, should ACRA~~gency~~ anticipate that $40,000 will not allow it to provide all City-requested services through the end of the Term of this Agreement, the ACRA~~gency~~ General Manager shall promptly advise the City Manager in writing of that fact and of the anticipated compensation it believes will be necessary to provide services through the end of the Term. At no time shall services be provided under this agreement if the provision of such services would cause the compensation owed to ACRA~~gency~~ to exceed the amount set forth in this agreement or any additional amount authorized by the City Manager or City Council.

D. ACRA~~gency~~ will handle the collection and payment processing of all user fees related to the pool, including as an example, pool passes, swim lessons, and private party rentals.

E. ACRA will provide lifeguards as part of this agreement for a private July 4 City event. City will collect and retain the fees for this private event. Annual pool passes will not be valid for this event.

SECTION THREE.

PAYMENT

All pool revenue will be paid to City less the cost of services in this Section Two. Payment pursuant to this Agreement shall be due upon invoice, subject to the terms and conditions of Section Two. A "camper swim charge" per camper per week will be included in revenues (Rates in Attachment A). ACRA~~gency~~ will invoice the City the difference if costs exceed revenues or remit the revenue in excess of costs. Invoices will include detailed breakdown of revenue by and costs by type.

SECTION FOUR.

AGENCY-PROVIDED STAFF

ACRA~~gency-~~provided staff who perform services for City under and pursuant to this Agreement shall be bound by the provisions of this Agreement and ACRA~~gency~~ shall, at the request of City, furnish to City satisfactory evidence to that effect.

SECTION FIVE.

ACRA~~GENCY~~ REPRESENTATION

ACRA~~gency~~ represents and warrants that ACRA~~gency~~ and its ACRA~~gency-~~supplied workers have the right to perform the services required under and pursuant to this Agreement without violation of obligations to others, and that ACRA~~gency~~ and its ACRA~~gency-~~supplied workers have the right to disclose to City all information transmitted to City in the performance of services under and pursuant to this Agreement, and ACRA~~gency~~ agrees that any information submitted to City, whether patentable or not, may be used fully and freely by City.

SECTION SIX.

DURATION AND TERMINATION

A. This Agreement shall become effective for the summer recreation season of 202~~5~~4 (i.e., June 5~~1~~, 202~~5~~4 through September 2, 202~~5~~4). In addition, this Agreement may be terminated pursuant to the following:

1. Immediately upon death or incapacity of any person employed or supplied by ACRA~~gency~~ who, in the sole opinion of City, was essential for the successful performance of ACRA~~gency~~'s obligation under and pursuant to this Agreement; or

2. By either party, with or without cause at any time, upon thirty days prior written notice.

B. The obligations of ACRA~~gency~~ under Sections Five and Six above shall survive any expiration or termination of this Agreement.

SECTION SEVEN.

INDEPENDENT CONTRACTOR

The status of ACCRA~~gency~~ is that of an independent contractor and not of an agent or employee of City and, as such, ACRA~~gency~~ shall not have the right or power to enter into any contracts, agreements, or any other commitments on behalf of City.

SECTION EIGHT.

INSURANCE AND INDEMNITY

ACRA~~gency~~ shall maintain in full force and effect, and upon the request of City, shall furnish evidence satisfactory to City that ACRA~~gency~~ maintains the following insurance coverage:

A. Comprehensive general liability insurance in the minimum amount of $2,000,000 combined single limit that will cover any and all losses to City property, property of third parties, or personal injuries, including death, caused by the acts or omissions of agency.

B. ACRA~~gency~~ will carry Workers' Compensation and Employer's Liability Insurance in accordance with applicable law.

C. Indemnity. Each party shall indemnify, defend and hold harmless the other party, to the extent allowed by law and in proportion to fault, against any and all third-party liability for claims, demands, costs or judgment (direct, incidental, or consequential) involving bodily injury, personal injury, death, property damage or other costs and expenses (including reasonable attorneys' fees, costs and expenses) arising or resulting from the acts or omissions of its own officers, agents, employees or approval volunteers carried out pursuant to this Agreement.

SECTION NINE.

ASSIGNMENT

The rights and obligations of Agency under this Agreement are personal to ACRA~~gency~~ and may not be assigned or transferred to any other person, firm, corporation, agency, or other entity without the prior, express, and written consent of City.

SECTION TEN.

ENTIRE AGREEMENT

This Agreement shall constitute the entire Agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

SECTION ELEVEN.

NOTICES

Any notice provided for or concerning this Agreement shall be in writing and be deemed sufficiently given when sent by certified or registered mail if sent to the respective address of each party as set forth at the beginning of this Agreement.

SECTION TWELVE.

GOVERNING LAW

It is agreed that this Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of California.

SECTION THIRTEEN

MODIFICATION OF AGREEMENT

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

SECTION FOURTEEN.

NO WAIVER

The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any of the terms and conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

In witness of the above, each party to this Agreement has caused it to be executed on the date indicated below.

City of Sutter Creek	**Amador County Recreation Agency**
______________________________	______________________________
By: Tom DuBois, City Manager	By: Michael Rock, ~~Interim~~ General Manager

Date:_________________________, 202~~4~~5   Date: _________________________, 202~~4~~5

EXHIBIT A

The scope of work includes a notation of wage increases as of April 1, 202~~4~~5.

1. The hiring and supervision of lifeguard staff by ACRA~~gency~~. All lifeguards will hold thandatory completion of Title 22 Lifeguard Training, CPR & First Aid Certificates.~~e following certificates:~~

- m~~Mandatory completion of Title 22 Lifeguard Training, CPR & First Aid Certificates~~
- ~~Water Safety Instructor (WSI) is an optional certificate, and is not required to be held to perform lessons.~~

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Hourly Rates:

- Beginning Lesson Teacher: $16.50~~00~~ per hour to $17.00~~6.50~~ per hour depending on experience.
- First year Lifeguard with proper certification. (Lifeguard I): $16.50~~00~~ per hour
- Experienced Lifeguard with proper certification and two to five years' experience (Lifeguard II): $17.50 per hour
- Lead Lifeguard: $18.50~~00~~ per hour
  Lead Lifeguard ~~Pool Managers are~~ is responsible for direct supervision of deck staff, scheduling and facility opening & closing, deposit of gate revenue. The Lead Lifeguard will also hold the mandatory Title 22 Certificate.
- Administrative fee Additional 10% of total labor costs

2. ACRA will provide staffing, scheduling and implementation of lessons and special events at the pool, (provided lifeguards are available and properly trained for such lessons or events) in accordance with the requests of City as provided for in Section One of this Agreement.

3. Hours of Operation – ACRA will operate the pool seven days per week with recreational swim from 12 – 7 PM and lap swim from 11am – noon, and 7-8PM. Swim Lessons will be scheduled before 11 AM. The pool will be closed to the public on July 4, 2024 for a City event. The pool will be available to the Amador water polo team for practice:

1. July 15 - Aug 1, the pool closes at 7PM for the water polo team MWF.

2. From August 4 - 13, the pool would close to the public at 7PM M- F

4. -ACRA will notify the City whenever it is unable to operate the pool and the reason for the closure, as soon as possible. Notices will be placed on social media and the ACRA web site

promptly. The City will notify ACRA whenever it needs to close the pool for immediate maintenance or safety reasons.

4. For the 2025~~4~~ season, Swim passes costs will be:

Family Season Pass	$~~189~~225
Family Monthly Pass	$130~~03~~
Individual Season Pass	$~~71~~100
Individual Monthly Pass	$~~52~~55
Season Lap Swim Pass	$~~65~~75
Monthly Lap Swim Pass	$~~45~~48
Water Aerobics per class	$~~11~~15
Daily Children and Seniors	$~~5~~6
Daily Adult	$~~6~~7
Daily Lap Swim	$~~5~~6
Daily Night Swim	$~~5~~6
~~Swim Class~~	~~X~~
~~Private Party rate~~	~~X~~
Camper Swim Charge	$5 per week per camper

Group Swim Lessons (1 week) $40 ($46 for Ione Residents)

Group Swim Lessons (2 Weeks) $70 ($80.50 for Ione Residents)

Private Swim Lessons (1 Week) $85 ($97.75 for Ione residents)

Parent and Tot Class (2 Weeks) $50 ($57.50 for Ione Residents)

Attachment B: Benchmark Swimming Pool Pricing Data – Summer 2025

City of Ione

Family Pass	$145/season
Individual Pass	$65/season
Kids and Seniors	$4/day
Adults	$5/day
Swim Lessons	$45/session

City of Jackson

Individual Pass	$75/season
Family Pass	$150/season
Individual Pass	$50/monthly
Family Pass	$90/monthly
Adults/Kids	$5
Seniors	$4
Swim Lessons	$75/Two Week Session
Swim Lessons	$40/One Week Session
Private Lesson	$80/One Week Session

City of Plymouth

Kids	$3/day
Seniors/Veterans	$4/day
Adults	$6/day

ACRA

Family Pass	$189/season
Individual Pass	$71/season
Child/Seniors	$5/day
Adults	$6/day
Swim Lessons	$70/Two Week Session
Swim Lessons	$40/One Week Session
Private Lessons	$85/One Week Session

SUTTER CREEK
JEWEL OF THE MOTHER LODE

STAFF REPORT

TO: TOM DUBOIS, CITY MANAGER

MEETING DATE: APRIL 15, 2024

FROM: MASON PETERS, FINANCE SUPERVISOR

SUBJECT: TWO THIRDS BUDGET UPDATE

RECOMMENDATION:
For Information.

BACKGROUND:
Historically, the Finance Supervisor provides a periodical fiscal update to educate the Council on what our financial performance looks like when compared to the approved budget. It is key to remember that accounts experience different levels of activity throughout the fiscal year; some see very regular charges/receipts, others see activity once per year. Please keep this in mind as you go through the information provided.

DISCUSSION:
For the purposes of this update, we are using February 2025 as our reference point, which is two thirds of the fiscal year. In general, as of the end of February for each year, we can expect to see year-to-date totals for revenues and expenses being in the ballpark of 67% of budgeted annual totals. However, as previously mentioned, there are many instances where some revenues and expenses are received on a more irregular basis (quarterly, annually, etc). I will mention some highlights for revenues and expenses below:

Revenues
Property Taxes: The county sends us 2 major payments in Q2 and Q4 each year, with a couple of smaller payments at different points throughout the year. We are anticipating receiving the 2nd major portion of our annual Property Tax apportionment in May. I am confident that we are on target to meet our budgeted total Property Tax revenue figure.

TOT: These revenues are performing as we expected, and I am confident that we will see good performance in this category. As events start to pick up around town and people start to visit more, the short-term rentals will start to book more rooms towards mid-spring.

Sales Tax: This years’ sales tax performance is not as high as we would like it to be – I am optimistic that we can make up some of this lag as we head towards a busier tourist season, but I am anticipating that we will likely be around 85% of our budgeted revenues for Sales Tax this year. We are not the only ones experiencing a slow down in sales tax revenues – I am aware that the county is also anticipating lower sales tax revenue than budgeted. Thankfully we saved a bit of money from empty salaried positions this year to cushion this 15% shortfall, or about $70,000.

Republic Waste Services/Aces Franchise Fees: these revenues historically have been consistent month to month, but over the last few months have gotten inconsistent. We will follow up with Republic Waste Services for an explanation, but we expect it has to do with a process change during the transition between ACES and Republic. Whether that process change is intentional or unintentional is what we are investigating.

PG&E Franchise Fees: we get this payment in one lump sum in April every year, so I am expecting this very soon.

COPS Grant: After reviewing previous years' activity, I am not expecting to reach the budgeted amount for this line item. At this point, I expect that we have received the majority of the funding from this grant for the year, and we should anticipate a shortfall here by about $50,000. We have updated our anticipated revenues accordingly for the forecasting and future budgets.

LEAP Grant: We received 99% of what we budgeted for, which is great news. This revenue was planned to offset the very high Planner costs that will be discussed in the next section.

ACRA Pool Revenue: We have been in talks with ACRA regarding our outstanding receivable of pool revenues from the Summer 2024 pool season. We are expecting to receive these funds by the end of the fiscal year.

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Fee Recovery

Fees – Variance & Conditional: we have been getting a lot of these applications this year, and we have received much more fees on this item than expected. However, these fees are meant to offset engineering and planning costs, which are two items that will be discussed later in this report. These are net zero activities.

Plan Check Fees: Similar to the above item, these revenues are net zero after we consider the labor costs of our engineering and planning.

Building Permit Fees: these fees pay for building inspection and administrative costs. They are coming in strong for this time of the year. We are going into springtime, the weather will start to warm up, and projects around the city will start to pick up again. Historically, we issue 10-15 more building permits per month in Q4 of the fiscal year compared to the total number of permits per month in Q3. Based on that historical trend and our performance this year so far in this category, I am confident that we will exceed our annual budgeted total for this item.

Interest Earnings: in the late fall of 2024, we approached our money market account managers at Bank of Marin and asked for a higher interest rate considering the amount of funds we have on deposit with them. We received a significant increase in our interest rate on those accounts, and we have really seen the benefit of that increase. I should note that these interest rates are variable and will fluctuate as the market fluctuates, but overall, we are earning much more interest now than if we had not asked for a better rate. I will be allocating some of these interest earnings to other funds, but this is a solid victory for this fiscal year and going forward.

Streets Grants: We did not receive as much ACTC reimbursement funding as we had originally expected for the Eureka Rd project, since engineering costs were excluded, so we are expecting to miss the target on this item. We will be $90,000 under budget on this item. We are making up for this shortfall by pausing some of the other budgeted streets projects so we do not overspend.

Expenses

City Clerk: We typically budget an 80 hour vacation cashout for each full time position in the City, as that is the limit set by our employment agreements for all bargaining units. When an employee departs from the City, however, we are required to cash out their entire balance and it causes an overage. However, the cost savings we experienced by not paying a wage and all of the benefits and retirement for this vacant position has more than made up for the overage. As of February 2025, for all payroll-related expenses, we are $48,000 under budget for this position. This position has been filled as of the end of March, but at a lower salary than previously budgeted for, so we can anticipate savings of around $59,000 by the end of the fiscal year.

City Manager Department: We budgeted for a Project Manager position for the full year, but it was just filled in late March 2025. Currently we are $52,000 under budget for all payroll-related items for this department, and I would expect to be around $72,000 under budget by the end of the fiscal year after we start paying the new Project Manager.

CalPERS UAL: Last year, we paid CalPERS Unfunded Accrued Liability invoices monthly and received no annual savings. This fiscal year, we paid the full annual balance up front in July and saved $10,000 as a discount for pre-paying. We will continue to do this going forward.

Planning: While the Planner costs look very high upon first glance, $56,000 of the planner costs were reimbursed with the LEAP Grant mentioned previously. With the grant, we are really seeing that the planner costs are well under what we budgeted for this fiscal year in this department.

Building: As mentioned earlier, although we are seeing a lot of building projects going on around the city and are generating a lot of revenue from the permits, there are costs associated with that increased activity. However, our revenue for the building department activity is outpacing our expenses, so I would view this as an overall positive.

Engineering: These expenses are higher than expected due to ACTC only paying construction costs. This included engineering oversight during construction, but not pre-construction engineering and the Bid process.

Central Services: This department's expense performance is primarily driven by our liability and property insurance premiums. Regarding that item, when we built the budget for this fiscal year, we had our risk management authority's preliminary budget to use as reference for our total expected premiums for FY25. When their final budget was released a few months after the original draft, there were some changes that increased our costs beyond what we had originally thought. We had already approved our budget by the time their final draft was shared with the members participating. These costs will continue to increase year after year, so we will be more thoughtful when considering how much to allocate for our liability and property insurances.

PG&E Expenses: We did not budget nearly enough funds to pay for the power and gas utilities in a few departments, which was an oversight during the budget development process. In FY24, we received a refund from AT&T for the power usage of their antennae that is on the roof of the Auditorium. We applied that credit across different PG&E expense categories and because of that, the expenses appeared very low for the year. We based the FY25 PG&E expenses on the FY24 performance when we should have reviewed the overall historical performance of that item. Now, our process of receiving reimbursement from AT&T is to invoice them quarterly and they send payment for the power usage of their antennae. We will be presenting a budget amendment at a subsequent meeting to address this oversight, and reallocate budget from other items to take care of this miscalculation.

On a fund-level view rather than a more granular, department-level view, most of the performance looks as we would have expected or done better than expected at this point in the year. The General Fund revenues look slightly low and the expenses look a bit high, but the timing of some of our biggest revenue streams comes in a couple of months and the picture will look better than it does now. We are expecting increased TOT, and our 2nd large property tax payment from the county, and both will go straight into the General Fund. Otherwise, our Enterprise Funds look healthy and are performing well, and the FEMA reimbursements that we got earlier in the year help replenish our reserves a bit from the unexpected expenses we experienced a few years ago.

The Transactions and Use Tax (TUT) went into effect at the beginning of April, and we should expect to see our first payments in late June or July. We will follow guidance from the Oversight Committee on how we want to allocate those funds, and what strategies we want to follow to best serve our community.

BUDGET IMPACT

We will be bringing a handful of budget amendments to a subsequent meeting to address some of the items listed here, as well as some reallocation of budgeted funds to address capital projects that we want to complete over the next few months.

FUND Name	ACCT Name	BUDGET	ACTUALS	YTD ACTUALS	FEB 24 YTD ACTUALS	%	Remaining Budget
General Fund	Prop Tax - Secured (County)	700,400.00	-	350,716.02	373,261.71	50.07%	349,683.98
General Fund	Property Tax in Lieu of MVLF	316,210.00	-	155,983.00	148,918.00	49.33%	160,227.00
General Fund	Prop Tax - Curr Supple(County)	15,000.00	-	-	6,763.48	0.00%	15,000.00
General Fund	Delinquent Supplemental	2,100.00	-	-	111.28	0.00%	2,100.00
General Fund	Prop Tax - Unsecured (County)	12,000.00	-	14,904.91	18,165.06	124.21%	(2,904.91)
General Fund	Tax, Franchise - Aces Waste	66,500.00	10,066.13	41,691.61	42,247.09	62.69%	24,808.39
General Fund	Tax, Franchise - Comcast	31,000.00	6,732.54	20,677.80	22,173.51	66.70%	10,322.20
General Fund	Tax, Franchise - PG&E	56,000.00	-	-	-	0.00%	56,000.00
General Fund	Tax, Transfer - Real Property	20,000.00	-	5,339.13	13,495.92	26.70%	14,660.87
General Fund	Tax, Users - Utility	-	260.77	655.83	-	0.00%	(655.83)
General Fund	Tax, TOT - Transient Lodge Tax	300,000.00	12,973.00	200,599.72	223,558.10	66.87%	99,400.28
General Fund	Tax - Gen'l Retail Sales	472,262.00	73,578.03	253,667.69	308,293.33	53.71%	218,594.31
General Fund	License - Business	60,000.00	1,526.00	36,121.00	44,529.29	60.20%	23,879.00
General Fund	Permit - Encroachments	5,000.00	-	4,411.50	2,802.50	88.23%	588.50
General Fund	Permit - Banner	500.00	-	50.00	-	10.00%	450.00
General Fund	Permit - Garage Sale	50.00	-	35.00	45.00	70.00%	15.00
General Fund	Permit / Licenses - Other	2,000.00	200.00	1,639.55	1,160.00	81.98%	360.45
General Fund	Permit - Signs	1,000.00	100.00	580.55	1,100.00	58.06%	419.45
General Fund	Reimbursed E&P Costs	-	-	1,000.00	-	0.00%	(1,000.00)
General Fund	Sales Tax-Public Safety	16,000.00	1,091.77	9,127.20	9,303.39	57.05%	6,872.80
General Fund	LEAP	57,110.00	-	56,445.60	-	98.84%	664.40
General Fund	State Cops Grant	228,800.00	16,686.18	163,717.67	152,968.94	71.55%	65,082.33
General Fund	Hm Prop Tax Relief - Exemption	5,250.00	-	3,148.10	3,152.93	59.96%	2,101.90
General Fund	Zoning Application Fees	150.00	-	-	-	0.00%	150.00
General Fund	Subdivision fees	5,500.00	-	-	5,680.00	0.00%	5,500.00
General Fund	Fees - Variance & conditional	1,000.00	762.01	21,596.27	1,264.12	2159.63%	(20,596.27)
General Fund	Site Plans	48,000.00	-	26,189.90	35,784.49	54.56%	21,810.10
General Fund	Building Permit Fees	100,000.00	5,615.00	78,293.37	89,064.04	78.29%	21,706.63
General Fund	Plan Check Fees	42,000.00	2,521.60	45,963.44	27,568.07	109.44%	(3,963.44)
General Fund	Fees-PD Services	350.00	-	-	152.45	0.00%	350.00
General Fund	Fees - Police Reports	800.00	105.00	315.00	665.00	39.38%	485.00
General Fund	Concealed Weapon	600.00	100.00	700.00	500.00	116.67%	(100.00)
General Fund	P.D. & Legal restitution	1,200.00	-	-	-	0.00%	1,200.00
General Fund	PD Fee Special Services	-	100.00	1,400.00	904.76	0.00%	(1,400.00)
General Fund	Cemetery Revenues	-	-	1,000.00	-	0.00%	(1,000.00)
General Fund	Historical Grammer School Rev	18,000.00	1,895.00	11,525.00	11,800.00	64.03%	6,475.00
General Fund	Cribbs Field/Snack Shack Rent	400.00	-	185.00	240.00	46.25%	215.00
General Fund	Cribbs/Snack Utilities	-	-	25.00	75.00	0.00%	(25.00)
General Fund	Fees - Community Ctr Utilities	2,750.00	275.00	1,775.00	1,675.00	64.55%	975.00
General Fund	Fees - Community Center	6,150.00	790.00	3,895.00	4,296.00	63.33%	2,255.00
General Fund	Fees - Auditorium Use	7,500.00	440.00	5,825.00	5,325.00	77.67%	1,675.00
General Fund	Lease Revenue-AT&T Wireless	35,000.00	2,900.00	33,578.59	23,200.00	95.94%	1,421.41
General Fund	Fees- Auditorium Utilities	2,150.00	-	2,150.00	1,850.00	100.00%	-
General Fund	Fees-Jazzercise Rental Income	10,350.00	840.00	7,085.00	6,870.00	68.45%	3,265.00
General Fund	Fines - Vehicle Code	7,600.00	310.44	1,913.28	5,347.82	25.17%	5,686.72
General Fund	Income - Interest Earnings	2,680.00	6,797.07	89,381.70	-	3335.14%	(86,701.70)
General Fund	Income - Rents Other	3,900.00	380.00	2,557.08	-	65.57%	1,342.92
General Fund	Income - Donations, Private So	300.00	261.00	1,455.99	165.85	485.33%	(1,155.99)
General Fund	Swimming Pool Revenues	-	-	380.00	9,548.00	0.00%	(380.00)
General Fund	Income - Other Revenue	-	-	19,767.85	-	0.00%	(19,767.85)

FUND Name	ACCT Name	BUDGET	ACTUALS	YTD ACTUALS	FEB 24 YTD ACTUALS	%	Remaining Budget
TOTAL		**2,663,562.00**	**147,306.54**	**1,677,469.35**	**1,604,025.13**	**62.98%**	**986,092.65**
Streets/Sidewal	Vehicle License Fee	3,265.00	-	4,169.03	3,264.71	127.69%	(904.03)
Streets/Sidewal	Grants - County, local, misc	405,000.00	-	309,596.15	-	76.44%	95,403.85
Streets/Sidewal	2107 Highway User Tax	22,752.00	1,784.99	13,421.65	14,746.89	58.99%	9,330.35
Streets/Sidewal	2106 Highway User Tax	16,806.00	1,433.79	10,450.76	11,052.87	62.18%	6,355.24
Streets/Sidewal	2105 Highway User Tax	16,683.00	1,306.86	9,977.85	10,633.72	59.81%	6,705.15
Streets/Sidewal	2107-5 Highway User Tax	1,000.00	-	1,000.00	1,000.00	100.00%	-
Streets/Sidewal	2103 Highway User Tax	24,934.00	1,769.86	16,443.79	16,892.82	65.95%	8,490.21
Streets/Sidewal	Road Maintenance & Rehabilit	68,453.00	6,535.50	43,276.69	43,529.31	63.22%	25,176.31
TOTAL		**558,893.00**	**12,831.00**	**408,335.92**	**101,120.32**	**73.06%**	**150,557.08**
Crestview Lgt/D	Street Lighting Charges	2,650.00	-	-	-	0.00%	2,650.00
TOTAL		**2,650.00**	**-**	**-**	**-**	**0.00%**	**2,650.00**
Sewer M&O	Effluent Disposal	131,000.00	9,640.71	119,396.37	41,625.50	91.14%	11,603.63
Sewer M&O	Fees - Sewer Service Undist	2,472,989.00	215,268.19	1,657,955.07	1,166,700.56	67.04%	815,033.93
Sewer M&O	Septic Dumping Fee	50,000.00	3,289.14	27,361.55	32,522.56	54.72%	22,638.45
Sewer M&O	Contract Sewer Rev AWA	266,341.00	22,195.00	185,966.00	145,883.66	69.82%	80,375.00
Sewer M&O	Sewer Svc Chrges Amador City	54,715.00	4,560.00	38,174.00	26,600.66	69.77%	16,541.00
Sewer M&O	Late Charges	40,000.00	5,363.84	43,366.23	23,636.63	108.42%	(3,366.23)
Sewer M&O	Income - Interest Earnings	16,000.00	-	-	15,457.27	0.00%	16,000.00
TOTAL		**3,031,045.00**	**260,316.88**	**2,072,219.22**	**1,452,426.84**	**68.37%**	**958,825.78**
Sewer WWTP	Fees - Sewer Connection Charge	30,741.00	-	-	41,579.05	0.00%	30,741.00
Sewer WWTP	Income - Interest Earnings	7,000.00	-	-	-	0.00%	7,000.00
TOTAL		**37,741.00**	**-**	**-**	**41,579.05**	**0.00%**	**37,741.00**
Sewer Line Rep.	Income - Interest Earnings	7,000.00	-	-	-	0.00%	7,000.00
TOTAL		**7,000.00**	**-**	**-**	**-**	**0.00%**	**7,000.00**
Sewer Cap Res	Income - Interest Earnings	11,000.00	-	-	-	0.00%	11,000.00
TOTAL		**11,000.00**	**-**	**-**	**-**	**0.00%**	**11,000.00**
FEMA	FEMA	27,192.00	-	123,190.51	-	453.04%	(95,998.51)
TOTAL		**27,192.00**	**-**	**123,190.51**	**-**	**0.00%**	**(95,998.51)**
COSC ComFac07-1	Income - Interest Earnings	1,000.00	-	-	-	0.00%	1,000.00
TOTAL		**1,000.00**	**-**	**-**	**-**	**0.00%**	**1,000.00**
AB 1600	General Developer Impact Fee	5,000.00	-	-	5,248.45	0.00%	5,000.00
TOTAL		**5,000.00**	**-**	**-**	**5,248.45**	**0.00%**	**5,000.00**
Vehicle Cap Res	Sale of Real Property	-	-	400.00	-	0.00%	(400.00)
TOTAL		**-**	**-**	**400.00**	**-**	**0.00%**	**(400.00)**
Gen'l Oper Res	FEMA	169,308.00	-	140,110.47	-	82.75%	29,197.53
TOTAL		**169,308.00**	**-**	**140,110.47**	**-**	**0.00%**	**29,197.53**

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
General Fund	PERS Unfunded	Non Department	$ 295,440.00	$ -	$ 289,517.00	$ 160,716.56	98.00%	$ 5,923.00
General Fund	Sal/Wages-Elect	City Council	$ 15,120.00	$ 1,260.00	$ 10,080.00	$ 8,820.00	66.67%	$ 5,040.00
General Fund	FICA	City Council	$ 940.00	$ 78.12	$ 624.96	$ 546.84	66.49%	$ 315.04
General Fund	SUI	City Council	$ 250.00	$ 23.46	$ 173.40	$ 162.18	69.36%	$ 76.60
General Fund	Medicare	City Council	$ 220.00	$ 18.27	$ 146.16	$ 127.89	66.44%	$ 73.84
General Fund	Gen. Supplies	City Council	$ 150.00	$ -	$ 179.00	$ 107.75	119.33%	$ (29.00)
General Fund	Elections	City Council	$ 1,000.00	$ -	$ 3,315.00	$ -	331.50%	$ (2,315.00)
General Fund	Membership/Dues	City Council	$ 2,150.00	$ 2,131.00	$ 2,131.00	$ 1,972.00	99.12%	$ 19.00
General Fund	CONTINGENCY	City Council	$ 2,000.00	$ -	$ -	$ -	0.00%	$ 2,000.00
City Council Total			**$ 21,830.00**	**$ 3,510.85**	**$ 16,649.52**	**$ 11,736.66**	**76.27%**	**$ 5,180.48**
General Fund	Salaries	City Clerk	$ 78,606.00	$ -	$ 21,405.41	$ 27,507.20	27.23%	$ 57,200.59
General Fund	Vacation Payout	City Clerk	$ 3,070.00	$ -	$ 8,022.60	$ -	261.32%	$ (4,952.60)
General Fund	FICA	City Clerk	$ 4,873.00	$ -	$ 1,824.54	$ 1,705.44	37.44%	$ 3,048.46
General Fund	SUI	City Clerk	$ 137.00	$ -	$ -	$ 80.37	0.00%	$ 137.00
General Fund	PERS	City Clerk	$ 6,280.00	$ -	$ 1,784.61	$ 2,112.48	28.42%	$ 4,495.39
General Fund	Medicare	City Clerk	$ 1,140.00	$ -	$ 426.73	$ 398.88	37.43%	$ 713.27
General Fund	Employee Benefi	City Clerk	$ 21,164.00	$ -	$ 6,666.77	$ 7,365.88	31.50%	$ 14,497.23
General Fund	Workers Comp.	City Clerk	$ 6,076.00	$ -	$ 3,145.94	$ 2,510.40	51.78%	$ 2,930.06
General Fund	Gen. Supplies	City Clerk	$ 150.00	$ 73.23	$ 135.94	$ 45.67	90.63%	$ 14.06
General Fund	Muni Code Web	City Clerk	$ 5,100.00	$ -	$ 3,375.00	$ -	66.18%	$ 1,725.00
General Fund	Water Utilities	City Clerk	$ -	$ 6.66	$ 50.08	$ 54.61	0.00%	$ (50.08)
General Fund	PG&E Utilities	City Clerk	$ -	$ 99.24	$ 225.53	$ 139.60	0.00%	$ (225.53)
City Clerk Total			**$ 126,596.00**	**$ 179.13**	**$ 47,063.15**	**$ 41,920.53**	**37.18%**	**$ 79,532.85**
General Fund	Sal/Wages-Elect	City Treasurer	$ 2,250.00	$ 187.50	$ 1,500.00	$ 1,312.50	66.67%	$ 750.00
General Fund	FICA	City Treasurer	$ 140.00	$ 11.63	$ 93.04	$ 81.41	66.46%	$ 46.96
General Fund	SUI	City Treasurer	$ 47.00	$ -	$ -	$ -	0.00%	$ 47.00
General Fund	Medicare	City Treasurer	$ 33.00	$ 2.72	$ 21.76	$ 19.04	65.94%	$ 11.24
City Treasurer Total			**$ 2,470.00**	**$ 201.85**	**$ 1,614.80**	**$ 1,412.95**	**65.38%**	**$ 855.20**
General Fund	Salaries	City Manager	$ 131,995.00	$ 7,843.00	$ 65,391.55	$ 51,366.08	49.54%	$ 66,603.45
General Fund	Vacation Payout	City Manager	$ 5,078.00	$ -	$ 959.75	$ -	18.90%	$ 4,118.25
General Fund	FICA	City Manager	$ 8,185.00	$ 462.08	$ 3,764.74	$ 3,161.40	46.00%	$ 4,420.26
General Fund	SUI	City Manager	$ 176.00	$ -	$ 73.65	$ 161.01	41.85%	$ 102.35
General Fund	PERS	City Manager	$ 10,389.00	$ 593.64	$ 4,154.49	$ 1,912.53	39.99%	$ 6,234.51
General Fund	Medicare	City Manager	$ 1,915.00	$ 108.06	$ 921.43	$ 739.34	48.12%	$ 993.57
General Fund	Employee Benefi	City Manager	$ 27,388.00	$ 1,859.71	$ 9,485.39	$ 4,451.00	34.63%	$ 17,902.61
General Fund	Workers Comp.	City Manager	$ 10,268.00	$ -	$ 5,316.40	$ 4,613.54	51.78%	$ 4,951.60
General Fund	Gen. Supplies	City Manager	$ 270.00	$ 20.00	$ 481.77	$ 281.30	178.43%	$ (211.77)
General Fund	Prof Services	City Manager	$ 13,200.00	$ -	$ 10,454.35	$ 4,144.09	79.20%	$ 2,745.65
General Fund	Communications	City Manager	$ -	$ 83.02	$ 580.66	$ 493.72	0.00%	$ (580.66)
General Fund	Travel,Conf,Trg	City Manager	$ 2,750.00	$ -	$ 911.54	$ 592.01	33.15%	$ 1,838.46
General Fund	Water Utilities	City Manager	$ 459.00	$ 4.20	$ 46.10	$ 48.53	10.04%	$ 412.90
General Fund	PG&E Utilities	City Manager	$ 351.00	$ 58.37	$ 136.44	$ 139.58	38.87%	$ 214.56

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
General Fund	CONTINGENCY	City Manager	$ 2,750.00	$ -	$ -	$ -	0.00%	$ 2,750.00
City Manager Total			**$ 215,174.00**	**$ 11,032.08**	**$ 102,678.26**	**$ 72,104.13**	**47.72%**	**$ 112,495.74**
General Fund	Salaries	Finance	$ 89,548.00	$ 7,730.56	$ 63,010.87	$ 59,136.15	70.37%	$ 26,537.13
General Fund	Vacation Payout	Finance	$ 2,580.00	$ -	$ 1,120.00	$ -	43.41%	$ 1,460.00
General Fund	FICA	Finance	$ 5,551.00	$ 454.76	$ 3,701.79	$ 3,688.42	66.69%	$ 1,849.21
General Fund	SUI	Finance	$ 326.00	$ 76.92	$ 201.04	$ 407.02	61.67%	$ 124.96
General Fund	PERS	Finance	$ 5,281.00	$ 463.06	$ 3,903.46	$ 3,597.64	73.92%	$ 1,377.54
General Fund	Medicare	Finance	$ 1,299.00	$ 100.64	$ 856.51	$ 862.68	65.94%	$ 442.49
General Fund	Employee Benefi	Finance	$ 25,223.00	$ 2,508.62	$ 17,612.65	$ 11,020.79	69.83%	$ 7,610.35
General Fund	Workers Comp.	Finance	$ 6,900.00	$ -	$ 3,572.58	$ 5,166.36	51.78%	$ 3,327.42
General Fund	Gen. Supplies	Finance	$ 11,650.00	$ 834.48	$ 10,306.29	$ 4,600.33	88.47%	$ 1,343.71
General Fund	Network Svcs Co	Finance	$ 5,318.00	$ 432.30	$ 3,026.10	$ 3,436.80	56.90%	$ 2,291.90
General Fund	MOM online fees	Finance	$ 6,078.00	$ 1,399.85	$ 11,300.82	$ 8,273.07	185.93%	$ (5,222.82)
General Fund	Audit & Acctg	Finance	$ 20,514.00	$ -	$ 12,893.30	$ 19,696.12	62.85%	$ 7,620.70
General Fund	Prof Services	Finance	$ 12,157.00	$ -	$ -	$ -	0.00%	$ 12,157.00
General Fund	Contracts-Other	Finance	$ 1,621.00	$ -	$ 600.00	$ 900.00	37.01%	$ 1,021.00
General Fund	Travel,Conf,Trg	Finance	$ 760.00	$ -	$ 138.89	$ 771.14	18.28%	$ 621.11
General Fund	Water Utilities	Finance	$ 253.00	$ 17.05	$ 169.92	$ 191.37	67.16%	$ 83.08
General Fund	PG&E Utilities	Finance	$ 203.00	$ 349.53	$ 2,083.65	$ -	1026.43%	$ (1,880.65)
General Fund	O&M Equipment	Finance	$ 27,858.00	$ -	$ 510.00	$ -	1.83%	$ 27,348.00
General Fund	PayChex & Bank	Finance	$ 7,345.00	$ 576.82	$ 4,798.26	$ 4,454.37	65.33%	$ 2,546.74
General Fund	Interest Expens	Finance	$ -	$ -	$ 281.89	$ 68.22	0.00%	$ (281.89)
Finance Total			**$ 230,465.00**	**$ 14,944.59**	**$ 140,088.02**	**$ 126,270.48**	**60.78%**	**$ 94,686.55**
General Fund	Salaries	Police Dept	$ 485,869.00	$ 43,764.34	$ 311,107.25	$ 267,892.64	64.03%	$ 174,761.75
General Fund	Overtime	Police Dept	$ 30,000.00	$ 4,312.77	$ 26,001.44	$ 20,223.41	86.67%	$ 3,998.56
General Fund	Vacation Payout	Police Dept	$ 14,311.00	$ -	$ 8,574.46	$ -	59.92%	$ 5,736.54
General Fund	FICA	Police Dept	$ 29,049.00	$ 2,980.77	$ 21,432.33	$ 18,518.11	73.78%	$ 7,616.67
General Fund	SUI	Police Dept	$ 966.00	$ 109.30	$ 938.33	$ 1,312.24	97.14%	$ 27.67
General Fund	PERS	Police Dept	$ 78,529.00	$ 6,231.42	$ 50,388.60	$ 42,226.46	64.17%	$ 28,140.40
General Fund	Medicare	Police Dept	$ 6,794.00	$ 697.13	$ 5,012.47	$ 4,330.81	73.78%	$ 1,781.53
General Fund	Employee Benefi	Police Dept	$ 113,880.00	$ 9,490.01	$ 73,913.49	$ 64,257.65	64.90%	$ 39,966.51
General Fund	Workers Comp.	Police Dept	$ 33,302.00	$ -	$ 17,242.67	$ 25,204.27	51.78%	$ 16,059.33
General Fund	Gen. Supplies	Police Dept	$ 3,800.00	$ 173.57	$ 1,024.86	$ 2,852.57	26.97%	$ 2,775.14
General Fund	Fuel	Police Dept	$ 27,000.00	$ 2,501.01	$ 17,475.60	$ 16,866.10	64.72%	$ 9,524.40
General Fund	Repair/Maint	Police Dept	$ -	$ -	$ 73.25	$ 374.71	0.00%	$ (73.25)
General Fund	Special Depart	Police Dept	$ 1,000.00	$ -	$ 1,332.48	$ 1,109.00	133.25%	$ (332.48)
General Fund	Clothing	Police Dept	$ 3,500.00	$ -	$ 142.83	$ 2,611.48	4.08%	$ 3,357.17
General Fund	Safety Equip	Police Dept	$ 5,000.00	$ -	$ -	$ -	0.00%	$ 5,000.00
General Fund	Network Svcs Co	Police Dept	$ -	$ -	$ 90.00	$ 3,450.00	0.00%	$ (90.00)
General Fund	Contracts-Other	Police Dept	$ 43,000.00	$ 12,932.10	$ 29,312.76	$ -	68.17%	$ 13,687.24
General Fund	Dispatching	Police Dept	$ 155,936.00	$ -	$ 86,246.39	$ 101,090.33	55.31%	$ 69,689.61
General Fund	Communications	Police Dept	$ 5,000.00	$ 584.36	$ 3,143.72	$ 3,097.32	62.87%	$ 1,856.28
General Fund	Membership/Dues	Police Dept	$ 350.00	$ -	$ 525.00	$ -	150.00%	$ (175.00)
General Fund	Travel,Conf,Trg	Police Dept	$ 5,000.00	$ 249.00	$ 3,995.26	$ 4,271.52	79.91%	$ 1,004.74
General Fund	Water Utilities	Police Dept	$ 500.00	$ 33.44	$ 331.37	$ 367.11	66.27%	$ 168.63

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
General Fund	PG&E Utilities	Police Dept	$ 7,000.00	$ 685.34	$ 4,085.58	$ -	58.37%	$ 2,914.42
General Fund	Vehicle Maintna	Police Dept	$ 13,000.00	$ 1,893.39	$ 16,519.99	$ 12,936.01	127.08%	$ (3,519.99)
General Fund	O&M Equipment	Police Dept	$ 1,000.00	$ -	$ 517.20	$ 241.47	51.72%	$ 482.80
General Fund	Misc-Bookings	Police Dept	$ 150.00	$ -	$ 140.00	$ 125.00	93.33%	$ 10.00
General Fund	Misc-Court/Invs	Police Dept	$ 100.00	$ -	$ -	$ -	0.00%	$ 100.00
Police Total			**$ 1,064,036.00**	**$ 86,637.95**	**$ 679,567.33**	**$ 593,358.21**	**63.87%**	**$ 384,468.67**
General Fund	Sal/Wages-Elect	Planning	$ 6,750.00	$ 562.50	$ 4,500.00	$ 3,712.50	66.67%	$ 2,250.00
General Fund	FICA	Planning	$ 425.00	$ 34.90	$ 279.20	$ 230.34	65.69%	$ 145.80
General Fund	SUI	Planning	$ 130.00	$ 10.36	$ 76.44	$ 66.42	58.80%	$ 53.56
General Fund	Medicare	Planning	$ 100.00	$ 8.15	$ 65.20	$ 53.79	65.20%	$ 34.80
General Fund	Gen. Supplies	Planning	$ 200.00	$ -	$ -	$ 159.72	0.00%	$ 200.00
General Fund	Planner	Planning	$ 40,000.00	$ 1,981.33	$ 64,049.73	$ 11,608.80	160.12%	$ (24,049.73)
General Fund	LAFCO Expense	Planning	$ 6,000.00	$ -	$ 5,601.00	$ 5,358.00	93.35%	$ 399.00
General Fund	Contracts-Other	Planning	$ 7,996.00	$ -	$ 7,996.00	$ 7,996.00	100.00%	$ -
General Fund	PH Notices	Planning	$ 4,000.00	$ -	$ 673.01	$ 1,921.10	16.83%	$ 3,326.99
Planning Total			**$ 65,601.00**	**$ 2,597.24**	**$ 83,240.58**	**$ 31,106.67**	**126.89%**	**$ (17,639.58)**
General Fund	E&P Reimb Engr.	Building DEPT	$ -	$ -	$ 2,583.80	$ -	0.00%	$ (2,583.80)
General Fund	Engineering	Building DEPT	$ -	$ 2,024.11	$ 2,024.11	$ -	0.00%	$ (2,024.11)
General Fund	Plan Chk & Insp	Building DEPT	$ 41,000.00	$ 2,071.61	$ 31,712.94	$ 38,020.38	77.35%	$ 9,287.06
Building Total			**$ 41,000.00**	**$ 4,095.72**	**$ 36,320.85**	**$ 38,020.38**	**88.59%**	**$ 4,679.15**
General Fund	E&P Reimb Engr.	Engineering	$ 60,000.00	$ 5,666.07	$ 56,027.80	$ 35,811.32	93.38%	$ 3,972.20
General Fund	Engineering	Engineering	$ 60,000.00	$ 4,174.50	$ 94,732.60	$ 27,462.50	157.89%	$ (34,732.60)
General Fund	Plan Chk & Insp	Engineering	$ 4,000.00	$ 1,228.78	$ 2,268.78	$ 1,653.00	56.72%	$ 1,731.22
Engineering Total			**$ 124,000.00**	**$ 11,069.35**	**$ 153,029.18**	**$ 64,926.82**	**123.41%**	**$ (29,029.18)**
General Fund	Salaries	Parks & Recreat	$ 156,354.00	$ 11,306.75	$ 86,192.15	$ 50,948.84	55.13%	$ 70,161.85
General Fund	Overtime	Parks & Recreat	$ -	$ -	$ 101.37	$ 373.89	0.00%	$ (101.37)
General Fund	Vacation Payout	Parks & Recreat	$ 5,854.00	$ 244.14	$ 3,182.42	$ 1,042.79	54.36%	$ 2,671.58
General Fund	FICA	Parks & Recreat	$ 9,694.00	$ 646.81	$ 5,121.79	$ 3,192.11	52.83%	$ 4,572.21
General Fund	SUI	Parks & Recreat	$ 373.00	$ 72.25	$ 309.24	$ 516.51	82.91%	$ 63.76
General Fund	PERS	Parks & Recreat	$ 19,995.00	$ 883.71	$ 6,952.50	$ 3,926.42	34.77%	$ 13,042.50
General Fund	Medicare	Parks & Recreat	$ 2,267.00	$ 151.27	$ 1,197.81	$ 737.69	52.84%	$ 1,069.19
General Fund	Employee Benefi	Parks & Recreat	$ 49,528.00	$ 3,656.27	$ 27,982.23	$ 17,820.95	56.50%	$ 21,545.77
General Fund	Workers Comp.	Parks & Recreat	$ 11,931.00	$ -	$ 6,177.44	$ 4,640.85	51.78%	$ 5,753.56
General Fund	Gen. Supplies	Parks & Recreat	$ 450.00	$ 111.65	$ 555.28	$ 126.17	123.40%	$ (105.28)
General Fund	Fuel	Parks & Recreat	$ 9,000.00	$ 475.53	$ 3,951.43	$ 5,630.89	43.90%	$ 5,048.57
General Fund	Repair/Maint	Parks & Recreat	$ 31,500.00	$ 2,228.48	$ 21,105.92	$ 12,515.33	67.00%	$ 10,394.08
General Fund	Beautification	Parks & Recreat	$ 5,000.00	$ -	$ 1,495.03	$ -	29.90%	$ 3,504.97
General Fund	Clothing	Parks & Recreat	$ 2,000.00	$ -	$ 684.47	$ 2,317.41	34.22%	$ 1,315.53
General Fund	Weed Control	Parks & Recreat	$ 1,500.00	$ 856.61	$ 4,856.61	$ -	323.77%	$ (3,356.61)
General Fund	Restrooms	Parks & Recreat	$ 150.00	$ 145.99	$ 197.75	$ 73.89	131.83%	$ (47.75)
General Fund	Taxes/Fees/Lics	Parks & Recreat	$ 500.00	$ 157.21	$ 427.21	$ 345.95	85.44%	$ 72.79

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
General Fund	Computer Eqpmt	Parks & Recreat	$ -	$ -	$ 74.14	$ -	0.00%	$ (74.14)
General Fund	Internet Servic	Parks & Recreat	$ -	$ 567.70	$ 567.70	$ -	0.00%	$ (567.70)
General Fund	Engineering	Parks & Recreat	$ -	$ -	$ 64.11	$ -	0.00%	$ (64.11)
General Fund	Contracts-Other	Parks & Recreat	$ 19,500.00	$ -	$ 16,511.69	$ 16,835.00	84.68%	$ 2,988.31
General Fund	Water Utilities	Parks & Recreat	$ 22,500.00	$ 1,102.46	$ 18,772.28	$ 16,808.10	83.43%	$ 3,727.72
General Fund	PG&E Utilities	Parks & Recreat	$ 22,700.00	$ 5,793.86	$ 35,213.13	$ 20,570.27	155.12%	$ (12,513.13)
General Fund	Vehicle Maintna	Parks & Recreat	$ 6,000.00	$ 93.57	$ 745.73	$ 2,022.85	12.43%	$ 5,254.27
General Fund	O&M Equipment	Parks & Recreat	$ 4,500.00	$ 425.65	$ 2,580.38	$ 15.60	57.34%	$ 1,919.62
General Fund	O&M Blg/Structu	Parks & Recreat	$ 5,000.00	$ 714.24	$ 3,921.50	$ 3,495.78	78.43%	$ 1,078.50
General Fund	Janitorial	Parks & Recreat	$ 6,500.00	$ 3,093.40	$ 5,847.59	$ 5,002.92	89.96%	$ 652.41
General Fund	Lease-Prkg lot	Parks & Recreat	$ 45,500.00	$ 3,790.46	$ 30,323.68	$ 31,864.14	66.65%	$ 15,176.32
Parks & Rec Total			**$ 438,296.00**	**$ 36,518.01**	**$ 285,112.58**	**$ 200,824.35**	**65.05%**	**$ 153,183.42**
General Fund	Salaries	Swimming Pool	$ 10,140.00	$ 494.39	$ 3,973.71	$ 3,545.55	39.19%	$ 6,166.29
General Fund	Vacation Payout	Swimming Pool	$ 380.00	$ 81.38	$ 324.14	$ -	85.30%	$ 55.86
General Fund	FICA	Swimming Pool	$ 629.00	$ 35.70	$ 266.45	$ 204.28	42.36%	$ 362.55
General Fund	SUI	Swimming Pool	$ 24.00	$ 7.87	$ 47.37	$ 10.18	197.38%	$ (23.37)
General Fund	PERS	Swimming Pool	$ 1,297.00	$ 69.83	$ 567.58	$ 579.91	43.76%	$ 729.42
General Fund	Medicare	Swimming Pool	$ 147.00	$ 8.35	$ 62.30	$ 49.66	42.38%	$ 84.70
General Fund	Employee Benefi	Swimming Pool	$ 3,212.00	$ 135.55	$ 1,029.88	$ 1,020.33	32.06%	$ 2,182.12
General Fund	Workers Comp.	Swimming Pool	$ 774.00	$ -	$ 400.76	$ 314.90	51.78%	$ 373.24
General Fund	Gen. Supplies	Swimming Pool	$ 125.00	$ -	$ -	$ 22.12	0.00%	$ 125.00
General Fund	Supplies - Chem	Swimming Pool	$ 11,000.00	$ -	$ 505.49	$ 723.14	4.60%	$ 10,494.51
General Fund	Taxes/Fees/Lics	Swimming Pool	$ 450.00	$ -	$ 748.00	$ 444.00	166.22%	$ (298.00)
General Fund	Contracts-Other	Swimming Pool	$ 40,500.00	$ -	$ 33,945.40	$ 38,326.57	83.82%	$ 6,554.60
General Fund	O&M Equipment	Swimming Pool	$ 1,500.00	$ -	$ 249.51	$ -	16.63%	$ 1,250.49
General Fund	O&M Blg/Structu	Swimming Pool	$ 3,500.00	$ -	$ -	$ -	0.00%	$ 3,500.00
Pool Total			**$ 73,678.00**	**$ 833.07**	**$ 42,120.59**	**$ 45,240.64**	**57.17%**	**$ 31,557.41**
General Fund	Community Prom	Marketing	$ 16,585.00	$ 1,810.98	$ 13,900.68	$ 7,741.74	83.81%	$ 2,684.32
General Fund	Holiday decor	Marketing	$ -	$ (1,445.00)	$ -	$ 1,786.68	0.00%	$ -
General Fund	Beautification	Marketing	$ 3,900.00	$ -	$ 588.31	$ -	15.08%	$ 3,311.69
General Fund	Internet Servic	Marketing	$ 3,000.00	$ -	$ -	$ 800.00	0.00%	$ 3,000.00
General Fund	Advertising	Marketing	$ 4,000.00	$ 2,000.00	$ 2,000.00	$ -	50.00%	$ 2,000.00
General Fund	Membership/Dues	Marketing	$ -	$ -	$ 125.00	$ 125.00	0.00%	$ (125.00)
Marketing Total			**$ 27,485.00**	**$ 2,365.98**	**$ 16,613.99**	**$ 10,453.42**	**60.45%**	**$ 10,871.01**
General Fund	Salaries	Cemetery	$ 10,140.00	$ -	$ -	$ -	0.00%	$ 10,140.00
General Fund	Vacation Payout	Cemetery	$ 380.00	$ -	$ -	$ -	0.00%	$ 380.00
General Fund	FICA	Cemetery	$ 629.00	$ -	$ -	$ -	0.00%	$ 629.00
General Fund	SUI	Cemetery	$ 24.00	$ -	$ -	$ -	0.00%	$ 24.00
General Fund	PERS	Cemetery	$ 1,297.00	$ -	$ -	$ -	0.00%	$ 1,297.00
General Fund	Medicare	Cemetery	$ 147.00	$ -	$ -	$ -	0.00%	$ 147.00
General Fund	Employee Benefi	Cemetery	$ 3,212.00	$ 110.23	$ 860.22	$ 433.54	26.78%	$ 2,351.78
General Fund	Workers Comp.	Cemetery	$ 774.00	$ -	$ 400.74	$ -	51.78%	$ 373.26
General Fund	Repair/Maint	Cemetery	$ -	$ -	$ 35.41	$ 58.06	0.00%	$ (35.41)

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
General Fund	Water Utilities	Cemetery	$ -	$ 108.86	$ 664.19	$ 689.91	0.00%	$ (664.19)
Cemetery Total			**$ 16,603.00**	**$ 219.09**	**$ 1,960.56**	**$ 1,181.51**	**11.81%**	**$ 14,642.44**
General Fund	Salaries	MonteVerde Muse	$ 33,801.00	$ 174.88	$ 1,317.45	$ -	3.90%	$ 32,483.55
General Fund	Vacation Payout	MonteVerde Muse	$ 1,266.00	$ -	$ -	$ -	0.00%	$ 1,266.00
General Fund	FICA	MonteVerde Muse	$ 2,096.00	$ 10.84	$ 81.67	$ -	3.90%	$ 2,014.33
General Fund	SUI	MonteVerde Muse	$ 81.00	$ 10.37	$ 49.87	$ -	61.57%	$ 31.13
General Fund	PERS	MonteVerde Muse	$ 4,322.00	$ -	$ -	$ -	0.00%	$ 4,322.00
General Fund	Medicare	MonteVerde Muse	$ 490.00	$ 2.54	$ 19.12	$ -	3.90%	$ 470.88
General Fund	Employee Benefi	MonteVerde Muse	$ 10,707.00	$ -	$ 0.48	$ -	0.00%	$ 10,706.52
General Fund	Workers Comp.	MonteVerde Muse	$ 2,579.00	$ -	$ 1,335.32	$ -	51.78%	$ 1,243.68
General Fund	Water Utilities	MonteVerde Muse	$ -	$ 74.14	$ 520.69	$ 499.80	0.00%	$ (520.69)
General Fund	PG&E Utilities	MonteVerde Muse	$ -	$ 154.10	$ 651.17	$ 228.80	0.00%	$ (651.17)
General Fund	O&M Blg/Structu	MonteVerde Muse	$ -	$ 86.00	$ 344.00	$ 258.00	0.00%	$ (344.00)
Monteverde Total			**$ 55,342.00**	**$ 512.87**	**$ 4,319.77**	**$ 986.60**	**7.81%**	**$ 51,022.23**
General Fund	Employee Benefi	Central Servies	$ 2,340.00	$ -	$ 472.50	$ 1,395.00	20.19%	$ 1,867.50
General Fund	Gen. Supplies	Central Servies	$ 1,250.00	$ 174.96	$ 1,139.38	$ 727.62	91.15%	$ 110.62
General Fund	Equipmt Maint.	Central Servies	$ 650.00	$ 27.21	$ 251.74	$ 209.62	38.73%	$ 398.26
General Fund	Computer Hardwr	Central Servies	$ 750.00	$ -	$ 682.46	$ 329.33	90.99%	$ 67.54
General Fund	Network Svcs Co	Central Servies	$ 22,500.00	$ 1,152.00	$ 9,196.26	$ 9,246.55	40.87%	$ 13,303.74
General Fund	Internet Servic	Central Servies	$ 7,250.00	$ 375.98	$ 2,626.12	$ 5,452.49	36.22%	$ 4,623.88
General Fund	Communications	Central Servies	$ 4,375.00	$ 347.32	$ 1,555.67	$ 2,700.25	35.56%	$ 2,819.33
General Fund	Risk Management	Central Servies	$ 217,663.00	$ -	$ 227,533.50	$ 153,113.32	104.53%	$ (9,870.50)
General Fund	Membership/Dues	Central Servies	$ 1,250.00	$ -	$ 512.50	$ 792.30	41.00%	$ 737.50
General Fund	O&M Equipment	Central Servies	$ 750.00	$ -	$ -	$ -	0.00%	$ 750.00
Central Services Total			**$ 258,778.00**	**$ 2,077.47**	**$ 243,970.13**	**$ 173,966.48**	**94.28%**	**$ 14,807.87**
General Fund	Legal	City Attorney	$ 28,050.00	$ 2,675.25	$ 15,460.50	$ 18,446.68	55.12%	$ 12,589.50
General Fund Total			**$ 3,084,844.00**	**$ 179,470.50**	**$ 2,154,961.44**	**$ 1,431,956.51**	**69.86%**	**$ 929,882.56**
Streets/Sidewal	Salaries	City Manager	$ 12,000.00	$ 713.00	$ 5,944.69	$ 10,273.22	49.54%	$ 6,055.31
Streets/Sidewal	Vacation Payout	City Manager	$ 462.00	$ -	$ 87.25	$ -	18.89%	$ 374.75
Streets/Sidewal	FICA	City Manager	$ 744.00	$ 44.20	$ 347.77	$ 613.69	46.74%	$ 396.23
Streets/Sidewal	SUI	City Manager	$ 16.00	$ -	$ 14.73	$ 32.20	92.06%	$ 1.27
Streets/Sidewal	PERS	City Manager	$ 944.00	$ 61.29	$ 383.74	$ 382.51	40.65%	$ 560.26
Streets/Sidewal	Medicare	City Manager	$ 174.00	$ 5.17	$ 55.04	$ 143.54	31.63%	$ 118.96
Streets/Sidewal	Employee Benefi	City Manager	$ 2,490.00	$ 128.96	$ 503.58	$ 674.85	20.22%	$ 1,986.42
Streets/Sidewal	Workers Comp.	City Manager	$ 934.00	$ -	$ 483.60	$ 923.51	51.78%	$ 450.40
Streets/Sidewal	Gen. Supplies	City Manager	$ 25.00	$ 3.99	$ 96.33	$ 34.26	385.32%	$ (71.33)
Streets/Sidewal	Prof Services	City Manager	$ 1,200.00	$ -	$ 122.50	$ 806.02	10.21%	$ 1,077.50
Streets/Sidewal	Communications	City Manager	$ -	$ 16.60	$ 116.14	$ 80.14	0.00%	$ (116.14)
Streets/Sidewal	Travel,Conf,Trg	City Manager	$ 250.00	$ -	$ 129.59	$ 70.00	51.84%	$ 120.41
Streets/Sidewal	Water Utilities	City Manager	$ 42.00	$ 0.84	$ 12.16	$ 7.87	28.95%	$ 29.84

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Streets/Sidewal	PG&E Utilities	City Manager	$ 32.00	$ 11.68	$ 27.30	$ 27.92	85.31%	$ 4.70
Streets/Sidewal	CONTINGENCY	City Manager	$ 250.00	$ -	$ -	$ -	0.00%	$ 250.00
City Manager Total			**$ 19,563.00**	**$ 985.73**	**$ 8,324.42**	**$ 14,069.73**	**42.55%**	**$ 11,238.58**
Streets/Sidewal	Salaries	Finance	$ 11,147.00	$ 753.80	$ 5,933.36	$ 8,926.21	53.23%	$ 5,213.64
Streets/Sidewal	Vacation Payout	Finance	$ 321.00	$ -	$ -	$ -	0.00%	$ 321.00
Streets/Sidewal	FICA	Finance	$ 691.00	$ 46.74	$ 366.64	$ 539.34	53.06%	$ 324.36
Streets/Sidewal	SUI	Finance	$ 41.00	$ 9.07	$ 39.20	$ 39.40	95.61%	$ 1.80
Streets/Sidewal	PERS	Finance	$ 657.00	$ 64.78	$ 470.81	$ 543.08	71.66%	$ 186.19
Streets/Sidewal	Medicare	Finance	$ 162.00	$ 5.46	$ 80.20	$ 126.13	49.51%	$ 81.80
Streets/Sidewal	Employee Benefi	Finance	$ 3,140.00	$ 202.31	$ 1,440.37	$ 1,523.72	45.87%	$ 1,699.63
Streets/Sidewal	Workers Comp.	Finance	$ 859.00	$ -	$ 444.76	$ 779.98	51.78%	$ 414.24
Streets/Sidewal	Gen. Supplies	Finance	$ 1,451.00	$ 268.62	$ 844.60	$ 492.18	58.21%	$ 606.40
Streets/Sidewal	Network Svcs Co	Finance	$ 662.00	$ 76.29	$ 534.03	$ 439.53	80.67%	$ 127.97
Streets/Sidewal	MOM online fees	Finance	$ 757.00	$ -	$ -	$ -	0.00%	$ 757.00
Streets/Sidewal	Audit & Acctg	Finance	$ 2,554.00	$ -	$ 2,270.70	$ 2,456.32	88.91%	$ 283.30
Streets/Sidewal	Prof Services	Finance	$ 1,513.00	$ -	$ -	$ -	0.00%	$ 1,513.00
Streets/Sidewal	Contracts-Other	Finance	$ 202.00	$ -	$ -	$ -	0.00%	$ 202.00
Streets/Sidewal	Travel,Conf,Trg	Finance	$ 95.00	$ -	$ 16.34	$ -	17.20%	$ 78.66
Streets/Sidewal	Water Utilities	Finance	$ 32.00	$ 3.01	$ 29.36	$ 27.23	91.75%	$ 2.64
Streets/Sidewal	PG&E Utilities	Finance	$ 25.00	$ 61.68	$ 367.71	$ 119.62	1470.84%	$ (342.71)
Streets/Sidewal	O&M Equipment	Finance	$ 3,468.00	$ -	$ 60.00	$ -	1.73%	$ 3,408.00
Streets/Sidewal	PayChex & Bank	Finance	$ 914.00	$ 58.74	$ 518.87	$ 228.24	56.77%	$ 395.13
Finance Total			**$ 28,691.00**	**$ 1,550.50**	**$ 13,416.95**	**$ 16,240.98**	**46.76%**	**$ 15,274.05**
Streets/Sidewal	Salaries	Streets/Roads	$ 59,490.00	$ 4,794.65	$ 38,723.33	$ 50,234.84	65.09%	$ 20,766.67
Streets/Sidewal	Overtime	Streets/Roads	$ -	$ -	$ 101.36	$ 640.68	0.00%	$ (101.36)
Streets/Sidewal	Vacation Payout	Streets/Roads	$ 2,227.00	$ 244.14	$ 2,060.84	$ -	92.54%	$ 166.16
Streets/Sidewal	FICA	Streets/Roads	$ 3,688.00	$ 312.41	$ 2,538.55	$ 3,121.85	68.83%	$ 1,149.45
Streets/Sidewal	SUI	Streets/Roads	$ 142.00	$ 23.61	$ 142.10	$ 162.93	100.07%	$ (0.10)
Streets/Sidewal	PERS	Streets/Roads	$ 7,607.00	$ 595.62	$ 4,589.43	$ 5,042.85	60.33%	$ 3,017.57
Streets/Sidewal	Medicare	Streets/Roads	$ 863.00	$ 35.95	$ 556.56	$ 726.77	64.49%	$ 306.44
Streets/Sidewal	Employee Benefi	Streets/Roads	$ 18,844.00	$ 2,031.89	$ 14,989.28	$ 16,416.14	79.54%	$ 3,854.72
Streets/Sidewal	Workers Comp.	Streets/Roads	$ 4,539.00	$ -	$ 2,350.07	$ 3,843.15	51.78%	$ 2,188.93
Streets/Sidewal	Gen. Supplies	Streets/Roads	$ 1,560.00	$ 761.24	$ 1,486.37	$ 1,028.10	95.28%	$ 73.63
Streets/Sidewal	Fuel	Streets/Roads	$ 12,540.00	$ 319.13	$ 2,295.55	$ 9,072.76	18.31%	$ 10,244.45
Streets/Sidewal	Clothing	Streets/Roads	$ 810.00	$ -	$ 230.89	$ 766.80	28.50%	$ 579.11
Streets/Sidewal	Patching	Streets/Roads	$ 21,960.00	$ 411.45	$ 2,062.37	$ 1,342.85	9.39%	$ 19,897.63
Streets/Sidewal	Signs	Streets/Roads	$ 250.00	$ -	$ -	$ -	0.00%	$ 250.00
Streets/Sidewal	Flood Control	Streets/Roads	$ 1,000.00	$ -	$ -	$ -	0.00%	$ 1,000.00
Streets/Sidewal	Weed Control	Streets/Roads	$ 3,000.00	$ -	$ -	$ -	0.00%	$ 3,000.00
Streets/Sidewal	Contracts-Other	Streets/Roads	$ 17,000.00	$ -	$ 5,472.30	$ -	32.19%	$ 11,527.70
Streets/Sidewal	PG&E Utilities	Streets/Roads	$ -	$ -	$ 19.95	$ 563.18	0.00%	$ (19.95)
Streets/Sidewal	Street Lights	Streets/Roads	$ 38,400.00	$ 3,751.09	$ 24,089.44	$ 22,152.89	62.73%	$ 14,310.56
Streets/Sidewal	Vehicle Maintna	Streets/Roads	$ 2,000.00	$ 248.57	$ 1,038.80	$ 839.47	51.94%	$ 961.20
Streets/Sidewal	O&M Equipment	Streets/Roads	$ 1,000.00	$ -	$ 425.20	$ -	42.52%	$ 574.80
Streets/Sidewal	Improvements	Streets/Roads	$ 961,000.00	$ 2,766.00	$ 544,305.34	$ -	56.64%	$ 416,694.66

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Streets Total			**$ 1,157,920.00**	**$ 16,295.75**	**$ 647,477.73**	**$ 115,955.26**	**55.92%**	**$ 510,442.27**
Streets Fund Total			**$ 1,206,174.00**	**$ 18,831.98**	**$ 669,219.10**	**$ 146,265.97**	**55.48%**	**$ 536,954.90**
Crestview Lgt/D	Salaries	Finance	$ 1,486.00	$ 62.82	$ 800.07	$ -	53.84%	$ 685.93
Crestview Lgt/D	Vacation Payout	Finance	$ 43.00	$ -	$ -	$ -	0.00%	$ 43.00
Crestview Lgt/D	FICA	Finance	$ 92.00	$ 3.90	$ 49.01	$ -	53.27%	$ 42.99
Crestview Lgt/D	SUI	Finance	$ 5.00	$ 4.53	$ 19.61	$ -	392.20%	$ (14.61)
Crestview Lgt/D	PERS	Finance	$ 88.00	$ 4.94	$ 62.16	$ -	70.64%	$ 25.84
Crestview Lgt/D	Medicare	Finance	$ 22.00	$ 0.92	$ 11.51	$ -	52.32%	$ 10.49
Crestview Lgt/D	Employee Benefi	Finance	$ 419.00	$ -	$ 30.90	$ -	7.37%	$ 388.10
Crestview Lgt/D	Workers Comp.	Finance	$ 115.00	$ -	$ 59.54	$ -	51.77%	$ 55.46
Crestview Lgt/D	Gen. Supplies	Finance	$ 194.00	$ -	$ -	$ -	0.00%	$ 194.00
Crestview Lgt/D	Network Svcs Co	Finance	$ 88.00	$ -	$ -	$ -	0.00%	$ 88.00
Crestview Lgt/D	MOM online fees	Finance	$ 101.00	$ -	$ -	$ -	0.00%	$ 101.00
Crestview Lgt/D	Audit & Acctg	Finance	$ 340.00	$ -	$ 5.00	$ -	1.47%	$ 335.00
Crestview Lgt/D	Prof Services	Finance	$ 202.00	$ -	$ -	$ -	0.00%	$ 202.00
Crestview Lgt/D	Contracts-Other	Finance	$ 27.00	$ -	$ -	$ -	0.00%	$ 27.00
Crestview Lgt/D	Travel,Conf,Trg	Finance	$ 13.00	$ -	$ -	$ -	0.00%	$ 13.00
Crestview Lgt/D	Water Utilities	Finance	$ 4.00	$ -	$ -	$ -	0.00%	$ 4.00
Crestview Lgt/D	PG&E Utilities	Finance	$ 3.00	$ -	$ -	$ -	0.00%	$ 3.00
Crestview Lgt/D	O&M Equipment	Finance	$ 462.00	$ -	$ 10.00	$ -	2.16%	$ 452.00
Crestview Lgt/D	PayChex & Bank	Finance	$ 122.00	$ -	$ -	$ -	0.00%	$ 122.00
Finance Total			**$ 3,826.00**	**$ 77.11**	**$ 1,047.80**	**$ -**	**27.39%**	**$ 2,778.20**
Crestview Lgt/D	Vehicle Maintna	Streets/Roads	$ -	$ -	$ 2.85	$ -	0.00%	$ (2.85)
Crestview Lgt/D	Employee Benefi	CrestView Lgt	$ -	$ -	$ 0.96	$ -	0.00%	$ (0.96)
Crestview Lgt/D	Street Lights	CrestView Lgt	$ -	$ 123.48	$ 850.13	$ 620.23	0.00%	$ (850.13)
Crestview Total			**$ -**	**$ 123.48**	**$ 851.09**	**$ 620.23**	**0.00%**	**$ (851.09)**
Crestview Fund Total			**$ 3,826.00**	**$ 200.59**	**$ 1,901.74**	**$ 620.23**	**49.71%**	**$ 1,924.26**
Sewer M&O	Salaries	City Clerk	$ 9,248.00	$ -	$ 4,308.02	$ 11,002.88	46.58%	$ 4,939.98
Sewer M&O	Vacation Payout	City Clerk	$ 361.00	$ -	$ 2,674.20	$ -	740.78%	$ (2,313.20)
Sewer M&O	FICA	City Clerk	$ 573.00	$ -	$ 432.89	$ 682.24	75.55%	$ 140.11
Sewer M&O	SUI	City Clerk	$ 16.00	$ -	$ -	$ 48.21	0.00%	$ 16.00
Sewer M&O	PERS	City Clerk	$ 739.00	$ -	$ 339.03	$ 844.96	45.88%	$ 399.97
Sewer M&O	PERS Unfunded	City Clerk	$ 7,894.00	$ -	$ 7,894.00	$ 2,094.32	100.00%	$ -
Sewer M&O	Medicare	City Clerk	$ 134.00	$ -	$ 101.24	$ 159.52	75.55%	$ 32.76
Sewer M&O	Employee Benefi	City Clerk	$ 2,490.00	$ -	$ 730.92	$ 422.44	29.35%	$ 1,759.08
Sewer M&O	Workers Comp.	City Clerk	$ 715.00	$ -	$ 370.20	$ 1,004.56	51.78%	$ 344.80
Sewer M&O	Gen. Supplies	City Clerk	$ 18.00	$ -	$ 20.90	$ 18.28	116.11%	$ (2.90)
Sewer M&O	Muni Code Web	City Clerk	$ 600.00	$ -	$ -	$ -	0.00%	$ 600.00
Sewer M&O	Water Utilities	City Clerk	$ -	$ 1.68	$ 19.87	$ 15.75	0.00%	$ (19.87)
Sewer M&O	PG&E Utilities	City Clerk	$ -	$ 11.68	$ 26.54	$ 55.85	0.00%	$ (26.54)

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
City Clerk Total			**$ 22,788.00**	**$ 13.36**	**$ 16,917.81**	**$ 16,349.01**	**74.24%**	**$ 5,870.19**
Sewer M&O	Salaries	City Manager	$ 59,998.00	$ 3,565.00	$ 29,723.43	$ 20,546.43	49.54%	$ 30,274.57
Sewer M&O	Vacation Payout	City Manager	$ 2,308.00	$ -	$ 436.25	$ -	18.90%	$ 1,871.75
Sewer M&O	FICA	City Manager	$ 3,720.00	$ 221.04	$ 1,612.30	$ 1,250.59	43.34%	$ 2,107.70
Sewer M&O	SUI	City Manager	$ 81.00	$ -	$ 44.19	$ 64.40	54.56%	$ 36.81
Sewer M&O	PERS	City Manager	$ 4,722.00	$ 280.56	$ 1,842.50	$ 765.01	39.02%	$ 2,879.50
Sewer M&O	PERS Unfunded	City Manager	$ 13,408.00	$ -	$ 13,408.00	$ 2,094.32	100.00%	$ -
Sewer M&O	Medicare	City Manager	$ 870.00	$ 51.70	$ 429.95	$ 292.47	49.42%	$ 440.05
Sewer M&O	Employee Benefi	City Manager	$ 12,449.00	$ 821.46	$ 4,136.64	$ 1,780.39	33.23%	$ 8,312.36
Sewer M&O	Workers Comp.	City Manager	$ 4,668.00	$ -	$ 2,416.92	$ 1,845.01	51.78%	$ 2,251.08
Sewer M&O	Gen. Supplies	City Manager	$ 123.00	$ 8.00	$ 192.70	$ 68.52	156.67%	$ (69.70)
Sewer M&O	Prof Services	City Manager	$ 6,000.00	$ -	$ 245.00	$ 1,612.04	4.08%	$ 5,755.00
Sewer M&O	Communications	City Manager	$ -	$ 33.21	$ 232.26	$ 222.30	0.00%	$ (232.26)
Sewer M&O	Travel,Conf,Trg	City Manager	$ 1,250.00	$ -	$ 390.95	$ 382.01	31.28%	$ 859.05
Sewer M&O	Water Utilities	City Manager	$ 208.00	$ 1.68	$ 18.43	$ 21.86	8.86%	$ 189.57
Sewer M&O	PG&E Utilities	City Manager	$ 159.00	$ 23.35	$ 54.58	$ 55.84	34.33%	$ 104.42
Sewer M&O	CONTINGENCY	City Manager	$ 1,250.00	$ -	$ -	$ -	0.00%	$ 1,250.00
City Manager Total			**$ 111,214.00**	**$ 5,006.00**	**$ 55,184.10**	**$ 31,001.19**	**49.62%**	**$ 56,029.90**
Sewer M&O	Salaries	Finance	$ 56,775.00	$ 4,316.16	$ 35,057.02	$ 34,589.08	61.75%	$ 21,717.98
Sewer M&O	Vacation Payout	Finance	$ 1,636.00	$ -	$ 480.00	$ -	29.34%	$ 1,156.00
Sewer M&O	FICA	Finance	$ 3,520.00	$ 243.06	$ 2,156.47	$ 2,130.43	61.26%	$ 1,363.53
Sewer M&O	SUI	Finance	$ 207.00	$ 57.60	$ 223.07	$ 147.74	107.76%	$ (16.07)
Sewer M&O	PERS	Finance	$ 3,348.00	$ 218.94	$ 1,796.29	$ 2,104.30	53.65%	$ 1,551.71
Sewer M&O	PERS Unfunded	Finance	$ 13,072.00	$ -	$ 13,072.00	$ 6,492.24	100.00%	$ -
Sewer M&O	Medicare	Finance	$ 823.00	$ 62.58	$ 513.71	$ 498.24	62.42%	$ 309.29
Sewer M&O	Employee Benefi	Finance	$ 15,992.00	$ 1,162.00	$ 8,110.05	$ 11,113.23	50.71%	$ 7,881.95
Sewer M&O	Workers Comp.	Finance	$ 4,374.00	$ -	$ 2,264.70	$ 3,021.40	51.78%	$ 2,109.30
Sewer M&O	Gen. Supplies	Finance	$ 7,387.00	$ 2,260.85	$ 6,419.89	$ 6,689.99	86.91%	$ 967.11
Sewer M&O	Network Svcs Co	Finance	$ 3,372.00	$ 271.24	$ 1,898.68	$ 1,703.10	56.31%	$ 1,473.32
Sewer M&O	MOM online fees	Finance	$ 3,854.00	$ -	$ -	$ -	0.00%	$ 3,854.00
Sewer M&O	Audit & Acctg	Finance	$ 13,006.00	$ -	$ 8,664.00	$ 10,327.24	66.62%	$ 4,342.00
Sewer M&O	Prof Services	Finance	$ 7,707.00	$ -	$ -	$ -	0.00%	$ 7,707.00
Sewer M&O	Contracts-Other	Finance	$ 1,028.00	$ -	$ -	$ -	0.00%	$ 1,028.00
Sewer M&O	Travel,Conf,Trg	Finance	$ 482.00	$ -	$ 89.87	$ 469.70	18.65%	$ 392.13
Sewer M&O	Water Utilities	Finance	$ 161.00	$ 10.70	$ 105.57	$ 117.73	65.57%	$ 55.43
Sewer M&O	PG&E Utilities	Finance	$ 128.00	$ 219.31	$ 1,307.38	$ -	1021.39%	$ (1,179.38)
Sewer M&O	O&M Equipment	Finance	$ 17,663.00	$ -	$ 420.00	$ -	2.38%	$ 17,243.00
Sewer M&O	PayChex & Bank	Finance	$ 4,657.00	$ 348.45	$ 2,856.94	$ 4,031.29	61.35%	$ 1,800.06
Finance Total			**$ 159,192.00**	**$ 9,170.89**	**$ 85,435.64**	**$ 83,435.71**	**53.67%**	**$ 73,756.36**
Sewer M&O	E&P Reimb Engr.	Engineering	$ -	$ -	$ 2,092.50	$ 1,620.00	0.00%	$ (2,092.50)
Sewer M&O	Engineering	Engineering	$ -	$ -	$ 742.50	$ 3,303.75	0.00%	$ (742.50)
Engineering Total			**$ -**	**$ -**	**$ 2,835.00**	**$ 4,923.75**	**0.00%**	**$ (2,835.00)**

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Sewer M&O	Salaries	Sewer Treatment	$ 73,236.00	$ 8,079.58	$ 65,433.53	$ 63,000.39	89.35%	$ 7,802.47
Sewer M&O	Overtime	Sewer Treatment	$ 10,000.00	$ 511.87	$ 6,059.55	$ 7,542.94	60.60%	$ 3,940.45
Sewer M&O	Vacation Payout	Sewer Treatment	$ 2,742.00	$ 976.56	$ 4,989.67	$ -	181.97%	$ (2,247.67)
Sewer M&O	FICA	Sewer Treatment	$ 4,541.00	$ 548.26	$ 4,687.39	$ 4,331.03	103.22%	$ (146.39)
Sewer M&O	SUI	Sewer Treatment	$ 175.00	$ 41.49	$ 199.48	$ 274.94	113.99%	$ (24.48)
Sewer M&O	PERS	Sewer Treatment	$ 9,365.00	$ 1,203.33	$ 9,973.80	$ 9,802.85	106.50%	$ (608.80)
Sewer M&O	PERS Unfunded	Sewer Treatment	$ 25,641.00	$ -	$ 25,641.00	$ 15,707.20	100.00%	$ -
Sewer M&O	Medicare	Sewer Treatment	$ 1,062.00	$ 128.22	$ 1,096.24	$ 1,020.45	103.22%	$ (34.24)
Sewer M&O	Employee Benefi	Sewer Treatment	$ 23,198.00	$ 2,793.23	$ 20,329.85	$ 22,131.51	87.64%	$ 2,868.15
Sewer M&O	Workers Comp.	Sewer Treatment	$ 5,588.00	$ -	$ 2,893.26	$ 6,317.96	51.78%	$ 2,694.74
Sewer M&O	Gen. Supplies	Sewer Treatment	$ 2,500.00	$ -	$ 1,139.68	$ 3,115.64	45.59%	$ 1,360.32
Sewer M&O	Fuel	Sewer Treatment	$ 10,000.00	$ 324.25	$ 2,883.24	$ 5,411.39	28.83%	$ 7,116.76
Sewer M&O	Supplies - Chem	Sewer Treatment	$ 120,000.00	$ 6,397.78	$ 73,197.93	$ 77,673.09	61.00%	$ 46,802.07
Sewer M&O	Supplies - Lab	Sewer Treatment	$ 6,000.00	$ 420.00	$ 3,641.50	$ 3,644.00	60.69%	$ 2,358.50
Sewer M&O	Repair/Maint	Sewer Treatment	$ -	$ -	$ 961.88	$ 70.10	0.00%	$ (961.88)
Sewer M&O	Clothing	Sewer Treatment	$ 1,000.00	$ 68.40	$ 665.19	$ 375.66	66.52%	$ 334.81
Sewer M&O	Taxes/Fees/Lics	Sewer Treatment	$ 32,000.00	$ -	$ 31,666.47	$ 31,786.15	98.96%	$ 333.53
Sewer M&O	Computer Softwr	Sewer Treatment	$ 7,500.00	$ 270.00	$ 9,114.00	$ 150.00	121.52%	$ (1,614.00)
Sewer M&O	Computer Eqpmt	Sewer Treatment	$ -	$ -	$ 1,984.02	$ -	0.00%	$ (1,984.02)
Sewer M&O	Internet Servic	Sewer Treatment	$ 2,500.00	$ -	$ 1,226.40	$ 1,400.80	49.06%	$ 1,273.60
Sewer M&O	Engineering	Sewer Treatment	$ 10,000.00	$ -	$ 4,050.00	$ 5,122.50	40.50%	$ 5,950.00
Sewer M&O	Contracts-Other	Sewer Treatment	$ -	$ 2,750.00	$ 19,250.00	$ 20,419.05	0.00%	$ (19,250.00)
Sewer M&O	Communications	Sewer Treatment	$ 1,000.00	$ 31.61	$ 218.03	$ 188.95	21.80%	$ 781.97
Sewer M&O	Membership/Dues	Sewer Treatment	$ 750.00	$ 782.00	$ 782.00	$ 744.00	104.27%	$ (32.00)
Sewer M&O	Travel,Conf,Trg	Sewer Treatment	$ 2,000.00	$ -	$ 393.98	$ -	19.70%	$ 1,606.02
Sewer M&O	Water Utilities	Sewer Treatment	$ 18,000.00	$ 1,193.08	$ 7,121.96	$ 10,501.31	39.57%	$ 10,878.04
Sewer M&O	PG&E Utilities	Sewer Treatment	$ 28,000.00	$ 3,419.47	$ 21,530.30	$ 13,966.27	76.89%	$ 6,469.70
Sewer M&O	Vehicle Maintna	Sewer Treatment	$ 3,500.00	$ -	$ 4,426.11	$ 148.38	126.46%	$ (926.11)
Sewer M&O	O&M Equipment	Sewer Treatment	$ 66,000.00	$ 14,236.05	$ 33,380.36	$ 8,829.49	50.58%	$ 32,619.64
Sewer M&O	O & M-Sewer Plt	Sewer Treatment	$ 25,000.00	$ 2,209.14	$ 18,051.38	$ 11,010.15	72.21%	$ 6,948.62
Sewer M&O	Sludge	Sewer Treatment	$ 55,000.00	$ 5,281.77	$ 38,541.22	$ 26,506.66	70.07%	$ 16,458.78
Sewer M&O	Rentals-Mach/Eq	Sewer Treatment	$ 50,000.00	$ -	$ -	$ -	0.00%	$ 50,000.00
Sewer M&O	Principal Pymt	Sewer Treatment	$ 25,000.00	$ -	$ -	$ -	0.00%	$ 25,000.00
Sewer M&O	Interest Expens	Sewer Treatment	$ 19,395.00	$ 9,697.50	$ 9,697.50	$ 6,654.37	50.00%	$ 9,697.50
Sewer M&O	Improvements	Sewer Treatment	$ 225,000.00	$ -	$ -	$ 15,306.32	0.00%	$ 225,000.00
Sewer M&O	Machinery &	Sewer Treatment	$ 170,000.00	$ 9,831.78	$ 78,180.10	$ -	45.99%	$ 91,819.90
Sewer M&O	Pumps-Equipment	Sewer Treatment	$ -	$ -	$ 574.52	$ 8,782.38	0.00%	$ (574.52)
WWTP Total			**$ 1,035,693.00**	**$ 71,195.37**	**$ 503,981.54**	**$ 381,935.93**	**48.66%**	**$ 531,711.46**
Sewer M&O	Salaries	Sewer Collectio	$ 43,941.00	$ 4,039.34	$ 32,678.50	$ 27,567.74	74.37%	$ 11,262.50
Sewer M&O	Overtime	Sewer Collectio	$ -	$ 244.14	$ 244.14	$ 541.61	0.00%	$ (244.14)
Sewer M&O	Vacation Payout	Sewer Collectio	$ 1,645.00	$ 488.28	$ 2,458.51	$ -	149.45%	$ (813.51)
Sewer M&O	FICA	Sewer Collectio	$ 2,724.00	$ 280.71	$ 2,189.66	$ 1,906.15	80.38%	$ 534.34
Sewer M&O	SUI	Sewer Collectio	$ 105.00	$ 20.75	$ 198.85	$ 132.37	189.38%	$ (93.85)
Sewer M&O	PERS	Sewer Collectio	$ 5,619.00	$ 601.59	$ 5,025.57	$ 3,515.17	89.44%	$ 593.43
Sewer M&O	PERS Unfunded	Sewer Collectio	$ 13,814.00	$ -	$ 13,814.00	$ 7,853.60	100.00%	$ -
Sewer M&O	Medicare	Sewer Collectio	$ 637.00	$ 65.65	$ 512.11	$ 442.62	80.39%	$ 124.89

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Sewer M&O	Employee Benefi	Sewer Collectio	$ 13,919.00	$ 1,371.50	$ 9,308.83	$ 10,933.56	66.88%	$ 4,610.17
Sewer M&O	Workers Comp.	Sewer Collectio	$ 3,353.00	$ -	$ 1,736.06	$ 2,991.07	51.78%	$ 1,616.94
Sewer M&O	Clothing	Sewer Collectio	$ 1,400.00	$ 68.40	$ 515.19	$ 479.30	36.80%	$ 884.81
Sewer M&O	Taxes/Fees/Lics	Sewer Collectio	$ -	$ -	$ 3,945.00	$ -	0.00%	$ (3,945.00)
Sewer M&O	Computer Softwr	Sewer Collectio	$ 7,500.00	$ -	$ 7,494.00	$ -	99.92%	$ 6.00
Sewer M&O	Engineering	Sewer Collectio	$ 20,000.00	$ -	$ 4,117.50	$ 11,745.00	20.59%	$ 15,882.50
Sewer M&O	Prof Services	Sewer Collectio	$ 2,000.00	$ -	$ 846.00	$ -	42.30%	$ 1,154.00
Sewer M&O	Vehicle Maintna	Sewer Collectio	$ 5,000.00	$ 138.54	$ 845.69	$ -	16.91%	$ 4,154.31
Sewer M&O	O&M Equipment	Sewer Collectio	$ 3,000.00	$ -	$ -	$ 1,756.27	0.00%	$ 3,000.00
Sewer M&O	O&M Blg/Structu	Sewer Collectio	$ 5,000.00	$ -	$ -	$ 950.15	0.00%	$ 5,000.00
Sewer M&O	Improvements	Sewer Collectio	$ 655,000.00	$ -	$ 119,466.83	$ 37,284.30	18.24%	$ 535,533.17
Sewer M&O	Machinery &	Sewer Collectio	$ 37,500.00	$ -	$ 17,812.50	$ -	47.50%	$ 19,687.50
Collections Total			**$ 822,157.00**	**$ 7,318.90**	**$ 223,208.94**	**$ 108,098.91**	**27.15%**	**$ 598,948.06**
Sewer M&O	Employee Benefi	Central Servies	$ 1,170.00	$ -	$ 472.50	$ 945.00	40.38%	$ 697.50
Sewer M&O	Gen. Supplies	Central Servies	$ 625.00	$ 174.95	$ 976.37	$ 727.57	156.22%	$ (351.37)
Sewer M&O	Equipmt Maint.	Central Servies	$ 325.00	$ 27.21	$ 251.70	$ 209.57	77.45%	$ 73.30
Sewer M&O	Computer Hardwr	Central Servies	$ 375.00	$ -	$ 341.23	$ -	90.99%	$ 33.77
Sewer M&O	Network Svcs Co	Central Servies	$ 11,250.00	$ 1,110.50	$ 7,182.76	$ 9,246.55	63.85%	$ 4,067.24
Sewer M&O	Internet Servic	Central Servies	$ 3,625.00	$ 375.98	$ 2,626.12	$ 5,452.50	72.44%	$ 998.88
Sewer M&O	Communications	Central Servies	$ 2,188.00	$ 347.32	$ 1,555.67	$ 2,700.23	71.10%	$ 632.33
Sewer M&O	Risk Management	Central Servies	$ 108,831.00	$ -	$ 113,766.75	$ 153,113.32	104.54%	$ (4,935.75)
Sewer M&O	Membership/Dues	Central Servies	$ 625.00	$ -	$ 512.50	$ 792.30	82.00%	$ 112.50
Sewer M&O	O&M Equipment	Central Servies	$ 375.00	$ -	$ -	$ -	0.00%	$ 375.00
Central Services Total			**$ 129,389.00**	**$ 2,035.96**	**$ 127,685.60**	**$ 173,187.04**	**98.68%**	**$ 1,703.40**
Sewer M&O	Legal	City Attorney	$ 38,250.00	$ 1,318.25	$ 11,550.50	$ 17,254.18	30.20%	$ 26,699.50
Wastewater Enterprise Fund Total			**$ 2,318,683.00**	**$ 96,058.73**	**$ 1,026,799.13**	**$ 816,185.72**	**44.28%**	**$ 1,291,883.87**
Public Safety	Travel,Conf,Trg	Police Dept	$ -	$ -	$ 1,107.59	$ 708.41	0.00%	$ (1,107.59)
Wellness Grant Total			**$ -**	**$ -**	**$ 1,107.59**	**$ 708.41**	**0.00%**	**$ (1,107.59)**
AB 1600	Machinery &	Police Dept	$ 40,000.00	$ -	$ 37,031.09	$ -	92.58%	$ 2,968.91
AB 1600	Machinery &	Parks & Recreat	$ 40,000.00	$ -	$ 360.00	$ -	0.90%	$ 39,640.00
Impact Fee Fund Total			**$ 80,000.00**	**$ -**	**$ 37,391.09**	**$ -**	**46.74%**	**$ 42,608.91**
Park Impact Fee	Beautification	Parks & Recreat	$ -	$ -	$ 732.04	$ -	0.00%	$ (732.04)
Park Impact Fee	Park Improvemen	Parks & Recreat	$ 35,000.00	$ -	$ -	$ -	0.00%	$ 35,000.00
Parks & Rec Total			**$ 35,000.00**	**$ -**	**$ 732.04**	**$ -**	**2.09%**	**$ 34,267.96**
Parks Impact Fees Total			**$ 35,000.00**	**$ -**	**$ 732.04**	**$ -**	**2.09%**	**$ 34,267.96**

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Effluent Disp.	Salaries	City Clerk	$ 4,624.00	$ -	$ 1,353.34	$ 11,002.88	29.27%	$ 3,270.66
Effluent Disp.	Vacation Payout	City Clerk	$ 181.00	$ -	$ -	$ -	0.00%	$ 181.00
Effluent Disp.	FICA	City Clerk	$ 287.00	$ -	$ 83.89	$ 682.24	29.23%	$ 203.11
Effluent Disp.	SUI	City Clerk	$ 8.00	$ -	$ -	$ 16.08	0.00%	$ 8.00
Effluent Disp.	PERS	City Clerk	$ 369.00	$ -	$ 106.50	$ 844.96	28.86%	$ 262.50
Effluent Disp.	Medicare	City Clerk	$ 67.00	$ -	$ 19.65	$ 159.52	29.33%	$ 47.35
Effluent Disp.	Employee Benefi	City Clerk	$ 1,245.00	$ -	$ 453.26	$ 2,930.31	36.41%	$ 791.74
Effluent Disp.	Workers Comp.	City Clerk	$ 357.00	$ -	$ 184.84	$ 1,004.56	51.78%	$ 172.16
Effluent Disp.	Gen. Supplies	City Clerk	$ 9.00	$ -	$ 20.90	$ 18.28	232.22%	$ (11.90)
Effluent Disp.	Muni Code Web	City Clerk	$ 300.00	$ -	$ -	$ -	0.00%	$ 300.00
Effluent Disp.	Water Utilities	City Clerk	$ -	$ 1.68	$ 18.43	$ 20.85	0.00%	$ (18.43)
Effluent Disp.	PG&E Utilities	City Clerk	$ -	$ 5.84	$ 13.29	$ 55.84	0.00%	$ (13.29)
City Clerk Total			**$ 7,447.00**	**$ 7.52**	**$ 2,254.10**	**$ 16,735.52**	**30.27%**	**$ 5,192.90**
Effluent Disp.	Salaries	City Manager	$ 35,999.00	$ 2,139.00	$ 17,834.06	$ 20,546.43	49.54%	$ 18,164.94
Effluent Disp.	Vacation Payout	City Manager	$ 1,385.00	$ -	$ 261.75	$ -	18.90%	$ 1,123.25
Effluent Disp.	FICA	City Manager	$ 2,232.00	$ 132.62	$ 1,043.46	$ 1,250.61	46.75%	$ 1,188.54
Effluent Disp.	SUI	City Manager	$ 48.00	$ -	$ 14.73	$ 64.40	30.69%	$ 33.27
Effluent Disp.	PERS	City Manager	$ 2,833.00	$ 168.34	$ 1,135.56	$ 765.03	40.08%	$ 1,697.44
Effluent Disp.	Medicare	City Manager	$ 522.00	$ 31.02	$ 262.42	$ 292.47	50.27%	$ 259.58
Effluent Disp.	Employee Benefi	City Manager	$ 7,469.00	$ 542.27	$ 2,848.05	$ 1,711.39	38.13%	$ 4,620.95
Effluent Disp.	Workers Comp.	City Manager	$ 2,801.00	$ -	$ 1,450.26	$ 1,845.01	51.78%	$ 1,350.74
Effluent Disp.	Gen. Supplies	City Manager	$ 74.00	$ 8.00	$ 192.70	$ 68.53	260.41%	$ (118.70)
Effluent Disp.	Prof Services	City Manager	$ 3,600.00	$ -	$ 245.00	$ 1,612.03	6.81%	$ 3,355.00
Effluent Disp.	Communications	City Manager	$ -	$ 33.21	$ 232.28	$ 211.99	0.00%	$ (232.28)
Effluent Disp.	Travel,Conf,Trg	City Manager	$ 750.00	$ -	$ 302.15	$ 140.00	40.29%	$ 447.85
Effluent Disp.	Water Utilities	City Manager	$ 125.00	$ 1.68	$ 18.43	$ 20.85	14.74%	$ 106.57
Effluent Disp.	PG&E Utilities	City Manager	$ 96.00	$ 23.35	$ 54.58	$ 55.84	56.85%	$ 41.42
Effluent Disp.	CONTINGENCY	City Manager	$ 750.00	$ -	$ -	$ -	0.00%	$ 750.00
City Manager Total			**$ 58,684.00**	**$ 3,079.49**	**$ 25,895.43**	**$ 28,584.58**	**44.13%**	**$ 32,788.57**
Effluent Disp.	Salaries	Finance	$ 17,835.00	$ 628.16	$ 5,179.52	$ 8,926.21	29.04%	$ 12,655.48
Effluent Disp.	Vacation Payout	Finance	$ 514.00	$ -	$ -	$ -	0.00%	$ 514.00
Effluent Disp.	FICA	Finance	$ 1,106.00	$ 38.94	$ 319.41	$ 539.36	28.88%	$ 786.59
Effluent Disp.	SUI	Finance	$ 65.00	$ 16.46	$ 44.82	$ 39.40	68.95%	$ 20.18
Effluent Disp.	PERS	Finance	$ 1,052.00	$ 49.44	$ 405.53	$ 543.09	38.55%	$ 646.47
Effluent Disp.	Medicare	Finance	$ 259.00	$ 9.10	$ 74.64	$ 126.13	28.82%	$ 184.36
Effluent Disp.	Employee Benefi	Finance	$ 5,024.00	$ 202.31	$ 1,447.49	$ 4,922.23	28.81%	$ 3,576.51
Effluent Disp.	Workers Comp.	Finance	$ 1,374.00	$ -	$ 711.40	$ 1,949.95	51.78%	$ 662.60
Effluent Disp.	Gen. Supplies	Finance	$ 2,320.00	$ 125.41	$ 1,227.64	$ 848.46	52.92%	$ 1,092.36
Effluent Disp.	Network Svcs Co	Finance	$ 1,059.00	$ 67.81	$ 474.67	$ 439.53	44.82%	$ 584.33
Effluent Disp.	MOM online fees	Finance	$ 1,211.00	$ -	$ -	$ -	0.00%	$ 1,211.00
Effluent Disp.	Audit & Acctg	Finance	$ 4,086.00	$ -	$ 1,447.00	$ 2,474.32	35.41%	$ 2,639.00
Effluent Disp.	Prof Services	Finance	$ 2,421.00	$ -	$ -	$ -	0.00%	$ 2,421.00
Effluent Disp.	Contracts-Other	Finance	$ 323.00	$ -	$ -	$ -	0.00%	$ 323.00
Effluent Disp.	Travel,Conf,Trg	Finance	$ 151.00	$ -	$ 27.24	$ -	18.04%	$ 123.76
Effluent Disp.	Water Utilities	Finance	$ 50.00	$ 2.68	$ 26.51	$ 30.77	53.02%	$ 23.49

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Effluent Disp.	PG&E Utilities	Finance	$ 40.00	$ 54.83	$ 326.87	$ -	817.18%	$ (286.87)
Effluent Disp.	O&M Equipment	Finance	$ 5,549.00	$ -	$ -	$ -	0.00%	$ 5,549.00
Effluent Disp.	PayChex & Bank	Finance	$ 1,463.00	$ 43.63	$ 171.79	$ 1,147.06	11.74%	$ 1,291.21
Finance Total			**$ 45,902.00**	**$ 1,238.77**	**$ 11,884.53**	**$ 21,986.51**	**25.89%**	**$ 34,017.47**
Effluent Disp.	Salaries	Effluent	$ 84,503.00	$ 7,954.77	$ 63,677.43	$ -	75.36%	$ 20,825.57
Effluent Disp.	Overtime	Effluent	$ 10,000.00	$ 206.71	$ 5,505.15	$ -	55.05%	$ 4,494.85
Effluent Disp.	Vacation Payout	Effluent	$ 3,164.00	$ 1,220.70	$ 4,591.96	$ -	145.13%	$ (1,427.96)
Effluent Disp.	FICA	Effluent	$ 5,239.00	$ 581.70	$ 4,574.04	$ -	87.31%	$ 664.96
Effluent Disp.	SUI	Effluent	$ 202.00	$ 31.12	$ 149.61	$ -	74.06%	$ 52.39
Effluent Disp.	PERS	Effluent	$ 10,806.00	$ 1,162.51	$ 9,449.84	$ -	87.45%	$ 1,356.16
Effluent Disp.	PERS Unfunded	Effluent	$ 21,693.00	$ -	$ 17,833.00	$ -	82.21%	$ 3,860.00
Effluent Disp.	Medicare	Effluent	$ 1,225.00	$ 135.97	$ 1,069.30	$ -	87.29%	$ 155.70
Effluent Disp.	Employee Benefi	Effluent	$ 26,767.00	$ 2,564.54	$ 19,136.31	$ -	71.49%	$ 7,630.69
Effluent Disp.	Workers Comp.	Effluent	$ 6,448.00	$ -	$ 3,338.54	$ -	51.78%	$ 3,109.46
Effluent Disp.	Gen. Supplies	Effluent	$ 600.00	$ 65.00	$ 524.28	$ -	87.38%	$ 75.72
Effluent Disp.	Fuel	Effluent	$ 19,000.00	$ -	$ -	$ -	0.00%	$ 19,000.00
Effluent Disp.	Supplies - Lab	Effluent	$ -	$ -	$ 126.50	$ -	0.00%	$ (126.50)
Effluent Disp.	Repair/Maint	Effluent	$ -	$ -	$ 1,236.47	$ -	0.00%	$ (1,236.47)
Effluent Disp.	Clothing	Effluent	$ -	$ 91.20	$ 91.20	$ -	0.00%	$ (91.20)
Effluent Disp.	Flood Control	Effluent	$ 1,500.00	$ -	$ -	$ -	0.00%	$ 1,500.00
Effluent Disp.	Taxes/Fees/Lics	Effluent	$ 210,000.00	$ -	$ 1,454.12	$ -	0.69%	$ 208,545.88
Effluent Disp.	Engineering	Effluent	$ 47,000.00	$ -	$ 1,080.00	$ -	2.30%	$ 45,920.00
Effluent Disp.	Legal	Effluent	$ -	$ 299.00	$ 299.00	$ -	0.00%	$ (299.00)
Effluent Disp.	Membership/Dues	Effluent	$ 3,000.00	$ -	$ -	$ -	0.00%	$ 3,000.00
Effluent Disp.	PG&E Utilities	Effluent	$ -	$ -	$ 0.38	$ -	0.00%	$ (0.38)
Effluent Disp.	Vehicle Maintna	Effluent	$ 5,200.00	$ -	$ 382.19	$ -	7.35%	$ 4,817.81
Effluent Disp.	O&M Equipment	Effluent	$ 54,000.00	$ -	$ -	$ -	0.00%	$ 54,000.00
Effluent Disp.	O&M Blg/Structu	Effluent	$ 1,500.00	$ -	$ -	$ -	0.00%	$ 1,500.00
Effluent Disp.	ARSA	Effluent	$ -	$ -	$ 320,498.50	$ 320,238.91	0.00%	$ (320,498.50)
Effluent Disp.	ARSA =Rep/Main	Effluent	$ -	$ -	$ 11.05	$ -	0.00%	$ (11.05)
Effluent Disp.	Improvements	Effluent	$ 425,000.00	$ -	$ -	$ -	0.00%	$ 425,000.00
Effluent Disp.	Machinery &	Effluent	$ 25,000.00	$ -	$ -	$ -	0.00%	$ 25,000.00
Effluent Disposal Total			**$ 961,847.00**	**$ 14,313.22**	**$ 455,028.87**	**$ 320,238.91**	**47.31%**	**$ 506,818.13**
Effluent Disp.	Employee Benefi	Central Servies	$ 1,170.00	$ -	$ -	$ -	0.00%	$ 1,170.00
Effluent Disp.	Gen. Supplies	Central Servies	$ 625.00	$ -	$ 162.97	$ -	26.08%	$ 462.03
Effluent Disp.	Equipmt Maint.	Central Servies	$ 325.00	$ -	$ -	$ -	0.00%	$ 325.00
Effluent Disp.	Computer Hardwr	Central Servies	$ 375.00	$ -	$ 341.23	$ -	90.99%	$ 33.77
Effluent Disp.	Network Svcs Co	Central Servies	$ 11,250.00	$ -	$ -	$ -	0.00%	$ 11,250.00
Effluent Disp.	Internet Servic	Central Servies	$ 3,625.00	$ -	$ -	$ -	0.00%	$ 3,625.00
Effluent Disp.	Communications	Central Servies	$ 2,188.00	$ -	$ -	$ -	0.00%	$ 2,188.00
Effluent Disp.	Risk Management	Central Servies	$ 108,831.00	$ -	$ 113,766.75	$ -	104.54%	$ (4,935.75)
Effluent Disp.	Membership/Dues	Central Servies	$ 625.00	$ -	$ -	$ -	0.00%	$ 625.00
Effluent Disp.	O&M Equipment	Central Servies	$ 375.00	$ -	$ -	$ -	0.00%	$ 375.00
Central Services Total			**$ 129,389.00**	**$ -**	**$ 114,270.95**	**$ -**	**88.32%**	**$ 15,118.05**

FUND Name	ACCT Name	DEPT Name	BUDGET	CURRENT ACTUAL	YTD ACTUAL	FEB 2024 YTD ACTUAL	%	BALANCE
Effluent Disp.	Legal	City Attorney	$ 18,700.00	$ -	$ -	$ -	0.00%	$ 18,700.00
Effluent Fund Total			**$ 1,221,969.00**	**$ 18,603.17**	**$ 609,482.52**	**$ 387,545.52**	**49.88%**	**$ 612,486.48**

SUTTER 1854 CREEK
John Sutter
JEWEL OF THE MOTHER LODE

TO:	**THE CITY COUNCIL**
MEETING DATE:	**APRIL 7, 2025**
FROM:	**MASON PETERS, FINANCE SUPERVISOR, TOM DUBOIS, CITY MGR**
SUBJECT:	**LONG RANGE FINANCIAL FORECAST: GENERAL FUND**
TYPE:	**INFORMATION REPORT**

RECOMMENDATION:
Accept this report as input towards the 2025-2026 budget planning process.

BACKGROUND:
Similar to last year, we are utilizing our long-range financial forecast that looks forward five years to show whether the city's financials are sustainable in the long term. Previously, the budget might be balanced by tapping into reserves and deferring maintenance of capital and equipment, but this practice is prevents us from making required long term investments.

We are presenting only the general fund, without enterprise funds or capital projects to show the baseline forecast for city finances. Dedicated street funding and Wastewater funds are enterprise funds. Wastewater makes up a large portion of the total budget expenses but also has its own revenue generation. Legally, as an Enterprise Fund, it must exist separately from General Fund activities. ARSA activity rolls up into the Wastewater activity, and has its own budget as well.

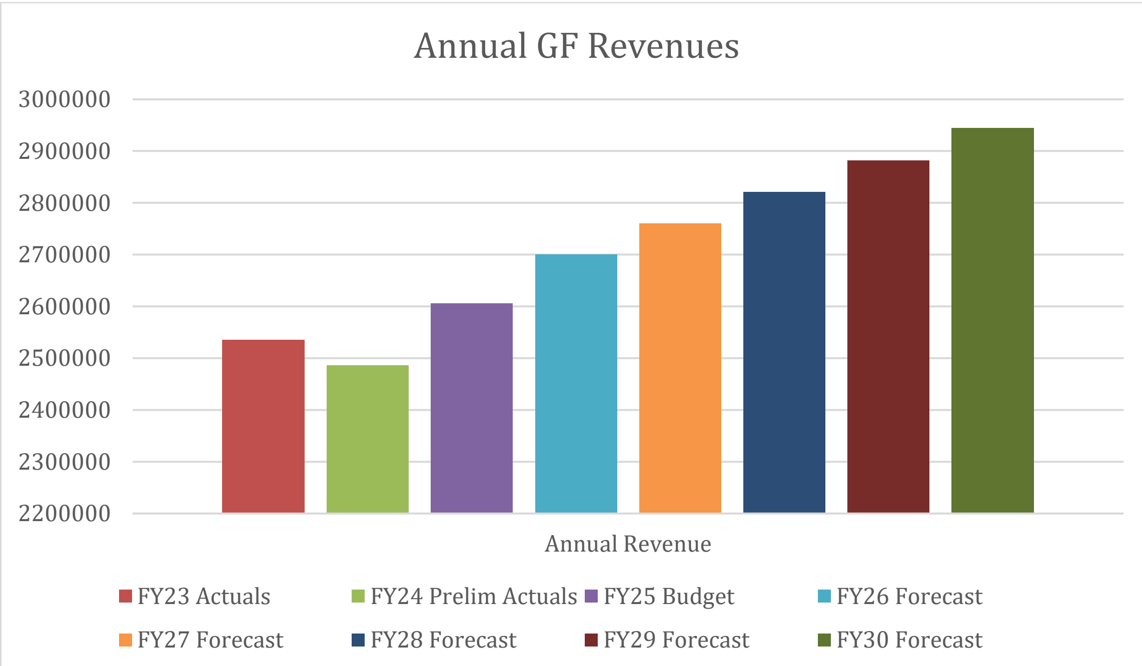
The long range forecast is sensitive to the assumptions we make to project out five years. We have attempted to be conservative – estimating on the low side for revenue, and pragmatic side for expenses. We want to highlight several areas for council members that have significant influences on fiscal sustainability – revenue growth, insurance costs, wage and benefits costs, unfunded pension costs, and County (outside agency) costs.

There is also a short discussion about Capital projects benefiting from the TUT and an update on our strategy for the new wastewater rate schedule and how it is impacting our sewer capital demands across the whole system.

DISCUSSION:

Revenue Growth
Starting with forecasted revenue, as our baseline scenario assumes modest growth in FY25; we are anticipating $2.6 million in General Fund revenue this fiscal year and expect to see it grow to $2.94

million by FY30. In this scenario, we are assuming a steady 3% property tax growth as property values in Sutter Creek are historically higher compared to other cities and areas in Amador County. We are also assuming a conservative, steady 2% growth rate on Transient Occupancy Taxes over the course of the next 5 years. Finally, of the big three revenue generators for us, we expect a 2% growth rate for the normal Bradley-Burns Sales Tax that we are already receiving. Other miscellaneous revenues are expecting small, consistent growth over the next 5 years, ranging from 2% - 5%.



FY 2021-22 to FY 2029-30 General Fund Forecast								
	Actuals FY 2022-23	***Prelim Actuals FY 2023-24***	***Budget FY 2024-25***	***Forecast FY 2025-26***	***Forecast FY 2026-27***	***Forecast FY 2027-28***	***Forecast FY 2028-29***	***Forecast FY 2029-30***
Revenues	**$2,535,317**	**$2,485,630**	**$2,605,642**	**$2,700,648**	**$2,760,522**	**$2,820,503**	**$2,881,551**	**$2,943,909**

Insurance Costs

The other major exposure we are experiencing is our property, liability, and workers compensation insurance policies through Central San Joaquin Valley Risk Management Authority (CSJVRMA), a pooled municipal insurance agency that we have been a member of for many years. It is one of the biggest pooled insurance agencies for municipalities in the state of California, which is a benefit for us because the pool of participating cities is so large, we typically do not feel significant volatility in our premiums year-to-year, even if there are big losses in particular years. However, we do not feel much upside on good performance years either, since those good years are spread out among all members of CSJVRMA. Over the last few years, across all cities in the state, rates are increasing at an alarming rate due to increased litigious activity towards government agencies. Although the pooled insurance strategy helps mitigate the spikes in rates, we are still seeing 15% - 20% increases to our total policy costs year after year. In FY25, we budgeted $541,000 for all coverage across the city, split between General Fund and Enterprise Fund. I do not advise that we leave CSJVRMA due to the helpful nature of being a participant in such a large pool. The volatility we could potentially open ourselves up to if we went to a different pooled insurance agency is not worth the risk of short-term savings. We are communicating with representatives from CSJVRMA to see where we might be able to save money on annual premiums without losing any significant coverage.

Wage and Benefit Costs

The City's largest costs are the people who do the work. Inflationary pressure continues to exert upward pressure on wages. Nearby cities, notably Jackson, recently completed a detailed salary survey across all of their positions, finding they are well below market on salary and above market on benefits. They are adjusting salary's upwards to compete on take home pay but are constrained on decreasing benefits. As we compete for the same labor pool, that will put pressures on Sutter Creek salaries.

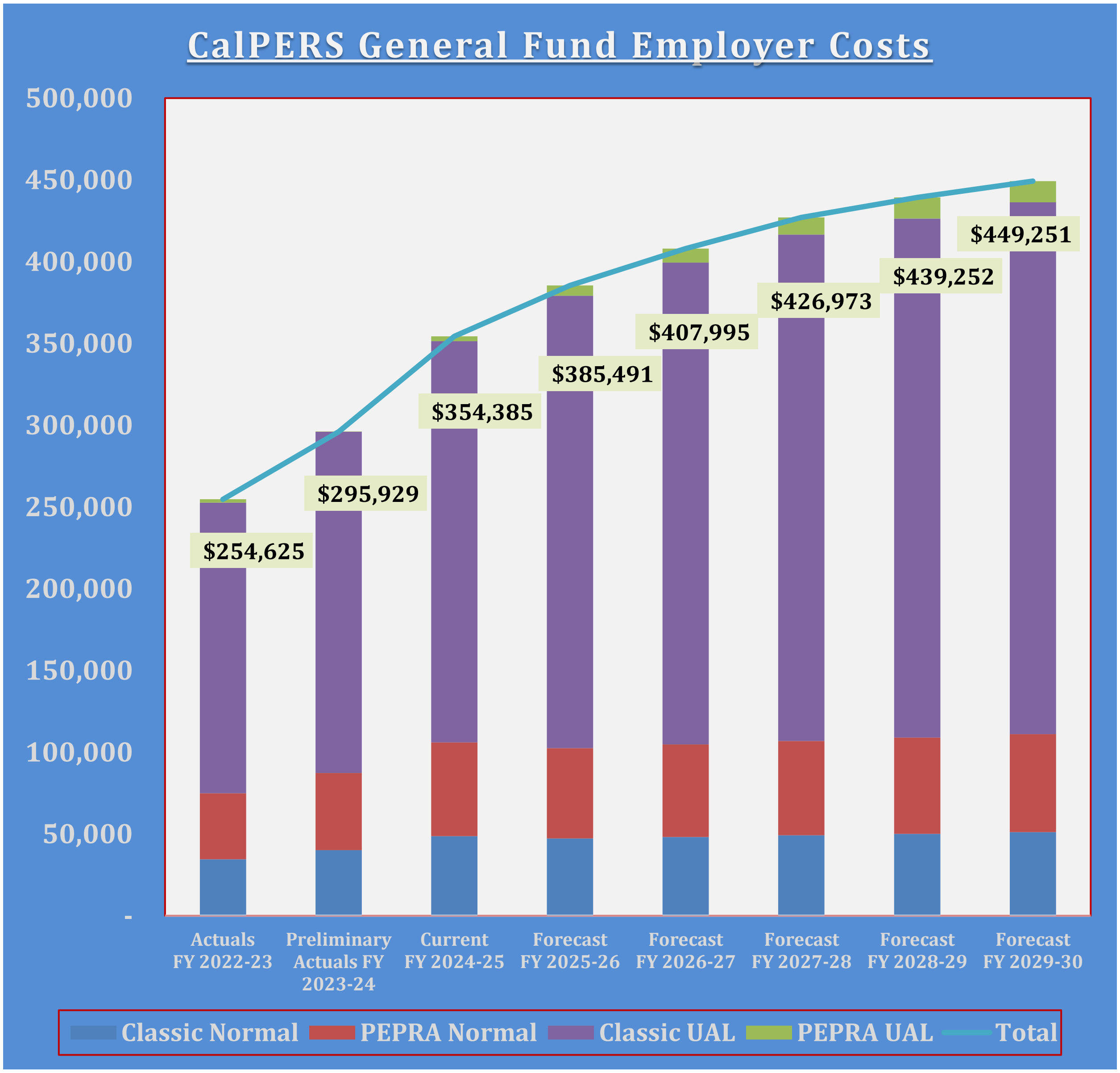
Benefit costs continue to go up. We sawn an increase of 10% last year and expecting 5 – 10 % this coming year. The City provides a flexible cafeteria plan which caps the amount the city spends on expenses, but as the benefit amount fails to keep up with the costs of benefits, employees will be forced to pay for benefits using more and more of their paycheck. This is not sustainable as a responsible employer, the city needs to plan to increase benefit compensation.

Unfunded Pension Liability

Unfunded Pension Accrued Liability or UAL can have a big impact on a city's budget. The Actual Determined Contribution by a City to employee pensions is the total of the Normal Cost and Unfunded Accrued Liability (UAL). The Normal Cost reflects the employer contribution for the plan retirement benefits provided to current employees based on CalPERS' current set of assumptions and is billed as a percentage of payroll. The UAL represents the employer amortization of CalPERS shortfall where it did not live up to its investment return targets. UAL is total unfunded accrued liability and is billed as a flat dollar rate. The CalPERS's annual payment is calculated to pay down the City's portion of the unfunded accrued pension liability over the amortization timeline. If all actuarial assumptions were realized through the amortization timeline, the City would eliminate its unfunded pension liability after making these annual payments. However, that is rarely the case.

You can think of this as a variable rate mortgage with the requirement to make additional payments dependent on the investment return that CalPERS achieves. CalPERS historically assumed high returns that have gotten harder and harder to achieve as the fund has grown. In Nov 2021, CalPERS dropped its discount rate from 7.0% to 6.8% - many experts consider even that rate too high. The impact on a city can mean that a growing proportion of the general fund is going to cover pension benefits. For a city to pay down that unfunded liability, some cities budget additional funds to save for pensions. By assuming a lower discount rate, say 5.3%, and putting that additional money in a pension reserve, a city can eliminate its unfunded liability over time, freeing up general fund money for city operations.

It takes incredible discipline by council and staff to achieve this. An appropriate analogy is a 30-year mortgage – by making extra mortgage payments, you are able to spend less money on interest and pay down the principle over many years. The challenge is that most of us will no longer be involved with the city, so it is tempting to use today's funds in other ways.



Sutter Creek's UAL continues to grow, though the curve is flattening. Ideally, we would see the curve start to decrease and the total to go down. UAL is currently about 2.5x the Normal cost, growing to 3x by FY29-30. We have opened a Section 115 trust to invest excess funds to help mitigate UAL costs. The 115 Trust can be invested more flexibly that the city's other funds. We budgeted $50,000 this year. We suggest the Council consider a policy of investing 50% of excess funds each year into the 115 trust to build up funds that can be used to cover UAL, particularly in years where CalPERS has low returns to smooth out UAL payments.

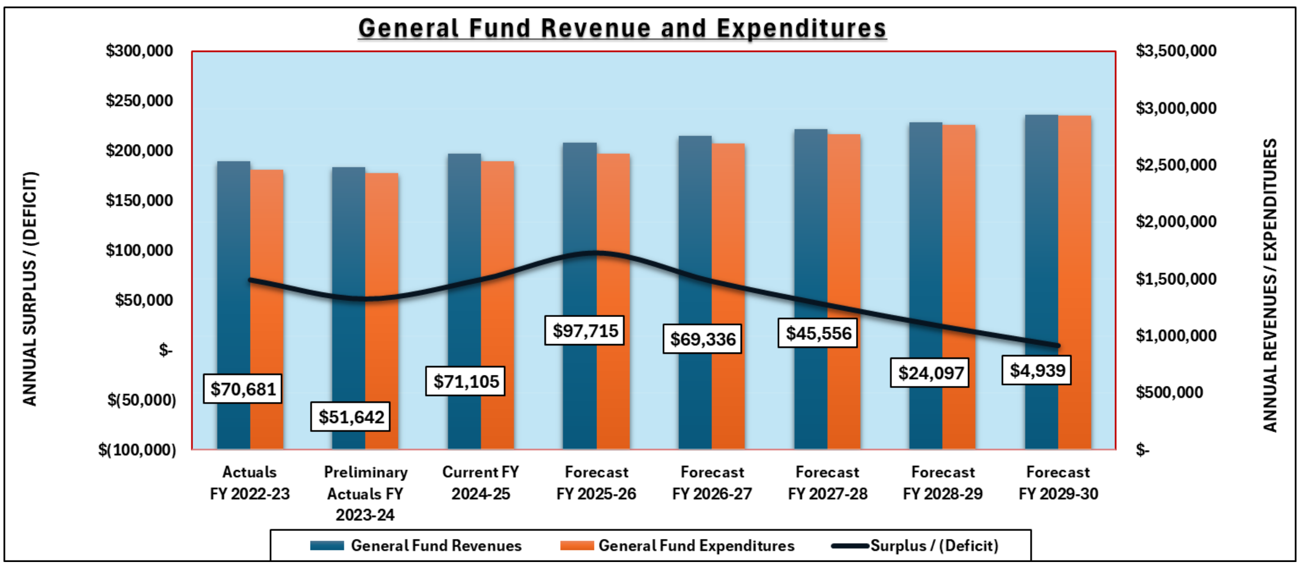
County Costs

We pay the county for police dispatch services and Animal control. These costs are largely out of our control and difficult to forecast. In fiscal year 2024-2025, we experienced a 50% increase in our county Dispatch services costs, and we are currently speaking with the Sheriff's Office about what we can expect for fiscal year 2025-2026. For FY25, we budgeted $150,000 for these costs, and they will certainly continue to increase at a faster pace than we would like. Each year, we negotiate with the Sheriff's Office to reduce these costs as much as we can, and we will continue to do so moving forward. Animal control is currently capped at $43,000 and we will push for a similar cap in upcoming fiscal year.

Capital Improvement Plan
With our recently updated Capital Improvement Plan (CIP), we can take a more granular look at what project costs over the next 5 years will look like, which helps us make fiscally responsible decisions on what we feel is appropriate to prioritize on the financial level. There are other factors to consider when prioritizing capital projects – urgency, public impact, potential cost savings in long term, along with other criteria. The CIP and all these considerations will be discussed during budget development for FY26, and as mentioned previously, the inclusion of the 1% TUT tax revenue will make these discussions open to more possibilities. Also, potentially, we can coordinate with local agencies to share assets that are not necessarily used often, such as a street sweeper or boom truck. We do this to some capacity now, but this could be a good alternative to purchasing equipment or vehicles that we don't use on a regular basis.

Wastewater Rate Schedule and Capital
After the updated sewer rate schedule that went into effect July 1, 2024, we have been at work repairing sections of the collection system to reduce infiltration and inflow (I&I), which reduces total water flow into our wastewater plant during the rainy season. Reducing the volatility of flows between dry and wet seasons gives us a better understanding of what a reasonable maximum capacity would be for the new wastewater treatment plant. Logically, reducing I&I will reduce the peaks in the system's treatment levels and lower the total max capacity we will need, which will reduce the total cost of the new plant. We are planning on going out to bid on a couple more collections system projects in the spring of 2025. As we can all recall, the reason the rate increase was implemented at this level was to tackle the myriad aging issues that we have been experiencing with the wastewater system, and we will continue to work on improving that system and using these additional revenues to their fullest potential. This rate schedule is in effect until June 30, 2029. The next rate increase based on this rate schedule is planned to start on July 1, 2025.

CONCLUSION AND NEXT STEPS:



Our revenue growth rates are failing to keep up with the expected increases in expenses. We can balance the budget in future years by pulling from reserves, but the impact will be continuing to delay much needed capital projects.

As was discussed during the Capital Improvement Project (CIP) sessions, the City needs some growth to be able to fund both projects and ongoing operations. Growth will provide development impact fees for capital projects and new Community Service Districts to pay for operations. Without growth, we will need to consider major service cuts as well as deferred maintenance.

We have assumed slow but steady revenue growth. If we consider other scenarios, such as a major recession, we will likely be forced to make cuts in staff and services. Many pundits consider a recession likely, they typically come every 6 – 10 years and we are due. We will need to closely monitor the macroeconomic market, and if revenue is not coming in as expected make quick adjustments to slow spending.

The important takeaway, is that while we should all take satisfaction in improving our financial outlook for much needed capital projects by passage of the TUT and increased wastewater rates, our general fund budget remains stretched very thin. With this recognition, we will continue to manage the budget closely, identify opportunities for reducing unnecessary expenses and boost revenues through alternative funding such as grants and debt.

We are currently working with a grant consultant firm that is identifying, applying, and managing grants for a variety of city needs – erosion control, equipment replacement, wastewater facilities repairs, and more. This work will continue going forward and we will start to see the benefits of this labor soon.

During the budget development for FY 2025-26, we expect for staffing to stay “as is”. Adding new services or projects will be very limited and only possible if we can leverage impact fees and grant funding, or make cuts elsewhere.

General Fund Financial Forecast Update for Fiscal Year 2024-2025

City of Sutter Creek
City Council Meeting
April 7, 2025

General Fund Financial Forecast Update
Discussion Outline

- Purpose of Financial Forecast
- Updated Information from Last Year’s Forecast
- Financial Forecast: FY23 – FY30
- CalPERS Normal & UAAL Future Costs
- Next Steps

General Fund Financial Forecast Update
Why a Baseline Financial Forecast?

Develop a better understanding of “baseline” General Fund funding requirements to provide a defined level of ongoing services by recognizing impacts of:

- Annual revenue and expenditure changes over a multi-year horizon based upon a given set of assumptions **without** capital and enterprise funds (streets, wastewater)
- Significant cost drivers demanding an increasing share of discretionary revenues:

  Employment Costs (Wages / CalPERS / Benefits); County Services Costs; Insurances

- Impacts of known one-time revenues / expenditures on given set of assumptions

General Fund Financial Forecast Update
Development of Baseline Financial Forecast

Development of Baseline Financial Forecast based on:

- FY 2024-25 budget and fiscal activity adjusted for:
  - True-up of FY 2024-25 budget for certain revenues and expenditures *(Pre-Mid-Year)*
  - Adjusted staffing levels based on actual activity in FY 2024-25 Budget
- Future Years
  - Removal of one-time revenues and expenditures where necessary in future years
  - Conservative assumptions for future fiscal activity is based on historic trends and economic outlook for all years in model

General Fund Financial Forecast Update
Development of Baseline Financial Forecast

Key Assumptions:

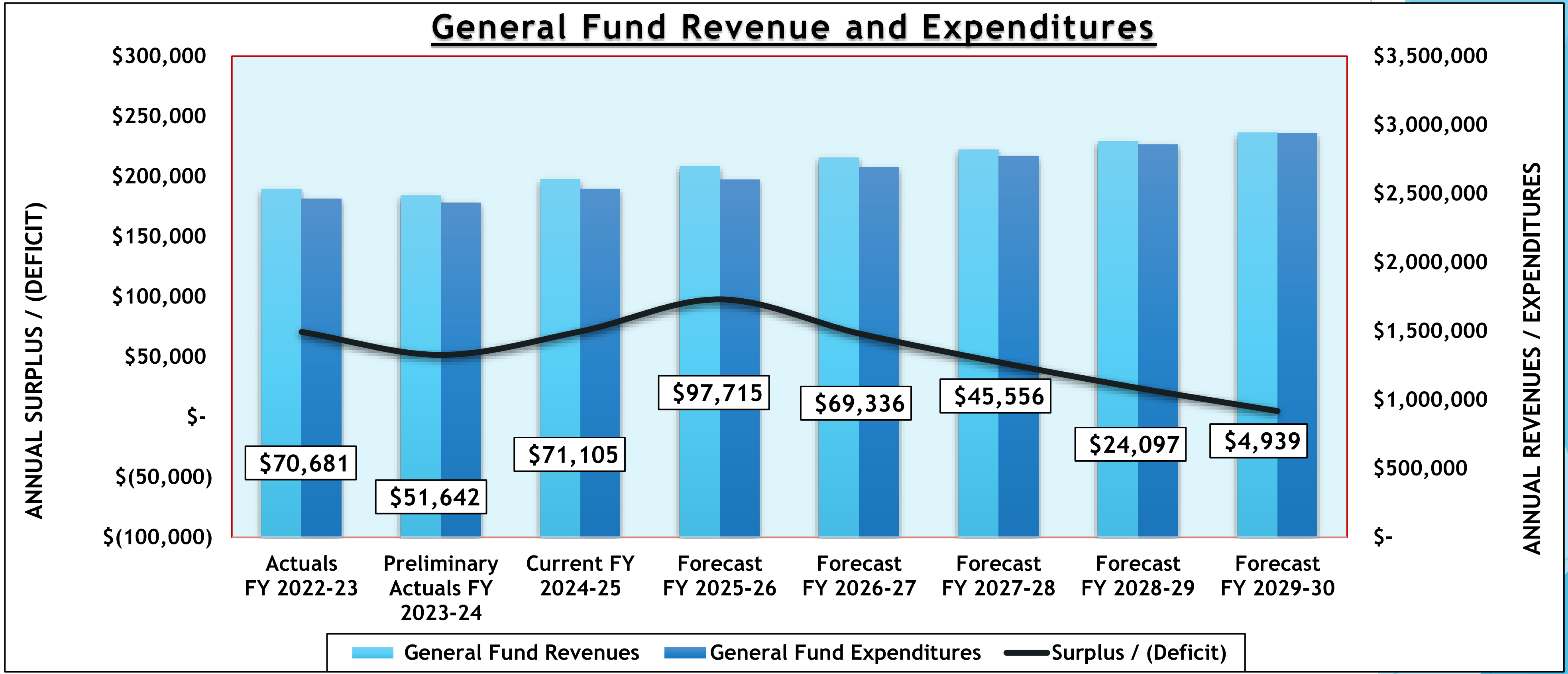
- Revenue
  - Annual growth in property tax @ 3%
  - Transactions Tax (TUT) – small portion of total 1% included in this forecast for safety funding, according to original TUT usage guidance
  - Growth in Transient Occupancy Tax – 2%
  - Annual growth in sales tax @ 2%
- Expenses
  - Assume 2% Salary Increase for all bargaining units
  - Benefit costs – assume 10% increase to City's paid portion of employees' benefits
  - Liability, Property, and Worker's Compensation Insurance – 15% annually
  - County Services – 10% annually
  - 10% CalPERS costs increase annually according to recent actuarial cost estimates

General Fund Financial Forecast Update
Assumptions (cont.)

- Baseline scenario is slow revenue growth, slightly higher expense growth
- Macroeconomic environment is uncertain
  - Inflationary pressure persists
  - Markets don't like chaotic environment
  - Trade wars and tariffs, federal cuts, actual wars leading to uncertain monetary policy
- Recession is possible
  - Many economists think we are due
  - Generally, see a recession in US every 6.5 years
  - Short , sharp recession due to Covid Feb 2020 – April 2020
  - Prior "great recession" ended in 2009
- We must be prepared to slow expenses if revenues do not materialize

General Fund Financial Forecast Update

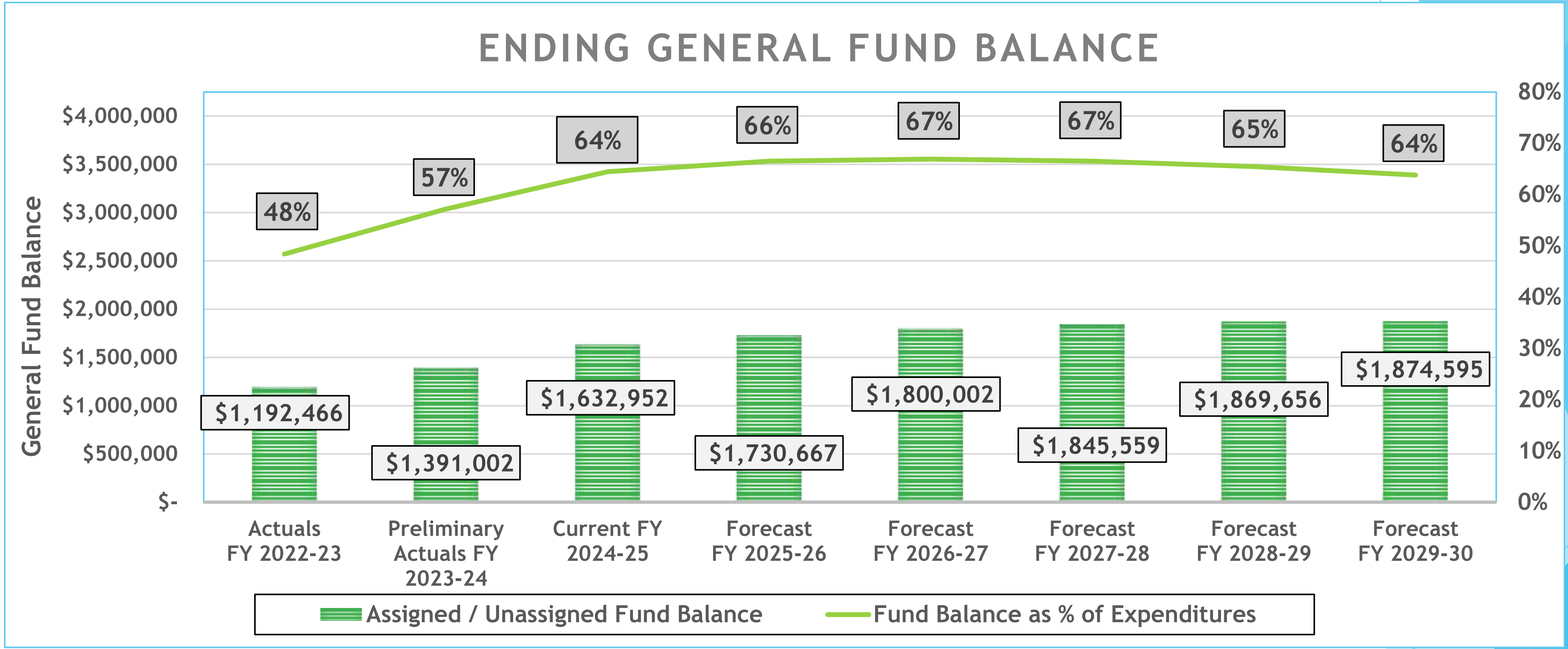
Baseline Financial Forecast



- Budget is balanced but tight, and sensitive to changes in assumptions
- Assume no staffing changes
- Any unexpected expense will come out of reserves

General Fund Financial Forecast Update

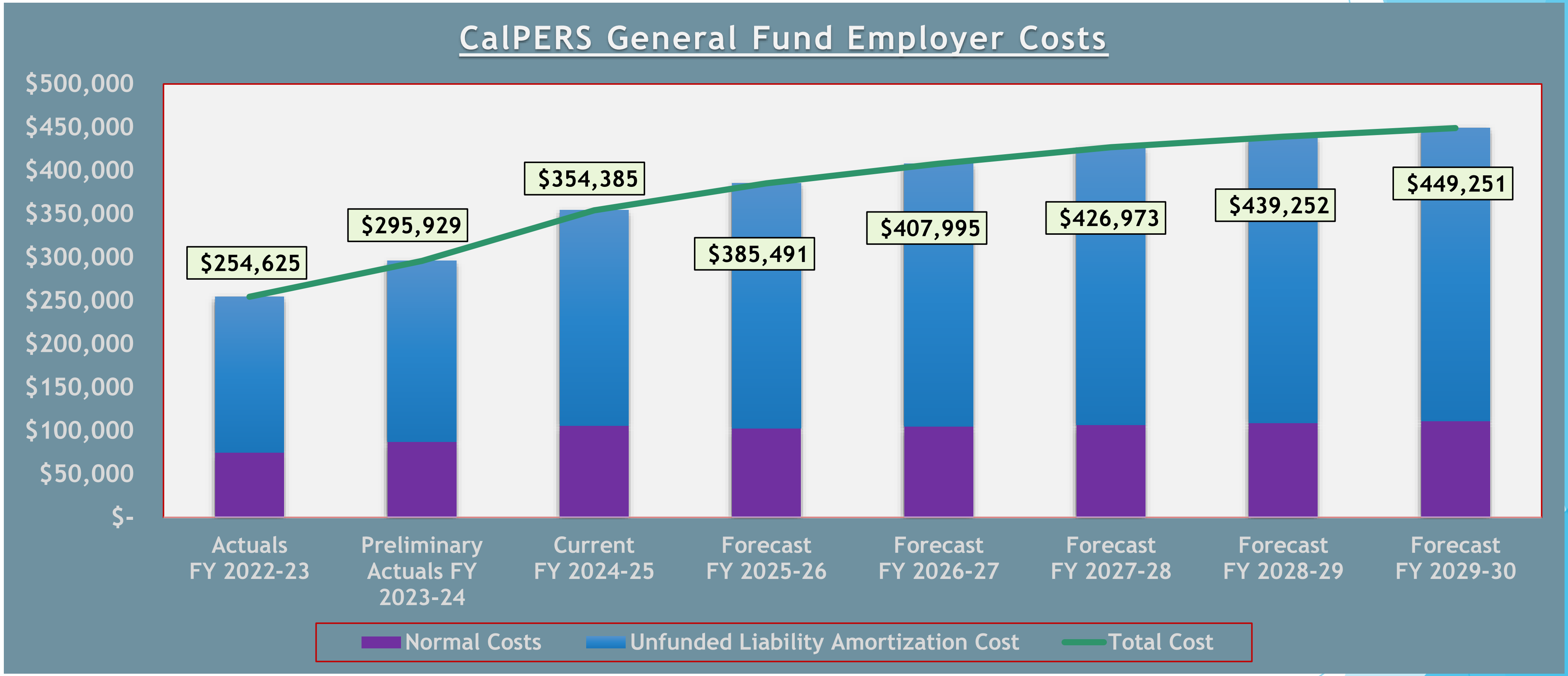
Baseline Financial Forecast



Represents *ALL* reserves in consolidated General Fund
These reserves include operating contingency, reserves and obligated (assigned) funds

General Fund Financial Forecast Update

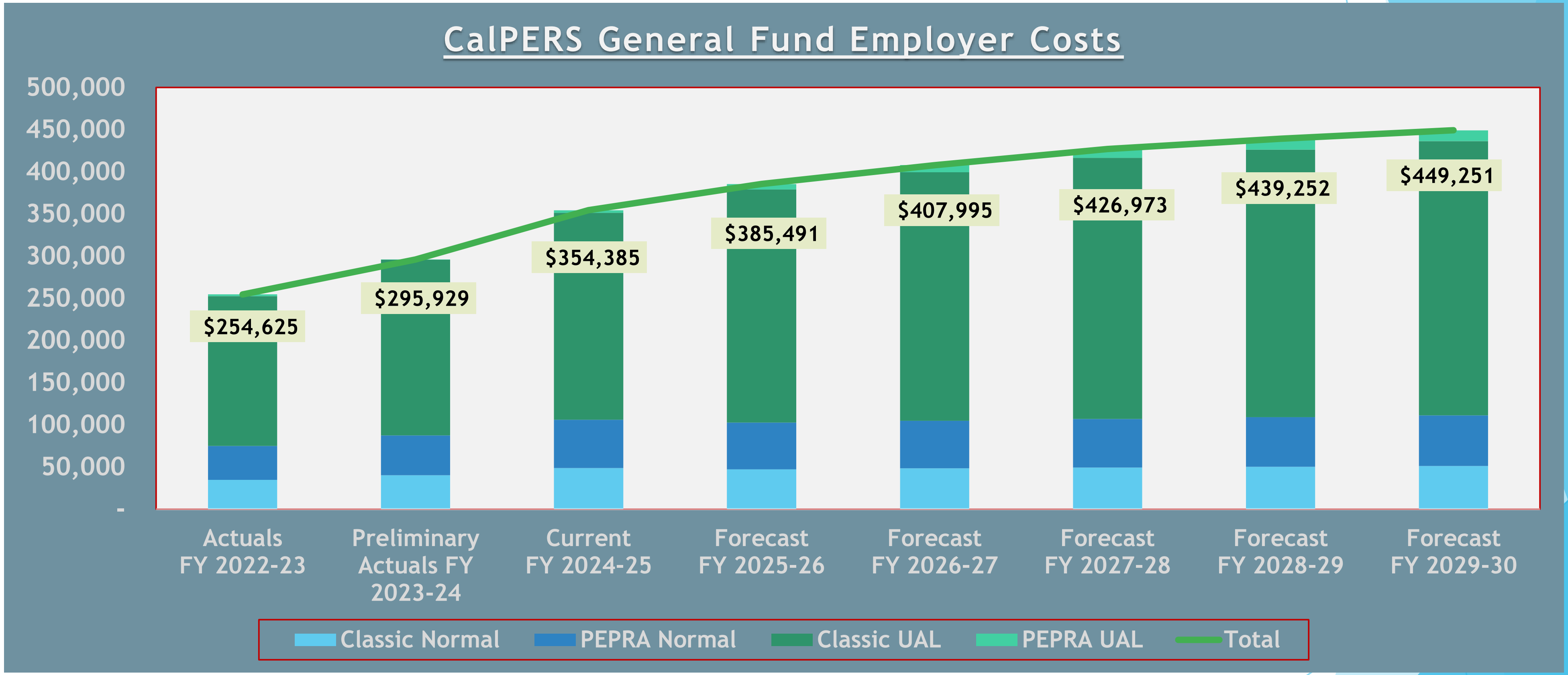
Baseline Financial Forecast



CalPERS General Fund costs rise over time due to UAL, Normal Costs stay steady and are based on salaries/wages

CalPERS Classic vs PEPRA Analysis

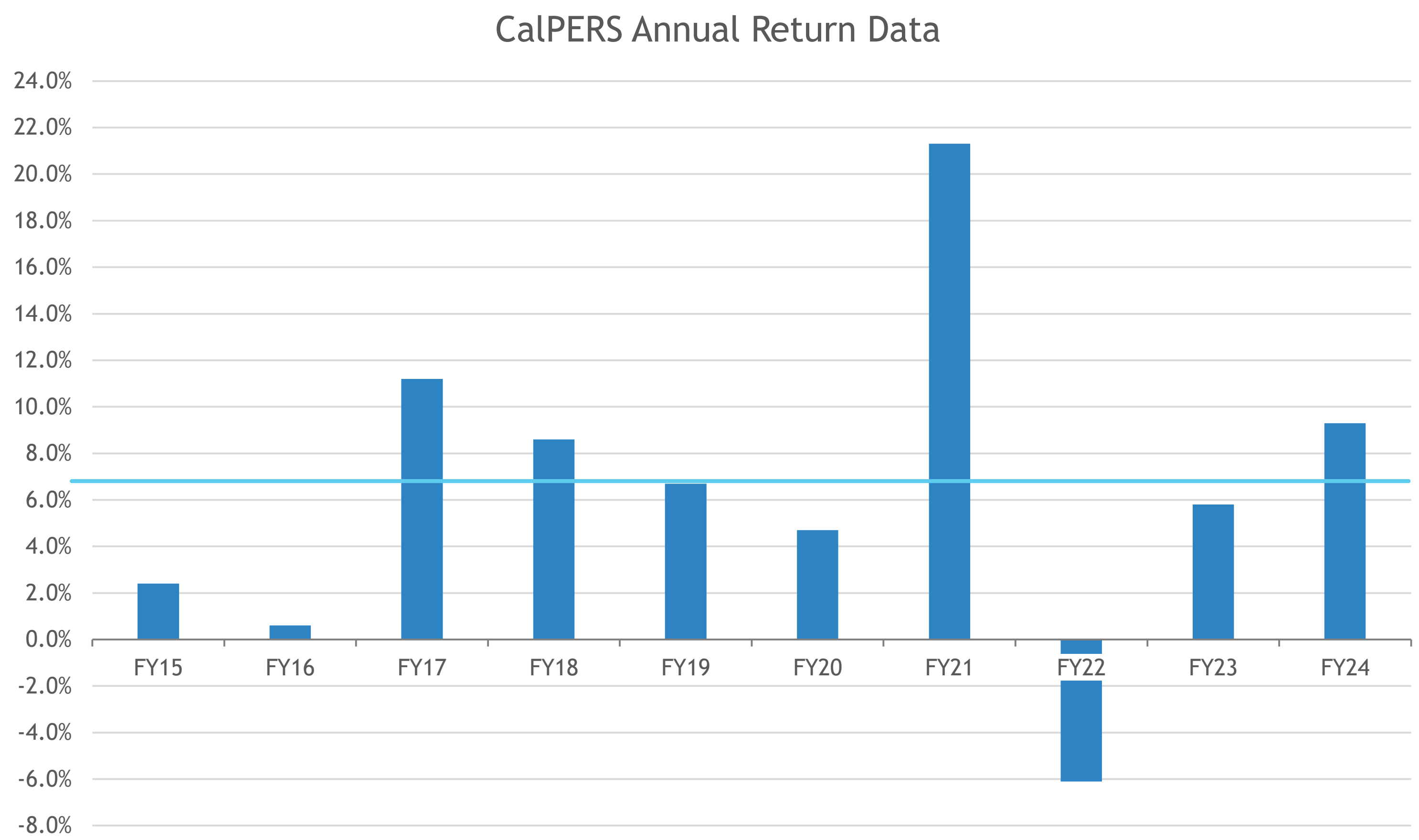
Baseline Financial Forecast



- **Same chart as last slide, with more detail about employee category in CalPERS**
  - **We have a handful of Classic CalPERS employees, the rest are PEPRA**
    - **Classic employee costs are the majority of our total CalPERS costs**

General Fund Financial Forecast Update

Baseline Financial Forecast



CalPERS Discount Rate is 6.8% - This has only been achieved 4 times in the last 10 years.

21.3% return in FY21 mostly used to lower discount rate consistent with CalPERS policy (mitigates impact of lowering employer costs short-term)

General Fund Financial Forecast Update
Budget Implications

- *Continue to Brainstorm Revenue Generation/Cost Savings*
  - *Utilizing our Grant Consultant to identify, apply, and manage grants for GF capital and equipment needs, will help support our Capital and Equipment replacement needs*
  - *CalPERS UAL Prefunding and contributing to 115 Trust will help mitigate the growing obligation each year, a major concern*
- *Core expense trends are critical to long term sustainability*
  - *Insurance, CalPERS, County services, labor costs must be managed carefully.*
  - *Some of these costs are out of our direct control*

General Fund Financial Forecast Update
Budget Implications (cont.)

- *FY 2025-26 Budget*
  - *Working on estimates for baseline general fund budget*
    - *Liability & Work Comp Insurance, CalPERS UAAL, Capital Projects, Salaries*
  - *Likely will need to allocate additional funds for salary and benefits*
  - *Any program increases must be accompanied by cost savings elsewhere*
- *Now is the time for Council to discuss/suggest targeted cuts*

1854

SUTTER CREEK

John Sutter

JEWEL OF THE MOTHER LODE

STAFF REPORT

TO:	**THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
MEETING DATE:	**APRIL 7, 2025**
FROM:	**CITY MANAGER DUBOIS, CITY ATTORNEY COLE**
SUBJECT:	**UPDATED NUISANCE ABATEMENT ORDINANCE**

RECOMMENDATION:
Following the review and discussion on March 17, Staff revised the proposed ordinance based on Council comments. If there are no changes or minor revisions, Council can make a motion to pass the first hearing tonight. If there are more significant changes, Council can make a motion capturing requested changes and have it brought back in a future meeting. A second reading is necessary after 30 days before the ordinance takes effect.

BACKGROUND:
As we experience more severe weather, the concern about extreme fire events increases. Winter storms knock down trees that can lay fallow on the ground for some time. Heat and drought in the summer create tinder box situations.

While the City currently has a nuisance and weed abatement ordinance on the books, the current ordinance lacks any enforcement mechanism. Every year, the Fire District inspects properties throughout town and cajoles people to reduce vegetation to improve fire safety. If people don't comply, the Fire District provides a list to the City, and the City Police Department reaches out to ask people to comply. Most residents do comply however, some ignore the warnings. Absentee property owners do not respond, and some owners that are residents also ignore the requests.

Without better cooperation, our efforts to reduce fire risk can only go so far.

In addition, we sometimes experience other types of nuisances – trash or other potentially unsafe health hazards on properties that should be removed. We can use our code enforcement process, but by clarifying clearer penalties for these types of nuisances, along with a process to add fines and clean up costs to the property tax lien, the City will have a much better enforcement tool.

DISCUSSION:
Staff feels that passage of enforcement provisions is a critical tool for the City to be able to improve fire safety as well as clean up other property that represents a threat to public health or is an extreme eyesore.

With passage of an improved ordinance, City staff will develop a communication plan, working in concert with the Fire District, to get out the word about the change. The intent is NOT to generate a lot of penalties and enforcement action but to continue to encourage people to do this work. We will work with the Fire District to help anyone that wants to remove weeds but may be unable to do so either because of their physical ability or financial situation

Operational details will be worked out by staff and are not part of the ordinance. Attachment B outlines the standards the Sutter Creek Fire District looks for, recommends and requires. The City's enforcement will be in line with the Fire District's requirements; with requirements varying for the Immediate Zone (0-5 feet of a house), the Intermediate Zone (5-30 feet from house) and the Extended Zone (30-100 feet from house). Weeds are defined as vegetation above 4 inches. Other requirements such as woodpiles at least 30 feet from the houses or structures, no ladder fuels from the ground to tree limbs, and proper tree spacing will be examined in line with the Fire District.

For the worse offenders, those with dangerous properties who either do not respond OR refuse to comply, the City will move to enforcement. Staff will establish a budget for how much to spend on hiring crews to perform weed abatement each year. Projects will be prioritized - we will not be able to afford to enforce against everyone each year.

Staff recommends that Council pass the first hearing of the ordinance. It will return for a second reading in thirty days before coming into effect. The timeline is pretty tight to be prepared for this Spring and Summer season.

BUDGET IMPACT:
We anticipate budgeting around $20,000 for enforcement in the first year. The City will recover these funds through property tax liens, but there will be a cash flow delay of up to 12 months. This will also require staffing for communication, mailing, and retaining an external company to do weed or nuisance abatement.

ATTACMENT:
Attachment A Proposed Ordinance and Resolution.

Attachment B Home Fire Prevention Flyer

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK ENACTING CHAPTER 10.40 OF THE SUTTER CREEK MUNICIPAL CODE REGARDING THE ABATEMENT OF WEEDS AND RUBBISH

The City Council of the City of Sutter Creek, California does ordain as follows:

Section 1

Chapter 10.40 of the Sutter Creek Municipal Code is enacted to read as follows:

CHAPTER 10.40 - ABATEMENT OF WEEDS AND RUBBISH

10.40.010 - Purpose.

The purpose of this chapter is to provide for the abatement of fire hazards within the city.

10.40.020 - Definitions.

For the purposes of this chapter, the following words shall mean as follows:

A. "Enforcement officer" means the city manager, or his or her designee, and shall include any official or officials the city manager duly appoints to administer the provisions of this chapter. For the purposes of the provisions of this chapter dealing with removal and destruction of weeds and waste, "enforcement officer" shall include any person who, pursuant to contract with the city, is authorized to abate nuisances.

B. "Fire hazard" means any condition which increases or may cause an increase in the degree of danger from fire over that which is customarily recognized as normal by persons in the public service of preventing or extinguishing fire. It shall also mean any condition or any act which may obstruct, delay or hinder, or may become the cause of an obstruction, delay or hindrance to the prevention, suppression, or extinguishment of fire.

C. "Nuisance" means any condition or use of premises or of building exterior which is detrimental to the property of others or which poses an immediate or potential health, safety, or fire hazard. This includes, but is not limited to, the keeping of, or depositing on, or the scattering over the premises of the following:

1. Weeds, grass, dead trees, lumber;
2. Rubbish, refuse, junk, trash, debris, garbage;
3. Waste material;
4. Abandoned, discarded or unused objects or equipment of any type, including, but not limited to, furniture, stoves, refrigerators, freezers, vehicles, cans, or containers.

D. "Owner" means the owner, agent of the owner, lessee, and/or occupant or person in possession of any lot, parcel, tract, or piece of land.

E. "Tax collector" shall mean the person collecting property taxes levied on real property for the city.

F. "Weeds" as used in this chapter means all weeds growing upon streets, alleys, sidewalks, or private property in the city and includes any of the following:

1. Weeds that bear or may bear seeds of a downy or wingy nature;

2. Sagebrush, chaparral, blackberries, weeds, indigenous grasses or any other brush which may attain large growth as to become a fire hazard as determined by the enforcement officer;

3. Weeds that are otherwise noxious or dangerous;

4. Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health; and

5. Accumulation of dry grass, stubble, brush, litter, garden refuse, cuttings, and other combustible trash that endangers the public safety by creating a fire hazard.

10.40.030 - Owner to remove weeds.

It shall be the duty of the owner of land, improved or unimproved, to immediately remove, upon notice by the enforcement officer, any nuisance from the sidewalk abutting or adjoining such parcel of land, including, but not limited to, all grass, weeds, dead trees, tin cans, rubbish, refuse, and waste material or other unsanitary or dangerous substances or objects.

All combustible weeds shall be removed from parcels less than one acre in size. Improved pParcels larger than one acre shall be clear of all weeds within one hundred feet of any structure and thirty feet of any street, driveway, and all property lines on improved property.

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Unimproved parcels larger than one acre shall be cleared of all combustible weeds within thirty feet of any public access point including, but not limited to, public streets, public roads, trails, parking lots, and sidewalks. Unimproved parcels larger than one acre shall create a defensible space clear of all weeds a minimum of one hundred feet from any building or structure. Structures less than one hundred twenty square feet with no electricity or plumbing (i.e., do not require a building permit) are exempt. Owners of unimproved parcels larger than one acre may present, in writing, an individual vegetation management plan to the enforcement officer that creates defensible space to protect structures and buildings. Individual management plans will be reviewed and may be approved at the discretion of the enforcement officer.

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The enforcement officer may exclude cultivated grasses and pastures where grazing or equivalent practices clearly demonstrate that vegetation is subject to ongoing best agricultural management practices and removal is unnecessary to protect adjacent improved property or ingress/egress routes from fire exposure. ~~If active grazing land must be removed to provide defensible space, compensation will be made to landowners. Compensation shall be based on the square footage of clearance required for defensible space. Per acre compensation shall be established by the total~~

~~production value, in dollars, of "cattle and calves" produced for the year divided by the total acres of "rangeland" in production for the year (generally holds steady at one hundred ninety-eight thousand(±) acres) as reported in the Calaveras County annual crop report for the most recent year available. Total compensation to property owners citywide shall not exceed two thousand dollars annually unless otherwise authorized by the city council. "~~Active grazing land" for the purpose of this section means land where the primary use is or has been livestock grazing for commercial purposes within the preceding three-year period. ~~The landowner would remain responsible for costs associated with providing the necessary defensible space.~~

Abatement may be accomplished in any manner that reduces vegetation to less than four inches above the soil line and is not in violation of any environmental rules, regulations, or statutes applicable within the city.

This chapter shall not be construed to hold the city or any officer, employee, or agent thereof responsible for any damage to persons or property by reason of any inspection authorized herein or for any action or omission in connection with the application or enforcement of this chapter. By adopting the provisions of this chapter, the city does not intend to impose on itself, its employees or agents any mandatory duties of care toward persons and property within its jurisdiction so as to provide a basis of civil liability for damages.

10.40.040 - Owner to keep premises clean.

It shall be the duty of the owner, agent, lessee or other person occupying or having charge or control of any parcel of land, improved or unimproved, to keep such parcel of land free from all nuisances thereon, including, but not limited to, grass, weeds, tin cans, rubbish, refuse and waste material of any kind, and other unsanitary substances or objects which may endanger or injure neighboring property of the health, safety, or welfare, or be offensive to the senses, of the residents of the vicinity of such property.

10.40.050 - Declaration of public nuisance.

A. Whenever any condition exists upon the streets, sidewalks, parkways or private property within the city which is defined as a nuisance pursuant to Section 10.40.020, or whenever weeds on specified parcels of property are seasonal and recurrent nuisances, the enforcement officer may declare the same to be a public nuisance.

B. Notice of Nuisance. The enforcement officer shall give written notice to the owner of record to abate the nuisance within fifteen days. The notice of nuisance shall state that the property owner is required to abate the nuisance, shall state the nature of the nuisance to be abated, what is required to abate it, and that if the nuisance is not abated the code enforcement officer ~~shall~~ may issue a citation ~~and levy a fine in the sum of five hundred dollars.~~in accordance with chapter 1.17 of this code.

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C. Notice of Abatement Proceedings. If the nuisance has not been abated by the owner within fifteen days after service of the notice of nuisance, the enforcement officer is ordered to take appropriate remedial actions. The enforcement officer shall notify the owner of affected properties, as shown on the latest equalized tax assessment roll, by mail, of intention to abate the nuisance.

D. Service of Notice. Notice shall be mailed by certified mail to the address of the property owner not less than fifteen days prior to the date of the proposed abatement. Failure of any owner, or any party concerned, to receive a notice shall not affect the validity of any proceeding taken, if the procedure for service of notice has been followed.

10.40.060 - Appeals.

The property owner may appeal the decision of the enforcement officer requiring the abatement of the nuisance by sending a written appeal to the enforcement officer requesting a hearing with the enforcement officer within fifteen days of the notice.

10.40.070 - Hearing procedure.

A. The enforcement officer shall only consider evidence that is relevant to whether a nuisance existed and whether the property owner caused or maintained the nuisance.

B. The property owner contesting the notice of abatement shall be given the opportunity to testify and present witnesses and evidence.

C. The failure of any recipient of a notice of abatement to appear at the appeal hearing shall constitute a waiver of the appeal, waiver of abatement costs, and failure to exhaust administrative remedies.

D. The notice of abatement proceeding and any additional documents submitted by the enforcement officer shall constitute prima facie evidence of the respective facts contained in those documents.

E. If the enforcement officer submits additional written information concerning the notice of abatement proceeding for consideration of the appeal hearing, a copy of the written information shall be served by mail on the person requesting the hearing at least five days prior to the date of the hearing.

F. At least five days prior to the appeal hearing, the recipient of a notice of abatement proceeding shall be provided a copy of the documents relied upon by the enforcement officer. No other discovery is permitted. Formal rules of evidence shall not apply.

G. A hearing before the enforcement officer shall be set for a date that is not less than ten days and not more than twenty days from the date the request for hearing is filed. The person requesting the hearing shall be notified of the time and place set for the hearing at least five days prior to the date of the hearing.

10.40.080 - Decision on appeal.

A. After considering all the testimony and evidence submitted at the appeal hearing, the enforcement officer shall issue a written decision within seventy-two hours of the hearing upholding or denying the notice of abatement proceeding and shall list within the decision the reasons for that decision. The enforcement officer may impose such conditions and take such other actions as is deemed appropriate to carry out the purpose of the provisions of this chapter.

B. The decision of the enforcement officer shall be final and shall be served by mail on the property owner within forty-eight hours.

10.40.090 - City removal of nuisance.

~~A.~~ The enforcement officer and his deputies, assistants, contracting agents and other representatives are ~~is~~ authorized to enter upon private property to abate, or cause to be abated, the nuisance determined to exist under this chapter, provided such entry shall be consistent with the provisions of the United States and California Constitutions and other applicable law. ~~The enforcement officer and his deputies, assistants, contracting agents and other representatives are expressly authorized to enter upon private property for the purpose of abatement of nuisances or causing nuisances to be abated pursuant to this chapter by having weeds or waste destroyed or removed by cutting, disking, chemical spraying or such other method as may be determined by the city council. Any property owner shall have the right to destroy or remove such weeds or waste himself, or have the same destroyed or removed at his own expense; provided, that such weeds or waste shall have been removed prior to the arrival of the enforcement officer or his authorized representatives to destroy or remove them.~~

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~~B. No person shall refuse to allow the enforcement officer or his deputies, assistants, contracting agents, or other representatives from entering upon any premises at any time during the hours of daylight for the purpose of abatement of any nuisance pursuant to this chapter.~~

10.40.100 - Assessment costs--Liens—Attorney fees--Other procedures.

A. The enforcement officer or his designee shall notify, in writing, all parties concerned of the amount of total costs ~~costs~~ incurred by the city resulting from the nuisance abatement. If the total costs determined as provided for in this section is not paid within thirty days after mailing of such notice, the charges shall be placed as a special assessment on the tax bill for the property pursuant to Section 38773.5 of the Government Code. In addition to the costs of abatement, a nuisance abatement service administrative overhead fee in an amount which may be established from time to time by resolution of the city council shall be assessed against each parcel for the city and other city-incurred costs associated with abatement. ~~Unpaid fines may also be included in the total costs.~~ The nuisance abatement service administrative overhead fee shall initially be set at 10% of the total costs upon passage of this ordinance until changed by Council resolution.

B. Notice shall be given at the time of imposing the assessment which shall specify that the property may be sold after three years by the tax collector for unpaid delinquent assessments. The tax collector's power of sale shall not be affected by the failure of the property owner to receive notice. The assessment may be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary municipal taxes. All laws applicable to the levy, collection and enforcement of municipal taxes shall be applicable to the special assessment. However, if any real property to which the cost of abatement relates has been transferred or conveyed to a bona fide purchase for value, or if a lien of a bona fide encumbrance for value has been created and attaches thereon, prior to the date on which the first installment of the taxes would become delinquent, then the cost of abatement shall not result in a lien against the real property but instead shall be transferred to the unsecured roll for collection.

C. Other Abatement Procedures. The provisions of this chapter shall not in any manner limit or restrict the city from enforcing city ordinances or abating public nuisances in any other manner provided by law.

10.40.110 - Payment of costs.

The owner, or other person interested in the premises on which any work has been performed under the provisions of this chapter, may pay the costs thereof to the city clerk after the filing of the statement by the enforcement officer with the city clerk and until the first day of August of the year in which such statement was filed.

10.40.120 - Statement of unpaid amounts.

A statement of all amounts remaining unpaid after August 1st, certified by the city clerk and giving the descriptions of the respective pieces or parcels of land upon which such charges exist, shall thereupon be prepared and certified by the city clerk, and shall be by him or her immediately forwarded to and filed with the tax collector who shall thereupon cause an entry to be made on the tax roll opposite the description of the property therein described as follows: "~~Weed~~ Nuisance Abatement Lien _________ $__________," filling in the amount of the expense shown in the statement of the city clerk in each particular case, plus a penalty of twenty percent to cover the incidental expense of collection. The tax collector shall thereafter cause a corresponding entry to be made on the tax bill for the property; and thereafter before any payment shall be received for any tax for the redemption of the property, the amount of ~~weed~~ nuisance abatement lien shall first be paid.

10.40.130 - Manner of collection.

In all respects, other than as is in this chapter recited, the ~~weed~~ nuisance abatement lien shall be collected and the collection of them enforced, in the same manner, under the same conditions, and pursuant to the same notices as other taxes upon real property in the city.

10.40.140 - Refunds.

Any ~~weed~~ nuisance abatement lien, penalties or costs on them paid more than once or erroneously or illegally collected by reason of a clerical error may, by order of the city council, be refunded; provided, however, that no order of the city council to refund ~~weed~~ nuisance abatement lien, penalties, or costs shall be made except upon a verified claim therefor, filed within six months after making of the payment sought to be refunded, or in the case of a double assessment of such taxes, within two years after such payment.

10.40.150 - Legality of abatement taxes.

No assessment or act relating to the assessment or collection of nuisance~~weed~~ abatement lien is illegal on account of informality, nor because the same was not completed within the time required by law; nor shall any such assessments ever be held illegal on account thereof.

10.40.160 - Severability.

If any part or provision of this chapter is found to be invalid or unenforceable by a court of law, such invalidity shall not affect any other part or provision herein, and all remaining provisions of this chapter will be valid and enforceable to the fullest extent permitted by law.

<u>Section 2</u>

All ordinances and parts of ordinances in conflict herewith are hereby repealed.

<u>Section 3</u>

The City Council determines that the provisions of this Ordinance are exempt from the California Environmental Quality Act because the instant ordinance involves continuing administrative activities and thus is not a project, as the Act defines, pursuant to Section 15378(b)(2) of the California Environmental Quality Act Guidelines. To the extent the adoption of this Ordinance constitutes a project, the City Council finds pursuant to CEQA Guideline Section 15061(b)(3) that the project is exempt from environmental review because it can be seen with certainty that the adoption of the ordinance would not have any significant impact on the environment.

This ordinance shall be published and posted in the manner required by law by the City Clerk.

Introduced at a meeting of the City Council of Sutter Creek on April 8, 2025 and enacted by the City Council of the City of Sutter Creek at a regular meeting held on April 22, 2025.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Sutter Creek City Council, held on this 22nd day of April 2025, by the following vote, to wit:

AYES:
NAYS:
ABSENT:
ABSTAIN:

____
Claire Gunselman, Mayor

ATTEST:

____
Aaron Wolcott~~………………~~, City Clerk

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK ENACTING CHAPTER 10.40 OF THE SUTTER CREEK MUNICIPAL CODE REGARDING THE ABATEMENT OF WEEDS AND RUBBISH

The City Council of the City of Sutter Creek, California does ordain as follows:

Section 1

Chapter 10.40 of the Sutter Creek Municipal Code is enacted to read as follows:

CHAPTER 10.40 - ABATEMENT OF WEEDS AND RUBBISH

10.40.010 - Purpose.

The purpose of this chapter is to provide for the abatement of fire hazards within the city.

10.40.020 - Definitions.

For the purposes of this chapter, the following words shall mean as follows:

A. "Enforcement officer" means the city manager, or his or her designee, and shall include any official or officials the city manager duly appoints to administer the provisions of this chapter. For the purposes of the provisions of this chapter dealing with removal and destruction of weeds and waste, "enforcement officer" shall include any person who, pursuant to contract with the city, is authorized to abate nuisances.

B. "Fire hazard" means any condition which increases or may cause an increase in the degree of danger from fire over that which is customarily recognized as normal by persons in the public service of preventing or extinguishing fire. It shall also mean any condition or any act which may obstruct, delay or hinder, or may become the cause of an obstruction, delay or hindrance to the prevention, suppression, or extinguishment of fire.

C. "Nuisance" means any condition or use of premises or of building exterior which is detrimental to the property of others or which poses an immediate or potential health, safety, or fire hazard. This includes, but is not limited to, the keeping of, or depositing on, or the scattering over the premises of the following:

1. Weeds, grass, dead trees, lumber;
2. Rubbish, refuse, junk, trash, debris, garbage;
3. Waste material;
4. Abandoned, discarded or unused objects or equipment of any type, including, but not limited to, furniture, stoves, refrigerators, freezers, vehicles, cans, or containers.

D. "Owner" means the owner, agent of the owner, lessee, and/or occupant or person in possession of any lot, parcel, tract, or piece of land.

E. "Tax collector" shall mean the person collecting property taxes levied on real property for the city.

F. "Weeds" as used in this chapter means all weeds growing upon streets, alleys, sidewalks, or private property in the city and includes any of the following:

1. Weeds that bear or may bear seeds of a downy or wingy nature;

2. Sagebrush, chaparral, blackberries, weeds, indigenous grasses or any other brush which may attain large growth as to become a fire hazard as determined by the enforcement officer;

3. Weeds that are otherwise noxious or dangerous;

4. Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health; and

5. Accumulation of dry grass, stubble, brush, litter, garden refuse, cuttings, and other combustible trash that endangers the public safety by creating a fire hazard.

10.40.030 - Owner to remove weeds.

It shall be the duty of the owner of land, improved or unimproved, to immediately remove, upon notice by the enforcement officer, any nuisance from the sidewalk abutting or adjoining such parcel of land, including, but not limited to, all grass, weeds, dead trees, tin cans, rubbish, refuse, and waste material or other unsanitary or dangerous substances or objects.

All combustible weeds shall be removed from parcels less than one acre in size. Improved parcels larger than one acre shall be clear of all weeds within one hundred feet of any structure and thirty feet of any street, driveway, and all property lines on improved property.

Unimproved parcels larger than one acre shall be cleared of all combustible weeds within thirty feet of any public access point including, but not limited to, public streets, public roads, trails, parking lots, and sidewalks. Unimproved parcels larger than one acre shall create a defensible space clear of all weeds a minimum of one hundred feet from any building or structure. Structures less than one hundred twenty square feet with no electricity or plumbing (i.e., do not require a building permit) are exempt. Owners of unimproved parcels larger than one acre may present, in writing, an individual vegetation management plan to the enforcement officer that creates defensible space to protect structures and buildings. Individual management plans will be reviewed and may be approved at the discretion of the enforcement officer.

The enforcement officer may exclude cultivated grasses and pastures where grazing or equivalent practices clearly demonstrate that vegetation is subject to ongoing best agricultural management practices and removal is unnecessary to protect adjacent improved property or ingress/egress routes from fire exposure. Active grazing land" for the purpose of this section means land where the primary use is or has been livestock grazing for commercial purposes within the preceding three-year period. Abatement may be accomplished in any manner that reduces vegetation to less than four inches above the soil line and is not in violation of any environmental rules, regulations, or statutes applicable within the city.

This chapter shall not be construed to hold the city or any officer, employee, or agent thereof responsible for any damage to persons or property by reason of any inspection authorized herein or for any action or omission in connection with the application or enforcement of this chapter. By adopting the provisions of this chapter, the city does not intend to impose on itself, its employees or agents any mandatory duties of care toward persons and property within its jurisdiction so as to provide a basis of civil liability for damages.

10.40.040 - Owner to keep premises clean.

It shall be the duty of the owner, agent, lessee or other person occupying or having charge or control of any parcel of land, improved or unimproved, to keep such parcel of land free from all nuisances thereon, including, but not limited to, grass, weeds, tin cans, rubbish, refuse and waste material of any kind, and other unsanitary substances or objects which may endanger or injure neighboring property of the health, safety, or welfare, or be offensive to the senses, of the residents of the vicinity of such property.

10.40.050 - Declaration of public nuisance.

A. Whenever any condition exists upon the streets, sidewalks, parkways or private property within the city which is defined as a nuisance pursuant to Section 10.40.020, or whenever weeds on specified parcels of property are seasonal and recurrent nuisances, the enforcement officer may declare the same to be a public nuisance.

B. Notice of Nuisance. The enforcement officer shall give written notice to the owner of record to abate the nuisance within fifteen days. The notice of nuisance shall state that the property owner is required to abate the nuisance, shall state the nature of the nuisance to be abated, what is required to abate it, and that if the nuisance is not abated the code enforcement officer may issue a citation in accordance with chapter 1.17 of this code.

C. Notice of Abatement Proceedings. If the nuisance has not been abated by the owner within fifteen days after service of the notice of nuisance, the enforcement officer is ordered to take appropriate remedial actions. The enforcement officer shall notify the owner of affected properties, as shown on the latest equalized tax assessment roll, by mail, of intention to abate the nuisance.

D. Service of Notice. Notice shall be mailed by certified mail to the address of the property owner not less than fifteen days prior to the date of the proposed abatement. Failure of any owner, or any party concerned, to receive a notice shall not affect the validity of any proceeding taken, if the procedure for service of notice has been followed.

10.40.060 - Appeals.

The property owner may appeal the decision of the enforcement officer requiring the abatement of the nuisance by sending a written appeal to the enforcement officer requesting a hearing with the enforcement officer within fifteen days of the notice.

10.40.070 - Hearing procedure.

A. The enforcement officer shall only consider evidence that is relevant to whether a nuisance existed and whether the property owner caused or maintained the nuisance.

B. The property owner contesting the notice of abatement shall be given the opportunity to testify and present witnesses and evidence.

C. The failure of any recipient of a notice of abatement to appear at the appeal hearing shall constitute a waiver of the appeal, waiver of abatement costs, and failure to exhaust administrative remedies.

D. The notice of abatement proceeding and any additional documents submitted by the enforcement officer shall constitute prima facie evidence of the respective facts contained in those documents.

E. If the enforcement officer submits additional written information concerning the notice of abatement proceeding for consideration of the appeal hearing, a copy of the written information shall be served by mail on the person requesting the hearing at least five days prior to the date of the hearing.

F. At least five days prior to the appeal hearing, the recipient of a notice of abatement proceeding shall be provided a copy of the documents relied upon by the enforcement officer. No other discovery is permitted. Formal rules of evidence shall not apply.

G. A hearing before the enforcement officer shall be set for a date that is not less than ten days and not more than twenty days from the date the request for hearing is filed. The person requesting the hearing shall be notified of the time and place set for the hearing at least five days prior to the date of the hearing.

10.40.080 - Decision on appeal.

A. After considering all the testimony and evidence submitted at the appeal hearing, the enforcement officer shall issue a written decision within seventy-two hours of the hearing upholding or denying the notice of abatement proceeding and shall list within the decision the reasons for that decision. The enforcement officer may impose such conditions and take such other actions as is deemed appropriate to carry out the purpose of the provisions of this chapter.

B. The decision of the enforcement officer shall be final and shall be served by mail on the property owner within forty-eight hours.

10.40.090 - City removal of nuisance.

The enforcement officer and his deputies, assistants, contracting agents and other representatives are authorized to enter upon private property to abate, or cause to be abated, the nuisance determined to exist under this chapter, provided such entry shall be consistent with the provisions of the United States and California Constitutions and other applicable law.

10.40.100 - Assessment costs--Liens—Attorney fees--Other procedures.

A. The enforcement officer or his designee shall notify, in writing, all parties concerned of the amount of total costs incurred by the city resulting from the nuisance abatement. If the total costs determined as provided for in this section is not paid within thirty days after mailing of such notice, the charges shall be placed as a special assessment on the tax bill for the property pursuant to Section 38773.5 of the Government Code. In addition to the costs of abatement, a nuisance abatement service administrative overhead fee in an amount which may be established from time to time by resolution of the city council shall be assessed against each parcel for the city and other city-incurred costs associated with abatement. The nuisance abatement service administrative overhead fee shall initially be set at 10% of the total costs upon passage of this ordinance until changed by Council resolution.

B. Notice shall be given at the time of imposing the assessment which shall specify that the property may be sold after three years by the tax collector for unpaid delinquent assessments. The tax collector’s power of sale shall not be affected by the failure of the property owner to receive notice. The assessment may be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary municipal taxes. All laws applicable to the levy, collection and enforcement of municipal taxes shall be applicable to the special assessment. However, if any real property to which the cost of abatement relates has been transferred or conveyed to a bona fide purchase for value, or if a lien of a bona fide encumbrance for value has been created and attaches thereon, prior to the date on which the first installment of the taxes would become delinquent, then the cost of abatement shall not result in a lien against the real property but instead shall be transferred to the unsecured roll for collection.

C. Other Abatement Procedures. The provisions of this chapter shall not in any manner limit or restrict the city from enforcing city ordinances or abating public nuisances in any other manner provided by law.

10.40.110 - Payment of costs.

The owner, or other person interested in the premises on which any work has been performed under the provisions of this chapter, may pay the costs thereof to the city clerk after the filing of the statement by the enforcement officer with the city clerk and until the first day of August of the year in which such statement was filed.

10.40.120 - Statement of unpaid amounts.

A statement of all amounts remaining unpaid after August 1st, certified by the city clerk and giving the descriptions of the respective pieces or parcels of land upon which such charges exist, shall thereupon be prepared and certified by the city clerk, and shall be by him or her immediately forwarded to and filed with the tax collector who shall thereupon cause an entry to be made on the tax roll opposite the description of the property therein described as follows: "Nuisance Abatement Lien _________ $__________," filling in the amount of the expense shown in the statement of the city clerk in each particular case, plus a penalty of twenty percent to cover the incidental expense of collection. The tax collector shall thereafter cause a corresponding entry to be made on the tax bill for the property; and thereafter before any payment shall be received for any tax for the redemption of the property, the amount of nuisance abatement lien shall first be paid.

10.40.130 - Manner of collection.

In all respects, other than as is in this chapter recited, the nuisance abatement lien shall be collected and the collection of them enforced, in the same manner, under the same conditions, and pursuant to the same notices as other taxes upon real property in the city.

10.40.140 - Refunds.

Any nuisance abatement lien, penalties or costs on them paid more than once or erroneously or illegally collected by reason of a clerical error may, by order of the city council, be refunded; provided, however, that no order of the city council to refund nuisance abatement lien, penalties, or costs shall be made except upon a verified claim therefor, filed within six months after making of the payment sought to be refunded, or in the case of a double assessment of such taxes, within two years after such payment.

10.40.150 - Legality of abatement taxes.

No assessment or act relating to the assessment or collection of nuisance abatement lien is illegal on account of informality, nor because the same was not completed within the time required by law; nor shall any such assessments ever be held illegal on account thereof.

10.40.160 - Severability.

If any part or provision of this chapter is found to be invalid or unenforceable by a court of law, such invalidity shall not affect any other part or provision herein, and all remaining provisions of this chapter will be valid and enforceable to the fullest extent permitted by law.

Section 2

All ordinances and parts of ordinances in conflict herewith are hereby repealed.

Section 3

The City Council determines that the provisions of this Ordinance are exempt from the California Environmental Quality Act because the instant ordinance involves continuing administrative activities and thus is not a project, as the Act defines, pursuant to Section 15378(b)(2) of the California Environmental Quality Act Guidelines. To the extent the adoption of this Ordinance constitutes a project, the City Council finds pursuant to CEQA Guideline Section 15061(b)(3) that the project is exempt from environmental review because it can be seen with certainty that the adoption of the ordinance would not have any significant impact on the environment.

This ordinance shall be published and posted in the manner required by law by the City Clerk.

Introduced at a meeting of the City Council of Sutter Creek on April 8, 2025 and enacted by the City Council of the City of Sutter Creek at a regular meeting held on April 22, 2025.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Sutter Creek City Council, held on this 22nd day of April 2025, by the following vote, to wit:

AYES:
NAYS:
ABSENT:
ABSTAIN:

____
Claire Gunselman, Mayor

ATTEST:

____
Aaron Wolcott, City Clerk

Amador City & Sutter Creek Wildfire Preparedness Self-inspection Sheet

Access to your Home

YES	NO	
		Is your address visible from the street (Minimum 4" High)?
		Are tree limbs cleared above driveway (13'6")?
		Is dead and down material cleared 8 feet from the sides of the driveway?
		If you have a long driveway does it have turn outs and turnarounds?

Roof

YES	NO	
		Is roof clear of debris and gutters clean?
		Is roof in good repair?
		Have tree branches within ten feet of your chimneys been removed?
		Dead limbs overhanging your roof have been removed?
		Does chimneys have a screen with 1/2" or smaller mesh?
		Are roof soffits enclosed?
		Are roof vents covered with a minimum of 1/8" wire mesh?

Home

YES	NO	
		Are your windows and screens in good repair?
		Is your siding in good repair and has no damage or holes?

Porches

YES	NO	
		Are porches clean of leaves, sticks and debris in the cracks and on the surface?
		Are non-metallic porch chairs and combustible cushions put away when not being used?
		Is the ground below the deck clear of combustible material such as leaves, grass and sticks?
		Has combustible storage been removed from under the deck?

Yard 0 to 5 Feet

YES	NO	
		Are your woodpiles stacked at least 30' away from your home?
		Are all dead down material cleared within 5 feet of your home?
		Is your landscaping ground cover around the house noncombustible?
		Are plants fire resistant and watered.

Yard 5 to 30 Feet

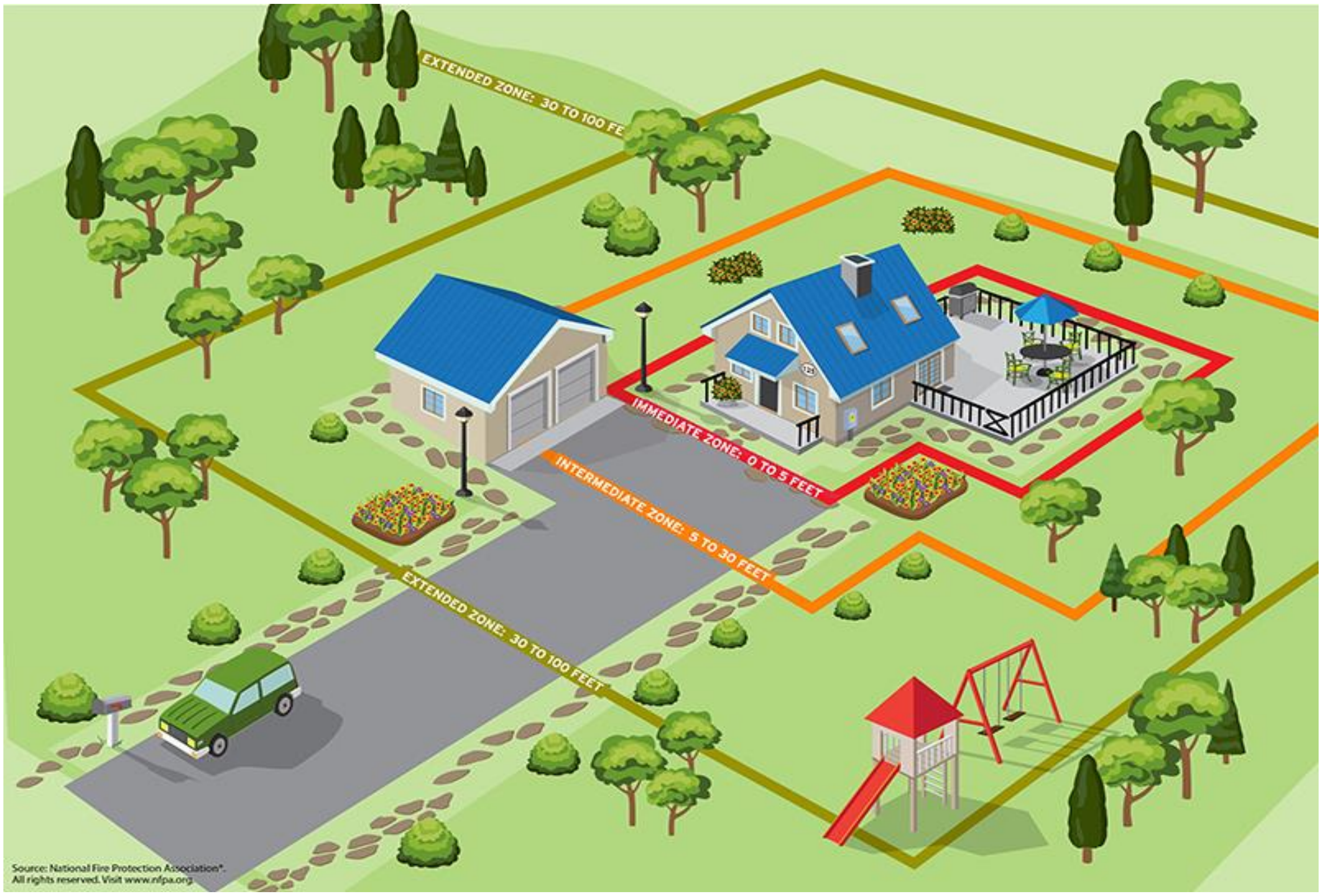
YES	NO	
		LPG tank clear of combustible material?
		Are trees trimmed up at least 6 feet?
		Combustible material such as leaves, sticks and debris cleaned up?
		Are your lawns or native grasses cut to 4 inches or less?
		Are ladder fuels present? (Ladder fuels extend from the ground to the tree limbs)
		Are trees spaced to prevent fire traveling between tree crowns? (12-18')

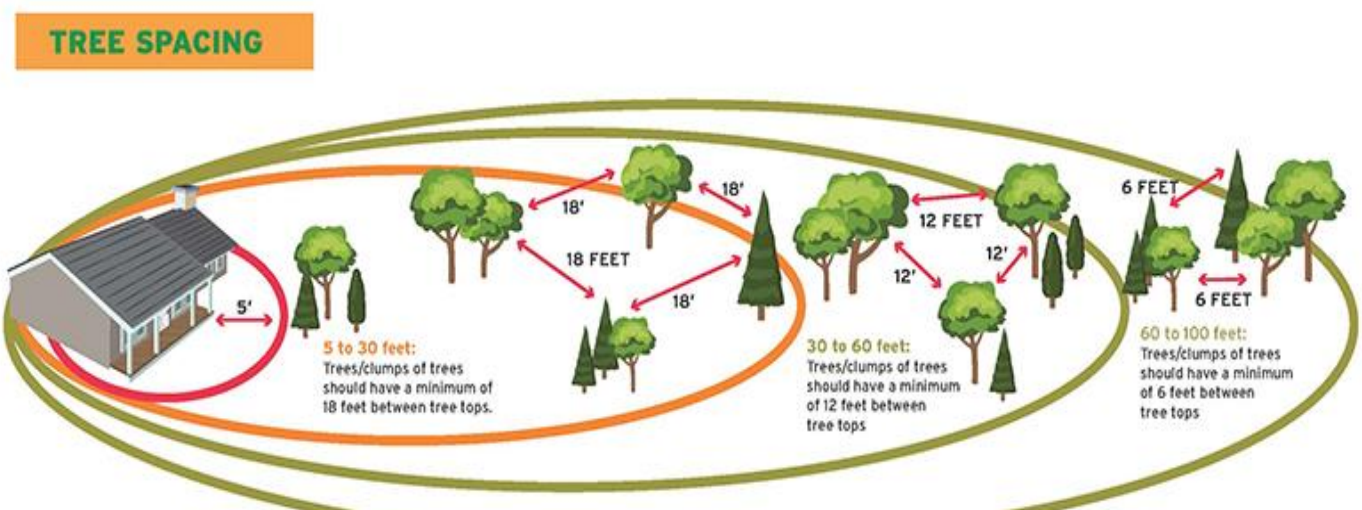
Yard 30 to 100 Feet

YES	NO	
		Combustible material such as leaves, sticks and debris cleaned up?
		Are trees or spaced to prevent fire traveling between tree crowns? (12')
		Are ladder fuels present? (Ladder fuels extend from the ground to the tree limbs)

If you have questions feel free to contact us at (209) 267-0285

If you would like a Wildfire Home Inspection call us at (209) 267-0285 to schedule an appointment. (No Charge)


EXTENDED ZONE: 30 TO 100 FE
IMMEDIATE ZONE: 0 TO 5 FEET
INTERMEDIATE ZONE: 5 TO 30 FEET
EXTENDED ZONE: 30 TO 100 FEET
Source: National Fire Protection Association®.
All rights reserved. Visit www.nfpa.org


TREE SPACING
5'
18'
18'
18 FEET
18'
12 FEET
12'
12'
6 FEET
6 FEET
5 to 30 feet:
Trees/clumps of trees should have a minimum of 18 feet between tree tops.
30 to 60 feet:
Trees/clumps of trees should have a minimum of 12 feet between tree tops
60 to 100 feet:
Trees/clumps of trees should have a minimum of 6 feet between tree tops