



City Council Meeting Agenda

Monday, March 16, 2026 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

The City of Sutter Creek City Council Meeting will be available in person and LIVE on YouTube at

<https://www.youtube.com/@CityofSutterCreek>.

You can also watch the meeting on Zoom (please note Zoom participation is only available for viewing.

<https://us02web.zoom.us/j/81391466458?pwd=4jXmBm1AP5bEbiID3iDwuxk4GpreRY.1>

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. Introduce New City Employee - Sutter Creek Police Department - Officer Kristina Stevens

Sutter Creek Police Department (SCPD) Chief Jim O'Connell to introduce and administer the Oath of Office for new City employee / SCPD Officer Kristina Stevens.

6. Approval of Minutes

- A. [City Council Regular Meeting Minutes of March 2, 2026](#)

[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.

8. Ordinances and Public Hearing

- A. [Discuss Moratorium on Review, Processing, or Approval of New Temporary Residential Uses](#)

[Recommendation: Consider, introduce, waive the reading by substitution of title, and adopt Ordinance No. 25-26-XX - An Urgency Ordinance of the City Council of the City of Sutter Creek Imposing A Moratorium on the Permitting of Temporary Residential Uses within City Limits.](#)

9. Administrative Agenda

- A. [Approve Updated Impact Fees based on New Nexus Study](#)

[Recommendation: Adopt Resolution No. 25-26-xx approving the Nexus Study and the updated development impacts fees to take effect on July 1, 2026.](#)

- B. [City of Sutter Creek Master Fee Schedule](#)

[Recommendation: Adopt Resolution No. 25-26-xx, thereby approving the City of Sutter Creek Master Fee Schedule which would take effect on July 1, 2026.](#)

- C. [Review and Accept the Annual Progress Report on Housing to the California Housing and Community Development \(HCD\)](#)

[Recommendation: Review and Accept the Annual Progress Report to Housing and Community Development \(HCD\).](#)

- D. [Continue City Council Discussions from the February 2, 2026 and March 2, 2026 Regular Meetings Regarding Parameters of a Citywide Short Term Rental \(STR\) Ordinance](#)

[Recommendation: Resume review, discussion, and consideration regarding the parameters of a Short-Term Rental \(STR\) Ordinance; and provide direction regarding said Ordinance. Materials from February 2, 2026 and March 2, 2026 regular meetings of the City Council are provided.](#)

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. Information and Correspondence

- A. [Monthly Report - City Clerk \(February 2026\)](#)
- B. [Monthly Report - City Treasurer \(February 2026\)](#)
- C. [Monthly Report - Engineering \(February 2026\)](#)
- D. [Monthly Report - Finance \(February 2026\)](#)
- E. [Monthly Report - Planning \(February 2026\)](#)
- F. [Monthly Report - Marketing / Social Media \(February 2026\)](#)
- G. [Monthly Report - Police \(February 2026\)](#)
- H. [Monthly Report - Public Works \(February 2026\)](#)
- I. [Correspondence Received from the Public](#)

13. Closed Session

None.

14. Report from Closed Session

None.

15. Adjournment

The next regularly scheduled meeting is April 6, 2026.



City Council Meeting Minutes (Draft)

Monday, March 02, 2026 at 6:00 PM

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

Present: Mayor Claire Gunselman, Vice Mayor Sierk, Council Members Susan Feist, Dan Riordan and James Swift.

Absent: Council Member Susan Feist and Council Member Dan Riordan

City Treasurer: Victoria Runquist

Staff: Tom DuBois - City Manager, Derek Cole - City Attorney, Erin Ventura - Contract City Planner, Jim O’Connell - Police Chief, Mason Peters - Finance Supervisor, Dan Lafontaine - Public Works Director, and Pam Caronongan - City Clerk

Mayor Gunselman called the meeting to order at 6:00 PM.

2. Pledge of Allegiance to the Flag

Mayor Gunselman led the Pledge of Allegiance.

3. Public Forum

Seven (7) public comments were received.

1. Cindy Edwards - expressed concern regarding the safety of the pavements, especially for wheelchair users.
2. Kenny New (ACTC consultant) - shared that the ACTC recently purchased a new paving machine, which would mean that efforts on fixing the roads throughout the County will start very soon.
3. Valerie Spake (representing the office of California Senator Marie Alvarado-Gil) - provided an update regarding Senate Bill 1084 (Firesafe Home Tax Credit Act), Senate Bill 1118 (Generator / Back-Up power Tax Credit Act), and an upcoming mobile office hour at the City of Jackson on March 24, 2026 from 12:00 PM to 2:00 PM.
4. Pete Jensen - spoke regarding two topics: (1) high-pressure water leak between Main Street on Nickerson and Elm would cause more erosion on the road if not fixed as soon as possible, and (2) in favor of having a cannabis dispensary in the City.
5. Laura Hardcastle - spoke repairs done on a road nearby her home had already eroded, which is the same road mentioned by Mr. Jensen.
6. Charlotte Griswold - spoke regarding two topics: (1) potholes that need fixing, especially since such potholes have caused problems for motorists, and (2) inquired as to when would the cannabis dispensary be opening in Sutter Creek, and if there is already a determined location for them.
7. Pam Mitzy - shared her concern regarding three topics: (1) Robert Schell's place at Sutter Hill and its condition, (2) Section 8 homeless facility at Sutter Hill, and (3) no to cannabis dispensaries in Sutter Creek.

4. City Manager's Report

City Manager DuBois provided his report to the City Council. Aside from responding to inquiries and requests for clarification from City Council, City Manager DuBois also provided a reply to public comments pertaining to pavements and road repairs, the high-pressure water leak between Main Street on Nickerson and Elm, and a cannabis dispensary in Sutter Creek.

City Manager DuBois' report (slide presentation) can be accessed through this link:

<https://www.cityofsuttercreek.org/media/10246>

5. Presentations

Jeni de Walt, Director of Child Development for the Amador Child Care Council (ACCC) provided a presentation regarding ACCC's mission and services.

Director de Walt's report (slide presentation) can be accessed through this link:

<https://www.cityofsuttercreek.org/media/10241>

6. Approval of Minutes

A. City Council Minutes of Feb 2, 2026

Recommendation: By motion approve minutes as presented.

The following modifications will be made to the draft minutes:

In Agenda Item No. xx - Cannabis, Vice Mayor Sierk requested to remove the word “narrow” from the draft minutes, although this was what was said, meaning not a lot of changes (not importance).

For Agenda Item No. xx - (page 8), Mayor Gunselman requested correction on the number reported under “Motion Carried.”

Motion made by Commissioner Swift, seconded by Vice Mayor Sierk to approve the City Council Meeting Minutes of February 2, 2026 with the modifications noted above.

AYES: Mayor Gunselman, Vice Mayor Sierk, and Council Member Swift

ABSENT: Council Member Feist and Council Member Riordan

ABSTAIN: None

NOES: None

MOTION CARRIED 3-0

7. Consent Agenda

A. Amador County Recreational Agency (ACRA) Dissolution

Recommendation: Motion to approve the Termination and Dissolution Agreement for the Amador County Recreation Agency (ACRA) Joint Powers Authority (JPA).

Motion made by Vice Mayor Sierk, seconded by Council Member Swift to approve all Consent Agenda items.

AYES: Mayor Gunselman, Vice Mayor Sierk, and Council Member Swift

ABSENT: Council Member Feist and Council Member Riordan

ABSTAIN: None

NOES: None

MOTION CARRIED 3-0

8. Ordinances and Public Hearing

A. Short-Term Rental (STR) Moratorium Extension

Recommendation: Consider extending, for 10 months and 15 days, a moratorium on the review, processing, or approval of new short-term rentals (STRs) to give the City sufficient time to formulate a permanent ordinance regulating such rentals.

City Attorney Cole provided a brief presentation and recommended pulling this Item from the agenda since four-fifths of the City Council was not present, and continuing the discussion at the next regular meeting of the City Council. City Attorney Cole added due to timing, the City must restart the process.

B. Uniform Building Code Adoption

Recommendation: Waive the first reading by substitution of the title and introduce **Ordinance No. xxx**, thereby adopting by reference the 2025 Edition of the California Building Standards Code and other Uniform Codes with local amendments and thus amending Sections 15.04.010 and 15.04.030 of the Sutter Creek Municipal Code.

City Attorney Cole provided the report and responded to inquiries and requests for clarification from the City Council. City Attorney Cole explained the “adoption by reference” process as well as the local amendments based on Sutter Creek’s unique geography.

Motion made by Vice Mayor Sierk, seconded by Council Member Swift to waive the first reading by substitution of the title and introduce Ordinance No. xxxx, which if adopted would “adopt by reference” the 2025 Edition of the California Building Standards Code and other Uniform Codes with local amendments and thus amend Sections 15.04.010 and 15.04.030 of the Sutter Creek Municipal Code.

AYES: Mayor Gunselman, Vice Mayor Sierk, and Council Member Swift

ABSENT: Council Member Feist and Council Member Riordan

ABSTAIN: None

NOES: None

MOTION CARRIED 3-0

9. Administrative Agenda

A. Continuation from February 2, 2026 City Council Discussion on Parameters of a Short Term Rental Ordinance

Recommendation: Resume review, discussion, and consideration regarding the parameters of a Short-Term Rental (STR) Ordinance; and provide direction regarding said Ordinance. Supplement provided as well as the original materials from February 2, 2026 regular meeting of the City Council.

Contract City Planner Erin Ventura provided a brief presentation. Contract City Planner Ventura and City Manager DuBois responded to questions and requests for clarification from the City Council.

Contract City Planner Ventura led the discussion regarding the “decision points” or options that were brought up during the February 2, 2026 regular meeting. Since two members of the City Council were not present, the quorum kept the discussion brief.

Mayor Gunselman opened the floor for public comment. Eight (8) public comments were received:

1. Brian Comnes - spoke about having “caps” on STR, “no” to Air B&Bs on certain residential zoning, and how fines on non-compliance could be viewed as a cost of doing an STR/Air B&B business.
2. Kenny New - spoke about how the City should do its best to protect the pride and image of Sutter Creek, and to be cautious as the City considers its treatment on STRs and Air B&Bs.
3. Pete Jensen - expressed his concerns on how many violations occur on STR properties and thereby disrupting the neighbors.

4. Charlotte Griswold - inquired regarding the conditional use permit (CUP) process on STR properties. City Attorney Cole and Contract City Planner Ventura replied that the permits are non-transferrable.
5. Laura Ha - spoke regarding the following: (1) noise issues due to STRs, (2) “no” to turning the STR permitting process into an administrative one, (3) the Planning Commission and the City Council would be the right legislative bodies making these decisions pertaining to STR permitting.
6. Barbara Comnes - spoke regarding vacancy rates of hotels and other similar establishments in commercial zones, and to use that information as part of considering policies regarding STRs.
7. Barry Damiani - spoke against having the STR permit process become an administrative one.
8. Jason Carpenter - spoke regarding vacancy rates of hotels and similar establishments, and the justification of making room for more STR and Air B&B businesses.

After receiving public comment, the City Council briefly resumed discussions with staff.

Via consensus, the City Council decided to continue this Agenda Item for discussion at the next regular meeting of the City Council once all members are in attendance.

B. Discussion regarding the Elected Office of the City Treasurer

Staff recommend that the City Council:

1. Discuss and provide direction regarding a November 3, 2026 ballot measure to make the office of the City Treasurer appointive; and

2. Direct staff to prepare the necessary resolution(s) to, upon voter approval, assign the statutory duties and title of "City Treasurer" to the Finance Supervisor.

City Manager DuBois provided the report regarding this agenda item. City Manager DuBois informed the City Council that he had spoken with City Treasurer Runquist, with the latter sharing with him that she does not intend to run for re-election in the upcoming November 3, 2026 municipal election.

City Manager DuBois discussed the “pros and cons” of converting the City Treasurer from an elected to an appointed office.

City Treasurer Runquist shared her opinion stating that the City Treasurer position should remain an elected one due to the oversight provided. Mayor Gunselman asked City Treasurer Runquist regarding the City Treasurer duties and responsibilities.

Guest speaker Cathy Castillo (former Sutter Creek City Treasurer) shared her insights regarding staff’s recommendation. Former City Treasurer Castillo spoke against converting the City Treasurer into an appointed position, citing the loss of oversight and accountability.

Mayor Gunselman posed questions to City Treasurer Runquist and City Manager DuBois regarding the reporting and day-to-day duties of the City Treasurer and the financial-related duties of City staff. City Treasurer Runquist and City Manager DuBois provided their respective responses to inquiries and requests for clarification.

One (1) public comment was received:

1. Carolyn - agreed with former City Treasurer Castillo, and spoke against converting the City Treasurer into an appointed position.

No motion was made to direct staff to prepare a resolution which would convert the City Treasurer position from an elected position to an appointed position.

The motion did not pass.

C. Bryson Park Improvements

Recommendation: Review, consider, and provide direction regarding proposed improvements to Bryson Park; and if supportive, approve applications for grant funding.

Public Works Director Dan Lafontaine and Executive Director Bradley Booker from the Amador Trail Stewardship (ATS) presented before the City Council regarding a grant opportunity from the Amador Community Fund (ACF). If awarded, the ACF grant would be appended with in-kind donations for the layout/design work from the Amador Trail Stewardship as well as soil import and equipment rental from Campbell’s Construction towards the construction of a pump track at a 700-foot section of Bryson Park.

The site amenity would include a pump track, strider track, and bicycle optimized features to enhance Bryson Park.

Public Works Director Lafontaine, ATS Executive Director Booker, and City Manager DuBois responded to questions and requests for clarification from the City Council. Questions regarding lighting at the site, hours of site availability, noise, features and amenities to be built as part of the project, and notification of the neighboring residents before construction begins were raised.

The City Council expressed features that they wish to see in the park. Executive Director Booker and staff noted the feedback from the City Council.

Zero (0) public comment was received.

Motion made by Council Member Swift, seconded by Vice Mayor Sierk directing staff to apply for the \$10,000 ACF grant.

AYES: Mayor Gunselman, Vice Mayor Sierk, and Council Members Feist, Riordan, and Swift

ABSENT: None

ABSTAIN: None

NOES: None

MOTION CARRIED 3-0

D. Surveillance Technology Policy

Recommendation: Discuss and Consider an Ordinance on surveillance technology

Via consensus, the City Council decided to continue this Agenda Item for discussion at the next regular meeting of the City Council once all members are in attendance.

10. Mayor and Council Member Reports

None.

11. City Attorney's Report

City Attorney Cole stated that he had nothing to report.

12. Information and Correspondence

A. Council Correspondence

The City Council received all correspondence. No comment or feedback was made.

13. Closed Session

None.

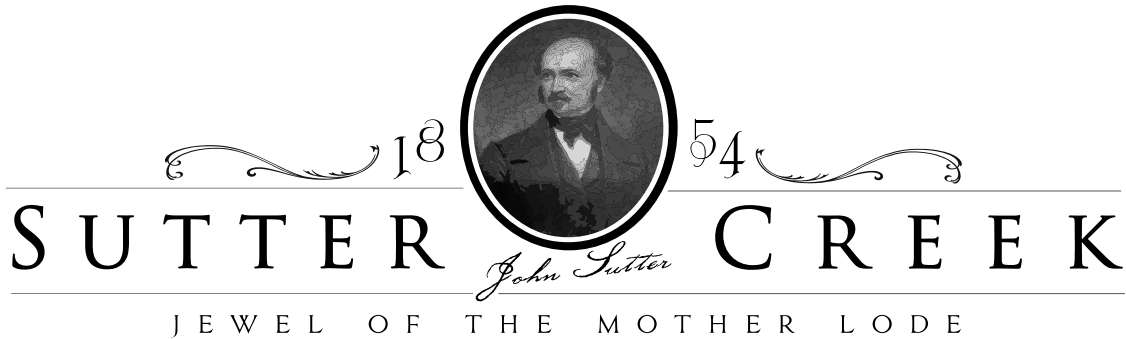
14. Report from Closed Session

None.

15. Adjournment

The next regularly scheduled meeting is March 16, 2026.

Mayor Gunselman adjourned the meeting at 8:43 PM



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: MARCH 16, 2026

FROM: DEREK COLE, CITY ATTORNEY

SUBJECT: MORATORIUM ON REVIEW, PROCESSING, OR APPROVAL OF NEW TEMPORARY RESIDENTIAL USES

Background and Analysis

The City has in recent years allowed several temporary residential uses to be approved. In recent months, the City Council has become aware of concerns about the continued permitting of such uses in the absence of specific controls and regulations. In response, the proposed urgency ordinance would impose a moratorium on the continued processing or approval of permits for temporary residential uses.

A *four-fifths* vote of the Council is required to approve the proposed moratorium. Should four-fifths of the City Council vote to enact the urgency ordinance, the ordinance would become effective immediately, but *only for a period of 45 days* unless extended

The ordinance may be extended *two* additional times, as follows: (1) for an extension of 10 months and 15 days, and (2) for an extension of an additional year. The ordinance may remain in effect for no longer than two years. The purpose of this overall two-year period is to allow the City Council to consider and formulate a permanent ordinance while the moratorium is in effect.

If the Council approves the ordinance, it should give direction regarding the scheduling of any further meeting to continue the urgency ordinance beyond the initial 45-day period. Without an extension, the initial moratorium would expire on *April 30, 2026*.

Fiscal Impact

There is no material financial impact associated with the adoption of the proposed moratorium.

Recommendation

The City Council should consider the adoption of an ordinance imposing a moratorium on the review, processing, or approval of new temporary residential uses within City limits.

ATTACHMENTS:

1. Ordinance Imposing Moratorium on Approval or Processing of Temporary Residential Uses

ORDINANCE NO. __-26

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK IMPOSING A MORATORIUM ON THE PERMITTING OF TEMPORARY RESIDENTIAL USES WITHIN CITY LIMITS

WHEREAS, the City Council has become aware of the potential adverse impacts of temporary residential uses within City limits;

WHEREAS, the Sutter Creek Zoning Code currently allows parties to apply for, and receive approval of, conditional use permits that allow, among other things, for the short-term rental of residences throughout City limits;

WHEREAS, the City Council has become aware, through concerns recently raised by several members of the public, that the continued permitting of temporary residential uses, which currently number at about 20, without the formulation of adequate regulations, may be contrary to the historic character of the City’s residential areas and may lead to compatibility issues that affect the use and enjoyment of residential property;

WHEREAS, pursuant to the City of Sutter Creek’s police power, the City Council of the City of Sutter Creek has the authority to enact and enforce ordinances and regulations for the public peace, morals, and welfare of the City and its residents; and

WHEREAS, California Government Code Section 65858 provides that, without following the procedures otherwise required prior to the adoption of a zoning ordinance and for the purpose of protecting the public safety, health and welfare, the City Council may adopt, as an urgency measure, an interim ordinance prohibiting any uses that may be in conflict with “a contemplated general plan, specific plan, or zoning proposal that the City Council, planning commission or the planning department is considering or studying or intends to study within a reasonable time”; and

WHEREAS, consistent with the above authority, the City Council desires to adopt a moratorium on the permitting of temporary residential uses within city limits to allow for evaluation of their impact on the residential quality of neighborhoods and for adequate time to adopt a permanent ordinance establishing temporary residential use regulations.

WHEREAS, for the reasons more fully described within, the City Council determines, by at least a four-fifths (4/5) vote, that this urgency ordinance is a matter of City-wide importance, is a reasonable and necessary measure designed for the immediate preservation and protection of the public health, safety, or welfare of the community; and is in accordance with the public purposes and provisions of applicable State and local laws and requirements.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUTTER CREEK DOES ORDAIN AS FOLLOWS:

SECTION 1. MORATORIUM FINDINGS.

A. Without the imposition of a temporary moratorium on temporary residential uses, the City may be required to process certain conditional use permit applications even though its existing conditions require updating based on study and analysis that results in recommendations of new standards and best practices for such uses.

C. There is a current and immediate threat to the public health, safety, and welfare of the City and its residents, thereby necessitating the immediate enactment of this urgency moratorium, in that the approval of any additional temporary residential uses would be required to be processed under the City’s existing conditions, without taking into consideration the potential negative impacts of such uses on the residential quality of neighborhoods.

D. The adoption of this urgency moratorium is necessary to protect the City and its residents from the overgrowth of temporary residential uses, which can be contentious in certain neighborhoods and also infringe on the rights of neighbors.

E. Imposition of the moratorium will allow the City sufficient time to conclude the preparation of a comprehensive ordinance for the regulation of temporary residential uses moving forward. While the moratorium is in effect, the City seeks to consider a permanent ordinance that will balance the needs and rights of property owners and neighbors, ensure the health and safety of guests and residents, support tourism in a balanced way, and be economically beneficial to the City.

SECTION 2. IMPOSITION OF MORATORIUM.

For so long as this Ordinance is in effect, including through any extension, the City shall not receive, accept, process, or approve any application for any conditional use permit or other City-issued authorization concerning any temporary residential uses. For purpose of this ordinance, “temporary residential use” means any use of existing, residentially-developed property of any kind that would authorize the temporary occupation of any residential structure for less than 30 days

SECTION 3. CEQA FINDING.

The City Council determines that the provisions of this ordinance are exempt from the California Environmental Quality Act (“CEQA”) because the instant ordinance involves continuing administrative activities and thus is not a project, as CEQA defines, pursuant to Section 15378(b)(2) of the CEQA 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 this urgency ordinance would not have any significant impact on the environment.

SECTION 4. REPORT.

The City Manager, or designee, is authorized and directed to prepare the report required by paragraph (d) of California Government Code Section 65858 describing the measures taken to

alleviate the condition which led to adoption of this Ordinance for presentation to the City Council no later than ten days prior to the expiration of this Ordinance.

SECTION 5. EFFECTIVE DATE; FOUR-FIFTHS VOTE REQUIRED.

This Ordinance shall become effective immediately upon adoption if adopted by at least a four-fifths (4/5) vote of the total members of the City Council and shall be in effect for forty-five (45) days from the date of adoption, unless extended by the City Council as provided in California Government Code Section 65858.

SECTION 6. PUBLICATION.

The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance or a summary thereof to be printed once within fifteen (15) days after its adoption in a newspaper of general circulation, published and circulated in the City of Sutter Creek.

PASSED, APPROVED, AND ADOPTED this 16th day of March 26 by the following vote:

- AYES:
- NOES:
- ABSTENTIONS:
- ABSENT:

APPROVED:

Claire Gunselman, Mayor

ATTEST:

Pam Caronongan, City Clerk

Date



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: MARCH 16, 2026
FROM: TOM DUBOIS, CITY MANAGER and ERIN VENTURA, PLANNER
SUBJECT: ADOPTION OF 2026 NEXUS STUDY AND UPDATE TO DEVELOPMENT IMPACT FEES

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution 25-26-XX approving the City's Development Impact Fees (DIF) Nexus Study and approval of new development impact fees charged on new development within the City.

BACKGROUND:

The City of Sutter Creek has engaged Goodwin Consulting Group to prepare a Capital Facilities Fee (CFF) Nexus Study to update the City's development impact fee program.

Legal Requirements (AB 1600 & AB 602) California law requires that development impact fees bear a "reasonable relationship" (or nexus) between the fee's use, the need for the public facility, and the type of development project. State law requires agencies to identify a reasonable relationship (or nexus) between an impact fee and new development, and to make findings regarding (a) the purpose of the fee; (b) what mitigation projects the fee will be used to fund; (c) the nexus between the needed mitigation projects and the type of development that will be charged a fee; and (d) the nexus between the amount of the fee and the cost of the needed mitigation.

Additionally, AB 602 (effective 2022) mandates that residential fees be proportionate to the square footage of the proposed unit. The City recently adopted its Capital Improvement Plan, and it remains current.

The 2026 Nexus Study calculates fees for five specific categories:

- Police Facilities: Funds stations, vehicles, and equipment.
- General City Facilities: Consolidates the former Historical, City Hall, and Corporation Yard fees into a single streamlined category.

- Parks and Recreation: Funds parkland acquisition and improvements.
- Transportation: Funds roadway capacity, intersections, and circulation improvements.
- Drainage (New): A new component to address storm drainage infrastructure needs directly related to future development, calculated based on impervious surface area.

DISCUSSION:

At the February 2, 2026 meeting of the City Council, council gave direction to staff to adopt fees of \$12 sq ft for residential, \$13 sq ft for commercial and \$9 sq ft for industrial uses, and directed staff to move forward with the public noticing of the new development impact fees. The individual fees were proportionally decreased (as is required) and noticed to the public. The Council will not be adopting the maximum supportable fee and is proposing to adopt the following:

Proposed Adopted Capital Facilities Fee /1

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage
			<i>Per Residential SF</i>		
Residential	\$0.61	\$1.33	\$2.50	\$4.32	\$2.51
			<i>Per Building SF</i>		
<u>Non-Residential</u>					
Commercial	\$0.14	\$0.31	\$0.00	\$9.82	\$2.56
Office	\$0.30	\$0.66	\$0.00	\$8.62	\$3.06
Industrial	\$0.15	\$0.32	\$0.00	\$5.34	\$3.02

Next Steps

If the City Council chooses to accept the Nexus Study and adopt updated Impact Fees, the new fees will go into effect July 1, 2026 after adoption.

ATTACHMENT:

1. Capital Facilities Fee (CFF) Program Nexus Study by Goodwin Consulting Group

RESOLUTION NO. 25-26-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK APPROVING THE CAPITAL FACILITIES FEE UPDATE STUDY DATED JANUARY 13, 2026, ADOPTING NEW AND AMENDED CAPITAL FACILITIES FEES, MAKING A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING PRIOR RESOLUTIONS ESTABLISHING OR MODIFYING CAPITAL FACILITIES FEES

WHEREAS, the Goodwin Consulting Group has prepared the Capital Facilities Fee Update Study dated January 13, 2026 (the “Study”). The Study identifies capital infrastructure, equipment, and other physical needs necessary to accommodate build out of the community under the City’s General Plan;

WHEREAS, The Study describes the benefit and impact areas on which capital facilities fees are to be imposed and collected, describe the reasonable relationship between the capital facilities fees and the various types of new development, analyze the need for new public facilities and improvements which will be necessitated by new development, set forth a methodology for determining the relationship between new development, the needed public facilities, and the estimated cost of those improvements, and otherwise satisfy the requirements of the law, and Government Code Sections 66000 et seq. (the “Mitigation Fee Act”), with regard to the imposition and collection of development impact fees; and

WHEREAS, the Study projects developmental growth in the City based on the City’s General Plan, adopted specific plans and other development approvals, and provides the basis for calculating and adopting development impact fees in the following categories: (1) police facilities, (2) general City facilities, (3) parks and recreation facilities, (4) transportation improvements, and (5) drainage improvements; and

WHEREAS, the analysis of facilities and improvement costs contained in the Study, taken together with the methodology established by the Study, demonstrates the specific costs associated with providing adequate public facilities commensurate with projected levels of new development in the City; and

WHEREAS, the Study provides the documentation, detail, and other information required by the Mitigation Fee Act as the basis for the adoption and imposition of the development impact fees for police facilities, general City facilities, parks and recreation facilities, transportation improvements, and drainage improvements; and

WHEREAS, the Study describes the benefit and impact area on which the capital facilities fees are to be imposed, lists the specific public improvements to be financed through the imposition and collection of the development impact fees, describe the estimated cost of providing the improvements and facilities, describe the reasonable relationship between the development impact fees and the various types of new development; and otherwise satisfy the requirements of the law with regard to the imposition and collection of development impact fees; and

WHEREAS, the facts and evidence presented to the City Council have established that there is a reasonable relationship between the need for new facilities or improvements and the impacts of new development for which a corresponding fee is charged, and also that there is a reasonable relationship between the fees' use and the type of development for which the fee is imposed; and

WHEREAS, the City has complied with the notice and hearing requirements of state law and the Mitigation Fee Act prior to adopting this Resolution, and a notice of public hearing on the capital facilities fees was mailed as required by law to any interested party who filed a written request with the City Clerk for mailed notice of a meeting on new or increased fees; and

WHEREAS, the City Council held a duly noticed public hearing at the March 16, 2026 Regular City Council meeting, at which time further testimony was presented and the public hearing was closed; and

WHEREAS, the City Council finds that the record of these proceedings, including the Study, the City's General Plan, ordinances and resolutions, the staff report, written correspondence received by the City, and the testimony received at the hearing prior to the adoption of this Resolution, held on March 16, 2026, contains substantial evidence to support the imposition and collection of the capital facilities fees established herein; and

WHEREAS, the City Council has reviewed and considered the development impact fees established herein, and finds that the fees will mitigate some of the impacts associated with additional capital and infrastructure needs necessitated by new residential and non-residential development in the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sutter Creek hereby orders as follows:

SECTION 1: ADOPTION AND INCORPORATION OF RECITALS

The findings and recitals set forth above are true and correct, and are incorporated herein.

SECTION 2: ADOPTION OF THE STUDY

The City Council hereby approves the Capital Facilities Fee Study prepared by Goodwin Consulting Group and dated January 13, 2026, and the findings contained therein. The City Council further adopts the methodology set forth in the Study for calculating and collecting the capital facilities fees adopted herein. A copy of the Study shall be on file with the City Clerk and available during regular City business hours for public inspection.

SECTION 3: ADOPTION OF DEVELOPMENT IMPACT FEES

The City Council hereby approves and adopts the development impact fees for police facilities, general City facilities, parks and recreation facilities, transportation improvements, and drainage improvements in accordance with the schedule set forth in **Exhibit A** attached hereto and

incorporated herein by reference. Specifically, the City Council adopts the fees in the amounts shown as “Adopted Capital Facilities Fee”, which are lesser than the maximum amounts shown as the “Maximum Supportable Capital Facilities Fee.”

SECTION 4: METHODOLOGY FOR CALCULATION, ADJUSTMENT, AND COLLECTION OF DEVELOPMENT IMPACT FEES

The capital facilities fees established in **Exhibit A**, “Adopted Capital Facilities Fee,” are hereby adopted, and shall be calculated, adjusted, and collected in accordance with City ordinances and the Studies. The amount of the capital facilities fees may be adjusted annually for inflation on July 1st of each year by the percentage change in the Engineering News Record Construction Cost Index (or any successor index).

SECTION 5: IMPOSITION OF DEVELOPMENT IMPACT FEES

The capital facilities fees established herein shall be due and payable in accordance with Government Code Section 66007.

SECTION 6: EFFECTIVE DATE OF NEW DEVELOPMENT IMPACT FEES

The capital facilities fees established by Section 4 of this Resolution shall be effective on July 1, 2026, which is more than 60 days following the adoption of this Resolution.

SECTION 7: APPEAL OF FEE IMPOSITION

Any applicant who is subject to payment of the capital facilities fees established herein may file an appeal in accordance with Chapter 2.53 of the Sutter Creek Municipal Code, as that Chapter may be amended from time to time.

SECTION 8: REPEAL OF PRIOR DEVELOPMENT IMPACT FEES ADOPTED BY PREVIOUS RESOLUTIONS

Any and all provisions of any prior resolutions of the City Council establishing or modifying capital facilities fees in the categories established in the Study and set forth in **Exhibit A**, which duplicate or conflict with the provisions of this Resolution and Exhibit A, are hereby repealed and replaced with the fees set forth in **Exhibit A** and the terms and conditions established by this Resolution upon the effective date of the new development impact fees, as provided for in Section 6 of this Resolution.

SECTION 9: CALIFORNIA ENVIRONMENTAL QUALITY ACT

the adoption of the Study and the capital facilities fees specified in this Resolution were reviewed in accordance with the criteria contained in the California Environmental Quality Act (“CEQA”) and the State CEQA Guidelines. The City Council finds that adoption of the Studies and the capital facilities fees specified in this Resolution will not have a significant impact on the environment and are exempt from CEQA pursuant to Section 15061(b)(3) of State CEQA Guidelines because

these actions involve the amendment of development impact fees and no specific development is authorized by the adoption of the Studies or the adoption of new and amended development impact fees. Therefore the adoption of the Studies and the development impact fees does not have the potential for causing a significant effect on the environment. In addition, the adoption of this Resolution approves and sets forth a procedure for determining fees for the purpose of obtaining funds for capital projects necessary to maintain service within existing service areas and is statutorily exempt from CEQA pursuant to State CEQA Guidelines 15273(a)(4).

SECTION 10: SEVERABILITY

if any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid or unconstitutional.

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 16th day of March, 2026 by the following vote.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

Claire Gunselman Mayor

Pam Caronongan, City Clerk

EXHIBIT A

Maximum Supportable Capital Facilities Fee

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage
<u>Per Residential SF</u>					
Residential	\$0.79	\$1.73	\$3.25	\$5.61	\$3.26
<u>Non-Residential</u>					
<u>Per Building SF</u>					
Commercial	\$0.36	\$0.79	\$0.00	\$25.24	\$6.61
Office	\$0.66	\$1.44	\$0.00	\$18.70	\$6.61
Industrial	\$0.20	\$0.43	\$0.00	\$7.29	\$4.13

Adopted Capital Facilities Fee /1

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage
<u>Per Residential SF</u>					
Residential	\$0.61	\$1.33	\$2.50	\$4.32	\$2.51
<u>Non-Residential</u>					
<u>Per Building SF</u>					
Commercial	\$0.14	\$0.31	\$0.00	\$9.82	\$2.56
Office	\$0.30	\$0.66	\$0.00	\$8.62	\$3.06
Industrial	\$0.15	\$0.32	\$0.00	\$5.34	\$3.02

/1 The fees shown exclude a 3.5% administrative fee added at the time of collection to recover the City's reasonable costs associated with administering the CFF Program.

Goodwin Consulting Group, Inc.



CITY OF SUTTER CREEK
CAPITAL FACILITIES FEE (CFF)
PROGRAM NEXUS STUDY

January 13, 2026

**CITY OF SUTTER CREEK
CAPITAL FACILITIES FEE (CFF)
PROGRAM NEXUS STUDY**

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APPENDIX

Capital Facilities Fee Program Calculation Tables

EXECUTIVE SUMMARY

The City of Sutter Creek (City) is a historic foothill community with a compact development pattern shaped by its Gold Rush origins and long-standing emphasis on preservation and managed growth. Founded in 1848 as a mining center, the City developed with a concentrated downtown core supported by surrounding residential neighborhoods and limited infrastructure networks. These early land use and infrastructure decisions continue to shape present-day planning conditions.

Recent growth in the City has emphasized controlled residential development, historic preservation, and economic activity tied to tourism and local services. Development has occurred primarily through modest infill, small residential subdivisions, and the adaptive reuse of historic structures. However, public facilities and infrastructure have remained constrained by capacity, geography, and cost considerations.

This planning context informs this Capital Facilities Fee (CFF) Program Nexus Study (Nexus Study). While future growth is expected to be modest, new development will incrementally increase demand for public facilities and services. This study evaluates the relationship between projected development, facility needs, and the proportionate share of costs attributable to new development, consistent with California impact fee law and the City's goal of maintaining adequate public facilities while preserving community character.

DEVELOPMENT PROJECTIONS

Data from the California Department of Finance indicates that the City had an estimated population of 2,538 residents and 1,433 residential units as of January 1, 2025. The City's General Plan provides for the development of up to 6,775 additional residential units and approximately 82 acres of non-residential development, including retail commercial, office/professional, and industrial uses.

At General Plan buildout, total development is projected to include 8,208 residential units, accommodating an estimated 17,360 residents and supporting approximately 3,232 jobs. The demographic and land use assumptions underlying these residential and non-residential projections are summarized in Table 1 in the Appendix of this Nexus Study. General Plan buildout represents a long-term planning scenario and assumes land in the City over a long term horizon could eventually develop to the maximum levels allowed under the City's General Plan. The development projection is used in the Nexus Study to evaluate the maximum potential demand that future development could place on public facilities and infrastructure and to ensure that growth-related costs are planned for in a fair and proportional manner.

CAPITAL IMPROVEMENT PROGRAM (CIP)

This report identifies various public facilities needed to serve future development in the City. The City’s Capital Improvement Program (CIP) serves as the City’s primary tool for planning, prioritizing, and financing investments in public infrastructure and facilities. CIP facilities and costs were determined by City staff based on the City’s long range needs. The City’s CIP includes:

- Police Facilities;
- General City Facilities;
- Parks and Recreation Facilities;
- Transportation Improvements; and
- Drainage Improvements

City staff has performed an extensive review of its CIP that provides construction cost estimates and identifies the facilities that will be required to serve existing and future development through buildout of the General Plan. Table ES-1 below summarizes costs included in the City’s CIP by facilities type as well as those being allocated to future development through General Plan buildout. The total cost allocated to future development is used to determine the fee amount for each component.

**Table ES-1
CIP Summary /1**

	Funded by Fee Program <i>(a)</i>	Other Funding Source <i>(b)</i>	Total CIP Cost <i>(c = a + b)</i>	Costs Allocated to Future Dev't <i>(d)</i>	Difference <i>(e = d - a)</i>
Police Facilities	\$74,000	\$0	\$74,000	\$12,629,213	\$12,555,213
General City Facilities	\$11,297,080	\$112,500	\$11,409,580	\$27,593,015	\$16,295,935
Parks and Recreation Facilities	\$7,676,825	\$77,500	\$7,754,325	\$50,024,250	\$42,347,425
Transportation Improvements	\$13,243,245	\$3,780,800	\$17,024,045	\$109,117,043 /2	\$95,873,799
Drainage Improvements	\$2,308,000	\$0	\$2,308,000	\$57,168,791 /2	\$54,860,791
Total	\$34,599,150	\$3,970,800	\$38,569,950	\$256,532,312	\$221,933,163

/1 Includes priority and additional projects in the City's CIP.
/2 Includes updated street and drainage costs needed to serve development at buildout, as provided by City staff.

SUMMARY OF CFF COMPONENTS

Table ES-2 summarizes the maximum supportable fees for each component, as calculated in this Nexus Study. The maximum supportable fee represents the highest development impact fee that can be justified based on the cost of public facilities needed to serve future development and the proportionate share of those costs attributable to new growth, as calculated in this Nexus Study. These fees have been calculated using adopted service standards, identified capital improvement costs, and appropriate demand factors, and reflect the amount necessary to fund growth-related infrastructure without charging new development for existing deficiencies. The maximum supportable fee does not establish the fee that must be adopted; rather, it sets an upper limit under State law, allowing the City flexibility to adopt a lower fee amount based on policy considerations, market conditions, or implementation objectives.

Table ES-2
Maximum Supportable Capital Facilities Fee

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage	Administrative Fee (3.50%)	Total CFF
				<i>Per Residential SF</i>			
Residential	\$0.79	\$1.73	\$3.25	\$5.61	\$3.26	\$0.55	\$16.15
				<i>Per Building SF</i>			
<u>Non-Residential</u>							
Commercial	\$0.36	\$0.79	\$0.00	\$25.24	\$6.61	\$1.17	\$34.60
Office	\$0.66	\$1.44	\$0.00	\$18.70	\$6.61	\$0.99	\$29.19
Industrial	\$0.20	\$0.43	\$0.00	\$7.29	\$4.13	\$0.43	\$12.71

While the Police, Parks and Recreation, and Transportation fee components represent updates to existing impact fees, the Drainage fee is a new component of the Fee Program and has been added to address storm drainage infrastructure needs that are directly related to future development. In addition, the General City Facilities fee consolidates the City’s existing Historical, City Hall, and Corporation Yard fee components into a single, streamlined category. Lastly, the former Program Update and Administrative fee components have been combined into a single Administrative Fee to simplify implementation and ongoing administration of the Fee Program.

CFF COMPARISON – PROPOSED (MAXIMUM SUPPORTABLE) VS EXISTING FEES

Table ES-3 provides an *illustrative* per-unit conversion comparison of the CFF components presented in this Nexus Study to the City’s fee rates for fiscal year 2024-25. The calculated maximum supportable fees for the Police, General City Facilities, and Transportation components are higher than their current counterparts and range from 26% higher to 148% higher for residential developments. However, the calculated maximum supportable Parks and Recreation fee is approximately 46 percent lower than the City’s current rate, which includes a regional fee component collected on behalf of the Amador County Recreation Agency (ACRA). In fall 2005, ACRA announced its dissolution, and the future disposition and applicability of these regional fees remain uncertain.

**Table ES-3
Fee Comparison - Illustrative Per-Unit Conversion**

Maximum Supportable Capital Facilities Fee

<u>Land Use</u>	<u>Police</u>	<u>Gen City Facilities</u>	<u>Parks & Rec</u>	<u>Transportation</u>	<u>Drainage</u>
		<i>Per Unit (Assuming 2,270 SF per Unit)</i>			
Residential	\$1,801	\$3,936	\$7,384	\$12,737	\$7,407
<u>Non-Residential</u>			<i>Per Building SF</i>		
Commercial	\$0.36	\$0.79	\$0.00	\$25.24	\$6.61
Office	\$0.66	\$1.44	\$0.00	\$18.70	\$6.61
Industrial	\$0.20	\$0.43	\$0.00	\$7.29	\$4.13

Existing Capital Facilities Fee (7/1/2024 - 6/30/2025)

<u>Land Use</u>	<u>Police</u>	<u>Gen City Facilities</u>	<u>Parks & Rec /1</u>	<u>Transportation</u>	<u>Drainage</u>
			<i>Per Unit</i>		
Residential	\$1,431	\$3,070	\$13,701	\$5,134	n/a
<u>Non-Residential</u>			<i>Per Building SF</i>		
Commercial	\$0.28	\$0.51	n/a	\$10.27	n/a
Office	\$0.50	\$0.93	n/a	\$5.65	n/a
Industrial	\$0.15	\$0.29	n/a	\$3.08	n/a

Difference (%)

<u>Land Use</u>	<u>Police</u>	<u>Gen City Facilities</u>	<u>Parks & Rec</u>	<u>Transportation</u>	<u>Drainage</u>
			<i>Per Unit</i>		
Residential	26%	28%	-46%	148%	0%
<u>Non-Residential</u>			<i>Per Building SF</i>		
Commercial	28%	54%	0%	146%	0%
Office	32%	55%	0%	231%	0%
Industrial	32%	49%	0%	137%	0%

/1 Excludes regional fees collected on behalf of the Amador County Recreation Agency (ACRA), which announced its dissolution in the fall of 2025.

IMPACT FEE NEXUS REQUIREMENTS (AB 1600) AND ASSEMBLY BILL

Assembly Bill 1600 (AB 1600), which was enacted by the State of California in 1987, created Section 66000 et seq. of the Government Code. AB 1600 requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval of a development project:

1. Identify the purpose of the fee
2. Identify the use to which the fee is to be put
3. Determine how there is a reasonable relationship between:
 - a. The fee's use and the type of development project on which the fee is imposed.
 - b. The need for the public facility and the type of development project on which the fee is imposed.
 - c. The amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

On September 28, 2021, Assembly Bill 602 was signed into law and became effective starting January 1, 2022. The law establishes additional procedural and transparency requirements on public agencies when establishing new fees or increasing existing development impact fees. AB 602 added Government Code §66016.5 and related transparency requirements. Below are some of the most significant requirements imposed by AB 602:

New Requirements For Nexus Studies

- Nexus studies must identify the existing level of service (LOS) for public facilities; if a new LOS is identified, explain why the new level of service is appropriate
- If a nexus study supports an increase to existing fee, the public agency shall review the assumptions of the nexus study supporting the original fee and evaluate the amount of fee revenue collected under the original fee
- Large jurisdictions, for example, counties that have a population greater than 250,000 residents, must adopt a capital improvement plan as a part of the nexus study
- Nexus studies adopted after July 1, 2022, shall calculate a fee imposed on a housing development that is proportionate to the square footage of the proposed units of the development or the nexus study must make findings that an alternative fee calculation methodology creates a reasonable relationship between the fee charged and the burden posed by the development

New Transparency Requirements For Public Agencies

- Fees must be posted to the public agency's website within 30 days of any change in the fees
- Public agencies must post to their website the current and five previous annual impact fee accounting reports that are required pursuant to Government Code Section 66006
- Public agencies must post to their website all nexus studies, cost of service studies, or equivalent studies that were conducted on or after January 1, 2018

New Nexus Study Procedural Requirements

- Nexus studies must be updated at least every 8 years, from the period beginning on January 1, 2022
- Nexus studies and impact fees must be adopted at a public hearing with at least a 30 day notice (this is an increase from the current 10 days)
- Members of the public may submit evidence that the nexus findings in the nexus study are insufficient; the public agency must consider all such evidence

As stated above, the purpose of this study is to demonstrate that all fee components of the Fee Program comply with the requirements set forth in the AB 1600 and AB 602 laws. The assumptions, fee methodology, facility standards, costs, and cost allocation factors that were used to establish the nexus between the fees and the development on which the fees will be levied are summarized in this report.

FEE ADJUSTMENTS

The fees calculated in this Nexus Study are reflected in current year dollars. The fees may be adjusted in future years to reflect revised facility standards, receipt of funding from alternate sources (i.e., state or federal grants), revised costs, or changes in demographics. In addition to such periodic adjustments, the fees must be inflated each year by a predetermined index, such as the Engineering News Record Construction Cost Index, that is identified in the ordinance or resolution authorizing levy of the fees. It is important to note that failure to annually adjust the fees to reflect the inflation of facilities costs will result in future funding shortfalls of the facilities.

I. INTRODUCTION

The City of Sutter Creek (City) is a historic foothill community with a compact development pattern shaped by its Gold Rush origins and long-standing emphasis on preservation and managed growth. Founded in 1848 as a mining center, the City developed with a concentrated downtown core supported by surrounding residential neighborhoods and limited infrastructure networks. These early land use and infrastructure decisions continue to shape present-day planning conditions.

Recent growth in the City has emphasized controlled residential development, historic preservation, and economic activity tied to tourism and local services. Development has occurred primarily through modest infill, small residential subdivisions, and the adaptive reuse of historic structures. However, public facilities and infrastructure have remained constrained by capacity, geography, and cost considerations.

This planning context informs this Capital Facilities Fee (CFF) Program Nexus Study (Nexus Study). While future growth is expected to be modest, new development will incrementally increase demand for public facilities and services. This study evaluates the relationship between projected development, facility needs, and the proportionate share of costs attributable to new development, consistent with California impact fee law and the City's goal of maintaining adequate public facilities while preserving community character.

PURPOSE OF STUDY

As development continues within the City, new capital facilities will be required to meet the demands of future development. Capital facilities will be funded through a development impact fee program (Fee Program). The Fee Program, as discussed in this report, will apply to all future development within the City. This *Capital Facilities Fee Program Nexus Study* ("Nexus Study") will be the basis for the City's Fee Program. This Nexus Study develops separate impact fees for various capital facilities including the following categories:

- Police Facilities;
- General City Facilities;
- Parks and Recreation Facilities;
- Transportation Improvements; and
- Drainage Improvements

The City retained Goodwin Consulting Group, Inc. to assist prepare the Nexus Study. The Fee Program will be implemented by the City Council through the adoption of this Nexus Study. The Fee Program is compliant with the requirements set forth in the Mitigation Fee Act, also known as AB 1600, and ensures that a nexus exists between future development within the City and (i) the use of the fee, (ii) the need for the proposed CFF facilities, and (iii) the amount of the CFF assigned to future development. This Nexus Study demonstrates that a reasonable relationship exists

between each fee component and the cost of the facilities attributable to each type of development for each fee component.

IMPACT FEE NEXUS REQUIREMENTS (AB 1600) AND ASSEMBLY BILL 602

Assembly Bill 1600 (AB 1600), which was enacted by the State of California in 1987, created Section 66000 et seq. of the Government Code. AB 1600 requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval of a development project:

1. Identify the purpose of the fee
2. Identify the use to which the fee is to be put
3. Determine how there is a reasonable relationship between:
 - a. The fee's use and the type of development project on which the fee is imposed.
 - b. The need for the public facility and the type of development project on which the fee is imposed.
 - c. The amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

On September 28, 2021, Assembly Bill 602 was signed into law and became effective starting January 1, 2022. The law establishes additional procedural and transparency requirements on public agencies when establishing new fees or increasing existing development impact fees. AB 602 amends Government Code Sections 65940.1 and 66019 and adds Government Code Section 66016.5 and Health and Safety Code Section 50466.5. Below are some of the most significant requirements imposed by AB 602:

New Requirements For Nexus Studies

- Nexus studies must identify the existing level of service (LOS) for public facilities; if a new LOS is identified, explain why the new level of service is appropriate
- If a nexus study supports an increase to existing fee, the public agency shall review the assumptions of the nexus study supporting the original fee and evaluate the amount of fee revenue collected under the original fee
- Large jurisdictions, for example, counties that have a population greater than 250,000 residents, must adopt a capital improvement plan as a part of the nexus study
- Nexus studies adopted after July 1, 2022, shall calculate a fee imposed on a housing development that is proportionate to the square footage of the proposed units of the development or the nexus study must make findings that an alternative fee calculation methodology creates a reasonable relationship between the fee charged and the burden posed by the development

New Transparency Requirements For Public Agencies

- Fees must be posted to the public agency's website within 30 days of any change in the fees

- Public agencies must post to their website the current and five previous annual impact fee accounting reports that are required pursuant to Government Code Section 66006
- Public agencies must post to their website all nexus studies, cost of service studies, or equivalent studies that were conducted on or after January 1, 2018

New Nexus Study Procedural Requirements

- Nexus studies must be updated at least every 8 years, from the period beginning on January 1, 2022
- Nexus studies and impact fees must be adopted at a public hearing with at least a 30 day notice (this is an increase from the current 10 days)
- Members of the public may submit evidence that the nexus findings in the nexus study are insufficient; the public agency must consider all such evidence

As stated above, the purpose of this study is to demonstrate that all fee components of the Fee Program comply with the requirements set forth in the AB 1600 and AB 602 laws. The assumptions, fee methodology, facility standards, costs, and cost allocation factors that were used to establish the nexus between the fees and the development on which the fees will be levied are summarized in this report.

ORGANIZATION OF REPORT

The remainder of this report has been organized into the following sections:

- Section II Defines the demographic and land use development assumptions used in the detailed calculations in this Nexus Study.
- Section III Provides a summary of the overall CIP costs as well as the amounts anticipated to be funded by the Fee Program.
- Section IV Provides a detailed explanation of the fee methodology used to calculate the various individual fees of the Fee Program.
- Sections V thru IX Provides a detailed discussion of the applicable fee calculation for the various City facilities.
- Section X Summarizes the individual fee rates calculated in this Nexus Study.
- Section XI Explains future fee adjustments, fee implementation, annual administrative duties, fee credits or reimbursements and other relevant items.

II. DEVELOPMENT ESTIMATES AND LAND USE CATEGORIES

DEVELOPMENT PROJECTIONS

Data from the California Department of Finance indicates that the City had an estimated population of 2,538 residents and 1,433 residential units as of January 1, 2025. The City's General Plan provides for the development of up to 6,775 additional residential units and approximately 82 acres of non-residential development, including retail commercial, office/professional, and industrial uses.

At General Plan buildout, total development is projected to include 8,208 residential units, accommodating an estimated 17,360 residents and supporting approximately 3,232 jobs. The demographic and land use assumptions underlying these residential and non-residential projections are summarized in Table 1 in the Appendix of this Nexus Study. General Plan buildout represents a long-term planning scenario and assumes land in the City over a long term horizon could eventually develop to the maximum levels allowed under the City's General Plan. The development projection is used in the Nexus Study to evaluate the maximum potential demand that future development could place on public facilities and infrastructure and to ensure that growth-related costs are planned for in a fair and proportional manner. Figure 1 on the following page summarizes land uses anticipated at buildout of the City's General Plan.

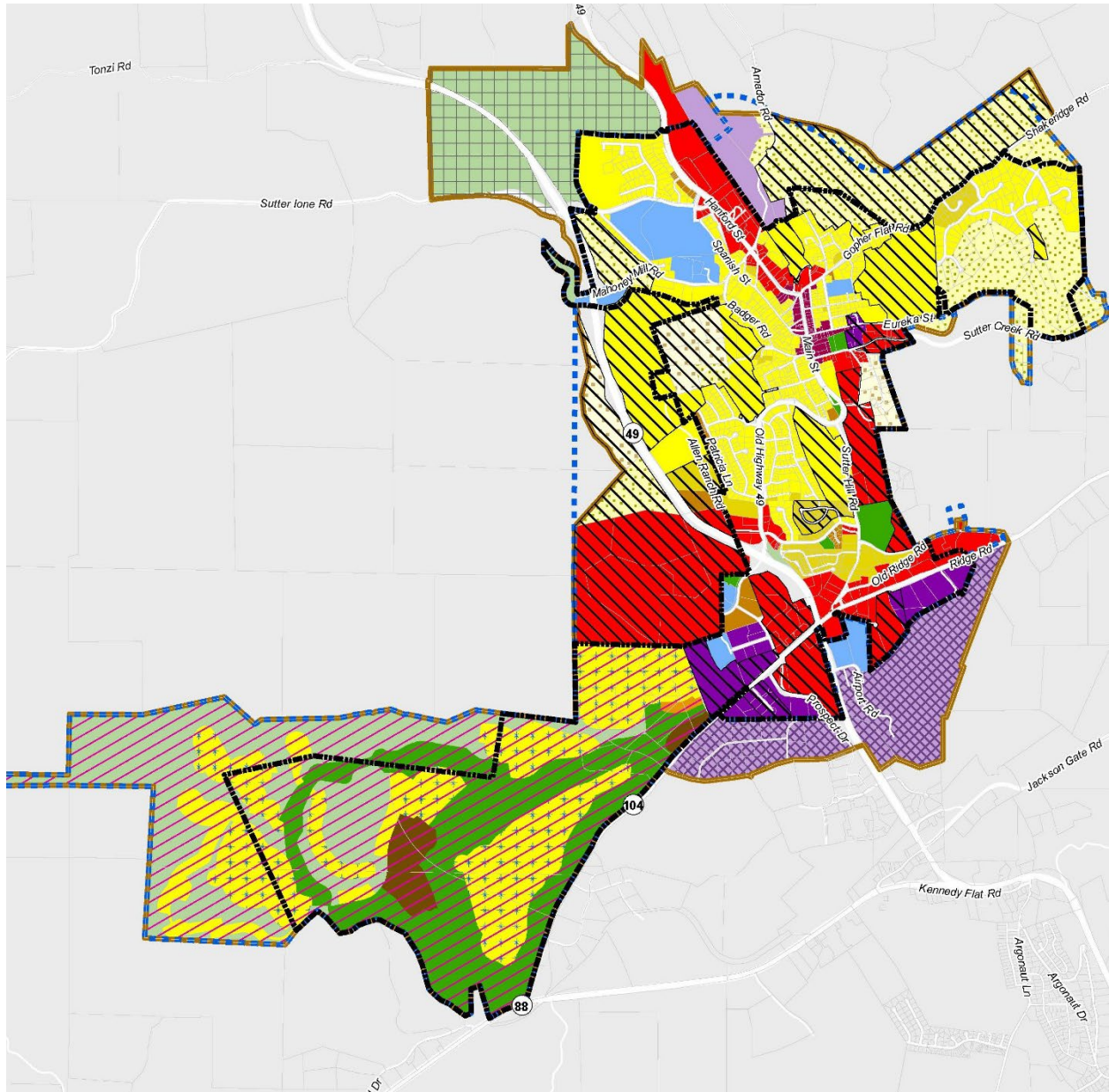
LAND USE CATEGORIES

The Mitigation Fee Act requires that a reasonable relationship exist between the need for public facilities and the type of development on which an impact fee is imposed. The need for public facilities is related to the level of service demanded, which varies in proportion to the number of residents or employees generated by a particular land use type. Therefore, land use categories have been defined in order to distinguish between relative impacts on facilities.

Each component of the CFF Program has been calculated using demand variables appropriate to each facility type. For housing development projects, fees are calculated on a per-residential square foot basis to comply with AB 602. Non-residential development is assessed on a per-building square foot basis. The following land use categories are established for purposes of the Fee Program:

Residential: encompasses all residential development categories, including (i) detached single family dwelling, (ii) duplex units that comprise two attached units sharing one common wall, (iii) multi-family residential development categories, and (iv) age-restricted uses and residential retirement communities, as described in Section 51.3 of the Civil Code, which are restricted to adults or senior citizens only.

**Figure 1
General Plan Area**



Legend

- Sutter Creek City Limits
- Gold Rush Ranch Specific Plan (GRRSP)
- Sphere Of Influence
- Planned Development Overlay
- Planning Area
- City-Owned Mitigation Parcels

Land Use Designations

- RE - Residential Estate
- DTC - Downtown Commercial
- RL - Residential Low Density
- M - Mining
- RSF - Residential Single Family
- I - Industrial
- RM - Residential Medium Density
- PS - Public Service
- RH - Residential High Density
- OS - Open Space
- MU - Mixed Use
- R - Recreation
- C - Commercial
- Martell

GRRSP Land Use Designations

- GRRSP-MU
- GRRSP-COS
- GRRSP-GCAF
- GRRSP-RCL
- GRRSP-SDAR
- GRRSP-SFAR

Map prepared by Amador County Transportation Commission GIS staff

Retail Commercial: Retail and service businesses, including, but not limited to, retail stores, clothing stores, book stores, video rental stores, drug stores, professional services (i.e., barber shops, dry cleaners), hospitals, movie theaters, appliance and electronics stores, home supply stores, tire stores, auto parts stores, auto service centers, oil change service centers and other businesses providing retail-based auto-related products and services, restaurants, supermarkets, gas stations, day/child care facilities, private schools, motels/hotels, congregate care facilities, and health clubs

Office/Professional: Includes, but is not limited to, buildings in which professional, banking, insurance, real estate, administrative or in-office medical or dental activities are conducted

Industrial: Includes, but is not limited to, warehouses, mini-storage facilities, manufacturing, heavy and light industrial uses, processing, fabricating, assembly, refining, repairing, packaging, or treatment of goods, material, or produce, sheet metal and welding shops, wholesale lumber yards, contractor yards, auto wrecking yards, etc.

The City will make the final determination as to which land use category a particular development will be assigned. The City is authorized to determine the land use category that corresponds most directly to the development. Alternatively, the City may determine that no land use category adequately corresponds to a unique development in question and may determine an applicable ad hoc impact fee for the development.

III. CAPITAL IMPROVEMENT PROGRAM

This report identifies various public facilities needed to serve future development in the City. The City’s Capital Improvement Program (CIP) serves as the City’s primary tool for planning, prioritizing, and financing investments in public infrastructure and facilities. CIP facilities and costs were determined by City staff based on the City’s long range needs. The City’s CIP includes:

- Police Facilities;
- General City Facilities;
- Parks and Recreation Facilities;
- Transportation Improvements; and
- Drainage Improvements

City staff has performed an extensive review of its CIP which provides construction cost estimates and identifies the facilities that will be required to serve existing and future development through buildout of the General Plan. Table 3-1 below summarizes costs included in the City’s CIP by facilities type as well as those being allocated to future development through General Plan buildout. The total cost allocated to future development is used to determine the fee amount for each component.

Table 3-1
CIP Summary /1

	Funded by Fee Program <i>(a)</i>	Other Funding Source <i>(b)</i>	Total CIP Cost <i>(c = a + b)</i>	Costs Allocated to Future Dev't <i>(d)</i>	Difference <i>(e = d - a)</i>
Police Facilities	\$74,000	\$0	\$74,000	\$12,629,213	\$12,555,213
General City Facilities	\$11,297,080	\$112,500	\$11,409,580	\$27,593,015	\$16,295,935
Parks and Recreation Facilities	\$7,676,825	\$77,500	\$7,754,325	\$50,024,250	\$42,347,425
Transportation Improvements	\$13,243,245	\$3,780,800	\$17,024,045	\$109,117,043 /2	\$95,873,799
Drainage Improvements	\$2,308,000	\$0	\$2,308,000	\$57,168,791 /2	\$54,860,791
Total	\$34,599,150	\$3,970,800	\$38,569,950	\$256,532,312	\$221,933,163

/1 Includes priority and additional projects in the City’s CIP.

/2 Includes updated street and drainage costs needed to serve development at buildout, as provided by City staff.

IV. FEE CALCULATION METHODOLOGY

When impact fees are calculated, an analysis must be presented in enough detail to demonstrate that a logical and thorough consideration was applied in the process of determining how the fee relates to the impacts from new development. Various findings pursuant to AB 1600 and AB 602 must be made to ensure that there is a reasonable relationship between the fee and the development on which that impact fee will be levied. Impact fees are commonly grouped into three broad categories based on how costs are calculated and allocated: (i) standard-based impact fees, (ii) planned-based impact fees, and (iii) capacity-based impact fees.

Standard-based impact fees are calculated using adopted service standards that define the level of public facilities required to serve new development. These fees rely on systemwide ratios (e.g., facilities per resident or employee) and apply uniform facility costs to growth. This approach is commonly used for facilities that provide broad community benefits and have predictable demand patterns, ensuring that new development funds its proportional share of facilities needed to maintain adopted service levels.

Planned-based impact fees are derived from a defined capital improvement program that identifies specific facilities required to serve future development. The cost of these planned improvements is allocated to new growth based on its share of demand. This methodology is appropriate where infrastructure needs are location-specific or where a clear nexus exists between planned projects and anticipated development, allowing fees to directly reflect the cost of identified improvements.

Finally, capacity-based impact fees are calculated based on the cost of expanding or upsizing existing facilities to accommodate additional demand generated by new development. This approach allocates only the incremental capacity costs attributable to growth and excludes existing deficiencies. Capacity-based fees are most appropriate for utility and regional infrastructure systems where facilities must be expanded to serve future development while maintaining existing levels of service.

For purposes of this Nexus Study, the standard-based approach is used to calculate the police, general city facilities, and Parks and Recreation fee components, while the planned-based approach is used in the calculation of the transportation and Drainage fee components.

FEE METHODOLOGY

The fee methodology used to calculate the fees in this Nexus Study can be summarized as follows:

- 1) Identify the existing development in the City and estimate the future growth anticipated through buildout of the City's General Plan.
- 2) Determine the size or amount of the facilities needed to serve the anticipated growth and, if necessary, the existing development in the City.

- 3) Select the demand variable (i.e., persons served, trips generated, or impervious factor) to allocate the facility costs on a benefit rationale basis; assign demand variable rates for each land use/development category based on its level of service demand.
- 4) Estimate the total cost of each facilities type or the attributable portion of the facilities that are needed to serve future development within the City. Existing deficiencies or that portion of a facility or improvement cost allocated to existing development cannot be funded with impact fees from future development. The City will need to find alternate sources to fund existing deficiencies or existing development's share of the facilities cost. Alternate funding sources may include federal and state grants, or general fund revenues.
- 5) Allocate the total facility cost attributed to future development to the applicable demand units (e.g., persons served, trips, or impervious area). Costs attributable to existing development are excluded from the fee calculation.
- 6) Apply the cost per person served to each land use category using an average persons per household factor and the average square feet per residential unit for residential development and the person served factor for each non-residential land use to determine the per square foot fee rate for each type of development

By applying this fee methodology, the resulting impact fee for each fee component and for each land use is based on the estimated benefit received from each facilities type and thus a nexus or reasonable relationship is established between the amount of each fee component and the cost of the applicable facilities attributable to each type of development. Furthermore, the resulting fees comply with AB 602's requirement such that fees imposed on a housing development be proportionate to the square footage of the proposed units of the development.

DEMAND VARIABLES

Three types of demand variables are used in this Nexus Study: (i) persons served, (ii) trips generated, and (iii) impervious factor. The number of persons served is used to allocate the cost of facilities for the Police, General City Facilities, and Parks and Recreation fee categories in this Nexus Study. Trips generated by each land use type are used in the Transportation fee calculation, and impervious factors are used in the Drainage fee calculation.

The persons served demand variable includes the residential population plus a portion of the employee population. A portion of the employee population is used because it is generally understood that employees do not generate as high a need for certain municipal services as do residents. Therefore in this Nexus Study, employees are converted to a resident-equivalent factor. For all fee categories that use the person served demand variable, the resident-equivalent factor calculation is based on the average amount of time that the employee spends on the job as compared to the time a resident is at home. Assuming a resident can be at home 168 hours (7 days * 24 hours = 168 hours) a week and that the average employee works 40 hours per week, then one employee equals approximately 0.24 residents. This is calculated as follows:

Employee: 40 hours/week ÷ 168 hours/week ≈ 0.24 residents

As a result, the service demand for an employee is calculated to equal approximately 24% of the service demand of a resident. Although these estimates of service demand are not based on empirical evidence, it is understood that employees and non-residential development generally require less city services than do residents and residential development. As such, the relationship of an employee equaling either 0.24 residents, in terms of service demand, is a reasonable assumption for the fee calculations.

Similarly, vehicle trips generated are an appropriate demand variable for calculating transportation impact fees because they directly measure the incremental burden that new development places on the roadway system. Transportation facilities are planned, designed, and sized to accommodate travel demand, and trip generation provides a consistent and widely accepted metric for quantifying that demand across different land uses. By allocating costs based on the number of trips attributable to new development, the fee ensures a reasonable relationship and rough proportionality between development impacts and the cost of capacity improvements required to maintain adopted levels of service.

Finally, impervious surface area (i.e., % impervious) is a suitable demand variable for calculating storm drainage impact fees because it directly correlates with the volume and rate of stormwater runoff generated by new development. As land becomes more impervious through the construction of buildings, pavement, and other hard surfaces, runoff increases and places additional demand on drainage infrastructure. Using an impervious factor allows drainage facility costs to be allocated proportionally based on the relative contribution of each land use to runoff generation, ensuring a reasonable relationship between development impacts and the storm drainage capacity required to serve new development.

LEVEL OF SERVICE

Pursuant to AB 602, the Nexus Study identifies the existing level of service (LOS) for each public facility and, where applicable, identifies any proposed level of service and explains why such level is appropriate. Table 4-1 on the following page summarizes the existing LOS for the Police, General City Facilities, and Parks and Recreation fee components. In compliance with AB 602, the existing LOS is applied to future development and forms the basis of the fee calculations for these facilities.

For the Transportation and Drainage fee components, appropriate demand variables are used to allocate the cost of planned infrastructure between existing and future development. As a result, the portion of facilities funded by future development provides the same level of service as that currently provided to existing development within the City, ensuring consistency with AB 602 and the requirement that new development fund only its proportional share of facility costs.

Table 4-1
Level of Service Comparison– Existing vs Future

	Level of Service /1		
	Existing	Future	Buildout
Police Facilities (per 1,000 Persons Served)			
Police FTE's	2.32	2.32	2.32
Police Bldg SF	1,073	1,073	1,073
General City Facilities (per 1,000 Persons Served)			
City Hall Employees	5.33	5.10	5.10
Finance & Admin Bldg SF	2,503	2,503	2,503
Parks and Recreation Facilities (per 1,000 Persons Served)			
Park and Recreation Area Acres	7.96	4.50	4.50

/1 Excludes transportation and drainage facilities which are calculated using a planned-based approach instead of a standard-based approach.

V. POLICE FEE AND NEXUS FINDINGS

Purpose of Fee

The purpose of the Police fee is to fund police facilities and related capital improvements required to maintain adequate public safety services as new development occurs. Growth in population and employment increases demand for police services and necessitates additional or expanded facilities and associated equipment to ensure effective law enforcement operations and community safety.

Use of Fee

Revenue from the Police fee will be used to finance the planning, design, and construction of police facilities and vehicles needed to serve future development.

Reasonable Relationship Between the Fee's Use and the Type of Development

There is a reasonable relationship between the use of the Police fee and the type of development on which the fee is imposed because new residential and non-residential development increases population, employment, and activity levels, which in turn increase demand for police services. The facilities funded by the fee are intended to provide the space and infrastructure necessary to serve the additional service demands generated by development.

Reasonable Relationship Between the Need for the Facility and the Type of Development

The need for police facilities is created by new development, which contributes to increased service calls, patrol activity, and operational demands on the Police Department. Without additional facilities, the City's ability to maintain existing public safety service levels would be diminished as growth occurs. Police facilities, which are determined based on the City's existing LOS, funded by the fee are therefore necessary to accommodate growth-related demand and to maintain existing levels of police service.

Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility

The amount of the Police fee bears a reasonable relationship to the cost of the facilities attributable to new development. Facility costs are allocated based on the demand generated by future residential population and non-residential employment, which reflect the relative need for police services. This methodology ensures that future development funds only its proportional share of police facility costs and that total fee revenues do not exceed the cost of facilities required to serve new development.

POLICE FEE CALCULATION

The calculation of the police facilities required to serve development at buildout of the City's General Plan is based on the City's current service standards of 2.32 full time equivalent (FTE) police staff and an average building space standard of 1,073 square feet per 1,000 persons-served. Based on the estimated 18,136 persons served in the City at General Plan buildout, the City will need a 19,460 square foot police station to house an estimated 42 police department employees at buildout of the General Plan. In addition to the police station, the police department will also

require police vehicles and associated equipment. The total cost of the police station, land acquisition, vehicles, and equipment needed to serve the City at full buildout of the General Plan is approximately \$14.9 million.

Since the police facilities will serve existing and future development in the City, the total cost of police facilities must be allocated between existing and future development based on a persons served proportional benefit. As a result, only approximately \$12.6 million of the total cost is allocated to future development. The remaining \$2.3 million cost is allocated to the existing development in the City and must be funded by the City from sources other than Police fee revenue.

Applying the cost per person served to each land use category using an average persons per household factor and the average square feet per residential unit for residential development and the person served factor for each non-residential land use results in a maximum supportable fee of \$0.79 per residential square foot. Non-residential fees range from \$0.20 per industrial square foot to \$0.66 per office square foot.

VI. GENERAL CITY FACILITIES FEE AND NEXUS FINDINGS

Purpose of Fee

The purpose of the General City Facilities fee is to fund general city facilities, including additional City Hall space, an expanded Corporation Yard, and improvements to the Knight's Foundry museum, that will be required to serve future development within the City's General Plan area in order to support the provision of core City services as new development occurs. Growth in population and employment increases demand for administrative, operational, and maintenance functions, necessitating adequate facilities to support City service delivery.

Use of Fee

Revenue from the General City Facilities fee will be used to finance the planning, design, and construction of additional City Hall space, an expanded Corporation Yard, and improvements to the Knight's Foundry museum needed to serve future development.

Reasonable Relationship Between the Fee's Use and the Type of Development

There is a reasonable relationship between the use of the General City Facilities fee and the type of development on which the fee is imposed because new residential and non-residential development increases the demand for municipal services that are supported by City administrative and operational facilities. The facilities funded by the fee provide the physical infrastructure required to deliver these services to development.

Reasonable Relationship Between the Need for the Facility and the Type of Development

The need for general city facilities is created by new development, which increases population, employment, and service activity within the City. As growth occurs, additional administrative space, maintenance capacity, and operational support are required to maintain existing levels of municipal service. Facilities funded by the fee are therefore necessary to accommodate growth-related demand and to ensure continued effective City operations.

Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility

The amount of the General City Facilities fee bears a reasonable relationship to the cost of the facilities attributable to new development. Facility costs are allocated based on demand generated by future residential population and non-residential employment, reflecting each land use's relative use of municipal services. This approach ensures that each development project funds only its proportional share of general city facility costs and that total fee revenues do not exceed the cost of facilities required to serve future development.

GENERAL CITY FACILITIES FEE CALCULATION

The calculation of the general city facilities and associated costs required to serve development at buildout of the City's General Plan is based on the City's current non-police employee ratio per 1,000 persons served as well as current non-police building square footage per 1,000 persons served, as shown in Table 3 of the Appendix. General City Facilities total \$32.6 million, of which

approximately \$27.6 million is allocated to future development. The remaining \$5.0 million is allocated to existing development in the City and will need to be funded by the City from sources other than city hall fees.

Applying the cost per person served to each land use category using an average persons per household factor and the average square feet per residential unit for residential development and the person served factor for each non-residential land use results in a maximum supportable General City Facilities fee of \$1.73 per residential square foot. Non-residential fees range from \$0.43 per industrial square foot to \$1.44 per office square foot.

VII. PARKS AND RECREATION FEE AND NEXUS FINDINGS

Purpose of Fee

The purpose of the Parks and Recreation fee is to fund parkland, recreational facilities, and related capital improvements required to serve new development and to maintain adequate recreational opportunities as the City grows. Population growth resulting from new development increases demand for park facilities, open space, and recreational amenities, necessitating additional facilities to maintain existing service levels.

Use of Fee

Revenue from the Parks and Recreation fee will be used to finance the acquisition, development, and improvement of parkland and recreational facilities needed to serve future development. Eligible facilities may include neighborhood and community parks, recreational amenities, trails, open space improvements, and related support facilities that provide recreational services to residents.

Reasonable Relationship Between the Fee's Use and the Type of Development

There is a reasonable relationship between the use of the Parks and Recreation fee and the type of development on which the fee is imposed because residential development increases population and directly generates demand for park and recreational facilities. The facilities funded by the fee are intended to provide recreational amenities and open space required to serve new residents in the City.

Reasonable Relationship Between the Need for the Facility and the Type of Development

The need for parks and recreation facilities is typically created by new residential development, which increases the number of residents requiring access to parks and recreational opportunities. Without the provision of additional park facilities, the City's ability to maintain existing park service levels would be diminished as growth occurs. The facilities funded by the fee are therefore necessary to accommodate population growth and maintain existing levels of service.

Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility

The amount of the Parks and Recreation fee bears a reasonable relationship to the cost of the facilities attributable to new development. Facility costs are allocated based on population growth generated by residential development, which reflects demand for park services. This methodology ensures that each development project pays a proportional share of park and recreation facility costs and that total fee revenues do not exceed the cost of facilities required to serve future development.

PARKS AND RECREATION FEE CALCULATION

The calculation of the parks and recreation facilities required to serve development at buildout of the City's General Plan is based on the City's preferred standard of 4.5 acres per 1,000 residents, as shown in Table 4 of the Appendix. Although the City currently has 8.0 acres of parks and

recreation areas per 1,000 residents, applying this level of service to future development would likely make development unfeasible. Utilizing the City's preferred LOS for parks and recreation areas, costs associated with parks and recreation facilities anticipated to serve existing and future development at General Plan buildout total \$58.6 million, of which approximately \$50.0 million is allocated to future development. The remaining \$8.6 million is allocated to existing development in the City and will need to be funded by the City from sources other than city hall fees.

The cost of these facilities is allocated to new development on a per-resident basis, ensuring that the fee reflects only the proportional cost of facilities needed to serve future development. The resulting a maximum supportable Parks and Recreation fee equals \$3.25 per residential square foot.

VIII. TRANSPORTATION FEE AND NEXUS FINDINGS

Purpose of Fee

The purpose of the Transportation fee is to fund transportation improvements that will be required to accommodate increased travel demand generated by new development within the City. As development occurs, additional vehicle trips are added to the roadway network, necessitating improvements to maintain safe and efficient circulation and to preserve adopted operating conditions.

Use of Fee

Revenue from the Transportation fee will be used to finance the planning, design, and construction of transportation improvements needed to serve future development through buildout of the City's General Plan. These improvements may include roadway capacity enhancements, intersection improvements, traffic signals, bicycle and pedestrian facilities, and other circulation-related infrastructure identified to address growth-related transportation demand.

Reasonable Relationship Between the Fee's Use and the Type of Development

There is a reasonable relationship between the use of the Transportation fee and the type of development on which the fee is imposed because development directly generates vehicle trips that place additional demand on the City's transportation network. The facilities funded by the fee are intended to mitigate the transportation impacts of new development by providing additional capacity and operational improvements necessary to serve those trips.

Reasonable Relationship Between the Need for the Facility and the Type of Development

The need for transportation facilities is created by new development, which increases travel demand and contributes to congestion and operational constraints on the existing transportation network. Without improvements, future development would degrade circulation conditions. The transportation improvements funded by the fee are therefore required to accommodate growth-related travel demand and to maintain existing levels of service for both new and existing development.

Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility

The relationship between the amount of the fee and the portion of the facility cost attributable to the development type is based on trip generation. The amount of the transportation impact fee bears a reasonable relationship to the cost of the facilities funded. The fee is calculated by allocating the cost of planned transportation improvements to new development based on its proportionate contribution to travel demand, as measured by vehicle trips generated. This approach ensures that the total fee revenue collected from future development does not exceed the cost of the transportation facilities needed to serve that development and that each land use category pays a share of costs that is roughly proportional to the transportation impacts it creates.

TRANSPORTATION FEE CALCULATION

The calculation of transportation improvements required to serve development at buildout of the City's General Plan is based on a planned-based methodology that identifies specific transportation facilities and improvements needed to accommodate future growth. Planned transportation projects have been identified by City staff to serve circulation demands generated by both existing and new development at General Plan buildout. The total cost of the planned transportation improvements necessary to serve the City at full General Plan buildout is estimated at approximately \$135.0 million. Allocating this cost to the projected General Plan buildout trips results in an average cost of \$16,943 per trip, as shown in Table 5 of the Appendix.

The cost per trip is then allocated to individual land use categories based on their relative unique vehicle trip generation rates, which results in a maximum supportable Transportation fee of approximately \$5.61 per residential square foot, with non-residential fees ranging from approximately \$7.29 per square foot for industrial uses to \$25.24 per square foot for commercial uses.

IX. DRAINAGE FEE AND NEXUS FINDINGS

Purpose of Fee

The purpose of the Drainage fee is to fund drainage facilities and improvements required to accommodate increased stormwater runoff generated by new development within the City. As development occurs, the addition of impervious surfaces increases both the volume and rate of runoff, necessitating improvements to the storm drainage system to maintain safe and effective conveyance and reduce the risk of localized flooding.

Use of Fee

Revenue from the drainage impact fee will be used to finance the planning, design, and construction of storm drainage facilities and related improvements identified to serve future development through buildout of the City's General Plan. These facilities may include storm drains, channels, culverts, detention and conveyance facilities, and related appurtenances that provide capacity to manage runoff generated by new development.

Reasonable Relationship Between the Fee's Use and the Type of Development

There is a reasonable relationship between the use of the storm Drainage fee and the type of development on which the fee is imposed because development directly contributes to increased impervious surface area, which increases stormwater runoff and demand on drainage infrastructure. The facilities funded by the fee are intended to mitigate the drainage impacts caused by development, ensuring that new projects contribute toward the infrastructure required to serve them.

Reasonable Relationship Between the Need for the Facility and the Type of Development

The need for storm drainage facilities is created by new development, which alters natural hydrology and increases runoff volumes compared to pre-development conditions. Without additional drainage capacity, new development would exacerbate drainage system constraints and increase flooding risks. The drainage improvements funded by the fee are therefore necessary to accommodate growth-related runoff and maintain existing drainage performance levels.

Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility

The amount of the Drainage fee bears a reasonable relationship to the cost of the facilities attributable to new development. Facility costs are allocated based on the relative impervious surface area associated with different land uses, which directly correlates with runoff generation. This methodology ensures that each development project pays a proportionate share of storm drainage infrastructure costs corresponding to its contribution to system demand, and that total fee revenues do not exceed the cost of facilities required to serve future development.

DRAINAGE FEE CALCULATION

Similar to the Transportation fee calculation, the calculation of drainage improvements required to serve development at buildout of the City's General Plan is also based on a planned-based methodology that identifies a storm drainage network needed to accommodate increased runoff generated by future development. Planned drainage improvements may include system conveyance, detention, and related drainage infrastructure identified to maintain existing drainage performance as development occurs. The total cost of the planned storm drainage improvements required to serve the City at full General Plan buildout is estimated at approximately \$70.2 million.

Because the planned storm drainage facilities will serve both existing and future development, the total cost of the facilities is allocated between existing and future development based on proportional benefit. Allocation is performed using impervious surface area as the demand variable, which directly reflects the relative contribution of development to stormwater runoff. Under this methodology, only the portion of drainage facility costs attributable to increased impervious area associated with future development is included in the impact fee calculation, while the portion attributable to existing development must be funded through non-impact fee revenue sources.

The growth-related cost of the planned storm drainage improvements is allocated to individual land use categories based on their relative impervious surface factors. This approach ensures that land uses generating higher runoff contributions pay a proportionally higher share of drainage infrastructure costs. The resulting storm drainage impact fee represents the maximum supportable fee of approximately \$3.26 per residential square foot, with non-residential fees ranging from approximately \$4.13 per square foot for industrial uses to \$6.61 per square foot for commercial and office uses.

X. CAPITAL FACILITIES FEE SUMMARY

Table 10-1 summarizes the maximum supportable fees for each fee component calculated in this Nexus Study. In compliance with AB 602, residential development is assessed on a per-residential square foot basis, resulting in a total CFF of \$16.15 per residential square foot, with the largest cost components attributable to transportation, parks and recreation, and drainage facilities. For comparison purposes, Table ES-3 also presents illustrative per-unit totals based on an assumed average unit size of 2,270 square feet.

Non-residential development is assessed on a per-building square foot basis, with total fees varying by land use type and intensity. Commercial development has the highest total CFF at \$34.60 per square foot, driven primarily by transportation and drainage improvements, followed by office development at \$29.19 per square foot and industrial development at \$12.71 per square foot. Across all land uses, Police, General City Facilities, Transportation, and Drainage fee components reflect growth-related demand, while Parks and Recreation fees apply only to residential development.

An administrative fee equal to 3.5 percent of all other fees in the Fee Program is applied uniformly across all land uses to offset the City’s costs associated with administering the Fee Program and preparing future fee updates.

It should be noted that maximum supportable fees presented in this Nexus Study represents the highest development impact fee that can be justified based on the cost of public facilities needed to serve future development and the proportionate share of those costs attributable to new growth, as calculated in this Nexus Study. These fees have been calculated using adopted service standards, identified capital improvement costs, and appropriate demand factors, and reflect the amount necessary to fund growth-related infrastructure without charging new development for existing deficiencies. The maximum supportable fee does not establish the fee that must be adopted; rather, it sets an upper limit under State law, allowing the City flexibility to adopt a lower fee amount based on policy considerations, market conditions, or implementation objectives.

Table 10-1
Maximum Supportable Capital Facilities Fee

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage	Administrative Fee (3.50%)	Total CFF
	<i>Per Residential SF</i>						
Residential	\$0.79	\$1.73	\$3.25	\$5.61	\$3.26	\$0.55	\$16.15
	<i>Per Building SF</i>						
<u>Non-Residential</u>							
Commercial	\$0.36	\$0.79	\$0.00	\$25.24	\$6.61	\$1.17	\$34.60
Office	\$0.66	\$1.44	\$0.00	\$18.70	\$6.61	\$0.99	\$29.19
Industrial	\$0.20	\$0.43	\$0.00	\$7.29	\$4.13	\$0.43	\$12.71

While the Police, Parks and Recreation, and Transportation fee components represent updates to existing impact fees, the Drainage fee is a new component of the Fee Program and has been added to address storm drainage infrastructure needs that are directly related to future development. In addition, the General City Facilities fee consolidates the City’s existing Historical, City Hall, and Corporation Yard fee components into a single, streamlined category. Lastly, the former Program Update and Administrative fee components have been combined into a single Administrative Fee to simplify implementation and ongoing administration of the Fee Program.

XI. IMPLEMENTATION AND ONGOING ADMINISTRATION

FEE IMPLEMENTATION

Pursuant to AB 602, the Nexus Study and applicable fees must be adopted at a public hearing following a minimum 30-day public notice period. The local agency is required to notify any member of the public who has requested notice of the preparation of an impact fee nexus study of the date, time, and location of the public hearing. In conjunction with adoption of the CFF, AB 602 further requires adoption of a capital improvement plan identifying the facilities to be funded by the fees, to the extent required by applicable law.

At least 30 days prior to the public hearing, the agency must make available to the public the data upon which the fee is based, including information regarding infrastructure costs and anticipated funding sources. Notice of the time and place of the meeting, along with a general explanation of the matter to be considered, must be published in accordance with Government Code Section 6062a. Section 6062a requires publication to occur twice, with at least five days intervening between publications, commencing at least ten days prior to the hearing, in a newspaper of general circulation that is published at least once per week.

Once the CFF is adopted by the City Council, the fees shall become effective no sooner than sixty days following that action, consistent with the requirements of the Government Code.

FEE ADJUSTMENTS

The fees calculated in this Nexus Study are reflected in current year dollars. The fees may be adjusted in future years to reflect revised facility standards, receipt of funding from alternate sources (i.e., state or federal grants), revised costs, or changes in demographics. In addition to such periodic adjustments, the fees must be inflated each year by a predetermined index, such as the Engineering News Record Construction Cost Index, that is identified in the ordinance or resolution authorizing levy of the fees. It is important to note that failure to annually adjust the fees to reflect the inflation of facilities costs will result in future funding shortfalls of the facilities.

FEE CALCULATIONS – UNIQUE NON-RESIDENTIAL DEVELOPMENTS

For some specialized non-residential development projects, the land use categories and fees summarized in this report may not be applicable. For example, development of a cemetery, golf course, and/or stadium would not fall under one of the non-residential fee categories established in this Nexus Study. For specialized non-residential development projects, the City will review the development and decide on an applicable ad hoc CFF based on the impact to CFF facilities from the development. In particular, the number of employees expected on the non-residential development or some other method deemed appropriate by the City, would be used to determine

the impact on the facilities for each fee component. The City will provide the ad hoc CFF calculation to the applicable development.

CFF EXEMPTIONS

The City should consider the following regarding exemptions from payment of the Capital Facilities Fee:

Public Agencies

All federal and state agencies, public school districts, libraries, fire stations, and the City of Sutter Creek and County of Amador will be exempt from the CFF. Other non-City or non-County public agencies will be subject to payment of the CFF; however, the City may choose to waive some or all of the fees in certain cases.

Replacement/Reconstruction

- a. Any replacement or reconstruction (no change in use) of any residential unit that is damaged or destroyed as a result of fire, flood, explosion, wind, earthquake, riot, or other calamity, or act of God shall be exempt from the CFF. However, if the residential unit(s) replaced or reconstructed exceeds the documented total number of units of the damaged/destroyed residential structure, the excess units are subject to the CFF.
- b. Any replacement or reconstruction (no change in use) of any non-residential structure that is damaged or destroyed as a result of fire, flood, explosion, wind, earthquake, riot, or other calamity, or act of God shall be exempt from the CFF. However, if the building replaced or reconstructed exceeds the documented total floor area of the damaged/destroyed building, the excess square footage is subject to the CFF. If a structure has been vacant for more than five years, the exemption will not apply.
- c. If a residential and/or non-residential structure is replaced with an alternative land use, then the City staff will determine the appropriate fee adjustment to reflect the different use factors of the original and new land uses.

FEE CREDITS OR REIMBURSEMENTS

The City may provide fee credits or possibly reimbursements to developers who dedicate land or construct facilities. Fee credits or reimbursements may be provided up to the cost of the improvement, as shown in this Nexus Study, subject to periodic inflation adjustments, or the actual cost paid by the developer, whichever is lower. For construction cost overruns, only that amount shown in this Nexus Study, subject to periodic inflation adjustments, should be credited or reimbursed. The City will evaluate the appropriate fee credit or reimbursement based on the value of the dedication or improvement. The City on a case-by-case basis will determine fee credits and reimbursements.

SEPARATE FEE ACCOUNTS

The City shall establish separate fee accounts for each fee in the Fee Program and track the receipt and disbursement of money in each account. The City will ensure that moneys in the fee accounts are not commingled with other City funds or other fees accounts. Pursuant to the Mitigation Fee Act, money in the fee accounts will only be used to fund those facilities for which the fees were collected.

INTER-FUND TRANSFERS

The City may allow for the transfer of fee revenues between fee funds. This will provide greater funding flexibility and facilitate the timely phasing of improvements by allowing fees to be combined and used as necessary. All inter-fund transfers must be repaid with interest.

REPORTING REQUIREMENTS

Under the Mitigation Fee Act, local agencies are required to prepare annual and five-year impact fee reports with each serving a different purpose. The annual report provides a year-by-year accounting of fee revenues and expenditures, including the amount collected, interest earned, beginning and ending fund balances, expenditures made, and the status of projects funded by the fees. Its purpose is to ensure ongoing transparency and routine public oversight of how impact fee revenues are being managed.

The five-year report is a more comprehensive review that applies to any impact fee funds that remain unspent or uncommitted for five or more years. This report requires the agency to make formal findings demonstrating that a reasonable relationship continues to exist between the fee and the purpose for which it was imposed, identify the public facilities to be funded, describe available and anticipated funding sources, and establish a timeline for completing the improvements. If the required findings are not made, the agency must refund the unexpended fee revenues to current property owners.

The following includes a detailed description administrative duties associated with the annual and five-year reports.

Annual Administrative Duties

Government Code Sections 66006(b) and 66001(d) requires a public agency to report, every year and every fifth year, certain financial information regarding the impact fees. Within 180 days after the last day of each fiscal year the public agency must make the following information available for the past fiscal year:

- (a) A brief description of the type of fee in the account or fund
- (b) The amount of fee revenue
- (c) The beginning and ending balance of the account or fund
- (d) The amount of fee revenue collected and interest earned

- (e) An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of public improvement that was funded with fees
- (f) An identification of an approximate date by which time construction on the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement
- (g) A description of each interfund transfer or loan made from the account or fund, when it will be repaid and at what interest rate
- (h) The amount of any refunds made once it is determined that sufficient monies have been collected to fund all projects

The public agency must make this information available for public review and must also present it at the next regularly scheduled public meeting not less than 15 days after this information is made available to the public.

Fifth-Year Administrative Duties

For the fifth year following the first deposit into the fee account and every five years thereafter, the public agency must make the following findings with respect to any remaining funds in the fee accounts:

- (a) Identify the purpose to which the fee is to be put
- (b) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged
- (c) Identify all sources and amounts of funding anticipated to complete financing incomplete improvements
- (d) Designate the approximate dates on which funding is expected to be deposited into the appropriate accounts or funds

As with the annual report, the five-year report must be made public within 180 days after the end of the public agency's fiscal year and must be reviewed at the next regularly scheduled public meeting. The public agency must make these findings, otherwise the law states that the City must refund the fee revenue to the then current owners of the development project.

APPENDIX

CAPITAL FACILITIES FEE PROGRAM CALCULATION TABLES

Table 1
Sutter Creek Land Uses

<u>Existing Development as of January 1, 2025</u>					
	<u>Units</u>	<u>Residents</u>	<u>PPH</u>		
Residential	1,433	2,538	1.77		
Non-Residential Employees		1,081			
<u>Remaining Development in Sutter Creek /1</u>					
	<u>Units /2</u>	<u>Avg Sq. Ft. per Unit /3</u>	<u>Estimated Total SF</u>	<u>Residents</u>	<u>PPH</u>
Residential	6,775	2,270	15,378,115	14,822	2.19
<u>Non-Residential</u>	<u>Acres</u>	<u>Avg FAR</u>	<u>Building Sq. Ft.</u>	<u>Employees</u>	<u>Sq. Ft./Emp.</u>
Retail Commercial	52.1	0.30	680,434	1,237	550
Office/Professional	11.8	0.35	179,236	597	300
Industrial	18.2	0.40	316,246	316	1,000
Subtotal	82.0		1,175,916	2,151	--
<u>Total Estimated Uses at General Plan Buildout /3</u>					
	<u>Units /2</u>	<u>Residents</u>	<u>PPH</u>		
Total Residents	8,208	17,360	2.12		
Total Employees		3,232			

/1 Based on maximum potential dwelling units by gross acre per the General Plan, adjusted to reflect a portion of areas zoned for

/2 Excludes approx. 224 units within the Gold Rush Ranch Specific Plan that are outside of the GP limits. commercial and industrial development are developed as zoned instead of residential development.

/3 Average square footage per unit based on Assessor's Parcel data of residential units constructed between 2006 and 2025.

Source: City of Sutter Creek; California Department of Finance; Envirionics Analytics; Parcel Quest; Goodwin Consulting Group, Inc.

Table 2
Police Facilities Cost Allocation

1. Assumptions	Year:	2025	Future Dev't	Buildout Total
Estimated Sutter Creek Population		2,538	14,822	17,360
Estimated Sutter Creek Employment		1,081	2,151	3,232
Equivalent Employees /1		0.24	0.24	0.24
Employee Persons Served		259	517	776
Total Persons Served		2,797	15,339	18,136
% of Total Persons Served		15%	85%	100%

2. Police Facility & Equipment Cost Calculation	<u>Sworn</u>	<u>Non-Sworn</u>	<u>Total</u>
Current Police FTE's	6.00	0.48	6.48
Current Level of Service (per 1,000 Persons Served)	2.15	0.17	2.32
Total Officers Required to Serve the City at Buildout	38.90	3.11	42.02
Estimated Current Police Sq Ft			3,000
Existing Level of Service (Sq Ft per 1,000 Persons Served)			1,073
Estimated Police Sq Ft Required at Buildout			19,460
Estimated Average Construction Cost per SF			\$580
Estimated Total Construction Cost			\$11,286,758
	<u>Acres /2</u>	<u>Cost per Acre</u>	
Land Acquisition	1.79	\$300,000	\$536,086
Subtotal Facilities and Land Cost			\$11,822,844
Police Vehicles & Equipment	<u>Vehicles per Sworn Officer</u>	<u>Sworn Officers at Buildout</u>	
Marked & Unmarked Patrol Cars Required by Police Officers	1.00	42.02	42.02
Estimated Cost per Patrol Car			\$74,000
Total Police Vehicle Cost			\$3,109,251
Total Police Facilities & Equipment Cost			\$14,932,095
Estimated Cost Allocated to Existing Development in Sutter Creek			\$2,302,882
Estimated Cost Allocated to Future Development in Sutter Creek			\$12,629,213
Average Cost Per Person Served			\$823

3. Allocation Calculation	<u>Persons per Household</u>	<u>Cost per Person Served</u>	<u>Avg Sq. Ft. per Unit</u>	<u>Allocated Cost per SF</u>
Residential	2.19	\$823	2,270	\$0.79
Non-Residential		<u>Cost per Employee</u>	<u>Sq. Ft. per Employee</u>	<u>Allocated Cost per Sq. Ft.</u>
Commercial		\$198	550	\$0.36
Office		\$198	300	\$0.66
Industrial		\$198	1,000	\$0.20

/1 1.0 employee equals 0.24 residents.

/2 Assumes a 25% floor-to-area ratio.

Source: City of Sutter Creek; Goodwin Consulting Group, Inc.

**Table 3
General City Facilities Cost Allocation**

1. <u>Assumptions</u>	Year:	<u>2025</u>	<u>Future Dev't</u>	<u>Buildout Total</u>
Estimated Sutter Creek Population		2,538	14,822	17,360
Estimated Sutter Creek Employment		1,081	2,151	3,232
Equivalent Employees /1		0.24	0.24	0.24
Employee Persons Served		259	517	776
Total Persons Served		2,797	15,339	18,136
% of Total Persons Served		15%	85%	100%

2. <u>General City Facilities & Equipment Cost Calculation</u>				
City Hall Facilities and Land				
Total Current Employees (Excl. Police and Public Works)				13.52
Current Employees per 1,000 Residents				5.33
Estimated Total Employees at Buildout				92.48
Estimated Current Finance and Admin Sq Ft				7,000
Existing Level of Service (Sq Ft per 1,000 Persons Served)				2,503
Estimated Finance and Admin Sq Ft Required at Buildout				45,394
Estimated Average Construction Cost per SF				\$580
Estimated Total Construction Cost				\$26,328,757
Land Acquisition	<u>Acres /2</u>	<u>Cost per Acre</u>		
	4.17	\$300,000		\$1,250,535
Subtotal Facilities and Land Cost				\$27,579,291
Corporation Yard Facilities and Land				
Total Current Employees				6.48
Current Employees per 1,000 Residents				2.32
Estimated Total Employees at Buildout				42.02
Estimated Current Public Works Sq Ft (Office and Lab)				1,000
Existing Level of Service (Sq Ft per 1,000 Persons Served)				358
Estimated Public Works Sq Ft Required at Buildout				6,493
Estimated Average Construction Cost per SF				\$580
Estimated Total Construction Cost				\$3,765,759
Land Acquisition	<u>Acres /2</u>	<u>Cost per Acre</u>		
	0.60	\$150,000		\$89,431
Subtotal Facilities and Land Cost				\$3,855,190
City Museums (Knight's Foundry)				\$1,190,000
Total General City Facilities				\$32,624,481
Estimated Cost Allocated to Existing Development in Sutter Creek				\$5,031,466
Estimated Cost Allocated to Future Development in Sutter Creek				\$27,593,015
Average Cost Per Person Served				\$1,799

3. <u>Allocation Calculation</u>				
Residential	<u>Persons per Household</u>	<u>Cost per Person Served</u>	<u>Avg Sq. Ft. per Unit</u>	<u>Allocated Cost per SF</u>
	2.19	\$1,799	2,270	\$1.73
Non-Residential		<u>Cost per Employee</u>	<u>Sq. Ft. per Employee</u>	<u>Allocated Cost per Sq. Ft.</u>
Commercial		\$432	550	\$0.79
Office		\$432	300	\$1.44
Industrial		\$432	1,000	\$0.43

/1 1.0 employee equals 0.24 residents.

/2 Assumes a 25% floor-to-area ratio.

**Table 4
Parks and Recreation Facilities Cost Allocation**

1. Assumptions	Year:	<u>2025</u>	<u>Future Dev't</u>	<u>Buildout Total</u>
Estimated Sutter Creek Population		2,538	14,822	17,360
Estimated Sutter Creek Employment		0	0	0
Equivalent Employees /1		0.24	0.24	0.24
Employee Persons Served		0	0	0
Total Persons Served		2,538	14,822	17,360
<i>% of Total Persons Served</i>		15%	85%	100%

2. Parks and Recreation Facilities Cost Allocation				<u>Total</u>
Current Park and Recreation Area Acres /1				20.2
Current Level of Service (Acres per 1,000 Residents)				8.0
City's Preferred Level of Service (Acres per 1,000 Residents) /2				4.5
Total Park and Recreation Acreage Required to Serve the City at Buildout		<u>Existing LOS</u>	<u>Preferred LOS</u>	<u>Difference</u>
		138.2	78.1	60.0
Estimated Average Cost per Acre		<u>Land Acquisition</u>	<u>Construction</u>	<u>Total</u>
Total Acreage at Preferred LOS		\$300,000	\$450,000	\$750,000
Total Cost				\$58,590,000
Estimated Cost Allocated to Existing Development in Sutter Creek				\$8,565,750
Estimated Cost Allocated to Future Development in Sutter Creek (based on Preferred LOS)				\$50,024,250
Average Cost Per Person Served				\$3,375

3. Allocation Calculation	<u>Persons per Household</u>	<u>Cost per Person Served</u>	<u>Avg Sq. Ft. per Unit</u>	<u>Allocated Cost per SF</u>
Residential	2.19	\$3,375	2,270	\$3.25
<u>Non-Residential</u>		<u>Cost per Employee</u>	<u>Sq. Ft. per Employee</u>	<u>Allocated Cost per Sq. Ft.</u>
Commercial		\$0	550	\$0.00
Office		\$0	300	\$0.00
Industrial		\$0	1,000	\$0.00

/1 Excludes 176 acres associated with the Highway 49 Mitigation site, which is identified as a natural area park in the General Plan.

/2 Per required park acres identified in the Gold Rush Ranch Specific Plan.

Source: City of Sutter Creek; Goodwin Consulting Group, Inc.

**Table 5
Transportation Improvements Cost Allocation**

	Average Bldg SF per Unit	Existing Dev't	Future Dev't	Total Dev't	Adjusted PM Trips per Unit or KSF /1	Existing Trips	Future Trips	Total Trips	Allocated Cost per Bldg SF
Total CIP Cost	\$135,000,000								
Residential	2,270	<u>Units</u> 1,433	<u>Units</u> 6,775	<u>Units</u> 8,208	<u>per Unit</u> 0.75	1,077	5,093	6,170	\$5.61
<u>Non-Residential</u>									
		<u>Bldg SF</u>	<u>Bldg SF</u>	<u>Bldg SF</u>	<u>per KSF</u>				
Commercial		185,778	680,434	866,212	1.49	277	1,014	1,290	\$25.24
Office		114,000	179,236	293,236	1.10	126	198	324	\$18.70
Industrial		111,111	316,246	427,357	0.43	48	136	184	\$7.29
Subtotal		410,889	1,175,916	1,586,805		450	1,348	1,798	
Total						1,528	6,440	7,968	
% of Total Trips						19.2%	80.8%	100.0%	
Total Cost Allocated between Existing and Future Development						\$25,882,957	\$109,117,043	\$135,000,000	
Average Cost per Trip							\$16,943		

/1 Adjusted to exclude estimated pass-by trips.

Source: City of Sutter Creek; Institute of Transportation Engineers Trip Generation Manual; Goodwin Consulting Group, Inc.

**Table 6
Drainage Improvements Cost Allocation**

	Average Bldg SF per Unit	Existing Dev't	Future Dev't	Total Dev't	Estimated Density	% Impervious per Acre	Imperviousness			Allocated Cost per Bldg SF
							Existing	Future	Total	
Total CIP Cost	\$70,224,000									
		<u>Units</u>	<u>Units</u>	<u>Units</u>	<u>Units/Acre /1</u>					
Residential	2,270	1,433	6,775	8,208	5.4	0.50	132.7	627.3	760.0	\$3.26
<u>Non-Residential</u>										
		<u>Bldg SF</u>	<u>Bldg SF</u>	<u>Bldg SF</u>	<u>FAR</u>					
Commercial		185,778	680,434	866,212	0.25	0.90	15.4	56.2	71.6	\$6.61
Office		114,000	179,236	293,236	0.25	0.90	9.4	14.8	24.2	\$6.61
Industrial		111,111	316,246	427,357	0.40	0.90	5.7	16.3	22.1	\$4.13
Subtotal		410,889	1,175,916	1,586,805			30.5	87.4	117.9	
Total							163.2	714.7	877.9	
% of Total Imperviousness							18.6%	81.4%	100.0%	
Total Cost Allocated between Existing and Future Development							\$13,055,209	\$57,168,791	\$70,224,000	

/1 Based on average density per General Plan buildout.

Source: City of Sutter Creek; Institute of Transportation Engineers Trip Generation Manual; Goodwin Consulting Group, Inc.



STAFF REPORT

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

MEETING DATE: FEBRUARY 17, 2026

FROM: PAM CARONONGAN, CITY CLERK

SUBJECT: ADOPT RESOLUTION NO. 25-26-XX, THEREBY APPROVING THE DRAFT MASTER FEE SCHEDULE FOR FISCAL YEAR (FY) 2026-2027

RECOMMENDATION

Staff recommends that the City Council adopt **Resolution No. 25-26-XX**, thereby approving the draft Master Fee Schedule for FY 2026-27.

BACKGROUND AND ANALYSIS

During the regular meeting of February 17, 2026, staff presented the draft Master Fee Schedule before the City Council.

Staff shared the “Continuum of Benefit” - the framework used during the analysis of all Citywide fees and compiling them into one document. Staff explained the following:

1. Fees are normally set with the aim of “cost recovery” - the total funds paid by the City for all expenditures incurred to carry out a service. These expenditures come in different forms, including but not limited to staff salaries, contractor hourly rates, and supplies.
2. Anything that falls below “cost recovery” is subsidized by the City via its General Fund. The higher the “cost recovery” means that the “City subsidy” is lower, and vice versa
3. There are five categories used to determine “cost recovery” level which is listed here in the amount of “cost recovery” from highest to lowest: private benefit, shared benefit, high public benefit, access to government, and public good - with private benefit set at 100% “cost recovery” and public good set at 0% “cost recovery.”

Staff noted three “takeaways” during the City Council discussion which should be further researched and then applied (if needed) to the draft Master Fee Schedule:

1. Verbiage should be added regarding Cribbs Fields to make it available to organized sports leagues, open to all.
2. Administrative fines and whether they should be added in the Master Fee Schedule.
3. Insurance requirements for facility rentals, specifically for low risk small events..

City Council, via consensus, accepted the proposed amended fees and directed staff to return at a later meeting date and report back regarding the three “takeaways” noted above along with the needed changes contingent on the outcome of staff’s research.

Cribbs Fields (1st “Takeaway”)

During the February 17, 2026 regular meeting, the City Council acknowledged the community and social benefits that Cribbs Fields brings; and that City Council told staff that they want to ensure the affordability of this venue.

Staff added the following verbiage to this effect: ** - Non-profit youth sports leagues should inquire with City Staff regarding highly discounted rates.* (see Pages 19-21, “Notes” section of Matrix - Draft Master Fee Schedule - Attachment 2).

Administrative Fines and its Addition to the Master Fee Schedule (2nd “Takeaway”)

During the February 17, 2026 regular meeting, City Council inquired as to whether administrative fines should be incorporated within the Master Fee Schedule.

Administrative fines can be in the Master Fee Schedule, and we will work to include more in future updates. For now we will rely on state law that allows this to be a non-exhaustive list.

Staff added a “Disclaimers and General Provision” page which serves as “Page One” / “Page 1” of the draft Master Fee Schedule to highlight the document’s non-exhaustive nature and the City’s separate authority to charge administrative fines.

Insurance Requirements for Renters of City Facilities - Specifically for lower risk events such as small meetings (3rd “Takeaway”)

During the February 17, 2026 regular meeting, City Council directed staff to seek advice from the City’s risk management JPA - the Central San Joaquin Valley Risk Management Authority (CSJVRMA). The inquiry pertains to insurance requirements for City facility renters - most especially for low risk events, such as those with less than 25 attendees. It is the desire and intent of the City Council to keep facility rentals affordable, yet at the same time ensuring that the City is protected from risk.

City staff received conflicted information. The RMA is in the process of updating its documents and resolutions to increase insurance requirements. In the past they had multiple levels of with varying insurance requirements. For administrative ease, Sutter Creek has only had one insurance level. CSJVRMA advised staff to properly transfer risk with regard to special events, where failure to do so could triple the City’s retained limit up to \$50K above retention in the event of a claim. At the same time, CSJVRMA acknowledges the fact that insurance coverage for special events is expensive and that cities balance between ensuring the city’s risk protection while keeping fees affordable for residents.

At the time of this report, we are keeping the recommendations at the \$2M per occurrence, \$4M aggregate level but we will endeavor to get a more complete explanation from the RMA prior to the council meeting.

As resources and guidance regarding this matter, CSJVRMA a couple of documents to the city which are attached:

- 1. Best Risk Management Practices - Special Events & Facilities Rentals (**Attachment 3**)
- 2. Special Events Brokers (**Attachment 4**)

BUDGET IMPACT

Keeping our fees current with our costs ensures that fees that are meant to be cost recovery do in fact recover the efforts the City expends to complete the efforts.

ATTACHMENT

- 1. Resolution - Draft
- 2. 2026 City of Sutter Creek Master Fee Schedule - Draft
- 3. Best Risk Management Practices - Special Events and Facilities Rentals
- 4. Special Events Brokers

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK
ADOPTING A MASTER FEE SCHEDULE**

WHEREAS, the City Council of the City of Sutter Creek has the authority to establish fees for City services;

WHEREAS, the City Council finds it necessary to recover the costs of providing certain City services and has determined such fees do not exceed the reasonable cost of providing services for which fees are imposed;

WHEREAS, the consolidation of all City fees will assist the public, as well as City staff, in readily locating fees and continuing governmental transparency; and

WHEREAS, the City Council has provided an opportunity for the public to comment on the proposed Master Fee Schedule before its adoption.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopts the Master Fee Schedule attached as Exhibit A and declares that the attached fee schedule shall become effective on March 17, 2026.

BE IT FURTHER RESOLVED that the adoption of the attached Master Fee Schedule supersedes the adoption of any previous such schedule.

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 16th day of March, 2026 by the following vote.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

Claire Gunselman Mayor

Pam Caronongan, City Clerk

ATTACHMENT A

CITY OF SUTTER CREEK



DRAFT

3/16/2026

Master Fee Schedule

CITY OF SUTTER CREEK MASTER FEE SCHEDULE

Disclaimer and General Provisions

1. Non-Exhaustive Nature of Schedule

The City of Sutter Creek Master Fee Schedule is a compilation of fees for various City services. While every attempt is made to provide current and complete information, this schedule does not include all fees, rates, or charges that may be imposed by the City. Certain fees, such as utility rates, development impact fees, and specific program costs, may be governed by separate City Council resolutions or Municipal Code sections.

2. Administrative Fines and Penalties

The absence of a specific fine or penalty from this Master Fee Schedule does not preclude the City from issuing such charges.

- Enforcement Authority: Administrative fines, penalties, and late charges for violations of the City’s Municipal Code are authorized under California Government Code Sections 36900 and 36901.
- Standard Fine Amounts: Unless otherwise specified by ordinance, administrative fines for infractions follow the limits set by state law: \$100 for a first violation, \$200 for a second violation within one year, and \$500 for each additional violation of the same ordinance within one year.
- Debt to City: All fines constitute a debt to the City and are due regardless of whether the underlying violation is abated.

3. Cost Recovery and Services Not Listed

- Actual Costs: For any service request or project not specifically listed in this schedule, or for those requiring extraordinary staff time, the City reserves the right to charge based on actual cost recovery (staff hourly rates, materials, and consultant fees).
- Deposits: A deposit may be required in advance for services where the total cost is based on time and materials.

4. Updates and Amendments

Fees are reviewed annually and adjusted to ensure they reflect the reasonable cost of providing the service. This schedule is subject to change at any time by City Council resolution. Users are encouraged to consult with the [relevant department, e.g., Finance or Community Development] to verify the most current rates before proceeding with an application or service request.

CITY OF SUTTER CREEK MASTER FEE SCHEDULE

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Business Licensing

BUSINESS LICENSING	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?***	New Fee?
Business License	per license, per 30 days	\$30	\$40	Yes	N/A	Yes	No
Business License	per license, per 6 months	\$89	\$100	Yes	N/A	Yes	No
Business License	per license, per year	\$174	\$180	Yes	N/A	Yes	No

**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.

City Clerk

CITY CLERK	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?***	New Fee?
Copies (black and white)	per page	n/a	\$0.25	No	N/A	No	Yes
Copies (color)	per page	n/a	\$0.50	No	N/A	No	Yes
Notary (by appointment and staff availability)*	per signature	n/a	\$15	No	N/A	No	Yes

*Fee only covers notarization of signature. Additional fees such as photocopy and travel not included. Fee reflected is per State regulation.

**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.

Finance

FINANCE	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee? **	New Fee?
Returned Check (NSF): 1st Occurrence	per item	\$25	\$30	No	N/A	Yes	No
Returned Check (NSF): Subsequent Occurrence	per item	\$35	\$40	No	N/A	Yes	No
Credit Card Convenience Fee	(%) of transaction	2.50%	2.50%	No	N/A	Yes	No

**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.
 +California Government Code Section 6157 permits government entities to accept negotiable instruments and recover costs associated with dishonored payments. The City plans to have an ordinance introduced and adopted for this fee.

Building / Engineering

Authority: California Building Code and Sutter Creek Municipal Code

Building fees are generally calculated based on the **Total Project Valuation**.

BUILDING	
Fee Category	Basis / Calculation
Permit Fees	
Building Permit Fee	2.2 % of the total valuation. Based on Valuation Table (2023 International Code Council / 2023 ICC. Staff will soon implement an update via implementation of 2025 ICC building valuation data). The minimum Building Permit fee is \$110.00 plus SB 1473 and SMP Fees.
Grading Permit	Valuation based.
Plan Check Fee	65% of Building Permit Fee
Electrical Permit Fee	\$94 in addition to Building Permit Fee
SMP (Strong Motion Program)	Residential: \$0.50 or valuation x 0.00013 for residential and 0.00028 for commercial (State Fee)
Revisions	\$174
Green Building Fee (SB 1473)	\$1.00 per \$25,000 valuation (State Fee)
Improvement Plan Check	% of Engineer's Estimate (Typ 3-5%)
Inspection (Public Improvements)	% of Engineer's Estimate (Typ 3-5%)
Inspections	
Additional Inspection Fee	Cost plus 20%
Re-inspection Fee	Hourly (min 1 hr)
After-Hours Inspection	Hourly (min 2 hrs)
Staff Costs	
	See STAFF COST Matrix

DEVELOPER IMPACT FEES - CITY

Residential - Current

RESIDENTIAL:	Single Family	Multi-Family Attached	Mobile Home Park or Subdivision	Congregate Care Facility
Unit of Measure - per dwelling unit				
Police	\$1,430.96	\$933.94	\$1,430.96	\$1,430.96
Fire	\$2,808.31	\$1,832.14	\$2,808.31	\$2,808.31
Historical	\$654.57	\$427.18	\$654.57	\$654.57
City Hall	\$1,638.86	\$1,068.75	\$1,638.86	\$1,638.86
Corp Yard	\$776.39	\$506.76	\$776.39	\$776.39
Program Update	\$186.79	\$121.82	\$186.79	\$186.79
Admin	\$224.15	\$146.18	\$224.15	\$224.15
TOTAL Gen Gov't AB 1600	\$7,720.03	\$5,036.77	\$7,720.03	\$7,720.03
Parks	\$13,700.65	\$13,700.65	\$13,700.65	\$13,700.65
General Traffic	\$5,134.22	\$3,644.80	\$5,134.22	\$5,134.22
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$10,247.56	\$10,247.56
Sutter Crest East/Golden Hills (Gopher Flat)	\$1,624.24	\$1,624.24	\$0.00	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$1,624.24	\$1,624.24	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$1,624.24	\$1,624.24	\$0.00	\$0.00
Crestview	\$2,861.91	\$2,861.91	\$0.00	\$0.00
Mesa De Oro	\$584.73	\$584.73	\$0.00	\$0.00
Powder House Estates	\$1,624.24	\$1,624.24	\$0.00	\$0.00

Non-Residential - Retail / Commercial - Current

NON-RESIDENTIAL - Retail / Commercial:	High Volume Retail*	Medium Volume Retail**	Low Volume Retail***
Unit of Measure - per square foot			
Police	\$0.28	\$0.28	\$0.28
Fire	\$0.54	\$0.54	\$0.54
Historical	\$0.05	\$0.05	\$0.05
City Hall	\$0.31	\$0.31	\$0.31
Corp Yard	\$0.15	\$0.15	\$0.15
Program Update	\$0.03	\$0.03	\$0.03
Admin	\$0.03	\$0.03	\$0.03
TOTAL Gen Gov't AB 1600	\$1.39	\$1.39	\$1.39
Parks	\$0.00	\$0.00	\$0.00
General Traffic	\$10.27	\$6.67	\$0.77
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$10,247.56
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00

* - High Volume Retail: Drug store, department store, grocery store, discount store, mini-mart, automobile sales, liquor store, supermarket, laundromat, auto parts, clothing / apparel, delicatessen, bank, health fitness center, pharmacy, hardware store, record / video rental and sales.

Under **High Volume Retail** are the following two categories:

Specialty Retail Center: Small shopping centers that contain a variety of retail shops including apparel; hard goods; and services such as real estate offices, dance studios, florists, and small restaurants.

Shopping Center: May contain supermarkets, drug stores, banks, movie theater, and miscellaneous mall retail shops.

** - Medium Volume Retail: Bakery, automobile repair, child care, club store, dry cleaner, shoe store, automobile sales, liquor store, supermarket, laundromat, auto parts, clothing / apparel, delicatessen, bank, health fitness center, pharmacy, hardware store, record / video rental and sales.

*** - Low Volume Retail: Antique store, boat / equipment repair shop, appliance store, furniture store, gallery, museum, kennel, boat / RV / mobile home sales, clock store / store (TV,radio, vacuum, etc.), wine and beer tasting rooms or product retail sales in conjunction with a winery and brewery.

Office - Current

	FOOD SERVICES			SPECIALTY COMMERCIAL		
OFFICE	General Office	Stand Along Restaurant w/ drive through on State Hwy	Stand Along Restaurant w/ drive through w/in shopping center or community (wherein fast food restaurant is not immediately adjacent to a State Hwy Quality Sit-down Restaurant, Drinking Establishment (Bar)	Gas Station w/ or w/o convenience store	Car wash / Quick lube	Hotel / Motel / B & B - Unit
Unit of Measure - depends on category	per square foot	per square foot	per square foot	per sq. ft. / per fueling space	per sq. ft. / per stall	per sq. ft. / per unit
Police	\$0.50	\$0.28	\$0.28	\$0.28	\$0.28	\$0.00
Fire	\$0.97	\$0.54	\$0.54	\$0.54	\$0.54	\$0.00
Historical	\$0.08	\$0.05	\$0.05	\$0.05	\$0.05	\$0.00
City Hall	\$0.57	\$0.31	\$0.31	\$0.31	\$0.31	\$0.00
Corp Yard	\$0.28	\$0.15	\$0.15	\$0.15	\$0.15	\$0.00
Program Update	\$0.06	\$0.03	\$0.03	\$0.03	\$0.03	\$0.00
Admin	\$0.08	\$0.03	\$0.03	\$0.03	\$0.03	\$0.00
TOTAL Gen Gov't AB 1600	\$2.54	\$1.39	\$1.39	\$1.39	\$1.39	\$0.00
Parks	\$0.00	\$0.00	\$0.00	\$0.00	\$13,700.65	\$0.00
General Traffic	\$5.65	\$82.66	\$82.66	\$16,429.19	\$10,781.71	\$0.00
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$10,247.56	\$10,247.56	\$10,247.56	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical - Current

MEDICAL	Medical Office / Medical / Health Clinic providing diagnostic or treatment services	Hospital	Nursing / Convalescent Home
Unit of Measure - depends on category	per square foot	per square foot / per bed	per square foot / per bed
Police	\$0.50	\$0.50	\$0.00
Fire	\$0.97	\$0.97	\$0.00
Historical	\$0.08	\$0.08	\$0.00
City Hall	\$0.57	\$0.57	\$0.00
Corp Yard	\$0.28	\$0.28	\$0.00
Program Update	\$0.06	\$0.06	\$0.00
Admin	\$0.08	\$0.08	\$0.00
TOTAL Gen Gov't AB 1600	\$2.54	\$2.54	\$0.00
Parks	\$0.00	\$0.00	\$0.00
General Traffic	\$15.40	\$6,058.42	\$0.00
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00

Industrial - Current

INDUSTRIAL	Light Industrial including: *	Heavy Industrial including: **	Manufacturing / Assembly / Agricultural Processing***
Unit of Measure - per square foot			
Police	\$0.15	\$0.15	\$0.00
Fire	\$0.29	\$0.29	\$0.00
Historical	\$0.03	\$0.03	\$0.00
City Hall	\$0.18	\$0.18	\$0.00
Corp Yard	\$0.08	\$0.08	\$0.00
Program Update	\$0.02	\$0.02	\$0.00
Admin	\$0.02	\$0.02	\$0.00
TOTAL Gen Gov't AB 1600	\$0.77	\$0.77	\$0.00
Parks	\$0.00	\$0.00	\$0.00
General Traffic	\$3.08	\$0.77	\$0.00
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00

* - Light Including: Airport / airstrip, meat packing facility, livestock, feedlot / auction yard, printing plant, material testing laboratory, electronics plant.

** - Heavy Including: Auto wrecking and junk yard, mining operation, foundry and smelter, refining plant, lumber mill.

*** - Manufacturing / Assembly / Agricultural Processing: Manufacturing or assembly facilities where the primary activity is the conversion of raw materials, products or parts into finished commodities for sale or distribution, including a winery or brewery.

Institutional - Current

INSTITUTIONAL	Elementary School, Middle School, Church, or other place of worship	High School
Unit of Measure - per square foot		
Police	\$0.15	\$0.00
Fire	\$0.29	\$0.00
Historical	\$0.03	\$0.00
City Hall	\$0.18	\$0.00
Corp Yard	\$0.08	\$0.00
Program Update	\$0.02	\$0.00
Admin	\$0.02	\$0.00
TOTAL Gen Gov't AB 1600	\$0.77	\$0.00
Parks	\$0.00	\$0.00
General Traffic	\$5.13	\$0.00
Sewer Connection Fee	\$10,247.56	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00
Sutter Crest East/Golden Hills (Gopher Flat)	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00
Crestview	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00

Public Utilities and Warehousing / Storage - Current

PUBLIC UTILITIES AND WAREHOUSING / STORAGE	Utilities (Publicly or Privately Owned)	WAREHOUSING / STORAGE	
		Warehouse (facilities primarily devoted to the storage of materials, including wholesale distribution facilities)	Mini Storage Facilities (Buildings housing separate storage units used for storage)
Unit of Measure - depends on category	per square foot	per square foot	per square foot
Police	\$0.00	\$0.15	\$0.00
Fire	\$0.00	\$0.29	\$0.00
Historical	\$0.00	\$0.03	\$0.00
City Hall	\$0.00	\$0.18	\$0.00
Corp Yard	\$0.00	\$0.08	\$0.00
Program Update	\$0.00	\$0.02	\$0.00
Admin	\$0.00	\$0.02	\$0.00
TOTAL Gen Gov't AB 1600	\$0.00	\$0.77	\$0.00
Parks	\$0.00	\$0.00	\$0.00
General Traffic	\$0.00	\$2.57	\$0.00
Sewer Connection Fee	\$0.00	\$10,247.56	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00

Other - Current

OTHER	Golf Course (9-Hole)	Golf Course (18-Hole)	Live Theater	Movie Theater	Recreational / Visitor Center
Unit of Measure - depends on category	per hole	per hole	per square foot	per square foot	per parking space
Police	\$0.28	\$0.28	\$0.28	\$0.28	\$0.00
Fire	\$0.54	\$0.54	\$0.54	\$0.54	\$0.00
Historical	\$0.05	\$0.05	\$0.05	\$0.05	\$0.00
City Hall	\$0.31	\$0.31	\$0.31	\$0.31	\$0.00
Corp Yard	\$0.15	\$0.15	\$0.15	\$0.15	\$0.00
Program Update	\$0.03	\$0.03	\$0.03	\$0.03	\$0.00
Admin	\$0.03	\$0.03	\$0.03	\$0.03	\$0.00
TOTAL Gen Gov't AB 1600	\$1.39	\$1.39	\$1.39	\$1.39	\$0.00
Parks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Traffic	\$97,035.38	\$194,070.76	\$0.77	\$3.29	\$0.00
Sewer Connection Fee	\$10,247.56	\$10,247.56	\$10,247.56	\$10,247.56	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sutter Crest East / Golden Hills (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sutter Glen Manor Court (Gopher Flat)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Crestview	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mesa De Oro	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Powder House Estates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

DEVELOPER IMPACT FEES - CITY -

PROPOSED

Impact fees incur an additional 3.5% administrative fee to cover the costs of managing the impact fee program and nexus studies, as allowed by State law.

Land Use	Police	Gen City Facilities	Parks & Rec	Transportation	Drainage
			<i>Per Residential SF</i>		
Residential	\$0.61	\$1.33	\$2.50	\$4.32	\$2.51
			<i>Per Building SF</i>		
<u>Non-Residential</u>					
Commercial	\$0.14	\$0.31	\$0.00	\$9.82	\$2.56
Office	\$0.30	\$0.66	\$0.00	\$8.62	\$3.06
Industrial	\$0.15	\$0.32	\$0.00	\$5.34	\$3.02

Regional Traffic Mitigation Fees (ACTC)

Residential

RESIDENTIAL	Development Project Type	Adjusted Trip Rate	Fee Amount Residential \$388 / trip end
Residential	Single Family Detached (Note: D.U. = Dwelling Unit)	10.0/D.U.	\$3,880/D.U.
	Multi-Family Attached	7.1/D.U.	\$2,755/D.U.
	Apartments, duplexes or condominiums are charged per dwelling unit without regard to square footage or number of bedrooms.		
	Mobile Home Park or Subdivision	4.22/D.U.	\$1,637/D.U.
	An area or tract of land where more than two spaces are rented or individually owned to accommodate mobile homes.		
	Retirement Community		
	Five or more residential units, enforceably restricted to those 55 or over and designed for the elderly.		
	Congregate Care Facility	2.15/D.U.	\$834/D.U.
	Congregate care facilities typically consist of one or more multi-unit buildings designed for elderly living; they may also contain common dining rooms, medical facilities and recreational facilities.		

Non-Residential: Retail / Commercial

NON-RESIDENTIAL	Development Project Type			Adjusted Trip Rate	Fee Amount Commercial: \$167 / trip end
Retail	High Volume Retail:			20/1,000 S.F.	\$3,340/1,000 S.F.
Commercial	Drug Store	Department Store	Grocery Store		
	Discount Store	Mini Mart	Automobile Sales		
	Liquor Store	Supermarket	Laundromat		
	Auto Parts	Clothing/Apparel Store	Delicatessen		
	Bank	Health Fitness Center	Record/Video Rental & Sales		
	Hardware Store	Pharmacy			
	Speciality Retail Center				
	Small shopping centers that contain a variety of retail shops including apparel; hard goods; and services such as real estate offices, dance studios, florists, and small restaurants.				
	Shopping Center				
	May contain Supermarkets, Drug Stores, Banks, Movie Theater, and miscellaneous small retail shops.				
	Medium Volume Retail:			13/1,000 S.F.	\$2,171/1,000 S.F.
	Bakery	Automobile Repair	Child Care		
	Club Store	Dry Cleaner	Shoe Store		
	Gift Shop	Lumber / Building Supplies	Sporting Goods Store		
	Nursery	Jewelry Store	Stationary Store		
	Photo Store	Print Shop (retail)	Toy Store		
	Electronics Store	Book Store	Factory Outlet Center		
	Tire Store	Health Food Store			
	Low Volume Retail:			1.5/1,000 S.F.	\$251/1,000 S.F.
	Antique Store	Boat / Equipment Repair Shop			
	Appliance Store	Furniture Store			
	Gallery	Museum			
	Kennel	Boat / RV / Mobile Home Sales			
	Clock Store	Repair Shop (TV, Radio, Vacuum, etc.)			
	Wine or beer tasting rooms or product retail sales in conjunction with such				

Non-Residential: Food Services / Specialty Commercial / Medical

NON-RESIDENTIAL	Development Project Type	Adjusted Trip Rate	Fee Amount Commercial: \$167 / trip end
Food Services	Fast food standalone restaurant on a State highway	161/1,000 S.F.	\$26,887/1,000 S.F.
	Fast food drive-through restaurant within a shopping center or community (wherein fast food restaurant is not immediately adjacent to a State highway)	60/1,000 S.F.	\$10,020/1,000 S.F.
	Quality Sit-down Restaurant	23/1,000 S.F.	\$3,841/1,000 S.F.
	Drinking Establishment (Bar)		
Specialty Commercial	Gas Station with or without convenience store (Note: The number of fueling spaces is determined by the maximum number of vehicles capable of being fueled simultaneously).	32/Fueling Space	\$5,344/Fueling Space
	Car Wash / Quick Lube	21/Stall	\$3,507/Stall
	Hotel / Motel / Resort / Bed and Breakfast (Note: Sleeping unit, dwelling unit, rental unit, or other component by which the development is marketed).	5.2/Unit	\$868/Unit
Medical	Hospital	11.8/Bed	\$1,971/Bed
	Nursing Home / Convalescent Home	2.6/Bed	\$434/Bed
	Medical Office or Medical or Health Clinic providing diagnostic or treatment services	30/1,000 S.F.	\$5,010/1,000 S.F.

Non-Residential: All Other Categories

Office	Industrial	Institutional
Public Utilities	Warehousing/Storage	Other

NON-RESIDENTIAL CATEGORY	Development Project Type	Adjusted Trip Rate	Fee Amount Commercial: \$304 / trip end
Office	General Office	11/1,000 S.F.	\$3,344/1,000 S.F.
Industrial	Light, including:	6/1,000 S.F.	\$1,824/1,000 S.F.
	Airport / Airstrip		
	Meat Packing Facility		
	Livestock Feedlot / Auction Yard		
	Printing Plant		
	Material Testing Laboratory		
	Electronics Plant		
	Heavy, including:	15/1,000 S.F.	\$456/1,000 S.F.
	Auto Wrecking and Junk Yard		
	Mining Operation		
	Foundry and Smelter		
	Refining Plant		
	Lumber Mill		
	Manufacturing / Assembly / Agricultural Processing	3/1,000 S.F.	\$912/1,000 S.F.
	Manufacturing or assembly facilities where the primary activity is the conversion of raw materials, products or parts into finished commodities for sale or distribution, including a winery or brewery.		
Institutional	Elementary School / Middle School	10/1,000 S.F.	\$3,040/1,000 S.F.
	Church or other place of worship		
	High School	13/1,000 S.F.	\$3,952/1,000 S.F.
Public Utilities	Utilities (Publicly or privately owned)	6/1,000 S.F.	\$1,824/1,000 S.F.
	Production, generation, storage, transmission and treatment facilities, mechanical or industrial space, parts and equipment storage, repair areas, and office space in the same project and related to or used for these utility uses.		
Warehousing / Storage	Warehouse	5/1,000 S.F.	\$1,520/1,000 S.F.
	Facilities primarily devoted to the storage of materials, including wholesale distribution facilities.		
	Mini-Storage Facilities	2/1,000 S.F.	\$608/1,000 S.F.
	Buildings housing separate storage units or vaults used for storage		
Other	Golf Course	21/Hole	\$6,384/Hole
	Theater (Movie)	6.4/1,000 S.F.	\$1,946/1,000 S.F.
	Theater (Live)	1.5/1,000 S.F.	\$456/1,000 S.F.
	Recreational / Visitor Center	3.1/Parking Space	\$942/Parking Space

Facility Rental Fees

Hourly Rental Fees

FACILITY RENTALS	Auditorium (2 Hour Min for Sports Use)	Community Center (2 Hour Min)	Cribbs Field (2 Hour min) *	Snack Shack (2 hour min)	Historic Grammar School (Rooms 1, 2, and 5)** (2 hr min)	Historic Grammar School Kitchen (2 hr min)	Main Street Conf. Room (1 hour min)	Historic Grammar School
					Per Room			Whole Building
Current: Non-Profit	N/E+	\$15 (4-hour min)	\$20	N/E	\$15	\$20	N/E	N/A
Current: Commercial	N/E	\$55	\$50	N/E	\$35	\$35	N/E	N/A
Current: Private	N/E	\$30	\$20	N/E	\$35	\$35	N/E	N/A
Proposed: Non-Profit	\$20	\$20	\$20	\$15	\$20	\$25	\$15	NA
Proposed: Commercial	\$75	\$75	\$75	\$35	\$50	\$70	\$35	NA
Proposed: Private	\$35	\$35	\$35	\$20	\$30	\$40	\$20	NA

NOTES

- * Two-hour (2-hour) Minimum Charge per rental transaction.
- **Charge reflected is per room
- ***Renters to provide (SAM) Insurance Coverage when children sports leagues are involved.
- + - Nothing Established (N/E)
- ++ - Not Applicable (N/A)
- * - Non-profit youth sports leagues should inquire with City Staff regarding highly discounted rates

Daily Rental Fees

FACILITY RENTALS	Historic Grammar School (Rooms 1, 2, and 5)**							
	Auditorium	Community Center	Cribbs Field *	Snack Shack	Per Room	Historic Grammar School Cafeteria	Main Street Conf. Room	Historic Grammar School
Daily								Whole Building
Current: Non-Profit	\$175	N/E	N/E	N/E	\$90	\$120	N/E	N/E
Current: Commercial	\$425	N/E	\$400	N/E	\$150	\$210	N/E	N/E
Current: Private	\$250	N/E	N/E	N/E	\$150	\$210	N/E	N/E
Proposed: Non-Profit	\$140	\$140	\$175	105	\$140	\$175	\$105	\$350
Proposed: Commercial	\$525	\$525	\$525	\$245	\$350	\$490	\$245	\$1050
Proposed: Private	\$245	\$245	\$245	\$140	\$210	\$280	\$140	\$700

NOTES

Room 1 = Stone room, 2 = Dance Studio, 5 = Class Room

* Two-hour (2-hour) Minimum Charge per rental transaction.

**Charge reflected is per room

***Renters to provide (SAM) Insurance Coverage when children are involved, private parties excepted.

+ - Nothing Established (N/E)

++ - Not Applicable (N/A)

* - Non-profit youth sports leagues should inquire with City Staff regarding highly discounted rates

Other Rental-Related Fees for All Categories

FACILITY RENTALS	Historic Grammar School (Rooms 1, 2, and 5)**							
	Auditorium	Community Center	Cribbs Field *	Snack Shack	Historic Grammar School Kitchen	Main Street Conf. Room	Historic Grammar School	Historic Grammar School
Other Rental Fee					Per Room			Whole Building
Current: Utility Fees	\$100	\$50	\$25	N/E	N/E	N/E	N/E	N/E
Proposed: Utility Fees (Only applies when free use, e.g. School district)	\$125	\$75	\$45	\$25	\$45	\$45	\$45	\$100
Current: Kitchen Fee	\$25	\$50	N/A	N/A	N/A	N/A	N/A	N/A
Proposed: Kitchen Use Fee	\$10/hr	\$15/hr	N/A	N/A	N/A	\$15/hr	N/A	N/A
Current: Cleaning Deposit	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Proposed: Cleaning Deposit	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Current: Key Deposit	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25
Proposed: Key Deposit	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25
Current: Insurance Requirement	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M
Proposed: Insurance Requirement ***	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M
Wi-Fi Available?	No	Yes	No	No	Yes	Yes	Yes	Yes

NOTES

* Two-hour (2-hour) Minimum Charge per rental transaction.

**Charge reflected is per room

***Renters to provide (SAM) Insurance Coverage when children are involved.

+ - Nothing Established (N/E)

* - Non-profit youth sports leagues should inquire with City Staff regarding highly discounted rates

— **Planning and Development / Engineering** —

Authority: Reso 07-01-2019-B / Muni Code 15.24 / Fish & Game Code § 711.4

General

PLANNING & DEVELOPMENT / ENGINEERING	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?*	New Fee?
General							
Tentative Map - Deposit*	4 lots or less	\$5,000	\$5,000	Yes - see above	noted above	No	No
Tentative Map - Deposit*	5 lots or more	\$6,000	\$6,000	Yes - see above	noted above	No	No
Final Map - Deposit	Per Map?	\$5,000	\$5,000	Yes - see above	noted above	No	No
Boundary Line Adjustment***	Per Line?	\$3,000	\$3,000	Yes - see above	noted above	No	No
Certificate of Compliance	Each	\$600	\$600	Yes - see above	noted above	No	No
*Tentative Map for 4 lots or less includes remainder, with a minimum of 2 lots plus staff costs. Tentative Map for 5 lots or more includes remainder plus staff costs.							
**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.							
***County Surveyor and Recorder Fees							

Permits and Reviews - Part 1 of 2

Authority: Reso 07-01-2019-B / Muni Code 15.24 / Fish & Game Code § 711.4

PLANNING	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?**	New Fee?
Permits and Reviews (Part One of Two)							
Encroachment Permit (plus plan check fees)	Each	\$165	\$200	Yes - see above	noted above	No	No
Encroachment Permit - Annual	Each / Per Year	\$150	\$200	Yes - see above	noted above	No	No
Site Plan Review - Deposit Minor	Flat Fee	N/A	\$500			No	
Site Plan Review: Deposit - Major+	Each	\$2,000	\$2,000			No	
Use Permit Deposit +	Each	\$3,000	\$3,000	Yes - see above	noted above	No	No
Use Permit Deposit - VRBO / Vacation Rental / AirBnB+		\$600	\$600	Yes - see above	noted above	No	No
Home Occupation Permit +		\$175	\$150	Yes - see above	noted above	No	No
Staff Cost							
Administration	Whichever is less	20% or \$200	See STAFF COST Matix	Yes - see above	Noted above	No	No
Clerical	Per person / Per hour	\$50	See STAFF COST Matix	Yes - See above	Noted above	No	No
Building Inspector	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Engineer	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Planner	Per person / Per Hour	\$160	See STAFF COST Matix	Yes - See above	Noted above	No	No
**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.							
++Non-Refundable							

Permits and Reviews - Part 2 of 2

Authority: Reso 07-01-2019-B / Muni Code 15.24 / Fish & Game Code § 711.4

PLANNING	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?*	New Fee?
Permits and Reviews (Part Two of Two)							
Variance - Deposit+	Each	\$1,200	\$2,000	Yes - see above	noted above	No	No
Sign Permit	Each	\$100	\$200 if sign is already up. \$100 if done before sign is up	Yes - see above	noted above	No	No
Conditional Use Permit (CUP): Deposit+	Each	\$2,500	\$3,000				
General Plan Amendment Deposit+	?	\$4,000	\$5,000	Yes - see above	noted above	No	No
Ordinance Amendment Deposit +	?	\$3,500	\$3,500	Yes - see above	noted above	No	No
Zone Change+	?	\$3,000	\$3,000	Yes - see above	noted above	No	No
Public Utility Easement (PUE) Abandonment - Deposit+	Each	\$1,000	\$1,000	Yes - see above	noted above	No	No
Abandonment of Roadway+	?	\$1,800	\$1,800	Yes - see above	noted above	No	No
Annexation Fee - Deposit	Each	\$5,000	\$5,000	Yes - see above	noted above	No	No
Appeals - Staff or Planning Commission Decision++	Each	\$375	\$375	Yes - see above	noted above	No	No
Additive DRC Fee	Each	N/A	\$50	No	N/A	Yes	Yes
Staff Cost							
Administration	Whichever is less	20% or \$200	See STAFF COST Matix	Yes - see above	Noted above	No	No
Clerical	Per person / Per hour	\$50	See STAFF COST Matix	Yes - See above	Noted above	No	No
Building Inspector	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Engineer	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Planner	Per person / Per Hour	\$160	See STAFF COST Matix	Yes - See above	Noted above	No	No
**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.							
++Non-Refundable							

Environmental (CEQA) and Filing Fees

Authority: Reso 07-01-2019-B / Muni Code 15.24 / Fish & Game Code § 711.4

PLANNING	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?*	New Fee?
Environmental (CEQA) and Filing Fees							
Environmental Review Deposit	Each	N/A	\$5,000.00	Yes - see above	Noted above	No	Yes
County Clerk Processing Fee+++	Amador County	\$50.00	\$50.00	Yes - see above	Noted above	No	?
Negative Declaration (ND / MND)+++	State Pass-Through	\$3,043.75	\$3,043.75	Yes - see above	Noted above	No	?
Negative Declaration (ND / MND) - Recordation+++	Amador County	\$50.00	\$50.00	Yes - see above	Noted above	No	?
Environmental Impact Report (EIR)+++	State Pass-Through	\$4,227.50	\$4,227.50	Yes - see above	Noted above	No	?
Environmental Impact Report (EIR) - Recordation+++	Amador County	\$50.00	\$50.00	Yes - see above	Noted above	No	?
CEQA Notice of Exemption+++	Amador County	\$50.00	\$50.00	Yes - see above	Noted above	No	?
"No Effect" Determination - Requires CDFW Approval Form+++	Amador County	\$50.00	\$50.00	Yes - see above	Noted above	No	?
Staff Cost							
Administration	Whichever is less	20% or \$200	See STAFF COST Matix0	Yes - see above	Noted above	No	No
Clerical	Per person / Per hour	\$50	See STAFF COST Matix	Yes - See above	Noted above	No	No
Building Inspector	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Engineer	Per person / Per Hour	\$165	See STAFF COST Matix	Yes - See above	Noted above	No	No
City Planner	Per person / Per Hour	\$160	See STAFF COST Matix	Yes - See above	Noted above	No	No
**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.							
+++Fees are passed on to other agencies.							

Police and Public Safety

Parking Citations

POLICE and PUBLIC SAFETY				
Fee Category				
Parking Citations				
Description		Authority	Current Amount	Proposed Amount
Parking - Prohibited Area		SCMC 11.24.010	\$35	\$65
Parking - Conformity with Markings		SCMC 11.24.020	\$35	\$65
Parking - Red Zone (Fire)		SCMC 11.24.030	\$150	\$160
Parking - Green Zone (Short-Term)		SCMC 11.24.040	\$40	\$50
Parking - Blue Zone (Disabled)		SCMC 11.24.050	\$350	\$350
Parking - Yellow Zone (Loading)		SCMC 11.24.060	\$40	\$50
Parking - White Zone (ATM)		SCMC 11.24.070	\$40	\$50
Parking - 2-Hour Limit		SCMC 11.24.120	\$50	\$50
Parking - 4-Hour Limit		SCMC 11.24.120	\$50	\$60
Parking - 9-Hour Limit		SCMC 11.24.120	**	\$70
Parking - 12-Hour Limit		SCMC 11.24.120	\$35	\$80
Parking - Block Sidewalk / Driveway / Hydrant		SCMC 11.24.100	\$50	\$100
Parking - Private Property Without Permission		CVC 22658	\$50	\$65
Parking - Public Street or Lot Over 72 Hours		CVC 22651(k)	\$75	\$125
Parking - Public Lot for Purposes of Sale		SCMC 11.24.010	**	\$65
Parking - Expired Registration*		CVC 4000(A)(1)	**	\$100
Parking - Improper License Plates*		CVC 5200	**	\$25
Parking - Improper Registration Tags*		CVC 5204(A)	**	\$25
Improper Parking on Public Grounds		CVC 21113	**	\$65
Parking - Right Wheel Over 18" from Curb		CVC 22502(A)	**	\$65
NOTE				
* - If proof of correction is submitted within 21 days, fine is reduced to \$10.00				
**Not in current Fee Schedule.				

Other Police and Public Safety-Related Fees

POLICE and PUBLIC SAFETY			
Fee Category			
Other Police and Public Safety-Related Fees			
Description	Authority	Current Amount	Proposed Amount
Report Copy (first 5 pages)	N/A	\$25	\$25
Report Copy (per additional page)	N/A	\$0.25	\$0.25 for black and white. \$0.50 for color
Vehicle Identification Number (VIN) verification	N/A	\$10	\$10
Citation Copy	N/A	\$10	\$10
Citation Sign-Off (non-resident or other agency)***	N/A	\$10	\$25
Blasting Permit++	N/A	\$250	\$300
Officer Subpoena	N/A	\$275	\$300
Towed/Impound Vehicle Release	N/A	\$125	\$150
Driving while Intoxicated/Impaired (DWI) Accident Responses	N/A	\$275	Fee to be determined based on fully loaded rate for staff time (minimum of two staff members), including overtime rate when applicable.
Impound Cost (30-day tow)	CVC 14606.6	**	\$300
Initial Permit (\$66 to DOJ + \$10 to City)	N/A	\$76	TBD
Renewal Permit (\$10 to DOJ + \$10 to City)	N/A	\$20	TBD
Animal impound and Redemption+ (flat rate)	N/A	**	\$150
Animal impound and Redemption+ (1st impound)	N/A	\$25	refer to \$150 flat rate above
Animal impound and Redemption+ (2nd impound)	N/A	\$35	refer to \$150 flat rate above
Animal impound and Redemption+ (3rd impound)	N/A	\$45	refer to \$150 flat rate above
Carry Concealed Weapons (CCW) Permit - Initial	N/A	\$150	\$200
Carry Concealed Weapons (CCW) Permit - Renewal	N/A	\$100	\$150
NOTE			
* - If proof of correction is submitted within 21 days, fine is reduced to \$10.00			
** - Not in current Fee Schedule.			
*** - The fee reflected is per corrected offense. This fee is mutually exclusive from any fees to be paid alongside the reduced bail/fine amount to the Court, which the individual will discuss with the Court.			
+ - Gross increase intended to offset the uncontrolled costs imposed by Amador County Animal Control.			
++Fee does not include staff time. The City will charge additional fees for staff time with a minimum of two staff members.			

Public Works

PUBLIC WORKS		
Fee Category - Per Occurrence		
Description	Current Amount	Proposed Amount
Spilled Load Clean Up	Fully allocated hourly rates + all direct costs for clean up. Aggressively pursue offenders, including potential insurance claims	Fully allocated hourly rates + all direct costs for clean up. Aggressively pursue offenders, including potential insurance claims
Hazardous Materials Clean Up	Fully allocated hourly rates + all direct costs for clean up. Aggressively pursue offenders, including potential insurance claims	Fully allocated hourly rates + all direct costs for clean up. Aggressively pursue offenders, including potential insurance claims
Damage to Town Property	Fully allocated costs of repair of property + staff time + material costs - bill offender.	Fully allocated costs of repair of property + staff time + material costs - bill offender. Aggressively pursue offenders, including potential insurance claims.

Wastewater Fees

Authority: 2024 Sewer Rate Study / Prop 218 Hearing (June 3, 2024)

Rates effective **July 1, 2024**. Future increases adopted via resolution are noted below.

	RESIDENTIAL			COMMERCIAL	
WASTEWATER	Single Family (ESFU)*	Multi-Family	Mobile Home Parks	Standard Commercial	Vacancy Rate**
Unit of Measure - depends on category	pe month	per unit / month	per space / month	per ESFU*	per month
FY 2025-2026 Rate	\$133.86	\$133.86	based on ESFU	\$133.86	\$91.02
FY 2026-2027 Rate (anticipated)	\$145.91	\$145.91	based on ESFU	\$145.91	\$99.21
* Equivalent Single Family Units (ESFU)					
**Vacancy Rate is 68% of the standard rate to cover fixed cost to maintain infrastructure. Consult with City Hall for more information, as well as required criteria to be eligible for this rate.					

~~Sewer Connection Fees and Fats, Oils, and Grease (FOG)~~

	RESIDENTIAL			COMMERCIAL	
SEWER AND FOG	Single Family (ESFU)*	Multi-Family	Mobile Home Parks	Standard Commercial	NOTES
Unit of Measure - depends on category	per unit	per unit	per space	per ESFU*	
Sewer Connection**	\$10,247.56	\$10,247.56	\$10,247.56	\$10,247.56	
Sewer Request and Basic Inspection	None Yet	None Yet	None Yet	None Yet	+
Sewer Lateral Inspection - Visual	None Yet	None Yet	None Yet	None Yet	+
Sewer Lateral Inspection - Video	None Yet	None Yet	None Yet	None Yet	+
Fats, Oils, and Grease (FOG)					
Stormwater Violation - First Offense	None Yet	None Yet	None Yet	None Yet	+
Stormwater Violation - Second Offense	None Yet	None Yet	None Yet	None Yet	+
Stormwater Violation - Third and Subsequent Offense	None Yet	None Yet	None Yet	None Yet	+
FOG Violation - First Offense	None Yet	None Yet	None Yet	None Yet	+
FOG Violation - Second Offense	None Yet	None Yet	None Yet	None Yet	+
FOG Violation - Third and Subsequent Offense	None Yet	None Yet	None Yet	None Yet	+
* Equivalent Single Family Units (ESFU)					
**Refer to Sewer Connection Rate as referenced under DEVELOPER FEES.					
+Ordinance required to establish and enforce fees.					

Special Events

Authority: Reso 07-01-2019-B / Muni Code 15.24

SPECIAL EVENTS	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?**	New Fee?
Special Event Permit	per Event	\$100	\$100	Yes - see above	noted above	No	No
Farmer's Market Permit	Per season	\$600	\$600				
Minor Event - Deposit	per Event	\$250	\$250	Yes - see above	noted above	No	No
Major Event - Deposit	per Event	\$500	\$500	Yes - see above	noted above	No	No
Special Event - Police Services	per Event	fully loaded hourly rate (overtime)+	fully loaded hourly rate (overtime)+	Yes - see above	noted above	No	No
Special Event - Public Works	per Event	Nothing Established	fully loaded hourly rate (overtime)+	No	Nothing Established	No	Yes
Parking Lot Banner Fee	Two weeks	\$50	\$50				
"No Parking" Sign	Each	\$0.65	\$1	Yes - see above	noted above	No	No
"Road Closed" Sign	Each	\$0.65	\$1	Yes - see above	noted above	No	No
"Traffic Delay" Sign	Each	\$0.65	\$1	Yes - see above	noted above	No	No
Current: Insurance Requirement	per Event	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M	\$1M / \$2M / \$1M
Proposed: Insurance Requirement***	per Event	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M	\$2M / \$4M / \$2M

**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.

+ Fully-Loaded Hourly Rate (Overtime) - Contingent on factors including but not limited to number of staff needed, number of hours staff would be needed, established rate of overtime pay. This would be arranged and agreed upon between the event organizer and the City prior to the event.

Staff Costs

STAFF COSTS	Unit of Measure	Current Fee	Proposed Fee	Adopted per Ord or Reso?	Ord / Reso / Muni Code Number**	Need Adoption of Ord or Reso to Approve Fee?***	New Fee?
Administration Fee	whichever is less	20% or \$200	20% or \$200	Yes - see above	noted above	No	No
Clerical	per person / per hour	\$50.00	fully loaded hourly rate (overtime)+	Yes - see above	noted above	No	No
Police Staffing	per person / per hour	fully loaded hourly rate (overtime)+	fully loaded hourly rate (overtime)+	Yes - see above	noted above	No	No
Public Works Staffing	per person / per hour	None Established	fully loaded hourly rate (overtime)+	No	pending	No	Yes
Lifeguard++	per person / per hour	TBD	TBD	No	None	No	Yes
Building Inspector++	per person / per hour	\$165/hr	\$165/hr	Yes - see above	noted above	No	No
City Engineer++	per person / per hour	\$165/hr	\$200/hr	Yes - see above	noted above	No	Yes
City Planner++	per person / per hour	\$160/hr	\$195.00	Yes - see above	noted above	No	No

**Ordinance or Resolution is in addition to the Ordinance / Resolution approving the Master Fee Schedule.

+ Fully-Loaded Hourly Rate (Overtime) - Contingent on factors including but not limited to number of staff needed, number of hours staff would be needed, established rate of overtime pay. This would be arranged and agreed upon between the event organizer and the City prior to the event.

++ Fee subject to change per agreement / contract between City and Consultant.

BEST RISK MANAGEMENT PRACTICES**Special Events and Facilities Rentals****Put It in Writing**

- Maintain a written document that describes the process and the applicant requirements for both special events and facilities rentals.
- Maintain a formal application form that must be completed by applicants who wish to use an agency's facilities and/or host events on public property. (Ex: classes, meetings, banquets, outdoor markets, block parties, and parades).

Indemnity and Hold Harmless

- Include a clearly defined indemnity, defense, and hold harmless clause in all contracts, agreements, and permits (applications) associated with a special event and/or facilities rental.
- Ensure the indemnity, defense, and hold harmless statement, special event application forms, special event procedures, and facilities rental forms are all equally strong and contain similar language in regard to who at the agency is protected.
- Review the special events and facilities rental documents whenever either is changed to ensure consistent language between the documents.

Require Insurance

- Require general liability insurance coverage with a minimum \$2,000,000 per occurrence, \$4,000,000 general aggregate (applicable per project/location).
- Require the applicant provide a certificate of insurance and separate policy endorsement naming the agency as an additional insured on the applicant's general liability policy.
- Require the applicant provide the entire policy with all its endorsements.
- Provide the applicant with a link to a special events insurance provider if necessary to ensure the provision of insurance.

Serving Alcohol

If serving alcohol will be permitted:

- Ensure the application form stipulates the restrictions and/or requirements for serving alcohol.
- Ensure the applicant provides proof of:
 - A valid alcohol serving license;
 - Properly trained servers;
 - Security measures; and
 - The addition of the following insurance to their commercial general liability policy:
 - Liquor Liability Insurance (if a charge is made for alcohol)
 - Host Liquor Liability Insurance (if no charge is made)

[RISKCONTROL.SEDGWICK.COM](https://www.riskcontrol.sedgwick.com)

BEST RISK MANAGEMENT PRACTICES**Special Events and Facilities Rentals****Pre-Event Inspection for Outdoor Events**

- Conduct a documented pre-event safety audit and inspection of the site, including, but not limited to:
 - Permanent and temporary structures;
 - Lighting;
 - Communications;
 - Accessibility;
 - Emergency plans; and
 - Traffic and crowd control

Provision of Parking Shuttle Service by the Agency

- Ensure shuttle and parking services are provided by agency employees who meet the recommended driver selection and training best practices stipulated in the Agency's auto and fleet safety policy.
- Develop an auto and fleet safety policy if one does not exist.
- Conduct and document pre-use inspections of the vehicles to ensure they meet applicable safety standards.
- Conduct and document routine vehicle maintenance for all agency vehicles.
- Ensure all agency drivers involved in the shuttle service are included in the Agency's Employer Pull Notice program.
- Conduct and document driver safety training.

Traffic Management

- Ensure a qualified engineer approves traffic management plans for special events requiring road closures.
- Ensure the Agency's engineer, whether an employee or contractor, is authorized by the Agency to review and approve the traffic management plan.
- Ensure the authorization to "review and approve" is stipulated in the engineer's job description or contract.
- Ensure the Agency's codes and/or job descriptions specifically state when the Agency's qualified engineer may delegate the task of reviewing and approving traffic management plans to a qualified subordinate or other person specifically named by job title, i.e., the Director of Public Works.

Volunteers for Agency Sponsored Special Events

- Include your Agency's volunteers in your workers' compensation coverage.
- If you do not include your Agency's volunteers in the Agency's workers' compensation coverage, require participants and/or volunteers of special events that involve risk of injury and are sponsored by the Agency sign waivers prior to participation.

Special Events Brokers

HUB International:

Special Events Coverage

Contact: Joy Cummings

Email:

specialevent@hubinternational.com

Tel: (925) 609-6500; Fax: (925) 609-6550

400 Taylor Blvd., Suite 300

Pleasant Hill, CA 94523

<https://www.hubinternational.com/programs-associations/event-insurance/>

Alliant Insurance Services, Inc.:

Special Events Public Entity

Contact: Penny DeWitt-Holdren,

Account Manager - Lead

CA License No. 0D02740

Email: pdewitt@alliant.com

Tel: (949) 660-8142

18100 Von Karman Avenue 10th Floor

Irvine, CA 92612

CA License No. 0C36861

Alliant.com

K&K Insurance:

[Short Term Special Event Insurance](#)

1 day - 10 days event with less than 12,000 attendees; or

[Special Event Insurance](#)

12,000+ attendees

Email:

KK.EventsAttractions@kandkinsurance.com

Tel: (877) 648-6404

Email: info@eventinsurance-kk.com

1712 Magnavox Way

P.O. Box 2338

Fort Wayne, IN 46801-2338

CA license No. 0334819

kandkinsurance.com

Event Helper:

EventHelper.com

Why work with Event Helper?

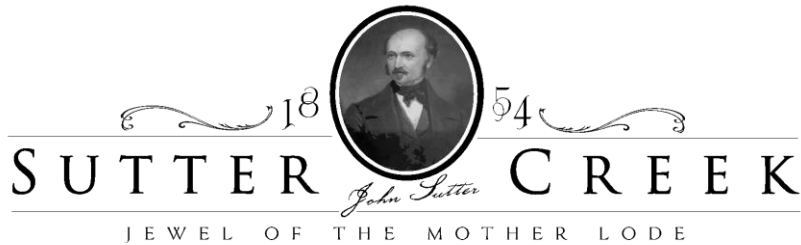
- *Application allows for bound coverage in 3-5 minutes*
- *Most policies cost around \$120-150*
- *Proof of coverage is sent directly to the client*
- *Over 400 class codes with multiple endorsement options like Sexual Abuse and Molestation (SAM), Retail Liquor, Athletic Participant, etc.*
- *Customer service support team based in Northern California*

Event Helper can create an application with the member's insurance requirements and specific additional insured verbiage, and automatically email proof of coverage to the member once the special event host/applicant purchases the coverage.

Contact: Myles Anderson, Partner
Relationship Manager

Tel: (530) 500-2003

Email: myles@theeventhelper.com



MEETING DATE: MARCH 16, 2026

TO: CITY COUNCIL

FROM: ERIN VENTURA, PLANNING CONSULTANT

SUBJECT: SUTTER CREEK HOUSING ELEMENT ANNUAL PROGRESS REPORT- 2025

RECOMMENDATION:

1. Review and Accept report for submission to HCD.

BACKGROUND:

Local jurisdictions are required to submit a Housing Element Annual Report (APR) to the Governor's Office of Planning and Research (OPR) and the Housing and Community Development (HCD) by April 1 of each year. This report provides information to the State, and the public, on the implementation of the Housing Element and progress toward our Regional Housing Needs Allocation (RHNA) numbers.

APRs must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda.

DISCUSSION:

Staff prepared the Sutter Creek Housing Element APR for the year 2025. The 6th Cycle Housing Element was adopted at the end of 2023 and certified by the State in January 2025. Over the past year, progress has been made on several programs outlined in the Housing Element (see Table D). Below is a summary of key programs that staff worked on in 2025:

- **Program 1: Countywide Housing Working Group (CWHWG)**
 - The CWHWG held multiple meetings in 2025
- **Program 4: Accessory Dwelling Units**
 - Information was added to the City's website
- **Program 7: Historically Significant Structures**
 - The Design Review Committee (DRC) continues to review modifications to buildings within the Historic District.
 - Gold Dust Trail
- **Program 9: Affordable and Special Needs Housing Assistance and Incentives**
 - The City assisted DANCO in apply for Homekey + funding and the project was successfully awarded funding on October 13, 2025.
- **Program 19: Water and Wastewater Infrastructure Capacity**
 - The City has entered into a design-build contract for a new Wastewater plant which is designed to handle future growth in Both Martell and Sutter Creek
 - The City initiated a Nexus Study in 2025.

- The City is near completion of wastewater collection capacity extension that will support Sutter Hill area including the new low income housing project.

Section 9, Item C.

In 2025, the City permitted or entitled four (4) units (see Table A2). All four units are currently under construction. Additionally, the City assisted DANCO with their Homekey + application. In October 2025, DANCO received funding for their supportive housing project.

The Planning Commission reviewed and unanimously accepted the report on March 9, 2026 without modification.

BUDGET IMPACT:

There is no budget impact directly. The APR recommends implementation of programs that may have budget impacts that will be addressed in each annual City budget.

Please Start Here

General Information	
Jurisdiction Name	Sutter Creek
Reporting Calendar Year	2025
Contact Information	
First Name	Erin
Last Name	Ventura
Title	Contract Planner
Email	eventura@haugebrueck.com
Phone	2092675647
Mailing Address	
Street Address	18 Main Street
City	Sutter Creek
Zipcode	95685

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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Jurisdiction	Sutter Creek	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	09/15/2021 - 09/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	1
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		1
Total Units		4

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	1	0
2 to 4 units per structure	0	2	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	1	0
Mobile/Manufactured Home	0	0	0
Total	0	4	0

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	3	4
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	3
Number of Proposed Units in All Applications Received:	4
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	3	4
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	2
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Sutter Creek	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle 09/15/2021 - 09/15/2025	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
 Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bc Applic			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21				
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA, SFD, 2 to 4.5+, ADU, MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low Income Deed Restricted	Extremely Low Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provisions the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below																								
	40210023	267 California Dr		2025-MAR-13	SFD	O	3/24/2025		1	0	0	0	0	0	0	0	2	1	4	0	0	NONE	No	No
	18152045	29 Spanish Street		2025-JUN-09	ADU	O	6/16/2025			1									1			NONE	No	No
	18293030	280 Hygrade Rd		2025-SEPT-02	2 to 4	R	9/4/2025										2		2			NONE	No	No
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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier													Streamlining	Historic Sites	Housing with Financial Assistance and/or Deed Restrictions	Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus			Notes				
Current APN	Street Address	Project Name	Acutely Low-Income Non-Deed Restricted	Extremely Low-Income Non-Deed Restricted	Extremely Low-Income Non-Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above-Moderate-Income	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
													Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	Please select the site streamlining provision the project was APPROVED pursuant to (may select multiple)	Is this project located on a site with an associated historical designation as outlined in Government Code Section 46000(a)(2)(B) and reported on Table L7?	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter "1000")	Number of Demolished/Destroyed Units	Demolished or Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the Incentives, Concessions, Waivers, and Modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes	
402110023	287 California Dr		0	0	0	0	0	0	0	0	0	0		0	NONE	No				Information provided by owner								
18133294	29 Shasta Street														NONE	No				Information provided by owner								
18291030	280 Hygrade Rd																											
					</																							

Jurisdiction	Sutter Creek	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	09/15/2021 - 09/15/2029

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 12/31/2018-09/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted			-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted			-	-	-	-	1	-	-	-	-	-	1
Extremely Low	Deed Restricted			-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted			-	-	-	-	-	-	-	-	-	-	
Very Low	Deed Restricted	15		-	-	-	-	-	-	-	-	-	-	1
	Non-Deed Restricted			-	-	-	-	-	-	-	-	-	-	14
Low	Deed Restricted	12		-	-	-	-	-	-	-	-	-	-	12
	Non-Deed Restricted			-	-	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	13		-	-	-	-	-	-	-	-	-	-	3
	Non-Deed Restricted			-	-	-	-	1	2	-	-	-	-	10
Above Moderate		34	7	1	1	4	-	1	-	-	-	-	14	20
Total RHNA		74		7	1	1	4	1	4	-	-	-	18	56
Total Units				7	1	1	4	1	4	-	-	-	18	56

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):
 - You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
 - If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
 - All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Jurisdiction Sutter Creek								
Reporting Year 2025 (Jan. 1 - Dec. 31)								
Table D								
Program Implementation Status pursuant to GC Section 65583								
Housing Programs Progress Report								
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.								
1	2	3	4	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
Program 1: Countywide Housing Working Group	<ul style="list-style-type: none"> • Amador County, and the Cities of Amador City, Ione, Jackson, Plymouth, and Sutter Creek to establish a Countywide Housing Working Group, including one representative from each jurisdiction's Planning Department, by February 2024 to discuss and implement housing strategies. The Countywide Housing Working Group shall meet on a regular basis. • Each jurisdiction shall annually evaluate the effectiveness of the CHWG in the implementation of programs. If the CHWG is determined to be ineffective in implementing any of the programs, each jurisdiction shall identify alternative actions within six months, including a schedule to implement the alternative actions on a semi-annual basis (e.g., actions that each jurisdiction will implement at least two times each year) for the remainder of the planning period, to facilitate the implementation of relevant programs. 	Feb-24	6th Cycle	Continuous	Countywide meeting 3/10/25 Amador City, Ione, Jackson, and Sutter Creek meet the 2nd Monday of each month to discuss on going planning topics and issues within the County.	Meetings		
Program 2: Housing Element Monitoring/Annual Reporting	Review the Housing Element annually and provide opportunities for public participation, in conjunction with the submission of the Annual Progress Report to the State Department of Housing and Community Development by April 1st of each year.	1-Apr	6th Cycle	Continuous	The APR is reviewed annually during a public meeting of both the Planning Commission and the City Council.	Other		

<p>Program 3: Adequate Sites</p>	<ul style="list-style-type: none"> Each jurisdiction shall develop a formal ongoing procedure to evaluate development proposals, rezones, and other land use decisions and update the inventory and capacity of sites by income groups as necessary by the end of 2023. Each jurisdiction to work with the Amador-Tuolumne Community Action Agency (ATCAA) and private developers on an ongoing basis to find suitable sites for affordable housing and special needs groups, including extremely low income, transitional, supportive, and single heads of households housing with an emphasis on prioritizing housing opportunities in higher resource areas. 	<p>Dec-23</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>Implementation in progress and ongoing. The Housing Element includes a citywide inventory of potential infill sites. The inventory list contained in the Housing Element is available at the Community Development Department offices and at Sutter Creek City Hall counter, and is posted on the City's website, www.cityofsuttercreek.org. The inventory was updated at the time the Housing Element was updated. Between updates of the Housing Element, City staff will maintain a database of the housing inventory, and vacant or infill sites with modifications entered each time a building permit or use permit is approved. The Planning staff will post the database on the City website and make available at the City Hall and Community Development counters.</p>	<p>Units</p>		
<p>Program 3: Adequate Sites</p>	<ul style="list-style-type: none"> Each jurisdiction to maintain adequate sites to accommodate the RHNA throughout the 6th Cycle pursuant to Government Code Section 65863 (No Net Loss Law): Sutter Creek: 15 very low, 12 low, 13 moderate, and 34 above moderate income units The Zoning Code for each jurisdiction shall be updated to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households for: 1) lower income sites that are vacant and have been included in the inventory from two or more consecutive planning periods, and 2) lower income sites that are underutilized (nonvacant) and have been included in the inventory from a prior planning period consistent with the requirements of Government Code Section 65583.2. The attachment to the Annex for each jurisdiction identifies lower income sites that have been included in prior Housing Elements. 	<p>Dec-23</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Zoning Ordinance was updated in Fall 2023.</p>	<p>Other</p>		<p>https://library.municode.com/ca/sutter_creek/codes/code_of_ordinances?nodeId=15183</p>
<p>Program 4: Accessory Dwelling Units, Junior Accessory Dwelling Units, and SB9 Units</p>	<p>Amador County, Amador City, Jackson, Plymouth, and Sutter Creek to update their codes to allow ADUs, JADUs, and SB 9 units, as applicable, consistent with the requirements of State law by May 2025 and submit the amended ADU and JADU provisions to HCD for review.</p> <ul style="list-style-type: none"> If HCD identifies any inconsistencies between State law and the updated ADU provisions, each jurisdiction shall amend its code to accommodate ADUs and JADUs consistent with the requirements of State law within 6 months of HCD review. Housing Working Group to coordinate development of a Countywide web page by December 2024 to promote ADU and SB 9 opportunities to interested residents that includes examples of successful ADU projects, an ADU resource guide, and links to the ADU and SB 9 requirements for each jurisdiction. Each jurisdiction shall provide technical and resource guides online, including lot split provisions per SB 9 by December 2023. 	<p>May-25</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>The Working Group has reviewed materials provided by Amador County for ADUs. Materials will be coordinated between jurisdictions and made available.</p> <p>Staff is currently working on informational materials to be presented to the Planning Commission for review and input.</p> <p>HCD provided comments to the City regarding our current ADU Ord. Revisions were made and sent back to HCD for review.</p> <p>Additional information added to the City website</p>	<p>Units</p>		<p>https://motherlodeadu.org/ https://www.hcd.ca.gov/sites/default/files/docs/policy-and-research/adu-handbook-update.pdf</p>

<p>Program 4: Accessory Dwelling Units, Junior Accessory Dwelling Units, and SB9 Units</p>	<ul style="list-style-type: none"> Each jurisdiction shall conduct outreach and education on ADU and SB 9 options and requirements to homeowners and Homeowners' Associations on an annual basis (2023-2029) to expand opportunities throughout the jurisdiction, with an emphasis on outreach to homeowners' associations and property owners in higher opportunity areas within each jurisdiction. Each jurisdiction shall pursue State funding available to assist lower- and moderate income homeowners in the construction of ADUs on an annual basis (2024, 2026, 2028). Each jurisdiction shall provide financial assistance to qualified property owners to build ADUs when State funds (such as CalHOME) or other funds are available on an ongoing basis. By December 2025, assess each jurisdiction's progress in ADU construction; evaluate incentives to further promote ADUs if construction goals are not met. Sutter Creek: 5 ADUs/JADUs 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>Planning staff will continue to pursue State funds. If funding is available staff will provide assistance to qualified homeowners.</p>	<p>Units</p>	<p>2</p>	
<p>Program 5: Affordable Housing Land Acquisition</p>	<p>Amador Countywide:</p> <ul style="list-style-type: none"> Countywide Housing Working Group to work with the Amador-Tuolumne Community Action Agency (ATCAA) and private developers to identify potential suitable affordable housing sites for land acquisition on a regular basis. <p>Each Jurisdiction:</p> <ul style="list-style-type: none"> Individual jurisdictions to evaluate sites identified by the Countywide Housing Working Group to determine site acquisition feasibility, and work with for-profit and nonprofit resources as necessary to obtain such lands. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented due to staff and budget constraints.</p>	<p>Units</p>		
<p>Program 5B: Homeless Services Coordination</p>	<ul style="list-style-type: none"> Countywide, by 2027, work with developers and service providers to provide 30 new shelter or transitional housing beds, with at least 2 beds provided apiece in Amador City and Plymouth, 3 beds provided apiece in Lone, Plymouth, and Sutter Creek, and 10 beds provided apiece in Jackson and the unincorporated County. Beginning in 2024, Housing Working Group shall coordinate annually with the administration, Police Department, and Planning staff of each jurisdiction has information available regarding services for the homeless and at-risk population. 	<p>Dec-27</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>Planning entitlements have been granted for 43 unit supportive housing development in Sutter Creek. It is anticipated that building permits will be issued in 2026</p>	<p>Units</p>	<p>43</p>	
<p>Program 6: Affordability Targets</p>	<p>NA</p>				<p>NA</p>			

<p>Program 7: Historically Significant Structures</p>	<p>Coordinate the rehabilitation and adaptive reuse of at least 1 historically significant structures as appropriate on an ongoing basis by December 2027.</p>	<p>Dec-27</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Implemented, November 2023. The Design Review Committee reviewed renovation plans for a historical home on Main Street within our Historical Downtown District. Extra attention was given to make sure that the renovations were in keeping with the existing character of the home and period. Additionally in August 2025 the DRC reviewed plans for the renovation of a structure on Gold Dust Trail. The building has historical significance to the gold mining era.</p>	<p>Units</p>		
<p>Program 8: Neighborhood Beautification and Housing Rehabilitation</p>	<ul style="list-style-type: none"> ● Countywide Housing Working Group to identify funding sources for housing rehabilitation, weatherization, energy-efficient improvements, emergency repair, and wildland urban interface/fire hardening on an annual basis. ○ Housing Working Group to coordinate with individual jurisdictions to determine if available funding should be sought at the regional level or by individual jurisdictions. ○ Housing Working Group to coordinate with individual jurisdictions to identify a single entity to assist in the implementation of housing rehabilitation programs in order to provide efficient and effective assistance throughout the County. ○ Potential funding sources include USDA Section 504 Home Repair, Community Development Block Grant (CDBG), HOME, and CalFIRE Wildfire Prevention Grant programs. 	<p>Jun-23</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>As staff availability provides, the City will pursue funding.</p>	<p>Other</p>		
<p>Program 8: Neighborhood Beautification and Housing Rehabilitation</p>	<ul style="list-style-type: none"> ● Individual jurisdictions to promote the available housing rehabilitation, energy efficiency, accessibility, and home improvement programs on each jurisdiction's website, through social media, and by way of handouts available at the public counter as well as through the local real estate community by June 2023. ● Individual jurisdictions to continue to respond to code complaints as complaints are received. ● Each jurisdiction's Planning Department shall work with property owners, residents, and Homeowner Associations to ensure safe and decent housing. Staff will identify concentrations of housing in need of repair and multifamily developments in need of significant repair and connect property owners with resources for rehabilitation and junk removal on an ongoing basis. 	<p>Jun-23</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>As staffing is available, additional outreach will be completed.</p>	<p>Other</p>		
<p>Program 8: Neighborhood Beautification and Housing Rehabilitation</p>	<ul style="list-style-type: none"> ● Secure funding, either individually or Countywide, for rehabilitation, improvement, and/or emergency repair of housing: Sutter Creek: 3 extremely low, 3 very low, and 2 low income units to determine if available funding should be sought at the regional level or by individual jurisdictions. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>As staff availability provides, the City will pursue funding.</p>	<p>Other</p>		

<p>Program 9: Affordable and Special Needs Housing Assistance and Incentives</p>	<p>Countywide Housing Working Group will review available funding sources for housing affordable to extremely low, very low, low, and moderate income households and housing for special needs groups at least twice each year.</p> <ul style="list-style-type: none"> Countywide Housing Working Group will actively pursue federal, State, County and private funding sources that are available at the regional level and to determine the feasibility of developing a Regional Affordable Housing Trust Fund. Countywide Housing Working Group will proactively reach out annually to affordable housing providers and special needs housing providers, including homeless service providers interested in constructing extremely low income housing, emergency shelters, transitional housing, and supportive housing, agricultural worker housing providers, senior and disability housing providers, and providers serving large families and/or single heads of household with children to assist in identifying appropriate sites for development and connecting providers with assistance, including fundings and incentives for housing. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>The City assisted DANCO in apply for Homekey + funding and the project was successfully awarded funding on October 13, 2025.</p>	<p>Units</p>	<p>43</p>	
<p>Program 9: Affordable and Special Needs Housing Assistance and Incentives</p>	<ul style="list-style-type: none"> Each jurisdiction within Amador County to actively pursue federal, State, and private funding sources for affordable housing as a means of leveraging local funds and maximizing assistance, and also support developers in securing outside funding sources. If multiple projects are proposed for funding, jurisdictions shall prioritize projects that improve very low/low income access to the most resources and most positive environmental, educational, economic, and transportation outcomes. Amador County to actively pursue federal, State, or other funding sources to assist developers and property owners in meeting the State's wildfire safety standards for residential and mixed uses in the Very High Fire Hazard Severity Zone. If interest in affordable or special needs housing exceeds federal, State, and private funding resources for affordable housing, prioritize assisting projects located in TCAC highest resource areas. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>City staff worked with DANCO, on funding for their supportive housing project. The applicant was granted funding in 2025. Construction will begin in 2026.</p>	<p>Units</p>		

<p>Program 9: Affordable and Special Needs Housing Assistance and Incentives</p>	<ul style="list-style-type: none"> By December 2024, each jurisdiction shall identify a menu of incentives, including permit streamlining, reduced or deferred development fees, ministerial review of minor lot line adjustments, technical assistance to acquire funding, and modification of development requirements through Planned Development overlays or similar provisions for affordable and special needs housing. Incentives shall be specifically identified for extremely low income housing, which may include adopting priority processing, granting fee waivers or deferrals, modifying development standards, and granting concessions and incentives. Sutter Creek and Plymouth shall also identify reduced or deferred fees for deed-restricted moderate income housing. Each jurisdiction to promote affordable and special needs housing, as well as a variety of housing types, when reviewing and implementing Planned Development, Specific Plan, and any large-scale projects to ensure new residential development provides for a variety of housing types and affordability levels. 	<p>Dec-24</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented</p>	<p>Units</p>		
<p>Program 9: Affordable and Special Needs Housing Assistance and Incentives</p>	<ul style="list-style-type: none"> To promote and incentivize affordable and special needs housing, each jurisdiction shall annually email regional affordable housing developers and nonprofits the menu of incentives, the inventory of sites for very low and low income housing, a list of available financial resources, and the jurisdiction's dedicated contact to discuss affordable housing opportunities. In conjunction with other programs promoting affordable housing and reducing barriers to a variety of housing types, approve and permit development of new affordable and special needs units as follows: Sutter Creek: 8 extremely low, 7 very low, and 12 low income units 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented</p>	<p>Units</p>		
<p>Program 10: Preservation of Existing Affordable Housing</p>	<ul style="list-style-type: none"> Annually monitor each jurisdiction's affordable housing stock to ensure that deed-restricted units are preserved. Should any of the assisted properties become at risk of converting to market rate, the jurisdiction(s) will work with property owners, interest groups, and the State and federal governments to ensure compliance with State law and implement the following: <ul style="list-style-type: none"> Technical Assistance: Provide technical assistance where feasible to public and non-profit agencies interested in purchasing and/or managing units at risk. Preservation Programs: Provide information to owners of at-risk properties regarding rehabilitation assistance and/or mortgage financing in exchange for extending affordability restrictions. Tenant Education: Hold public hearings upon receipt of any Notice of Intent to Sell or Notice of Intent to Convert to Market Rate Housing, pursuant to Section 65863.10 of the Government Code and provide tenant education on housing rights Retain all assisted multifamily housing (lone – 43 units, Jackson – 258 unit, and Sutter Creek – 34 units) 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>The City annually monitors deed-restricted affordable housing units. During the reporting year, no units were lost and all units remain in compliance with recorded affordability restrictions.</p> <p>No properties were identified as at risk of conversion, and the City did not receive any Notice of Intent to Sell or Convert pursuant to Government Code Section 65863.10.</p> <p>The City will continue annual monitoring and remains prepared to provide technical assistance, preservation program information (including resources available through the California Department of Housing and Community Development and the U.S. Department of Housing and Urban Development), and tenant education if a property becomes at risk.</p>	<p>Units</p>		

<p>Program 11: Preserve Multifamily and Mobile Home Opportunities</p>	<ul style="list-style-type: none"> Update the code by December 2025 to establish provisions addressing the conversion or demolition of multifamily rental housing and mobile home parks with the intent of retaining multifamily units (701 units as identified in Background Report Table II-25) and mobile homes (1,432 units as identified in Background Report Table II-25) in all jurisdictions and assisting any households subject to relocation due to a multifamily or mobile home park demolition or conversion. The provisions shall address: <ul style="list-style-type: none"> Identification of affected households by income, household size, and special housing needs Notification to households at least 6 months prior to a required move-out date. Assistance to all lower income and special needs households in identifying affordable housing opportunities. 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>The required code update addressing demolition or conversion of multifamily units and mobile home units has not yet been adopted. Adoption remains scheduled for completion by the end of the cycle.</p> <p>No applications involving demolition or conversion were received during the reporting year; therefore, no relocation actions were required.</p> <p>The future ordinance will require: (1) identification of affected households by income, household size, and special needs; (2) at least six months' notice prior to move-out; and (3) assistance to lower-income and special needs households in identifying alternative affordable housing.</p>	<p>Households</p>		
<p>Program 11: Preserve Multifamily and Mobile Home Opportunities</p>	<ul style="list-style-type: none"> Moving costs to all affected households. Rental assistance for a minimum period of time to all lower income households who are not able to procure housing that is affordable to their income group (extremely low, very low, low). Option for all affected households to receive priority for any new or rehabilitated housing built on the same site within 3 years of move-out. 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented</p>	<p>Households</p>		
<p>Program 12: Fair Housing Services</p>	<ul style="list-style-type: none"> As a means of furthering fair housing education and outreach in the community, each jurisdiction in Amador County will advertise the fair housing program through placement of fair housing information brochures on their websites, at the public counters, and in the local library(ies) by December 2023. Each jurisdiction to provide an annual outreach event to promote fair housing and to educate the community, landlords, and real estate professionals regarding fair housing requirements. Each jurisdiction shall continue to provide referrals to CDFEH and HUD and any locally designated providers on an ongoing basis, including promoting fair housing practices, review and enforcement assistance with fair housing complaints, and education to housing providers. 	<p>Dec-23</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>The fair housing outreach program has not yet been implemented.</p> <p>Fair housing brochures have not yet been distributed via the City website, public counter, or local library. An annual fair housing outreach event has not yet been conducted.</p> <p>As staff time and funding become available, staff will work on this.</p>	<p>Households</p>		
<p>Program 12: Fair Hosuing Services</p>	<ul style="list-style-type: none"> Housing Working Group to coordinate with ATCAA in 2023/2024 to determine if ATCAA can offer fair housing services to all County residents. If ATCAA cannot offer fair housing services, the Housing Working Group to contact fair housing advocates to identify interest in providing fair housing services to the County and identify a single Countywide point of contact for fair housing concerns by the end of 2024. 	<p>Dec-24</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>The Housing Working Group has not yet coordinated with the Amador-Tuolumne Community Action Agency (ATCAA) to determine the availability of countywide fair housing services.</p>	<p>Households</p>		
<p>Program 13: Affirmatively Further Fair Housing</p>	<p>Implement measures to affirmatively further fair housing on an ongoing basis, and as further outlined in Table 1.</p>	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented due to staff and budget constraints.</p>	<p>Households</p>		

<p>Program 14: Affordable Housing Resources for Renters and Owners</p>	<ul style="list-style-type: none"> Develop an outreach program by December 2024 to connect lower income residents and the lower income workforce with new rental and ownership opportunities and access to resources for home ownership, housing rehabilitation, fair housing, temporary and long-term assistance in the event of a disaster, and other housing assistance programs as those become available, promoting fair housing choice and access to safe and decent housing within the community. Information shall be provided on each jurisdiction's website and social media channels, via announcements at the Board of Supervisors and City Council meetings, at the public counters, and in the local library(ies). Update outreach program materials at least annually to reflect correct contacts and program information. 	<p>Dec-24</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>The outreach program connecting lower-income residents and workforce households with rental and homeownership opportunities, housing rehabilitation programs, fair housing resources, and disaster-related housing assistance has not yet been developed.</p> <p>The City will prepare and implement the outreach program, if staff time and budget are available. Information will be posted on the City website and social media, announced at public meetings, and made available at public counters and local libraries. Outreach materials will be reviewed and updated at least annually to ensure accurate contact and program information.</p>	<p>Households</p>		
<p>Program 15: Adopt a Reasonable Accommodation Procedure for Housing</p>	<ul style="list-style-type: none"> Amador County, Amador City, Jackson, Plymouth, and Sutter Creek: Review and amend the Municipal Code a necessary to provide individuals with disabilities reasonable accommodation (in full compliance with Senate Bill 520) in rules, policies, practices, and procedures that may be necessary to ensure equal access to housing by December 2023. Include the following information: <ul style="list-style-type: none"> Providing notice to the public of the availability of an accommodation process. The notice will be provided at all counters where applications are made for a permit, license, or other authorization for siting, funding, development, or use of housing. Procedures for requesting reasonable accommodation, including preparation of a Fair Housing Accommodation Request form and designating the appropriate individual, committee, commission, or body responsible for acting on requests. 	<p>Dec-23</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>Partially implemented. Chapter 18.58-Accommodations of Persons with Disabilities was added to the Municipal Code in November 2023.</p>	<p>Other</p>		
<p>Program 15: Adopt a Reasonable Accommodation Procedure for Housing</p>	<ul style="list-style-type: none"> Review procedures for requests for reasonable accommodation, including provisions for issuing a written decision within 30 days of the date of the application. Criteria to be used in considering requests for reasonable accommodation. Appeal procedure for denial of a request for reasonable accommodation. The procedure should establish that there is no fee for processing requests for reasonable accommodation or for appealing an adverse decision related to a request for reasonable accommodation. All Jurisdictions: Create a public information brochure on reasonable accommodation for disabled persons and provide that information on each jurisdiction's website. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Public information and brochures have not yet been provided.</p>	<p>Other</p>		

<p>Program 15B: Smoke-free Multi-unit Housing</p>	<ul style="list-style-type: none"> In 2024, review methods to reduce exposure to second-hand smoke in multi-unit and mixed use residential projects and identify at least three methods for implementation in 2025-2029. Methods may vary from jurisdiction to jurisdiction and may include: <ul style="list-style-type: none"> Consideration of a smoke-free ordinance, encouraging compliance through education, signage requirements, and property manager actions rather than police, fines, or evictions. Targeted education to landlords and tenants on the benefits of a smoke-free housing policy. Targeted outreach to landlords with resources including language to include in leases, assistance available to purchase signage, and local resources for residents who want to quit tobacco. 	<p>Dec-24</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>Not yet implemented On March 10, 2025 the working group met with Amador County Public Health to see how they can assist in helping the jurisdictions draft a Smoke Free MUH Ordinance.</p>	<p>Other</p>		
<p>Program 16: Federal Voucher Program</p>	<ul style="list-style-type: none"> Countywide Housing Working Group to contact the Stanislaus County Regional Housing Authority (StanCoHA) and ATCAA annually to invite StanCoHA to attend a meeting and provide information regarding the number of vouchers issued within the county, to identify opportunities to access additional assistance programs, including the Family Unification Program, currently unavailable in Amador County, to determine if additional vouchers may become available, and to identify if there are unused vouchers that should be advertised to County residents. If vouchers are available to Amador County residents or the waitlist opens up, the Countywide Housing Working Group shall coordinate outreach via each jurisdiction's website and announcements at the Board of Supervisors and City Council meetings. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>The Countywide Housing Working Group has not yet contacted Stanislaus County Regional Housing Authority or Amador-Tuolumne Community Action Agency regarding voucher availability or program outreach.</p>	<p>Other</p>		
<p>Program 16: Federal Voucher Program</p>	<ul style="list-style-type: none"> Continue to facilitate the use of the HCV and other Housing Authority and ATCAA programs throughout the County by advertising programs semiannually (double the current advertising schedule) on each jurisdiction's website, in community newsletters, and via each jurisdiction's social media accounts to reach a Countywide audience. Conduct annual targeted education to landlords and tenants in the area of the County with the highest proportions of persons with disabilities and in areas with the highest resources. Provide information on the availability of the Housing Choice Voucher Program on the County's and each jurisdiction's website and review information bi-annually to ensure contact information is correct. Work with StanCoHA to increase the number of households receiving Housing Choice Vouchers by 5%. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Implementation will occur if staff time and budget permit and will include: semiannual advertising of HCV and other programs via websites, newsletters, and social media; annual targeted education for landlords and tenants in areas with the highest disability populations and resources; posting and bi-annual review of HCV program information online; coordinating with StanCoHA to identify vouchers, including Family Unification and unused vouchers; and increasing households receiving vouchers by 5%.</p>	<p>Other</p>		

<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>Each jurisdiction to complete the following zoning and development amendments to its code to streamline definitions, encourage and support a variety of housing types, including special needs housing and affordable housing, by July 2024 (note: refer to Chapter III (Housing Constraints) for a detailed analysis of revisions required to each jurisdiction's code): o Definitions- Family (Amador County, Amador City, Sutter Creek): Define "family" and "household" to include unrelated members of a household who reside together, to not regulate the relationship of members, and to impose no restriction on the number of persons who may reside together as a family or household.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>The definition of family was amended in September 2023.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>o Low Barrier Navigation Centers (Amador County, Amador City, Jackson, Plymouth, and Sutter Creek): Define and permit low barrier navigation centers consistent with the requirements of Government Code Sections 65660 through 65668, including treating low barrier navigation centers as a by-right use in areas zoned for mixed use and in nonresidential zones permitting multi-family uses (if applicable). o Transitional and Supportive Housing (Amador County, Amador City, Jackson, Plymouth, and Sutter Creek): Revise as necessary to ensure that transitional and supportive housing are allowed in residential and mixed-use zones in accordance with Government Code Section 65583(c)(3), and to allow eligible supportive housing in zones where multi-family and mixed uses are permitted in accordance with Government Code Sections 65650 through 65656.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Low barrier navigation centers and Transitional and Supportive housing were added to the Zoning Ordinance in September 2023.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>o Special Needs Housing (Amador County, Amador City, Plymouth, and Sutter Creek): Revise as necessary to ensure that special needs housing is accommodated in accordance with California Health and Safety (HSC) Code Section 1566.3, which establishes requirements for residential facilities that serve six or fewer persons including that residential care homes serving six or fewer persons will be treated in the same manner as a residence of the same type and not be subject to additional standards (such as parking). o Persons with Disabilities - Group homes 7 or more persons (Amador County, Amador City, lone, Jackson, Plymouth, and Sutter Creek): Permit these uses in all zones allowing residential uses with objectivity and only subject to the requirements of other residential uses of the same type in the same zone.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Special Needs Housing was added to the Zoning Ordinance in September 2023.</p>	<p>Other</p>		

<p>Program 17: Development Code/Zoning Code Amendments</p>	<ul style="list-style-type: none"> o Employee Housing (Amador County, Amador City, Jackson, and Plymouth, and Sutter Creek): Ensure that employee housing serving six or fewer employees shall be deemed a single family structure and shall be treated subject to the standards for a single family dwelling in the same zone per requirements of Health and Safety Code Section 17021.5. o Farmworker Housing (Amador County, Jackson, Sutter Creek): Ensure that agricultural employee housing is allowed in zones that permit agricultural uses consistent with the requirements of Health and Safety Code Sections 17021.6 and 17021.8. o Farmworker Housing (Plymouth): Ensure that agricultural employee housing is allowed consistent with the requirements of Health and Safety code Section 17021.8. 	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Employee Housing was added to the Zoning Ordinance in September 2023.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amendments</p>	<ul style="list-style-type: none"> o Emergency Shelters: (Amador County, Amador City, Jackson, and Sutter Creek): Revise as necessary to ensure that emergency shelters are accommodated in accordance with the federal Religious Land Use and Institutionalized Persons Act and Government Code Section 65583, which requires each jurisdiction to identify one or more zoning districts where emergency shelters are allowed without a discretionary permit, including ensuring that emergency shelters are allowed in zones where residential uses are also permitted consistent with the requirements of Government Code Section 65583(a)(4)(H) and are defined consistent with Government Code Sections 65582 and 65583(a)(4)(C). Require sufficient parking to accommodate all staff working in an emergency shelter, provided that the standards will not require more parking for emergency shelters than other residential or commercial uses within the same zone. o Emergency Shelters: (Jackson): Revise to allow 25 beds within each emergency shelter. 	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Emergency Shelters were added to the Zoning Ordinance in September 2023.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amedments</p>	<ul style="list-style-type: none"> o Emergency Shelters (All jurisdictions): Update the definition of emergency shelter to be consistent with Government Code Section 65583(a)(4)(C) and ensure that emergency shelters are permitted ministerially when ancillary to permitted places of worship and churches. 	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>The definition of Emergency Shelters was updated in the Zoning Ordinance in September 2023.</p>	<p>Other</p>		

<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>o Mobile Homes and Manufactured Homes (Amador County, Amador City, Plymouth, and Sutter Creek): Review and amend as necessary to remove restrictions on mobile homes and manufactured homes that conflict with the provisions of Government Code Section 65852.3, which require that manufactured and mobile homes on a permanent foundation be subject to the same requirements as a single family residence, with certain exceptions for architectural requirements, age of the home, and sites listed on the National Register of Historic Places. Additional jurisdiction-specific updates are as follows: • Sutter Creek: Limit the restriction of manufactured homes within the "Historic District" designations or the HR Combining Zone to places, buildings, structures, or objects listed on the National Register of Historic Places, with manufactured homes subject to the same review requirements as other residential unit development in this district.</p>	<p>Jun-24</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amedments</p>	<p>o Application Streamlining (Amador County, Amador City, Plymouth, Sutter Creek, and Jackson): To facilitate residential development and to comply with State law, each jurisdiction will be updated to ensure that eligible multi-family projects with an affordable housing component are provided streamlined review and are subject only to objective design standards consistent with relevant provisions of SB 35 and SB 330, as provided for by applicable sections of the Government Code, including but not limited to Sections 65905.5, 65913.4, 65940, 65941.1, 65950, and 66300. State law defines objective design standards as those that "involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant and public official prior to submittal." Each jurisdiction will review and modify the Design Review criteria to ensure application processing timelines comply with the requirements of applicable State laws, including Government Code Sections 65950-65957.5), streamline and simplify the process, including a limitation on the maximum number of hearings per project, and ensure objective standards and findings are applied to projects subject to Design Review.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Included as part of the September 2023 Zoning Ordinance Amendment.</p>	<p>Other</p>		

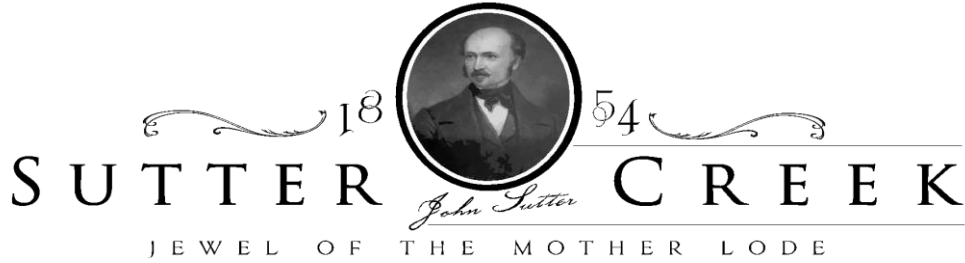
<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>o Objective Design & Development Standards (Amador County, Amador City, Jackson, Plymouth, and Sutter Creek). Each jurisdiction will adopt objective design and development standards for multifamily housing, including ministerial (by-right) residential and mixed-use development, and will ensure that the standards, including floor area ratio, unit size, height, setback, and parking requirements, accommodate the maximum densities permitted, and provide flexibility with the design of building types and units to accommodate irregular lots and steep slopes. These objective standards will replace any subjective standards, including site plan review findings, design review standards, and other standards required for single family and multifamily housing or will remove or include objective definitions and/or illustrations of any subjective terms, such as "compatibility", "orderly", "harmonious", "character", and "integrity".</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Sutter Creek has not yet adopted objective design and development standards for multifamily housing. Implementation is pending staff availability and budget. When completed, the standards will ensure by-right residential and mixed-use development accommodates maximum densities, provides flexibility for irregular lots and steep slopes, and replaces or clarifies subjective terms such as "compatibility," "orderly," and "harmonious."</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amendments</p>	<p>o Density Bonus (Amador County, Amador City, lone, Jackson, Plymouth, and Sutter Creek). Revise to reflect current requirements of the State's density bonus law, including alternative parking ratios, which shall also be reflected in the jurisdiction's parking standards section(s) of its code, including 1 space per studio (0 bedroom) and 1-bedroom units and 1.5 spaces per 2- and 3-bedroom units for projects that include affordable and special needs housing, and establish application requirements and decision-making criteria (Government Code Section 65915). o Reasonable Accommodations (Amador County, Amador City, Jackson, Plymouth, and Sutter Creek). Provide for reasonable accommodation for persons with a disability consistent with the HCD Reasonable Accommodation Model Ordinance, including objective findings for the approval of a reasonable accommodation application. o Accessibility (All jurisdictions): Require new development projects with 10 or more units to include accessibility options for buyers as part of each home plan.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Included as part of the September 2023 Zoning Ordinance Amendment.</p>	<p>Other</p>		

<p>Program 17: Development Code/Zoning Code Amedments</p>	<p>o Density Range (All jurisdictions): Require new development on the sites identified for very low, low, and moderate income to occur at 75% of allowed densities or higher, with exceptions provided for site-specific development constraints, affordable housing, and special needs housing. o Conversion of Multifamily Rental to Ownership or Non-Residential Uses: Establish provisions to ensure that the conversion of multifamily rental to ownership or non-residential uses addresses the potential for displacement of households, including adequate notice (6 or more months), identification of affordable housing opportunities in the region, assistance to lower income and special needs housing with locating replacement housing, moving assistance, and priority for any residents interested in new ownership opportunities at the location.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Included as part of the September 2023 Zoning Ordinance Amendment.</p>	<p>Other</p>		
<p>Program 17: Development Code/Zoning Code Amedments</p>	<p>o Reduce Constraints to a Variety of Housing Types: - Encourage developer constructed affordable housing in large, undeveloped portions of the City's planning area through use of the Planned Development (PD) land use zoning designation, including provisions to encourage clustering of units on small lots to reduce the cost of lots, housing construction, improvements, site preparation, and infrastructure.</p>	<p>Jul-24</p>	<p>6th Cycle</p>	<p>Completed</p>	<p>Sutter Creek encourages affordable housing through the Planned Development (PD) zoning designation, allowing clustered units to reduce costs. This approach has been applied in the 150-lot Sutter Creek Ranch development through the use of a Specific Plan.</p>	<p>Units</p>		
<p>Program 18: Code Reivew</p>	<p>Review and update local codes to address requirements of State law. Codes shall be reviewed every 3 years to implement any housing laws or any changes identified, including changes identified by HCD as part of its review of implementation of the Housing Element or review of ordinances where provided by the Government Code, to comply with existing housing laws. <ul style="list-style-type: none"> Review local code requirements annually to ensure that amendments are made where necessary to reduce impacts to life and property. Review updates to the California Building Standards Code on a triennial basis and adopt updates to code requirements accordingly. </p>	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>Sutter Creek reviews local codes annually and the California Building Standards Code triennially. Updates identified by HCD or new State housing laws will be adopted as staffing and time allow.</p>	<p>Other</p>		

<p>Program 19: Water and Wastewater Infrastructure Capacity</p>	<ul style="list-style-type: none"> • In 2023, the Housing Working Group shall meet with AWA to identify necessary steps and resources to address water and wastewater system improvements where needed to accommodate the RHNA. • Housing Working Group to identify methods to encourage water conservation and reduce wastewater effluent by December 2025, including coordinating with the water and wastewater providers to promote conservation and reviewing opportunities to increase efficiencies in new construction and rehabilitation projects. • Continue to work cooperatively with AWA, ARSA, and other agencies that own or operate water and sewer infrastructure on an ongoing basis and each jurisdiction shall review efforts annually and the Housing Working Group shall meet with water and wastewater providers at least annually.. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>The City has entered into a design-build contract for a new Wastewater plant which is designed to handle future growth in Both Martell and Sutter Creek</p>	<p>Other</p>		
<p>Program 19: Water and Wastewater Infrastructure Capacity</p>	<ul style="list-style-type: none"> • Housing Working Group to support infrastructure providers in pursuing funding to complete necessary improvements or to assist developers and agencies to complete these capital improvement projects as necessary on an ongoing basis to increase the availability of housing for low and very low income households, with efforts to identify potential applications and submittal of applications at least annually. • Housing Working Group to investigate establishment of assessment districts with a capital facilities fee on an ongoing basis to assist in funding infrastructure improvements by December 2026. • Submit a funding application to the USDA's Small Communities Rural Utilities Service Grants & Loans Program annually. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>The Working Group will continue to work with both AWA and ARSA on an as needed basis to address infrastructure constraints.</p>	<p>Other</p>		
<p>Program 19: Water and Wastewater Infrastructure Capacity</p>	<ul style="list-style-type: none"> • Each jurisdiction shall adopt any necessary fee programs and shall seek funding resources to support improvement and expansion of water and wastewater systems to accommodate the RHNA by December 2025. • The City of Lone shall develop a program to complete wastewater system improvements to expand its treatment capacity by 2024/2025 in order to accommodate its RHNA. • Coordinate with AWA and the cities to update Figures III-1 and III-2 X every 3 years (December 2026, December 2029) to identify parcels that are proximate to existing water and sewer service and planned water and sewer service as well as parcels where the cost to extend services would be considerable to assist developers in targeting locations for housing proposals. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>In Progress</p>	<p>The City initiated a Nexus Study in 2025. The City is near completion of wastewater collection capacity extension that will support Sutter Hill area including the new low income housing project.</p>	<p>Other</p>		

<p>Program 19: Water and Wastewater Infrastructure Capacity</p>	<ul style="list-style-type: none"> Where applicable, use development agreements or other mechanisms to ensure fair-share funding of off-site infrastructure and facility improvements on an ongoing basis and review projects at least annually to ensure implementation. Following adoption of the Housing Element, each jurisdiction shall provide the adopted Housing Element within 30 days to its water and sewer providers and shall include a cover letter identifying the requirements of Government Code Section 65589.7(a) requiring priority service for developments that provide housing for lower income households. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>As development occurs, the adoption of a Development Agreement will be considered.</p>	<p>Other</p>		
<p>Program 20: Partnerships with Affordable Housing Developers</p>	<ul style="list-style-type: none"> Facilitate land divisions, lot line adjustments, and specific plans resulting in parcel sizes that facilitate multi-family developments affordable to lower income households. Work with property owners and non-profit developers to target and market the availability of sites with the best potential for development, including annual outreach to property owners and non-profit developers identifying very low and low income sites included in the inventory of residential land. Host an annual meeting with affordable housing developers and non-profits to identify housing opportunities and to identify City programs and incentives that support affordable housing development through provision of land writedowns, regulatory incentives, and/or direct assistance. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented</p>	<p>Other</p>		
<p>Program 20: Partnerships with Affordable Housing Developers</p>	<ul style="list-style-type: none"> Annually meet with County representatives, developers, and major farmworker employers to discuss farmworker housing needs and to identify opportunities and potential applications for funding, with an objective of submitting at least two funding applications during the planning period for farmworker housing projects, including one new construction project and one rehabilitation project (rehabilitation may be existing housing primarily serving farmworkers or developing a rehabilitation loan/grant program targeted toward farmworker housing). 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>City staff will continue to work with developers on potential affordable housing projects.</p>	<p>Other</p>		
<p>Program 21: Child Care Program</p>	<ul style="list-style-type: none"> Continue to promote the provision of childcare in conjunction with residential development, including affordable housing projects, on an ongoing basis. 	<p>Dec-29</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>Zoning Ordinance updated to include childcare as an allowed use, September 2023.</p>	<p>Other</p>		
<p>Program 22: Application Processing Procedures</p>	<ul style="list-style-type: none"> Review application processing procedures in 2025 and 2028 and make any necessary amendments to reduce constraints to housing approvals and ensure development proposals are processed in accordance with State law, including the time periods identified by the Permit Streamlining Act. 	<p>Dec-25</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>Procedure will be reviewed annual and updated as staffing and budget permit</p>	<p>Other</p>		

<p>Program 23: Ongoing Community Education and Outreach</p>	<ul style="list-style-type: none"> • Provide information on ADUs, JADUs, SB 9 units, and streamlined permitting opportunities for eligible housing development projects at the public counter of each jurisdiction, at local libraries, and on each jurisdiction's website by June 2023 and update information bi-annually. • Amador County to maintain the County's existing webpage providing links and contact information for of the County's housing and job-training organizations (e.g., Amador County Association of Realtors, Gold Country Alliance for the Mentally Ill, ATCAA, Voices for Families, Area 12 Agency on Aging, Amador Affordable Housing Coalition, Amador Economic Development Corporation, Amador County Department of Health & Human Services, and similar organizations) and review page annually to update contact information as necessary. 	<p>Jun-23</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented due to staff constraints.</p>	<p>Units</p>		
<p>Program 23: Ongoing Community Education and Outreach</p>	<ul style="list-style-type: none"> • Provide information regarding housing rehabilitation, energy efficiency programs, weatherization, emergency repair assistance, and free energy audits (when available) at the public counter of each jurisdiction, at local libraries, and on each jurisdiction's website by June 2023 and update information biannually. • In coordination with ATCAA, encourage low income homeowners or renters to apply for free energy audits and home weatherization through ATCAA by June 2023. <ul style="list-style-type: none"> o Provide handouts at the public counter and website of each jurisdiction. o Promote these programs through the senior centers for seniors seeking assistance with home maintenance. 	<p>Jun-23</p>	<p>6th Cycle</p>	<p>Not Yet Started</p>	<p>Not yet implemented due to staff and budget constraints.</p>	<p>Units</p>		
<p>Program 23: Ongoing Community Education and Outreach</p>	<ul style="list-style-type: none"> • Continue to make available published materials and resource referral information for renters on the following subjects: housing discrimination, landlord/tenant relations, access to legal aid services for housing complaints, and information on housing advocacy programs and similar information. Information should be made available at each jurisdiction's public counter and website, at the Health and Human Services Agency, at the County library (and its branches), and similar locations where individuals may be in need of fair housing information by June 2023. • Provide information on the availability of the Housing Choice Voucher Program at each jurisdiction's public counter and website by June 2023. 	<p>Jun-23</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>Information is currently available on the City's Website.</p>	<p>Other</p>		
<p>Program 24: Governmental Transparency</p>	<p>All jurisdictions to provide fiscal documents to ensure transparency pursuant to Government Code Section 65940 no later than December 2024:</p> <ul style="list-style-type: none"> • Sutter Creek to update its website to provide its building permit fee schedule and its five previous annual fee reports, and archive of impact fee nexus studies, cost of service studies, or equivalent conducted on or after January 1, 2018. 	<p>Dec-24</p>	<p>6th Cycle</p>	<p>Continuous</p>	<p>City staff regularly updates the City's website with fiscal documents.</p>	<p>Other</p>		



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: MARCH 2, 2026

FROM: ERIN VENTURA, CONTRACT PLANNER

SUBJECT: SHORT TERM RENTALS

DISCUSSION CONTINUATION:

The 6 areas of discussion have been updated based on the comments and decisions made at the February 2, 2026 City Council meeting. It’s recommended that any council member absent from the Feb 2 meeting watch the video of the discussion prior to the March 2 meeting.

1) Location/Density

No consensus was established at the February 2, 2026 meeting.

The City Council should consider whether to establish density limits for short-term rentals in specific areas of the City. Currently, 15 of the City’s 21 short-term rentals are located within the Historic District. See attachments for Historical District boundaries and existing short term rental locations.

There are both benefits and drawbacks to this concentration. Advantages include the Historic District’s walkability to downtown businesses, which reduces demand for limited downtown parking, and the existing mix of residential and commercial uses, which may lessen the perceived impact of short-term rentals. Additionally, short-term rentals provide visitors with the opportunity to stay in homes that reflect the historic character of Sutter Creek.

Potential drawbacks include the close proximity of homes, which may increase impacts on neighboring residents, a reduction in available long-term rental housing within the Historic District, and the risk of damage to historic structures due to frequent tenant turnover.

Staff recommend that the City Council discuss whether a density restriction should be established. One option would be to allow a certain percentage of units within the Historic District to operate as short-term rentals, with a separate percentage permitted outside of the Historic District.

Staff further recommend using a percentage of total housing units rather than a fixed numerical cap, as this approach would adjust over time with changes in the City’s housing stock.

Decision Points / Options:

1. Whether to establish different density limits for short-term rentals within the Historic District versus areas outside the Historic District
2. Whether to establish density limits in 4 - 5 areas of town (instead of just 2 in #1 above)
3. How to handle a waitlist if and when density limits are reached

2) Owner Occupied vs. No onsite owner

At the February 2, 2026 meeting direction was provided on the following decision points:

Decision Point:

- Whether to differentiate regulations for owner-occupied short-term rentals versus non-owner-occupied short-term rentals-

Yes

- Whether to establish a cap on non-owner-occupied short-term rentals-

Yes, a cap should be established and it should be a percentage of total units within the City.

- What *percent* of total residential units* within the City should be allowed?
 - **2.5%= 35 units**
 - **5% = 70 units**

*Based on 1,404 residential units from Table II-25. Housing Units by Type within in the Amador Countywide 2021-2029 Housing Element

- Whether to allow unlimited owner-occupied short-term rentals-

Yes, unlimited owner occupied STRs will be allowed.

- If there is a cap, use a percentage-based limit or a fixed numerical cap-

Use a percentage based limit.

3) Permit Duration and Activity Requirements

No consensus was established at the February 2, 2026 meeting.

The City Council may also wish to consider establishing time limits and activity requirements for short-term rental permits. One option is to issue permits for a defined term, such as three years, with annual renewals to confirm continued compliance with City regulations.

To ensure permits are held by active operators, the City may require ongoing evidence of activity, such as regular submission of Transient Occupancy Tax (TOT). If a permit holder does not demonstrate activity by submitting required TOT filings for a specified period, the permit could be deemed inactive and automatically voided.

These provisions would help prevent permits from being held indefinitely without use, allow the City to better track active short-term rentals, and ensure that permits are available to operators who are actively contributing to the local economy and complying with City requirements.

Decision Points:

- Length of the short-term rental permit term- 1 year, 3 years
- Annual renewal requirements
- Criteria for determining inactivity and voiding permits

4) Permit Process

The City Council feels that the Short Term Rental application process should be handled at the staff level through an Administrative Short Term Rental Use Permit.

Decision Points:

- Whether short-term rental permits should continue to require Planning Commission approval.

No, it should be an administrative permit.

- If so, is there direction to the Planning Commission on what aspects to evaluate an application on to make it more objective?

N/A administrative permit

- Whether public hearings should be required for all residential short-term rentals or limited to specific circumstances.

No, administrative permit.

- Whether staff-level approval is appropriate for some or all short-term rental permits-

Yes

- Whether permit requirements should differ between residential and commercial zoning districts, or by area of the City such as the historic district vs non-historic district.
To be discussed

5) Operating Rules and Conditions of Approval

No consensus was established at the February 2, 2026 meeting.

The City Council may also wish to review the existing operating rules and conditions associated with short-term rental permits to determine whether any modifications are warranted. Currently, short-term rentals are subject to comprehensive conditions of approval intended to ensure neighborhood compatibility, public safety, and regulatory compliance.

These conditions address exterior property maintenance, off-street parking requirements, business licensing, payment of Transient Occupancy Tax (TOT), insurance coverage, and submission of site and floor plans. They also require compliance with fire, building, health, and safety codes, including installation and maintenance of required life-safety equipment. Operational standards limit the number of overnight and daytime occupants, require compliance with the City's noise regulations, and mandate clear communication of rules to guests.

Property owners or operators must provide 24-hour contact information, respond to complaints within 60 minutes, and take immediate action to address noise, disturbances, or other violations. Additional requirements address trash management, guest accountability, reporting of violations, and enforcement procedures, including permit modification, suspension, or revocation. Permits are non-transferable and subject to City enforcement authority.

The City Council may consider whether these rules remain appropriate as written, whether certain conditions should be clarified, strengthened, or streamlined, or whether different standards should apply based on factors such as location, permit type, or owner occupancy.

Council may want to consider what conditions a property owner, a long term renter, or a hotel guest can be subjected to when evaluating some of these standards for reasonableness as well as how difficult / easy some standards are to enforce, using the EASE framework. .

Decision Points:

- Whether to amend existing operating standards or conditions of approval
- Whether certain requirements should be adjusted based on owner-occupied versus non-owner-occupied rentals
- Whether enforcement, response time, or penalty provisions should be modified
- Whether additional or fewer operational standards are necessary to address neighborhood impacts and compliance
- Whether a physical inspection should be required (adds cost)

6) City TOT Accounting

At the February 2, 2026 meeting, City Council directed staff to move forward with the TOT

Accounting programs/policies.



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: FEBRUARY 2, 2026

FROM: ERIN VENTURA, CONTRACT PLANNER

SUBJECT: SHORT-TERM RENTAL ORDINANCE UPDATE

RECOMMENDATION

This item is for discussion and direction only.

BACKGROUND

In November 2019, the City began updating its Short-Term Rental (STR) Ordinance. At that time, the Ordinance was not adopted. Since then the staff has been tracking permits and keeping the City Council up to date on short term rental activity. In October 2025, staff presented an update to the City Council. To date the City has 21 active short term rentals:

- **16 active short-term rentals, 5 lapsed:**
 290 Gopher Flat; 70 Broad; 90 Boston Alley; 44 Badger Street; 85 Broad Street; 70 Gopher Flat Rd.; 31 Badger; ~~70 Greenstone Terrace~~; 225 Patricia Ln; 193 Badger; 60 Randolph; 86 Barney Lane; 64 Eureka Street; 171 China Gulch Rd; 335 Sutter Crest E; ~~80 Greenstone Terrace~~; 40 Mountain View Dr.; ~~39 Elm Street~~; ~~44 Opal Street~~; ~~70 Hayden Alley~~; 30 Bryson Drive

In addition to STR permits, the City also had six hotel/inn establishments.

- **8 hotel/inn establishments:** Hotel Sutter; Inn at 161; Hanford House Inn; Sutter Creek Inn; Old Hotel Antiques; Brinnwood Bed & Breakfast; Kiota Inn; Eureka Street Inn.

After the October 2025 council discussion, a 45 day moratorium was adopted on Jan 20, 2026. This moratorium can be extended for up to two years with further action by the Council. The purpose of this is to allow the City Council time to review, revise and adopt an updated ordinance.

DISCUSSION

In evaluating a new ordinance, we encourage the council to be clear about the problem they are trying to solve. Sutter Creek has had short term rentals for a number of years with very few problems - a lot of concerns have so far been unfounded. We have not had a lot of complaints

from the existing short term rentals in town.

Staff proposes that during discussion, we use the EASE framework to evaluate options. EASE consists of four pillars used to evaluate the viability and impact of a proposed ordinance:

- E - Equity: Evaluation of fairness in a proposed process, balancing home owner property rights with impacts to surrounding properties. Equity would also include fairness in getting and maintaining a permit, if the total number is capped.
- A - Administrability: Analysis of the complexity of implementing, collecting, and enforcing the ordinance, including compliance costs and the capability to manage the system.
- S - Stability: Assessment of the reliability and consistency of the process year-to-year, specifically looking for low volatility.
- E - Economic Benefits: Evaluation of the impact on City, including TOT revenue, preservation of historic resources, and support of local businesses.

Staff has identified six (6) areas for discussion.

1) Location/Density

The City Council should consider whether to establish density limits for short-term rentals in specific areas of the City. Currently, 15 of the City's 21 short-term rentals are located within the Historic District. See attachments for Historical District boundaries and existing short term rental locations.

There are both benefits and drawbacks to this concentration. Advantages include the Historic District's walkability to downtown businesses, which reduces demand for limited downtown parking, and the existing mix of residential and commercial uses, which may lessen the perceived impact of short-term rentals. Additionally, short-term rentals provide visitors with the opportunity to stay in homes that reflect the historic character of Sutter Creek.

Potential drawbacks include the close proximity of homes, which may increase impacts on neighboring residents, a reduction in available long-term rental housing within the Historic District, and the risk of damage to historic structures due to frequent tenant turnover.

Staff recommend that the City Council discuss whether a density restriction should be established. One option would be to allow a certain percentage of units within the Historic District to operate as short-term rentals, with a separate percentage permitted outside of the Historic District.

Staff further recommend using a percentage of total housing units rather than a fixed numerical cap, as this approach would adjust over time with changes in the City's housing stock.

Decision Points / Options:

1. Whether to establish different density limits for short-term rentals within the Historic District versus areas outside the Historic District

2. Whether to establish density limits in 4 - 5 areas of town (instead of just 2 in #1 above)
3. How to handle a waitlist if and when density limits are reached

2) Owner Occupied vs. No onsite owner

The City Council may also wish to consider whether to distinguish between owner-occupied and non-owner-occupied short-term rentals. Owner-occupied short-term rentals include situations where the property owner resides on-site, either within the primary dwelling or an accessory dwelling unit (ADU), or rents out individual rooms within their home. In these cases, the owner's presence may help mitigate potential impacts related to noise, parking, and property maintenance, as the owner has a direct interest in preserving neighborhood compatibility. It may also enable residents on a fixed income to enjoy a higher quality of life and have some companionship.

In contrast, short-term rentals where no owner resides on-site may have greater potential to impact surrounding residents. These properties often function more like commercial lodging, with higher guest turnover and less day-to-day oversight, which may increase concerns related to noise, parking, and neighborhood character.

The City Council may consider whether different regulations, performance standards, or allowance thresholds should apply to owner-occupied versus non-owner-occupied short-term rentals, including whether one category should be more limited or prioritized over the other. Currently, owner-occupied STR is a very small part of the existing STR units.

Decision Point:

- Whether to differentiate regulations for owner-occupied short-term rentals versus non-owner-occupied short-term rentals
- Whether to establish a cap on non-owner-occupied short-term rentals
- Whether to allow unlimited owner-occupied short-term rentals
- If there is a cap, use a percentage-based limit or a fixed numerical cap

3) Permit Duration and Activity Requirements

The City Council may also wish to consider establishing time limits and activity requirements for short-term rental permits. One option is to issue permits for a defined term, such as three years, with annual renewals to confirm continued compliance with City regulations.

To ensure permits are held by active operators, the City may require ongoing evidence of activity, such as regular submission of Transient Occupancy Tax (TOT). If a permit holder does not demonstrate activity by submitting required TOT filings for a specified period, the permit could be deemed inactive and automatically voided.

These provisions would help prevent permits from being held indefinitely without use, allow the City to better track active short-term rentals, and ensure that permits are available to operators who are actively contributing to the local economy and complying with City requirements.

Decision Points:

- Length of the short-term rental permit term- 1 year, 3 years
- Annual renewal requirements
- Criteria for determining inactivity and voiding permits

4) Permit Process

The City Council may wish to review the current short-term rental permit process to determine whether it remains appropriate and efficient. At present, all short-term rental applications must obtain a City permit. Applications are reviewed by the Planning Commission at a public hearing when the short-term rental is located within a residential zoning district. In commercial zoning districts, short-term rentals are an allowed use and do not require Planning Commission approval.

The City Council may consider whether public hearings are still necessary for all residential short-term rental permits or whether permits could instead be reviewed and approved at the staff level, subject to objective standards and conditions of approval. A staff-level review process could reduce processing time and administrative burden while maintaining compliance and enforcement through clearly defined operational requirements.

Alternatively, the City Council may determine that public hearings continue to be appropriate in certain circumstances, such as for non-owner-occupied units or locations with a higher potential for neighborhood impacts.

Decision Points:

- Whether short-term rental permits should continue to require Planning Commission approval.
- If so, is there direction to the Planning Commission on what aspects to evaluate an application on to make it more objective?
- Whether public hearings should be required for all residential short-term rentals or limited to specific circumstances
- Whether staff-level approval is appropriate for some or all short-term rental permits
- Whether permit requirements should differ between residential and commercial zoning districts, or by area of the City such as the historic district vs non-historic district

5) Operating Rules and Conditions of Approval

The City Council may also wish to review the existing operating rules and conditions associated with short-term rental permits to determine whether any modifications are warranted. Currently, short-term rentals are subject to comprehensive conditions of approval intended to ensure neighborhood compatibility, public safety, and regulatory compliance.

These conditions address exterior property maintenance, off-street parking requirements, business licensing, payment of Transient Occupancy Tax (TOT), insurance coverage, and submission of site and floor plans. They also require compliance with fire, building, health, and safety codes, including installation and maintenance of required life-safety equipment.

Operational standards limit the number of overnight and daytime occupants, require compliance with the City's noise regulations, and mandate clear communication of rules to guests.

Property owners or operators must provide 24-hour contact information, respond to complaints within 60 minutes, and take immediate action to address noise, disturbances, or other violations. Additional requirements address trash management, guest accountability, reporting of violations, and enforcement procedures, including permit modification, suspension, or revocation. Permits are non-transferable and subject to City enforcement authority.

The City Council may consider whether these rules remain appropriate as written, whether certain conditions should be clarified, strengthened, or streamlined, or whether different standards should apply based on factors such as location, permit type, or owner occupancy.

Council may want to consider what conditions a property owner, a long term renter, or a hotel guest can be subjected to when evaluating some of these standards for reasonableness as well as how difficult / easy some standards are to enforce, using the EASE framework. .

Decision Points:

- Whether to amend existing operating standards or conditions of approval
- Whether certain requirements should be adjusted based on owner-occupied versus non-owner-occupied rentals
- Whether enforcement, response time, or penalty provisions should be modified
- Whether additional or fewer operational standards are necessary to address neighborhood impacts and compliance
- Whether a physical inspection should be required (adds cost)

6) City TOT Accounting

We currently use the “Hotel model with STRs - the hosts self-remit, exactly like a hotelier. They must register for a business license and a TOT certificate. They collect the tax personally from the guest (or separate it from their payout) and send the city payment monthly. This relies entirely on the host's honesty regarding occupancy and nightly rates.

A new ordinance should include clauses that help staff identify possible underpayment and enable City staff to conduct audits.

Identify Underpayment

- **Registration Number in Listings:** The single most effective tool for a city under the host remittance model is an ordinance that requires a city-issued license/registration number to be displayed in the headline or description of every online listing. This forces the "hidden" inventory into the light. If a host lists on Airbnb without a number, they are immediately flagging themselves as non-compliant. The City can use software (or an intern) to scan listings. Any listing missing a "City License #12345" gets an automatic "Notice of Violation" or "Cease and Desist" letter.
- **Platform Cooperation:** Even without a tax collection agreement, many platforms will honor a city's request to remove listings that violate local zoning or registration laws if you can point to a specific ordinance violation.
- **Nuisance Hotlines:** Cities set up complaint hotlines. A noise complaint from a neighbor on a Tuesday night is essentially proof of occupancy that can be cross-referenced against TOT payments.

Tools to Support Audits

- **The "Calendar Evidence" Audit:**
 - Checking online platform occupancy (requires scraping software or staff monitoring)
 - If a host claims "0 occupancy" for January, but the software shows the calendar was "blocked" (booked) for 15 days in January, you have probable cause for an audit.
 - *Note:* Hosts often claim blocked dates were for "friends and family" (non-taxable). You can require them to sign an affidavit under penalty of perjury for those dates.
- **Water/Utility Usage Analysis:**
 - For suspicious properties (e.g., a host claiming vacancy for months while the listing has recent reviews), some cities cross-reference water usage data. A spike in water usage during "vacant" periods is strong evidence of unreported occupancy. This would require an agreement with AWA, may not be possible.
- **Require specific Reports if Audited** - The ordinance should grant the City the right to request specific reports.
 - **Platform "Gross Earnings" Reports (CSV or PDF format):**
 - **For Airbnb:** Provide the *Gross Earnings Report* (found under Insights > Reports > Reporting > Gross Earnings). This report must show the confirmation code, start date, nights booked, and gross amount paid by the guest.
 - **For Vrbo/HomeAway:** Provide the *Payout Summary* and the downloadable *Reservation Manager* export.
 - **For Other Platforms:** Equivalent reports showing gross booking revenue before platform fees are deducted.
 - **Federal Tax Returns (Redacted):**
 - Copy of **IRS Schedule E** (Supplemental Income and Loss) or **Schedule C** (Profit or Loss from Business) for the tax years in question. *Note: You may redact unrelated income, but rental revenue lines must be visible.*
 - **Bank Statements:**
 - Monthly bank statements for the account(s) where rental payouts are deposited for the audit period. Highlight or flag all deposits related to rental activity.
- **Proof of Exemptions (Long-Term Stays):**
 - For any stay claimed as exempt (over 30 days), provide a copy of the signed lease agreement or written contract with the tenant showing check-in and check-out dates.

In looking at other city ordinances, there were several other clauses to help close loopholes for hosts to avoid payment.

Clause A: The "Gross vs. Net" Clarification

Hosts often calculate tax based on what hit their bank account (Net Payout), not what the guest paid (Gross Rent). The guest pays the tax on the total receipt, not the host's take-home pay.

Definition of Taxable Rent: "Please note that Transient Occupancy Tax (TOT) is calculated on the **Gross Rent** charged to the guest, not the Net Payout received by the host. Gross Rent includes the nightly rate, cleaning fees, pet fees, and any other non-refundable charges mandated by the host. Please ensure your provided records reflect the total amount paid by the guest."

Clause B: The "Platform Liability" Disclaimer

This prevents the host from simply saying, "I thought Airbnb paid it."

Host Responsibility: "While some platforms may offer voluntary collection services, the legal burden of remitting TOT to the City of [City Name] remains with the operator/host. It is the host's responsibility to verify if the platform has remitted taxes on their behalf. If the platform did not remit the specific [City Name] TOT, the host is liable for all back taxes, penalties, and interest."

Clause C: The "Blocked Dates" Challenge

When your software sees a blocked calendar but the host claims "no guests," use this clause to force them to go on the record.

Verification of Personal Use: "If specific dates on your availability calendar were blocked for personal use, maintenance, or non-revenue generating family stays, you must submit a signed **Affidavit of Non-Rental Use** listing specific dates and reasons. Unexplained blocked dates on the calendar may be treated as taxable occupancy based on the average daily rate of the property."

Clause D: The "Burden of Proof" Warning

Finally, you need a clause that empowers you to make an estimate if they refuse to cooperate.

Failure to Provide Records: "In the absence of complete and verifiable records, the City Finance Department is authorized under Municipal Code [Section X] to estimate the tax due based on comparable properties, available calendar data, and external occupancy estimates. This estimate will be considered final and binding unless refuted by verifiable evidence."

CONCLUSION AND NEXT STEPS

The City Council's discussion of short-term rental policies will help guide potential updates to the City's ordinance to ensure it continues to balance neighborhood compatibility, housing availability, historic preservation, and economic benefits. Based on the direction provided, staff will proceed with drafting potential ordinance amendments that reflect the City Council's policy priorities.

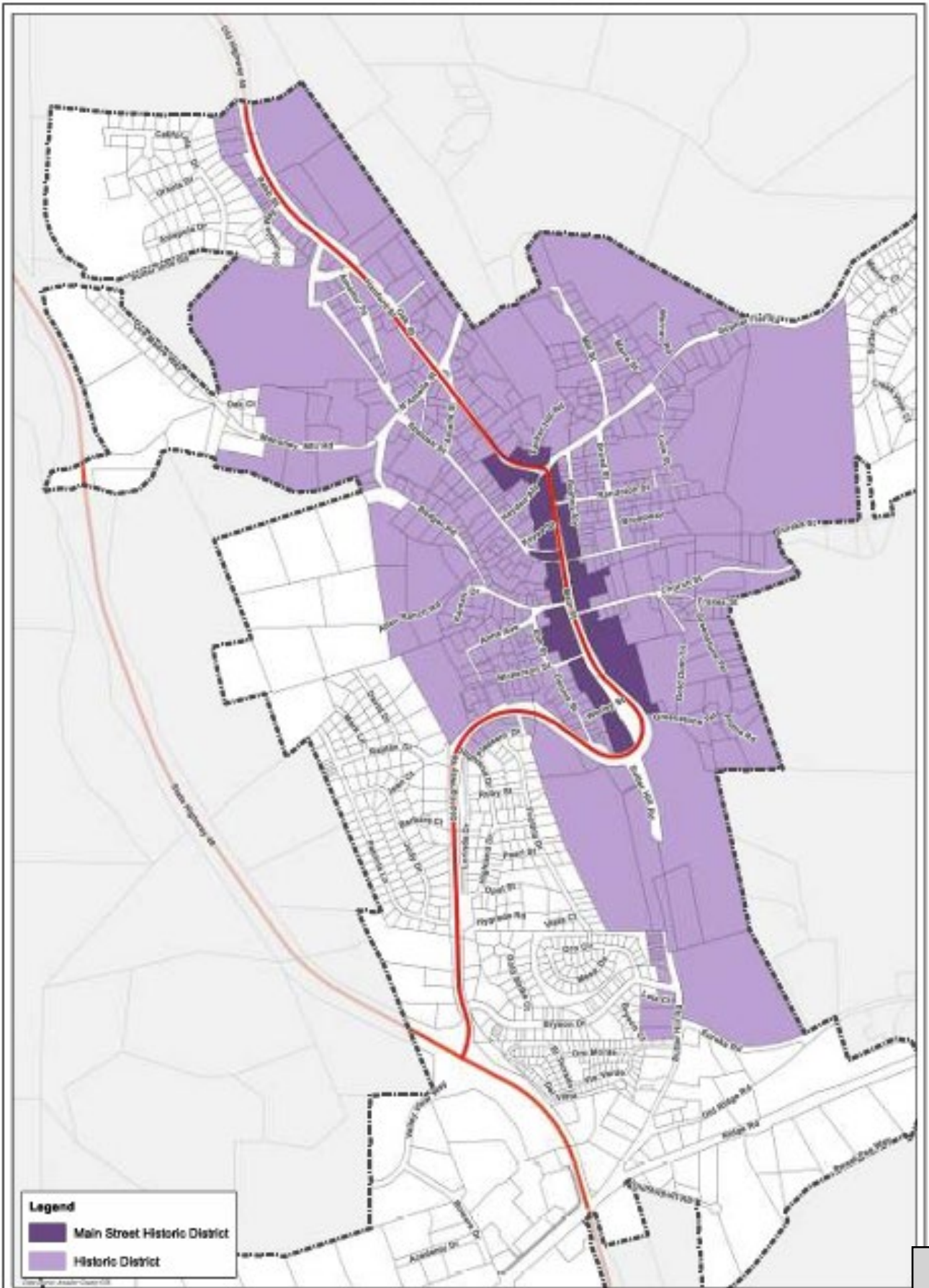
As next steps, the City Council may consider forming an ad hoc City Council committee to further evaluate policy options and provide focused guidance to staff. Draft revisions may then be presented to the Planning Commission for review and recommendation through a public

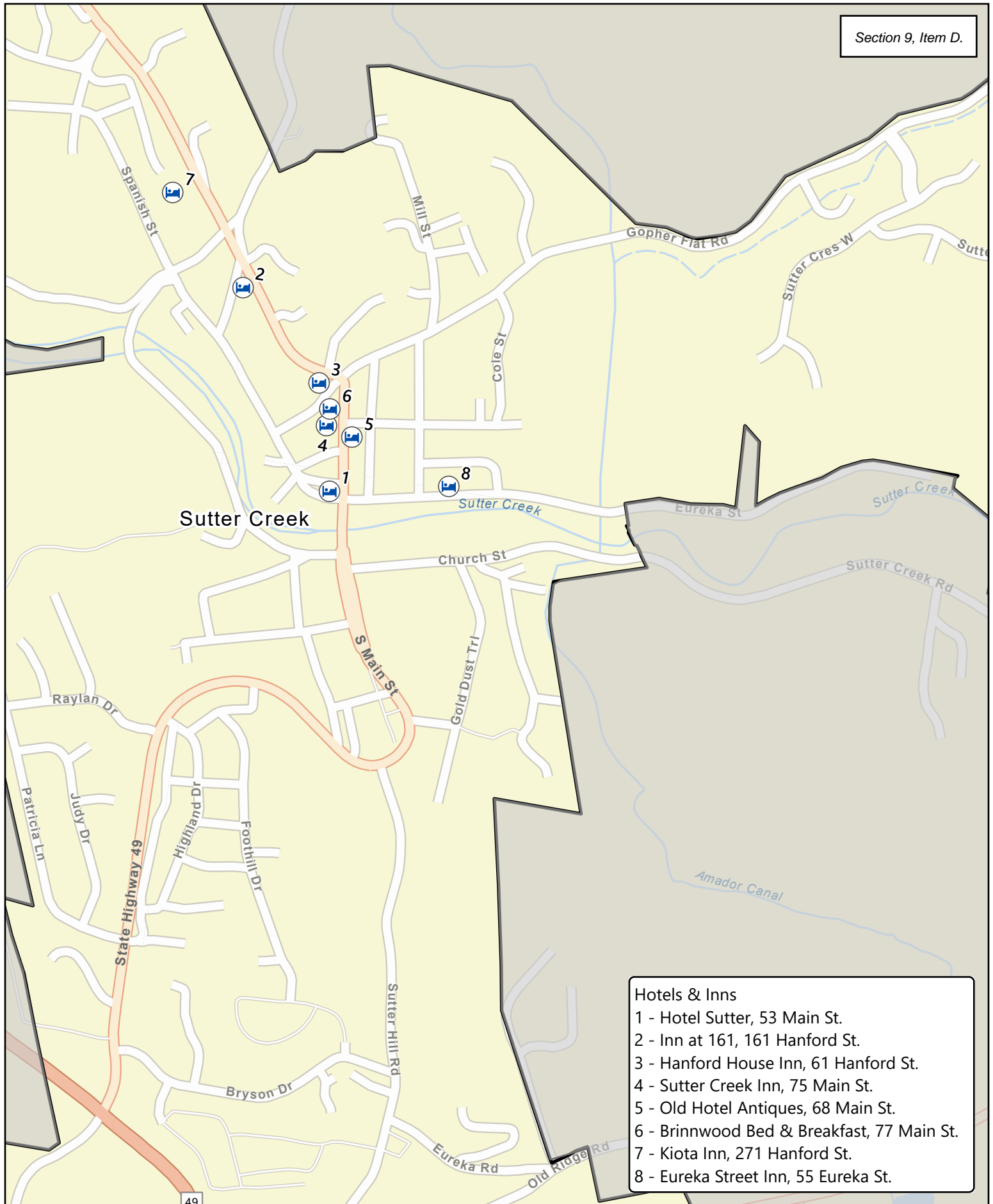
hearing process. Following Planning Commission input, the revised ordinance will be brought forward to the City Council for final consideration and adoption.

Attachments:

1. Historic Districts Map
2. Sutter Creek Short Term Rentals Map
3. Sutter Creek Hotels & Inns Map
4. Sutter Creek Hotels and Short Term Rentals Map
5. Short Term Rental Conditional Use Permit Application
6. Example Short Term Rental Conditional Use Permit Resolution with conditions of approval

HISTORIC DISTRICTS





- Hotels & Inns**
- 1 - Hotel Sutter, 53 Main St.
 - 2 - Inn at 161, 161 Hanford St.
 - 3 - Hanford House Inn, 61 Hanford St.
 - 4 - Sutter Creek Inn, 75 Main St.
 - 5 - Old Hotel Antiques, 68 Main St.
 - 6 - Brinnwood Bed & Breakfast, 77 Main St.
 - 7 - Kiota Inn, 271 Hanford St.
 - 8 - Eureka Street Inn, 55 Eureka St.

Sutter Creek City Limits

 Hotels & Inns

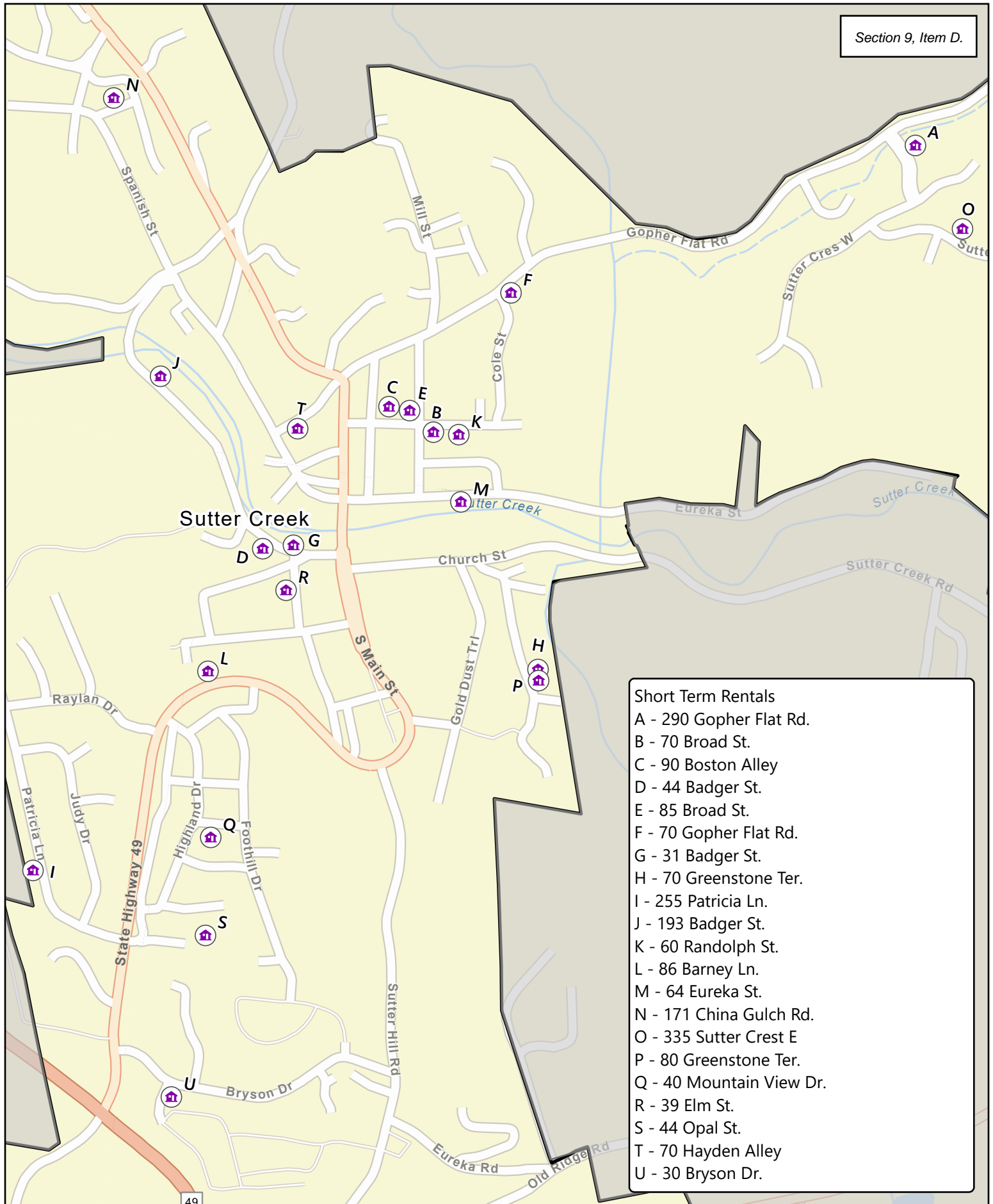
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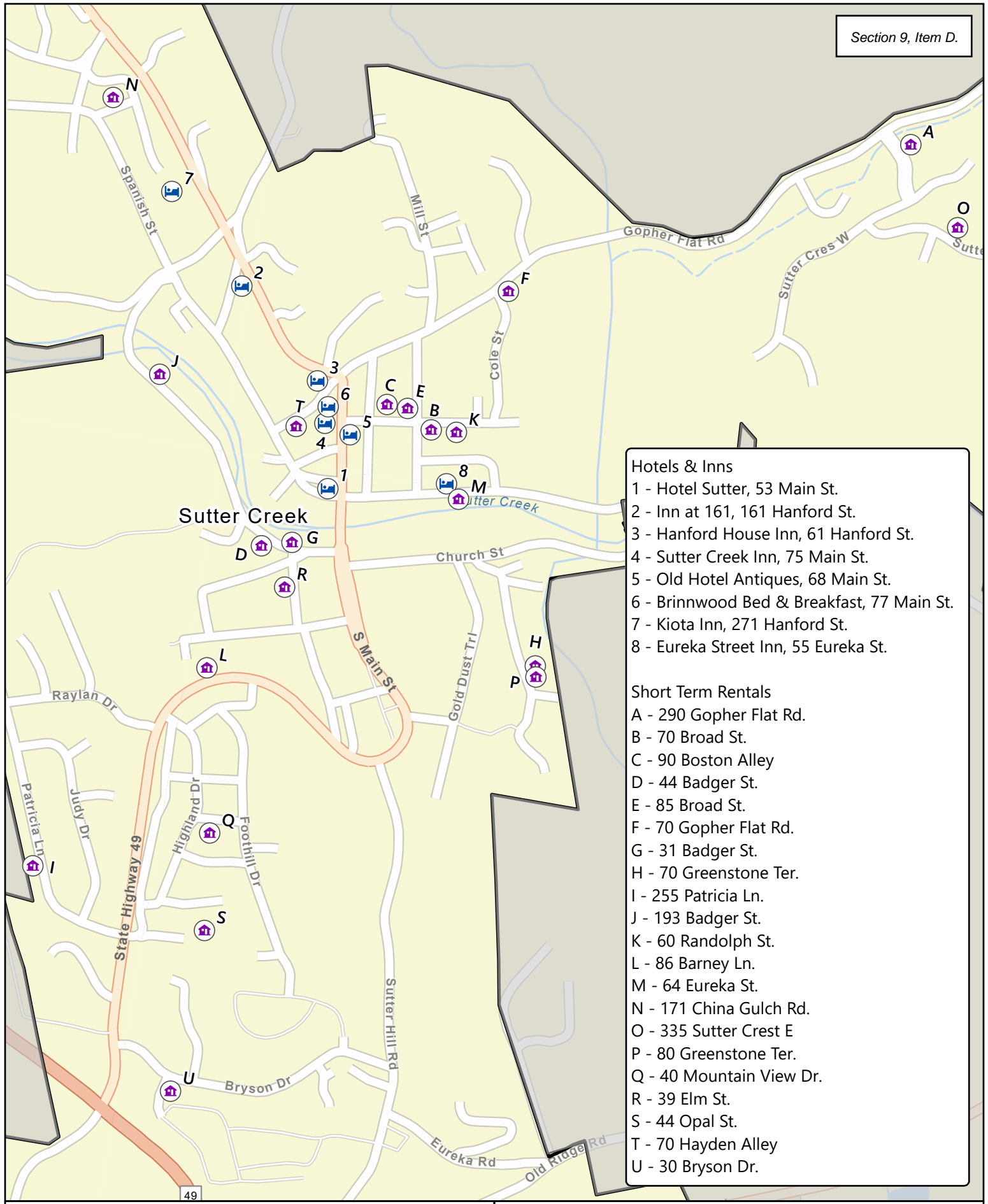
- Short Term Rentals**
- A - 290 Gopher Flat Rd.
 - B - 70 Broad St.
 - C - 90 Boston Alley
 - D - 44 Badger St.
 - E - 85 Broad St.
 - F - 70 Gopher Flat Rd.
 - G - 31 Badger St.
 - H - 70 Greenstone Ter.
 - I - 255 Patricia Ln.
 - J - 193 Badger St.
 - K - 60 Randolph St.
 - L - 86 Barney Ln.
 - M - 64 Eureka St.
 - N - 171 China Gulch Rd.
 - O - 335 Sutter Crest E
 - P - 80 Greenstone Ter.
 - Q - 40 Mountain View Dr.
 - R - 39 Elm St.
 - S - 44 Opal St.
 - T - 70 Hayden Alley
 - U - 30 Bryson Dr.

Sutter Creek City Limits

 Hotels & Inns
 Short Term Rentals

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 - M - 64 Eureka St.
 - N - 171 China Gulch Rd.
 - O - 335 Sutter Crest E
 - P - 80 Greenstone Ter.
 - Q - 40 Mountain View Dr.
 - R - 39 Elm St.
 - S - 44 Opal St.
 - T - 70 Hayden Alley
 - U - 30 Bryson Dr.

Sutter Creek City Limits

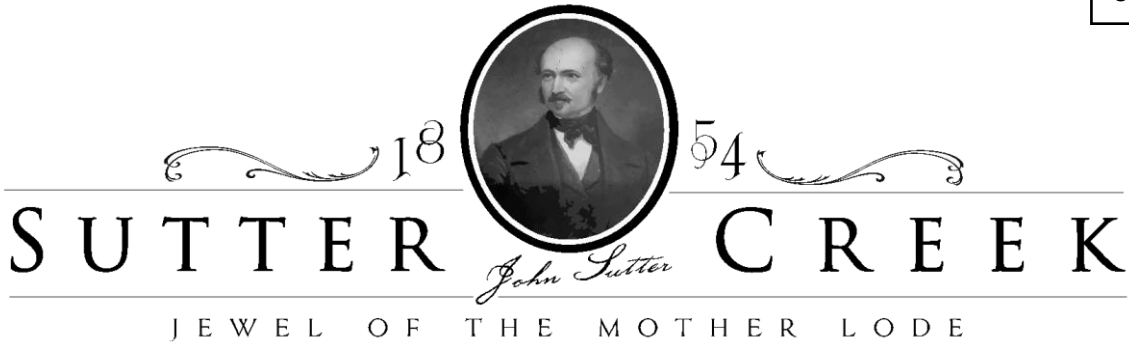
 Hotels & Inns
 Short Term Rentals

N

Fe

0 375 750 1,500

150



**TO: THE HONORABLE MAYOR AND CITY COUNCIL
TOM DUBOIS, CITY MANAGER**

MEETING DATE: MARCH 16, 2026

FROM: PAM CARONONGAN, CITY CLERK

SUBJECT CITY CLERK’S OFFICE - FEBRUARY 2026 MONTHLY REPORT

AREAS OF RESPONSIBILITY

City Clerk

- Agendas and/or meeting cancellation notices and minutes created for City Council, Planning Commission, Design Review Committee, and Amador County Regional Sanitation Authority (ARSA).
- Provided filer assistance and coordinated efforts with FPPC.
- Worked with staff and the Daily Ledger regarding the publication of notices.
- Ongoing identification of potential resources and tools to be developed by the City Clerk’s Office to increase internal and external support and to find possible avenues for greater efficiencies.
- Ongoing work on edits / updates for the City website.
- 5 Meetings - City Council, ARSA, DRC, and Planning Commission.
- 3 Public Records Act (PRA) requests completed.

Human Resources

- Reviewed resources and tools currently available for this function.
- Noted potential resources and tools to be developed to increase support and open possible avenues for greater efficiencies.
- Processed onboarding papers for one new employee.
- Prepared and sent out materials for Summer Pool Season staff recruitment.

Risk Management

- 1 active Workers Compensation claim.
- Continued communications with Central San Joaquin Valley Risk Management Authority (CSJVRMA). Appointed by City Manager as Alternate representative for the City.
- Continued communications with PACE. Appointed by City Manager as representative / board member representing the City.

Economic Development

- Continued brainstorming efforts with the City Manager regarding the City’s current and possible future economic development efforts.
- Met with the City Manager and consultant regarding ECS.

Code Enforcement

- Scheduled ride-along trip with Larry White (City’s current Code Enforcement Officer) to start the hand-off process.
- Scheduled meeting with City Manager, City Attorney, and City Attorney’s associate to discuss code enforcement processes and current open cases.

Marketing / Social Media / City Website

- Reviewed monthly content calendar.
- Met with City Manager and consultant regarding City’s marketing and social media efforts.

City Administration

- In progress Master Fee Schedule analysis and second staff report.

City of Sutter Creek						
City Treasurer's Report						
January 2026						
Receipts & Disbursements Report						
City's Checking Account						
Receipts						
	Deposits		\$ 556,353			
	Reversal of Bank Charges		-			
	Total			\$ 556,353		
Disbursements						
	Accounts Payable		\$ 268,146			
	Payroll & Benefits		123,101			
	Bank Charges		45			
	Total			\$ 391,292		
Net Amount of Investment Transfers				\$ -		
Recap of City Treasury						
Investments on Hand January 31, 2026					Market or Withdrawal Value	Rate of Return
	Bank of Marin Checking			\$ 1,142,915		0.01%
	Bank of Marin Money Market			\$ 12,436		4.03%
	Bank of Marin Money Market #2			\$ 2,037,849		4.03%
*	California State Treasurer's LAIF			\$ 1,792,614		4.20%
	Total			<u>\$ 4,985,814</u>		
	Total this month last year			\$ 5,025,542		
*	LAIF 1	\$ 65,913				
	LAIF 2	\$ 1,726,701				
The investment information provided in this report reflects the City's ability to meet expenditure requirements for the next six months. The investment portfolio is in compliance with the City's investment policy.				Victoria Runquist	2/11/2026	

City of Sutter Creek						
City Treasurer's Report						
February 2026						
Receipts & Disbursements Report						
City's Checking Account						
Receipts						
	Deposits		\$ 531,594			
	Reversal of Bank Charges		-			
	Total			\$ 531,594		
Disbursements						
	Accounts Payable		\$ 173,215			
	Payroll & Benefits		121,277			
	Bank Charges		53			
	Total			\$ 294,545		
Net Amount of Investment Transfers				\$ -		
Recap of City Treasury						
Investments on Hand December 31, 2025					Market or Withdrawal Value	Rate of Return
	Bank of Marin Checking			\$ 1,477,424		0.01%
	Bank of Marin Money Market			\$ 12,473		3.98%
	Bank of Marin Money Market #2			\$ 2,043,966		3.98%
*	California State Treasurer's LAIF			\$ 1,792,614		4.20%
	Total			<u>\$ 5,326,477</u>		
	Total this month last year			\$ 5,187,564		
*	LAIF 1	\$ 65,913				
	LAIF 2	\$ 1,726,701				
The investment information provided in this report reflects the City's ability to meet expenditure requirements for the next six months. The investment portfolio is in compliance with the City's investment policy.				Victoria Runquist	3/6/2026	



Staff Report

To: The Honorable Mayor and City Council
Tom DuBois, City Manager

Meeting Date: March 16, 2026

From: Frank Whitmore, PE City Engineer

Subject: Project Status Update

Type: Project Status Memo

Tom, the following is a status update of all projects WGA is currently working on:

1. **Building Inspections/Plan Check** – Continuing building inspections on Tuesdays and Thursdays or as needed. Building plan check is being performed on a continual basis as plans are submitted. For February 2026:

- 3 Plan checks were completed
- 10 Inspections were completed

2. **Encroachment Permit Review** – Encroachment permits are reviewed as needed when requested by the City’s Account Clerk, Holly Boehme. For February 2026:

- 4 Permit reviews were completed
- 0 Inspection was completed

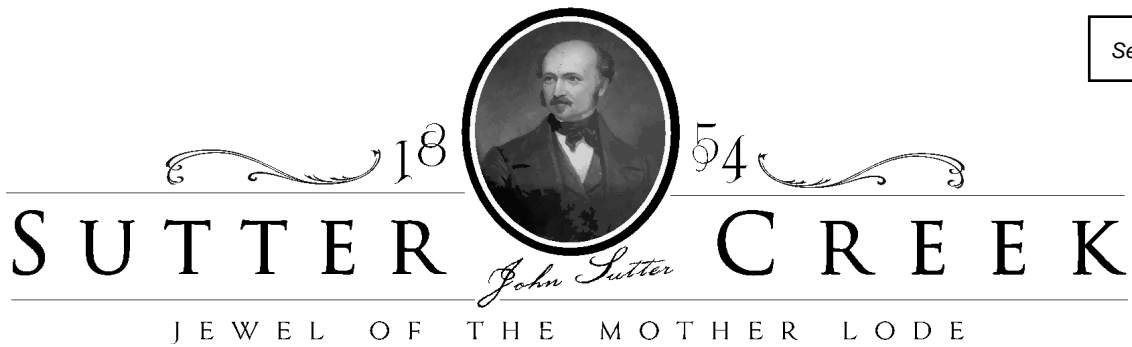
A. Central Valley Independent Network (CVIN) – The proposed encroachment permit plans for CVIN Fiberoptic Facilities through town have been reviewed by City Staff. City recently received additional required information and will issue permit as soon as possible. The applicant intends to start work in April 2026 in Jackson and work their way towards Sutter Creek. It is unknown when work will start in Sutter Creek.

- 3. **Site Plan Review** – WGA has reviewed the first round of plan check for Valley View Commons Apartment Complex. Applicant has indicated that for funding purposes, work must commence by June 2026.

- 4. **Code Enforcement** – Code Enforcement Officer and City Engineer met with City Manager and City Clerk to discuss transitioning of code enforcement duties to City Staff or others as the current Code Enforcement Officer is preparing to reduce working hours.

- 5. **Bryson Park Bathroom Expansion Project** – Contractor has completed 99% of the work and requested a construction punch list from the City/WGA. WGA to meet with City Staff the first week of March to review the site for the construction punch list and anticipate construction completed by March 13, 2026.

- 6. **Sutter Hill Road Asphalt Concrete Overlay Project** – WGA has started preliminary engineering design work. WGA walked the project site with the City Manager and Public Works and reviewed drainage and trees/brush that need to be removed.



TO: TOM DUBOIS, CITY MANAGER

MEETING DATE: MARCH 16, 2026

FROM: MASON PETERS, FINANCE SUPERVISOR

SUBJECT: FINANCE DEPT. MARCH 2026 REPORT

CITY HALL/FINANCE DEPARTMENT UPDATE

- Auditor field work for the first phase of the audit (aka Interim Audit) started February 17 and finished on February 26th. This phase focused heavily on internal control testing, record retention, IT security, and more general accounting procedure testing. The 2nd phase of the audit (Final Audit) will begin sometime in mid-April.
- Pam and I worked together to onboard our new police officer, Kristina Stevens. We welcome her to our city staff and look forward to her success here in Sutter Creek.
- I met with a reporting consultant at Tyler for ERP Pro 10 and we workshopped new report templates that will hopefully provide more clarity with our finance reports. Now that I have a couple of drafts, I will follow up with a couple of council members to gather any feedback from these drafts and continue to make adjustments until we have something that we think is the most effective at conveying the budgetary health of Sutter Creek.
- Tom and I are working on bringing expense-related budget amendments to the April 6th council meeting. It will be an important discussion on how we want to ‘navigate the ship’ until the end of the fiscal year in terms of where we expect to be spending money over the next few months.
- I am implementing a new TOT payment tracking system in ERP Pro 10 that will allow us to have better tools at analyzing the performance of our short term rentals in comparison with hotels/BNBs. The reporting capability of the new way we will cashier TOT payments will be more robust and easier for us to see performance metrics based on category.

ACCOUNTS PAYABLE ACTIVITY

In February 2026, 57 warrants were issued, totaling \$173,214.62. For comparison, in February 2025, all warrants totaled \$163,929.52.

ACCOUNTS RECEIVABLE ACTIVITY

In February 2025, we received:

- Building Permits:
 - In February 2026, we issued 11 building permits, totaling \$4,910.72. Compared to February 2025, we issued 8 permits and total revenue generated at that time was \$4,870.25. We issued permits for HVAC units, windows, re-roofs, water heaters, and a private lateral sewer line repair.
- Sewer Billing
 - Auto Pay Customers
 - Currently we are at 357 autopay customers, up 8 from last month.
- Facility Rentals
 - In February 2026, we had the following:
 - 2 renters in the Auditorium, totaling \$1,400
 - 1 renters in the Community Center, totaling \$170
 - 6 renters in the Historic Grammar School totaling \$1,400
 - 0 renters in the Snack Shack/Cribbs Field

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - GeneralFund							
Revenue							
001-000-70000	SecuredPropertytaxes	-725,000.00	-382,134.41	0.00	-382,134.41	-342,865.59	-47.29%
001-000-70001	UnsecuredPropertytaxes	-15,000.00	-11,162.63	0.00	-11,162.63	-3,837.37	-25.58%
001-000-70002	PropTax-CurrSupple(Co	-17,000.00	-5,182.47	0.00	-5,182.47	-11,817.53	-69.51%
001-000-70003	PropertyTaxinLieuofM	-326,000.00	0.00	-160,617.50	-160,617.50	-165,382.50	-50.73%
001-000-70004	UnsecuredSupplemental	0.00	-381.03	0.00	-381.03	381.03	0.00%
001-000-70006	Propertytaxes-Prior	0.00	-185.06	0.00	-185.06	185.06	0.00%
001-000-70008	DELINQUENTSUPPLEMENTAL	-2,100.00	-3,987.06	0.00	-3,987.06	1,887.06	89.86%
001-000-70009	DelinqtUnsecuredSupplem	0.00	-53.83	0.00	-53.83	53.83	0.00%
001-000-70100	UtilityUserstax	0.00	-664.26	-127.88	-792.14	792.14	0.00%
001-000-70300	TransientLodgingTaxes	-316,854.00	-181,324.28	-26,313.28	-207,637.56	-109,216.44	-34.47%
001-000-70400	Tax-Gen'lRetailSales	-484,654.00	-205,209.22	-60,904.09	-266,113.31	-218,540.69	-45.09%
001-000-70410	SalesTax-PublicSafety	-16,000.00	-8,053.59	-1,072.89	-9,126.48	-6,873.52	-42.96%
001-000-70420	Measure P Sales Tax	-484,654.00	-231,664.05	-75,655.51	-307,319.56	-177,334.44	-36.59%
001-000-71000	Tax,Franchise-Republic Waste	-69,987.00	-35,271.71	-6,225.53	-41,497.24	-28,489.76	-40.71%
001-000-71100	Tax,Franchise-Comcast	-27,000.00	-12,638.78	-6,167.40	-18,806.18	-8,193.82	-30.35%
001-000-71200	Tax,Franchise-PG&E	-68,000.00	0.00	0.00	0.00	-68,000.00	-100.00%
001-000-71300	Tax,Transfer-RealProp	-20,000.00	-5,063.03	-2,671.90	-7,734.93	-12,265.07	-61.33%
001-000-72000	License-Business	-55,000.00	-56,344.00	-2,720.00	-59,064.00	4,064.00	7.39%
001-000-72105	Permit-Encroachments	-6,000.00	-12,787.50	-1,023.75	-13,811.25	7,811.25	130.19%
001-000-72110	Permit-Banner	-150.00	-100.00	0.00	-100.00	-50.00	-33.33%
001-000-72115	Permit-GarageSale	-50.00	-10.00	-5.00	-15.00	-35.00	-70.00%
001-000-72120	Permit/Licenses-Other	-2,300.00	-1,385.00	-100.00	-1,485.00	-815.00	-35.43%
001-000-72125	SignPermits	-1,000.00	-300.00	-100.00	-400.00	-600.00	-60.00%
001-000-72200	PlanningFees	-67,000.00	-40,536.63	-517.20	-41,053.83	-25,946.17	-38.73%
001-000-72205	ZoningApplicationFees	-150.00	0.00	0.00	0.00	-150.00	-100.00%
001-000-72210	Subdivisionfees	-5,500.00	0.00	0.00	0.00	-5,500.00	-100.00%
001-000-72215	Variance&ConditionalUs	-37,000.00	-14,599.44	-156.20	-14,755.64	-22,244.36	-60.12%
001-000-72220	SitePlans	-37,000.00	-9,365.65	-270.00	-9,635.65	-27,364.35	-73.96%
001-000-72225	BuildingPermitFees	-120,000.00	-67,401.92	-5,318.71	-72,720.63	-47,279.37	-39.40%
001-000-73000	VehicleCodeFines	-5,000.00	-1,338.57	-53.23	-1,391.80	-3,608.20	-72.16%
001-000-74120	LeaseRevenue-CingularWi	-41,000.00	-28,153.41	-4,185.91	-32,339.32	-8,660.68	-21.12%
001-000-74200	Fees-PDServices	-350.00	-393.90	0.00	-393.90	43.90	12.54%
001-000-74215	PoliceReport	-500.00	-210.00	-225.00	-435.00	-65.00	-13.00%
001-000-74225	CONCEALEDWEAPON	-400.00	-100.00	0.00	-100.00	-300.00	-75.00%
001-000-74230	P.D.&Legalrestitution	-1,200.00	0.00	0.00	0.00	-1,200.00	-100.00%
001-000-74235	SpecialPoliceServices	-1,800.00	-800.00	-600.00	-1,400.00	-400.00	-22.22%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-000-74400	CemeteryRevenues	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
001-000-74415	HistoricalGrammerSchool	-17,000.00	-6,870.00	-1,662.50	-8,532.50	-8,467.50	-49.81%
001-000-74420	CribbsField/SnackShack	0.00	-180.00	0.00	-180.00	180.00	0.00%
001-000-74425	Cribbs/SnackUtilities	-300.00	-50.00	0.00	-50.00	-250.00	-83.33%
001-000-74430	Fees-CommunityCtrUtil	-2,400.00	-1,975.00	-175.00	-2,150.00	-250.00	-10.42%
001-000-74435	Fees-CommunityCenter	-6,000.00	-5,710.00	-240.00	-5,950.00	-50.00	-0.83%
001-000-74440	Fees-AuditoriumUse	-8,000.00	-5,475.00	-175.00	-5,650.00	-2,350.00	-29.38%
001-000-74445	Fees-AuditoriumUtilitie	-2,450.00	-2,050.00	-100.00	-2,150.00	-300.00	-12.24%
001-000-74450	Fees-JazzerciseRentalIn	-10,350.00	-5,850.00	-870.00	-6,720.00	-3,630.00	-35.07%
001-000-75000	InterestEarnings	-25,000.00	-111,012.04	-6,154.13	-117,166.17	92,166.17	368.66%
001-000-75125	HomeownersPropertyTaxR	-5,250.00	-3,061.64	0.00	-3,061.64	-2,188.36	-41.68%
001-000-75200	StateCopsGrant	-165,000.00	-154,733.34	-17,706.87	-172,440.21	7,440.21	4.51%
001-000-75205	ABC Police Grant	0.00	-782.04	0.00	-782.04	782.04	0.00%
001-000-77135	Income-Donations,Priva	-1,500.00	-664.00	-481.38	-1,145.38	-354.62	-23.64%
001-001-75200	Rents,Royalties&Commis	-3,900.00	-2,476.25	-370.00	-2,846.25	-1,053.75	-27.02%
Revenue Totals:		-3,201,799.00	-1,617,690.74	-382,965.86	-2,000,656.60	-1,201,142.40	-37.51%
Expense							
001-000-40061	PERSUnfunded-NonDepartment	303,211.00	302,744.00	0.00	302,744.00	467.00	0.15%
001-101-40006	Sal/Wages-Elect-CityCouncil	15,120.00	8,013.60	1,260.00	9,273.60	5,846.40	38.67%
001-101-40050	FICA-CityCouncil	940.00	496.84	78.12	574.96	365.04	38.83%
001-101-40051	Medicare-CityCouncil	220.00	116.20	18.27	134.47	85.53	38.88%
001-101-40055	SUI-CityCouncil	250.00	8.45	0.00	8.45	241.55	96.62%
001-101-42015	Gen.Supplies-CityCouncil	150.00	51.72	0.00	51.72	98.28	65.52%
001-101-42756	Membership/Dues-CityCouncil	2,150.00	0.00	2,092.00	2,092.00	58.00	2.70%
001-101-42760	Travel,Conf,Trg-CityCouncil	0.00	1,145.92	0.00	1,145.92	-1,145.92	0.00%
001-102-40000	Salaries-CityClerk	39,975.00	26,108.75	4,716.37	30,825.12	9,149.88	22.89%
001-102-40015	VacationPayout-CityClerk	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-102-40050	FICA-CityClerk	2,478.00	1,616.03	279.08	1,895.11	582.89	23.52%
001-102-40051	Medicare-CityClerk	580.00	375.49	65.25	440.74	139.26	24.01%
001-102-40055	SUI-CityClerk	126.00	119.22	22.45	141.67	-15.67	-12.44%
001-102-40060	PERS-CityClerk	3,182.00	2,820.43	773.02	3,593.45	-411.45	-12.93%
001-102-40065	Health/LifeIns-CityClerk	14,939.00	10,759.64	1,798.50	12,558.14	2,380.86	15.94%
001-102-40070	WorkersComp.-CityClerk	3,612.00	2,823.00	0.00	2,823.00	789.00	21.84%
001-102-42015	Gen.Supplies-CityClerk	600.00	52.91	0.00	52.91	547.09	91.18%
001-102-42445	MUNICODEWEB-CityClerk	4,200.00	3,399.75	0.00	3,399.75	800.25	19.05%
001-102-42760	Travel,Conf,Trg-CityClerk	900.00	34.27	129.63	163.90	736.10	81.79%
001-102-42805	WaterUtilities-CityClerk	480.00	65.43	6.12	71.55	408.45	85.09%
001-102-42810	PG&EUtilities-CityClerk	720.00	187.87	0.00	187.87	532.13	73.91%
001-102-43650	Contracts-Other-CityClerk	600.00	0.00	0.00	0.00	600.00	100.00%
001-102-69800	IT Equipment - City Clerk	0.00	161.98	0.00	161.98	-161.98	0.00%
001-103-40005	Sal/Wages-Elect-CityTreasurer	2,250.00	1,192.50	187.50	1,380.00	870.00	38.67%
001-103-40050	FICA-CityTreasurer	140.00	73.96	11.63	85.59	54.41	38.86%
001-103-40051	Medicare-CityTreasurer	33.00	17.30	2.72	20.02	12.98	39.33%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-103-40055	SUI-CityTreasurer	47.00	0.00	0.00	0.00	47.00	100.00%
001-104-40000	Salaries-CityManager	89,976.00	79,955.66	8,504.38	88,460.04	1,515.96	1.68%
001-104-40015	VacationPayout-CityManager	3,325.00	0.00	0.00	0.00	3,325.00	100.00%
001-104-40050	FICA-CITYMANAGER	5,579.00	4,664.92	516.83	5,181.75	397.25	7.12%
001-104-40051	Medicare-CITYMANAGER	1,305.00	1,145.85	120.89	1,266.74	38.26	2.93%
001-104-40055	SUI-CITYMANAGER	147.00	201.58	0.00	201.58	-54.58	-37.13%
001-104-40060	PERS-CITYMANAGER	6,091.00	5,535.64	667.40	6,203.04	-112.04	-1.84%
001-104-40065	Health/LifeIns-CITYMANAGER	17,429.00	22,624.77	499.59	23,124.36	-5,695.36	-32.68%
001-104-40070	WorkersComp.-CITYMANAGER	4,214.00	3,294.00	0.00	3,294.00	920.00	21.83%
001-104-42015	Gen.Supplies-CityManager	350.00	221.10	0.00	221.10	128.90	36.83%
001-104-42760	Travel,Conf,Trg-CityManager	875.00	663.90	0.00	663.90	211.10	24.13%
001-104-42805	WaterUtilities-CityManager	208.00	57.64	4.37	62.01	145.99	70.19%
001-104-42810	PG&EUtilities-CityManager	420.00	110.49	61.90	172.39	247.61	58.95%
001-104-42995	CONTINGENCY-CityManager	7,000.00	833.88	0.00	833.88	6,166.12	88.09%
001-104-43600	ProfServices-CityManager	2,625.00	5,602.91	1,837.50	7,440.41	-4,815.41	-183.44%
001-105-40000	Salaries-Finance	78,186.00	59,131.35	9,190.67	68,322.02	9,863.98	12.62%
001-105-40015	VACATIONPAYOUT-Finance	1,860.00	0.00	0.00	0.00	1,860.00	100.00%
001-105-40050	FICA-Finance	4,848.00	3,445.49	517.95	3,963.44	884.56	18.25%
001-105-40051	Medicare-Finance	1,134.00	804.34	121.14	925.48	208.52	18.39%
001-105-40055	SUI-Finance	307.00	219.87	115.13	335.00	-28.00	-9.12%
001-105-40060	PERS-Finance	4,868.00	3,549.41	535.75	4,085.16	782.84	16.08%
001-105-40065	Health/LifeIns-Finance	18,183.00	22,448.30	2,813.29	25,261.59	-7,078.59	-38.93%
001-105-40070	WorkersComp.-Finance	8,792.00	7,716.00	0.00	7,716.00	1,076.00	12.24%
001-105-42015	Gen.Supplies-Finance	9,129.00	3,281.84	139.48	3,421.32	5,707.68	62.52%
001-105-42435	NetworkSvcsCo-Finance	20,083.00	22,135.75	178.50	22,314.25	-2,231.25	-11.11%
001-105-42450	MOMonlinefees-Finance	0.00	2,099.13	0.00	2,099.13	-2,099.13	0.00%
001-105-42760	Travel,Conf,Trg-Finance	548.00	0.00	0.00	0.00	548.00	100.00%
001-105-42805	WaterUtilities-Finance	219.00	196.35	17.13	213.48	5.52	2.52%
001-105-42810	PG&EUtilities-Finance	2,373.00	1,824.07	427.10	2,251.17	121.83	5.13%
001-105-42955	PayChex&Bank-Finance	2,921.00	1,035.12	0.00	1,035.12	1,885.88	64.56%
001-105-43100	Audit&Acctg-Finance	14,788.00	0.00	0.00	0.00	14,788.00	100.00%
001-105-43600	ProfServices-Finance	1,826.00	0.00	0.00	0.00	1,826.00	100.00%
001-105-43650	Contracts-Other-Finance	730.00	600.00	0.00	600.00	130.00	17.81%
001-105-69400	O&MEquipment-Finance	1,826.00	0.00	0.00	0.00	1,826.00	100.00%
001-106-40000	Salaries-PoliceDept	485,700.00	254,023.43	34,997.30	289,020.73	196,679.27	40.49%
001-106-40006	Overtime-PoliceDept	40,000.00	42,113.63	6,828.11	48,941.74	-8,941.74	-22.35%
001-106-40015	VacationPayout-PoliceDept	14,243.00	2,810.40	0.00	2,810.40	11,432.60	80.27%
001-106-40050	FICA-PoliceDept	30,981.00	18,787.01	2,593.19	21,380.20	9,600.80	30.99%
001-106-40051	Medicare-PoliceDept	7,246.00	4,399.01	606.46	5,005.47	2,240.53	30.92%
001-106-40055	SUI-PoliceDept	1,260.00	877.21	121.45	998.66	261.34	20.74%
001-106-40060	PERS-PoliceDept	85,542.00	40,747.19	5,797.47	46,544.66	38,997.34	45.59%
001-106-40065	Health/LifeIns-PoliceDept	113,880.00	54,556.24	7,600.10	62,156.34	51,723.66	45.42%
001-106-40070	WorkersComp.-PoliceDept	36,117.00	28,225.00	0.00	28,225.00	7,892.00	21.85%
001-106-42015	Gen.Supplies-PoliceDept	2,000.00	2,207.59	376.46	2,584.05	-584.05	-29.20%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-106-42020	FUEL-PoliceDept	27,000.00	12,429.11	1,814.41	14,243.52	12,756.48	47.25%
001-106-42045	SpecialDepart-PoliceDept	1,750.00	1,318.94	298.54	1,617.48	132.52	7.57%
001-106-42095	Clothing-PoliceDept	2,000.00	5,280.75	0.00	5,280.75	-3,280.75	-164.04%
001-106-42096	SafetyEquip-PoliceDept	5,000.00	2,165.64	106.34	2,271.98	2,728.02	54.56%
001-106-42435	NetworkSvcsCo-PoliceDept	6,000.00	1,269.00	0.00	1,269.00	4,731.00	78.85%
001-106-42710	Communications-PoliceDept	5,000.00	3,054.54	593.80	3,648.34	1,351.66	27.03%
001-106-42760	Travel,Conf,Trg-PoliceDept	5,000.00	2,958.59	0.00	2,958.59	2,041.41	40.83%
001-106-42805	WaterUtilities-PoliceDept	500.00	385.01	33.59	418.60	81.40	16.28%
001-106-42810	PG&EUtilities-PoliceDept	7,000.00	3,576.63	631.10	4,207.73	2,792.27	39.89%
001-106-42850	VehicleMaintna-PoliceDept	18,000.00	7,930.57	1,573.84	9,504.41	8,495.59	47.20%
001-106-42930	AnimalControl-PoliceDept	38,000.00	11,207.82	4,310.70	15,518.52	22,481.48	59.16%
001-106-42935	Misc-Bookings-PoliceDept	150.00	150.00	0.00	150.00	0.00	0.00%
001-106-42940	Misc-Court/Invs-PoliceDept	100.00	0.00	0.00	0.00	100.00	100.00%
001-106-43700	Dispatching-PoliceDept	175,000.00	31,356.26	48,670.74	80,027.00	94,973.00	54.27%
001-109-40005	Sal/Wages-Elect-Planning	6,750.00	3,577.50	450.00	4,027.50	2,722.50	40.33%
001-109-40050	FICA-Planning	425.00	221.92	27.92	249.84	175.16	41.21%
001-109-40051	Medicare-Planning	100.00	51.83	6.52	58.35	41.65	41.65%
001-109-40055	SUI-Planning	130.00	3.73	0.00	3.73	126.27	97.13%
001-109-42015	Gen.Supplies-Planning	200.00	0.00	0.00	0.00	200.00	100.00%
001-109-42510	LAFCOExpense-Planning	6,000.00	5,732.00	0.00	5,732.00	268.00	4.47%
001-109-42750	PHNOTICES-Planning	3,000.00	468.60	0.00	468.60	2,531.40	84.38%
001-109-43450	Planner-Planning	30,000.00	11,928.00	1,056.00	12,984.00	17,016.00	56.72%
001-109-43650	Contracts-Other-Planning	7,996.00	7,996.00	0.00	7,996.00	0.00	0.00%
001-110-42300	E&PReimbEngr.-BuildingDEPT	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-110-43250	Engineering-BuildingRegula	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-110-43300	PlanChk&Insp-BuildingDEPT	42,000.00	21,582.00	0.00	21,582.00	20,418.00	48.61%
001-111-42300	E&PReimbEngr.-Engineering	80,000.00	28,776.70	1,182.00	29,958.70	50,041.30	62.55%
001-111-43250	Engineering-Engineering	60,000.00	47,767.77	0.00	47,767.77	12,232.23	20.39%
001-111-43300	PlanChk&Insp-Engineering	4,000.00	4,535.70	0.00	4,535.70	-535.70	-13.39%
001-112-42815	StreetLights-Streets/Roads	0.00	8.68	0.00	8.68	-8.68	0.00%
001-113-40000	Salaries-Parks&Recreat	130,807.00	72,544.68	12,554.58	85,099.26	45,707.74	34.94%
001-113-40006	Overtime-Parks&Recreat	0.00	0.00	111.82	111.82	-111.82	0.00%
001-113-40015	VacationPayout-Parks&Recreat	4,458.00	0.00	187.10	187.10	4,270.90	95.80%
001-113-40050	FICA-Parks&Recreat	7,912.00	4,417.84	761.74	5,179.58	2,732.42	34.54%
001-113-40051	Medicare-Parks&Recreat	1,850.00	1,030.57	178.17	1,208.74	641.26	34.66%
001-113-40055	SUI-Parks&Recreat	370.00	256.62	73.75	330.37	39.63	10.71%
001-113-40060	PERS-Parks&Recreat	15,557.00	5,683.81	1,072.07	6,755.88	8,801.12	56.57%
001-113-40065	Health/LifeIns-Parks&Recreat	37,556.00	23,100.40	4,094.28	27,194.68	10,361.32	27.59%
001-113-40070	WorkersComp.-Parks&Recreat	10,593.00	8,280.00	0.00	8,280.00	2,313.00	21.84%
001-113-42015	Gen.Supplies-Parks&Recreat	580.00	1,241.96	0.00	1,241.96	-661.96	-114.13%
001-113-42020	FUEL-Parks&Recreat	7,000.00	4,415.73	611.42	5,027.15	1,972.85	28.18%
001-113-42030	Repair/Maint-Parks&Recreat	27,000.00	25,456.89	2,147.76	27,604.65	-604.65	-2.24%
001-113-42057	Beautification-Parks&Recreat	6,000.00	2,960.14	13.47	2,973.61	3,026.39	50.44%
001-113-42095	Clothing-Parks&Recreat	750.00	909.18	0.00	909.18	-159.18	-21.22%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-113-42205	Lease-Prkglot-Parks&Recreat	47,000.00	26,593.22	3,790.46	30,383.68	16,616.32	35.35%
001-113-42400	Signs-Parks & Recreat	250.00	423.24	0.00	423.24	-173.24	-69.30%
001-113-42410	WeedControl-Parks&Recreat	5,000.00	2,040.53	86.16	2,126.69	2,873.31	57.47%
001-113-42415	Restrooms-Parks&Recreat	500.00	121.66	0.00	121.66	378.34	75.67%
001-113-42425	Taxes/Fees/Lics-Parks&Recreat	500.00	0.00	163.35	163.35	336.65	67.33%
001-113-42435	NetworkSvcsCo-Parks&Recreat	2,000.00	595.60	0.00	595.60	1,404.40	70.22%
001-113-42436	Internet Services - Parks & Rec	0.00	153.90	153.90	307.80	-307.80	0.00%
001-113-42805	WaterUtilities-Parks&Recreat	26,000.00	20,893.13	1,197.95	22,091.08	3,908.92	15.03%
001-113-42810	PG&EUilities-Parks&Recreat	42,000.00	32,538.00	3,776.40	36,314.40	5,685.60	13.54%
001-113-42850	VehicleMaintna-Parks&Recreat	4,000.00	1,218.06	0.00	1,218.06	2,781.94	69.55%
001-113-42860	O&MBlg/Structu-Parks&Recreat	5,000.00	2,549.57	1,226.17	3,775.74	1,224.26	24.49%
001-113-42865	Janitorial-Parks&Recreat	6,500.00	744.21	3,133.87	3,878.08	2,621.92	40.34%
001-113-43650	Contracts-Other-Parks&Recreat	19,500.00	0.00	0.00	0.00	19,500.00	100.00%
001-113-44000	SmallEquipment-Parks&Recreat	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-114-40000	Salaries-SwimmingPool	0.00	593.90	323.82	917.72	-917.72	0.00%
001-114-40050	FICA-SwimmingPool	0.00	36.72	20.08	56.80	-56.80	0.00%
001-114-40051	Medicare-SwimmingPool	0.00	8.59	4.70	13.29	-13.29	0.00%
001-114-40055	SUI-SwimmingPool	0.00	10.69	0.00	10.69	-10.69	0.00%
001-114-40060	PERS-SwimmingPool	0.00	95.05	53.08	148.13	-148.13	0.00%
001-114-40065	HealthBenefits-SwimmingPool	0.00	191.12	105.28	296.40	-296.40	0.00%
001-114-42015	Gen.Supplies-SwimmingPool	250.00	161.20	0.00	161.20	88.80	35.52%
001-114-42025	Supplies-Chem-SwimmingPool	6,000.00	414.59	0.00	414.59	5,585.41	93.09%
001-114-42425	Taxes/Fees/Lics-SwimmingPool	1,000.00	439.00	0.00	439.00	561.00	56.10%
001-114-42860	O&MBlg/Structu-SwimmingPool	4,000.00	1,921.60	0.00	1,921.60	2,078.40	51.96%
001-114-43650	Contracts-Other-SwimmingPool	40,500.00	10,543.86	0.00	10,543.86	29,956.14	73.97%
001-114-69400	O&MEquipment-SwimmingPool	0.00	146.82	0.00	146.82	-146.82	0.00%
001-115-42055	CommunityProm-Promotions	7,500.00	6,775.00	650.00	7,425.00	75.00	1.00%
001-115-42436	InternetServic-Promotions	8,600.00	3,000.00	500.00	3,500.00	5,100.00	59.30%
001-115-42745	Advertising-Promotions	1,000.00	1,163.33	174.56	1,337.89	-337.89	-33.79%
001-115-42756	Membership/Dues-Promotions	125.00	150.00	0.00	150.00	-25.00	-20.00%
001-140-40000	Salaries-Cemetery	0.00	0.00	242.86	242.86	-242.86	0.00%
001-140-40050	FICA-Cemetery	0.00	0.00	15.06	15.06	-15.06	0.00%
001-140-40051	Medicare-Cemetery	0.00	0.00	3.52	3.52	-3.52	0.00%
001-140-40060	PERS-Cemetery	0.00	0.00	39.81	39.81	-39.81	0.00%
001-140-40065	EmployeeBenefi-Cemetery	0.00	0.00	78.94	78.94	-78.94	0.00%
001-140-42805	WaterUtilities-Cemetery	0.00	0.00	76.96	76.96	-76.96	0.00%
001-172-40000	Salaries-MonteVerdeMuse	0.00	272.20	0.00	272.20	-272.20	0.00%
001-172-40050	FICA-MonteVerdeMuse	0.00	15.38	0.00	15.38	-15.38	0.00%
001-172-40051	Medicare-MonteVerdeMuse	0.00	3.60	0.00	3.60	-3.60	0.00%
001-172-40055	SUI-MonteVerdeMuse	0.00	1.59	0.00	1.59	-1.59	0.00%
001-172-40060	PERS-MonteVerdeMuse	0.00	21.67	0.00	21.67	-21.67	0.00%
001-172-40065	EmployeeBenefi-MonteVerdeMuse	0.00	68.75	0.00	68.75	-68.75	0.00%
001-172-42805	WaterUtilities-MonteVerdeMuse	0.00	0.00	76.96	76.96	-76.96	0.00%
001-172-42810	PG&EUilities-MonteVerdeMuse	0.00	0.00	120.11	120.11	-120.11	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-172-42860	O&MBlg/Structu-MonteVerdeMuse	0.00	0.00	86.00	86.00	-86.00	0.00%
001-610-40065	Health/LifeIns-CentralServies	1,700.00	225.00	0.00	225.00	1,475.00	86.76%
001-610-42015	Gen.Supplies-CentralServies	800.00	5,577.77	0.00	5,577.77	-4,777.77	-597.22%
001-610-42030	Repair/Maint-CentralServies	400.00	20.61	8.25	28.86	371.14	92.79%
001-610-42031	EquipmtMaint.-CentralServies	400.00	118.88	21.80	140.68	259.32	64.83%
001-610-42435	NetworkSvcsCo-CentralServies	12,000.00	5,400.82	1,069.00	6,469.82	5,530.18	46.08%
001-610-42436	InternetServic-CentralServies	4,000.00	2,418.35	377.79	2,796.14	1,203.86	30.10%
001-610-42710	Communications-CentralServies	2,000.00	2,745.35	56.51	2,801.86	-801.86	-40.09%
001-610-42755	RiskManagement-CentralServies	214,000.00	161,578.00	0.00	161,578.00	52,422.00	24.50%
001-610-42756	Membership/Dues-CentralServies	1,000.00	80.00	0.00	80.00	920.00	92.00%
001-610-42760	Travel,Conf,Trg-CentralServies	0.00	81.02	0.00	81.02	-81.02	0.00%
001-610-43600	ProfServices-CentralServies	0.00	6,563.00	0.00	6,563.00	-6,563.00	0.00%
001-610-69800	ComputerHardwr-CentralServies	0.00	2,790.00	0.00	2,790.00	-2,790.00	0.00%
001-613-43350	Speciallegal-LEGALSERVICES	27,500.00	16,289.75	2,288.00	18,577.75	8,922.25	32.44%
Expense Totals:		2,807,096.00	1,748,356.77	199,113.21	1,947,469.98	859,626.02	30.62%
001 - GeneralFund Totals:		-394,703.00	130,666.03	-183,852.65	-53,186.62	-341,516.38	

003 - Streets/Sidewal

Revenue							
003-000-75100	VehicleLicenseFee	-5,000.00	-4,042.20	0.00	-4,042.20	-957.80	-19.16%
003-000-75320	2107HighwayUserTax	-46,500.00	-28,138.71	-3,436.84	-31,575.55	-14,924.45	-32.10%
003-000-75321	2105HighwayUserTax	-16,500.00	-9,535.34	-1,256.33	-10,791.67	-5,708.33	-34.60%
003-000-75322	2106HighwayUserTax	-16,500.00	-10,029.87	-1,413.00	-11,442.87	-5,057.13	-30.65%
003-000-75323	2107-5HighwayUserTax	-1,000.00	-1,000.00	0.00	-1,000.00	0.00	0.00%
003-000-75325	RoadMaintenance&Rehabi	-71,000.00	-42,788.97	-6,292.38	-49,081.35	-21,918.65	-30.87%
Revenue Totals:		-156,500.00	-95,535.09	-12,398.55	-107,933.64	-48,566.36	-31.03%

Expense							
003-102-42015	Gen.Supplies-CityClerk	0.00	8.19	0.00	8.19	-8.19	0.00%
003-102-42805	WaterUtilities-CityClerk	0.00	0.93	0.87	1.80	-1.80	0.00%
003-104-40000	Salaries-CITYMANAGER	12,854.00	701.94	0.00	701.94	12,152.06	94.54%
003-104-40015	VACATIONPAYOUT-CITYMANAGER	475.00	0.00	0.00	0.00	475.00	100.00%
003-104-40050	FICA-CityManager	797.00	43.52	0.00	43.52	753.48	94.54%
003-104-40051	Medicare-CITYMANAGER	186.00	10.18	0.00	10.18	175.82	94.53%
003-104-40055	SUI-CityManager	21.00	0.00	0.00	0.00	21.00	100.00%
003-104-40060	PERS-CITYMANAGER	870.00	129.87	0.00	129.87	740.13	85.07%
003-104-40065	EmployeeBenefi-CityManager	2,490.00	459.82	0.00	459.82	2,030.18	81.53%
003-104-40070	WorkersComp.-CITYMANAGER	602.00	471.00	0.00	471.00	131.00	21.76%
003-104-42015	Gen.Supplies-CITYMANAGER	50.00	33.49	0.00	33.49	16.51	33.02%
003-104-42760	Travel,Conf,Trg-CityManager	125.00	110.97	0.00	110.97	14.03	11.22%
003-104-42805	WaterUtilities-CityManager	30.00	12.16	0.87	13.03	16.97	56.57%
003-104-42810	PG&EUutilities-CityManager	60.00	22.10	12.38	34.48	25.52	42.53%
003-104-42995	CONTINGENCY-CityManager	1,000.00	48.00	0.00	48.00	952.00	95.20%
003-104-43600	ProfServices-CityManager	375.00	254.08	0.00	254.08	120.92	32.25%
003-105-40000	Salaries-Finance	13,327.00	5,334.24	451.95	5,786.19	7,540.81	56.58%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003-105-40015	VACATIONPAYOUT-Finance	317.00	0.00	0.00	0.00	317.00	100.00%
003-105-40050	FICA-Finance	826.00	330.28	27.70	357.98	468.02	56.66%
003-105-40051	Medicare-Finance	193.00	77.29	6.49	83.78	109.22	56.59%
003-105-40055	SUI-Finance	52.00	16.36	0.00	16.36	35.64	68.54%
003-105-40060	PERS-Finance	830.00	424.65	35.98	460.63	369.37	44.50%
003-105-40065	EmployeeBenefi-Finance	3,099.00	1,856.57	137.54	1,994.11	1,104.89	35.65%
003-105-40070	WorkersComp.-Finance	1,499.00	1,128.00	0.00	1,128.00	371.00	24.75%
003-105-42015	Gen.Supplies-Finance	1,556.00	463.98	26.02	490.00	1,066.00	68.51%
003-105-42435	NetworkSvcsCo-Finance	3,423.00	3,785.25	31.50	3,816.75	-393.75	-11.50%
003-105-42450	MOMonlinefees-Finance	0.00	95.42	0.00	95.42	-95.42	0.00%
003-105-42760	Travel,Conf,Trg-Finance	93.00	0.00	0.00	0.00	93.00	100.00%
003-105-42805	WaterUtilities-Finance	37.00	34.64	3.02	37.66	-0.66	-1.78%
003-105-42810	PG&EUtilities-Finance	405.00	321.91	56.80	378.71	26.29	6.49%
003-105-42955	PayChex&Bank-Finance	498.00	121.12	0.00	121.12	376.88	75.68%
003-105-43100	Audit&Acctg-Finance	2,521.00	0.00	0.00	0.00	2,521.00	100.00%
003-105-43600	ProfServices-Finance	311.00	0.00	0.00	0.00	311.00	100.00%
003-105-43650	Contracts-Other-Finance	124.00	0.00	0.00	0.00	124.00	100.00%
003-105-69400	O&MEquipment-Finance	311.00	0.00	0.00	0.00	311.00	100.00%
003-112-40000	Salaries-Streets/Roads	59,862.00	39,199.82	5,319.59	44,519.41	15,342.59	25.63%
003-112-40006	Overtime-Streets/Roads	0.00	0.00	223.63	223.63	-223.63	0.00%
003-112-40015	VACATIONPAYOUT-Streets/Roads	2,091.00	0.00	89.81	89.81	2,001.19	95.70%
003-112-40050	FICA-Streets/Roads	3,711.00	2,378.46	320.84	2,699.30	1,011.70	27.26%
003-112-40051	Medicare-Streets/Roads	868.00	556.65	75.05	631.70	236.30	27.22%
003-112-40055	SUI-Streets/Roads	173.00	136.18	23.47	159.65	13.35	7.72%
003-112-40060	PERS-Streets/Roads	7,297.00	3,878.40	555.69	4,434.09	2,862.91	39.23%
003-112-40065	Health/LifeIns-Streets/Roads	17,617.00	15,348.25	1,896.31	17,244.56	372.44	2.11%
003-112-40070	WorkersComp.-Streets/Roads	4,969.00	3,882.00	0.00	3,882.00	1,087.00	21.88%
003-112-42015	Gen.Supplies-Streets/Roads	1,500.00	449.97	155.57	605.54	894.46	59.63%
003-112-42020	FUEL-Streets/Roads	5,000.00	2,187.00	114.75	2,301.75	2,698.25	53.97%
003-112-42095	Clothing-Streets/Roads	750.00	1,121.68	0.00	1,121.68	-371.68	-49.56%
003-112-42200	Patching-Streets/Roads	7,500.00	1,747.07	0.00	1,747.07	5,752.93	76.71%
003-112-42400	Signs-Streets/Roads	250.00	423.24	0.00	423.24	-173.24	-69.30%
003-112-42405	FloodControl-Streets/Roads	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
003-112-42410	WeedControl-Streets/Roads	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
003-112-42810	PG&EUtilities-Streets/Roads	0.00	0.00	270.58	270.58	-270.58	0.00%
003-112-42815	StreetLights-Streets/Roads	42,000.00	21,431.62	5,285.66	26,717.28	15,282.72	36.39%
003-112-42850	VehicleMaintna-Streets/Roads	2,000.00	1,953.58	25.00	1,978.58	21.42	1.07%
003-112-42860	Street/Drain Repairs	20,000.00	0.00	71.14	71.14	19,928.86	99.64%
003-112-43650	Contracts-Other-Streets/Roads	0.00	-1,000.00	0.00	-1,000.00	1,000.00	0.00%
003-112-69400	O&MEquipment-Streets/Roads	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
003-112-69600	Improvements-Streets/Roads	42,500.00	2,395.44	0.00	2,395.44	40,104.56	94.36%
Expense Totals:		273,445.00	112,385.32	15,218.21	127,603.53	145,841.47	53.33%
003 - Streets/Sidewal Totals:		116,945.00	16,850.23	2,819.66	19,669.89	97,275.11	

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
004 - CrestviewLgt/D							
Revenue							
004-000-74330	StreetLightingCharges	-2,650.00	0.00	0.00	0.00	-2,650.00	-100.00%
Revenue Totals:		-2,650.00	0.00	0.00	0.00	-2,650.00	-100.00%
Expense							
004-105-40000	Salaries-Finance	10,662.00	1,102.79	81.34	1,184.13	9,477.87	88.89%
004-105-40015	VacationPayout-Finance	254.00	0.00	0.00	0.00	254.00	100.00%
004-105-40050	FICA-Finance	661.00	68.11	4.99	73.10	587.90	88.94%
004-105-40051	Medicare-Finance	155.00	15.97	1.17	17.14	137.86	88.94%
004-105-40055	SUI-Finance	42.00	9.54	0.00	9.54	32.46	77.29%
004-105-40060	PERS-Finance	664.00	87.85	6.49	94.34	569.66	85.79%
004-105-40065	EmployeeBenefi-Finance	2,479.00	304.12	24.74	328.86	2,150.14	86.73%
004-105-40070	WorkersComp.-Finance	1,199.00	0.00	0.00	0.00	1,199.00	100.00%
004-105-42015	Gen.Supplies-Finance	1,245.00	0.00	0.00	0.00	1,245.00	100.00%
004-105-42435	NetworkSvcsCo-Finance	2,739.00	2,739.00	0.00	2,739.00	0.00	0.00%
004-105-42760	Travel,Conf,Trg-Finance	75.00	0.00	0.00	0.00	75.00	100.00%
004-105-42805	WaterUtilities-Finance	30.00	0.00	0.00	0.00	30.00	100.00%
004-105-42810	PG&EUtilities-Finance	324.00	0.00	0.00	0.00	324.00	100.00%
004-105-42955	PayChex&Bank-Finance	398.00	0.00	0.00	0.00	398.00	100.00%
004-105-43100	Audit&Acctg-Finance	2,017.00	0.00	0.00	0.00	2,017.00	100.00%
004-105-43600	ProfServices-Finance	249.00	0.00	0.00	0.00	249.00	100.00%
004-105-43650	Contracts-Other-Finance	100.00	0.00	0.00	0.00	100.00	100.00%
004-105-69400	O&MEquipment-Finance	249.00	0.00	0.00	0.00	249.00	100.00%
004-145-42815	StreetLights-CrestViewLgt	2,650.00	744.04	119.40	863.44	1,786.56	67.42%
Expense Totals:		26,192.00	5,071.42	238.13	5,309.55	20,882.45	79.73%
004 - CrestviewLgt/D Totals:		23,542.00	5,071.42	238.13	5,309.55	18,232.45	
010 - SewerM&O							
Revenue							
010-000-74500	SewerServiceCharges	-2,967,587.00	-1,743,342.71	-246,695.41	-1,990,038.12	-977,548.88	-32.94%
010-000-74505	SepticDumpingFee	-50,000.00	-30,214.48	-3,723.69	-33,938.17	-16,061.83	-32.12%
010-000-74510	ContractSewerRevAWA&	-223,120.00	-161,730.31	-23,104.33	-184,834.64	-38,285.36	-17.16%
010-000-75000	InterestEarnings	-16,000.00	0.00	0.00	0.00	-16,000.00	-100.00%
010-000-77115	EffluentDisposal	-156,068.00	-113,790.46	-15,738.08	-129,528.54	-26,539.46	-17.01%
010-000-77130	LateCharges	-40,000.00	-17,684.65	-6,878.43	-24,563.08	-15,436.92	-38.59%
010-000-78999	OperatingTransfersIn	-830,000.00	0.00	0.00	0.00	-830,000.00	-100.00%
010-001-74500	SewerSvcChrgesAmadorC	-48,871.00	-13,680.00	-4,560.00	-18,240.00	-30,631.00	-62.68%
Revenue Totals:		-4,331,646.00	-2,080,442.61	-300,699.94	-2,381,142.55	-1,950,503.45	-45.03%
Expense							
010-007-69400	O&MEquipment-SewerTreatment	0.00	859.01	0.00	859.01	-859.01	0.00%
010-102-40000	Salaries-CityClerk	16,656.00	6,689.61	567.94	7,257.55	9,398.45	56.43%
010-102-40015	VacationPayout-CityClerk	625.00	0.00	0.00	0.00	625.00	100.00%
010-102-40050	FICA-CityClerk	1,033.00	409.85	33.62	443.47	589.53	57.07%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-102-40051	Medicare-CityClerk	242.00	95.89	7.88	103.77	138.23	57.12%
010-102-40055	SUI-CityClerk	53.00	67.15	4.44	71.59	-18.59	-35.08%
010-102-40060	PERS-CityClerk	1,326.00	716.96	93.08	810.04	515.96	38.91%
010-102-40065	Health/LifeIns-CityClerk	6,225.00	2,968.01	216.61	3,184.62	3,040.38	48.84%
010-102-40070	WorkersComp.-CityClerk	1,505.00	1,176.00	0.00	1,176.00	329.00	21.86%
010-102-42015	Gen.Supplies-CityClerk	250.00	16.38	0.00	16.38	233.62	93.45%
010-102-42445	MUNICODEWEB-CityClerk	1,750.00	0.00	0.00	0.00	1,750.00	100.00%
010-102-42760	Travel,Conf,Trg-CityClerk	375.00	11.42	43.21	54.63	320.37	85.43%
010-102-42805	WaterUtilities-CityClerk	200.00	38.31	0.00	38.31	161.69	80.85%
010-102-42810	PG&EUtilities-CityClerk	300.00	22.11	12.38	34.49	265.51	88.50%
010-102-43650	City Clerk - Contracts	250.00	0.00	0.00	0.00	250.00	100.00%
010-102-69800	IT Equipment - City Clerk	0.00	54.00	0.00	54.00	-54.00	0.00%
010-104-40000	Salaries-CITYMANAGER	89,976.00	39,630.22	3,698.31	43,328.53	46,647.47	51.84%
010-104-40015	VacationPayout-CityManager	3,325.00	0.00	0.00	0.00	3,325.00	100.00%
010-104-40050	FICA-CityManager	5,579.00	2,229.03	221.50	2,450.53	3,128.47	56.08%
010-104-40051	Medicare-CITYMANAGER	1,305.00	563.84	51.79	615.63	689.37	52.83%
010-104-40055	SUI-CityManager	147.00	101.55	0.00	101.55	45.45	30.92%
010-104-40060	PERS-CITYMANAGER	6,091.00	2,350.28	286.01	2,636.29	3,454.71	56.72%
010-104-40065	Health/LifeIns-CITYMANAGER	17,429.00	11,903.85	463.98	12,367.83	5,061.17	29.04%
010-104-40070	WorkersComp.-CityManager	4,214.00	3,294.00	0.00	3,294.00	920.00	21.83%
010-104-42015	Gen.Supplies-CityManager	350.00	66.98	0.00	66.98	283.02	80.86%
010-104-42760	Travel,Conf,Trg-CityManager	875.00	352.62	0.00	352.62	522.38	59.70%
010-104-42805	WaterUtilities-CityManager	208.00	27.09	1.75	28.84	179.16	86.13%
010-104-42810	PG&EUtilities-CityManager	420.00	44.21	24.76	68.97	351.03	83.58%
010-104-42995	CONTINGENCY-CityManager	7,000.00	336.00	0.00	336.00	6,664.00	95.20%
010-104-43600	ProfServices-CityManager	2,625.00	4,508.17	0.00	4,508.17	-1,883.17	-71.74%
010-105-40000	Salaries-Finance	87,071.00	33,739.42	4,287.73	38,027.15	49,043.85	56.33%
010-105-40015	VacationPayout-Finance	2,071.00	0.00	0.00	0.00	2,071.00	100.00%
010-105-40050	FICA-Finance	5,398.00	2,019.06	255.55	2,274.61	3,123.39	57.86%
010-105-40051	Medicare-Finance	1,263.00	475.39	59.75	535.14	727.86	57.63%
010-105-40055	SUI-Finance	342.00	111.61	25.42	137.03	204.97	59.93%
010-105-40060	PERS-Finance	5,421.00	2,114.61	285.41	2,400.02	3,020.98	55.73%
010-105-40065	Health/LifeIns-Finance	20,249.00	12,122.97	1,215.49	13,338.46	6,910.54	34.13%
010-105-40070	WorkersComp.-Finance	9,791.00	7,716.00	0.00	7,716.00	2,075.00	21.19%
010-105-42015	Gen.Supplies-Finance	10,166.00	10,166.44	0.00	10,166.44	-0.44	0.00%
010-105-42435	NetworkSvcsCo-Finance	22,365.00	23,653.00	112.00	23,765.00	-1,400.00	-6.26%
010-105-42450	MOMonlinefees-Finance	11,000.00	2,003.72	0.00	2,003.72	8,996.28	81.78%
010-105-42760	Travel,Conf,Trg-Finance	610.00	0.00	0.00	0.00	610.00	100.00%
010-105-42805	WaterUtilities-Finance	244.00	159.04	10.75	169.79	74.21	30.41%
010-105-42810	PG&EUtilities-Finance	2,643.00	1,183.18	201.95	1,385.13	1,257.87	47.59%
010-105-42955	PayChex&Bank-Finance	3,253.00	696.64	0.00	696.64	2,556.36	78.58%
010-105-43100	Audit&Acctg-Finance	16,469.00	0.00	0.00	0.00	16,469.00	100.00%
010-105-43600	ProfServices-Finance	2,033.00	0.00	0.00	0.00	2,033.00	100.00%
010-105-43650	Contracts-Other-Finance	813.00	0.00	0.00	0.00	813.00	100.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-105-69400	O&MEquipment-Finance	2,033.00	0.00	0.00	0.00	2,033.00	100.00%
010-111-42300	E&PReimbEngr.-Engineering	0.00	1,417.50	877.50	2,295.00	-2,295.00	0.00%
010-151-40000	Salaries-SewerTreatment	111,421.00	68,303.79	8,554.32	76,858.11	34,562.89	31.02%
010-151-40006	Overtime-SewerTreatment	10,000.00	6,422.62	447.27	6,869.89	3,130.11	31.30%
010-151-40015	VacationPayout-SewerTreatment	3,892.00	0.00	164.65	164.65	3,727.35	95.77%
010-151-40050	FICA-SewerTreatment	6,908.00	4,376.51	529.55	4,906.06	2,001.94	28.98%
010-151-40051	Medicare-SewerTreatment	1,616.00	1,025.23	123.85	1,149.08	466.92	28.89%
010-151-40055	SUI-SewerTreatment	323.00	218.34	9.42	227.76	95.24	29.49%
010-151-40060	PERS-SewerTreatment	13,583.00	8,558.63	1,168.55	9,727.18	3,855.82	28.39%
010-151-40061	PERSUnfunded-SewerTreatment	66,423.00	66,423.00	0.00	66,423.00	0.00	0.00%
010-151-40065	Health/LifeIns-SewerTreatment	32,790.00	22,984.27	2,938.21	25,922.48	6,867.52	20.94%
010-151-40070	WorkersComp.-SewerTreatment	9,249.00	7,227.00	0.00	7,227.00	2,022.00	21.86%
010-151-42015	Supplies-Lab-SewerTreatment	9,500.00	6,555.16	548.35	7,103.51	2,396.49	25.23%
010-151-42020	FUEL-SewerTreatment	6,000.00	2,311.90	447.58	2,759.48	3,240.52	54.01%
010-151-42025	Supplies-Chem-SewerTreatment	115,000.00	116,657.57	6,821.77	123,479.34	-8,479.34	-7.37%
010-151-42031	EquipmtMaint.-SewerTreatment	36,000.00	627.90	0.00	627.90	35,372.10	98.26%
010-151-42045	Sludge-SewerTreatment	60,000.00	29,301.22	5,314.96	34,616.18	25,383.82	42.31%
010-151-42095	Clothing-SewerTreatment	750.00	877.95	0.00	877.95	-127.95	-17.06%
010-151-42215	Rentals-Mach/Eq-SewerTreatment	15,000.00	1,968.59	13,800.00	15,768.59	-768.59	-5.12%
010-151-42425	Taxes/Fees/Lics-SewerTreatment	37,000.00	32,195.70	0.00	32,195.70	4,804.30	12.98%
010-151-42435	NetworkSvcsCo-SewerTreatment	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
010-151-42436	InternetServic-SewerTreatment	1,000.00	506.91	0.00	506.91	493.09	49.31%
010-151-42710	Communications-SewerTreatment	500.00	349.15	88.57	437.72	62.28	12.46%
010-151-42756	Membership/Dues-SewerTreatment	900.00	0.00	0.00	0.00	900.00	100.00%
010-151-42760	Travel,Conf,Trg-SewerTreatment	1,000.00	1,782.07	0.00	1,782.07	-782.07	-78.21%
010-151-42805	WaterUtilities-SewerTreatment	12,000.00	10,294.56	1,427.76	11,722.32	277.68	2.31%
010-151-42810	PG&EUtilities-SewerTreatment	36,000.00	23,401.78	2,840.98	26,242.76	9,757.24	27.10%
010-151-42830	O&M-SewerPlt-SewerTreatment	25,000.00	20,830.89	2,155.38	22,986.27	2,013.73	8.05%
010-151-42850	VehicleMaintna-SewerTreatment	5,500.00	2,977.64	669.34	3,646.98	1,853.02	33.69%
010-151-43250	Engineering-SewerTreatment	50,000.00	58,737.50	4,112.50	62,850.00	-12,850.00	-25.70%
010-151-43650	Contracts-Other-SewerTreatment	0.00	19,088.50	0.00	19,088.50	-19,088.50	0.00%
010-151-45100	PrincipalPymt-SewerTreatment	26,000.00	0.00	0.00	0.00	26,000.00	100.00%
010-151-45200	InterestExpens-SewerTreatment	18,300.00	9,135.00	0.00	9,135.00	9,165.00	50.08%
010-151-69600	Improvements-SewerTreatment	110,000.00	226,521.75	0.00	226,521.75	-116,521.75	-105.93%
010-151-69701	Machinery-&-SewerTreatment	10,000.00	0.00	10,391.06	10,391.06	-391.06	-3.91%
010-151-69801	ComputerSoftwr-SewerTreatment	0.00	8,018.50	0.00	8,018.50	-8,018.50	0.00%
010-152-40000	Salaries-SewerCollectio	101,208.00	49,894.38	4,061.78	53,956.16	47,251.84	46.69%
010-152-40006	Overtime-SewerCollectio	0.00	73.27	111.82	185.09	-185.09	0.00%
010-152-40015	VacationPayout-SewerCollectio	3,535.00	0.00	149.68	149.68	3,385.32	95.77%
010-152-40050	FICA-SewerCollectio	6,275.00	3,060.83	250.87	3,311.70	2,963.30	47.22%
010-152-40051	Medicare-SewerCollectio	1,468.00	716.05	58.71	774.76	693.24	47.22%
010-152-40055	SUI-SewerCollectio	293.00	141.41	7.01	148.42	144.58	49.34%
010-152-40060	PERS-SewerCollectio	12,338.00	5,399.08	489.86	5,888.94	6,449.06	52.27%
010-152-40061	PERSUnfunded-SewerCollectio	66,423.00	66,423.00	0.00	66,423.00	0.00	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-152-40065	Health/LifeIns-SewerCollectio	29,784.00	15,706.06	1,446.77	17,152.83	12,631.17	42.41%
010-152-40070	WorkersComp.-SewerCollectio	8,401.00	6,566.00	0.00	6,566.00	1,835.00	21.84%
010-152-42015	Gen.Supplies-SewerCollectio	2,000.00	565.00	0.00	565.00	1,435.00	71.75%
010-152-42095	Clothing-SewerCollectio	750.00	989.02	0.00	989.02	-239.02	-31.87%
010-152-42215	Rentals-Mach/Eq-SewerCollectio	0.00	3,380.00	0.00	3,380.00	-3,380.00	0.00%
010-152-42425	Taxes/Fees/Lics-SewerCollectio	4,500.00	3,945.00	0.00	3,945.00	555.00	12.33%
010-152-42455	ComputerMaint.-SewerCollectio	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
010-152-42830	O&M-SewerPlt-SewerCollectio	2,000.00	625.47	0.00	625.47	1,374.53	68.73%
010-152-42850	VehicleMaintna-SewerCollectio	2,500.00	2,094.46	0.00	2,094.46	405.54	16.22%
010-152-42860	O&MBlg/Structu-SewerCollectio	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
010-152-43250	Engineering-SewerCollectio	16,000.00	19,170.00	1,065.00	20,235.00	-4,235.00	-26.47%
010-152-69400	O&MEquipment-SewerCollectio	2,000.00	13,325.75	3,314.83	16,640.58	-14,640.58	-732.03%
010-152-69600	Improvements-SewerCollectio	776,631.00	737,611.22	0.00	737,611.22	39,019.78	5.02%
010-152-69701	Machinery-&-SewerCollectio	0.00	0.00	6,160.28	6,160.28	-6,160.28	0.00%
010-152-69801	ComputerSoftwr-SewerCollectio	0.00	8,018.50	0.00	8,018.50	-8,018.50	0.00%
010-610-40065	Health/LifeIns-CentralServies	1,275.00	0.00	0.00	0.00	1,275.00	100.00%
010-610-42015	Gen.Supplies-CentralServies	600.00	5,577.72	0.00	5,577.72	-4,977.72	-829.62%
010-610-42031	EquipmtMaint.-CentralServies	300.00	139.52	30.05	169.57	130.43	43.48%
010-610-42435	NetworkSvcsCo-CentralServies	9,000.00	6,643.25	1,069.00	7,712.25	1,287.75	14.31%
010-610-42436	InternetServic-CentralServies	3,000.00	2,264.93	377.79	2,642.72	357.28	11.91%
010-610-42710	Communications-CentralServies	1,500.00	2,605.21	56.51	2,661.72	-1,161.72	-77.45%
010-610-42755	RiskManagement-CentralServies	160,500.00	108,452.00	0.00	108,452.00	52,048.00	32.43%
010-610-42756	Membership/Dues-CentralServies	750.00	0.00	0.00	0.00	750.00	100.00%
010-610-69800	ComputerHardwr-CentralServies	300.00	2,790.00	0.00	2,790.00	-2,490.00	-830.00%
010-613-43350	Speciallegal-LEGALSERVICES	5,500.00	5,500.00	0.00	5,500.00	0.00	0.00%
Expense Totals:		2,438,055.00	2,005,467.88	94,262.84	2,099,730.72	338,324.28	13.88%
010 - SewerM&O Totals:		-1,893,591.00	-74,974.73	-206,437.10	-281,411.83	-1,612,179.17	
011 - SewerWWTP							
Revenue							
011-000-75000	InterestEarnings	-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00%
011-000-77115	SewerConnectionCharges	0.00	-64,245.12	-12,500.00	-76,745.12	76,745.12	0.00%
Revenue Totals:		-7,000.00	-64,245.12	-12,500.00	-76,745.12	69,745.12	996.36%
011 - SewerWWTP Totals:		-7,000.00	-64,245.12	-12,500.00	-76,745.12	69,745.12	996.36%
012 - SewerLineRep.							
Revenue							
012-000-75000	InterestEarnings	-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00%
Revenue Totals:		-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00%
012 - SewerLineRep. Totals:		-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00%
014 - SewerCapRes							
Revenue							
014-000-75000	InterestEarnings	-11,000.00	0.00	0.00	0.00	-11,000.00	-100.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
	Revenue Totals:	-11,000.00	0.00	0.00	0.00	-11,000.00	-100.00%
	014 - SewerCapRes Totals:	-11,000.00	0.00	0.00	0.00	-11,000.00	-100.00%
028 - PublicSafety							
Expense							
028-106-42015	Wellness Grant Supply Expenses	0.00	3,408.78	0.00	3,408.78	-3,408.78	0.00%
028-106-42760	Travel,Conf,Trg-PoliceDept	0.00	4,276.26	0.00	4,276.26	-4,276.26	0.00%
	Expense Totals:	0.00	7,685.04	0.00	7,685.04	-7,685.04	0.00%
	028 - PublicSafety Totals:	0.00	7,685.04	0.00	7,685.04	-7,685.04	0.00%
035 - TM-General							
Revenue							
035-000-74355	TrafficMitigationfee	0.00	-7,289.60	0.00	-7,289.60	7,289.60	0.00%
	Revenue Totals:	0.00	-7,289.60	0.00	-7,289.60	7,289.60	0.00%
	035 - TM-General Totals:	0.00	-7,289.60	0.00	-7,289.60	7,289.60	0.00%
042 - AB1600							
Revenue							
042-000-74345	GENERALDEVELOPERIMPACT	-7,720.00	-10,073.54	0.00	-10,073.54	2,353.54	30.49%
042-000-75000	Income-InterestEarning	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
	Revenue Totals:	-8,720.00	-10,073.54	0.00	-10,073.54	1,353.54	15.52%
Expense							
042-106-69701	Machinery-&-PoliceDept	47,031.00	8,724.73	0.00	8,724.73	38,306.27	81.45%
042-113-69701	Machinery-&-Parks&Recreat	25,360.00	0.00	0.00	0.00	25,360.00	100.00%
	Expense Totals:	72,391.00	8,724.73	0.00	8,724.73	63,666.27	87.95%
	042 - AB1600 Totals:	63,671.00	-1,348.81	0.00	-1,348.81	65,019.81	
059 - BuildingFacili							
Expense							
059-113-42810	PG&EUtilities-Parks&Recreat	0.00	0.00	1,714.01	1,714.01	-1,714.01	0.00%
	Expense Totals:	0.00	0.00	1,714.01	1,714.01	-1,714.01	0.00%
	059 - BuildingFacili Totals:	0.00	0.00	1,714.01	1,714.01	-1,714.01	0.00%
073 - ParkImpactFee							
Revenue							
073-000-74360	PARKSREGIONALIMPACTFEE	-13,701.00	-51,950.06	0.00	-51,950.06	38,249.06	279.17%
073-000-75120	Grants - Local, Other	0.00	-112,500.00	0.00	-112,500.00	112,500.00	0.00%
	Revenue Totals:	-13,701.00	-164,450.06	0.00	-164,450.06	150,749.06	1,100.28%
Expense							
073-113-69600	Improvements-Parks&Recreat	172,000.00	12,472.00	0.00	12,472.00	159,528.00	92.75%
	Expense Totals:	172,000.00	12,472.00	0.00	12,472.00	159,528.00	92.75%
	073 - ParkImpactFee Totals:	158,299.00	-151,978.06	0.00	-151,978.06	310,277.06	
080 - EffluentDisp.							
Expense							

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
080-102-40000	Salaries-CityClerk	9,994.00	4,144.56	484.91	4,629.47	5,364.53	53.68%
080-102-40015	VacationPayout-CityClerk	375.00	0.00	0.00	0.00	375.00	100.00%
080-102-40050	FICA-CityClerk	620.00	254.01	28.68	282.69	337.31	54.40%
080-102-40051	Medicare-CityClerk	145.00	59.39	6.71	66.10	78.90	54.41%
080-102-40055	SUI-CityClerk	32.00	40.59	2.65	43.24	-11.24	-35.13%
080-102-40060	PERS-CityClerk	796.00	443.57	79.48	523.05	272.95	34.29%
080-102-40065	EmployeeBenefi-CityClerk	3,735.00	1,531.05	184.89	1,715.94	2,019.06	54.06%
080-102-40070	WorkersComp.-CityClerk	903.00	705.00	0.00	705.00	198.00	21.93%
080-102-42015	Gen.Supplies-CityClerk	150.00	16.38	0.00	16.38	133.62	89.08%
080-102-42445	MuniCodeWeb-CityClerk	1,050.00	0.00	0.00	0.00	1,050.00	100.00%
080-102-42760	City Clerk - Travel/Conferences/Training	225.00	11.42	43.21	54.63	170.37	75.72%
080-102-42805	WaterUtilities-CityClerk	120.00	26.16	1.75	27.91	92.09	76.74%
080-102-42810	PG&EUtilities-CityClerk	180.00	11.04	6.19	17.23	162.77	90.43%
080-102-43650	City Clerk - Contract Services	150.00	0.00	0.00	0.00	150.00	100.00%
080-102-69800	IT Equipment - City Clerk	0.00	54.00	0.00	54.00	-54.00	0.00%
080-104-40000	Salaries-CityManager	64,269.00	24,212.55	2,615.71	26,828.26	37,440.74	58.26%
080-104-40015	VacationPayout-CityManager	2,375.00	0.00	0.00	0.00	2,375.00	100.00%
080-104-40050	FICA-CityManager	3,985.00	1,365.59	156.63	1,522.22	2,462.78	61.80%
080-104-40051	Medicare-CityManager	932.00	344.54	36.62	381.16	550.84	59.10%
080-104-40055	SUI-CityManager	105.00	64.61	0.00	64.61	40.39	38.47%
080-104-40060	PERS-CityManager	4,351.00	1,492.17	202.25	1,694.42	2,656.58	61.06%
080-104-40065	EmployeeBenefi-CityManager	12,449.00	7,937.79	331.87	8,269.66	4,179.34	33.57%
080-104-40070	WorkersComp.-CityManager	3,010.00	2,352.00	0.00	2,352.00	658.00	21.86%
080-104-42015	Gen.Supplies-CityManager	250.00	66.98	0.00	66.98	183.02	73.21%
080-104-42760	Travel,Conf,Trg-CITYMANAGER	625.00	207.51	0.00	207.51	417.49	66.80%
080-104-42805	WaterUtilities-CityManager	149.00	26.16	1.75	27.91	121.09	81.27%
080-104-42810	PG&EUtilities-CityManager	300.00	44.21	24.76	68.97	231.03	77.01%
080-104-42995	CONTINGENCY-CityManager	5,000.00	240.00	0.00	240.00	4,760.00	95.20%
080-104-43600	ProfServices-CityManager	1,875.00	508.17	0.00	508.17	1,366.83	72.90%
080-105-40000	Salaries-Finance	24,877.00	5,151.22	686.92	5,838.14	19,038.86	76.53%
080-105-40015	VACATIONPAYOUT-Finance	592.00	0.00	0.00	0.00	592.00	100.00%
080-105-40050	FICA-Finance	1,542.00	318.79	42.04	360.83	1,181.17	76.60%
080-105-40051	Medicare-Finance	361.00	74.54	9.82	84.36	276.64	76.63%
080-105-40055	SUI-Finance	98.00	19.92	0.00	19.92	78.08	79.67%
080-105-40060	PERS-Finance	1,549.00	456.88	54.67	511.55	1,037.45	66.98%
080-105-40065	EmployeeBenefi-Finance	5,785.00	2,126.85	208.94	2,335.79	3,449.21	59.62%
080-105-40070	WorkersComp.-Finance	2,797.00	2,259.00	0.00	2,259.00	538.00	19.23%
080-105-42015	Gen.Supplies-Finance	2,905.00	649.90	150.21	800.11	2,104.89	72.46%
080-105-42435	NetworkSvcsCo-Finance	6,390.00	6,712.00	28.00	6,740.00	-350.00	-5.48%
080-105-42450	MOMonlinefees-Finance	0.00	572.49	0.00	572.49	-572.49	0.00%
080-105-42760	Travel,Conf,Trg-Finance	174.00	0.00	0.00	0.00	174.00	100.00%
080-105-42805	WaterUtilities-Finance	70.00	71.93	2.69	74.62	-4.62	-6.60%
080-105-42810	PG&EUtilities-Finance	755.00	247.46	50.49	297.95	457.05	60.54%
080-105-42955	PayChex&Bank-Finance	929.00	123.24	0.00	123.24	805.76	86.73%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
080-105-43100	Audit&Acctg-Finance	4,705.00	0.00	0.00	0.00	4,705.00	100.00%
080-105-43600	ProfServices-Finance	581.00	0.00	0.00	0.00	581.00	100.00%
080-105-43650	Contracts-Other-Finance	232.00	0.00	0.00	0.00	232.00	100.00%
080-105-69400	O&MEquipment-Finance	581.00	0.00	0.00	0.00	581.00	100.00%
080-160-40000	Salaries-SewerARSA	107,519.00	69,341.48	8,226.10	77,567.58	29,951.42	27.86%
080-160-40006	Overtime-SewerARSA	10,000.00	10,678.37	1,341.80	12,020.17	-2,020.17	-20.20%
080-160-40015	VacationPayout-Effluent	3,756.00	0.00	157.17	157.17	3,598.83	95.82%
080-160-40050	FICA-SewerARSA	6,666.00	4,642.35	554.99	5,197.34	1,468.66	22.03%
080-160-40051	Medicare-SewerARSA	1,559.00	1,085.44	129.74	1,215.18	343.82	22.05%
080-160-40055	SUI-SewerARSA	311.00	213.33	3.46	216.79	94.21	30.29%
080-160-40060	PERS-SewerARSA	13,107.00	9,814.25	1,172.14	10,986.39	2,120.61	16.18%
080-160-40061	PERSUnfunded-Effluent	62,733.00	0.00	0.00	0.00	62,733.00	100.00%
080-160-40065	Health/LifeIns-SewerARSA	31,641.00	24,280.22	2,640.33	26,920.55	4,720.45	14.92%
080-160-40070	WorkersComp.-SewerARSA	8,925.00	6,975.00	0.00	6,975.00	1,950.00	21.85%
080-160-42016	Gen.Supplies-SewerARSA	1,600.00	481.12	97.31	578.43	1,021.57	63.85%
080-160-42020	FUEL-SewerARSA	12,000.00	29.09	37.96	67.05	11,932.95	99.44%
080-160-42030	Repair/Maint-SewerARSA	15,000.00	2,439.10	0.00	2,439.10	12,560.90	83.74%
080-160-42405	FloodControl-SewerARSA	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
080-160-42425	Taxes/Fees/Lics-SewerARSA	67,000.00	0.00	0.00	0.00	67,000.00	100.00%
080-160-42850	VehicleMaintna-SewerARSA	5,000.00	2,691.60	0.00	2,691.60	2,308.40	46.17%
080-160-42860	O&MBlg/Structu-SewerARSA	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
080-160-42900	ARSA-SewerARSA	50,000.00	408,766.00	0.00	408,766.00	-358,766.00	-717.53%
080-160-43250	Engineering-SewerARSA	80,000.00	472.50	270.00	742.50	79,257.50	99.07%
080-160-43350	Speciallegal-SewerARSA	15,000.00	2,136.00	0.00	2,136.00	12,864.00	85.76%
080-160-69400	O&MEquipment-SewerARSA	35,000.00	0.00	0.00	0.00	35,000.00	100.00%
080-160-69600	Improvements-SewerARSA	825,000.00	0.00	0.00	0.00	825,000.00	100.00%
080-610-40065	EmployeeBenefi-CentralServis	1,275.00	0.00	0.00	0.00	1,275.00	100.00%
080-610-42015	Gen.Supplies-CentralServis	600.00	0.00	0.00	0.00	600.00	100.00%
080-610-42031	EquipmtMaint.-CentralServis	300.00	0.00	0.00	0.00	300.00	100.00%
080-610-42435	NetworkSvcsCo-CentralServis	9,000.00	0.00	0.00	0.00	9,000.00	100.00%
080-610-42436	InternetServic-CentralServis	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
080-610-42710	Communications-CentralServis	1,500.00	247.23	0.00	247.23	1,252.77	83.52%
080-610-42755	RiskManagement-CentralServis	160,500.00	115,727.00	0.00	115,727.00	44,773.00	27.90%
080-610-42756	Membership/Dues-CentralServis	750.00	0.00	0.00	0.00	750.00	100.00%
080-610-69800	ComputerHardwr-CentralServis	300.00	0.00	0.00	0.00	300.00	100.00%
080-613-43350	Legal-CityAttorney	27,500.00	11,338.75	0.00	11,338.75	16,161.25	58.77%
Expense Totals:		1,732,615.00	736,302.50	20,072.84	756,375.34	976,239.66	56.34%
080 - EffluentDisp. Totals:		1,732,615.00	736,302.50	20,072.84	756,375.34	976,239.66	56.34%
Report Total:		-218,222.00	596,738.90	-377,945.11	218,793.79	-437,015.79	

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - GeneralFund	-394,703.00	130,666.03	-183,852.65	-53,186.62	-341,516.38	
003 - Streets/Sidewal	116,945.00	16,850.23	2,819.66	19,669.89	97,275.11	
004 - CrestviewLgt/D	23,542.00	5,071.42	238.13	5,309.55	18,232.45	
010 - SewerM&O	-1,893,591.00	-74,974.73	-206,437.10	-281,411.83	-1,612,179.17	
011 - SewerWWTP	-7,000.00	-64,245.12	-12,500.00	-76,745.12	69,745.12	996.36%
012 - SewerLineRep.	-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00%
014 - SewerCapRes	-11,000.00	0.00	0.00	0.00	-11,000.00	-100.00%
028 - PublicSafety	0.00	7,685.04	0.00	7,685.04	-7,685.04	0.00%
035 - TM-General	0.00	-7,289.60	0.00	-7,289.60	7,289.60	0.00%
042 - AB1600	63,671.00	-1,348.81	0.00	-1,348.81	65,019.81	
059 - BuildingFacili	0.00	0.00	1,714.01	1,714.01	-1,714.01	0.00%
073 - ParkImpactFee	158,299.00	-151,978.06	0.00	-151,978.06	310,277.06	
080 - EffluentDisp.	1,732,615.00	736,302.50	20,072.84	756,375.34	976,239.66	56.34%
Report Total:	-218,222.00	596,738.90	-377,945.11	218,793.79	-437,015.79	



Check Report

By Check Number

Date Range: 02/01/2026 - 02/28/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Sutter Creek-AP-Sutter Creek						
A&M01	A&M COOLING AND HEATING	02/13/2026	Regular	0.00	625.00	310714
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Quarterly HVAC ...	Invoice	02/15/2026	Maintenance	0.00	625.00	
	001-113-42860		O&MBlg/Structu-Parks&R...		625.00	
ABS01	ABS0 TECHNOLOGIES	02/13/2026	Regular	0.00	2,138.00	310715
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
6821	Invoice	02/15/2026	IT Service	0.00	2,138.00	
	001-610-42435		NetworkSvcCo-CentralSe...		1,069.00	
	010-610-42435		NetworkSvcCo-CentralSe...		1,069.00	
ACC03	ACC BUSINESS	02/13/2026	Regular	0.00	755.58	310716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9274341117	Invoice	02/15/2026	2. 7 Mbps Hi Cap Flex Bandwidth Commit...	0.00	755.58	
	001-610-42436		InternetServ-CentralServ..		377.79	
	010-610-42436		InternetServ-CentralServ..		377.79	
ALP01	ALPHA ANALYTICAL LABORATO	02/13/2026	Regular	0.00	680.00	310717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
6014052-SFL_SU...	Invoice	02/15/2026	Lab Analysis	0.00	680.00	
	010-151-42015		Supplies-Lab-SewerTreat...		615.00	
	080-160-42016		Gen.Supplies-SewerARSA		65.00	
AMA15	Amador Co Animal Control	02/13/2026	Regular	0.00	4,310.70	310718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
January 2026	Invoice	02/15/2026	Animal Control Service	0.00	4,310.70	
	001-106-42930		AnimalControl-PoliceDept		4,310.70	
AMA08	Amador Co Sheriff's Dept	02/13/2026	Regular	0.00	49,102.29	310719
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Dec 2025	Invoice	02/15/2026	RiMS Annual Support Services RMS -	0.00	431.55	
	001-106-42710		Communications-PoliceD...		431.55	
Second Quarter ...	Invoice	02/15/2026	Dispatch	0.00	48,670.74	
	001-106-43700		Dispatching-PoliceDept		48,670.74	
AMA02	Amador Water Agency	02/13/2026	Regular	0.00	2,864.29	310720

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
74160092	Invoice	02/15/2026	Water Service	0.00	2,864.29	
	001-102-42805	WaterUtilities-CityClerk	Water Service		4.37	
	001-102-42805	WaterUtilities-CityClerk	Water Service		1.75	
	001-104-42805	WaterUtilities-CityManag...	Water Service		4.37	
	001-105-42805	WaterUtilities-Finance	Water Service		17.13	
	001-106-42805	WaterUtilities-PoliceDept	Water Service		33.59	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		218.71	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		76.96	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		168.64	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		108.46	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		321.48	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		69.97	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		156.77	
	001-113-42805	WaterUtilities-Parks&Rec...	Water Service		76.96	
	001-140-42805	WaterUtilities-Cemetery	Water Service		76.96	
	001-172-42805	WaterUtilities-MonteVer...	Water Service		76.96	
	003-102-42805	WaterUtilities-CityClerk	Water Service		0.87	
	003-104-42805	WaterUtilities-CityManag...	Water Service		0.87	
	003-105-42805	WaterUtilities-Finance	Water Service		3.02	
	010-104-42805	WaterUtilities-CityManag...	Water Service		1.75	
	010-105-42805	WaterUtilities-Finance	Water Service		10.75	
	010-151-42805	WaterUtilities-SewerTrea...	Water Service		525.64	
	010-151-42805	WaterUtilities-SewerTrea...	Water Service		902.12	
	080-102-42805	WaterUtilities-CityClerk	Water Service		1.75	
	080-104-42805	WaterUtilities-CityManag...	Water Service		1.75	
	080-105-42805	WaterUtilities-Finance	Water Service		2.69	
	Void	02/13/2026	Regular	0.00	0.00	310721
AME15	AMERICAN FIDELITY ASSURAN	02/13/2026	Regular	0.00	1,248.40	310722
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000522	Invoice	01/09/2026	Accident Premiums	0.00	149.91	
	001-000-20480	P/R-MedicalHealthPay.	Accident Premiums		149.91	
INV0000524	Invoice	01/09/2026	Cancer Premiums	0.00	84.25	
	001-000-20480	P/R-MedicalHealthPay.	Cancer Premiums		84.25	
INV0000529	Invoice	01/09/2026	Life Insurance Premiums	0.00	390.04	
	001-000-20480	P/R-MedicalHealthPay.	Life Insurance Premiums		390.04	
INV0000562	Invoice	01/23/2026	Accident Premiums	0.00	149.91	
	001-000-20480	P/R-MedicalHealthPay.	Accident Premiums		149.91	
INV0000564	Invoice	01/23/2026	Cancer Premiums	0.00	84.25	
	001-000-20480	P/R-MedicalHealthPay.	Cancer Premiums		84.25	
INV0000569	Invoice	01/23/2026	Life Insurance Premiums	0.00	390.04	
	001-000-20480	P/R-MedicalHealthPay.	Life Insurance Premiums		390.04	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
AME14	AMERICAN FIDELITY HEALTH	02/13/2026	Regular	0.00	2,207.06	310723
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000526	Invoice	01/09/2026	HSA Contribution	0.00	100.00	
	001-000-20465	HSAPayable	HSA Contribution		100.00	
INV0000527	Invoice	01/09/2026	HSA Contribution	0.00	1,003.53	
	001-000-20465	HSAPayable	HSA Contribution		1,003.53	
INV0000566	Invoice	01/23/2026	HSA Contribution	0.00	100.00	
	001-000-20465	HSAPayable	HSA Contribution		100.00	
INV0000567	Invoice	01/23/2026	HSA Contribution	0.00	1,003.53	
	001-000-20465	HSAPayable	HSA Contribution		1,003.53	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
AT&T2	AT&T CALNET 3	02/13/2026	Regular	0.00	97.90	310724
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
000024685402	Invoice	02/15/2026	Cellular Service	0.00	32.05	
	010-151-42710		Communications-SewerTr...		32.05	
000024685405	Invoice	02/15/2026	Cellular Service	0.00	65.85	
	001-106-42710		Communications-PoliceD...		65.85	
CIN02	AT&T Mobility	02/13/2026	Regular	0.00	265.94	310725
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
29690126	Invoice	02/15/2026	Cell Service	0.00	265.94	
	001-106-42710		Communications-PoliceD...		96.40	
	001-610-42710		Communications-Central...		56.51	
	010-151-42710		Communications-SewerTr...		56.52	
	010-610-42710		Communications-Central...		56.51	
BLU04	BlueTriton Brands Inc	02/13/2026	Regular	0.00	152.92	310726
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
06A8720325362	Invoice	02/15/2026	Drinking Water Delivery	0.00	152.92	
	001-105-42015		Gen.Supplies-Finance		38.99	
	001-106-42015		Gen.Supplies-PoliceDept		76.46	
	003-105-42015		Gen.Supplies-Finance		6.88	
	080-105-42015		Gen.Supplies-Finance		24.47	
	080-105-42015		Gen.Supplies-Finance		6.12	
BRU03	BRUSATORI ENTERPRISES	02/13/2026	Regular	0.00	1,573.84	310727
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
34290	Invoice	02/15/2026	Vehicle Maintenance	0.00	1,573.84	
	001-106-42850		VehicleMaintna-PoliceDe...		1,573.84	
CAL28	CALIFORNIA STEAM, INC	02/13/2026	Regular	0.00	10,391.06	310728
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
39493	Invoice	02/15/2026	WWTP Pressure Washer	0.00	10,391.06	
	010-151-69701		Machinery&-SewerTreat...		10,391.06	
CAM05	CAMPBELL CONSTRUCTION GEN	02/13/2026	Regular	0.00	71.14	310729
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
016156	Invoice	02/15/2026	Backhoe Rental	0.00	71.14	
	003-112-42860		Street/Drain Repairs		71.14	
CAR16	CHRISTIAN CARDONA	02/13/2026	Regular	0.00	500.00	310730
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
010	Invoice	02/15/2026	Monthly Social Media Management (Febr...	0.00	500.00	
	001-115-42436		InternetServic-Promotions		500.00	
COT01	COLE HUBER LLP	02/13/2026	Regular	0.00	2,288.00	310731
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2004642295	Invoice	02/15/2026	Legal Services	0.00	2,035.00	
	001-613-43350		Speciallegal-LEGALSERVIC...		1,485.00	
	001-613-43350		Speciallegal-LEGALSERVIC...		550.00	
2004642313	Invoice	02/15/2026	Legal Services	0.00	253.00	
	001-613-43350		Speciallegal-LEGALSERVIC...		253.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
COM16	COMCAST BUSINESS	02/13/2026	Regular	0.00	153.90	310732
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
HGS Internet Feb...	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Comcast Business services	0.00	153.90	
	001-113-42436		Internet Services - Parks &..		153.90	
			Comcast Business services			
COR01	Corbin Willits Systems, I	02/13/2026	Regular	0.00	350.00	310733
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
601151	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Financial Software	0.00	350.00	
	001-105-42435		NetworkSvcsCo-Finance		178.50	
	003-105-42435		NetworkSvcsCo-Finance		31.50	
	010-105-42435		NetworkSvcsCo-Finance		112.00	
	080-105-42435		NetworkSvcsCo-Finance		28.00	
DEP11	Dept of Transportation	02/13/2026	Regular	0.00	2,045.22	310734
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
SL260433	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Street Lighting & Signals	0.00	2,045.22	
	003-112-42815		StreetLights-Streets/Roads		2,045.22	
			Street Lighting & Signals			
FOR07	FORWARD, INC	02/13/2026	Regular	0.00	926.16	310735
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
4204-000068547	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Sludge Removal	0.00	926.16	
	010-151-42045		Sludge-SewerTreatment		926.16	
			Sludge Removal			
GAL01	GALLS, LLC - DBA BLUMENTH	02/13/2026	Regular	0.00	176.65	310736
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
033892536	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	WOMENS V2 PRO PERFORMANCE L/S SHI...	0.00	176.65	
	001-106-42045		SpecialDepart-PoliceDept		176.65	
			WOMENS V2 PRO PERFORMAN...			
JIN01	Gary Jinks	02/13/2026	Regular	0.00	1,837.50	310737
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2026	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Entrepreneurship Grant Consulting Services	0.00	1,837.50	
	001-104-43600		ProfServices-CityManager		1,837.50	
			Entrepreneurship Grant Consult...			
HAU02	HAUGE BRUECK ASSOCIATES,	02/13/2026	Regular	0.00	2,238.00	310738
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
20526	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Planning Services	0.00	2,238.00	
	001-109-43450		Planner-Planning		1,056.00	
	001-111-42300		E&PReimbEngr.-Engineer...		236.00	
	001-111-42300		E&PReimbEngr.-Engineer...		50.00	
	001-111-42300		E&PReimbEngr.-Engineer...		560.00	
	001-111-42300		E&PReimbEngr.-Engineer...		296.00	
	001-111-42300		E&PReimbEngr.-Engineer...		40.00	
BOI02	Heidi A Boitano	02/13/2026	Regular	0.00	2,915.46	310739
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
FEB2026RENT	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2026	Parking Lot Rent	0.00	2,915.46	
	001-113-42205		Lease-Prkglot-Parks&Recr...		2,915.46	
			Parking Lot Rent			
HUN04	HUNT & SONS, INC	02/13/2026	Regular	0.00	3,026.12	310740

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
944695	Invoice	02/15/2026	Fuel	0.00	1,517.26	
	001-106-42020	FUEL-PoliceDept	Fuel	815.82		
	001-113-42020	FUEL-Parks&Recreat	Fuel	349.19		
	003-112-42020	FUEL-Streets/Roads	Fuel	12.64		
	010-151-42020	FUEL-SewerTreatment	Fuel	314.35		
	080-160-42020	FUEL-SewerARSA	Fuel	25.26		
954154	Invoice	02/15/2026	Fuel	0.00	1,508.86	
	001-106-42020	FUEL-PoliceDept	Fuel	998.59		
	001-113-42020	FUEL-Parks&Recreat	Fuel	262.23		
	003-112-42020	FUEL-Streets/Roads	Fuel	102.11		
	010-151-42020	FUEL-SewerTreatment	Fuel	133.23		
	080-160-42020	FUEL-SewerARSA	Fuel	12.70		
HYD02	HYDROSCIENCE ENGINEERS, I	02/13/2026	Regular	0.00	2,625.00	310741
304002012	Invoice	02/15/2026	WWTP Design Phase Support	0.00	2,625.00	
	010-151-43250	Engineering-SewerTreat...	WWTP Design Phase Support	2,625.00		
ACE03	JACKSON ACE HARDWARE & GA	02/13/2026	Regular	0.00	329.43	310742
006001/4	Invoice	02/15/2026	Streets/Roads Maint Supplies	0.00	63.54	
	003-112-42015	Gen.Supplies-Streets/Roa...	Streets/Roads Maint Supplies	63.54		
006018/4	Invoice	02/15/2026	Parks & Rec Maint Supplies	0.00	77.97	
	001-113-42030	Repair/Maint-Parks&Recr...	Parks & Rec Maint Supplies	77.97		
006081/4	Invoice	02/15/2026	Parks & Rec Maint Supplies	0.00	46.32	
	001-113-42030	Repair/Maint-Parks&Recr...	Parks & Rec Maint Supplies	46.32		
006139/4	Invoice	02/15/2026	WWTP Maint Supplies	0.00	55.44	
	010-151-42830	O&M-SewerPlt-SewerTre...	WWTP Maint Supplies	55.44		
006141/4	Invoice	02/15/2026	Parks & Rec Maint Supplies	0.00	86.16	
	001-113-42410	WeedControl-Parks&Recr...	Parks & Rec Maint Supplies	86.16		
OCO01	James O'Connell	02/13/2026	Regular	0.00	121.89	310743
FEB 26 REIMBUR...	Invoice	02/15/2026	REIMBURSE PD STAFF MEETING FOOR & S...	0.00	121.89	
	001-106-42045	SpecialDepart-PoliceDept	REIMBURSE PD STAFF MEETING ...	121.89		
KEE01	KEENAN & ASSOCIATES/PACE	02/13/2026	Regular	0.00	18,182.70	310744
INV0000523	Invoice	01/09/2026	Medical Premiums	0.00	3,681.85	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	3,681.85		
INV0000549	Invoice	01/09/2026	Medical Premiums	0.00	459.70	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	459.70		
INV0000550	Invoice	01/09/2026	Medical Premiums	0.00	916.83	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	916.83		
INV0000551	Invoice	01/09/2026	Medical Premiums	0.00	459.70	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	459.70		
INV0000552	Invoice	01/09/2026	Medical Premiums	0.00	1,191.10	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	1,191.10		
INV0000553	Invoice	01/09/2026	Medical Premiums	0.00	1,191.09	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums	1,191.09		
INV0000554	Invoice	01/09/2026	Medical Premiums	0.00	1,191.08	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		1,191.08	
INV0000563	Invoice	01/23/2026	Medical Premiums	0.00	3,681.85	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		3,681.85	
INV0000589	Invoice	01/23/2026	Medical Premiums	0.00	459.70	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		459.70	
INV0000590	Invoice	01/23/2026	Medical Premiums	0.00	916.83	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		916.83	
INV0000591	Invoice	01/23/2026	Medical Premiums	0.00	459.70	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		459.70	
INV0000592	Invoice	01/23/2026	Medical Premiums	0.00	1,191.10	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		1,191.10	
INV0000593	Invoice	01/23/2026	Medical Premiums	0.00	1,191.09	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		1,191.09	
INV0000594	Invoice	01/23/2026	Medical Premiums	0.00	1,191.08	
	001-000-20480	P/R-MedicalHealthPay.	Medical Premiums		1,191.08	

KIT01	KIT CARSON MOUNTAINMEN	02/13/2026	Regular	0.00	650.00	310745
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2026	Invoice	02/15/2026	Kit Carson Mountain Men Wagon Train Sp...	0.00	650.00	
	001-115-42055		CommunityProm-Promot...		650.00	
			Kit Carson Mountain Men Wago...			

LEA02	League of Calif. Cities	02/13/2026	Regular	0.00	2,092.00	310746
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV-45254-Y2C6...	Invoice	02/15/2026	CalCities Membership 2026	0.00	2,092.00	
	001-101-42756		Membership/Dues-CityC...		2,092.00	
			CalCities Membership 2026			

LED01	Ledger Dispatch	02/13/2026	Regular	0.00	174.56	310747
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
47701	Invoice	02/15/2026	Pub Hearing Notice + Entrepreneurship Ev...	0.00	174.56	
	001-115-42745		Advertising-Promotions		174.56	
			Pub Hearing Notice + Entrepren...			

LEN01	LENSLOCK INC.	02/13/2026	Regular	0.00	106.34	310748
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
574929691	Invoice	02/15/2026	Bodycams	0.00	106.34	
	001-106-42096		SafetyEquip-PoliceDept		106.34	
			Bodycams			

MCM02	MCMaster-CARR SUPPLY CO	02/13/2026	Regular	0.00	2,042.11	310749
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
58317841	Invoice	02/15/2026	WWTP Supplies and Materials	0.00	1,206.30	
	010-151-42830		O&M-SewerPlt-SewerTre...		1,206.30	
			WWTP Supplies and Materials			
58699818	Invoice	02/15/2026	WWTP Supplies & Materials	0.00	835.81	
	010-151-42830		O&M-SewerPlt-SewerTre...		835.81	
			WWTP Supplies & Materials			

MUT01	MUTUAL OF OMAHA	02/13/2026	Regular	0.00	622.18	310750
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV0000530	Invoice	01/09/2026	LTD Premiums	0.00	188.41	
	001-000-20480		P/R-MedicalHealthPay.		188.41	
			LTD Premiums			
INV0000547	Invoice	01/09/2026	Short Term Disab Premiums	0.00	122.68	
	001-000-20480		P/R-MedicalHealthPay.		122.68	
			Short Term Disab Premiums			
INV0000570	Invoice	01/23/2026	LTD Premiums	0.00	188.41	
	001-000-20480		P/R-MedicalHealthPay.		188.41	
			LTD Premiums			

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0000587	Invoice 001-000-20480	01/23/2026	Short Term Disab Premiums P/R-MedicalHealthPay.	0.00	122.68	
NAP01	NAPA AUTO PARTS	02/13/2026	Regular	0.00	701.65	310751
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
STMT0126	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice 010-151-42850 080-160-42016	02/15/2026	Vehicle Supplies VehicleMaintna-SewerTr... Gen.Supplies-SewerARSA	0.00	701.65	
					669.34	
					32.31	
CAR18	Pamela Caronongan	02/13/2026	Regular	0.00	216.05	310752
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
JAN2026REIMB	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice 001-102-42760 010-102-42760 080-102-42760	02/15/2026	Mileage Reimbursement Travel,Conf,Trg-CityClerk Travel,Conf,Trg-CityClerk City Clerk - Travel/Confer...	0.00	216.05	
					129.63	
					43.21	
					43.21	
PAC02	PG&E (Electric,Gas)	02/13/2026	Regular	0.00	10,231.89	310753
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
January Energy Bil.	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice 001-104-42810 001-105-42810 001-105-42810 001-106-42810 001-113-42810 001-113-42810 001-113-42810 001-113-42810 001-113-42810 001-113-42810 001-113-42810 001-172-42810 003-104-42810 003-105-42810 003-112-42810 003-112-42810 010-102-42810 010-104-42810 010-105-42810 010-151-42810 010-151-42810 010-151-42810 059-113-42810 080-102-42810 080-104-42810 080-105-42810	02/15/2026	Electric & Gas Service PG&EUilities-CityManager PG&EUilities-Finance PG&EUilities-Finance PG&EUilities-PoliceDept PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-Parks&Recr... PG&EUilities-MonteVerd... PG&EUilities-CityManager PG&EUilities-Finance PG&EUilities-Streets/Ro... PG&EUilities-Streets/Ro... PG&EUilities-CityClerk PG&EUilities-CityManager PG&EUilities-Finance PG&EUilities-SewerTrea... PG&EUilities-SewerTrea... PG&EUilities-SewerTrea... PG&EUilities-Parks&Recr... PG&EUilities-CityClerk PG&EUilities-CityManager PG&EUilities-Finance	0.00	10,231.89	
					61.90	
					321.86	
					105.24	
					631.10	
					447.90	
					96.88	
					253.36	
					33.12	
					2,945.14	
					120.11	
					12.38	
					56.80	
					111.77	
					158.81	
					12.38	
					24.76	
					201.95	
					2,513.16	
					109.22	
					218.60	
					1,714.01	
					6.19	
					24.76	
					50.49	
	Void	02/13/2026	Regular	0.00	0.00	310754
PAC01	PG&E (Lighting District)	02/13/2026	Regular	0.00	3,359.84	310755
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0000650	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice 003-112-42815 003-112-42815 003-112-42815 003-112-42815 003-112-42815 003-112-42815 004-145-42815	02/15/2026	Street Lighting Charges StreetLights-Streets/Roads StreetLights-Streets/Roads StreetLights-Streets/Roads StreetLights-Streets/Roads StreetLights-Streets/Roads StreetLights-Streets/Roads StreetLights-CrestViewLgt	0.00	3,359.84	
					198.25	
					164.59	
					59.23	
					149.31	
					2,278.38	
					390.68	
					119.40	
PRI08	PRINCIPAL LIFE INS. COMPA	02/13/2026	Regular	0.00	2,092.70	310756

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000525	Invoice	01/09/2026	Dental Premiums	0.00	913.56	
	001-000-20480	P/R-MedicalHealthPay.	Dental Premiums		913.56	
INV0000548	Invoice	01/09/2026	Vision Premiums	0.00	97.22	
	001-000-20480	P/R-MedicalHealthPay.	Vision Premiums		97.22	
INV0000565	Invoice	01/23/2026	Dental Premiums	0.00	913.56	
	001-000-20480	P/R-MedicalHealthPay.	Dental Premiums		913.56	
INV0000588	Invoice	01/23/2026	Vision Premiums	0.00	97.22	
	001-000-20480	P/R-MedicalHealthPay.	Vision Premiums		97.22	
INV0000601	Invoice	01/28/2026	Dental Premiums	0.00	71.14	
	001-000-20480	P/R-MedicalHealthPay.	Dental Premiums		71.14	
REP01	REPUBLIC SERVICES #594	02/13/2026	Regular	0.00	588.80	310757
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0594-000208491	Invoice	02/15/2026	Sludge Removal	0.00	588.80	
	010-151-42045	Sludge-SewerTreatment	Sludge Removal		588.80	
RHB01	RH BORDEN & COMPANY LLC	02/13/2026	Regular	0.00	13,800.00	310758
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2173	Invoice	02/15/2026	Flow Sensor Rentals	0.00	13,800.00	
	010-151-42215	Rentals-Mach/Eq-SewerT...	Flow Sensor Rentals		13,800.00	
SAF03	Safeguard Pest Control	02/13/2026	Regular	0.00	86.00	310759
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
412250	Invoice	02/15/2026	Pest Control Service	0.00	86.00	
	001-172-42860	O&MBlg/Structu-MonteV...	Pest Control Service		86.00	
SEI01	SEIU Local 1021	02/13/2026	Regular	0.00	344.04	310760
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000545	Invoice	01/09/2026	City of Sutter Creek SEIU Dues	0.00	10.20	
	001-000-20490	P/R-S.C.EmployeesAsso	City of Sutter Creek SEIU Dues		10.20	
INV0000546	Invoice	01/09/2026	SEIU Union Dues - Sutter Creek Local 1021	0.00	161.82	
	001-000-20490	P/R-S.C.EmployeesAsso	SEIU Union Dues - Sutter Creek ...		161.82	
INV0000585	Invoice	01/23/2026	City of Sutter Creek SEIU Dues	0.00	10.20	
	001-000-20490	P/R-S.C.EmployeesAsso	City of Sutter Creek SEIU Dues		10.20	
INV0000586	Invoice	01/23/2026	SEIU Union Dues - Sutter Creek Local 1021	0.00	161.82	
	001-000-20490	P/R-S.C.EmployeesAsso	SEIU Union Dues - Sutter Creek ...		161.82	
SIE23	SIERRA SEPTIC SERVICES, I	02/13/2026	Regular	0.00	3,800.00	310761
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3724	Invoice	02/15/2026	Gravity Box Rental	0.00	3,800.00	
	010-151-42045	Sludge-SewerTreatment	Gravity Box Rental		3,800.00	
SIG01	SIGNAL SERVICE	02/13/2026	Regular	0.00	601.17	310762
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
414896	Invoice	02/15/2026	Annual System Inspection Service	0.00	601.17	
	001-113-42860	O&MBlg/Structu-Parks&R...	Annual System Inspection Service		601.17	
THA02	THATCHER COMPANY - LB1106	02/13/2026	Regular	0.00	6,821.77	310763

Check Report

Date Range 26

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5020125426	Invoice 010-151-42025	02/15/2026	WWTP Chemicals Supplies-Chem-SewerTre...	0.00	6,821.77 6,821.77	
TRA04	TRANSUNION RISK & ALTERNA	02/13/2026	Regular	0.00	300.00	310764
266598-202511-1	Invoice 001-106-42015	02/15/2026	Person Search Nov 25 Gen.Supplies-PoliceDept	0.00	100.00 100.00	
266598-202512-1	Invoice 001-106-42015	02/15/2026	person search dec Gen.Supplies-PoliceDept	0.00	100.00 100.00	
266598-202601-1	Invoice 001-106-42015	02/15/2026	Person Search Gen.Supplies-PoliceDept	0.00	100.00 100.00	
ULI01	Uline	02/13/2026	Regular	0.00	3,133.87	310765
202436604	Invoice 001-113-42865	02/15/2026	Parks & Rec Materials & Supplies Janitorial-Parks&Recreat	0.00	3,133.87 3,133.87	
VIO01	VIOLICH/SORACCO	02/13/2026	Regular	0.00	875.00	310766
FEB2026 RENT	Invoice 001-113-42205	02/15/2026	Parking Lot Rent Lease-Prkglot-Parks&Recr...	0.00	875.00 875.00	
WEA01	Weatherby, Reynolds, Frit	02/13/2026	Regular	0.00	3,700.00	310767
43594a	Invoice 010-111-42300 010-111-42300 010-151-43250 010-151-43250 010-152-43250 010-152-43250 080-160-43250	02/15/2026	Engineering Wastewater E&PREimbEngr.-Engineer... E&PREimbEngr.-Engineer... Engineering-SewerTreat... Engineering-SewerTreat... Engineering-SewerCollect... Engineering-SewerCollect... Engineering-SewerCollect... Engineering-SewerARSA	0.00	3,700.00 405.00 472.50 340.00 1,147.50 525.00 540.00 270.00	
WEL06	WELLS FARGO FINANCIAL LEA	02/13/2026	Regular	0.00	239.25	310768
5037370073	Invoice 001-105-42015 003-105-42015 080-105-42015	02/15/2026	Copier Lease Gen.Supplies-Finance Gen.Supplies-Finance Gen.Supplies-Finance	0.00	239.25 100.49 19.14 119.62	
WIZ01	WIZIX TECHNOLOGY GROUP, I	02/13/2026	Regular	0.00	60.10	310769
568369	Invoice 001-610-42031 010-610-42031	02/15/2026	Copier Maintenance EquipmtMaint.-CentralSe... EquipmtMaint.-CentralSe...	0.00	43.60 21.80 21.80	
571682	Invoice 001-610-42030 010-610-42031	02/15/2026	Printer Lease Repair/Maint-CentralServ... EquipmtMaint.-CentralSe...	0.00	16.50 8.25 8.25	
LOW01	LOWE'S BUSINESS ACCOUNT	02/13/2026	Regular	0.00	2,375.15	310770

Check Report

Vendor Number
Payable #

Vendor Name
Payable Type
Account Number

Payment Date
Payable Description
Account Name
Item Description

Discount Amount
Discount Amount
Payable Amount
Payable Amount
Number
Distribution Amount

98999	Invoice	02/15/2026	Materials and Supplies		0.00	2,375.15
001-113-42030	Repair/Maint-Parks&Recr...		Materials and Supplies			1,182.76
001-113-42030	Repair/Maint-Parks&Recr...		Materials and Supplies			351.31
001-113-42030	Repair/Maint-Parks&Recr...		Materials and Supplies			489.40
001-113-42057	Beautification-Parks&Rec...		Materials and Supplies			13.47
001-113-42425	Taxes/Fees/Lics-Parks&R...		Materials and Supplies			163.35
003-112-42015	Gen.Supplies-Streets/Roa...		Materials and Supplies			92.03
003-112-42850	VehicleMaintna-Streets/...		Materials and Supplies			25.00
010-151-42830	O&M-SewerPlt-SewerTre...		Materials and Supplies			57.83

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	55	0.00	173,214.62
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	98	57	0.00	173,214.62

All Bank Codes Check Summary

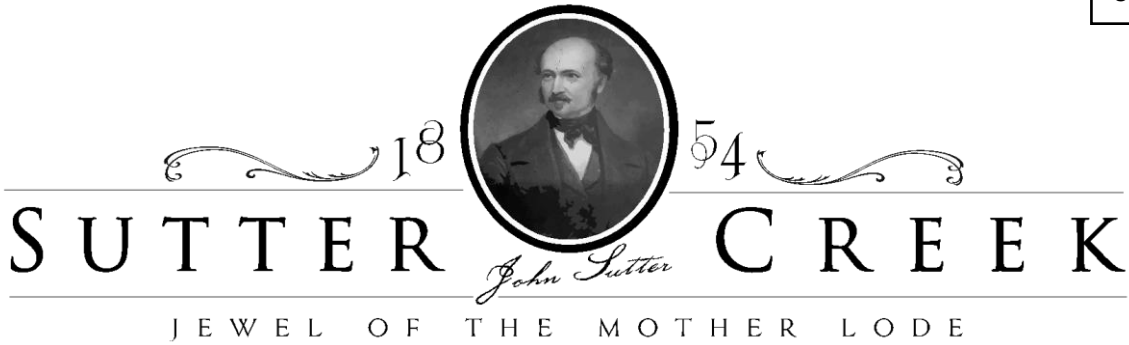
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	55	0.00	173,214.62
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	98	57	0.00	173,214.62

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2026	173,214.62
			173,214.62

CLAIM ON CASH**BEGINNING
BALANCE****CURRENT
ACTIVITY***Section 12, Item D.*

<u>Account Number</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Current Activity</u>	<u>Section 12, Item D.</u>
001-000-10001	General Fund - Claim On Cash	794,298.78	194,260.63	988,559.41
003-000-10001	Streets - Claim On Cash	29,593.40	(2,819.66)	26,773.74
004-000-10001	Crestview LD - Claim On Cash	(4,937.12)	(238.13)	(5,175.25)
007-000-10001	Cemetery - Claim On Cash	(191.90)	0.00	(191.90)
009-000-10001	HMGP Hazard Mitigation - Claim On Cash	1,266.49	0.00	1,266.49
010-000-10001	Sewer Operating - Claim On Cash	3,042,492.64	176,779.70	3,219,272.34
011-000-10001	Sewer WWTP Capital Reserve - Claim On Cash	199,793.08	12,500.00	212,293.08
012-000-10001	Sewer Collections Capital Reserve - Claim On Cash	631,375.17	0.00	631,375.17
014-000-10001	Sewer Capital Reserve - Claim On Cash	1,022,647.25	0.00	1,022,647.25
015-000-10001	Sewer Debt Service - Claim On Cash	(34,697.07)	0.00	(34,697.07)
017-000-10001	Monteverde Store - Claim On Cash	167.29	0.00	167.29
019-000-10001	Knights Foundry - Claim On Cash	2,982.12	0.00	2,982.12
023-000-10001	General Fixed Assets - Claim On Cash	(563,168.00)	0.00	(563,168.00)
024-000-10001	Long Term Debt - Claim On Cash	(2,000.00)	0.00	(2,000.00)
026-000-10001	COSC Com Fac - Claim On Cash	991.22	0.00	991.22
028-000-10001	Public Safety Wellness Grant - Claim On Cash	4,746.11	0.00	4,746.11
029-000-10001	Swimming Pool - Claim On Cash	(36,346.79)	0.00	(36,346.79)
030-000-10001	TM - Crest/Gopher - Claim On Cash	(77,709.52)	0.00	(77,709.52)
031-000-10001	TM - Sutter Hill - Claim on Cash	84,615.18	0.00	84,615.18
032-000-10001	TM - Crestview - Claim On Cash	(21,917.55)	0.00	(21,917.55)
033-000-10001	TM - Sutter lone - Claim On Cash	(38,262.17)	0.00	(38,262.17)
034-000-10001	TM - Hwy 49/Bypass - Claim On Cash	63,131.43	0.00	63,131.43
035-000-10001	General Traffic Mitigation - Claim On Cash	259,112.95	0.00	259,112.95
036-000-10001	Regional Traffic Mitigation - Claim On Cash	9,591.93	0.00	9,591.93
037-000-10001	Parking in Lieu - Claim On Cash	67,930.91	0.00	67,930.91
038-000-10001	Fire Service - Claim On Cash	42,414.90	0.00	42,414.90
039-000-10001	General Fund Operating Reserve - Claim On Cash	387,226.51	0.00	387,226.51
042-000-10001	AB1600 Impact Fees - Claim On Cash	157,521.08	0.00	157,521.08
047-000-10001	Grants - Claim On Cash	56,471.58	0.00	56,471.58
048-000-10001	COVID-19 - Claim On Cash	1,248.41	0.00	1,248.41
050-000-10001	COPS Fast Prog - Claim On Cash	2,753.60	0.00	2,753.60
055-000-10001	SC Bridge Replacement - Claim On Cash	(253,806.00)	0.00	(253,806.00)
057-000-10001	CA HOME Grant - Claim On Cash	191,965.32	0.00	191,965.32
059-000-10001	Building Facilities - Claim On Cash	4,875.06	(1,714.01)	3,161.05
060-000-10001	Bypass Mitigation - Claim On Cash	91.72	0.00	91.72
073-000-10001	Park Impact Fees - Claim On Cash	254,985.42	0.00	254,985.42
080-000-10001	Effluent Disposal/ARSA - Claim On Cash	(1,627,824.53)	(20,072.84)	(1,647,897.37)
081-000-10001	Visitor Center - Claim On Cash	(0.13)	0.00	(0.13)
086-000-10001	General Fund Capital Reserve - Claim On Cash	75,006.17	0.00	75,006.17
087-000-10001	Refuse - Claim On Cash	3,490.33	0.00	3,490.33
088-000-10001	City Council - Claim On Cash	21,400.09	0.00	21,400.09
089-000-10001	Capital Improvement Plan - Claim On Cash	85,539.62	0.00	85,539.62
091-000-10001	Road Capital Improvement Plan - Claim On Cash	(483,270.11)	0.00	(483,270.11)
092-000-10001	Pension & Insurance Reserve - Claim On Cash	141,931.47	0.00	141,931.47
093-000-10001	Vehicle Capital Reserve - Claim On Cash	18,290.17	0.00	18,290.17
094-000-10001	Vacation Cashout Reserve - Claim On Cash	51,636.64	0.00	51,636.64
095-000-10001	General Operating Reserve - Claim On Cash	250,880.54	0.00	250,880.54
096-000-10001	General Capital Reserve - Claim On Cash	51,695.52	0.00	51,695.52



**TO: THE HONORABLE MAYOR AND CITY COUNCIL
TOM DuBOIS, CITY MANAGER**

MEETING DATE: March 16, 2026

FROM: ERIN VENTURA, CONTRACT PLANNER

SUBJECT PLANNING DEPARTMENT REPORT FOR FEBRUARY 2026

Executive Summary

Planning Commission-

- New commissioner added to the commission
- 46 Main Street Sign permit – Approved
- 321 Highway 49 (MACT) Sign permit – Approved

Design Review Committee-

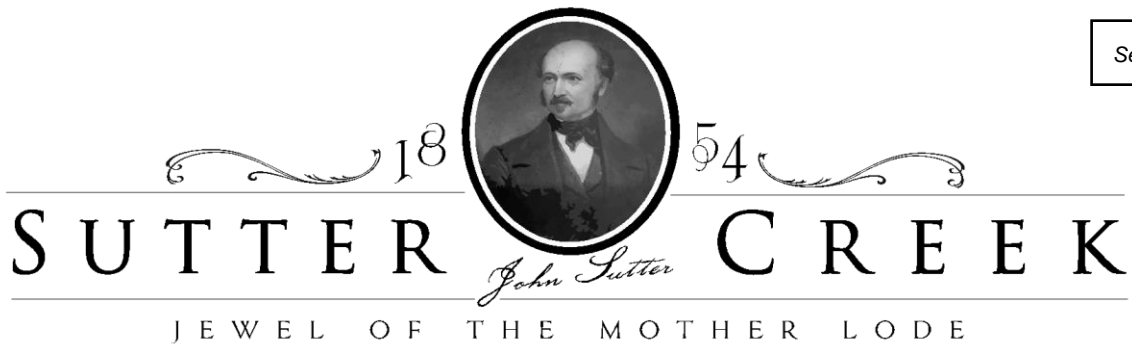
- No meeting due to lack of items

Detailed Summary

Additional Projects:

- Impact Fee Study: The City has the final draft of the Impact Fee schedule ready for City Council and public review.
- Short Term Rental: Staff has been working on revising the ordinance for City Council’s review
- Staff is working on revising the ADU ordinance in compliance with State Law.
- Panner Creek: Staff has been working with the applicant and the County on solutions to the creek crossing
- Sutter Creek Ranch: The City is working with the applicant on outstanding issues. Comments have been sent back to the applicant.

- 12 Lots on Bryson Court: Received DRC approval. Applicant submitted an application for Site Plan review. The application will be reviewed by the Planning Commission in March.
- 40 Gold Dust Trail- Building permit plans received.
- DANCO- Building permit plans reviewed.
- Preparing 2025 Annual Progress Report for HCD.



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
TOM DuBOIS, CITY MANAGER

MEETING DATE: MARCH 16, 2026

FROM: TAYLERED MARKETING

SUBJECT: FEBRUARY 2026 SOCIAL MEDIA DATA ANALYSIS

City of Sutter Creek

Social Media Executive Summary

February 2026 Performance Report

Prepared for: City of Sutter Creek
Platform Overview: Instagram & Facebook

Overall Summary

Social media activity for the City of Sutter Creek in February 2026 demonstrated strong growth and engagement on Instagram, while Facebook experienced a notable decline in overall reach and interactions compared to the previous reporting period. Content centered around seasonal storytelling, local scenery and community updates continued to resonate with audiences and drive visibility for the city.

Instagram remains the primary growth channel, while Facebook continues to serve as an informational platform for community updates and civic notices.

Instagram Performance

Quantitative Performance

- **Total Views:** 12,900
- **Increase:** +26.7%
- **Content Interactions:** 519 (+24.2%)
- **New Followers:** 19

2 | [Type text]

- **Messaging Contacts: 0**

These metrics indicate strong visibility growth and audience engagement, with content continuing to reach new viewers across the platform.

Top Performing Content

1. **“Sutter Creek checking into spring Hanford House Inn” Reel**
 - Views: 6,610
 - Reach: 10,000
 - Interactions: 136
2. **“Spring is just around the corner” Reel**
 - Views: 2,866
 - Interactions: 155
3. **“Messenger Duck for The Great Sutter Creek Duck Race” Reel**
 - Views: 1,824

Additional strong content included posts highlighting live music in Sutter Creek and scenic creek footage, reinforcing the effectiveness of place-based storytelling.

Qualitative Insights

Instagram performance shows that audiences respond best to:

- Seasonal storytelling (spring content)
- Short-form video (Reels)
- Visuals highlighting Sutter Creek’s scenery and charm
- Lighthearted or playful content (e.g., Messenger Duck)

Video content continues to significantly outperform static graphics and generates the majority of views.

Facebook Performance

Quantitative Performance

- **Total Views: 12,100**
- **Content Interactions: 257**
- **New Followers: 30**
- **Messaging Contacts: 0**

While overall engagement declined during the reporting period, Facebook remains valuable for community information and civic communication.

Top Performing Facebook Content

- **Community video update: 3,500 views**

- **“Live Music in Sutter Creek This Week” post:** 1,700 views
- **City Council meeting information:** 1,200 views

These results show that Facebook users primarily engage with informational content and community announcements.

Qualitative Insights

Facebook users tend to engage with:

- Community updates
- City meeting announcements
- Local events and civic information

Unlike Instagram, Facebook audiences are less driven by visual storytelling and more by informational content.

Key Insights & Strategic Recommendations

1. Instagram should remain the primary growth platform

Instagram is demonstrating strong performance and increasing visibility. Continued focus on Reels and scenic storytelling will help expand audience reach.

2. Short-form video is the most effective content format

Video consistently produces the highest views and engagement. Scenic clips, downtown footage, and seasonal transitions perform particularly well.

3. Facebook remains an important informational channel

While engagement is lower, Facebook is still the preferred platform for community notices, meetings, and civic announcements.

4. Seasonal and experiential storytelling drives engagement

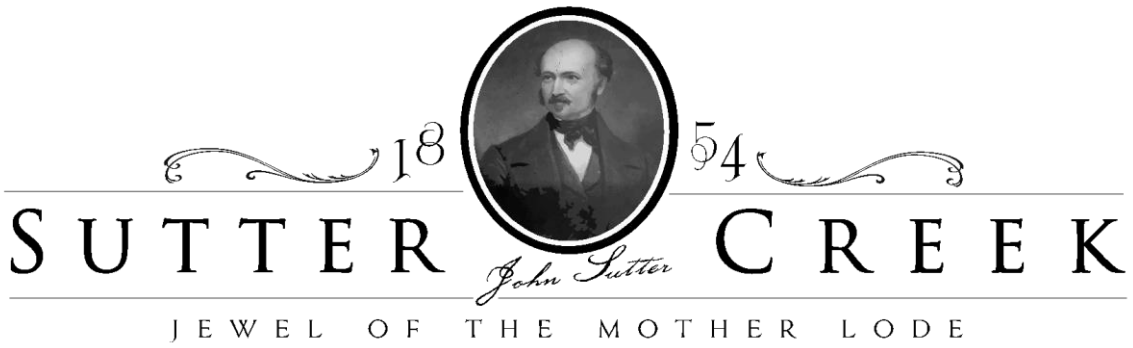
Content highlighting downtown charm, nature, local events, and seasonal transitions generates the strongest engagement and reinforces Sutter Creek’s identity as a destination community.

Strategic Focus for March 2026

Recommended content priorities:

- Spring tourism and seasonal visuals
- Local events and downtown activities
- Short-form video highlighting the character of Sutter Creek
- Community announcements and city updates on Facebook

These strategies will continue to grow awareness, support local events, and strengthen community engagement across platforms.



**TO: THE HONORABLE MAYOR AND CITY COUNCIL
 TOM DUBOIS, CITY MANAGER**

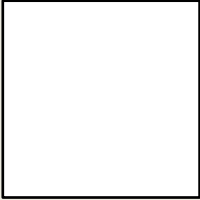
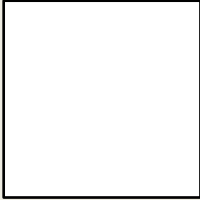

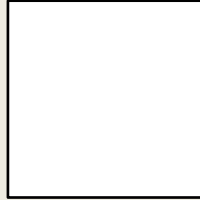
MEETING DATE: MARCH 16, 2026

FROM: JIM O’CONNELL, CHIEF OF POLICE

SUBJECT

POLICE DEPARTMENT - FEBRUARY 2026 MONTHLY REPORT

February 2026 Department Statistics			
Calls For Service	102	-9	
Traffic Stops	131	+8	
Officer Initiated Incidents	580	-14	
Business Checks	398	-29	
Vehicle/Pedestrian Checks	20	+4	
Total Officer Reports	20	-14	
Arrests	11	-4	
Moving Citations	28	+5	
Parking Citations	1	-1	
TOTAL	1,291	-	

102  Calls For Service	131  Traffic Stops	11  Arrests	20  Officer Reports
---	---	---	--

Volunteer Contributions:

During the month of February, our dedicated volunteers provided 11 hours of service to the community.

Community Engagement:

SCPD Officers continue to conduct regular foot patrol downtown on each of their respective shifts. Officers also spend regular time on our school campuses.

Notable Events Involving SCPD:

On February 12, 2026, SCPD made a traffic stop for an equipment violation. During the on scene investigation the officers determined that the female driver, a Gilroy resident, had a felony warrant for her arrest. She was arrested and searched, which revealed that she was in possession of a large quantity of suspected methamphetamine.

She was booked for the warrant and charges related to transportation of narcotics, possession for sales and for possessing drugs with prior drug convictions.



On February 13, 2026, SCPD participated in a high school event. Operation Care had staff and volunteers, including Sutter Creek PD Officer Al Casias, at all the schools to spread awareness that teen dating violence does happen in youth relationships. Operation Care shared information about the services that are available and how they can help.



In February 2026, welcomed Officer Kristina Stevens as the most recent addition to our team.

Officer Stevens has strong connections to Sutter Creek and Amador County and brings exceptional law enforcement experience from her time with the Calaveras County Sheriff's Department.





YOU ARE INVITED TO THE
1st ANNUAL
SUTTER CREEK
POLICE FOUNDATION
DINNER

May 22, 2026
5pm - 8 pm

Sutter Creek Auditorium | 18 Main St., Sutter Creek
Catered by Mother Lode Deli

Dinner tickets: \$50 / adult | \$25 / child
Reserved seating for 8 / \$450 incl. 2 bottles of wine

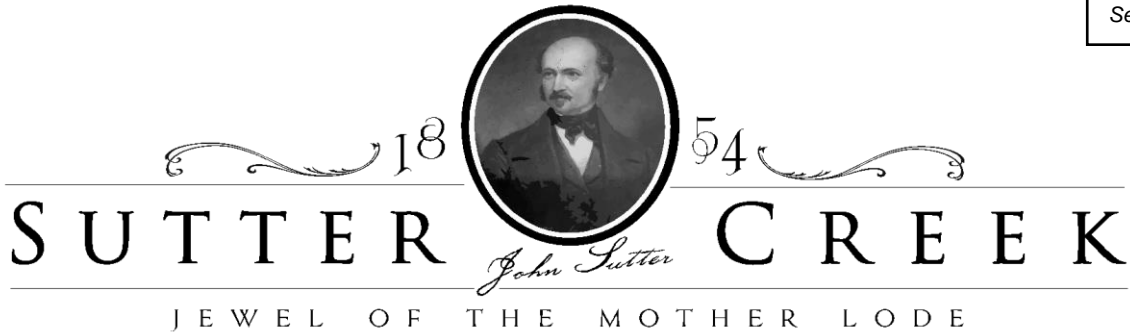
No host bar at 5pm • Dinner at 6pm • Raffle prizes at 7pm

Join us for a delightful fundraising evening filled with great food, drinks, laughter, live & silent auction and wonderful company!

 Tickets are on sale now:
amadorcommunityfoundation.org


Never forgotten

  **POLICE**
SUTTER CREEK



STAFF REPORT

**TO: THE HONORABLE MAYOR AND CITY COUNCIL
TOM DuBOIS, CITY MANAGER**

MEETING DATE: MARCH 16, 2026

FROM: DAN LAFONTAINE, PUBLIC WORKS DIRECTOR

SUBJECT PUBLIC WORKS DEPARTMENT REPORT FOR FEBRUARY 2026

Objective: The objective of this staff report is to provide a monthly status update regarding activities within the Public Works Department.

Collection System Status:

CIP work

- The City and its design consultant Schneider Electric have decided to monitor flow in the collection system in some of our main trunks (larger basins). RH Borden installed flow meters at 6 locations on Feb 17 and 18, 2026. We have noticed around town that water is seeping from the hillsides which tell us that the ground has been saturated and elevated the water table. We hope to have some late storms this season to capture flow data after groundwater saturation. We also have enrolled in a 6-month pilot program with Smart covers and have received 3 flow meters to install on our industrial users. The meters are scheduled to be installed in early March. With all of the flow meters being installed in the collection system, the design team will be able to verify the effectiveness of our I/I projects and get a good handle on when our industrial users discharge to the system.
- Staff have identified several areas of the collection system (based on flow meter data collected in 2024) for I/I projects in 2026. After the initial camera work additional cleaning was required to camera all of the questionable lines. The lines were cleaned at the end of January and APS Environmental has been rescheduled for the first week in March to return and finish the camera work. Once the camera footage is received, City staff will finalize the collection system lines for replacement.
- On March 4, 2026 - Campbell construction and Public works replaced the stand pipe in the lift station to the secondary pump and installed the backup pump. The pump station is now fully operational with redundant pumps.

SSMP Activity

Calls for service.

- 2/16 - 460 Hwy 49, Private lateral issue
- 2/27 - 175 Spanish Street, City main plugged, cleared line and returned flow in manhole

Sewer System Cleaning and Maintenance.

- In February 2026 there was 160 Lineal feet of pipe cleaned. The total footage cleaned for the calendar year 2026 is 1,471 ft vs 14,676 feet in 2025.

Wastewater Treatment Plant Status:

The WWTP met all the effluent quality discharge requirements for the month of February 2026.

Table 1. Monthly Status of required reporting constituents.

Constituent	Monthly Results	Monthly Limits
Monthly Influent Flow	14.864 MG 0.531 MGD daily avg	0.48 mgd ¹
Effluent BOD, mg/L	7.2 mg/L	30 mg/l
Effluent Settleable Matter, mL/L	< 0.1 mL/L	0.5 ml/l
Effluent TSS, mg/L	10 mg/L	30 mg/l
Total Coliform, MPN	< 1.8 MPN	23 MPN
Sludge Wasted	18,558 gallons	
Rain	6.58 in.	23.31 in. YTD -24.15” Last YTD

¹ The 0.48 MGD is daily dry weather flow (May through October).

Plant Compliance Issues: The monthly January 2026 report was electronically submitted to the Regional Water Quality Control Board.

Operational Strategy Modifications:

- The rag bin was hauled on February 23, 2026.
- We continued normal sludge wasting in February with 18K gallons dewatered.
- The new Aerator has been received at the WWTP. The E-pond weeds have mostly died. Operators will schedule a time to try to use a hook to “fish” the weeds to the side so we can remove the weeds.
- WWTP design meetings are being held every other week. The City has uploaded all data (drawings and influent flow parameters) pertaining to the RFI from Schneider. Initial conversations pertaining to the placement of the new WWTP have centered around remaining out of the flood plain. Preliminary modeling has shown that the existing location of the WWTP is not a suitable location to build the new plant and higher alternatives are being addressed at this time to avoid the added costs of trying to navigate FEMA.
- Schneider visited the WWTP to scout the locations for the new solar panels. Operators discussed installing the panels as soon as possible to increase the ROI.
- At the end of February, one week of sampling was performed with automatic 24-hour influent samplers by the wastewater operators. This additional data will be used to determine mass loading parameters for the new WWTP design.

Effluent Disposal

- Bowers and irrigation resumed for the irrigation season on May 27, 2025. Ione has started receiving ARSA water on June 6, 2025, for the disposal season. On August 26, 2025, Ione stopped receiving water from ARSA. As of August 31, 2025, Ione has received approximately 250 acre-feet of ARSA water. Bowers irrigation was shut down on November 3, 2025. The reservoirs are filling up with the late storms and we currently have around 220 acre-feet in the ARSA system. We still have plenty of room in the system and continue to send around 70gallons per minute from Henderson down the system to keep pressure in the water troughs (keeps them from clogging due to low pressure)..
- *Henderson Underdrain* – Repair work on the waterman valve was completed in December and has allowed much more control of the water leaving Henderson (down to approximately 70 gallons per minute). The City met with Hydrosiences and Stantec (original design engineer) and Campbell construction to discuss options for underdrain cleaning and lining options. The team agreed that no contractors have expressed interest in the project and there are too many risks to proceed with lining the pipe. The City has requested a meeting with DSOD to discuss options for the liner. With the underdrain being completely encased in concrete the City will request alternatives to the lining with DSOD.
- DODS performed the annual inspection at Henderson on Feb 3, 2025 and the new construction and pier was observed by DSOD in action. DSOD had minimal comments and no significant issues with the inspection.
- On December 30, 2025, the manufacturers representative came and collected the flow meter with the wrong spool lengths for return. We hope to have the right one back in the first half of 2026 to install at Bowers. The City is currently waiting for the flowmeter to be returned with the new spool length.
- The City has requested a meeting with the Regional Water Quality Control Board - Region 5 on March 16, 2026 to discuss our intent to build a new tertiary WWTP. This is the first meeting with the water board and our design team.
- Ongoing maintenance of the cattle water troughs along the pipeline are occurring during the underdrain project. Irrigation sprinklers and valves were being repaired constantly (only at Bowers irrigation).
- Weed and rodent abatement at the three reservoirs.
- Send weekly updates to the Regional Board on reservoir levels and volumes.
- Daily flow checks and level readings.

Service Requests

Responded to **seventeen (17)** service requests in February:

- Three were for streets issues
- Seven were for facilities issues
- Three were for park issues
- Two were for sewer issues

- Two were for cemetery issues

Streets and City Right of Way.

- On February 4, 2026, Public works painted stop bars and repainted the STOP on the road at the intersections. Public works painted the intersections of Randolph St. and Broad St. along with Badger St and Allen Ranch Road and Badger St and Karsan Dr. See pictures below:



- The AWA leak repair project has finished with the paving of Hayden Alley. The crews got it paved right before the storms in February. Although the road is paved the City has not accepted the road yet as in the final walkthrough we found issues that must be addressed first. The City has also learned that AWA paused the job to reassess to regroup prior to the next paving. In February work continued on Broadway as a 12-inch storm drain was reinstalled. On March 2, AWA with the City walked Broadway, Borgh Way and Eureka Street. The team discussed the limits of paving and drainage in particular how to keep the water off the road and into the storm drains. AWA will coordinate with the contractor to ensure that the job finishes as soon as possible.



- On February 12, 2026, Konieczka concrete broke out and reinstalled the gutters on David dr. This work was needed as the gutters had lifted and were causing water to run onto the road and wash out the asphalt in front of the residents driveways on David drive. Now that the gutters have been fixed the next step will be to remove the asphalt in front of the residents with a “dip” in front and repave the areas in front of the driveways. The City anticipates that the repaving will occur in the coming months.



- On February 10, 2026, a Cal Fire crew helped to remove a fallen oak tree in the City Cemetery. The tree had damaged a chain link fence and that was repaired after the tree was disposed of.



Before

After

- The City engineer is finishing design work on the Old Sutter Hill Road overlay project. The City has begun to tackle the trees and brush on Old Sutter Hill Rd. A meeting has

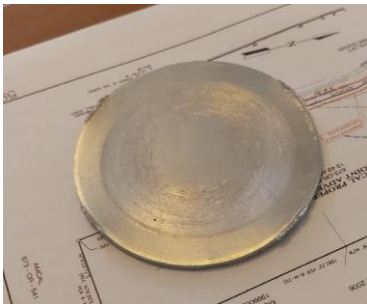
been scheduled with The City staff, Sutter Creek Fire Protection District, CalFire, Motherload Trust, Campbell construction and Amador Fire Safe council to develop a game plan to tackle this project. The intent is to remove any dead, dying or fallen trees and underbrush prior to the Old Sutter Hill overlay road construction.

- Encroachment permits were issued to CIVN on November 18, 2025 for their fiber installation. The City was notified that a job walk for the construction contractors will be held in early March.
- After the last storm a resident notified the City of a potential water leak coming from out of a sewer manhole in Elm street. Upon inspection City staff also noticed that a depression had formed above the sewer manhole indicating that the leak is not sewer (typically water shows downstream not upstream for sewer leaks). City staff tested the water and received positive results for both total and residual chlorine. This indicates that the water is not groundwater or sewer and most likely an AWA issue. AWA was contacted on March 3, 2026 and notified of the issue.



Parks and Facilities

- On a walk through Minnie Provis park, it was noticed that the partition in the men's bathroom had broken (wall brackets broken) and the partition had fallen off the wall and needed to be replaced. Parts have been ordered and part of the partition has been installed as of the end of February but the door was not received yet. Public works plans to install the door in the beginning of Feb
- On Feb 8th, 2026, replacement valves were received for the minnie provis park drinking fountain. The new valves were installed on February 15, 2026, the water was turned back on on and the fountain was returned to normal service,
- On Feb 4th, 2026, Public works was notified that the bottom of the floor well for the volleyball net in the auditorium had failed allowing the pole to slide through to the basement. A temporary solution was implemented for the Thursday practice and after both net wells were removed and inspected. The tack welds on the bottom plate were bad and needed to be replaced. Public works took the wells to Amador steel to have them fully welded. The wells were returned on Monday the following week and were installed before the next volleyball practice.



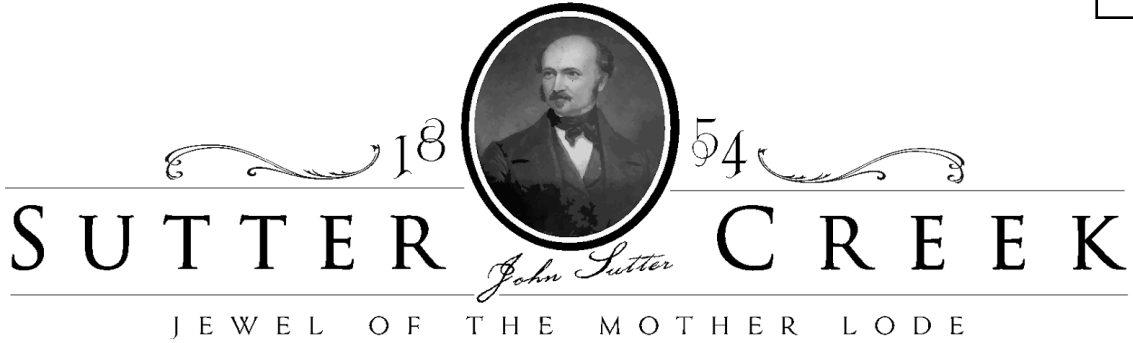
- On February 12, 2026, Public works (at the request of little league) brought in 5-yards of baseball mix to install in between first and second base. Little League volunteers spread the dirt on Sat, Feb 14, 2026 right before the rain came.



- On February 20, 2026, a large tree fell in the City cemetery. Luckily no headstones were damaged but the tree blocked access to the cemetery road that goes through the cemetery. Calfire crews happened to be back after the storm on Feb 23 and helped buck up the tree and clear the roadway. Big thanks to the crew for being there to assist with the large tree removal.



- Construction on the Bryson Park Bathroom Expansion Project is wrapping up. The City has completed the final walkthrough and created a punchlist of final items for the contractor. The City anticipates that the bathroom ribbon cutting will occur in the middle of March.
- On January 27, 2026, A-1 leak detection was onsite to help Public works determine the location of the water leak at the Center park. The technician could not find a “smoking gun” during his inspection. He recommended that we install pressure gauges on the line and pressurize segments to see if we can identify the segment of line that has been compromised. The water line has been turned off until Public works can find time to install stub ups and isolate the problem.



**TO: THE HONORABLE MAYOR AND CITY COUNCIL
TOM DUBOIS, CITY MANAGER**

MEETING DATE: MARCH 16, 2026

FROM: TOM DuBOIS, CITY MANAGER

SUBJECT CORRESPONDENCE RECEIVED FROM THE PUBLIC

Please find attached all correspondence received from March 3, 2026 to March 11, 2026 for your review.

ATTACHMENT

1. All correspondence received from March 3, 2026 to March 11, 2026 (9:00 AM)



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

18 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: patnsusan@sbcglobal.net
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:28 PM

Submitted on Sat, 03/07/2026 - 2:28 PM

Submitted by: Anonymous

Submitted values are:

First Name

Susan

Last Name

Price

Email

patnsusan@sbcglobal.net

Question/Comment

I strongly oppose approving a dispensary project in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: patnsusan@sbcglobal.net
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:30 PM

Submitted on Sat, 03/07/2026 - 2:30 PM

Submitted by: Anonymous

Submitted values are:

First Name

Pat

Last Name

Price

Email

patnsusan@sbcglobal.net

Question/Comment

No dispensary in Amador County!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: tzryan55@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 7:07 AM

Submitted on Sat, 03/07/2026 - 7:07 AM

Section 12, Item 1.

Submitted by: Anonymous

Submitted values are:

First Name

Teresa

Last Name

Ryan

Email

tzryan55@gmail.com

Question/Comment

Every business on Main Street Sutter Creek, except one, is against a cannabis dispensary in Sutter Creek. As well as our city, county, and state law enforcement. There is no amount of tax revenue that will compensate the city for the adverse effects caused by this project. What kind of compensation are you offering the county and state agencies, who will have to deal with the fall-out of a cannabis dispensary? They already have enough to deal with. Please do the right thing, listen to the people you serve and our county and state agencies and stop this detrimental project. Thank you for your consideration.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 10:15 AM

Reply-To: mneuinteriors@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 10:15 AM

Submitted by: Anonymous

Submitted values are:

First Name

Maria

Last Name

Neu

Email

mneuinteriors@yahoo.com

Question/Comment

I am highly against this going in the Sutter Creek city limits. There are other ways the city can make more money.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 9:23 AM

Reply-To: cgig4@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 9:23 AM

Submitted by: Anonymous

Submitted values are:

First Name

Cheryl

Last Name

Allen

Email

cgig4@yahoo.com

207

Section 12, Item 1.

Question/Comment

To whom it may concern,

Please keep our county free from drug related commercial businesses.
Thankyou

Sutter Creek CA <noreply@civicplus.com>
Reply-To: mneuinteriors@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 10:13 AM

Submitted on Sat, 03/07/2026 - 10:13 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>
Reply-To: josephwisgirda@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 7:30 PM

Submitted on Sat, 03/07/2026 - 7:30 PM

Submitted by: Anonymous

Submitted values are:

First Name

Joseph

Last Name

Wisgirda

Email

josephwisgirda@gmail.com

Question/Comment

You should absolutely move forward with a cannabis dispensary. For a county like Amador with a rampant fentanyl problem, cannabis can help mitigate the situation and provide a safe non-lethal alternative.

<https://pmc.ncbi.nlm.nih.gov/articles/PMC8006801/>

Sutter Creek CA <noreply@civicplus.com>
Reply-To: cgig4@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:24 AM

Submitted on Sat, 03/07/2026 - 9:23 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 11:5

208

Reply-To: andrea.molin25@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Section 12, Item I.

Submitted on Sat, 03/07/2026 - 11:57 AM

Submitted by: Anonymous

Submitted values are:

First Name

Andrea

Last Name

Molin

Email

andrea.molin25@yahoo.com

Question/Comment

Sends a bad message to the young adults. It's not right especially in a small county. Especially in a nice town

Sutter Creek CA <noreply@civicplus.com>
Reply-To: brusatori71@icloud.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:58 PM

Submitted on Sat, 03/07/2026 - 2:58 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ray and Barbara

Last Name

Brusatori

Email

brusatori71@icloud.com

Question/Comment

Please do not approve the dispensary of marijuana in historic downtown Sutter Creek. Even though it's legal it doesn't make it right for this special town. Thank you.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: mathewcampoy@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:51 AM

Submitted on Sat, 03/07/2026 - 9:51 AM

Submitted by: Anonymous

Submitted values are:

First Name

Matt

Last Name

Campoy

209

Emailmathewcampoy@yahoo.com**Question/Comment**

Stop the marijuana dispensary project in Sutter Creek. My 43 plus years in Law Enforcement, 20 devoted strictly to Narcotic Enforcement, this is a horrible concept which will lead to catastrophic results. Common sense screams "Don't allow this"!

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 12:55 PM

Reply-To: seven_acres@hotmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 12:55 PM

Submitted by: Anonymous

Submitted values are:

First Name

Mary

Last Name

Longacre

Emailseven_acres@hotmail.com**Question/Comment**

Please don't go through with the dispensary project being considered for Sutter Creek. Or anywhere else in the county.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 8:31 AM

Reply-To: makingchange1212@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 8:31 AM

Submitted by: Anonymous

Submitted values are:

First Name

Christine

Last Name

Coleman

Emailmakingchange1212@gmail.com**Question/Comment**

There was a letter from Al Bierce in yesterday's Leger Dispatch that was informative. Read it if you want more information about the negative effects of Dispensaries. I for one believe marijuana is very harmful, especially for youth, and appreciate that the city council is taking steps to prevent It's entry into our city.

Christine Coleman MFT

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 11:37 AM

Reply-To: johnaradu@gmail.com

To: pcaronongan@cityofsuttercreek.org

Section 12, Item 1.

Submitted on Sat, 03/07/2026 - 11:37 AM

Submitted by: Anonymous

Submitted values are:

First Name

John

Last Name

Radu

Email

johnradu@gmail.com

Question/Comment

No dispensary.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: ddmeyer47557@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:44 AM

Submitted on Sat, 03/07/2026 - 9:44 AM

Submitted by: Anonymous

Submitted values are:

First Name

Deborah

Last Name

Meyer

Email

ddmeyer47557@gmail.com

Question/Comment

NO DISPENSARY IN SUTTER CREEK. WE DON'T WANT/NEED ONE HERE. LET THE POT HEADS BIY SOMEWHERE ELSE. WHY WOUKD YOU EVEN CONSIDER THIS. IS THIS REALLY WHAT YOU WANT ON MAIN STREET. I HAVE A BUSINESS ON MAIN STREET. I DON'T WANT THIS HERE. NO NO NO NO **NO.NO** NO NO NO NO NO

Sutter Creek CA <noreply@civicplus.com>
Reply-To: dpcampoy@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 10:00 AM

Submitted on Sat, 03/07/2026 - 10:00 AM

Submitted by: Anonymous

Submitted values are:

First Name

Donna

Last Name

Campoy

Email

dpcampoy@gmail.com

Question/Comment

I am not in favor of a marijuana dispensary in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 9:12 AM

Reply-To: kasandragraham02@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 9:12 AM

Submitted by: Anonymous

Submitted values are:

First Name

Kasandra

Last Name

Graham

Email

kasandragraham02@gmail.com

Question/Comment

I disagree with putting a place in Like that because it can cause your driving ability to cause a accident and hurt someone else so we are gonna keep fighting for are rights till we are heard thank u

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 10:09 AM

Reply-To: mneuinteriors@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 10:09 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

6 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: jazzesq@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Mon, Mar 9, 2026 at 2:00 PM

Submitted on Mon, 03/09/2026 - 2:00 PM

Submitted by: Anonymous

Submitted values are:

First Name

Kay

Last Name

Horne

Email

jazzesq@yahoo.com

Question/Comment

No dispensary in Amador County!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: jaimejust79@gmail.com
To: pcaronongan@cityofsuttercreek.org

Mon, Mar 9, 2026 at 12:38 PM

Submitted on Mon, 03/09/2026 - 12:38 PM

Submitted by: Anonymous

Submitted values are:

First Name

Jaime

Last Name

Cone

Email

jaimejust79@gmail.com

Question/Comment

Stop the dispensary.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: toddriebe@sbcglobal.net
To: pcaronongan@cityofsuttercreek.org

Mon, Mar 9, 2026 at 11:05 AM

Submitted on Mon, 03/09/2026 - 11:05 AM

Section 12, Item I.

Submitted by: Anonymous

Submitted values are:

First Name

Todd

Last Name

Riebe

Email

toddriebe@sbcglobal.net

Question/Comment

A bad idea that doesn't fit with existing business, will draw an undesirable clientele, and will provide an attractive target for crime.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: brandoncone43@gmail.com
To: pcaronongan@cityofsuttercreek.org

Mon, Mar 9, 2026 at 12:39 PM

Submitted on Mon, 03/09/2026 - 12:39 PM

Submitted by: Anonymous

Submitted values are:

First Name

Brandon

Last Name

Cone

Email

brandoncone43@gmail.com

Question/Comment

Please oppose the Marijuana dispensary proposed in Sutter Creek

Sutter Creek CA <noreply@civicplus.com>
Reply-To: ritacasagrande25@gmail.com
To: pcaronongan@cityofsuttercreek.org

Mon, Mar 9, 2026 at 5:01 PM

Section 12, Item I.

Submitted on Mon, 03/09/2026 - 5:01 PM

Submitted by: Anonymous

Submitted values are:

First Name

Rita

Last Name

Casagrande

Email

ritacasagrande25@gmail.com

Question/Comment

I do not want a dispensary in Amador County.

Sutter Creek CA <noreply@civicplus.com>

Mon, Mar 9, 2026 at 11:05 AM

Reply-To: toddriebe@sbcglobal.net

To: pcaronongan@cityofsuttercreek.org

Submitted on Mon, 03/09/2026 - 11:05 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

2 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: pegrh300@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sun, Mar 8, 2026 at 1:51 PM

Submitted on Sun, 03/08/2026 - 1:51 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peggy

Last Name

Heffington

Email

pegrh300@gmail.com

Question/Comment

I was Born and raised in Sutter Creek and what you are trying to do by allowing a marijuana dispensary would be an absolute travesty to the city I love. No NoNo!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: deanbender53@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sun, Mar 8, 2026 at 6:29 AM

Submitted on Sun, 03/08/2026 - 6:29 AM

Submitted by: Anonymous

Submitted values are:

First Name

Dean

Last Name

Bender

Email

deanbender53@gmail.com

Question/Comment

NO DISPENSARY IN SUTTER CREEK!



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

9 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: wickeditaly@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 1:37 PM

Submitted on Fri, 03/06/2026 - 1:37 PM

Submitted by: Anonymous

Submitted values are:

First Name

Stacey

Last Name

Wickware

Emailwickeditaly@gmail.com**Question/Comment**

I have just been made aware of the 3-2 vote to bring a marijuana dispensary to Sutter Creek. Myself and my neighbors are AGAINST this decision and angry that the public has not had an opportunity to weigh in by voting themselves. As a retired teacher, I can tell you first hand that easy access to dispensaries is detrimental to student safety. And I completely understand the argument that it is only for those of age with a prescription from a doctor, and that medical prescription is as easy as snapping my fingers to get. We are well aware of the loopholes our young people can find. Trust me. In addition, our property values will suffer, like they have in Calaveras county. Not to mention the impact on policing high drivers, which is already an issue even without a dispensary. And, the CBD shop we already have plans to petition to be able to sell THC products themselves if this truly does happen. Please put your residents first and explore different avenues of tax revenue. There are many. This is the wrong move and many are prepared to reflect that in their votes for whomever votes yes.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: stevedreese1965@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 3:55 PM

Section 12, Item 1.

Submitted on Fri, 03/06/2026 - 3:55 PM

Submitted by: Anonymous

Submitted values are:

First Name

Stephen

Last Name

Reese

Email

stevedreese1965@gmail.com

Question/Comment

No dispensary in Amador county

Sutter Creek CA <noreply@civicplus.com>
Reply-To: soxdutchess@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 2:40 PM

Submitted on Fri, 03/06/2026 - 2:39 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peggy R

Last Name

Scott

Email

soxdutchess@gmail.com

Question/Comment

I would Vote No on the marijuana store. This will down grade the town and will bring in the wrong type of tourist.
what we need is the the center line line painted on gopher flat road to prevent accidents.
thank you,

Sutter Creek CA <noreply@civicplus.com>
Reply-To: bcomnes@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 7:34 AM

Submitted on Fri, 03/06/2026 - 7:34 AM

Submitted by: Anonymous

Submitted values are:

First Name

Brian

Last Name

Comnes

Email

218

bcomnes@yahoo.com

Section 12, Item I.

Question/Comment

Council

Consider that the revenue from Embarc may be attractive to some , there is a strong likelihood that you will be creating upward pressure on the cost of all local governments in the County. A Colorado study showed a negative cost benefit ratio of 4.5 to 1. Check it out! <https://drugprevent.org.uk/ppp/2023/10/new-colorado-report-cost-of-marijuana-legalization-far-outweighs-tax-revenues/>

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 3:51 PM

Reply-To: richmurphy311@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 3:51 PM

Submitted by: Anonymous

Submitted values are:

First Name

Richard

Last Name

Murphy

Emailrichmurphy311@gmail.com**Question/Comment**

No Dispensary in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 5:35 PM

Reply-To: jbshaw5@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 5:35 PM

Submitted by: Anonymous

Submitted values are:

First Name

Janet

Last Name

Shaw

Emailjbshaw5@gmail.com**Question/Comment**

I do not think a dispensary in Sutter Creek is the right location nor the right look for Sutter Creek. Let people go to Calaveras County for what they need

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 2:54 PM

Reply-To: bekyantonini@yahoo.com

To: pcaronongan@cityofsuttercreek.org

219

Section 12, Item I.

Submitted on Fri, 03/06/2026 - 2:54 PM

Submitted by: Anonymous

Submitted values are:

First Name

Becky

Last Name

Antonini

Email

beckyantoinini@yahoo.com

Question/Comment

I definitely do not want a Marijuana Dispensary in Sutter Creek ca. not now not ever PLEASE reconsider our kids and young adults will think well this must be ok to do drugs they have a store selling it . PLEASE again don't promote such a thing lives are more important than the money you could ever earn from this .

Thank you

Becky Antonini

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 9:00 AM

Reply-To: ncalzado02@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 9:00 AM

Submitted by: Anonymous

Submitted values are:

First Name

Nikko

Last Name

Calzadilla

Email

ncalzado02@gmail.com

Question/Comment

This small community definitely does NOT need a dispensary! This ain't your grandmas weed! These weed vapes contain 80% THC potency and it's addicting! Take it from me who couldn't admit I had a problem but I would get cravings, shaky, and moody when I didn't have a vape pen on me!! Stand up and SAY NO for your children! Such high THC STUNTS growth of the frontal cortex (decision making part of the brain) as it doesn't fully develop until AT LEAST age 25. If you're a parent, guardian, or grown up that uses CBD/THC for pain management, please consider going into Sacramento instead for your necessities. The County's children DON'T need this 🙏!

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 3:59 PM

Reply-To: kelseywalling@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 3:59 PM

Submitted by: Anonymous

Submitted values are:

220

First Name

Kelsey

Last Name

Walling

Email

kelseymwalling@gmail.com

Question/Comment

I am in favor for a dispensary in Sutter Creek. It is regulated the same as alcohol. If we have bars, we can have one dispensary in town. This will not create a problem for us. It is legal, regulated and appropriate. Thank you.



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

4 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: goldenchaindaffodils@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 1:25 PM

Submitted on Thu, 03/05/2026 - 1:25 PM

Submitted by: Anonymous

Submitted values are:

First Name

Kristina

Last Name

Hermanson

Email

goldenchaindaffodils@yahoo.com

Question/Comment

I strongly DISAGREE with efforts by the city to bring a cannabis dispensary to Sutter Creek. Sutter Creek has cultivated the distinguished reputation as the "gem of the Motherlode" by being a charming town with a small, caring community. In the past, our children, our teachers, local businesses, senior citizens and public safety have been the common goal of the community. I never take for granted how lucky I am to live in Sutter Creek.

Please do not sell out our community for the sake of tax revenue. While the tax revenue may help the budget, I feel it will come at an even greater cost to our community.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: goldenchaindaffodils@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 1:25 PM

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>
Reply-To: ella@volcano.net
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 9:12 PM

Submitted on Thu, 03/05/2026 - 9:12 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ella

Last Name

Bender

Email

ella@volcano.net

Section 12, Item I.

Question/Comment

Please do not allow a dispensary in Sutter Creek. My husband and I do not want it in the city or county.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: anne_puck@hotmail.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 6:04 PM

Submitted on Thu, 03/05/2026 - 6:04 PM

Submitted by: Anonymous

Submitted values are:

First Name

Anne

Last Name

Puckett

Email

anne_puck@hotmail.com

Question/Comment

Please NO dispensary in Sutter Creek. NO!!
Thank you



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

18 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: patnsusan@sbcglobal.net
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:28 PM

Submitted on Sat, 03/07/2026 - 2:28 PM

Submitted by: Anonymous

Submitted values are:

First Name

Susan

Last Name

Price

Email

patnsusan@sbcglobal.net

Question/Comment

I strongly oppose approving a dispensary project in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: patnsusan@sbcglobal.net
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:30 PM

Submitted on Sat, 03/07/2026 - 2:30 PM

Submitted by: Anonymous

Submitted values are:

First Name

Pat

Last Name

Price

Email

patnsusan@sbcglobal.net

Question/Comment

No dispensary in Amador County!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: tzryan55@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 7:07 AM

Submitted on Sat, 03/07/2026 - 7:07 AM

Section 12, Item I.

Submitted by: Anonymous

Submitted values are:

First Name

Teresa

Last Name

Ryan

Email

tzryan55@gmail.com

Question/Comment

Every business on Main Street Sutter Creek, except one, is against a cannabis dispensary in Sutter Creek. As well as our city, county, and state law enforcement. There is no amount of tax revenue that will compensate the city for the adverse effects caused by this project. What kind of compensation are you offering the county and state agencies, who will have to deal with the fall-out of a cannabis dispensary? They already have enough to deal with. Please do the right thing, listen to the people you serve and our county and state agencies and stop this detrimental project. Thank you for your consideration.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 10:15 AM

Reply-To: mneuinteriors@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 10:15 AM

Submitted by: Anonymous

Submitted values are:

First Name

Maria

Last Name

Neu

Email

mneuinteriors@yahoo.com

Question/Comment

I am highly against this going in the Sutter Creek city limits. There are other ways the city can make more money.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 9:23 AM

Reply-To: cgig4@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 9:23 AM

Submitted by: Anonymous

Submitted values are:

First Name

Cheryl

Last Name

Allen

Email

cgig4@yahoo.com

225

Question/Comment

To whom it may concern,

Please keep our county free from drug related commercial businesses.
Thankyou

Sutter Creek CA <noreply@civicplus.com>
Reply-To: mneuiinteriors@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 10:13 AM

Submitted on Sat, 03/07/2026 - 10:13 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>
Reply-To: josephwisgirda@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 7:30 PM

Submitted on Sat, 03/07/2026 - 7:30 PM

Submitted by: Anonymous

Submitted values are:

First Name

Joseph

Last Name

Wisgirda

Email

josephwisgirda@gmail.com

Question/Comment

You should absolutely move forward with a cannabis dispensary. For a county like Amador with a rampant fentanyl problem, cannabis can help mitigate the situation and provide a safe non-lethal alternative.

<https://pmc.ncbi.nlm.nih.gov/articles/PMC8006801/>

Sutter Creek CA <noreply@civicplus.com>
Reply-To: cgig4@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:24 AM

Submitted on Sat, 03/07/2026 - 9:23 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 11:5

Reply-To: andrea.molin25@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Section 12, Item I.

Submitted on Sat, 03/07/2026 - 11:57 AM

Submitted by: Anonymous

Submitted values are:

First Name

Andrea

Last Name

Molin

Email

andrea.molin25@yahoo.com

Question/Comment

Sends a bad message to the young adults. It's not right especially in a small county. Especially in a nice town

Sutter Creek CA <noreply@civicplus.com>
Reply-To: brusatori71@icloud.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 2:58 PM

Submitted on Sat, 03/07/2026 - 2:58 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ray and Barbara

Last Name

Brusatori

Email

brusatori71@icloud.com

Question/Comment

Please do not approve the dispensary of marijuana in historic downtown Sutter Creek. Even though it's legal it doesn't make it right for this special town. Thank you.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: mathewcampoy@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:51 AM

Submitted on Sat, 03/07/2026 - 9:51 AM

Submitted by: Anonymous

Submitted values are:

First Name

Matt

Last Name

Campoy

Emailmathewcampoy@yahoo.com**Question/Comment**

Stop the marijuana dispensary project in Sutter Creek. My 43 plus years in Law Enforcement, 20 devoted strictly to Narcotic Enforcement, this is a horrible concept which will lead to catastrophic results. Common sense screams "Don't allow this"!

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 12:55 PM

Reply-To: seven_acres@hotmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 12:55 PM

Submitted by: Anonymous

Submitted values are:

First Name

Mary

Last Name

Longacre

Emailseven_acres@hotmail.com**Question/Comment**

Please don't go through with the dispensary project being considered for Sutter Creek. Or anywhere else in the county.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 8:31 AM

Reply-To: makingchange1212@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 8:31 AM

Submitted by: Anonymous

Submitted values are:

First Name

Christine

Last Name

Coleman

Emailmakingchange1212@gmail.com**Question/Comment**

There was a letter from Al Bierce in yesterday's Leger Dispatch that was informative. Read it if you want more information about the negative effects of Dispensaries. I for one believe marijuana is very harmful, especially for youth, and appreciate that the city council is taking steps to prevent It's entry into our city.

Christine Coleman MFT

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 11:37 AM

Reply-To: johnaradu@gmail.com

To: pcaronongan@cityofsuttercreek.org

Section 12, Item I.

Submitted on Sat, 03/07/2026 - 11:37 AM

Submitted by: Anonymous

Submitted values are:

First Name

John

Last Name

Radu

Email

johnradu@gmail.com

Question/Comment

No dispensary.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: ddmeyer47557@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 9:44 AM

Submitted on Sat, 03/07/2026 - 9:44 AM

Submitted by: Anonymous

Submitted values are:

First Name

Deborah

Last Name

Meyer

Email

ddmeyer47557@gmail.com

Question/Comment

NO DISPENSARY IN SUTTER CREEK. WE DON'T WANT/NEED ONE HERE. LET THE POT HEADS BIY SOMEWHERE ELSE. WHY WOUKD YOU EVEN CONSIDER THIS. IS THIS REALLY WHAT YOU WANT ON MAIN STREET. I HAVE A BUSINESS ON MAIN STREET. I DON'T WANT THIS HERE. NO NO NO NO **NO.NO** NO NO NO NO NO

Sutter Creek CA <noreply@civicplus.com>
Reply-To: dpcampoy@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sat, Mar 7, 2026 at 10:00 AM

Submitted on Sat, 03/07/2026 - 10:00 AM

Submitted by: Anonymous

Submitted values are:

First Name

Donna

Last Name

Campoy

229

Section 12, Item 1.

Email

dpcampoy@gmail.com

Question/Comment

I am not in favor of a marijuana dispensary in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 9:12 AM

Reply-To: kasandragraham02@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 9:12 AM

Submitted by: Anonymous

Submitted values are:

First Name

Kasandra

Last Name

Graham

Email

kasandragraham02@gmail.com

Question/Comment

I disagree with putting a place in Like that because it can cause your driving ability to cause a accident and hurt someone else so we are gonna keep fighting for are rights till we are heard thank u

Sutter Creek CA <noreply@civicplus.com>

Sat, Mar 7, 2026 at 10:09 AM

Reply-To: mneuinteriors@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Sat, 03/07/2026 - 10:09 AM

Submitted by: Anonymous

Submitted values are:

First Name

[Quoted text hidden]



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

9 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: wickeditaly@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 1:37 PM

Submitted on Fri, 03/06/2026 - 1:37 PM

Submitted by: Anonymous

Submitted values are:

First Name

Stacey

Last Name

Wickware

Emailwickeditaly@gmail.com**Question/Comment**

I have just been made aware of the 3-2 vote to bring a marijuana dispensary to Sutter Creek. Myself and my neighbors are AGAINST this decision and angry that the public has not had an opportunity to weigh in by voting themselves. As a retired teacher, I can tell you first hand that easy access to dispensaries is detrimental to student safety. And I completely understand the argument that it is only for those of age with a prescription from a doctor, and that medical prescription is as easy as snapping my fingers to get. We are well aware of the loopholes our young people can find. Trust me. In addition, our property values will suffer, like they have in Calaveras county. Not to mention the impact on policing high drivers, which is already an issue even without a dispensary. And, the CBD shop we already have plans to petition to be able to sell THC products themselves if this truly does happen. Please put your residents first and explore different avenues of tax revenue. There are many. This is the wrong move and many are prepared to reflect that in their votes for whomever votes yes.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: stevedreese1965@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 3:55 PM

Section 12, Item 1.

Submitted on Fri, 03/06/2026 - 3:55 PM

Submitted by: Anonymous

Submitted values are:

First Name

Stephen

Last Name

Reese

Email

stevedreese1965@gmail.com

Question/Comment

No dispensary in Amador county

Sutter Creek CA <noreply@civicplus.com>
Reply-To: soxdutchess@gmail.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 2:40 PM

Submitted on Fri, 03/06/2026 - 2:39 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peggy R

Last Name

Scott

Email

soxdutchess@gmail.com

Question/Comment

I would Vote No on the marijuana store. This will down grade the town and will bring in the wrong type of tourist.
what we need is the the center line line painted on gopher flat road to prevent accidents.
thank you,

Sutter Creek CA <noreply@civicplus.com>
Reply-To: bcomnes@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Fri, Mar 6, 2026 at 7:34 AM

Submitted on Fri, 03/06/2026 - 7:34 AM

Submitted by: Anonymous

Submitted values are:

First Name

Brian

Last Name

Comnes

Email

232

bcomnes@yahoo.com

Section 12, Item I.

Question/Comment

Council

Consider that the revenue from Embarc may be attractive to some , there is a strong likelihood that you will be creating upward pressure on the cost of all local governments in the County. A Colorado study showed a negative cost benefit ratio of 4.5 to 1. Check it out! <https://drugprevent.org.uk/ppp/2023/10/new-colorado-report-cost-of-marijuana-legalization-far-outweighs-tax-revenues/>

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 3:51 PM

Reply-To: richmurphy311@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 3:51 PM

Submitted by: Anonymous

Submitted values are:

First Name

Richard

Last Name

Murphy

Emailrichmurphy311@gmail.com**Question/Comment**

No Dispensary in Sutter Creek.

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 5:35 PM

Reply-To: jbshaw5@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 5:35 PM

Submitted by: Anonymous

Submitted values are:

First Name

Janet

Last Name

Shaw

Emailjbshaw5@gmail.com**Question/Comment**

I do not think a dispensary in Sutter Creek is the right location nor the right look for Sutter Creek. Let people go to Calaveras County for what they need

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 2:54 PM

Reply-To: bekyantonini@yahoo.com

To: pcaronongan@cityofsuttercreek.org

233

Section 12, Item 1.

Submitted on Fri, 03/06/2026 - 2:54 PM

Submitted by: Anonymous

Submitted values are:

First Name

Becky

Last Name

Antonini

Email

beckyantoinini@yahoo.com

Question/Comment

I definitely do not want a Marijuana Dispensary in Sutter Creek ca. not now not ever PLEASE reconsider our kids and young adults will think well this must be ok to do drugs they have a store selling it . PLEASE again don't promote such a thing lives are more important than the money you could ever earn from this .

Thank you

Becky Antonini

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 9:00 AM

Reply-To: ncalzado02@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 9:00 AM

Submitted by: Anonymous

Submitted values are:

First Name

Nikko

Last Name

Calzadilla

Email

ncalzado02@gmail.com

Question/Comment

This small community definitely does NOT need a dispensary! This ain't your grandmas weed! These weed vapes contain 80% THC potency and it's addicting! Take it from me who couldn't admit I had a problem but I would get cravings, shaky, and moody when I didn't have a vape pen on me!! Stand up and SAY NO for your children! Such high THC STUNTS growth of the frontal cortex (decision making part of the brain) as it doesn't fully develop until AT LEAST age 25. If you're a parent, guardian, or grown up that uses CBD/THC for pain management, please consider going into Sacramento instead for your necessities. The County's children DON'T need this 🙏!

Sutter Creek CA <noreply@civicplus.com>

Fri, Mar 6, 2026 at 3:59 PM

Reply-To: kelseymwalling@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Fri, 03/06/2026 - 3:59 PM

Submitted by: Anonymous

Submitted values are:

234

First Name

Kelsey

Last Name

Walling

Email

kelseymwalling@gmail.com

Question/Comment

I am in favor for a dispensary in Sutter Creek. It is regulated the same as alcohol. If we have bars, we can have one dispensary in town. This will not create a problem for us. It is legal, regulated and appropriate. Thank you.



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

2 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: pegr300@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sun, Mar 8, 2026 at 1:51 PM

Submitted on Sun, 03/08/2026 - 1:51 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peggy

Last Name

Heffington

Email

pegr300@gmail.com

Question/Comment

I was Born and raised in Sutter Creek and what you are trying to do by allowing a marijuana dispensary would be an absolute travesty to the city I love. No NoNo!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: deanbender53@gmail.com
To: pcaronongan@cityofsuttercreek.org

Sun, Mar 8, 2026 at 6:29 AM

Submitted on Sun, 03/08/2026 - 6:29 AM

Submitted by: Anonymous

Submitted values are:

First Name

Dean

Last Name

Bender

Email

deanbender53@gmail.com

Question/Comment

NO DISPENSARY IN SUTTER CREEK!



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

4 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: goldenchaindaffodils@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 1:25 PM

Submitted on Thu, 03/05/2026 - 1:25 PM

Submitted by: Anonymous

Submitted values are:

First Name

Kristina

Last Name

Hermanson

Email

goldenchaindaffodils@yahoo.com

Question/Comment

I strongly DISAGREE with efforts by the city to bring a cannabis dispensary to Sutter Creek. Sutter Creek has cultivated the distinguished reputation as the "gem of the Motherlode" by being a charming town with a small, caring community. In the past, our children, our teachers, local businesses, senior citizens and public safety have been the common goal of the community. I never take for granted how lucky I am to live in Sutter Creek.

Please do not sell out our community for the sake of tax revenue. While the tax revenue may help the budget, I feel it will come at an even greater cost to our community.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: goldenchaindaffodils@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 1:25 PM

[Quoted text hidden]

Sutter Creek CA <noreply@civicplus.com>
Reply-To: ella@volcano.net
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 9:12 PM

Submitted on Thu, 03/05/2026 - 9:12 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ella

Last Name

Bender

Email

ella@volcano.net

Section 12, Item I.

Question/Comment

Please do not allow a dispensary in Sutter Creek. My husband and I do not want it in the city or county.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: anne_puck@hotmail.com
To: pcaronongan@cityofsuttercreek.org

Thu, Mar 5, 2026 at 6:04 PM

Submitted on Thu, 03/05/2026 - 6:04 PM

Submitted by: Anonymous

Submitted values are:

First Name

Anne

Last Name

Puckett

Email

anne_puck@hotmail.com

Question/Comment

Please NO dispensary in Sutter Creek. NO!!
Thank you



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Fwd: NO VOTE - Cannabis Dispensary

----- Forwarded message -----

From: <rich@centralsierra.net>

Date: Tue, Mar 10, 2026 at 11:29 AM

Subject: NO VOTE - Cannabis Dispensary

To: Claire Gunselman <cgunselman@cityofsuttercreek.org>, <sfeist@cityofsuttercreek.org>, <jswift@cityofsuttercreek.org>, <driordan@cityofsuttercreek.org>, <jsierk@cityofsuttercreek.org>, <Tdubois@cityofsuttercreek.org>

I understand one of the Council's primary responsibilities is fiscal, however, to put money ahead of health, safety and quality is not ok. Below are some research/concerns:

- It has been proven that THC can greatly increase or eliminate the effects of common medicines such as high blood pressure etc...
- Significant mental health risks to those under 25 due to high levels of THC, the intoxicating ingredient.
 - In the 70's the potency was 2-4%, today certain products are up to 90%.
- Accidental poisoning from CBD gummies by infants and small children who mistake them for candy.
- Although the legal age to purchase cannabis products is 21, 18-20 year olds can get a medicinal marijuana card via an online interview with a doctor and within minutes the card is immediately emailed to them.
 - Unlike a recreational use for 21 and overs who are limited to 1oz per day, 18-20's with a medical card can get up to 8oz per day.
- Since most credit cards (Visa, MasterCard, American Express and Discover) operate under federal oversight and because it is still federally illegal to purchase cannabis products, would make this mostly a **cash-based** business. So, one should ask, how much are they (dispensary) going to really record (as far as the excise tax or the sales tax) to the state?
- Sheriff Redman and DA Riebe are against this. We are also speaking with American Legion Ambulance, CHP, Probation and Jackson PD for their input.

If the City Council really supports the statement, "the long-term **health, safety, and quality** of life in Sutter Creek will remain the primary consideration as you move through this evaluation process" then a **NO VOTE** is a must.

I'm not one that often says 'Not in My Backyard' but in this case, being that Embarc is looking at a location in Sutter Hill, it would literally be in our backyard.

The word on the street, for the most part when discussed with Amador County residence and others is: What is Sutter Creek thinking? Sutter Creek has it really going on as far as businesses and they are really considering a dispensary? Not a good look!

Sincerely,

Richard & Tracie Murphy



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

4 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: brusatori71@icloud.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:15 PM

Submitted on Tue, 03/10/2026 - 2:15 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ray and Barbara

Last Name

Brusatori

Email

brusatori71@icloud.com

Question/Comment

Please do not approve the marijuana dispensary in beautiful, historic Sutter Creek.
Thank you

Sutter Creek CA <noreply@civicplus.com>
Reply-To: rayjayde08@gmail.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:33 PM

Submitted on Tue, 03/10/2026 - 2:33 PM

Submitted by: Anonymous

Submitted values are:

First Name

Rayanne

Last Name

240

Foyil

Email

rayjayde08@gmail.com

Question/Comment

Hello,

I am writing in regards to the discussion of a dispensary in Sutter Creek/Amador County. I am strongly against a dispensary anywhere near my home of Sutter Creek. I am 26 years old, attended Amador High School and have family in the county. We have children much too close in the Elementary and High Schools to the current CBD location where talks of turning this into a dispensary have been had. I find this unacceptable regarding the close location of the schools and children walking to schools. The attention a dispensary would bring from non-locals outside the county is a concern for our young people MUCH too close to their homes, schools, and communities. It is statistically known that locations where dispensaries have been placed see an increase in crime. Our historic charm and quaint neighborhoods do not want ANY disturbance from those seeking marijuana/products from the dispensary who may see our quiet life, and an opportunity to do harm. We have businesses leaving out their patio chairs, signs, flowers, etc. without fear of it being stolen or misused because we respect each other in our small town. Allowing a variety of drug seeking people to have a reason to enter Sutter Creek/Amador County for reasons other than enjoying our historic city, creates true concerns for myself and my family regarding the negative impacts that undoubtedly are a major concern. Although marijuana is legal in California and I am not opposed to dispensaries in general - I understand the money profit business side - what we value more should be the quality of life in our communities, undisturbed by the harmful impacts dispensaries have on communities, as evidenced by other communities who have already faced these negative impacts.

I urge you to please hear the voices of the people who live and love Sutter Creek. The people who have roots here, young children, families who DO NOT want a lesser quality of life related to the negativity associated with crime and drug seeking individuals that a dispensary brings.

Myself and my loved neighbors in Sutter Creek have shared values in this community of care for the historic charm, small town atmosphere, and respect for our people. I know I do not speak for only myself when I say no to the Marijuana Dispensary Project.

Do your due diligence to our home, our people, and our future by choosing us over money, choosing us over a profit, choosing us over a business deal, choosing us over any reason you have that is self-serving to a minority and not the majority.

I urge you to Stop this project. Do not allow our city to be run down and grossly changed to benefit those who would come from all over to NOT care for the community. I see it as a stain on Sutter Creek - not only our history but also our present and future.

Listen to those who care for our home.

STOP this please, I urge you to hear and see clearly.

Thank you for your time,

Rayanne Foyil

Sutter Creek Community Member & Generational Family Member of Amador County

Sutter Creek CA <noreply@civicplus.com>

Reply-To: peterbarros99@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:47 PM

Submitted on Tue, 03/10/2026 - 2:47 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peter

Last Name

241

Barros

Email
peterbarros99@yahoo.com

Question/Comment
I wanted to express disapproval in the project to open a dispensary in Sutter Creek. Thank you for your consideration!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: toddinator98@gmail.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 3:50 PM

Submitted on Tue, 03/10/2026 - 3:50 PM

Submitted by: Anonymous

Submitted values are:

First Name
Cullen

Last Name
Todd

Email
toddinator98@gmail.com

Question/Comment
I would like to note my support for the marijuana dispensary project in Sutter Creek. Many residents already use marijuana products for medicinal and personal reasons with the nearest dispensary being 30-40 minutes away in San Andreas. A dispensary in the city of Sutter Creek would greatly benefit its citizens and be a great source of revenue from taxation.



Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Webform submission from: Contact City Council

11 messages

Sutter Creek CA <noreply@civicplus.com>
Reply-To: brusatori71@icloud.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:15 PM

Submitted on Tue, 03/10/2026 - 2:15 PM

Submitted by: Anonymous

Submitted values are:

First Name

Ray and Barbara

Last Name

Brusatori

Email

brusatori71@icloud.com

Question/Comment

Please do not approve the marijuana dispensary in beautiful, historic Sutter Creek.
Thank you

Sutter Creek CA <noreply@civicplus.com>
Reply-To: rayjayde08@gmail.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:33 PM

Submitted on Tue, 03/10/2026 - 2:33 PM

Submitted by: Anonymous

Submitted values are:

First Name

Rayanne

Last Name

Foyil

Email

rayjayde08@gmail.com

Question/Comment

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Sutter Creek Community Member & Generational Family Member of Amador County

Sutter Creek CA <noreply@civicplus.com>

Reply-To: peterbarros99@yahoo.com

To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 2:47 PM

Submitted on Tue, 03/10/2026 - 2:47 PM

Submitted by: Anonymous

Submitted values are:

First Name

Peter

Last Name

244

Barros

Email

peterbarros99@yahoo.com

Question/Comment

I wanted to express disapproval in the project to open a dispensary in Sutter Creek. Thank you for your consideration!

Sutter Creek CA <noreply@civicplus.com>

Reply-To: toddinator98@gmail.com

To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 3:50 PM

Submitted on Tue, 03/10/2026 - 3:50 PM

Submitted by: Anonymous

Submitted values are:

First Name

Cullen

Last Name

Todd

Email

toddinator98@gmail.com

Question/Comment

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Sutter Creek CA <noreply@civicplus.com>

Reply-To: nathangodde3@gmail.com

To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 4:33 PM

Submitted on Tue, 03/10/2026 - 4:33 PM

Submitted by: Anonymous

Submitted values are:

First Name

Nathan

Last Name

Godde

Email

nathangodde3@gmail.com

Question/Comment

NO

Sutter Creek CA <noreply@civicplus.com>

Tue, Mar 10, 2026 at 5:16 PM

Reply-To: vaninkar@gmail.com

To: pcaronongan@cityofsuttercreek.org

Submitted on Tue, 03/10/2026 - 5:16 PM

Submitted by: Anonymous

Submitted values are:

First Name

James

Last Name

Travnikar

Email

vaninkar@gmail.com

Question/Comment

I am writing to formally express my support for the proposed Embarc Dispensary seeking to open in our town. As a local resident, I believe this establishment will be a positive addition to our community for several reasons:

Economic Growth: The shop will provide much-needed tax revenue that can be reinvested into our local infrastructure, schools, and public services.

Job Creation: Opening a new business creates local employment opportunities for residents.

Safety & Regulation: Embarc has a reputation for professional, highly regulated, and secure operations. Having a licensed shop locally ensures residents have access to tested products in a safe environment rather than relying on unregulated sources.

Community Vitality: Filling vacant storefronts with vibrant, well-managed businesses helps improve our local economy and encourages further investment in the area.

I urge the Council to approve the necessary permits for Embarc Dispensary to move forward. Thank you for your time and for your service to our city.
Best regards,

Tue, Mar 10,

Section 12, Item I.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: seyboldtfamily@comcast.net
To: pcaronongan@cityofsuttercreek.org

Submitted on Tue, 03/10/2026 - 7:46 PM

Submitted by: Anonymous

Submitted values are:

First Name

Chris

Last Name

Seyboldt

Email

seyboldtfamily@comcast.net

Question/Comment

Our family is not in favor of a dispensary in Sutter Creek. We do not need the additional sales tax revenue that bad

Sutter Creek CA <noreply@civicplus.com>
Reply-To: carly.stevens333@gmail.com
To: pcaronongan@cityofsuttercreek.org

Tue, Mar 10, 2026 at 9:45 PM

Submitted on Tue, 03/10/2026 - 9:45 PM

Submitted by: Anonymous

Submitted values are:

First Name

Carly

Last Name

Prince

Email

carly.stevens333@gmail.com

Question/Comment

NO on the Marijuana Project in Sutter Creek!

Sutter Creek CA <noreply@civicplus.com>
Reply-To: cabean03@yahoo.com
To: pcaronongan@cityofsuttercreek.org

Submitted on Tue, 03/10/2026 - 10:18 PM

Submitted by: Anonymous

Submitted values are:

First Name

Mindy

Last Name

Newton

Email

cabean03@yahoo.com

Question/Comment

Dear Sutter Creek City Council Members,

I am writing today to implore you to vote NO on changing the city ordinance against commercial cannabis dispensaries. Sutter Creek has often been called the "Jewel of the Motherlode". A jewel is a precious stone - rare, beautiful, polished and highly valued. Words that perfectly capture how I feel about my hometown. I couldn't wait to move back and raise my children here when the opportunity arose. Sutter Creek is a town full of history, charm, class and most of all, a sense of community that feels like an extended family.

When we moved back to Sutter Creek our children were in elementary school and couldn't believe this newfound sense of community and freedom they were experiencing. Our son, who wasn't allowed to walk the 7 blocks home from school in Sacramento, was now allowed to walk downtown after school with friends and to his basketball practice because Sutter Creek has always been known for being SAFE and we were comfortable knowing what a small and caring community we lived in. We proudly invite out of town friends to Sutter Creek and they are always impressed with how clean, quaint, beautiful and friendly our town is.

A commercial cannabis dispensary is the OPPOSITE of what Sutter Creek represents.

Where Sutter Creek once stood for safety, families, class and community, a commercial cannabis dispensary opens the door for increased crime and a community that is no longer focused on a family-friendly environment, historical preservation or local community sense of belonging. While it is understandable as a council you are tasked with exploring revenue generating opportunities, I ask you, at what cost are you willing to entertain this idea? At the cost of losing the jewel-like reputation and legacy Sutter Creek has long had, which drives the tourism we currently have? Will potential revenue at the dispensary offset the lost revenues of boutiques and restaurants when tourism takes a turn when Sutter Creek no longer has the appeal it once did? At the cost of safety and example for the children of the community?

While this may only be considered a "pilot" program, once the door has been opened it will be nearly impossible to shut and will have long term consequences. If the city is so desperate for cannabis revenue and decides they must allow a dispensary, why would you not seek out working with the other two similar type shops that are counter to the image of Sutter Creek that are already established? Wouldn't that make more sense to work with current storefronts rather than bring in a chain retail store from out of the area?

Lastly, it is my understanding the proposed location of the Embarc dispensary would be near Sutter Hill. While I appreciate it would be kept out of the historic downtown, I am concerned at its close proximity to the future Valley View Commons development that is slated to include 46 housing units, with 35 designated ur

for people experiencing homelessness or chronic homelessness with behavioral health challenges. How safe will the 4 way intersection be if any of the find themselves walking to/from the dispensary to help with their behavioral health challenges? Ridge Road and that intersection are already frequent accidents and putting a dispensary near there would likely have a significant impact on community safety and need for police and emergency resources.

Section 12, Item 1.

I believe each of you serve with the intent to improve our community and truly appreciate the time, dedication and personal sacrifice you give to your position of service. Thank you for taking the time to read this email and consider my words.

Sincerely,

Mindy Newton

Sutter Creek CA <noreply@civicplus.com>
Reply-To: aimee0128@gmail.com
To: pcaronongan@cityofsuttercreek.org

Wed, Mar 11, 2026 at 7:30 AM

Submitted on Wed, 03/11/2026 - 7:29 AM

Submitted by: Anonymous

Submitted values are:

First Name

Aimee

Last Name

foyl

Email

aimee0128@gmail.com

Question/Comment

Absolutely not - it's what sets apart Calaveras and amador county.

Sutter Creek CA <noreply@civicplus.com>
Reply-To: tzryan55@gmail.com
To: pcaronongan@cityofsuttercreek.org

Wed, Mar 11, 2026 at 7:43 AM

Submitted on Wed, 03/11/2026 - 7:43 AM

Submitted by: Anonymous

Submitted values are:

249

Section 12, Item 1.

First Name

Teresa

Last Name

Ryan

Email

tzryan55@gmail.com

Question/Comment

This is the question everyone is asking: Approximately how much money does the city expect to get annually in tax revenue from Embarc?

Pam Caronongan <pcaronongan@cityofsuttercreek.org>

Fwd: Webform submission from: Contact City Council2 messages

Submitted on Tue, 03/10/2026 - 10:18 PM

Submitted by: Anonymous

Submitted values are:

First Name

Mindy

Last Name

Newton

Emailcabean03@yahoo.com**Question/Comment**

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