



City Council Meeting Agenda

Monday, July 21, 2025 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

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

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. [Amador County Assessor](#)

[Presentation of 2024-25 Assessor Data.](#)

B. AWA Update on Rate Study and Tanner Water Treatment Plant Capacity

Presentation by Larry McKenney

C. [Updates on Bike route to Amador City and on Amador Trail Stewardship](#)

[Presentation](#)

6. Approval of Minutes

A. [City Council Minutes of June 30, 2025](#)

[Recommendation: By motion approve minutes as presented.](#)

7. Consent Agenda

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

A. [Appointing New Members of the Design Review Committee](#)

[Approve Resolution Appointing New Members to the Design Review Committee](#)

B. [Central San Joaquin Valley Risk Management Authority JPA Agreement Update](#)

[Approve minor, annual updates to the CSJVRMA JPA and corresponding resolution](#)

8. Ordinances and Public Hearing

9. Administrative Agenda

A. [Weed Abatement Operation Plans](#)

[Report for update and discussion on enforcing the new Weed Abatement Ordinance](#)

B. [Fire Safety](#)

[Information report for discussion and feedback](#)

C. [Renting City Facilities](#)

[Report for information and discussion](#)

10. Mayor and Council Member Reports

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

11. City Attorney's Report

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

12. Future Agenda Items

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

13. Information and Correspondence

- A. [June 2025 Treasurer Report](#)
- B. [June 2025 Finance Department Report](#)
- C. [June 2025 Revenues and Expenditures vs Budget](#)
- D. [June 2025 Cash Report](#)
- E. [June 2025 City Clerk Report](#)
- F. [June 2025 Marketing Report](#)
- G. [June 2025 Planning Department Report](#)
- H. [June 2025 Public Works Report](#)
- I. [June 2025 City Engineering Report](#)

14. Closed Session

- A. Conference with Labor Negotiator
Pursuant to Government Code Section 54957.6
Agency Negotiator: Tom DuBois, City Manager
Employee Organizations: Sutter Creek POA

15. Report from Closed Session

16. Adjournment

The next regularly scheduled meeting is August 18, 2025.

ASSESSED VALUES
AMADOR COUNTY ASSESSOR
 2007 - 2025

	<u>lone</u>		<u>Sutter Creek</u>		<u>Jackson</u>		<u>Plymouth</u>	
		<u>% change</u>		<u>% change</u>		<u>% change</u>		<u>% change</u>
2007	350,038,761		277,423,992		474,931,302		69,902,004	
2008	373,607,261	6.73%	302,329,328	8.98%	483,899,984	1.89%	75,107,287	7.45%
2009	318,338,789	-14.79%	299,713,729	-0.87%	475,546,598	-1.73%	74,931,766	-0.23%
2010	302,956,994	-4.83%	287,840,947	-3.96%	460,442,664	-3.18%	72,540,018	-3.19%
2011	279,919,490	-7.60%	281,420,182	-2.23%	439,837,902	-4.47%	71,169,132	-1.89%
2012	271,870,732	-2.88%	271,507,406	-3.52%	424,726,858	-3.44%	68,760,871	-3.38%
2013	286,575,411	5.41%	279,827,576	3.06%	419,508,577	-1.23%	68,831,003	0.10%
2014	317,639,424	10.84%	286,123,340	2.25%	428,651,932	2.18%	72,841,723	5.83%
2015	331,897,619	4.49%	294,135,797	2.80%	459,255,807	7.14%	74,232,134	1.91%
2016	347,456,163	4.69%	308,989,037	5.05%	497,981,880	8.43%	78,930,588	6.33%
2017	381,735,484	9.87%	321,327,405	3.99%	518,996,631	4.22%	83,538,670	5.84%
2018	404,600,186	5.99%	338,037,970	5.20%	527,355,775	1.61%	100,799,379	20.66%
2019	456,028,449	12.71%	356,800,975	5.55%	554,802,917	5.20%	120,126,255	19.17%
2020	507,235,770	11.23%	372,113,205	4.29%	578,198,854	4.22%	131,391,595	9.38%
2021	543,469,099	7.14%	384,186,782	3.24%	596,860,427	3.23%	146,412,376	11.43%
2022	625,397,105	15.08%	411,644,872	7.15%	632,717,651	6.01%	154,120,815	5.26%
2023	705,592,862	12.82%	434,550,697	5.56%	657,036,008	3.84%	179,169,310	16.25%
2024	747,743,809	5.97%	453,842,490	4.44%	684,284,600	4.15%	187,686,378	4.75%
2025	789,440,657	5.58%	469,039,184	3.35%	713,180,958	4.22%	206,326,919	9.93%
from 2008-2025		111.30%		55.14%		47.38%		174.71%
% Increase from low:		190.37%		72.75%		67.92%		200.06%
Percent of county		11.16%		6.63%		10.08%		2.92%

ASSESSED VALUES AMADOR COUNTY 2007 - 2025

<u>Amador City</u>		<u>Unincorporated</u>		<u>County</u>		<i>County</i>	Residences	
	<i>% change</i>		<i>% change</i>		<i>% change</i>	<i>Cumulative</i>	<u>Primary</u>	<u>Total</u>
						<i>Change</i>		
22,890,754		3,214,042,233		4,409,229,046				
24,377,734	6.50%	3,446,352,668	7.23%	4,705,674,262	6.72%	2008		
23,601,615	-3.18%	3,394,575,651	-1.50%	4,586,708,148	-2.53%	2009		
23,185,604	-1.76%	3,263,285,324	-3.87%	4,410,251,551	-3.85%	2010		
22,556,839	-2.71%	3,144,292,311	-3.65%	4,239,195,856	-3.88%	2011		
21,820,956	-3.26%	3,099,413,577	-1.43%	4,158,100,400	-1.91%	2012	-11.64%	
22,046,993	1.04%	3,133,134,727	1.09%	4,209,924,287	1.25%	2013	-10.54%	
22,549,078	2.28%	3,182,213,196	1.57%	4,310,018,693	2.38%	2014	-8.41%	
24,804,236	10.00%	3,275,333,019	2.93%	4,459,658,612	3.47%	2015	-5.23%	
26,315,968	6.09%	3,371,973,413	2.95%	4,631,647,049	3.86%	2016	-1.57%	
28,270,505	7.43%	3,501,849,463	3.85%	4,835,718,158	4.41%	2017	2.76%	
30,288,004	7.14%	3,653,132,068	4.32%	5,054,213,382	4.52%	2018	7.41%	
29,401,962	-2.93%	3,775,066,921	3.34%	5,292,227,479	4.71%	2019	12.46%	#REF!
31,543,541	7.28%	3,882,695,488	2.85%	5,503,178,453	3.99%	2020	16.95%	0
32,952,559	4.47%	4,034,310,508	3.90%	5,738,191,751	4.27%	2021	21.94%	N/A
34,570,306	4.91%	4,287,180,501	6.27%	6,145,631,250	7.10%	2022	30.60%	8587
38,477,939	11.30%	4,546,162,629	6.04%	6,560,989,445	6.76%	2023	39.43%	8445
39,623,042	2.98%	4,682,180,775	2.99%	6,795,361,094	3.57%	2024	44.41%	8431
40,405,286	1.97%	4,855,793,301	3.71%	7,074,186,305	4.10%	2025	50.33%	8293
	65.75%		40.90%		50.33%			
	85.17%		56.67%		70.13%			
	0.57%		68.64%					

**AMADOR COUNTY
NUMBER OF RESIDENCES
BY CITY AND COUNTY**

2025

	<u>TRA 001</u>	<u>PRIMARY</u>	<u>TOTAL</u>	
2021	Amador City	44		
2022	Amador City	45	95	
2023	Amador City	43	95	0.00%
2024	Amador City	45	95	0.00%
2025	Amador City	45	96	1.05%
2026	Amador City			

	<u>TRA 005</u>	<u>PRIMARY</u>	<u>TOTAL</u>	
	lone	1,071	1,730	
	lone	1,113	1,821	5.26%
	lone	1,134	1,982	8.84%
	lone	1,155	2,014	1.61%
	lone	1,153	2,067	2.63%
	lone			

	<u>TRA 003</u>	<u>PRIMARY</u>	<u>TOTAL</u>	
2021	Plymouth	212		
2022	Plymouth	216	364	
2023	Plymouth	226	386	6.04%
2024	Plymouth	226	391	1.30%
2025	Plymouth	230	418	6.91%
2026	Plymouth			

	<u>TRA 002</u>	<u>PRIMARY</u>	<u>TOTAL</u>	
	Jackson	944		
	Jackson	950	1,505	
	Jackson	942	1,516	0.73%
	Jackson	935	1,515	-0.07%
	Jackson	923	1,523	0.53%
	Jackson			

	<u>TRA 004</u>	<u>PRIMARY</u>	<u>TOTAL</u>	
2021	Sutter Creek	550		
2022	Sutter Creek	544	966	
2023	Sutter Creek	531	974	0.83%
2024	Sutter Creek	528	974	0.00%
2025	Sutter Creek	523	977	0.31%
2026	Sutter Creek			

		<u>PRIMARY</u>	<u>TOTAL</u>	
2021	Total County	N/A	14,975	0.15%
2022	Total County	8,587	15,128	1.02%
2023	Total County	8,445	15,434	2.02%
2024	Total County	8,431	15,483	0.32%
2025	Total County	8,293	15,624	0.91%
2026	Total County			

		<u>PRIMARY</u>	<u>TOTAL</u>	
	Unincorporated	N/A	N/A	
	Unincorporated	5,719	10,377	
	Unincorporated	5,569	10,481	1.00%
	Unincorporated	5,542	10,494	0.12%
	Unincorporated	5,419	10,543	0.47%
	Unincorporated			

Total is TRA and USE CODE of RI
 Primary is TRA and HOMEOWNER EXEMPTION = Y

**AMADOR COUNTY ASSESSOR
SINGLE FAMILY RESIDENCES
BY CITY AND COUNTY
2025**

<u>Area</u>	<u>PRIMARY RESIDENCES</u>	<u>% CHANGE IN # OF PRIMARY RESIDENCES</u>	<u>TOTAL RESIDENCES</u>	<u>% CHANGE IN # OF RESIDENCES 2024 - 2025</u>
Total County	8,293	-1.64%	15,624	2.02%
Unincorporated	5,419	-2.22%	10,543	1.00%
Ione	1,153	-0.17%	2,067	2.63%
Jackson	923	-1.28%	1,523	0.53%
Sutter Creek	523	-0.95%	977	0.31%
Plymouth	230	1.77%	418	6.91%
Amador City	45	0.00%	96	1.05%

Amador City/ Sutter Creek Bicycle & Pedestrian Improvement Project

Draft Conceptual Plan 12/13/24 Completed by ACTC staff



AMADOR CITY-Segment 1

Image 1-Downtown Amador City onto Water Steet/Amador Creek Rd.

- BikeStencil- paint bike stencils on Old SR 49 towards Water St.
- BikeStencil- paint bike stencil on Water St. just off Old SR49
- Brochure map & Kiosk-Create and provide trail map and install kiosk

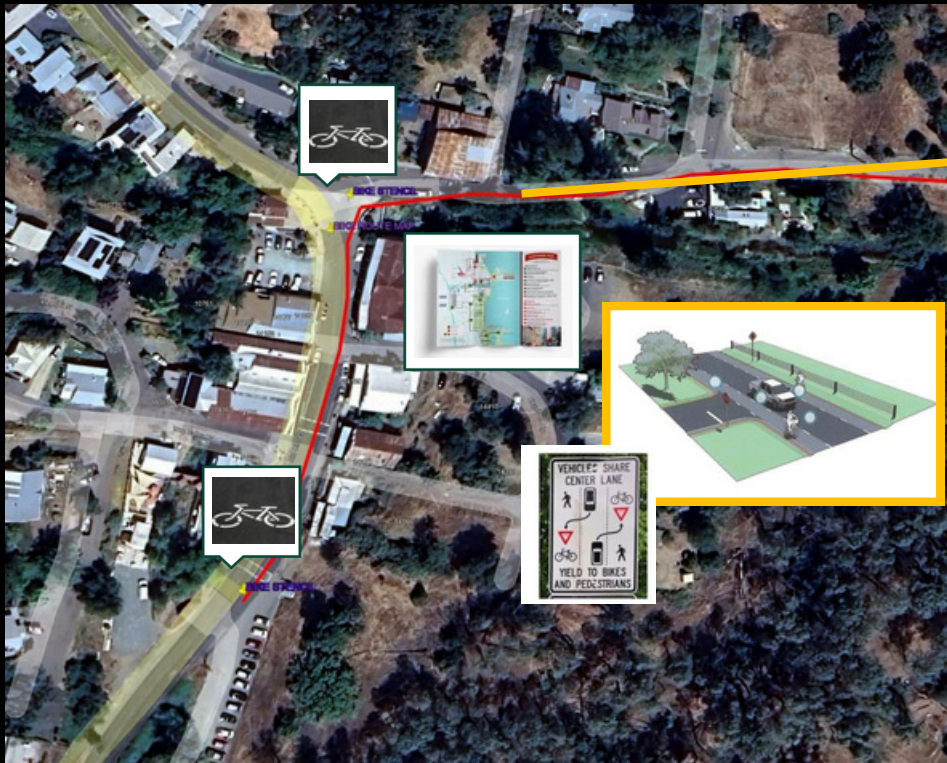
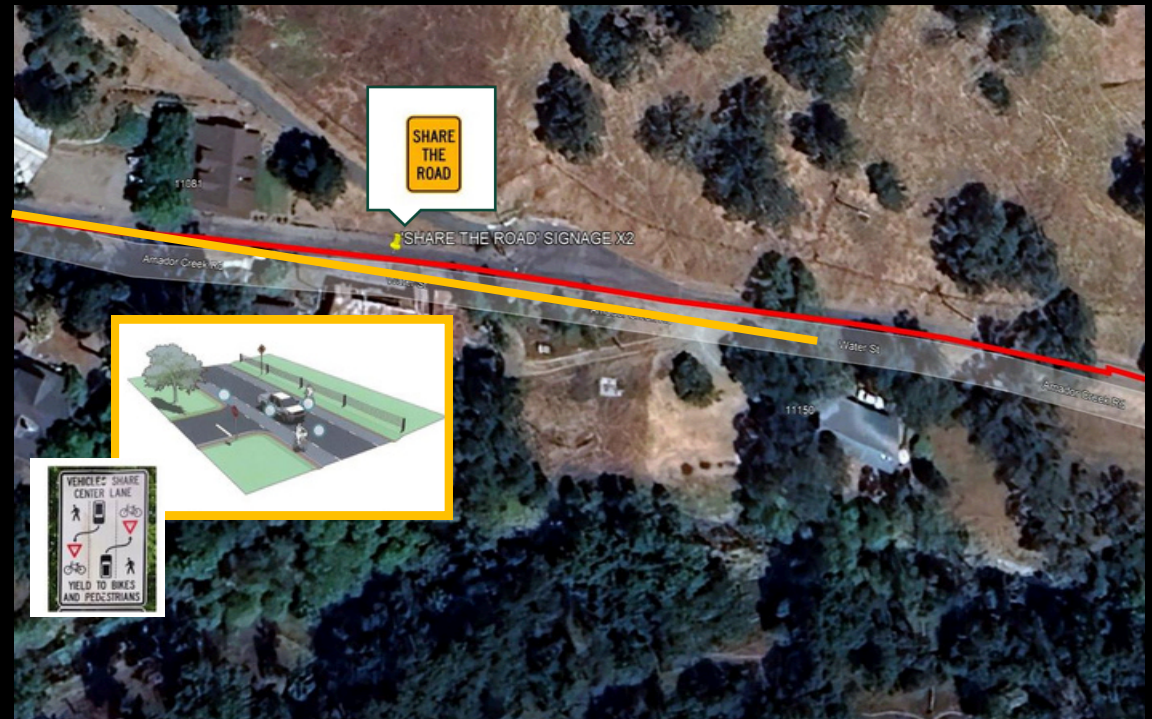


Image2-Water St./Amador Creek Rd. approximately located at Latitude=38°25'16.08"N/ Longitude=120°49'6.51"W

- 'SharetheRoad' signx2—install signs on already existing poles (one in each direction).

Optional AdvisoryShoulder /InstructionalSignage—install Advisory Shoulder (yellow line) along Water St and Amador Creek Road as applicable. and install instructional sign and pole at the entrance of each side of the Advisory Shoulder.



County- Segment 2

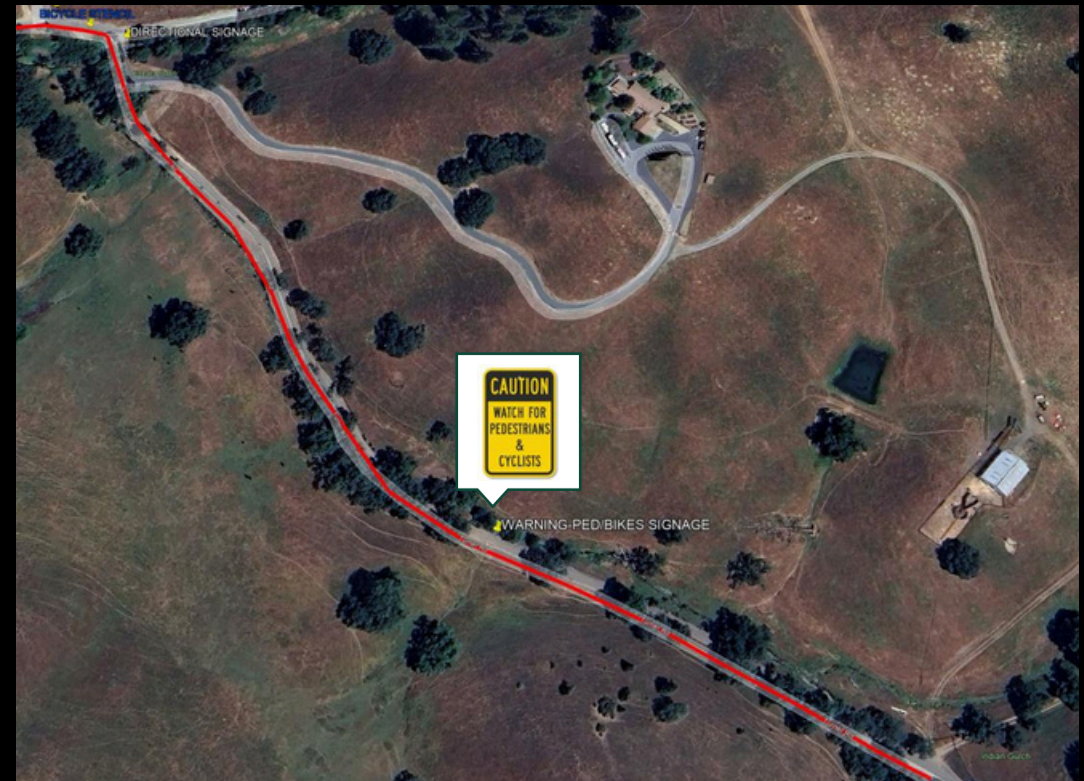
Image 3-Amador Creek Rd. to Turner Rd.

- **Bikestencils**-paintbike stencils on roadway in two(2) locations (approximate locations shown on map)
- **Road/Directional Signage**- County to replace missing Turner Rd sign, city to install directional signage in two(2)locations on existing poles for downtown Amador City, Drytown, and SutterCreek.



Image 4-Turner Rd.

- **Warningped/bikesign**- install warning signage and pole at this approximate location (Latitude=38°25'9.01"N / Longitude=120°48'42.35"W)



County- Segment 2

Image 5- Turner Rd. towards Stringbean Alley/ Amador Rd. intersection

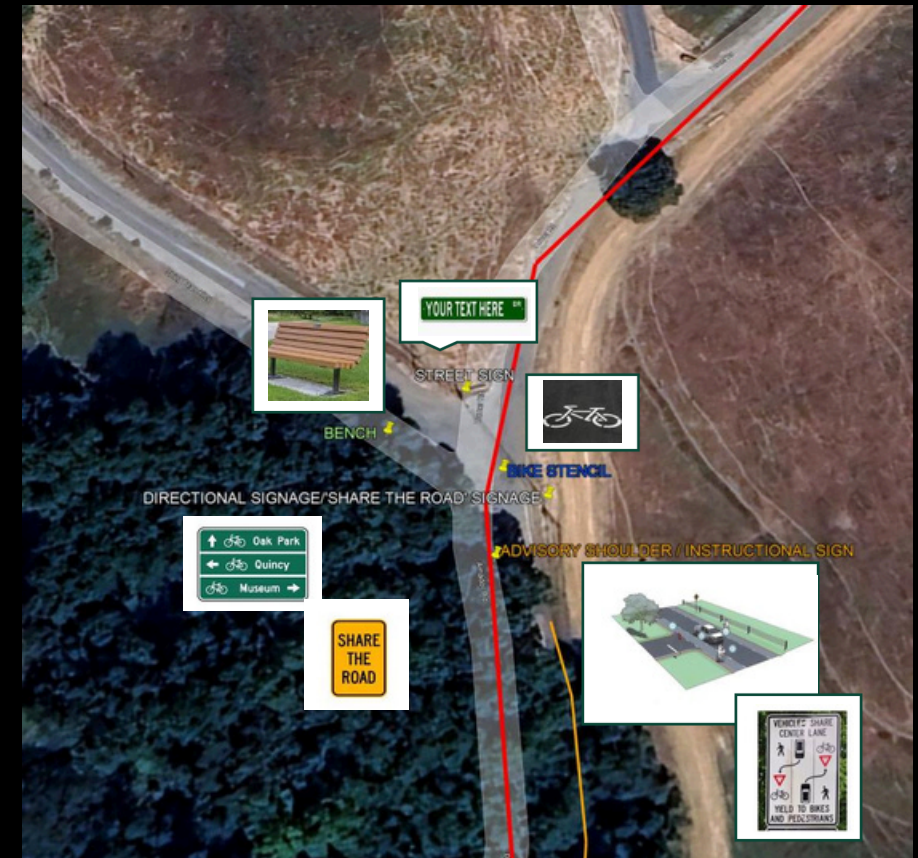
>

Warning ped/bike signage- install warning signage and pole at this approximate location
(Latitude= 38°24'43.41"N /Longitude=120°48'32.27"W)



Image 6-Turner Rd./Stringbean Alley/Amador Rd. intersection

- > Street Sign-County to replace missing streetsign on existing pole
- Bench-install one (1) bench
- Bike Stencil- paint bike stencil on the road heading towards Turner rd.
- Directional/'Share the Road' signage- install signs on existing poles.
- Advisory Shoulder / Instructional Sign- install Advisory Shoulder along Amador Rd. (orange line) and install instructional sign and pole at the entrance of each side of the Advisory Shoulder.



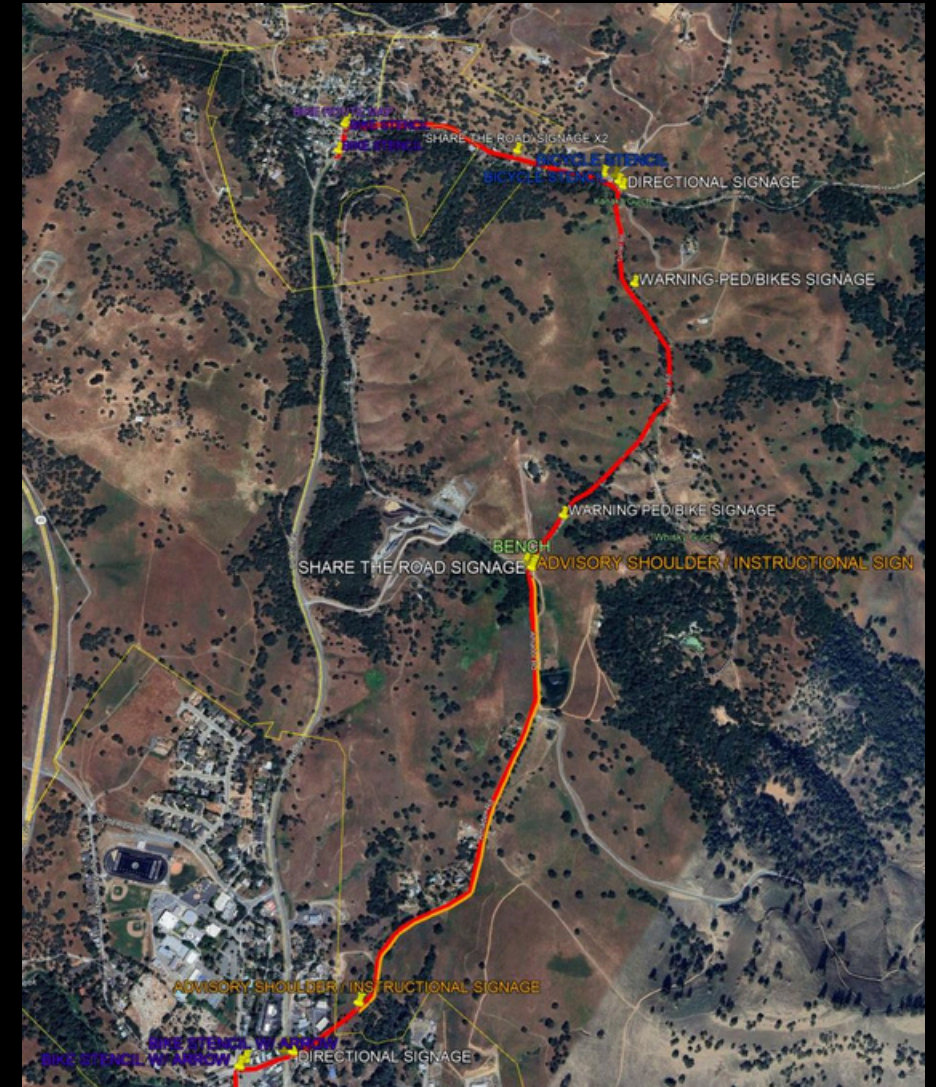
County-Segment 2

Image 7-Amador Rd.

- **AdvisoryShoulder /InstructionalSignage**-install Advisory Shoulder (orange line) along Amador Rd. and install instructional sign and pole at the entrance of each side of the Advisory Shoulder.



Image 8- Overview of Amador City(Segment 1) to County (Segment 2) with city limit boundary lines.



Sutter Creek- Segment 3

Image 9- Amador Rd./Old 49 (yellow)/N. Amelia St.



Bike Stencil—paint bike stencils in two locations (Amador Rd./N. Amelia St.)

Crosswalk w/ Flashing Beacons- install a cross walk with flashing beacons on either side

Directional Signage- Install sign and pole (bike route to downtown Amador City)



Image 10- N. Amelia towards Spanish St.

Bike Stencil w/ Arrow—paint bike stencil with Left directional arrow at N. Amelia stop towards Spanish St.

Bike Stencil w/ Arrow—paint bike stencil with Right directional arrow at Spanish St. stop towards N. Amelia

Bike Route Sign w/ arrow- Bike Route Signage with Right directional arrow from/towards Main St.



Sutter Creek-Segment 3

Image 11- Spanish St. towards Main St.

Bike Route Sign w/ arrow- Bike Route Signage with Right directional arrow towards Main St.

Route Sign w/ arrow- Bike Rute Signage Left directional arrow on Main St. towards Spanish St. (mounted to building)

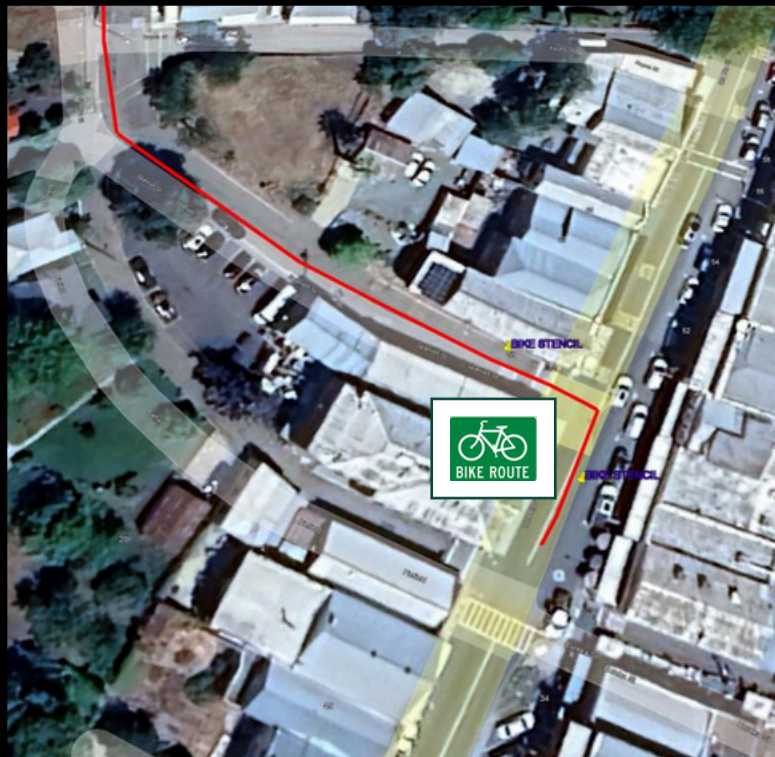
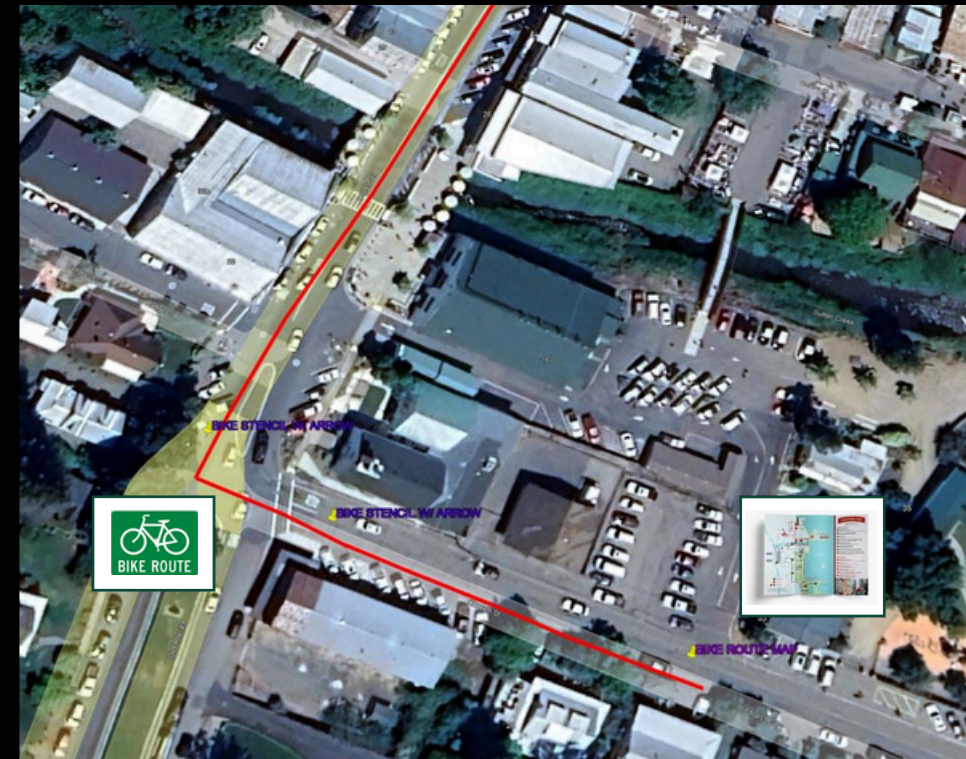


Image 12- Main St. to Church St.

Bike Route Sign w/ arrow- Bike Route Signage with Left directional arrow towards Church St.

Bike Route Sign w/ arrow- Bike Route sign with Right directional arrow towards Main St.

Brochure map & Kiosk- Create and provide trail map and install kiosk



Amador Trail Stewardship
PO Box 88

Drytown, CA 95699

July 2025

Sutter Creek City Council
18 Main Street
Sutter Creek, CA 95685

Subject: Project Management Support for Multimodal Safety Improvements

Dear Mayor and Councilmembers,

On behalf of Amador Trail Stewardship, I am pleased to offer our support in managing the upcoming multimodal safety improvement project connecting Sutter Creek and Amador City through the Amador County Bicycle and Pedestrian Advisory Committee (BPAC).

Through the *Pathways to Prosperity Initiative*, and thanks to a recent funding award from the Sierra Business Council, Amador Trail Stewardship is positioned to provide planning and project management services **at no cost to the cities**. Due to the funding timeline, the planning services and expenses must be completed by September 2026.

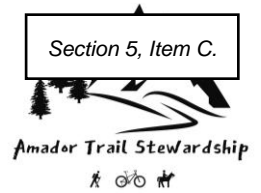
Our team is prepared to help guide the planning and implementation process, ensuring progress toward a safer, more connected corridor that benefits residents, visitors, and local businesses alike.

We appreciate the opportunity to support a vision for active transportation and community connectivity and would welcome the chance to discuss this in more detail.

Sincerely,



Bradley Booker
Executive Director
Amador Trail Stewardship



Amador Trail Stewardship seeking Local Partnerships for multimodal safety and recreation improvements

Dear Community Partners,

Amador Trail Stewardship is proud to announce the *Pathways to Prosperity: A Regional Multimodal Safety and Recreation Initiative*, supported by Sierra Business Council. This investment recognizes the importance of equitable, accessible, and sustainable transportation and recreation infrastructure in strengthening the economic and social fabric of our rural communities and aims to help move towards that vision.

With this support, we are expanding our services to assist with the planning of **multimodal improvements and recreation enhancements**—particularly those that connect communities to each other, and our residents to our local businesses. Our goal is to help you move closer to realize your projects that foster community well-being, outdoor access, and economic vitality. Our initiative will help plan

We are currently building a list of potential projects to focus on in partnership with **City and County governments** throughout Amador, Alpine, Calaveras, and Tuolumne Counties. If your agency has plans or ideas for trail segments, active transportation routes, recreation facilities, or other infrastructure that promotes connectivity, we would love to hear from you. The planning phase of this initiative is through September 2026, and projects can be submitted until that time but the initiative funding is limited and open to multiple counties, so we encourage you to submit your project(s) as early as possible.

If you have a segment or project to propose, please fill out [THIS FORM](#) to submit it for consideration. If you need more information before filling out the form, please feel free to reach out to us to discuss how we might support your efforts.

With these new partnerships we hope to move toward a more connected, healthy, safe and prosperous region. Let's go together.

Sincerely,

A handwritten signature in black ink, appearing to read "Bradley Booker". The signature is stylized with overlapping loops and a long horizontal stroke at the end.

Bradley Booker

Executive Director

Amador Trail Stewardship
209.245.8857



BradleyBooker@AmadorTrailStewardship.org
www.AmadorTrailStewardship.org



Special City Council Meeting Minutes

Monday, June 30, 2025 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

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

The City of Sutter Creek City Council Meeting was available in person, on YouTube at

<https://www.youtube.com/@CityofSutterCreek> and on Zoom at

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

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

The meeting was called to order at 6:00 PM by Mayor Gunselman.

Present: Mayor Claire Gunselman, Council member Julia Sierk, Council member Jim Swift, Council member Susan Feist, Council member Dan Riordan

Staff present: Tom DuBois – City Manager, Dan Lafontaine – Public Works Director, Mason Peters – Finance Supervisor

2. Pledge of Allegiance to the Flag

The Pledge of Allegiance was led by Mayor Gunselman.

3. Public Forum

Mayor Gunselman opened the public forum. There were no public comments.

4. City Manager's Report

City Manager Tom DuBois [provided updates on several items](#):

Public Works: Staff have managed three recent public works emergencies: a wastewater leak into the creek from a blocked sewer main, a hole in Gopher Flat Road likely caused by a storm drain issue, and a wastewater line damaged by CalFire during training. CalFire has accepted responsibility for the repair costs.

Project Updates: The Henderson repair contract was approved by CDCR. The transition to a new sewer billing system and a new payroll system is underway. INI (Inflow and Infiltration) repairs are scheduled to begin.

City Events: A July 4th parade and pool party are planned, featuring a DJ, food trucks, and a children's parade.

Future Meetings: The first council meetings in July and August have been canceled. The next meetings are scheduled for July 21st and August 18th.

Upcoming Agenda Items: Future topics will include updates on street striping, code enforcement, a presentation from the county assessor on property tax revenue, zoning code improvements, a "trench once" ordinance, and short-term rentals.

5. Presentations

There were no presentations.

6. Approval of Minutes

- A. City Council Minutes of June 16, 2025

Recommendation: By motion approve minutes as presented.

Motion to approve the Minutes from June 16, 2025 as presented by Council member Riordan, second by Council member Swift.

AYES: Council Members Riordan, Sierk, Gunselman, Swift, Feist

NOES: none

MOTION CARRIED 5-0

7. Consent Agenda

There were no items on the consent agenda.

8. Ordinances and Public Hearing

There were no ordinances or public hearings.

9. Administrative Agenda

- A. Fiscal Year 2025-26 Budget

City Manager Tom DuBois presented the final draft of the FY 2025-26 budget, highlighting key changes made since the last review. He noted that while sales tax revenue has been solid, the budget reflects a significant drop in grant funding compared to the previous year. On the expense side, staff time allocations were reviewed, and several General Fund projects were delayed to avoid subsidizing street projects this year, allowing Measure P funds to accumulate.

The Council discussed various aspects of the budget, including the strategy to reserve Measure P funds for one year before allocating them to major street projects, the high costs associated with County dispatch services and animal control, and the ongoing efforts to advocate for solutions, and the rising cost of the city’s unfunded pension liabilities with CalPERS. Council member Riordan requested that a future agenda item include a discussion around establishing a policy for General Fund reserves.

Clarification was sought on a few line items including the Crestview Lighting District, police safety equipment, public works supplies, and facility rental income.

After discussion, a motion was made to approve the FY 2025-26 operating budget and adopt the two accompanying resolutions for the budget and the annual appropriations limit.

Motion to approve the resolution approving the FY 2025-26 budget and the resolution setting the annual appropriations limit by Council member Riordan, second by Council member Sierk.

AYES: Council Members Riordan, Sierk, Gunselman, Swift, Feist

NOES: none

MOTION CARRIED 5-0

10. Mayor and Council Member Reports

Council member Sierk stated she would like to have an Amador Trail Stewardship presentation on July 21st.

11. City Attorney’s Report

The City Attorney had nothing to report.

12. Future Agenda Items

Council member Riordan stated that an update on the Amador County Transportation Commission (ACTC) would be appreciated.

Council member Sierk asked for an update on the building that burned on Main Street and the possibility of putting a fence to hide the big hole in the ground where the building once stood.

13. Information and Correspondence

A. Republic Services 2026 Proposed Rate Adjustment

Correspondence was received from Republic Services regarding a proposed rate adjustment. It was noted that this is a communication and does not require a vote, as the rate structure was previously approved for a three-year period.

The meeting went into closed session at 7:23 PM.

14. Closed Session

A. Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

Agency Negotiator: Tom DuBois, City Manager

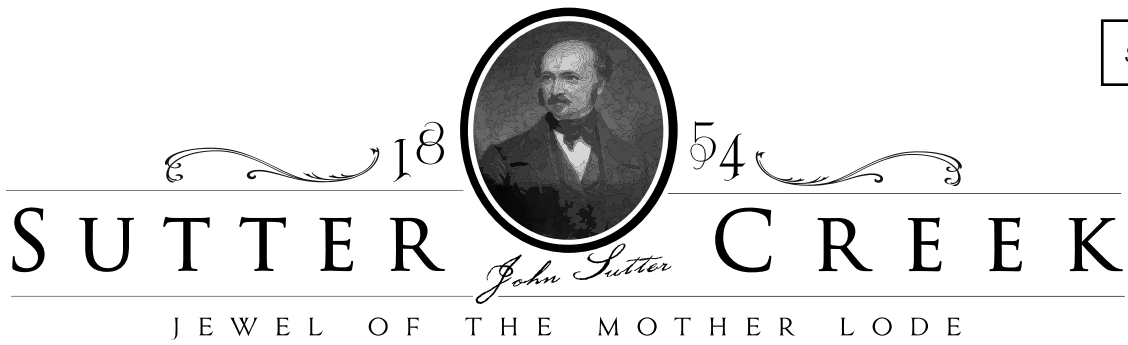
Employee Organizations: Sutter Creek POA and SEIU

15. Report from Closed Session

There was no reportable action from closed session.

16. Adjournment

The meeting was adjourned at 8:30 PM. The next regularly scheduled meeting is July 21, 2025.



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: JULY 21, 2025
FROM: AARON WOLCOTT, CITY CLERK
SUBJECT: APPOINTING NEW MEMBERS OF THE DESIGN REVIEW COMMITTEE

RECOMMENDATION:

Approve the resolution to appoint new members to the Design Review Committee for 3 year terms.

BACKGROUND:

In May 2025, one of the Design Review Committee (DRC) members resigned from the committee for personal reasons. City staff advertised the role and have brought a candidate, Shirla Lopez, to City Council for appointment to the DRC. Additionally, the three-year term for Sharyn Brown is ending and staff are requesting reappointment for another three-year term. The remaining three members, Susan Peters, Sandi Baracco, and John Otto, have terms ending in December 2026.

DISCUSSION:

Discuss and approve or reject the resolution appointing members to the DRC.

BUDGET IMPACT:

There is no budget impact.

ATTACHMENT:

Resolution 25-26-** Appointing Members to the Design Review Committee

RESOLUTION 25-26-**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK APPOINTING MEMBERS TO THE DESIGN REVIEW COMMITTEE.

WHEREAS, the City of Sutter Creek Municipal Code, Section 18.45.040 provides that the City Council shall appoint members to the Design Review Committee; and

WHEREAS, said members shall serve for three-year overlapping terms; and

NOW THEREFORE BE IT RESOLVED, the City Council hereby appoints the following people as members of the City’s Design Review Committee with the following appointment timeframes:

<u>Name</u>	<u>Term Beginning</u>	<u>Term Ending</u>
Sandi Baracco	2023	December 2026
John Otto	2023	December 2026
Susan Peters	2023	December 2026
Sharyn Brown	2025 (reappointment)	December 2028
Shirla Lopez	2025	December 2028

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 21st day of July 2025, by the following vote:

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

THE CITY OF SUTTER CREEK

Claire Gunselman, Mayor

ATTEST:

Aaron Wolcott, City Clerk



CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY

1750 Creekside Oaks Drive, Suite 200 ■ Sacramento, CA 95833
(916) 244-1100 ■ (800) 541-4591
Fax (916) 244-1199 ■ E-Mail jeanette.workman@sedgwick.com

Northern Region

- Angels Camp
- Atwater
- Ceres
- Escalon
- Gustine
- Hughson
- Lathrop
- Livingston
- Newman
- Oakdale
- Patterson
- Ripon
- Riverbank
- Sonora
- Sutter Creek
- Tracy
- Turlock
- Waterford

DATE: July 14, 2025

TO: CSJVRMA Member City Councils

FROM: Jeanette Workman, Administrator

SUBJECT: AMENDED AND RESTATED CSJVRMA JOINT POWERS AGREEMENT – ACTION REQUIRED

Central Region

- Chowchilla
- Clovis
- Dinuba
- Dos Palos
- Firebaugh
- Fowler
- Huron
- Kerman
- Kingsburg
- Los Banos
- Madera
- Mendota
- Merced
- Orange Cove
- Parlier
- Reedley
- San Joaquin
- Sanger
- Selma

The Central San Joaquin Valley Risk Management Authority’s (CSJVRMA) staff and CSJVRMA Legal Counsel, Mr. John Lavra, in conjunction with the CSJVRMA Administration and Financial Services Subcommittee, who will make recommendations to the Executive Committee, are conducting a full review of the CSJVRMA governing documents to ensure they continue to reflect the CSJVRMA’s current practices, legal requirements, and operational needs.

Pursuant to action by the Central San Joaquin Valley Risk Management Authority’s (CSJVRMA) Executive Committee on June 26, 2025, we are forwarding to you an Amended and Restated Joint Powers Agreement for presentation and approval by your city’s city council at their earliest opportunity.

Amendments to the Joint Powers Agreement require a written resolution approved and signed by two-thirds (2/3rds) of the respective city councils of the member cities. Upon signature by two-thirds (2/3rds) of the member cities, any member city failing or refusing to abide by such amendments may be involuntarily terminated as a party to the Agreement.

Southern Region

- Arvin
- Avenal
- Corcoran
- Delano
- Exeter
- Farmersville
- Lemoore
- Maricopa
- McFarland
- Porterville
- Shafter
- Taft
- Tehachapi
- Tulare
- Wasco
- Woodlake

Mr. Lavra advised the Executive Committee that although the Joint Powers Agreement, even as last amended in 1994, meets the legal requirements as set forth in the government code for Joint Powers Authorities, the document has been updated as follows:

- Definitional terms have been defined more clearly.
- Language has been broadened to give leeway in the event the CSJVRMA wants to consider creating or participating in a captive agency.
- An addition was made pursuant to Government Code Section 6509 that was not part of the law in 1994 when CSJVRMA last amended the Agreement. The change requires JPAs to designate a member whose restrictions would apply to the operations of the JPA. Below is an excerpt from correspondence from Mr. Lavra:

“This code section was enacted to prevent a local public entity from exercising powers inconsistent with its own charter, ordinance or resolution simply by becoming a member of a JPA. JPA's are formed to permit public entities to exercise powers on a collective basis, which they could, absent the JPA, exercise individually. However, the legislature wanted to place some restriction on the power of the JPA, without that JPA having to comply with all restrictions that might be in place for all of the members of the JPA. It would be unworkable, for instance, if the JPA had to satisfy or verify any and all



restrictions from the ordinances of all of the members of the JPA when transacting the business of the JPA. In order to strike a balance, section 6509 permits the JPA to agree to any restrictions in its exercise of powers based on the restrictions of one identified member city.”

The City of Ripon has been added to the Agreement as the designated city under Government Code Section 6509 with City of Madera listed as a secondary city in the event the City of Ripon were to terminate its membership. These two cities have no restrictions in place that would conflict with the day-to-day operations of the JPA.

To assist you in presenting this information to your city council for approval, a redline version of the Joint Powers Agreement is attached. Also attached are the following:

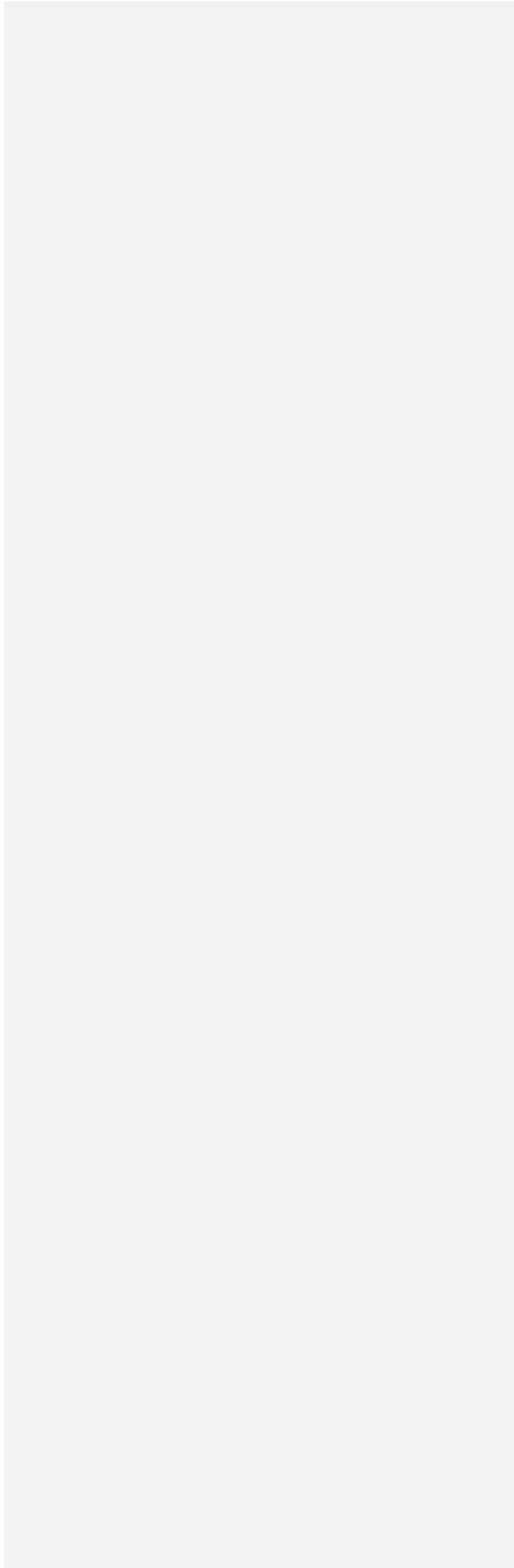
- A proposed new Joint Powers Agreement to be executed upon approval by your city council.
- A sample resolution that can be used to document the action taken by your city council in approving the Amended and Restated Joint Powers Agreement. This document is also being provided in a Word format to allow you to modify as appropriate for adoption by your council when approving the Amended and Restated Joint Powers Agreement.

Upon approval of the new Joint Powers Agreement by your city council, the final document needs to be executed by your City Manager/Administrator or an authorized individual from your city. Please forward an original, signed copy of the new Joint Powers Agreement, along with a copy of the adopted and fully executed council resolution, to Samantha Zellmer, CSJVRMA Board Secretary, at the following address:

**CSJVRMA
1750 Creekside Oaks Drive, Suite 200
Sacramento, CA 95833**

If you have any questions, please contact Jeanette Workman, CSJVRMA Administrator, at jeanette.workman@sedgwick.com or (916) 244-1110.

CENTRAL SAN JOAQUIN VALLEY
RISK MANAGEMENT AUTHORITY
JOINT POWERS AGREEMENT
AS AMENDED JULY 1, ~~1994~~ 2025



CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY

JOINT POWERS AGREEMENT
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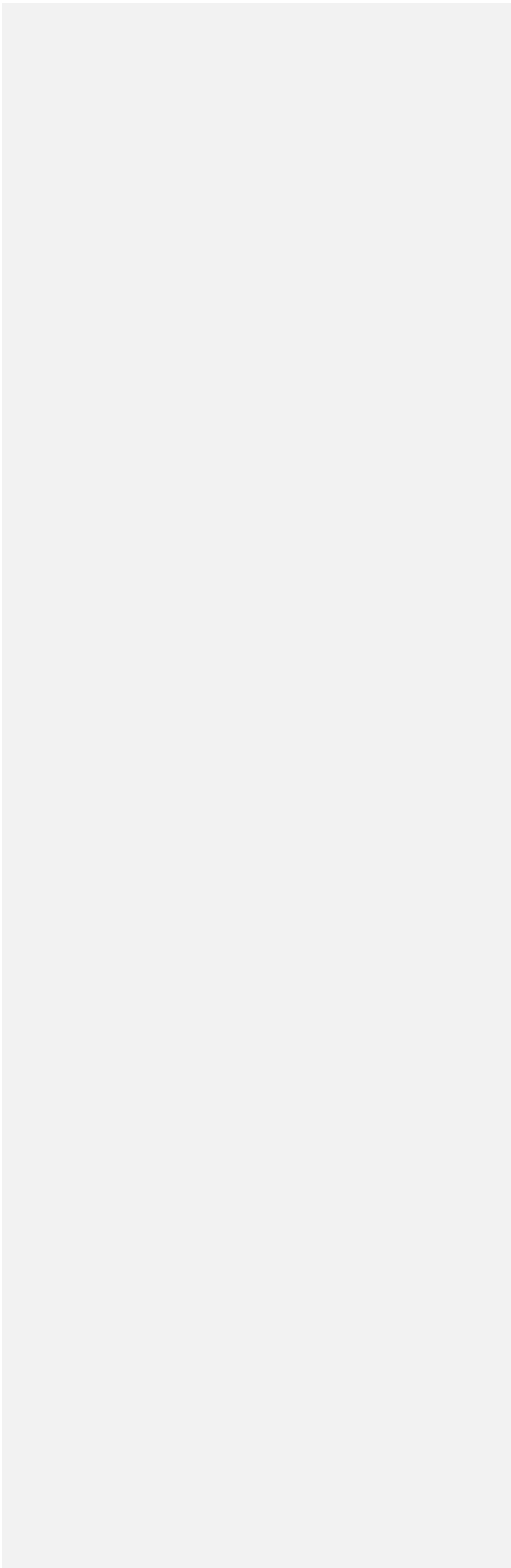
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AMENDED JOINT EXERCISE OF POWERS AGREEMENT
FOR INSURANCE AND RISK MANAGEMENT PURPOSES

THIS AMENDED AGREEMENT, dated for convenience this 1st day of July, ~~2025~~1994, made and entered into by, between, and among those **Member Cities** which become parties to this Agreement by action of their governing boards adopting a resolution agreeing to participate in the joint powers entity created by the terms and conditions of this Agreement;

RECITALS:

WHEREAS, California Government Code Section 6500, et. seq. provides that two or more public agencies may, by agreement, exercise any power common to the contracting parties; and

WHEREAS, California Government Code Sections 990 and 990.4 provide that a local entity may self-insure, purchase **insurance** through an authorized insurer, purchase **insurance** through a surplus line **broker**, or any combination thereof; and

WHEREAS, California Government Code Section 990.8 provides that two or more local public entities, by a joint powers agreement, may provide **insurance** for any authorized purpose by any one or more of the methods specified in Section 990.4; and

WHEREAS, Article XVI, Section 6, of the California Constitution provides that **insurance** pooling arrangements under joint exercise of powers agreements shall not be considered the giving or lending of credit as prohibited therein; and

WHEREAS, each of the cities which are parties to this Agreement desires to join together with other cities in order to collectively self-insure or pool their losses and to jointly purchase **insurance** and administrative services in connection with **Joint Protection Programs** for said cities; and

WHEREAS, the Tulare-Kings Municipal Risk Management Authority, a public entity, was created by an initial Agreement dated April 1, 1979, among various cities within the Counties of Tulare and Kings; and

WHEREAS, the name of the organization was changed to the Central San Joaquin Valley Risk Management Authority on July 1, 1981; and

WHEREAS, the initial Agreement was amended on January 1, 1985 ~~and July 1, 1994~~ by a two-thirds vote of the **Member Cities'** city councils; and

WHEREAS, said **Member Cities** have determined that it is again appropriate and in the public interest to make certain technical corrections and additions to this Agreement which will provide clarification and will permit the governing body to meet a minimum of two times a year to conduct that business which only the governing body may act upon; and

WHEREAS, it is therefore necessary to amend said Joint Powers Agreement; and

WHEREAS, said Agreement provides that amendments to the Agreement may be made by a vote of two-thirds (2/3rds) of the **Member Cities** by resolution of the City Councils of said Cities:

NOW, THEREFORE, for and in consideration of the execution of this Agreement by two-thirds (2/3rds) of the **Member Cities**, each of the **Member Cities** which are parties hereto does hereby adopt this amended Agreement, dated July 1, ~~2025~~¹⁹⁹⁴, which concurrently supersedes that certain Agreement creating the **Authority**, dated April 1, 1979, and all amendments thereto.

ARTICLE I
DEFINITIONS

The following words, when typed in bold print within the provisions of this Agreement, shall have the following definitions:

"Administrator" shall mean that person or group appointed by the Executive Committee and given responsibility for the management, administration, and operation of the **Authority**.

"Agreement" shall mean the Joint Powers Agreement creating the Central San Joaquin Valley Risk Management Authority.

"Authority" shall mean the Central San Joaquin Valley Risk Management Authority, aka the RMA.

"Board of Directors" or **"Board"** shall mean the governing body of the **Authority**.

"Broker" shall mean the **insurance broker** hired by the ~~Executive Committee~~ to acquire **insurance** coverage.

"Claims" shall mean demands made against the **Authority** arising out of occurrences which are claimed to be within one of the **Authority's Joint Protection Programs** as developed by the **Board**.

"Deposit Premium" shall mean the annual dollar amount determined by the Board of Directors payable by each Member City for the purpose of self-insurance coverage, excess insurance premiums, and administrative costs, charged for the purpose of carrying out the powers of the Authority. ~~those funds charged for the purpose of self-insured coverage.~~

"Executive Committee" shall mean the elected officers and the representatives appointed by each region to represent that region.

"Fiscal Year" shall mean the period July 1 to June 30 of each year.

"Insurance" shall mean any commercial insurance coverage.

"Insurance Premium" shall mean those funds charged for the payment of group purchased **insurance**.

"Joint Protection Programs" shall mean any program to provide risk sharing or **insurance** coverage under this Agreement and shall include a determination as to the amount of initial **Insurance Premiums** and/or **Deposit Premiums**, a precise allocation plan and formula, and a determination of the amount and type, if any, of excess **insurance** to be purchased. ~~—~~ Included within the term **Joint Protection Program** is the identification of exposures to accidental loss, the reduction or limitation of losses to **Member City** properties and from injuries to persons or property caused by the operations of **Member Cities** and the funding

of those risks, together with any other functions appropriate or necessary to the functioning of the **Joint Protection Program**.

"Master Plan Document" shall mean the document, formally adopted by the Executive Committee ~~participating Member Cities~~, ~~containing the provisions setting forth the operations, policies, and provisions~~ of a self-insured or pooled coverage program, which shall include, but not be limited to, the following:

1. The scope of the program;
2. The procedures to be followed;
3. Who may participate;
4. Any limits or restrictions;
5. How **Deposit Premiums** are determined;
6. How refunds, if any, are determined;
7. Commitments required by participants; and
8. How the document may be amended.

"Member City" shall mean a city which is an incorporated municipality organized with a council, City Manager/Administrator form of government, which has been approved for participation in the **Authority** by the **Executive Committee** in accordance with applicable provisions of the Agreement and the Bylaws, and has signed the Agreement.

"Operating Fund" shall mean the fund established by the **Authority** for the purpose of paying just demands submitted to the **Authority**.

"Representative" shall mean the person, ~~normally the City Manager/Administrator of the Member City, who has been~~ designated in writing by the **Member City** to represent and act for and on behalf of the **Member City** regarding any matter before the **Authority's Board** or **Executive Committee**. The Representative must be either: (a) the City Manager/Administrator or (b) a person designated by the City Manager/Administrator who holds a management/organizational position with the Member City and whose responsibilities include all or part of the Member City's risk management functions (i.e., finance, human resources, claims/losses, insurance, and safety/risk control).

"Self-Insurance" shall mean the process whereby the **Authority** maintains sufficient reserves to pay all **claims** and associated expenses of a risk exposure area without purchasing **insurance** to cover the risk or a portion of the risk.

ARTICLE II
PURPOSES

The purpose of this Agreement is to provide joint powers common to each ~~Member City~~ for **insurance** purposes; to pool self-insured claims and losses, to purchase or participate in excess pooling or excess insurance coverage, and to provide related administrative services including risk management, consulting, actuarial services, claims adjusting and legal defense services; ~~and share risks;~~ to implement risk management principles; and to provide for the future inclusion of additional incorporated municipalities- desiring to become parties to the Agreement.

ARTICLE III
CREATION OF JOINT POWERS AUTHORITY

- A. Pursuant to Section 6500, et. seq. of the California Government Code, the Authority is a public entity separate and apart from the parties to this Agreement. Pursuant to Government Code Section 6508.1, the debts, liabilities, and obligations of this joint powers authority shall not constitute debts, liabilities, or obligations of any party to this Agreement.
- B. It is the express understanding of all parties that the **Authority** created originally on or about April 1, 1979, is the same **Authority** continued under this Agreement, even though some powers and procedures may be changed by this Agreement.
- C. The **Authority**, its **Board**, officers, membership, and staff shall be governed by this Agreement, the Bylaws, **Master Plan Documents**, Memoranda of Coverage, and other documents duly adopted by the **Authority**.

ARTICLE IV
PARTIES TO AGREEMENT

- A. Each city which has applied to and been accepted as a member of the **Authority** is a party to the Joint Exercise of Powers Agreement. Each party to the Agreement shall be bound by this Agreement when two-thirds (2/3rds) of the city councils of the **Member Cities** have adopted this amended Agreement. A party to this Agreement certifies that it intends to and does contract with the **Authority** and with all other **Member Cities** which have signed this Agreement and, in addition, with each city which may hereafter be added as a party to and may sign this Agreement. Each city which has or may hereafter sign this Agreement also certifies that the deletion of any city from the **Authority** by voluntary withdrawal, involuntary termination, or otherwise, shall not affect this Agreement nor each **Member City's** intent to contract as described above with the then remaining **Member Cities**.
- B. Each city which is a member of the **Authority** at the time this amended Agreement is adopted by two-thirds (2/3rds) of the **Member Cities**, certifies that it intends to and does hereby contract with the **Authority** and with all other current **Member Cities**, and in addition, with each city which may hereafter be added as a party to and may sign this Agreement.

ARTICLE V
MEMBERSHIP

A. ELIGIBILITY

To be a member of this **Authority**, a city must be an incorporated municipality which is characterized by having professional management as typified by a bona fide Council Manager/Administrator form of government and must be approved for participation in the **Authority** in the manner provided by the Bylaws.

B. NEW MEMBERS

Eligible incorporated municipalities may become a party to this Agreement pursuant to the Bylaws of the **Authority**.

ARTICLE VI
TERM OF AGREEMENT

This Agreement, as amended, shall become effective when approved by two thirds (2/3rds) of the respective City Councils of the **Member Cities**. When effective, this Agreement, as may be amended from time to time, shall continue thereafter until terminated as herein provided. This Agreement shall become effective as to any new **Member City** in accordance with the Bylaws and **Master Plan Documents** of the **Authority**.

ARTICLE VII
POWERS OF THE **AUTHORITY**

~~A. The **Authority** shall have all of the powers common to **Member Cities** and all additional powers set forth in Section 6500, et. seq. and Section 989, et. seq. of the Government Code and other applicable law. The **Authority** shall have all of the rights, immunities, privileges, and defenses afforded each **Member City** and peculiar to the particular **Member City** being sued or against which there has been a claim.~~

Pursuant to and to the extent required by Government Code section 6509, the Authority shall be restricted in the exercise of its powers in the same manner as the City of Ripon is restricted in the exercise of its powers. In the event the City of Ripon shall cease to be a Member of the Authority, then the Authority shall be restricted in the exercise of its powers in the same manner as the City of Madera.

The **Authority** is hereby authorized to do all acts necessary or appropriate for the exercise of said powers, including, but not limited to any or all of the following:

1. ~~to m~~Make and enter into contracts;
2. ~~to i~~ncur debts, liabilities, and obligations, but no debt, liability, or obligation of the **Authority** is a debt, liability, or obligation of a **Member City** ~~which is a part of this Agreement~~except as otherwise provided;

3. ~~to~~ Assess **Member Cities as deemed appropriate** ~~for good cause as determined by the Executive Committee;~~
4. ~~to~~ Acquire, hold, or dispose of real and personal property;
5. ~~to~~ Receive contributions and donations of property, funds, services, and other forms of assistance from any sources;
6. ~~to~~ Sue and be sued in its own name;
7. ~~to~~ Employ agents and employees;
8. ~~to~~ Acquire, construct, manage, and maintain buildings;
9. ~~to~~ Lease real or personal property, including **property that** of a **Member City**; and
10. to exercise all powers necessary and proper to carry out the terms and provisions of this Agreement or otherwise authorized by law.

~~B. Whenever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.~~ This Agreement shall be construed and interpreted in accordance with the laws of the State of California.

ARTICLE VIII
BOARD OF DIRECTORS

A. STRUCTURE

The **Authority** shall be governed by a **Board** composed of one ~~Representative~~ from each **Member City**, each serving in an individual capacity as a member of the **Board**. Each **Member City** shall appoint one ~~Representative~~. Appointments shall be limited to the City Manager/Administrator of each **Member City** or his/her authorized delegate. Each **Member City** shall also appoint one alternate ~~Representative~~. The alternate **Representative** may attend and may participate in any meeting of the **Board**. When the regular **Representative** for whom he/she is an alternate is absent from the meeting, the alternate **Representative** may vote. Each **Representative** serves at the pleasure of the **Member City** being represented. Each **Representative** has one vote as the member of the **Board**. **Representatives** are not entitled to compensation. However, the **Executive Committee** may authorize reimbursement for expense incurred by a **Representative** in connection with his/her duties for the **Authority**.

B. MEETINGS OF THE BOARD

The **Board** shall hold at least two meetings each year. The ~~Executive Committee~~ shall ~~determine~~ fix by resolution the date upon which and the hour and place at which each regular meeting is to be held.

Commented [JW1]: Meetings will continue to be adopted by the EC, but in a less formal manner than by resolution.

The President may call for a special meeting of the **Board** in compliance with open meeting laws in the State of California or a majority of the **Representatives** may call for a special meeting by filing a written request with the Secretary. The President must then set a date, time, and place for the meeting to be held within 30 days and must make provision for

notice of the special meeting being given.

Each meeting of the **Board**, and each meeting of the **Executive Committee**, including, without limitation, regular, adjourned regular, and special meetings, shall be called, noticed, held, and conducted in accordance with the Ralph M. Brown Act (Section 54950 et. seq. of the Government Code).

The **Authority** shall have minutes of regular and special meetings kept. As soon as possible after each meeting, copies of the minutes shall be forwarded to each **Member City**.

A majority of the members of the **Board** is a quorum for the transaction of business. However, less than a quorum may adjourn from time to time. A vote of the majority of a quorum at a meeting is sufficient to take action, unless otherwise specified.

C. **POWERS OF THE BOARD OF DIRECTORS**

The **Board** shall provide policy direction for the **Executive Committee**, the officers, and the **Administrator**. The **Board** may delegate any and all of its authority to the **Executive Committee** except the following:

1. ~~Amendments to~~ **To change** the Bylaws, which requires at least a two-thirds (2/3rds) vote of the **Board**;
2. ~~creation of~~ **any new Joint Protection Program**;
3. ~~termination of~~ **any Joint Protection Program**;
4. ~~expulsion of~~ **a Member City**;
5. ~~adoption of~~ **an operating budget for the Authority**;
6. ~~change or revise~~ **Amendments to** the **Authority's** Conflict of Interest Code; and
7. ~~Authorization for~~ **the issuance, modification, or defeasance of bonds**.

ARTICLE IX
BYLAWS AND REGULATIONS

The **Board** shall adopt Bylaws and general regulations not inconsistent with State law and this Agreement.

ARTICLE X
EXECUTIVE COMMITTEE

The **Board** shall establish an **Executive Committee** and delegate functions not otherwise reserved to the entire **Board**. The **Executive Committee** shall be appointed, have the powers, and hold meetings as set forth in the Bylaws.

ARTICLE XI
OFFICERS

The officers of the **Authority** shall consist of an elected President, First Vice President, and Second Vice President, and an appointed **Administrator**, Secretary, and Treasurer. Other offices may be created by the Bylaws, **Master Plan Documents**, or the **Administrator**, subject to the approval of the **Board** or the **Executive Committee**, as applicable. All offices shall be filled and have the powers and responsibilities as prescribed in the Bylaws or **Master Plan Documents**.

~~The president shall appoint someone other than the treasurer to perform the functions of auditor/controller of the Authority shall be performed by the Authority's contracted administration firm officers or employees or in-house staff, or the president may assume these functions as a collateral duty of the presidency. The auditor/controller must be a member of the Board.~~ The **Treasurer** and auditor/controller have the powers, duties, and responsibilities specified in Government Code Section 6505.6. ~~The Board shall require the treasurer and auditor/controller to file with the Authority an official bond in the amount to be fixed by the Board. The Authority shall pay the cost of bond premiums required by this section. The Authority shall purchase a bond which includes coverage for the duties performed by the Treasurer and the auditor/controller.~~

Commented [JR2]: Staff conformed this section to reflect current practices/align with 6505.6.

ARTICLE XII
JOINT PROTECTION PROGRAMS

- A. The **Executive Committee** may at any time, and from time to time, offer to the **Board** for adoption such **Joint Protection Programs** as may be deemed desirable. All **Member Cities** shall participate in those mandatory **Joint Protection Programs** as set forth in the Bylaws. All other **Joint Protection Programs** shall be optional. The **Board** shall establish the amount of **Deposit Premium**, determine the amount of loss reserve contribution, provide for the handling of **claims**, and otherwise establish the policies and procedures necessary to provide a particular **Joint Protection Program** for **Member Cities**.
- B. Each **Joint Protection Program** shall remain separate and distinct from every other **Joint Protection Program** and the liability and obligations of each program, and its participating **Member Cities** shall not be a liability or obligation of another program or participating **Member City** of another program. A **Member City's** participation in one program shall not obligate it or its funds on deposit with the **Authority**, to the debts, obligations, or liabilities of any other program. Separate accounting shall be maintained for each **Joint Protection Program**.

ARTICLE XIII
RESERVE FUNDS

The **Authority** may establish a fund for the purpose of paying the losses and establishing a reserve

to cover the retained portion of losses that may be insured against by the **Authority** or the **Member Cities**. The ~~funds treasurer shall be invested and reinvest the funds~~ in compliance with the **Authority's** Investment Policy and ~~relevant State laws, and in the same manner as if they were Member City funds.~~

Commented [JR3]: This change is to allow for the potential formation of a captive entity, and investment under other state laws.

Refunds shall be made in accordance with the **Master Plan Document** for each program.

Commented [JR4]: The MPD will be amended to provide for flexibility in the payment of refunds. Recall board action to ratify decisions of executive committee in withholding refund amounts.

ARTICLE XIV
OPERATING FUND

The **Authority** shall establish an **Operating Fund**. The **Operating Fund** is for the purpose of paying **insurance premiums, broker's fees, adjusting fees, consultant and legal fees, and such other items** as are appropriate. Just demands for payment shall be made by warrants in compliance with the adopted budget. The warrants shall be paid as directed by the **Executive Committee**. The **Board** may establish such other funds as it considers appropriate which shall be maintained and invested in the same manner as the **Operating Fund**.

ARTICLE XV
BUDGET

The **Board** shall adopt a budget annually.

ARTICLE XVI
FUNDING AND PROCEDURES FOR CALCULATING
ANNUAL CONTRIBUTIONS

The provisions for funding and calculating annual contributions shall be as set forth in the Bylaws and the **Master Plan Documents** for each program.

ARTICLE XVII
RESPONSIBILITIES OF **AUTHORITY**

The **Authority** may perform or have performed the following functions in discharging its responsibilities under this Agreement:

1. assist **Member Cities** in developing their risk management programs ;
2. participate in risk management advisory committees formed by **Member Cities**;
3. provide loss prevention, safety, and security services;
4. provide all program services as required by program **Master Plan Documents** ;
5. provide loss analysis control by use of statistical analysis, data processing, and

- record and file keeping services. The purpose of this information is to identify high exposure operations and to evaluate proper levels of self-retention and deductibles;
- 6. conduct risk management audits to review the participation of each **Member City** in the program; and
- 7. perform other functions as required by the **Board** for the purpose of accomplishing the goals of this Agreement.

ARTICLE XVIII
RESPONSIBILITIES OF **MEMBER CITIES**

The **Member Cities** have the following responsibilities:

1. pay all financial obligations to the **Authority** within the time prescribed;
2. appoint an individual to be responsible for coordinating the risk management activities of his/her **Member City** with the **Authority**;
3. conduct its operations in a manner which enhances safety and loss control consistent with recommendations by **Authority** staff;
4. ~~adopt a risk management program;~~ carry out the duties and responsibilities as assigned or mandated by the Board of Directors and/or the Executive Committee which may include, but are not limited to, adherence to and/or adoption of policies and procedures, support of initiatives deemed necessary for the proper functioning of the **Authority**, and timely execution of tasks deemed necessary for the operation and governance of the **Authority**;
5. ~~establish a risk management advisory committee to work with the risk manager of the **Authority**;~~
6. ~~maintain an active safety committee;~~
7. report to the risk manager during the development stages the addition of new programs or the significant reduction or expansion of existing programs;
8. permit and assist the **Authority** in conducting on-site safety and loss control inspections and/or safety or risk management audits as required by the **Board**;
9. ~~submit DE3-DPs to the **Authority** concurrent with the submission dates established by the State of California;~~
10. submit underwriting information requested by the **Authority** on a timely basis;
11. provide accurate statistical data concerning the **Member City** to the **Authority** when requested;
12. cooperate fully with the **Authority** in determining the cause of losses and in the settlement of losses;
13. cooperate to the fullest extent with the **Authority's** Litigation Manager on matters of **claims** and the conduct of defense of **claims**; and
14. comply with risk management requirements established under the authority of this Agreement.

Commented [JW5]: This will be included in the program master plan document

ARTICLE XIX

WITHDRAWAL

Any **Member City**, at their sole discretion, may voluntarily withdraw from membership in the **Authority** only at the end of any **fiscal year** by notifying the **Authority** in writing six (6) months prior to the end of any **fiscal year**, or at any other time which is agreed to by the **Board**, unless otherwise prohibited in the **Master Plan Document** of any program. A notice of withdrawal shall be final and irreversible upon its receipt by the **Authority** unless the **Board** authorizes it to be rescinded by the **Member City**.

ARTICLE XX
INVOLUNTARY TERMINATION

A **Member City** may be removed from this Agreement by a two-thirds (2/3rds) vote of the **Board** for non-compliance with any provision of the governing documents. Such involuntary termination shall proceed in accordance with the provisions set forth in the Bylaws.

ARTICLE XXI
CONTINUED LIABILITY

Upon any withdrawal or involuntary termination of a **Member City**, the said **Member City** shall continue to be responsible for any unpaid **insurance premiums, deposit premiums**, surcharges, administration costs, and **claims** and for any debts and assessments in accordance with the provisions of this Agreement, the Bylaws, Resolutions, and the **Master Plan Documents of Joint Protection Programs** in which the **Member City** has participated.

ARTICLE XXII
REFUNDS UPON WITHDRAWAL OR INVOLUNTARY TERMINATION

A. In the event a **Member City** withdraws from the **Authority** or its membership is involuntarily terminated, said **Member City** shall thereafter be entitled to receive its unobligated share of monies held by the **Authority**, less any and all amounts owed the **Authority** whether contingent or not, by the said withdrawing or terminated **Member City**. The remainder of any funds held by the **Authority** for the withdrawing or terminating **Member City** subject to any retention amount as provided below, shall be the unobligated share and shall be refunded to the **Member City** and shall be accepted in full settlement and satisfaction against any **claims** the **Member City** may have against the **Authority**. The **Authority** shall require that sufficient funds are retained on deposit with the **Authority** to completely pay any and all unpaid **insurance premiums, deposit premiums**, surcharges, administration costs, or **claims**, including any amounts for unreported **claims** and maturity of **claims** against said withdrawing or terminating **Member City**, and the amount to be retained on deposit shall be determined by the **Authority**. Any and all rights, entitlements, benefits, and obligations after withdrawal or termination shall be subject to ongoing obligations and responsibilities agreed to by a **Member City** by agreeing to

participate in any pooled **Joint Protection Programs**.

ARTICLE XXIII
TERMINATION OF **AUTHORITY**

The **Authority** may be terminated at any time if two-thirds (2/3rds) of the respective city councils of the then-**Member Cities** adopt a resolution requesting termination of the **Authority**; provided, however, that this Joint Powers Agreement and the **Authority** shall continue to exist for the purpose of disposing of all **claims**, concluding any pending litigations, for the liquidation and distribution of assets, and for all other functions necessary to conclude the affairs of the **Authority**.
The **Board** shall take whatever action is necessary or appropriate to cause these ongoing responsibilities to be discharged and to effectively close out the affairs of the **Authority**. Upon completion of the liquidation and dissolution of the **Authority**, the **Authority** shall pay to each city which was a member of the **Authority** at the time of termination its pro rata share based on a city's contribution to the **Authority**, as determined by an independent Certified Public Accountant which has audited the financial records of the **Authority**, of the remaining assets of the **Authority** and shall pay to each **Member City** all monies held by the **Authority** in the reserve funds of that **Member City**.

ARTICLE XXIV
AUDIT

A. The **Authority** shall obtain an annual certified audit of its accounts and financial records which shall be made by a Certified Public Accountant and shall conform to generally accepted auditing standards.

ARTICLE XXV
ARBITRATION

Any controversy between the parties hereto arising out of this Agreement shall be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the California Arbitration Act, Sections 1280 through 1294.2 of the California Code of Civil Procedure.

ARTICLE XXVI
BINDING EFFECT OF BYLAWS, **MASTER PLAN DOCUMENTS**,
AND MEMORANDA OF COVERAGE

Each party to this Agreement by the execution hereof agrees to be bound by and to comply with all of the terms and conditions of this Agreement, the Bylaws, the **Master Plan Documents**, Memoranda of Coverage, and any resolution adopted by the **Authority**, the **Board of Directors**, or the **Executive Committee** as they now exist or may hereafter be adopted or amended.

ARTICLE XXVII
ENFORCEMENT

The **Authority** is hereby granted authority to enforce this Agreement. In the event action is instituted by the **Authority** to enforce any term of this Agreement, the Bylaws, or the **Master Plan Document** of any program against any **Member City**, the prevailing party shall be entitled to reasonable attorney fees and costs incurred because of said action, in addition to other appropriate relief.

ARTICLE XXVIII
AMENDMENTS

This Agreement may be amended by written resolution approved and signed by two-thirds (2/3rds) of the respective city councils of the **Member Cities** that are parties to this Agreement. Upon signature of any amendment by two-thirds (2/3rds) of the **Member Cities**, any **Member City** failing or refusing to abide by such amendment may be involuntarily terminated as a party to this Agreement as provided herein.

ARTICLE XXIX
NOTICES

Notices under this Agreement shall be sufficient if delivered to the office of the Clerk or Secretary of the respective jurisdictions.

ARTICLE XXX
COUNTERPARTS

This Agreement may be executed in one or more counterparts and shall be as fully effective as though executed in one document.

Dated: _____

MEMBER CITY

BY: _____

CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY

JOINT POWERS AGREEMENT

AS AMENDED AND RESTATED

EFFECTIVE JULY 1, 2025

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AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT
FOR INSURANCE AND RISK MANAGEMENT PURPOSES

THIS AMENDED AND RESTATED **AGREEMENT**, dated for convenience this 1st day of July 2025, made and entered into by, between, and among those **Member Cities** which become parties to this **Agreement** by action of their governing boards adopting a resolution agreeing to participate in the joint powers entity created by the terms and conditions of this **Agreement**;

RECITALS:

WHEREAS, California Government Code Section 6500, et. seq. provides that two or more public agencies may, by agreement, exercise any power common to the contracting parties; and

WHEREAS, California Government Code Sections 990 and 990.4 provide that a local entity may self-insure, purchase **insurance** through an authorized insurer, purchase **insurance** through a surplus line **broker**, or any combination thereof; and

WHEREAS, California Government Code Section 990.8 provides that two or more local public entities, by a joint powers agreement, may provide **insurance** for any authorized purpose by any one or more of the methods specified in Section 990.4; and

WHEREAS, Article XVI, Section 6, of the California Constitution provides that **insurance** pooling arrangements under joint exercise of powers agreements shall not be considered the giving or lending of credit as prohibited therein; and

WHEREAS, each of the cities which are parties to this **Agreement** desires to join together with other cities in order to collectively self-insure or pool their losses and to jointly purchase **insurance** and administrative services in connection with **Joint Protection Programs** for said cities; and

WHEREAS, the Tulare-Kings Municipal Risk Management Authority, a public entity, was created by an initial **Agreement** dated April 1, 1979, among various cities within the Counties of Tulare and Kings; and

WHEREAS, the name of the organization was changed to the Central San Joaquin Valley Risk Management Authority on July 1, 1981; and

WHEREAS, the initial **Agreement** was amended on January 1, 1985, and July 1, 1994, by a two-thirds vote of the **Member Cities'** city councils; and

WHEREAS, said **Member Cities** have determined that it is again appropriate and in the public interest to make certain technical corrections and additions to this **Agreement** which will provide clarification and will permit the governing body to meet a minimum of two times a year to conduct that business which only the governing body may act upon; and

WHEREAS, it is therefore necessary to amend said Joint Powers Agreement; and

WHEREAS, said **Agreement** provides that amendments to the **Agreement** may be made by a vote of two-thirds (2/3rds) of the **Member Cities** by resolution of the City Councils of said Cities:

NOW, THEREFORE, for and in consideration of the execution of this **Agreement** by two-thirds (2/3rds) of the **Member Cities**, each of the **Member Cities** which are parties hereto does hereby adopt this amended and restated **Agreement**, dated July 1, 2025, which concurrently supersedes that certain **Agreement** creating the **Authority**, dated April 1, 1979, and all amendments thereto.

ARTICLE I
DEFINITIONS

The following words, when typed in bold print within the provisions of this **Agreement**, shall have the following definitions:

"**Administrator**" shall mean that person or group appointed by the **Executive Committee** and given responsibility for the management, administration, and operation of the **Authority**.

"**Agreement**" shall mean the Joint Powers Agreement creating the Central San Joaquin Valley Risk Management Authority.

"**Authority**" shall mean the Central San Joaquin Valley Risk Management Authority, aka the RMA.

"**Board of Directors**" or "**Board**" shall mean the governing body of the **Authority**.

"**Broker**" shall mean the **insurance broker** hired by the **Executive Committee** to acquire **insurance** coverage.

"**Claims**" shall mean demands made against the **Authority** arising out of occurrences which are claimed to be within one of the **Authority's Joint Protection Programs** as developed by the **Board**.

"**Deposit Premium**" shall mean the annual dollar amount determined by the Board of Directors payable by each **Member City** for the purpose of **self-insurance** coverage, excess **insurance premiums**, and administrative costs, charged for the purpose of carrying out the powers of the **Authority**.

"**Executive Committee**" shall mean the elected officers and the representatives appointed by each region to represent that region.

"**Fiscal Year**" shall mean the period July 1 to June 30 of each year.

"**Insurance**" shall mean any commercial insurance coverage.

"**Insurance Premium**" shall mean those funds charged for the payment of group purchased insurance.

"**Joint Protection Programs**" shall mean any program to provide risk sharing or insurance coverage under this **Agreement** and shall include a determination as to the amount of initial **Insurance Premiums** and/or **Deposit Premiums**, a precise allocation plan and formula, and a determination of the amount and type, if any, of excess insurance to be purchased. Included within the term **Joint Protection Program** is the identification of exposures to accidental loss, the reduction or limitation of losses to **Member City** properties and from injuries to persons or property caused by the operations of **Member Cities** and the funding of those risks, together with any other functions appropriate or necessary to the functioning of the **Joint Protection Program**.

"**Master Plan Document**" shall mean the document, formally adopted by the **Executive Committee**, setting forth the operations, policies, and provisions of a self-insured or pooled coverage program, which shall include, but not be limited to, the following:

1. The scope of the program;
2. The procedures to be followed;
3. Who may participate;
4. Any limits or restrictions;
5. How **Deposit Premiums** are determined;
6. How refunds, if any, are determined;
7. Commitments required by participants; and
8. How the document may be amended.

"**Member City**" shall mean a city which is an incorporated municipality organized with a council, City Manager/Administrator form of government, which has been approved for participation in the **Authority** by the **Executive Committee** in accordance with applicable provisions of the **Agreement** and the Bylaws and has signed the **Agreement**.

"**Operating Fund**" shall mean the fund established by the **Authority** for the purpose of paying just demands submitted to the **Authority**.

"**Representative**" shall mean the person, **designated** in writing by the **Member City** to represent and act for and on behalf of the **Member City** regarding any matter before the **Authority's Board** or **Executive Committee**. The **Representative** must be either: (a) the City Manager/Administrator or (b) a person designated by the City Manager/Administrator who holds a management/organizational position with the **Member City** and whose responsibilities include all or part of the **Member City's** risk management functions (i.e., finance, human resources, claims/losses, insurance, and safety/risk control).

"Self-Insurance" shall mean the process whereby the **Authority** maintains sufficient reserves to pay all **claims** and associated expenses of a risk exposure without purchasing **insurance** to cover the risk or a portion of the risk.

ARTICLE II
PURPOSES

The purpose of this **Agreement** is to provide joint powers common to each **Member City** for **insurance** purposes; to pool self-insured **claims** and losses, to purchase or participate in excess pooling or excess **insurance** coverage, and to provide related administrative services including risk management, consulting, actuarial services, claims adjusting and legal defense services; to implement risk management principles; and to provide for the future inclusion of additional incorporated municipalities desiring to become parties to the **Agreement**.

ARTICLE III
CREATION OF JOINT POWERS AUTHORITY

Pursuant to Section 6500, et. seq. of the California Government Code, the **Authority** is a public entity separate and apart from the parties to this **Agreement**. Pursuant to Government Code Section 6508.1, the debts, liabilities, and obligations of this joint powers authority shall not constitute debts, liabilities, or obligations of any party to this **Agreement**.

It is the express understanding of all parties that the **Authority** created originally on or about April 1, 1979, is the same **Authority** continued under this **Agreement**, even though some powers and procedures may be changed by this **Agreement**.

The **Authority**, its **Board**, officers, membership, and staff shall be governed by this **Agreement**, the Bylaws, **Master Plan Documents**, Memoranda of Coverage, and other documents duly adopted by the **Authority**.

ARTICLE IV
PARTIES TO **AGREEMENT**

Each city which has applied to and been accepted as a member of the **Authority** is a party to the Joint Exercise of Powers Agreement. Each party to the **Agreement** shall be bound by this **Agreement** when two-thirds (2/3rds) of the city councils of the **Member Cities** have adopted this amended and restated **Agreement**. A party to this **Agreement** certifies that it intends to and does contract with the **Authority** and with all other **Member Cities** which have signed this **Agreement** and, in addition, with each city which may hereafter be added as a party to and may sign this **Agreement**. Each city which has or may hereafter sign this **Agreement** also certifies that the deletion of any city from the **Authority** by voluntary withdrawal, involuntary termination, or otherwise, shall not affect this **Agreement** nor each **Member City's** intent to contract as described above with the then remaining **Member Cities**.

Each city which is a member of the **Authority** at the time this amended and restated **Agreement** is adopted by two-thirds (2/3rds) of the **Member Cities**, certifies that it intends to and does hereby contract with the **Authority** and with all other current **Member Cities**, and in addition, with each city which may hereafter be added as a party to and may sign this **Agreement**.

ARTICLE V
MEMBERSHIP

A. ELIGIBILITY

To be a member of this **Authority**, a city must be an incorporated municipality which is characterized by having professional management as typified by a bona fide Council Manager/Administrator form of government and must be approved for participation in the **Authority** in the manner provided by the Bylaws.

B. NEW MEMBERS

Eligible incorporated municipalities may become a party to this **Agreement** pursuant to the Bylaws of the **Authority**.

ARTICLE VI
TERM OF **AGREEMENT**

This **Agreement**, as amended and restated, shall become effective when approved by two thirds (2/3rds) of the respective City Councils of the **Member Cities**. When effective, this **Agreement**, as may be amended from time to time, shall continue thereafter until terminated as herein provided. This **Agreement** shall become effective as to any new **Member City** in accordance with the Bylaws and **Master Plan Documents** of the **Authority**.

ARTICLE VII
POWERS OF THE **AUTHORITY**

Pursuant to and to the extent required by Government Code section 6509, the **Authority** shall be restricted in the exercise of its powers in the same manner as the City of Ripon is restricted in the exercise of its powers. In the event the City of Ripon shall cease to be a Member of the **Authority**, then the **Authority** shall be restricted in the exercise of its powers in the same manner as the City of Madera.

The **Authority** is hereby authorized to do all acts necessary or appropriate for the exercise of said powers, including, but not limited to any or all of the following:

- 1. Make and enter into contracts;

2. Incur debts, liabilities, and obligations, but no debt, liability, or obligation of the **Authority** is a debt, liability, or obligation of a **Member City** except as otherwise provided;
3. Assess **Member Cities** as deemed appropriate by the **Executive Committee**;
4. Acquire, hold, or dispose of real and personal property;
5. Receive contributions and donations of property, funds, services, and other forms of assistance from any source;
6. Sue and be sued in its own name;
7. Employ agents and employees;
8. Acquire, construct, manage, and maintain buildings;
9. Lease real or personal property, including property of a **Member City**; and
10. To exercise all powers necessary and proper to carry out the terms and provisions of this **Agreement** or otherwise authorized by law.

This **Agreement** shall be construed and interpreted in accordance with the laws of the State of California.

ARTICLE VIII
BOARD OF DIRECTORS

A. STRUCTURE

The **Authority** shall be governed by a **Board** composed of one **Representative** from each **Member City**, each serving in an individual capacity as a member of the **Board**. Each **Member City** shall appoint one **Representative**. Appointments shall be limited to the City Manager/Administrator of each **Member City** or his/her authorized delegate. Each **Member City** shall also appoint one alternate **Representative**. The alternate **Representative** may attend and may participate in any meeting of the **Board**. When the regular **Representative** for whom he/she is an alternate is absent from the meeting, the alternate **Representative** may vote. Each **Representative** serves at the pleasure of the **Member City** being represented. Each **Representative** has one vote as the member of the **Board**. **Representatives** are not entitled to compensation. However, the **Executive Committee** may authorize reimbursement for expense incurred by a **Representative** in connection with his/her duties for the **Authority**.

B. MEETINGS OF THE **BOARD**

The **Board** shall hold at least two meetings each year. The **Executive Committee** shall determine the date upon which and the hour and place at which each regular meeting is to be held.

The President may call for a special meeting of the **Board** in compliance with open meeting laws in the State of California or a majority of the **Representatives** may call for a special

meeting by filing a written request with the Secretary. The President must then set a date, time, and place for the meeting to be held within 30 days and must make provision for notice of the special meeting being given.

Each meeting of the **Board**, and each meeting of the **Executive Committee**, including, without limitation, regular, adjourned regular, and special meetings, shall be called, noticed, held, and conducted in accordance with the Ralph M. Brown Act (Section 54950 et. seq. of the Government Code).

The **Authority** shall have minutes of regular and special meetings kept. As soon as possible after each meeting, copies of the minutes shall be forwarded to each **Member City**.

A majority of the members of the **Board** is a quorum for the transaction of business. However, less than a quorum may adjourn from time to time. A vote of the majority of a quorum at a meeting is sufficient to take action, unless otherwise specified.

C. **POWERS OF THE BOARD OF DIRECTORS**

The **Board** shall provide policy direction for the **Executive Committee**, the officers, and the **Administrator**. The **Board** may delegate any and all of its authority to the **Executive Committee** except the following:

1. Amendments to the Bylaws, which requires at least a two-thirds (2/3rds) vote of the **Board**;
2. Creation of any new **Joint Protection Program**;
3. Termination of any **Joint Protection Program**;
4. Expulsion of a **Member City**;
5. Adoption of an operating budget for the **Authority**;
6. Amendments to the **Authority's** Conflict of Interest Code; and
7. Authorization for the issuance, modification, or defeasance of bonds.

ARTICLE IX
BYLAWS AND REGULATIONS

The **Board** shall adopt Bylaws and general regulations not inconsistent with State law and this **Agreement**.

ARTICLE X
EXECUTIVE COMMITTEE

The **Board** shall establish an **Executive Committee** and delegate functions not otherwise reserved to the entire **Board**. The **Executive Committee** shall be appointed, have the powers, and hold meetings as set forth in the Bylaws.

ARTICLE XI
OFFICERS

The officers of the **Authority** shall consist of an elected President, First Vice President, and Second Vice President, and an appointed **Administrator**, Secretary, and Treasurer. Other offices may be created by the Bylaws, **Master Plan Documents**, or the **Administrator**, subject to the approval of the **Board** or the **Executive Committee**, as applicable. All offices shall be filled and have the powers and responsibilities as prescribed in the Bylaws or **Master Plan Documents**.

The functions of auditor/controller of the **Authority** shall be performed by the **Authority's** officers or employees. The Treasurer and auditor/controller have the powers, duties, and responsibilities specified in Government Code Section 6505.6. The **Authority** shall purchase a bond which includes coverage for the duties performed by the Treasurer and the auditor/controller.

ARTICLE XII
JOINT PROTECTION PROGRAMS

- A. The **Executive Committee** may at any time, and from time to time, offer to the **Board** for adoption such **Joint Protection Programs** as may be deemed desirable. All **Member Cities** shall participate in those mandatory **Joint Protection Programs** as set forth in the Bylaws. All other **Joint Protection Programs** shall be optional. The **Board** shall establish the amount of **Deposit Premium**, determine the amount of loss reserve contribution, provide for the handling of **claims**, and otherwise establish the policies and procedures necessary to provide a particular **Joint Protection Program** for **Member Cities**.
- B. Each **Joint Protection Program** shall remain separate and distinct from every other **Joint Protection Program** and the liability and obligations of each program, and its participating **Member Cities** shall not be a liability or obligation of another program or participating Member City of another program. A **Member City's** participation in one program shall not obligate it or its funds on deposit with the **Authority**, to the debts, obligations, or liabilities of any other program. Separate accounting shall be maintained for each **Joint Protection Program**.

ARTICLE XIII
RESERVE FUNDS

The **Authority** may establish a fund for the purpose of paying the losses and establishing a reserve to cover the retained portion of losses that may be insured against by the **Authority** or the **Member Cities**. The funds shall be invested in compliance with the **Authority's** Investment Policy and relevant state laws.

Refunds shall be made in accordance with the **Master Plan Document** for each program.

ARTICLE XIV
OPERATING FUND

The **Authority** shall establish an **Operating Fund**. The **Operating Fund** is for the purpose of paying **insurance premiums, broker's fees, adjusting fees, consultant and legal fees, and such other items** as are appropriate. Just demands for payment shall be made by warrants in compliance with the adopted budget. The warrants shall be paid as directed by the **Executive Committee**. The **Board** may establish such other funds as it considers appropriate which shall be maintained and invested in the same manner as the **Operating Fund**.

ARTICLE XV
BUDGET

The **Board** shall adopt a budget annually.

ARTICLE XVI
**FUNDING AND PROCEDURES FOR CALCULATING
ANNUAL CONTRIBUTIONS**

The provisions for funding and calculating annual contributions shall be as set forth in the Bylaws and the **Master Plan Documents** for each program.

ARTICLE XVII
RESPONSIBILITIES OF AUTHORITY

The **Authority** may perform or have performed the following functions in discharging its responsibilities under this **Agreement**:

1. Assist **Member Cities** in developing their risk management programs;
2. Participate in risk management advisory committees formed by **Member Cities**;
3. Provide loss prevention, safety, and security services;
4. Provide all program services as required by program **Master Plan Documents**;
5. Provide loss analysis control by use of statistical analysis, data processing, and record and file keeping services. The purpose of this information is to identify high exposure operations and to evaluate proper levels of self-retention and deductibles;
6. Conduct risk management audits to review the participation of each **Member City** in the program; and
7. Perform other functions as required by the **Board** for the purpose of accomplishing the goals of this **Agreement**.

ARTICLE XVIII
RESPONSIBILITIES OF **MEMBER CITIES**

The **Member Cities** have the following responsibilities:

1. Pay all financial obligations to the **Authority** within the time prescribed;
2. Appoint an individual to be responsible for coordinating the risk management activities of his/her **Member City** with the **Authority**;
3. Conduct its operations in a manner which enhances safety and loss control consistent with recommendations by **Authority** staff;
4. Carry out the duties and responsibilities as assigned or mandated by the **Board of Directors** and/or the **Executive Committee** which may include, but are not limited to, adherence to and/or adoption of policies and procedures, support of initiatives deemed necessary for the proper functioning of the **Authority**, and timely execution of tasks deemed necessary for the operation and governance of the **Authority**;
5. Report to the risk manager during the development stages the addition of new programs or the significant reduction or expansion of existing programs;
6. Permit and assist the **Authority** in conducting on-site safety and loss control inspections and/or safety or risk management audits as required by the **Board**;
7. Submit underwriting information requested by the **Authority** on a timely basis;
8. Provide accurate statistical data concerning the **Member City** to the **Authority** when requested;
9. Cooperate fully with the **Authority** in determining the cause of losses and in the settlement of losses;
10. Cooperate to the fullest extent with the **Authority's** Litigation Manager on matters of **claims** and the conduct of defense of **claims**; and
11. Comply with risk management requirements established under the authority of this **Agreement**.

ARTICLE XIX
WITHDRAWAL

Any **Member City**, at their sole discretion, may voluntarily withdraw from membership in the **Authority** only at the end of any **fiscal year** by notifying the **Authority** in writing six (6) months prior to the end of any **fiscal year**, or at any other time which is agreed to by the **Board**, unless otherwise prohibited in the **Master Plan Document** of any program. A notice of withdrawal shall be final and irreversible upon its receipt by the **Authority** unless the **Board** authorizes it to be rescinded by the **Member City**.

ARTICLE XX
INVOLUNTARY TERMINATION

A **Member City** may be removed from this **Agreement** by a two-thirds (2/3rds) vote of the **Board** for non-compliance with any provision of the governing documents. Such involuntary termination shall proceed in accordance with the provisions set forth in the Bylaws.

ARTICLE XXI
CONTINUED LIABILITY

Upon any withdrawal or involuntary termination of a **Member City**, the said **Member City** shall continue to be responsible for any unpaid **insurance premiums, deposit premiums**, surcharges, administration costs, and **claims** and for any debts and assessments in accordance with the provisions of this **Agreement**, the Bylaws, Resolutions, and the **Master Plan Documents of Joint Protection Programs** in which the **Member City** has participated.

ARTICLE XXII
REFUNDS UPON WITHDRAWAL OR INVOLUNTARY TERMINATION

In the event a **Member City** withdraws from the **Authority** or its membership is involuntarily terminated, said **Member City** shall thereafter be entitled to receive its unobligated share of monies held by the **Authority**, less any and all amounts owed the **Authority** whether contingent or not, by the said withdrawing or terminated **Member City**. The remainder of any funds held by the **Authority** for the withdrawing or terminating **Member City** subject to any retention amount as provided below, shall be the unobligated share and shall be refunded to the **Member City** and shall be accepted in full settlement and satisfaction against any **claims** the **Member City** may have against the **Authority**. The **Authority** shall require that sufficient funds are retained on deposit with the **Authority** to completely pay any and all unpaid **insurance premiums, deposit premiums**, surcharges, administration costs, or **claims**, including any amounts for unreported **claims** and maturity of **claims** against said withdrawing or terminating **Member City**, and the amount to be retained on deposit shall be determined by the **Authority**. Any and all rights, entitlements, benefits, and obligations after withdrawal or termination shall be subject to ongoing obligations and responsibilities agreed to by a **Member City** by agreeing to participate in any pooled **Joint Protection Programs**.

ARTICLE XXIII
TERMINATION OF **AUTHORITY**

The **Authority** may be terminated at any time if two-thirds (2/3rds) of the respective city councils of the then-**Member Cities** adopt a resolution requesting termination of the **Authority**; provided, however, that this Joint Powers Agreement and the **Authority** shall continue to exist for the purpose of disposing of all **claims**, concluding any pending litigations, for the liquidation and distribution of assets, and for all other functions necessary to conclude the affairs of the **Authority**.

The **Board** shall take whatever action is necessary or appropriate to cause these ongoing responsibilities to be discharged and to effectively close out the affairs of the **Authority**. Upon completion of the liquidation and dissolution of the **Authority**, the **Authority** shall pay to each city which was a member of the **Authority** at the time of termination its pro rata share based on a city's contribution to the **Authority**, as determined by an independent Certified Public Accountant which has audited the financial records of the **Authority**, of the remaining assets of the **Authority** and shall pay to each **Member City** all monies held by the **Authority** in the reserve funds of that **Member City**.

ARTICLE XXIV
AUDIT

The **Authority** shall obtain an annual certified audit of its accounts and financial records which shall be made by a Certified Public Accountant and shall conform to generally accepted auditing standards.

ARTICLE XXV
ARBITRATION

Any controversy between the parties hereto arising out of this **Agreement** shall be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the California Arbitration Act, Sections 1280 through 1294.2 of the California Code of Civil Procedure.

ARTICLE XXVI
BINDING EFFECT OF BYLAWS, **MASTER PLAN DOCUMENTS**,
AND MEMORANDA OF COVERAGE

Each party to this **Agreement** by the execution hereof agrees to be bound by and to comply with all of the terms and conditions of this **Agreement**, the Bylaws, the **Master Plan Documents**, Memoranda of Coverage, and any resolution adopted by the **Authority**, the **Board of Directors**, or the **Executive Committee** as they now exist or may hereafter be adopted or amended.

ARTICLE XXVII
ENFORCEMENT

The **Authority** is hereby granted authority to enforce this **Agreement**. In the event action is instituted by the **Authority** to enforce any term of this **Agreement**, the Bylaws, or the **Master Plan Document** of any program against any **Member City**, the prevailing party shall be entitled to reasonable attorney fees and costs incurred because of said action, in addition to other appropriate relief.

ARTICLE XXVIII
AMENDMENTS

This **Agreement** may be amended by written resolution approved and signed by two-thirds (2/3rds) of the respective city councils of the **Member Cities** that are parties to this **Agreement**. Upon signature of any amendment by two-thirds (2/3rds) of the **Member Cities**, any **Member City** failing or refusing to abide by such amendment may be involuntarily terminated as a party to this **Agreement** as provided herein.

ARTICLE XXIX
NOTICES

Notices under this **Agreement** shall be sufficient if delivered to the office of the Clerk or Secretary of the respective jurisdictions.

ARTICLE XXX
COUNTERPARTS

This **Agreement** may be executed in one or more counterparts and shall be as fully effective as though executed in one document.

Dated: _____

MEMBER CITY

BY: _____

**RESOLUTION APPROVING AMENDMENT TO JOINT POWERS AGREEMENT OF THE
CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY**

WHEREAS, the CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY (CSJVRMA) is a California Joint Powers Authority created and operated pursuant to California Government Code 6500 et. seq. for the purpose of pooling funds to provide coverage for indemnification and defense and to purchase excess insurance for certain civil claims involving general liability, workers’ compensation, and property damage;

WHEREAS, the City of ____ is authorized pursuant to California Government Code 990.8 to enter into a Joint Powers Agreement for the purposes described above;

WHEREAS, the City of ____ is a member of the CSJVRMA;

WHEREAS, the Joint Powers Agreement which was created establishing the CSJVRMA allows for amendment of the agreement upon approval by the City Council of two thirds of the members of the CSJVRMA;

WHEREAS, the CSJVRMA desires to amend the Joint Powers Agreement as set forth in the Agreement dated July 1, 1994, and as amended July 1, 2025, a copy of which is attached hereto and incorporated herein;

The City hereby resolves:

IT IS HEREBY RESOLVED that the City Council of _____ approves the Central San Joaquin Valley Risk Management Authority Joint Powers Agreement, dated July 1, 1994, as amended and restated on July 1, 2025, and in the form as attached hereto, and it is FURTHER RESOLVED that the City Manager/Administrator is authorized and directed to execute such agreement.

The forgoing resolution was adopted this ____ day of _____, 20__ by the following vote:

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

MAYOR/CITY MANAGER

ATTEST:

CITY CLERK

RESOLUTION 25-26-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK
APPROVING AMENDMENT TO JOINT POWERS AGREEMENT OF THE CENTRAL
SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY**

WHEREAS, the CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY (CSJVRMA) is a California Joint Powers Authority created and operated pursuant to California Government Code 6500 et. seq. for the purpose of pooling funds to provide coverage for indemnification and defense and to purchase excess insurance for certain civil claims involving general liability, workers’ compensation, and property damage;

WHEREAS, the City of Sutter Creek is authorized pursuant to California Government Code 990.8 to enter into a Joint Powers Agreement for the purposes described above;

WHEREAS, the City of Sutter Creek is a member of the CSJVRMA;

WHEREAS, the Joint Powers Agreement which was created establishing the CSJVRMA allows for amendment of the agreement upon approval by the City Council of two thirds of the members of the CSJVRMA;

WHEREAS, the CSJVRMA desires to amend the Joint Powers Agreement as set forth in the Agreement dated July 1, 1994, and as amended July 1, 2025, a copy of which is attached hereto and incorporated herein;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Sutter Creek approves the Central San Joaquin Valley Risk Management Authority Joint Powers Agreement, dated July 1, 1994, as amended and restated on July 1, 2025, and in the form as attached hereto, and it is **FURTHER RESOLVED** that the City Manager/Administrator is authorized and directed to execute such agreement.

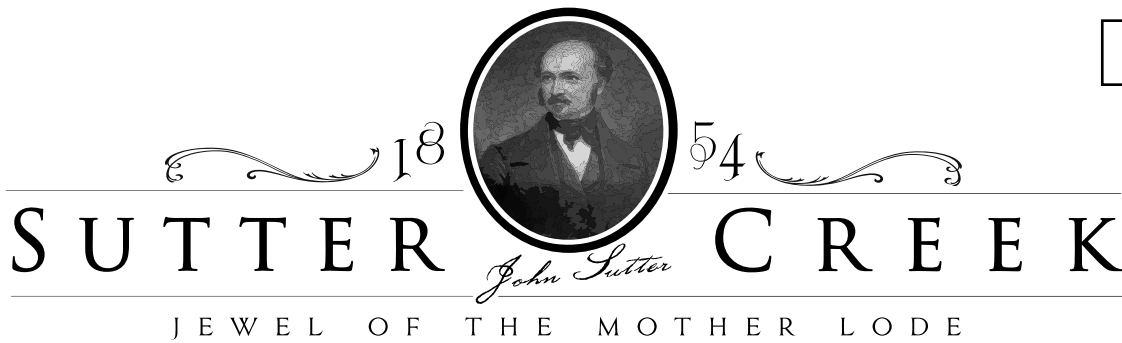
The forgoing resolution was adopted this 21st day of July, 2025 by the following vote:

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

Claire Gunselman, Mayor

ATTEST:

Aaron Wolcott, City Clerk



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: JULY 21, 2025
FROM: WILLIAM WATSON, ADMINISTRATIVE PROJECT MANAGER
SUBJECT: WEED ABATEMENT ORDINANCE - ENFORCEMENT - STANDARD OPERATING PROCEDURE (SOP)

RECOMMENDATION:

City Council review the proposed Standard Operating Procedure (SOP) for enforcement of the City's Weed Abatement and Rubbish Ordinance and provide feedback as needed.

BACKGROUND:

The City of Sutter Creek has developed a comprehensive Standard Operating Procedure (SOP) to guide the enforcement of its Weed Abatement and Rubbish Ordinance. The SOP was created to ensure a consistent, transparent, and legally sound process for addressing weed and rubbish violations on private property, with a strong emphasis on public safety and fire risk mitigation.

DISCUSSION:

The proposed SOP offers a strong framework for enforcing the City's Weed Abatement and Rubbish Ordinance, clearly outlining procedures for inspection, notification, compliance timelines, citations, City-initiated abatement, and cost recovery. It also confirms the City's authority to access properties to mitigate fire hazards and outlines associated administrative fees and fines.

As we move toward implementation, it's important to consider how closely our enforcement practices align with the ordinance itself. In some cases, we may be informally allowing more time for compliance than the ordinance specifies. If this is the case, we should determine whether to adjust the SOP to reflect current practice or work toward more consistent enforcement timelines.

Encouraging voluntary cooperation should remain a priority. Public education efforts—such as early communication, clear reminders, or neighborhood outreach—can increase compliance rates and reduce the burden of formal enforcement. These efforts could be especially effective ahead of the peak fire season.

Clarity around roles and responsibilities is also key. Implementation will likely require coordinated efforts across multiple departments, and we should identify who will be responsible for inspections, follow-ups, and enforcement actions. Ensuring adequate staffing and training will be essential to maintain consistency and efficiency.

Finally, establishing a clear timeline for when the first round of enforcement under this updated SOP will begin is critical. Setting expectations early will help support transparency and give residents time to respond proactively.

BUDGET IMPACT:

There is no direct fiscal impact associated with reviewing the SOP. However, enforcement of the ordinance is supported by a \$10,000 allocation in the current fiscal year. Any additional costs related to contractor services for abatement and administrative activities are expected to be recoverable through invoicing and special assessments on non-compliant parcels.

ATTACHMENT:

City of Sutter Creek's – Weed Abatement - Standard Operating Procedure Document

Ordinance:

https://library.municode.com/ca/sutter_creek/codes/code_of_ordinances?nodeId=TIT10PUPESAMO_IV_OFAGPUDE_CH10.40ABWERU

Prior Staff Report:

<https://mccmeetingspublic.blob.core.usgovcloudapi.net/suttrcrkca-meet-8ecdec43240f47ca98609684e0ffdc6f/ITEM-Attachment-001-c53e4c8c6047411bad0eaa4f29902ca6.pdf>



City of Sutter Creek

Weed Abatement & Rubbish Ordinance

Standard Operating Procedure (SOP) – Enforcement

1. Purpose

This Standard Operating Procedure (SOP) outlines the enforcement process for the City of Sutter Creek’s Weed Abatement and Rubbish Ordinance Weed Abatement and Rubbish Ordinance Chapter 10.40. It establishes procedures for identifying violations, notifying property owners, conducting inspections, issuing citations, and initiating abatement when necessary.

2. Scope

This SOP applies to all City personnel involved in the enforcement of weed abatement and rubbish regulations within the city limits.

3. Definitions

- **Property Owner:** The legally registered owner of a parcel of land.
 - **Agent:** An individual authorized to act on behalf of the property owner.
 - **Lessee:** A tenant or occupant under a lease agreement.
-

4. Procedure

Step 1: Fire District Coordination

- **Non-Compliance Reporting:** If the property remains in violation following **Fire District** attempt to notify parcel owners violation, the **Fire District** will compile and provide the City with a list of all non-compliant properties.
-



Step 2: Identification of Violation

- **Detection:** Violations may be reported through community complaints, city inspections, by the **Fire District**, or routine monitoring.
 - **Documentation:** Record the date, location, and nature of the suspected violation.
-

Step 3: Inspection

- **Site Visit:** Conduct an on-site inspection within five (5) business days of receiving a report.
 - **Assessment:** Confirm the presence of weeds, rubbish, or other violations in accordance with the ordinance.
 - **Documentation:** Take photographs and detailed notes during the inspection for official records. Store these on the Planning file server under Code Enforcement.
-

Step 4: Initial Notification to Property Owner

- **Formal Notice-Curtesy Letter:** Issue a formal notice of violation to the property owner, agent, lessee, or responsible party.
 - **Delivery:** Send the notice via **certified mail**.
 - **Contents:**
 - Property owner is required to abate the nuisance
 - Description of the violation
 - Description of the requirement to abate violation of ordinance
 - Deadline for compliance (15 calendar days from the notice date)
 - Consequences of non-compliance, which can include issuance of citation in accordance with Chapter 1.17 of this code
-

Step 5: Compliance Period

- **Monitoring:** Allow 15 calendar days for the property owner to correct the violation.
 - **Resolution:**
 - Send confirmation of compliance via **certified mail**.
 - If abated within the compliance period, document the correction.
-



Step 6: Re-Inspection and Second Notice/Inspection – Optional

- **Second Inspection:** Discretion of the city to inspect, if the violation remains, conduct a second inspection **at least 15 days** after the original notice was issued.
 - **Second Notice:**
 - If the property is still in violation, issue a second formal notice granting an **additional 15 days** to complete the required abatement.
 - Send the second notice via **certified mail**.
 - Include a summary of the violation, new compliance deadline, and notice of potential City abatement and associated costs.
-

Step 7: Notice of Abatement Proceedings

- **City Notification:** The City will send a **final courtesy letter via certified mail** to the property owner indicating:
 - Service of Notice - Mailed via Certified Mail
 - Notice of Abatement Lien with Amador County with Amador County Recorder
 - The City intends to proceed with abatement.
 - Failure of owner/renter to receive notice, shall not affect validity of proceeding.
 - The property owner will be financially responsible for all costs the City incurs during the cleanup.
-

Step 8: Appeals

- **Property owner** may appeal the decision made by the city to abate nuisance
 - Property owner must send written appeal to enforcement officer requesting a hearing within 15 days of notice.
- **Hearing Procedures:**
 - The enforcement officer considers only evidence related to the nuisance and the owner's responsibility.
 - Property owners may testify and present evidence.
 - Failure to appear waives the appeal and any challenge to abatement costs.
 - The notice and supporting documents serve as initial evidence.
 - New evidence must be mailed to the appellant at least 5 days before the hearing.
 - Appellants must receive all relied-upon documents 5 days prior; no formal discovery applies.
 - Hearings are scheduled 10–20 days from the request, with 5 days' notice.
 - A final written decision is issued within 72 hours and mailed within 48 hours.
- **Decision on appeal:**



- A written decision will be issued within 72 hours of the hearing.
- The decision will state the outcome, reasons, and any imposed conditions.
- The decision is final.
- A copy of the decision will be served by mail to the property owner within 48 hours final decision.

Step 9: City-Initiated Abatement

- **Action:**
 - The City will engage a contractor to remove the weeds or rubbish from the non-compliant property.
- **Legal Authority:**
 - If the parcel owner is non-compliant, the enforcement officer and other authorized personnel (including city officials, contractors and agents) are empowered to enter private property to abate nuisances and ensure public safety.
 - Entry and abatement activities must be conducted in accordance with constitutional protections and all applicable federal, state, and local laws.
- **Removal of Nuisance:**
 - The enforcement officer and authorized personnel (including deputies, assistants, contractors, and agents) are empowered to enter private property to abate nuisances.
 - Properties in violation of the city ordinance will be grouped together so the weed abatement contractor can address multiple nuisances in a single day, reducing travel costs.
 - A police officer reservist will accompany contractors to prevent and manage potential confrontations with property owners or occupants
 - Abatement may involve removal, repair, or other corrective measures necessary to eliminate the nuisance.
- **Documentation:**
 - Contractor to take photos of before/after abatement.
 - The city will maintain photographic and written records of the work performed. Stored on the Planning file server under Code Enforcement.

Step 10: Cost Recovery Letter

- **Notice of Costs:**
 - Upon completion of abatement, the City will send a **written cost recovery notice via certified mail** to the property owner.
- **Payment Terms:**



- Net 30 days from the date notification was provided to the property owner.
- **Special Assessment:**
 - Following abatement, if costs are unpaid, a Notice of Abatement Lien will be filed with the Amador County Recorder's Office.
 - The lien will include a legal description of the property, the amount owed, and reference to the enforcement action.
 - Payment may be made by the first day of August of the year in which such statement was filed.
 - Filing the lien ensures recovery of abatement costs through the property title.
 - A copy of the lien notice will be mailed to the property owner at their last known address.
 - The lien remains in effect until the full amount is paid or otherwise resolved.
 - If unpaid, the cost will be applied as a **special assessment** on the property's tax bill, pursuant to **Government Code § 38773.5 (CA Govt Code)**.

5. Recordkeeping

All records related to inspections, notifications, citations, appeals, communications, and abatement activities must be maintained in accordance with City record retention policies and applicable laws.

6. Review and Update

This SOP will be reviewed **annually** by City staff and updated as necessary to ensure compliance with current municipal codes, state laws, and enforcement practices.

Conclusion

This SOP ensures the consistent, fair, and legally compliant enforcement of the City's Weed Abatement and Rubbish Ordinance. It promotes public health, safety, and property maintenance through timely action and clear communication with property owners.

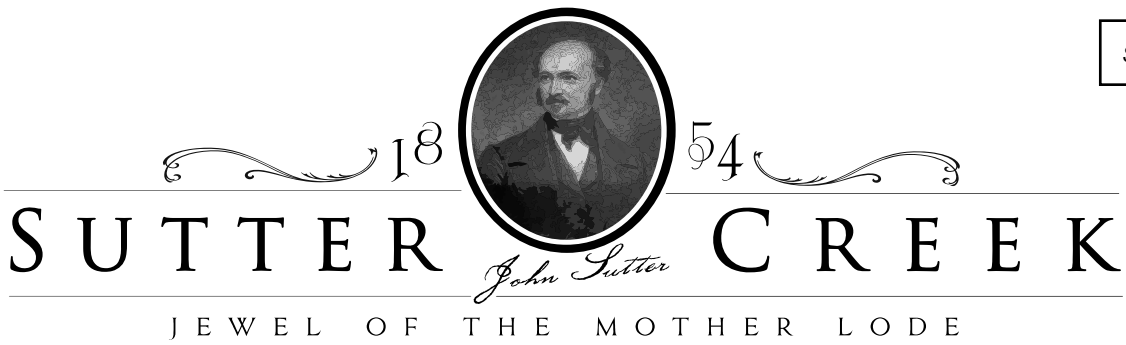
Supplemental Enforcement Measures



In addition to cost recovery for abatement services, the City will impose fines and a 10% administrative fee on non-compliant property owners. These penalties may be applied:

- As **civil fines** for continued violation of City ordinances
- **Citation:** Issue a citation to the property owner, agent, lessee, or other responsible party if the violation persists.
- **Legal Reference:** Cite Chapter 1.17 of the City of Sutter Creek’s Municipal Code.
- **Recordkeeping:** Log citation information in the City’s enforcement records.
- To **recoup administrative time and resources** associated with inspections, notifications, and enforcement actions
- In accordance with City Code and **any applicable state law pursuant to Section 38773.5**

These additional measures serve to reinforce compliance, promote responsible property maintenance, and ensure the City is not burdened with avoidable public safety costs.



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: JULY 21, 2025
FROM: WILLIAM WATSON, ADMINISTRATIVE PROJECT MANAGER
SUBJECT: FIRE SAFETY

RECOMMENDATION:

This report is provided for discussion and feedback on staff priorities.

BACKGROUND

As the risk of wildfire has increased, we’ve all become more focused on fire danger mitigation. Defensible space, evacuation routes, and fire insurance cost concerns are top of mind for many of us.

Staff have been focused on what the City can do to help ensure our community is as prepared as possible. The updated Weed Abatement Ordinance is one piece of this puzzle, discussed earlier tonight. We have been actively working with the County to update our Local Hazard Mitigation Plan. We have also been researching available programs to see what other preventative efforts are worthwhile. As the recent floods in Texas demonstrate, it can be extremely difficult to weigh the risk / reward of emergency preparation. In our community, with limited funds, we need to be as prepared as possible while being judicious with taxpayer money. Prevention efforts could consume as much money, time and effort as we’re willing to apply to it.

Some actions can be taken by Cities or Fire Districts. Others are actions to be taken by homeowners, with Cities and Fire Districts acting as a source of information and encouragement.

Fire Risk Reduction Community

Cities can take steps to become a Fire Risk Reduction Community. This is a program by the California Board of Forestry and Fire Protection. Becoming a FRRC would give us priority for Cal FIRE Wildfire prevention grant funding and can impact fire insurance costs. It would require the city to complete a thorough review and update of ordinances and practices every two years. We would need to update our Safety Element and make progress on recommended improvements. We would need to meet several other criteria which can include: 1) Local regulations that exceed minimum state regulations, 2) Adopting a defensible space ordinance, 3) Adopt comprehensive retrofit code for existing homes, 4) Identification of wildfire as a high priority hazard in our local hazard mitigation plan. Applications must be submitted by Oct 1, 2025. Attaining this status would make us eligible for Hazard Fuels Reduction grants which we

could possible use for our weed abatement program. It can lead to reduction in insurance rates, how much is unclear. It is likely that homeowners would need to incur costs to fire harden their homes such as a Class A fire rated roof, 5 foot ember resistant zone around home, ember and fire-resistant vents, enclosed eaves, upgraded windows, and so on. More information can be found here <https://calfire-umb05.azurewebsites.net/projects-and-programs/fire-risk-reduction-community-list/>

The City of Shasta Lake is an FRRC and has a lot of great materials online (links below)

Firewise USA Community Recognition Program

The Firewise USA Community Recognition Program, administered by the National Fire Protection Association (NFPA), is a national initiative that promotes wildfire risk reduction in communities located within the wildland-urban interface (WUI). The program provides a framework for neighborhoods to organize defensible space efforts, conduct risk assessments, and engage residents in annual mitigation activities. Information can be found here <https://readyforwildfire.org/prepare-for-wildfire/firewise-communities/>.

California supports Firewise through fire safe councils, state funding, and coordination with fire agencies. Many communities in the state use the program to improve fire resilience, qualify for grants, and support homeowners in accessing insurance discounts. Locally, the Amador Fire Safe Council serves as a resource for Sutter Creek and surrounding areas, offering guidance on wildfire preparedness and community-led initiatives <https://www.amadorfiresafe.org/>.

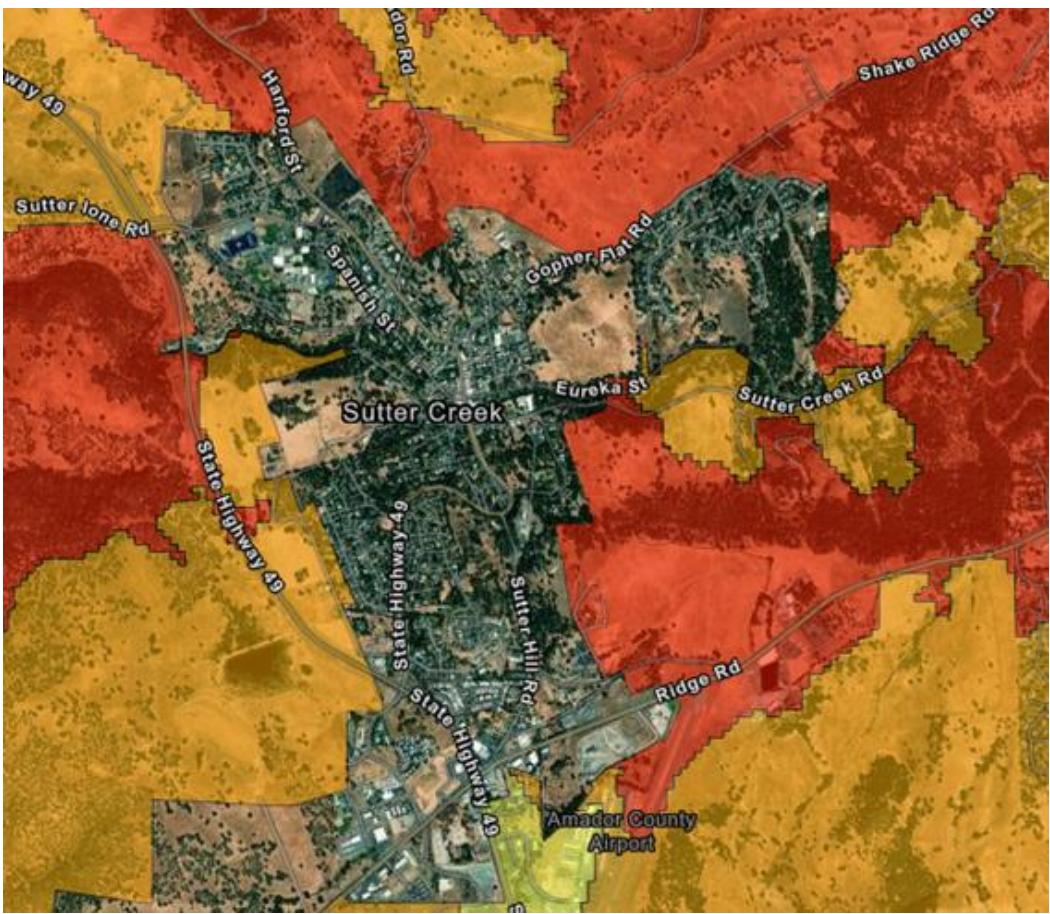
Firewise USA offers a voluntary, community-based model to reduce wildfire threats through education, planning, and collective action. Its five core requirements—risk assessment, action planning, a local committee, community outreach, and annual reporting—provide structure for neighborhoods to become more fire-adapted.

Firewise can be implemented in groups as small as eight houses. Neighborhoods can decide to become a Firewise Community. An interested group must establish a board or committee, develop a wildfire risk assessment plan updated every five years, create and maintain an action plan updated every three years, document community engagement, and then apply for recognition. The City could promote and provide information on Firewise, but attaining it would require significant effort on the part of residents.

In both programs, homeowners must be active participants. FRRC appears to be more aimed at Cities to create ordinances and programs to encourage compliance. Firewise appears to be more volunteer based with homeowners leading the process.

DISCUSSION

Sutter Creek lies in a **high and very high wildfire risk zone**. Firewise strategies such as vegetation management, ember-resistant construction, and neighborhood-level organizing are highly applicable and complement existing City policies.



One of the strongest incentives for participation is the potential for **insurance benefits**. California law requires insurance companies to provide discounts to policyholders who take wildfire mitigation actions. Firewise designation is recognized by multiple insurance providers, including USAA, Mercury Insurance, and the California FAIR Plan, and may be used as a qualifying factor in underwriting decisions. Actual benefits vary based on provider policies and individual property characteristics.

For more on insurance-related advantages and community safety benefits, residents can visit firesafelake.org/benefits, a resource maintained by the Lake County Fire Safe Council.

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COMMUNITY CONSIDERATIONS & STEPS

As public concern around wildfire preparedness grows, residents and local leaders may want to explore ways to expand current efforts. Some opportunities include:

- **Organizing at the neighborhood level** through a Firewise committee or other volunteer group.
- **Partnering with the Amador Fire Safe Council** to access technical assistance, grant resources, and support for mitigation planning.
- **Becoming a Fire Risk Reduction Community to qualify for fuels management or education grants** through state or regional programs.
- **Hosting local events or workshops** focused on defensible space, insurance literacy, and evacuation planning.
- **Identifying a community liaison or coordinator** to facilitate information sharing and preparedness activities.

Volunteers and neighborhood groups can play a major role in building a more fire-adapted Sutter Creek, especially when supported by local and regional agencies. Residents have already expressed a desire for greater preparedness, and this report is intended to inform and encourage that momentum. Whether through Firewise or other grassroots efforts, increased resident participation can enhance public safety, reduce wildfire damage, and create long-term benefits across the city.

We expect this to be potentially one of many discussions on fire safety, depending on feedback from the City Council.

BUDGET IMPACT

There is no fiscal impact associated with this informational report. It is intended solely to educate and inform residents about available wildfire mitigation resources and community-based programs. Additional steps will require investments that could be substantial such as updating our Safety Element or creating new ordinances with corresponding enforcement costs.

ATTACHMENT:

City of Shasta Lake Preparedness and Insurance Resolution:

<https://www.cityofshastalake.gov/1225/Wildfire-Preparedness-and-Insurance-Reso>

Shasta Lake Wildfire Preparedness Guide:

[Shasta-Lake-Wildfire-Information-and-Preparedness-Guide-2025-web](#)

Lake County Fire Safe Council

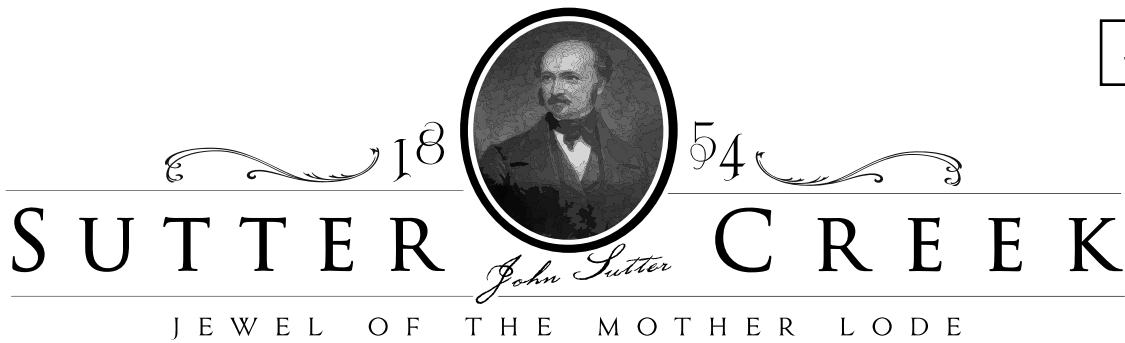
firesafelake.org/benefits

California Code of Regulations:

[View Document - California Code of Regulations](#)

Amador Fire Safe Council

<https://www.amadorfiresafe.org/>



INFORMATION REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: JULY 21, 2025
FROM: WILLIAM WATSON, ADMINISTRATIVE PROJECT MANAGER
SUBJECT: FACILITY RENTALS

RECOMMENDATION:

Information update for the City Council feedback and questions.

BACKGROUND:

The City owns and operates numerous public facilities, including community halls, meeting rooms, recreational spaces, and auditoriums. These assets require ongoing maintenance, utilities, and staff support, costs that persist whether the facilities are actively used. As you saw during our energy audit last year, the heating and cooling costs of these buildings are significant. Despite this investment, many City-owned spaces remain underutilized. This represents a missed opportunity both in terms of community benefit and potential revenue generation. As the City looks for ways to increase income and deliver services more efficiently, making better use of its existing infrastructure is a logical and necessary focus.

Currently, the process of booking these facilities is outdated and inefficient. While the City offers an online calendar and rental form on its website (<https://www.cityofsuttercreek.org/how-do-i/page/how-do-i-rent-city-facility>), the interface is not user-friendly. Confusion around availability, requirements, and pricing often leads individuals to visit City offices in person to complete the booking, resulting in unnecessary delays and increased administrative workload.

In addition to process-related challenges, several underlying issues further limit the use of City facilities. Pricing structures are inconsistent across locations and user types, between nonprofit and private users often charged differently depending on the facility. Many buildings lack basic amenities such as Wi-Fi, making them less suitable for modern meetings and events. Some facilities, such as the auditorium, require renters to pay for a full day with no partial-day option. In other cases, it is not possible to rent just one portion of a building, a limitation that fails to accommodate smaller groups or flexible needs.

While booking online is part of the solution, this report focuses on a more fundamental goal: rethinking the City's approach to renting its facilities. Improving usability, pricing fairness, amenity standards, and booking flexibility could help drive greater use, increase satisfaction, and enhance the City's ability to recover costs and serve its residents more effectively.

Use of city facilities for community organizations as a public benefit remains a key goal. For example, the schools can reserve the auditorium at no cost. We offer non-profit rates to local organizations. However, if we can maximize revenue from other users at other times, City and residents will benefit.

DISCUSSION:

In looking at maximizing the use of City facilities, we considering marketing our spaces, the rental process, and expanding/refining our offerings.

Marketing

Using an online system (see Rental Process) will enable us to be searchable online. The City can market the space through our website, social media, and consider other online advertising if there is a clear return on investment.

Recently, the City spoke with a professional event planner interested in using our facilities. This conversation highlighted a valuable opportunity: establishing a short list of vetted, recommended event planners who are familiar with the City's spaces and can assist users in organizing successful events. These planners would not only provide expert guidance to renters but also serve as ambassadors who actively promote our facilities within their networks, helping to increase awareness and bookings.

The City could offer a commission / discount to such partners. We can also be part of a more complete package offering by working with event planners.

Online efforts could include updated website content with booking instructions, tutorials, FAQs, and promotional videos. Social media channels, digital newsletters, and community calendars offer additional ways to highlight specific facilities and encourage engagement.

Offline outreach remains equally important, particularly for residents who may not be active online. This can involve printed flyers or brochures available at City Hall, libraries, and community centers; on-site signage with QR codes linking to the reservation system; and direct outreach to schools, nonprofits, and local organizations.

Hosting open houses or short training sessions may also help showcase the range of facilities available. Additionally, offering limited-time promotions, such as first-time user discounts or special rates for nonprofits, could help drive early interest and build momentum.

The Rental Process

As we looked at how other agencies are renting their spaces, we came across a company called Facilitron (<https://www.facilitron.com/>). Facilitron provides web-based platform designed to centralize and streamline the scheduling and rental of public facilities. It is widely used by cities, school districts, and parks departments to replace manual, paper-based systems with a more efficient digital workflow. Through Facilitron, users can view real-time availability, submit reservation requests, and manage necessary documents like insurance certificates or permits, all in one place.



**Your Event. Your Space.
Find it on Facilitron.**

Connect with the ideal space for your next event effortlessly on Facilitron—the world's largest online space rental marketplace.



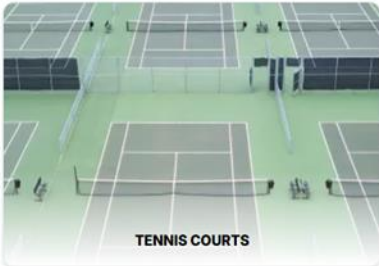
FOR FACILITY OPERATORS

**More Revenue.
More Data. Less Work.**

Transform your facility and rental business management with Facilitron's facility management platform. Experience enhanced efficiency and reduced workload with our user



SOCCER FIELDS



TENNIS COURTS



POOLS

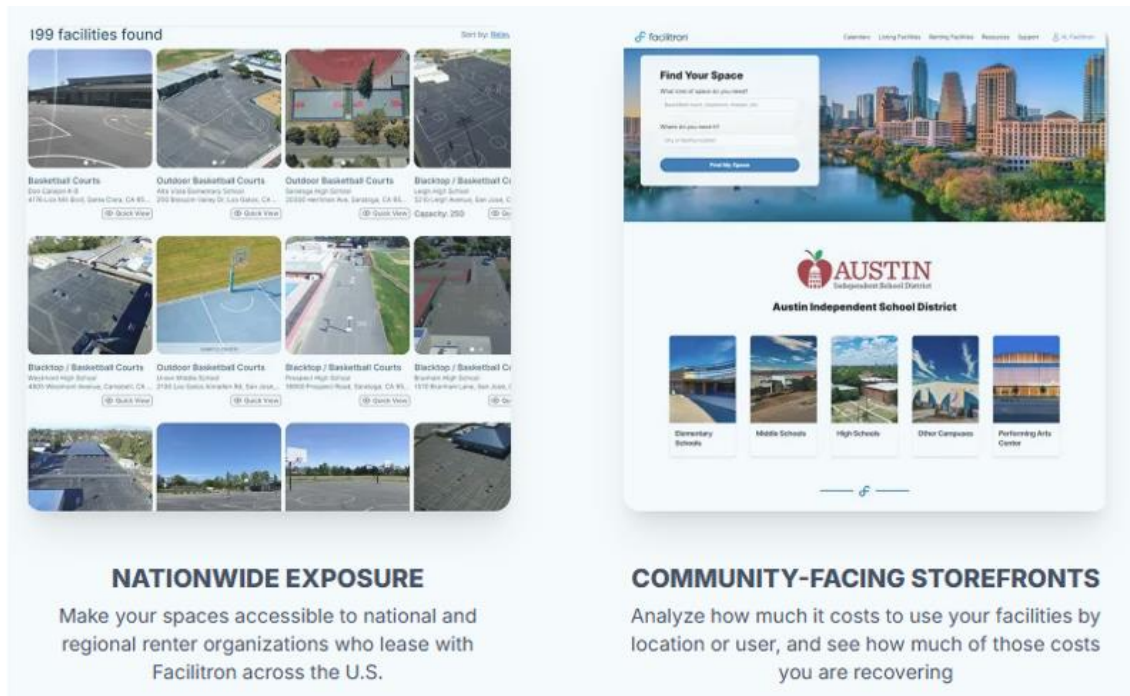


CAFETERIAS



PARKING LOTS

The platform supports automated approval workflows, customizable pricing based on user type (e.g., nonprofit, private, government), and online payment and invoicing. This not only simplifies the experience for renters, but also streamlines the administration. Reporting tools help monitor usage trends, track cost recovery, and support data-informed policy decisions.



The image displays two screenshots of the Facilitron website. The left screenshot shows a search results page with 199 facilities found, organized in a grid of 12 items. Each item includes a thumbnail image, a title (e.g., 'Basketball Courts', 'Outdoor Basketball Courts'), and a 'Book Now' button. The right screenshot shows the 'Find Your Space' search interface, which includes a search bar, a location dropdown, and a 'Find My Space' button. Below the search bar is a banner for the Austin Independent School District, featuring a grid of facility categories: Elementary Schools, Middle Schools, High Schools, Other Campuses, and Performing Arts Center.

NATIONWIDE EXPOSURE
Make your spaces accessible to national and regional renter organizations who lease with Facilitron across the U.S.

COMMUNITY-FACING STOREFRONTS
Analyze how much it costs to use your facilities by location or user, and see how much of those costs you are recovering

The company has been around for 10 years and more than 10,000 customers, primarily school districts across the US. They will come out and take photographs, set us up in their system, and provide ongoing support. They work on a commission basis, taking 10% of rental income, with no other fees. We would need to see more than 10% increase to justify using them. We are currently generating about \$35,000 in rental income a year.

Implementing a platform like Facilitron would offer:

- A transparent, self-service portal for renters
- Tiered pricing with logic-based rules for different user groups
- Streamlined document submission and approvals
- Better internal coordination and reduced errors

Expanding and Refining Facility Offerings

In addition to upgrading the reservation system, there is an opportunity to reevaluate and expand how the City's facilities are packaged and made available. Many buildings include features such as kitchens, breakout rooms, or multi-purpose areas that are currently only rentable as part of a full-day or full-building package. Offering more flexible rental options, such as partial-day bookings or renting just a kitchen or one meeting room, could make the facilities more accessible and responsive to the needs of different users.

In terms of our kitchens or food-prep areas, more research is needed into whether the City needs approval from the county health department for certain uses or whether it's the renter's responsibility to ensure they abide by legal requirements. Facilities that could be rented:

1. 18 Main Conference room with video conferencing
2. Community Center
3. Community Center kitchen only (some lockable cabinets could be provided)
4. Snack Shack
5. Possibly picnic tables or portion of the park rental
6. Pool Party rental – portion of the pool area for private party while life guards are present
7. Grammar School – 4 large rooms available individually including Kitchen
8. Grammar School – Whole building
9. 18 Main St Auditorium – currently whole day only. Offer 2 or 4 hour blocks with pricing oriented to encourage full day

Other locations like Cribb Fields or Bryson Park basketball court could be an opportunity as well. We also have longer-term office space available for rent including Monteverde store and the former Arts Council location in the Grammar School.

BUDGET IMPACT:

This effort is aimed at increasing city revenue. If we move forward with the online service, Facilitron charges 10% of annual rental revenue. This cost can be absorbed, passed through, or shared with online renters.

ATTACHMENT:

Current Process:

<https://www.cityofsuttercreek.org/how-do-i/page/how-do-i-rent-city-facility>

Facilitron Process:

<https://www.facilitron.com/for-renters/renting-facilities-overview>

City of Sutter Creek
 City Treasurer's Report
 June 2025

Receipts & Disbursements Report

City's Checking Account

Receipts

Deposits	\$ 261,405	
Reversal of Bank Charges	-	
Total		\$ 261,405

Disbursements

Accounts Payable	\$ 153,307	
Payroll & Benefits	130,557	
Bank Charges	50	
Total		\$ 283,914

Net Amount of Investment Transfers \$ -

Recap of City Treasury

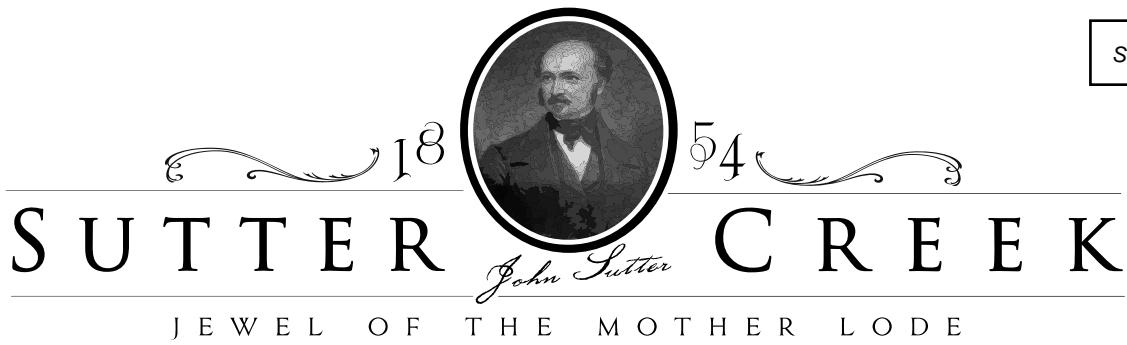
Investments on Hand June 30, 2025

	Market or Withdrawal Value	Rate of Return
Bank of Marin Checking	\$ 1,742,075	0.01%
Bank of Marin Money Market	\$ 12,135	4.60%
Bank of Marin Money Market #2	\$ 1,988,637	4.60%
* California State Treasurer's LAIF	\$ 1,735,675	4.48%
Total	\$ 5,478,522	
 Total this month last year	 \$ 5,421,650	

* LAIF 1 \$ 63,820
 LAIF 2 \$ 1,671,855

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 7/11/2025



TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: JULY 21, 2025
FROM: MASON PETERS, FINANCE SUPERVISOR
SUBJECT: FINANCE DEPT. JUNE 2025 REPORT

CITY HALL/FINANCE DEPARTMENT UPDATE

- Our office started using ERP Pro 10 for live, daily processes starting this month. As typical for most software conversions, there have been hiccups – accepting payments in office using the new software was not functioning properly so we continued to use MOMs cashiering software to process the payments, and we transferred data to the new system until the cashiering in the new system was up and running.
- Utility Billing setup was in full force this month – I spent many hours with our implementation specialist setting up the internal systems for how the billing is generated, processed, and printed. We also spent time getting the utility billing cashiering set up for in-office payments.
- Payroll implementation in the new system began the starting phase. I had intro meetings and was asked basic questions about what our current processes look like.
- Online bill payment implementation began towards the end of June, and the implementation process was much different than other ones I have done so far. We are actively working on getting that system functioning with echeck payment option. I'll provide an update on that once we get it established.
- We began setting up our Accounts Receivable module for Crestview Lighting next April, as well as for our Business Licenses.
- I attended the quarterly CSJVRMA meeting in Fresno on June 27th, there is an item from that meeting that requires council review and action. We also finalized the RMA's budget for FY26, and it was updated in our final budget review on June 30th.
- The final audit report came back clean at the last council meeting. We are considering putting out an RFP for new auditing firm since we have been with Maze for a few years now, and state guidelines ask for municipalities to shop around to make sure we are getting the best deal.

ACCOUNTS PAYABLE ACTIVITY

In June 2025, 64 warrants were issued, totaling \$153,306.77. For comparison, in June 2024, all warrants totaled \$303,329.11.

ACCOUNTS RECEIVABLE ACTIVITY

In June 2025, we received:

- **Transient Occupancy Tax (TOT):**
 - In June 2025, we have received \$30,192.60 for May short term rentals. For comparison, in June 2024, we received \$36,557.92.
- **Building Permits:**
 - In June 2025, we issued 14 building permits, totaling \$21,060.57. Compared to June 2024, we issued 13 permits and total revenue generated at that time was \$7,117.27. A new ADU is the biggest item, as well as a myriad of other building projects.
- **Sewer Billing**
 - **Auto Pay Customers**
 - This is reset as we switched over to the new Utility Billing system in late June. None of the autopay customers were able to be brought over out of an abundance of caution for credit card/bank account information between MOMs and Tyler. We are getting folks set back up and will provide updated figures when the dust settles.
 - **E-Bill Customers**
 - Current month: 2
 - Prior Month: 241



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Sutter Creek-AP-Sutter Creek						
CAM05	CAMPBELL CONSTRUCTION GEN	06/13/2025	Regular	0.00	81.56	310184
PET06	E.PETERSON DESIGNS	06/13/2025	Regular	0.00	723.00	310185
EWI01	EWING IRRIGATION PRODUCTS	06/13/2025	Regular	0.00	387.40	310186
FER02	FERGUSON ENTER,INC.#686	06/13/2025	Regular	0.00	155.27	310187

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	1,347.23
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	4	0.00	1,347.23

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	1,347.23
			<hr/>
			1,347.23



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SIG01	SIGNAL SERVICE	06/13/2025	Regular	0.00	450.00	310188

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	450.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	450.00

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	450.00
			<hr/>
			450.00



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SAF02	SafeTLite of Modesto, Inc	06/13/2025	Regular	0.00	101.83	310189

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	101.83
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	101.83

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	101.83
			<hr/>
			101.83



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
AMA63	AMADOR COUNTY RECREATION	06/13/2025	Regular	0.00	17,608.50	310190

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	17,608.50
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	17,608.50

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	17,608.50
			<hr/>
			17,608.50



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Sutter Creek-AP-Sutter Creek						
ABS01	ABSO TECHNOLOGIES	06/13/2025	Regular	0.00	4,748.79	310191
ACC03	ACC BUSINESS	06/13/2025	Regular	0.00	751.96	310192
ALP01	ALPHA ANALYTICAL LABORATO	06/13/2025	Regular	0.00	970.00	310193
AMA08	Amador Co Sheriff's Dept	06/13/2025	Regular	0.00	850.32	310194
AMA02	Amador Water Agency	06/13/2025	Regular	0.00	2,889.59	310195
	Void	06/13/2025	Regular	0.00	0.00	310196
AME15	AMERICAN FIDELITY ASSURAN	06/13/2025	Regular	0.00	1,320.39	310197
	Void	06/13/2025	Regular	0.00	0.00	310198
AME14	AMERICAN FIDELITY HEALTH	06/13/2025	Regular	0.00	2,296.46	310199
ANT02	ANTERRA GROUP, INC.	06/13/2025	Regular	0.00	2,964.65	310200
AT&T2	AT&T CALNET 3	06/13/2025	Regular	0.00	96.05	310201
CIN02	AT&T Mobility	06/13/2025	Regular	0.00	343.30	310202
BLU04	BlueTriton Brands Inc	06/13/2025	Regular	0.00	171.30	310203
CAM05	CAMPBELL CONSTRUCTION GEN	06/13/2025	Regular	0.00	10.60	310204
WAL02	CAPITAL ONE - WALMART	06/13/2025	Regular	0.00	61.06	310205
CAR16	CHRISTIAN CARDONA	06/13/2025	Regular	0.00	500.00	310206
COT01	COLE HUBER LLP	06/13/2025	Regular	0.00	3,956.00	310207
COM16	COMCAST BUSINESS	06/13/2025	Regular	0.00	386.75	310208
COR01	Corbin Willits Systems, I	06/13/2025	Regular	0.00	847.64	310209
FER02	FERGUSON ENTER,INC.#686	06/13/2025	Regular	0.00	9.01	310210
FOR07	FORWARD, INC	06/13/2025	Regular	0.00	1,797.07	310211
GAL01	GALLS, LLC - DBA BLUMENTH	06/13/2025	Regular	0.00	28.92	310212
HAU02	HAUGE BRUECK ASSOCIATES,	06/13/2025	Regular	0.00	7,454.80	310213
BOI02	Heidi A Boitano	06/13/2025	Regular	0.00	2,915.46	310214
HUN04	HUNT & SONS, INC	06/13/2025	Regular	0.00	3,671.18	310215
HYD02	HYDROSCIENCE ENGINEERS, I	06/13/2025	Regular	0.00	10,710.00	310216
INS03	INSTRUMENT TECHNOLOGY COR	06/13/2025	Regular	0.00	298.00	310217
ACE03	JACKSON ACE HARDWARE & GA	06/13/2025	Regular	0.00	96.95	310218
JBS01	JB'S AWARDS & ENGRAVING	06/13/2025	Regular	0.00	51.72	310219
KEE01	KEENAN & ASSOCIATES/PACE	06/13/2025	Regular	0.00	15,807.41	310220
	Void	06/13/2025	Regular	0.00	0.00	310221
LED01	Ledger Dispatch	06/13/2025	Regular	0.00	392.24	310222
LOW01	LOWE'S BUSINESS ACCOUNT	06/13/2025	Regular	0.00	5,271.31	310223
MCM02	MCMMASTER-CARR SUPPLY CO	06/13/2025	Regular	0.00	3,777.13	310224
MUT01	MUTUAL OF OMAHA	06/13/2025	Regular	0.00	622.12	310225
NAP01	NAPA AUTO PARTS	06/13/2025	Regular	0.00	492.69	310226
PAC06	PAC MACHINE CO INC	06/13/2025	Regular	0.00	15,289.05	310227
PEA01	PEACE OFFICERS RESEARCH A	06/13/2025	Regular	0.00	175.00	310228
PAC02	PG&E (Electric,Gas)	06/13/2025	Regular	0.00	7,463.78	310229
	Void	06/13/2025	Regular	0.00	0.00	310230
PAC01	PG&E (Lighting District)	06/13/2025	Regular	0.00	3,324.80	310231
POR01	PORAC Legal Defense Fund	06/13/2025	Regular	0.00	285.00	310232
PRI08	PRINCIPAL LIFE INS. COMPA	06/13/2025	Regular	0.00	1,657.59	310233
	Void	06/13/2025	Regular	0.00	0.00	310234
REP01	REPUBLIC SERVICES #594	06/13/2025	Regular	0.00	1,945.47	310235
SAF03	Safeguard Pest Control	06/13/2025	Regular	0.00	86.00	310236
SEI01	SEIU Local 1021	06/13/2025	Regular	0.00	654.68	310237
SLA01	Slakey Brothers Inc	06/13/2025	Regular	0.00	236.25	310238
THA02	THATCHER COMPANY - LB1106	06/13/2025	Regular	0.00	6,140.31	310239
TRA04	TRANSUNION RISK & ALTERNA	06/13/2025	Regular	0.00	78.40	310240
ULI01	Uline	06/13/2025	Regular	0.00	3,193.18	310241
UPC01	UPCOUNTRY POOL CENTER	06/13/2025	Regular	0.00	212.01	310242
USA01	USA BlueBook	06/13/2025	Regular	0.00	1,856.54	310243
VIO01	VIOLICH/SORACCO	06/13/2025	Regular	0.00	875.00	310244

Check Register

Packet: APPKT000

Section 13, Item B.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WEB01	Weber, Ghio & Assoc, Inc.	06/13/2025	Regular	0.00	9,490.55	310245
WEL06	WELLS FARGO FINANCIAL LEA	06/13/2025	Regular	0.00	239.25	310246
WIZ01	WIZIX TECHNOLOGY GROUP, I	06/13/2025	Regular	0.00	73.61	310247

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	69	52	0.00	129,837.34
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	69	57	0.00	129,837.34

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	129,837.34
			<hr/>
			129,837.34



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
AMA15	Amador Co Animal Control	06/13/2025	Regular	0.00	3,961.87	310248

Bank Code AP-Sutter Creek Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	3,961.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	3,961.87

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	3,961.87
			<hr/>
			3,961.87

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - GeneralFund							
Revenue							
001-000-70000	SecuredPropertytaxes	-700,400.00	-666,360.44	0.00	-666,360.44	-34,039.56	-4.86%
001-000-70001	UnsecuredPropertytaxes	-12,000.00	-14,904.91	0.00	-14,904.91	2,904.91	24.21%
001-000-70002	PropTax-CurrSupple(Co	-15,000.00	-5,821.90	0.00	-5,821.90	-9,178.10	-61.19%
001-000-70003	PropertyTaxinLieuofM	-316,210.00	-155,983.00	0.00	-155,983.00	-160,227.00	-50.67%
001-000-70008	DELINQUENTSUPPLEMENTAL	-2,100.00	-1,033.89	0.00	-1,033.89	-1,066.11	-50.77%
001-000-70100	UtilityUserstax	0.00	-778.73	-59.21	-837.94	837.94	0.00%
001-000-70300	TransientLodgingTaxes	-300,000.00	-260,567.99	-38,792.45	-299,360.44	-639.56	-0.21%
001-000-70400	Tax-Gen^IRetailSales	-472,262.00	-312,680.91	-90,157.00	-402,837.91	-69,424.09	-14.70%
001-000-70410	SalesTax-PublicSafety	-16,000.00	-11,595.67	-1,330.81	-12,926.48	-3,073.52	-19.21%
001-000-70420	Measure P Sales Tax	0.00	-125.00	-33,662.21	-33,787.21	33,787.21	0.00%
001-000-71000	Tax,Franchise-Republic Waste	-66,500.00	-58,379.48	0.00	-58,379.48	-8,120.52	-12.21%
001-000-71100	Tax,Franchise-Comcast	-31,000.00	-20,677.80	0.00	-20,677.80	-10,322.20	-33.30%
001-000-71200	Tax,Franchise-PG&E	-56,000.00	-62,680.66	0.00	-62,680.66	6,680.66	11.93%
001-000-71300	Tax,Transfer-RealProp	-20,000.00	-7,910.94	0.00	-7,910.94	-12,089.06	-60.45%
001-000-72000	License-Business	-60,000.00	-41,342.00	-1,235.00	-42,577.00	-17,423.00	-29.04%
001-000-72105	Permit-Encroachments	-5,000.00	-5,503.50	-628.50	-6,132.00	1,132.00	22.64%
001-000-72110	Permit-Banner	-500.00	-350.00	0.00	-350.00	-150.00	-30.00%
001-000-72115	Permit-GarageSale	-50.00	-45.00	0.00	-45.00	-5.00	-10.00%
001-000-72120	Permit/Licenses-Other	-2,000.00	-2,539.55	0.00	-2,539.55	539.55	26.98%
001-000-72125	SignPermits	-1,000.00	-680.55	0.00	-680.55	-319.45	-31.95%
001-000-72200	PlanningFees	-42,000.00	-55,843.37	-7,423.98	-63,267.35	21,267.35	50.64%
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	-1,000.00	-35,555.32	-4,000.00	-39,555.32	38,555.32	3,855.53%
001-000-72220	SitePlans	-48,000.00	-29,058.20	0.00	-29,058.20	-18,941.80	-39.46%
001-000-72225	BuildingPermitFees	-100,000.00	-100,774.32	-12,890.93	-113,665.25	13,665.25	13.67%
001-000-73000	VehicleCodeFines	-7,600.00	-2,447.39	-323.90	-2,771.29	-4,828.71	-63.54%
001-000-74110	Fees-AdminCharges	0.00	-100.00	0.00	-100.00	100.00	0.00%
001-000-74120	LeaseRevenue-CingularWi	-35,000.00	-42,808.29	-3,023.26	-45,831.55	10,831.55	30.95%
001-000-74200	Fees-PDServices	-350.00	-336.00	0.00	-336.00	-14.00	-4.00%
001-000-74215	PoliceReport	-800.00	-405.00	0.00	-405.00	-395.00	-49.38%
001-000-74225	CONCEALEDWEAPON	-600.00	-700.00	0.00	-700.00	100.00	16.67%
001-000-74230	P.D.&Legalrestitution	-1,200.00	0.00	0.00	0.00	-1,200.00	-100.00%
001-000-74235	SpecialPoliceServices	0.00	-1,800.00	-100.00	-1,900.00	1,900.00	0.00%
001-000-74400	CemeteryRevenues	0.00	-1,000.00	0.00	-1,000.00	1,000.00	0.00%
001-000-74415	HistoricalGrammerSchool	-18,000.00	-14,335.00	-775.00	-15,110.00	-2,890.00	-16.06%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-000-74420	CribbsField/SnackShack	-400.00	-185.00	-80.00	-265.00	-135.00	-33.75%
001-000-74425	Cribbs/SnackUtilities	0.00	-25.00	-25.00	-50.00	50.00	0.00%
001-000-74430	Fees-CommunityCtrUtil	-2,750.00	-2,225.00	-125.00	-2,350.00	-400.00	-14.55%
001-000-74435	Fees-CommunityCenter	-6,150.00	-4,635.00	-270.00	-4,905.00	-1,245.00	-20.24%
001-000-74440	Fees-AuditoriumUse	-7,500.00	-6,235.00	-250.00	-6,485.00	-1,015.00	-13.53%
001-000-74445	Fees-AuditoriumUtilitie	-2,150.00	-2,250.00	-100.00	-2,350.00	200.00	9.30%
001-000-74450	Fees-JazzerciseRentalln	-10,350.00	-8,735.00	-80.00	-8,815.00	-1,535.00	-14.83%
001-000-74455	SwimmingPoolRevenues	0.00	-380.00	0.00	-380.00	380.00	0.00%
001-000-75000	InterestEarnings	-2,680.00	-130,548.01	-7,631.72	-138,179.73	135,499.73	5,055.96%
001-000-75115	LEAP	-57,110.00	-56,445.60	0.00	-56,445.60	-664.40	-1.16%
001-000-75120	Miscellaneous Revenue	0.00	0.00	-10,000.00	-10,000.00	10,000.00	0.00%
001-000-75125	HomeownersPropertyTaxR	-5,250.00	-3,148.10	-944.43	-4,092.53	-1,157.47	-22.05%
001-000-75130	StateGrants	0.00	0.00	-478.26	-478.26	478.26	0.00%
001-000-75200	StateCopsGrant	-228,800.00	-194,663.46	-365.00	-195,028.46	-33,771.54	-14.76%
001-000-77135	Income-Donations,Priva	-300.00	-1,726.27	0.00	-1,726.27	1,426.27	475.42%
001-000-77155	Otherrevenue	0.00	-35,055.90	0.00	-35,055.90	35,055.90	0.00%
001-000-77205	ReimbusedE&PCosts	0.00	-1,000.00	0.00	-1,000.00	1,000.00	0.00%
001-001-75200	Rents,Royalties&Commis	-3,900.00	-3,312.08	0.00	-3,312.08	-587.92	-15.07%
Revenue Totals:		-2,663,562.00	-2,365,694.23	-214,751.66	-2,580,445.89	-83,116.11	-3.12%
Expense							
001-000-40061	PERSUnfunded-NonDepartment	295,440.00	289,517.00	0.00	289,517.00	5,923.00	2.00%
001-001-42436	InternetServic-Promotions	0.00	567.70	0.00	567.70	-567.70	0.00%
001-101-40005	Part-TimeWages-CityCouncil	0.00	0.00	1,260.00	1,260.00	-1,260.00	0.00%
001-101-40006	Sal/Wages-Elect-CityCouncil	15,120.00	13,860.00	0.00	13,860.00	1,260.00	8.33%
001-101-40050	FICA-CityCouncil	940.00	859.32	78.12	937.44	2.56	0.27%
001-101-40051	Medicare-CityCouncil	220.00	200.97	18.27	219.24	0.76	0.35%
001-101-40055	SUI-CityCouncil	250.00	243.78	23.46	267.24	-17.24	-6.90%
001-101-42015	Gen.Supplies-CityCouncil	150.00	196.50	51.72	248.22	-98.22	-65.48%
001-101-42080	Elections-CityCouncil	1,000.00	3,315.00	0.00	3,315.00	-2,315.00	-231.50%
001-101-42756	Membership/Dues-CityCouncil	2,150.00	2,131.00	0.00	2,131.00	19.00	0.88%
001-101-42995	CONTINGENCY-Expense	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-102-40000	Salaries-CityClerk	59,106.00	31,605.41	2,125.00	33,730.41	25,375.59	42.93%
001-102-40015	VacationPayout-CityClerk	3,070.00	8,022.60	0.00	8,022.60	-4,952.60	-161.32%
001-102-40050	FICA-CityClerk	4,873.00	2,481.49	131.75	2,613.24	2,259.76	46.37%
001-102-40051	Medicare-CityClerk	1,140.00	580.36	30.81	611.17	528.83	46.39%
001-102-40055	SUI-CityClerk	137.00	151.81	0.00	151.81	-14.81	-10.81%
001-102-40060	PERS-CityClerk	6,280.00	2,587.36	167.24	2,754.60	3,525.40	56.14%
001-102-40065	Health/LifeIns-CityClerk	21,164.00	7,557.56	1,288.93	8,846.49	12,317.51	58.20%
001-102-40070	WorkersComp.-CityClerk	6,076.00	4,718.91	0.00	4,718.91	1,357.09	22.34%
001-102-42015	Gen.Supplies-CityClerk	150.00	62.71	0.00	62.71	87.29	58.19%
001-102-42445	MUNICODEWEB-CityClerk	5,100.00	6,667.80	0.00	6,667.80	-1,567.80	-30.74%
001-102-42805	WaterUtilities-CityClerk	0.00	60.08	6.68	66.76	-66.76	0.00%
001-102-42810	PG&EUtilities-CityClerk	0.00	411.29	9.23	420.52	-420.52	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-103-40005	Sal/Wages-Elect-CityTreasurer	2,250.00	2,062.50	187.50	2,250.00	0.00	0.00%
001-103-40050	FICA-CityTreasurer	140.00	127.93	11.63	139.56	0.44	0.31%
001-103-40051	Medicare-CityTreasurer	33.00	29.92	2.72	32.64	0.36	1.09%
001-103-40055	SUI-CityTreasurer	47.00	0.00	0.00	0.00	47.00	100.00%
001-104-40000	Salaries-CityManager	123,995.00	98,358.67	5,776.00	104,134.67	19,860.33	16.02%
001-104-40015	VacationPayout-CityManager	5,078.00	959.75	0.00	959.75	4,118.25	81.10%
001-104-40050	FICA-CITYMANAGER	8,185.00	5,793.59	332.28	6,125.87	2,059.13	25.16%
001-104-40051	Medicare-CITYMANAGER	1,915.00	1,395.93	71.67	1,467.60	447.40	23.36%
001-104-40055	SUI-CITYMANAGER	176.00	144.65	14.68	159.33	16.67	9.47%
001-104-40060	PERS-CITYMANAGER	10,389.00	6,643.83	392.54	7,036.37	3,352.63	32.27%
001-104-40065	Health/LifeIns-CITYMANAGER	27,388.00	15,047.05	2,328.00	17,375.05	10,012.95	36.56%
001-104-40070	WorkersComp.-CITYMANAGER	10,268.00	7,974.60	0.00	7,974.60	2,293.40	22.34%
001-104-42015	Gen.Supplies-CityManager	270.00	521.77	0.00	521.77	-251.77	-93.25%
001-104-42710	Communications-CityManager	0.00	703.79	36.48	740.27	-740.27	0.00%
001-104-42760	Travel,Conf,Trg-CityManager	2,750.00	1,318.71	0.00	1,318.71	1,431.29	52.05%
001-104-42805	WaterUtilities-CityManager	459.00	55.25	6.68	61.93	397.07	86.51%
001-104-42810	PG&EUtilities-CityManager	451.00	245.71	5.42	251.13	199.87	44.32%
001-104-42995	CONTINGENCY-CityManager	2,750.00	0.00	0.00	0.00	2,750.00	100.00%
001-104-43600	ProfServices-CityManager	13,200.00	10,454.35	0.00	10,454.35	2,745.65	20.80%
001-104-69800	ComputerHardwr-City Manager	0.00	671.83	0.00	671.83	-671.83	0.00%
001-105-40000	Salaries-Finance	89,548.00	81,785.66	3,813.60	85,599.26	3,948.74	4.41%
001-105-40015	VACATIONPAYOUT-Finance	2,580.00	1,120.00	0.00	1,120.00	1,460.00	56.59%
001-105-40050	FICA-Finance	5,551.00	5,248.94	224.17	5,473.11	77.89	1.40%
001-105-40051	Medicare-Finance	1,299.00	1,201.11	49.56	1,250.67	48.33	3.72%
001-105-40055	SUI-Finance	326.00	354.96	6.19	361.15	-35.15	-10.78%
001-105-40060	PERS-Finance	5,281.00	5,538.84	236.77	5,775.61	-494.61	-9.37%
001-105-40065	Health/LifeIns-Finance	25,223.00	22,629.89	1,883.54	24,513.43	709.57	2.81%
001-105-40070	WorkersComp.-Finance	6,900.00	5,358.87	0.00	5,358.87	1,541.13	22.34%
001-105-42015	Gen.Supplies-Finance	11,650.00	11,152.33	144.17	11,296.50	353.50	3.03%
001-105-42435	NetworkSvcsCo-Finance	5,318.00	3,890.70	432.30	4,323.00	995.00	18.71%
001-105-42450	MOMonlinefees-Finance	6,078.00	8,468.59	272.36	8,740.95	-2,662.95	-43.81%
001-105-42760	Travel,Conf,Trg-Finance	760.00	257.41	0.00	257.41	502.59	66.13%
001-105-42805	WaterUtilities-Finance	253.00	202.13	17.05	219.18	33.82	13.37%
001-105-42810	PG&EUtilities-Finance	3,000.00	2,659.96	228.55	2,888.51	111.49	3.72%
001-105-42955	PayChex&Bank-Finance	7,345.00	6,677.47	269.69	6,947.16	397.84	5.42%
001-105-43100	Audit&Acctg-Finance	20,514.00	16,208.30	0.00	16,208.30	4,305.70	20.99%
001-105-43600	ProfServices-Finance	12,157.00	76.00	0.00	76.00	12,081.00	99.37%
001-105-43650	Contracts-Other-Finance	1,621.00	2,581.43	0.00	2,581.43	-960.43	-59.25%
001-105-45200	InterestExpens-Finance	0.00	281.89	0.00	281.89	-281.89	0.00%
001-105-69400	O&MEquipment-Finance	27,858.00	26,010.00	0.00	26,010.00	1,848.00	6.63%
001-106-40000	Salaries-PoliceDept	478,869.00	428,220.06	15,679.01	443,899.07	34,969.93	7.30%
001-106-40006	Overtime-PoliceDept	37,000.00	39,084.69	1,875.41	40,960.10	-3,960.10	-10.70%
001-106-40015	VacationPayout-PoliceDept	14,311.00	9,861.33	0.00	9,861.33	4,449.67	31.09%
001-106-40050	FICA-PoliceDept	29,049.00	29,584.32	1,088.38	30,672.70	-1,623.70	-5.59%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-106-40051	Medicare-PoliceDept	6,794.00	6,919.03	254.56	7,173.59	-379.59	-5.59%
001-106-40055	SUI-PoliceDept	966.00	938.33	0.00	938.33	27.67	2.86%
001-106-40060	PERS-PoliceDept	78,529.00	70,590.87	2,730.37	73,321.24	5,207.76	6.63%
001-106-40065	Health/LifeIns-PoliceDept	113,880.00	98,512.14	4,643.96	103,156.10	10,723.90	9.42%
001-106-40070	WorkersComp.-PoliceDept	33,302.00	25,863.96	0.00	25,863.96	7,438.04	22.34%
001-106-42015	Gen.Supplies-PoliceDept	3,800.00	1,335.53	164.05	1,499.58	2,300.42	60.54%
001-106-42020	FUEL-PoliceDept	27,000.00	22,447.24	2,325.88	24,773.12	2,226.88	8.25%
001-106-42030	Repair/Maint-PoliceDept	0.00	73.25	0.00	73.25	-73.25	0.00%
001-106-42045	SpecialDepart-PoliceDept	1,000.00	1,732.48	0.00	1,732.48	-732.48	-73.25%
001-106-42095	Clothing-PoliceDept	3,500.00	568.95	28.92	597.87	2,902.13	82.92%
001-106-42096	SafetyEquip-PoliceDept	5,000.00	510.02	0.00	510.02	4,489.98	89.80%
001-106-42435	NetworkSvcsCo-PoliceDept	0.00	90.00	0.00	90.00	-90.00	0.00%
001-106-42710	Communications-PoliceDept	5,000.00	4,355.71	613.73	4,969.44	30.56	0.61%
001-106-42756	Membership/Dues-PoliceDept	350.00	525.00	0.00	525.00	-175.00	-50.00%
001-106-42760	Travel,Conf,Trg-PoliceDept	5,000.00	4,035.26	0.00	4,035.26	964.74	19.29%
001-106-42805	WaterUtilities-PoliceDept	500.00	394.53	33.44	427.97	72.03	14.41%
001-106-42810	PG&EUtilities-PoliceDept	7,000.00	5,215.60	448.14	5,663.74	1,336.26	19.09%
001-106-42850	VehicleMaintna-PoliceDept	21,000.00	19,403.15	0.00	19,403.15	1,596.85	7.60%
001-106-42915	PublicSafety-PoliceDept	0.00	66.00	0.00	66.00	-66.00	0.00%
001-106-42935	Misc-Bookings-PoliceDept	150.00	44,444.01	425.26	44,869.27	-44,719.27	-29,812.85%
001-106-42940	Misc-Court/Invs-PoliceDept	100.00	0.00	0.00	0.00	100.00	100.00%
001-106-43650	Contracts-Other-PoliceDept	43,000.00	31,080.07	3,961.87	35,041.94	7,958.06	18.51%
001-106-43700	Dispatching-PoliceDept	155,936.00	44,239.44	0.00	44,239.44	111,696.56	71.63%
001-106-69400	O&MEquipment-PoliceDept	1,000.00	517.20	0.00	517.20	482.80	48.28%
001-109-40005	Sal/Wages-Elect-Planning	6,750.00	5,962.50	675.00	6,637.50	112.50	1.67%
001-109-40050	FICA-Planning	425.00	369.94	41.87	411.81	13.19	3.10%
001-109-40051	Medicare-Planning	100.00	86.39	9.78	96.17	3.83	3.83%
001-109-40055	SUI-Planning	130.00	102.34	12.95	115.29	14.71	11.32%
001-109-42015	Gen.Supplies-Planning	200.00	43.10	0.00	43.10	156.90	78.45%
001-109-42510	LAFCOExpense-Planning	6,000.00	5,601.00	0.00	5,601.00	399.00	6.65%
001-109-42750	PHNOTICES-Planning	4,000.00	794.25	119.44	913.69	3,086.31	77.16%
001-109-43450	Planner-Planning	40,000.00	69,260.93	6,104.40	75,365.33	-35,365.33	-88.41%
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	0.00	2,583.80	0.00	2,583.80	-2,583.80	0.00%
001-110-43250	Engineering-BuildingRegula	0.00	2,024.11	0.00	2,024.11	-2,024.11	0.00%
001-110-43300	PlanChk&Insp-BuildingDEPT	41,000.00	35,094.80	4,994.85	40,089.65	910.35	2.22%
001-111-42300	E&PReimbEngr.-Engineering	60,000.00	71,900.49	4,757.85	76,658.34	-16,658.34	-27.76%
001-111-43250	Engineering-Engineering	60,000.00	85,441.22	1,088.25	86,529.47	-26,529.47	-44.22%
001-111-43300	PlanChk&Insp-Engineering	4,000.00	3,234.88	0.00	3,234.88	765.12	19.13%
001-113-40000	Salaries-Parks&Recreat	156,354.00	146,143.85	5,684.53	151,828.38	4,525.62	2.89%
001-113-40006	Overtime-Parks&Recreat	0.00	101.37	123.98	225.35	-225.35	0.00%
001-113-40015	VacationPayout-Parks&Recreat	5,854.00	4,456.44	1,102.00	5,558.44	295.56	5.05%
001-113-40050	FICA-Parks&Recreat	9,694.00	8,441.76	403.36	8,845.12	848.88	8.76%
001-113-40051	Medicare-Parks&Recreat	2,267.00	1,985.41	94.33	2,079.74	187.26	8.26%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-113-40055	SUI-Parks&Recreat	373.00	334.83	0.00	334.83	38.17	10.23%
001-113-40060	PERS-Parks&Recreat	19,995.00	13,652.51	530.88	14,183.39	5,811.61	29.07%
001-113-40065	Health/LifeIns-Parks&Recreat	49,528.00	36,633.89	913.18	37,547.07	11,980.93	24.19%
001-113-40070	WorkersComp.-Parks&Recreat	11,931.00	9,266.16	0.00	9,266.16	2,664.84	22.34%
001-113-42015	Gen.Supplies-Parks&Recreat	450.00	580.05	61.06	641.11	-191.11	-42.47%
001-113-42020	FUEL-Parks&Recreat	9,000.00	5,083.66	740.58	5,824.24	3,175.76	35.29%
001-113-42030	Repair/Maint-Parks&Recreat	31,500.00	26,594.08	2,808.09	29,402.17	2,097.83	6.66%
001-113-42057	Beautification-Parks&Recreat	5,000.00	2,248.18	0.00	2,248.18	2,751.82	55.04%
001-113-42095	Clothing-Parks&Recreat	2,000.00	914.66	0.00	914.66	1,085.34	54.27%
001-113-42205	Lease-Prkglot-Parks&Recreat	45,500.00	37,904.60	3,790.46	41,695.06	3,804.94	8.36%
001-113-42400	Signs-Parks & Recreat	0.00	25.91	0.00	25.91	-25.91	0.00%
001-113-42410	WeedControl-Parks&Recreat	1,500.00	4,856.61	0.00	4,856.61	-3,356.61	-223.77%
001-113-42415	Restrooms-Parks&Recreat	150.00	555.24	0.00	555.24	-405.24	-270.16%
001-113-42425	Taxes/Fees/Lics-Parks&Recreat	500.00	477.21	0.00	477.21	22.79	4.56%
001-113-42455	ComputerEqpmt-Parks&Recreat	0.00	74.14	0.00	74.14	-74.14	0.00%
001-113-42805	WaterUtilities-Parks&Recreat	22,500.00	21,026.30	1,459.59	22,485.89	14.11	0.06%
001-113-42810	PG&EUtilities-Parks&Recreat	39,700.00	45,046.97	3,194.30	48,241.27	-8,541.27	-21.51%
001-113-42850	VehicleMaintna-Parks&Recreat	6,000.00	2,876.81	0.00	2,876.81	3,123.19	52.05%
001-113-42860	O&MBlg/Structu-Parks&Recreat	5,000.00	4,611.50	450.00	5,061.50	-61.50	-1.23%
001-113-42865	Janitorial-Parks&Recreat	6,500.00	8,940.99	3,193.18	12,134.17	-5,634.17	-86.68%
001-113-43250	Engineering-Parks&Recreat	0.00	155.15	0.00	155.15	-155.15	0.00%
001-113-43650	Contracts-Other-Parks&Recreat	19,500.00	16,511.69	17,608.50	34,120.19	-14,620.19	-74.98%
001-113-44000	SmallEquipment-Parks&Recreat	0.00	24.52	33.39	57.91	-57.91	0.00%
001-113-69400	O&MEquipment-Parks&Recreat	4,500.00	2,580.38	0.00	2,580.38	1,919.62	42.66%
001-114-40000	Salaries-SwimmingPool	10,140.00	9,703.40	247.42	9,950.82	189.18	1.87%
001-114-40015	VacationPayout-SwimmingPool	380.00	324.14	0.00	324.14	55.86	14.70%
001-114-40050	FICA-SwimmingPool	629.00	573.68	15.34	589.02	39.98	6.36%
001-114-40051	Medicare-SwimmingPool	147.00	137.38	3.59	140.97	6.03	4.10%
001-114-40055	SUI-SwimmingPool	24.00	48.28	0.00	48.28	-24.28	-101.17%
001-114-40060	PERS-SwimmingPool	1,297.00	1,111.88	34.95	1,146.83	150.17	11.58%
001-114-40065	HealthBenefits-SwimmingPool	3,212.00	1,300.62	135.37	1,435.99	1,776.01	55.29%
001-114-40070	WorkersComp.-SwimmingPool	774.00	601.15	0.00	601.15	172.85	22.33%
001-114-42015	Gen.Supplies-SwimmingPool	125.00	0.00	0.00	0.00	125.00	100.00%
001-114-42025	Supplies-Chem-SwimmingPool	11,000.00	505.49	0.00	505.49	10,494.51	95.40%
001-114-42425	Taxes/Fees/Lics-SwimmingPool	450.00	748.00	0.00	748.00	-298.00	-66.22%
001-114-42860	O&MBlg/Structu-SwimmingPool	3,500.00	0.00	0.00	0.00	3,500.00	100.00%
001-114-43650	Contracts-Other-SwimmingPool	40,500.00	3,875.00	0.00	3,875.00	36,625.00	90.43%
001-114-69400	O&MEquipment-SwimmingPool	1,500.00	249.51	1,478.50	1,728.01	-228.01	-15.20%
001-115-42055	CommunityProm-Promotions	16,585.00	15,065.68	500.00	15,565.68	1,019.32	6.15%
001-115-42056	Holidaydecor-Promotions	0.00	0.00	347.80	347.80	-347.80	0.00%
001-115-42057	Beautification-Promotions	3,900.00	588.31	723.00	1,311.31	2,588.69	66.38%
001-115-42436	InternetServic-Promotions	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-115-42745	Advertising-Promotions	4,000.00	2,209.84	272.80	2,482.64	1,517.36	37.93%
001-115-42756	Membership/Dues-Promotions	0.00	125.00	0.00	125.00	-125.00	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-140-40000	Salaries-Cemetery	10,140.00	0.00	0.00	0.00	10,140.00	100.00%
001-140-40015	VacationPayout-Cemetery	380.00	0.00	0.00	0.00	380.00	100.00%
001-140-40050	FICA-Cemetery	629.00	500.00	0.00	500.00	129.00	20.51%
001-140-40051	Medicare-Cemetery	147.00	130.00	0.00	130.00	17.00	11.56%
001-140-40055	SUI-Cemetery	24.00	0.00	0.00	0.00	24.00	100.00%
001-140-40060	PERS-Cemetery	1,297.00	1,000.00	0.00	1,000.00	297.00	22.90%
001-140-40065	EmployeeBenefi-Cemetery	3,212.00	1,159.14	71.96	1,231.10	1,980.90	61.67%
001-140-40070	WorkersComp.-Cemetery	774.00	601.11	0.00	601.11	172.89	22.34%
001-140-42030	REP/MAINT-FAC-Cemetery	0.00	35.41	0.00	35.41	-35.41	0.00%
001-140-42805	WaterUtilities-Cemetery	0.00	817.43	74.14	891.57	-891.57	0.00%
001-172-40000	Salaries-MonteVerdeMuse	33,801.00	1,906.52	87.44	1,993.96	31,807.04	94.10%
001-172-40015	VacationPayout-MonteVerdeMuse	1,266.00	0.00	0.00	0.00	1,266.00	100.00%
001-172-40050	FICA-MonteVerdeMuse	2,096.00	1,918.19	5.42	1,923.61	172.39	8.22%
001-172-40051	Medicare-MonteVerdeMuse	490.00	427.66	1.27	428.93	61.07	12.46%
001-172-40055	SUI-MonteVerdeMuse	81.00	50.78	0.00	50.78	30.22	37.31%
001-172-40060	PERS-MonteVerdeMuse	4,322.00	3,800.00	0.00	3,800.00	522.00	12.08%
001-172-40065	EmployeeBenefi-MonteVerdeMuse	10,707.00	0.48	0.00	0.48	10,706.52	100.00%
001-172-40070	WorkersComp.-MonteVerdeMuse	2,579.00	2,002.98	0.00	2,002.98	576.02	22.34%
001-172-42805	WaterUtilities-MonteVerdeMuse	0.00	668.97	79.10	748.07	-748.07	0.00%
001-172-42810	PG&EUtilities-MonteVerdeMuse	600.00	944.92	92.73	1,037.65	-437.65	-72.94%
001-172-42860	O&MBlg/Structu-MonteVerdeMuse	0.00	430.00	86.00	516.00	-516.00	0.00%
001-610-40065	Health/LifeIns-CentralServies	2,340.00	697.50	0.00	697.50	1,642.50	70.19%
001-610-42015	Gen.Supplies-CentralServies	1,250.00	1,658.53	0.00	1,658.53	-408.53	-32.68%
001-610-42031	EquipmtMaint.-CentralServies	650.00	319.06	36.81	355.87	294.13	45.25%
001-610-42435	NetworkSvcsCo-CentralServies	22,500.00	11,223.01	876.50	12,099.51	10,400.49	46.22%
001-610-42436	InternetServic-CentralServies	7,250.00	3,378.08	375.98	3,754.06	3,495.94	48.22%
001-610-42710	Communications-CentralServies	4,375.00	2,569.51	72.95	2,642.46	1,732.54	39.60%
001-610-42755	RiskManagement-CentralServies	217,663.00	238,396.00	0.00	238,396.00	-20,733.00	-9.53%
001-610-42756	Membership/Dues-CentralServies	1,250.00	512.50	0.00	512.50	737.50	59.00%
001-610-42760	Travel,Conf,Trg-CentralServies	0.00	161.89	0.00	161.89	-161.89	0.00%
001-610-43600	ProfServices-CentralServies	0.00	18,715.58	0.00	18,715.58	-18,715.58	0.00%
001-610-69400	O&MEquipment-CentralServies	750.00	0.00	0.00	0.00	750.00	100.00%
001-610-69800	ComputerHardwr-CentralServies	750.00	682.46	0.00	682.46	67.54	9.01%
001-613-43350	Speciallegal-LEGALSERVICES	28,050.00	19,290.00	2,323.00	21,613.00	6,437.00	22.95%

Expense Totals: **3,085,841.00** **2,664,386.82** **124,145.61** **2,788,532.43** **297,308.57** **9.63%**

001 - GeneralFund Totals: **422,279.00** **298,692.59** **-90,606.05** **208,086.54** **214,192.46**

003 - Streets/Sidewal

Revenue							
003-000-75100	VehicleLicenseFee	-3,265.00	-4,169.03	0.00	-4,169.03	904.03	27.69%
003-000-75120	Grants-County,local,m	-405,000.00	-309,596.15	0.00	-309,596.15	-95,403.85	-23.56%
003-000-75320	2107HighwayUserTax	-22,752.00	-16,467.17	-2,587.68	-19,054.85	-3,697.15	-16.25%
003-000-75321	2105HighwayUserTax	-16,683.00	-12,603.86	-1,462.48	-14,066.34	-2,616.66	-15.68%
003-000-75322	2106HighwayUserTax	-16,806.00	-13,281.96	-1,568.40	-14,850.36	-1,955.64	-11.64%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003-000-75323	2107-5HighwayUserTax	-1,000.00	-1,000.00	-2,000.85	-3,000.85	2,000.85	200.09%
003-000-75325	RoadMaintenance&Rehabi	-68,453.00	-54,032.39	-6,179.77	-60,212.16	-8,240.84	-12.04%
003-001-75320	2103HighwayUserTax	-24,934.00	-20,013.18	0.00	-20,013.18	-4,920.82	-19.74%
Revenue Totals:		-558,893.00	-431,163.74	-13,799.18	-444,962.92	-113,930.08	-20.38%
Expense							
003-102-42805	WaterUtilities-CityClerk	0.00	1.83	1.34	3.17	-3.17	0.00%
003-104-40000	Salaries-CITYMANAGER	12,000.00	9,055.48	499.59	9,555.07	2,444.93	20.37%
003-104-40015	VACATIONPAYOUT-CITYMANAGER	462.00	87.25	0.00	87.25	374.75	81.11%
003-104-40050	FICA-CityManager	744.00	540.61	30.97	571.58	172.42	23.17%
003-104-40051	Medicare-CITYMANAGER	174.00	100.13	7.24	107.37	66.63	38.29%
003-104-40055	SUI-CityManager	16.00	46.93	0.00	46.93	-30.93	-193.31%
003-104-40060	PERS-CITYMANAGER	944.00	628.57	39.32	667.89	276.11	29.25%
003-104-40065	EmployeeBenefi-CityManager	2,490.00	826.50	128.96	955.46	1,534.54	61.63%
003-104-40070	WorkersComp.-CITYMANAGER	934.00	725.40	0.00	725.40	208.60	22.33%
003-104-42015	Gen.Supplies-CITYMANAGER	25.00	104.33	0.00	104.33	-79.33	-317.32%
003-104-42710	Communications-CITYMANAGER	0.00	140.77	7.30	148.07	-148.07	0.00%
003-104-42760	Travel,Conf,Trg-CityManager	250.00	211.02	0.00	211.02	38.98	15.59%
003-104-42805	WaterUtilities-CityManager	42.00	13.99	1.34	15.33	26.67	63.50%
003-104-42810	PG&EUtilities-CityManager	32.00	49.15	1.09	50.24	-18.24	-57.00%
003-104-42995	CONTINGENCY-CityManager	250.00	0.00	0.00	0.00	250.00	100.00%
003-104-43600	ProfServices-CityManager	1,200.00	122.50	0.00	122.50	1,077.50	89.79%
003-105-40000	Salaries-Finance	11,147.00	8,571.66	376.90	8,948.56	2,198.44	19.72%
003-105-40015	VACATIONPAYOUT-Finance	321.00	0.00	0.00	0.00	321.00	100.00%
003-105-40050	FICA-Finance	691.00	530.23	23.37	553.60	137.40	19.88%
003-105-40051	Medicare-Finance	162.00	118.42	5.46	123.88	38.12	23.53%
003-105-40055	SUI-Finance	41.00	59.39	1.55	60.94	-19.94	-48.63%
003-105-40060	PERS-Finance	657.00	678.43	29.66	708.09	-51.09	-7.78%
003-105-40065	EmployeeBenefi-Finance	3,140.00	1,844.99	202.31	2,047.30	1,092.70	34.80%
003-105-40070	WorkersComp.-Finance	859.00	667.14	0.00	667.14	191.86	22.34%
003-105-42015	Gen.Supplies-Finance	1,451.00	988.45	26.85	1,015.30	435.70	30.03%
003-105-42435	NetworkSvcsCo-Finance	662.00	686.61	76.29	762.90	-100.90	-15.24%
003-105-42450	MOMonlinefees-Finance	757.00	757.00	0.00	757.00	0.00	0.00%
003-105-42760	Travel,Conf,Trg-Finance	95.00	30.28	0.00	30.28	64.72	68.13%
003-105-42805	WaterUtilities-Finance	32.00	35.04	3.01	38.05	-6.05	-18.91%
003-105-42810	PG&EUtilities-Finance	25.00	469.42	40.33	509.75	-484.75	-1,939.00%
003-105-42955	PayChex&Bank-Finance	914.00	722.25	27.90	750.15	163.85	17.93%
003-105-43100	Audit&Acctg-Finance	2,554.00	2,855.70	0.00	2,855.70	-301.70	-11.81%
003-105-43600	ProfServices-Finance	1,513.00	0.00	0.00	0.00	1,513.00	100.00%
003-105-43650	Contracts-Other-Finance	202.00	253.80	0.00	253.80	-51.80	-25.64%
003-105-69400	O&MEquipment-Finance	3,468.00	3,060.00	0.00	3,060.00	408.00	11.76%
003-112-40000	Salaries-Streets/Roads	59,490.00	55,619.15	2,438.64	58,057.79	1,432.21	2.41%
003-112-40006	Overtime-Streets/Roads	0.00	142.69	0.00	142.69	-142.69	0.00%
003-112-40015	VACATIONPAYOUT-Streets/Roads	2,227.00	2,375.28	0.00	2,375.28	-148.28	-6.66%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003-112-40050	FICA-Streets/Roads	3,688.00	3,605.59	151.20	3,756.79	-68.79	-1.87%
003-112-40051	Medicare-Streets/Roads	863.00	806.09	35.36	841.45	21.55	2.50%
003-112-40055	SUI-Streets/Roads	142.00	144.84	0.00	144.84	-2.84	-2.00%
003-112-40060	PERS-Streets/Roads	7,607.00	6,553.72	427.02	6,980.74	626.26	8.23%
003-112-40065	Health/LifeIns-Streets/Roads	18,844.00	19,897.96	1,464.38	21,362.34	-2,518.34	-13.36%
003-112-40070	WorkersComp.-Streets/Roads	4,539.00	3,525.14	0.00	3,525.14	1,013.86	22.34%
003-112-42015	Gen.Supplies-Streets/Roads	1,560.00	1,641.07	101.83	1,742.90	-182.90	-11.72%
003-112-42020	FUEL-Streets/Roads	12,540.00	3,106.02	351.45	3,457.47	9,082.53	72.43%
003-112-42095	Clothing-Streets/Roads	810.00	276.93	0.00	276.93	533.07	65.81%
003-112-42200	Patching-Streets/Roads	21,960.00	3,265.95	81.56	3,347.51	18,612.49	84.76%
003-112-42400	Signs-Streets/Roads	250.00	0.00	0.00	0.00	250.00	100.00%
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	3,000.00	46.04	0.00	46.04	2,953.96	98.47%
003-112-42810	PG&EUtilities-Streets/Roads	0.00	41.45	83.98	125.43	-125.43	0.00%
003-112-42815	StreetLights-Streets/Roads	38,400.00	33,959.40	3,198.92	37,158.32	1,241.68	3.23%
003-112-42850	VehicleMaintna-Streets/Roads	2,000.00	1,745.17	147.56	1,892.73	107.27	5.36%
003-112-43650	Contracts-Other-Streets/Roads	17,000.00	9,984.40	0.00	9,984.40	7,015.60	41.27%
003-112-69400	O&MEquipment-Streets/Roads	1,000.00	425.20	0.00	425.20	574.80	57.48%
003-112-69600	Improvements-Streets/Roads	961,000.00	564,830.34	0.00	564,830.34	396,169.66	41.22%
Expense Totals:		1,206,174.00	746,975.70	10,012.68	756,988.38	449,185.62	37.24%
003 - Streets/Sidewal Totals:		647,281.00	315,811.96	-3,786.50	312,025.46	335,255.54	
004 - CrestviewLgt/D							
Revenue							
004-000-74330	StreetLightingCharges	-2,650.00	-2,703.00	0.00	-2,703.00	53.00	2.00%
Revenue Totals:		-2,650.00	-2,703.00	0.00	-2,703.00	53.00	2.00%
Expense							
004-105-40000	Salaries-Finance	1,486.00	1,019.94	31.41	1,051.35	434.65	29.25%
004-105-40015	VacationPayout-Finance	43.00	0.00	0.00	0.00	43.00	100.00%
004-105-40050	FICA-Finance	92.00	62.66	1.95	64.61	27.39	29.77%
004-105-40051	Medicare-Finance	22.00	14.73	0.46	15.19	6.81	30.95%
004-105-40055	SUI-Finance	5.00	36.95	1.55	38.50	-33.50	-670.00%
004-105-40060	PERS-Finance	88.00	79.45	2.47	81.92	6.08	6.91%
004-105-40065	EmployeeBenefi-Finance	419.00	30.90	0.00	30.90	388.10	92.63%
004-105-40070	WorkersComp.-Finance	115.00	89.31	0.00	89.31	25.69	22.34%
004-105-42015	Gen.Supplies-Finance	194.00	0.00	0.00	0.00	194.00	100.00%
004-105-42435	NetworkSvcsCo-Finance	88.00	0.00	0.00	0.00	88.00	100.00%
004-105-42450	MOMonlinefees-Finance	101.00	101.00	0.00	101.00	0.00	0.00%
004-105-42760	Travel,Conf,Trg-Finance	13.00	0.00	0.00	0.00	13.00	100.00%
004-105-42805	WaterUtilities-Finance	4.00	0.00	0.00	0.00	4.00	100.00%
004-105-42810	PG&EUtilities-Finance	3.00	0.00	0.00	0.00	3.00	100.00%
004-105-42955	PayChex&Bank-Finance	122.00	0.00	0.00	0.00	122.00	100.00%
004-105-43100	Audit&Acctg-Finance	340.00	5.00	0.00	5.00	335.00	98.53%
004-105-43600	ProfServices-Finance	202.00	0.00	0.00	0.00	202.00	100.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
004-105-43650	Contracts-Other-Finance	27.00	0.00	0.00	0.00	27.00	100.00%
004-105-69400	O&MEquipment-Finance	462.00	510.00	0.00	510.00	-48.00	-10.39%
004-145-40065	EmployeeBenefi-CrestViewLgt	0.00	0.96	0.00	0.96	-0.96	0.00%
004-145-42815	StreetLights-CrestViewLgt	0.00	1,227.21	125.88	1,353.09	-1,353.09	0.00%
Expense Totals:		3,826.00	3,178.11	163.72	3,341.83	484.17	12.65%
004 - CrestviewLgt/D Totals:		1,176.00	475.11	163.72	638.83	537.17	
010 - SewerM&O							
Revenue							
010-000-74500	SewerServiceCharges	-2,472,989.00	-2,077,539.19	68.86	-2,077,470.33	-395,518.67	-15.99%
010-000-74505	SepticDumpingFee	-50,000.00	-33,543.81	-4,145.13	-37,688.94	-12,311.06	-24.62%
010-000-74510	ContractSewerRevAWA&	-266,341.00	-230,356.00	0.00	-230,356.00	-35,985.00	-13.51%
010-000-75000	InterestEarnings	-16,000.00	0.00	0.00	0.00	-16,000.00	-100.00%
010-000-77115	EffluentDisposal	-131,000.00	-146,054.70	-18,626.33	-164,681.03	33,681.03	25.71%
010-000-77130	LateCharges	-40,000.00	-53,298.43	-25.00	-53,323.43	13,323.43	33.31%
010-001-74500	SewerSvcChrgesAmadorC	-54,715.00	-47,294.00	0.00	-47,294.00	-7,421.00	-13.56%
Revenue Totals:		-3,031,045.00	-2,588,086.13	-22,727.60	-2,610,813.73	-420,231.27	-13.86%
Expense							
010-006-42015	Gen.Supplies-SewerTreatment	2,500.00	1,899.36	0.00	1,899.36	600.64	24.03%
010-007-69400	O&MEquipment-SewerTreatment	66,000.00	44,228.78	28,188.79	72,417.57	-6,417.57	-9.72%
010-010-69900	Sludge-SewerTreatment	55,000.00	47,137.84	3,742.54	50,880.38	4,119.62	7.49%
010-102-40000	Salaries-CityClerk	6,248.00	5,508.02	250.00	5,758.02	489.98	7.84%
010-102-40015	VacationPayout-CityClerk	361.00	2,674.20	0.00	2,674.20	-2,313.20	-640.78%
010-102-40050	FICA-CityClerk	573.00	507.29	15.50	522.79	50.21	8.76%
010-102-40051	Medicare-CityClerk	134.00	118.66	3.63	122.29	11.71	8.74%
010-102-40055	SUI-CityClerk	16.00	32.20	0.00	32.20	-16.20	-101.25%
010-102-40060	PERS-CityClerk	739.00	433.49	19.68	453.17	285.83	38.68%
010-102-40061	PERSUnfunded-CityClerk	7,894.00	7,894.00	0.00	7,894.00	0.00	0.00%
010-102-40065	Health/LifeIns-CityClerk	2,490.00	968.46	346.54	1,315.00	1,175.00	47.19%
010-102-40070	WorkersComp.-CityClerk	715.00	555.30	0.00	555.30	159.70	22.34%
010-102-42015	Gen.Supplies-CityClerk	18.00	20.90	0.00	20.90	-2.90	-16.11%
010-102-42445	MUNICODEWEB-CityClerk	600.00	0.00	0.00	0.00	600.00	100.00%
010-102-42805	WaterUtilities-CityClerk	0.00	23.53	2.67	26.20	-26.20	0.00%
010-102-42810	PG&EUtilities-CityClerk	0.00	48.39	1.09	49.48	-49.48	0.00%
010-104-40000	Salaries-CITYMANAGER	49,998.00	45,482.43	2,545.64	48,028.07	1,969.93	3.94%
010-104-40015	VacationPayout-CityManager	2,308.00	436.25	0.00	436.25	1,871.75	81.10%
010-104-40050	FICA-CityManager	3,720.00	2,589.37	132.00	2,721.37	998.63	26.84%
010-104-40051	Medicare-CITYMANAGER	870.00	658.46	36.91	695.37	174.63	20.07%
010-104-40055	SUI-CityManager	81.00	92.50	0.00	92.50	-11.50	-14.20%
010-104-40060	PERS-CITYMANAGER	4,722.00	3,082.72	200.34	3,283.06	1,438.94	30.47%
010-104-40061	PERSUnfunded-CityManager	13,408.00	13,408.00	0.00	13,408.00	0.00	0.00%
010-104-40065	Health/LifeIns-CITYMANAGER	12,449.00	7,240.55	1,263.11	8,503.66	3,945.34	31.69%
010-104-40070	WorkersComp.-CityManager	4,668.00	3,625.38	0.00	3,625.38	1,042.62	22.34%
010-104-42015	Gen.Supplies-CityManager	123.00	208.70	0.00	208.70	-85.70	-69.67%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-104-42710	Communications-CITYMANAGER	0.00	281.51	14.59	296.10	-296.10	0.00%
010-104-42760	Travel,Conf,Trg-CityManager	1,250.00	553.82	0.00	553.82	696.18	55.69%
010-104-42805	WaterUtilities-CityManager	208.00	22.09	2.67	24.76	183.24	88.10%
010-104-42810	PG&EUtilities-CityManager	159.00	98.29	2.17	100.46	58.54	36.82%
010-104-42995	CONTINGENCY-CityManager	1,250.00	0.00	0.00	0.00	1,250.00	100.00%
010-104-43600	ProfServices-CityManager	6,000.00	245.00	0.00	245.00	5,755.00	95.92%
010-104-69800	ComputerHardwr-CentralServies	0.00	671.83	0.00	671.83	-671.83	0.00%
010-105-40000	Salaries-Finance	56,775.00	49,136.88	2,068.32	51,205.20	5,569.80	9.81%
010-105-40015	VacationPayout-Finance	1,636.00	480.00	0.00	480.00	1,156.00	70.66%
010-105-40050	FICA-Finance	3,520.00	2,955.80	115.97	3,071.77	448.23	12.73%
010-105-40051	Medicare-Finance	823.00	717.86	29.99	747.85	75.15	9.13%
010-105-40055	SUI-Finance	207.00	286.49	4.64	291.13	-84.13	-40.64%
010-105-40060	PERS-Finance	3,348.00	2,568.85	111.69	2,680.54	667.46	19.94%
010-105-40061	PERSUnfunded-Finance	13,072.00	13,072.00	0.00	13,072.00	0.00	0.00%
010-105-40065	Health/LifeIns-Finance	15,992.00	10,434.05	1,162.00	11,596.05	4,395.95	27.49%
010-105-40070	WorkersComp.-Finance	4,374.00	3,397.05	0.00	3,397.05	976.95	22.34%
010-105-42015	Gen.Supplies-Finance	7,387.00	6,996.23	27.41	7,023.64	363.36	4.92%
010-105-42435	NetworkSvcsCo-Finance	3,372.00	2,441.16	271.24	2,712.40	659.60	19.56%
010-105-42450	MOMonlinefees-Finance	3,854.00	3,854.00	0.00	3,854.00	0.00	0.00%
010-105-42760	Travel,Conf,Trg-Finance	482.00	166.56	0.00	166.56	315.44	65.44%
010-105-42805	WaterUtilities-Finance	161.00	125.78	10.70	136.48	24.52	15.23%
010-105-42810	PG&EUtilities-Finance	878.00	1,668.99	143.40	1,812.39	-934.39	-106.42%
010-105-42955	PayChex&Bank-Finance	4,657.00	4,013.02	167.40	4,180.42	476.58	10.23%
010-105-43100	Audit&Acctg-Finance	13,006.00	11,264.00	0.00	11,264.00	1,742.00	13.39%
010-105-43600	ProfServices-Finance	7,707.00	0.00	0.00	0.00	7,707.00	100.00%
010-105-43650	Contracts-Other-Finance	1,028.00	1,237.27	0.00	1,237.27	-209.27	-20.36%
010-105-69400	O&MEquipment-Finance	17,663.00	16,420.00	0.00	16,420.00	1,243.00	7.04%
010-111-42300	E&PReimbEngr.-Engineering	0.00	5,872.50	0.00	5,872.50	-5,872.50	0.00%
010-111-43250	Engineering-Engineering	0.00	16,890.00	0.00	16,890.00	-16,890.00	0.00%
010-151-40000	Salaries-SewerTreatment	73,236.00	73,249.39	4,052.65	77,302.04	-4,066.04	-5.55%
010-151-40006	Overtime-SewerTreatment	10,000.00	7,140.99	1,599.91	8,740.90	1,259.10	12.59%
010-151-40015	VacationPayout-SewerTreatment	2,742.00	5,751.73	0.00	5,751.73	-3,009.73	-109.76%
010-151-40050	FICA-SewerTreatment	4,541.00	4,576.98	350.46	4,927.44	-386.44	-8.51%
010-151-40051	Medicare-SewerTreatment	1,062.00	1,041.37	81.96	1,123.33	-61.33	-5.77%
010-151-40055	SUI-SewerTreatment	175.00	203.13	0.00	203.13	-28.13	-16.07%
010-151-40060	PERS-SewerTreatment	9,365.00	9,678.43	601.37	10,279.80	-914.80	-9.77%
010-151-40061	PERSUnfunded-SewerTreatment	25,641.00	25,641.00	0.00	25,641.00	0.00	0.00%
010-151-40065	Health/LifeIns-SewerTreatment	23,198.00	26,527.08	2,493.50	29,020.58	-5,822.58	-25.10%
010-151-40070	WorkersComp.-SewerTreatment	5,588.00	4,339.89	0.00	4,339.89	1,248.11	22.34%
010-151-42015	Supplies-Lab-SewerTreatment	6,000.00	4,607.50	840.00	5,447.50	552.50	9.21%
010-151-42020	FUEL-SewerTreatment	10,000.00	3,557.06	253.27	3,810.33	6,189.67	61.90%
010-151-42025	Supplies-Chem-SewerTreatment	120,000.00	96,162.46	9,104.96	105,267.42	14,732.58	12.28%
010-151-42030	Repair/Maint-SewerTreatment	0.00	961.88	0.00	961.88	-961.88	0.00%
010-151-42095	Clothing-SewerTreatment	1,000.00	757.26	0.00	757.26	242.74	24.27%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-151-42215	Rentals-Mach/Eq-SewerTreatment	10,000.00	565.88	0.00	565.88	9,434.12	94.34%
010-151-42425	Taxes/Fees/Lics-SewerTreatment	32,000.00	31,876.47	0.00	31,876.47	123.53	0.39%
010-151-42436	InternetServic-SewerTreatment	2,500.00	1,791.10	386.75	2,177.85	322.15	12.89%
010-151-42710	Communications-SewerTreatment	1,000.00	281.52	31.83	313.35	686.65	68.67%
010-151-42756	Membership/Dues-SewerTreatment	750.00	782.00	0.00	782.00	-32.00	-4.27%
010-151-42760	Travel,Conf,Trg-SewerTreatment	2,000.00	1,713.40	0.00	1,713.40	286.60	14.33%
010-151-42805	WaterUtilities-SewerTreatment	18,000.00	9,389.08	1,183.16	10,572.24	7,427.76	41.27%
010-151-42810	PG&EUilities-SewerTreatment	28,000.00	27,701.79	2,758.50	30,460.29	-2,460.29	-8.79%
010-151-42830	O&M-SewerPlt-SewerTreatment	25,000.00	25,737.70	4,184.36	29,922.06	-4,922.06	-19.69%
010-151-42850	VehicleMaintna-SewerTreatment	3,500.00	5,189.90	311.74	5,501.64	-2,001.64	-57.19%
010-151-43250	Engineering-SewerTreatment	50,000.00	5,400.00	0.00	5,400.00	44,600.00	89.20%
010-151-43650	Contracts-Other-SewerTreatment	0.00	27,500.00	0.00	27,500.00	-27,500.00	0.00%
010-151-45100	PrincipalPymt-SewerTreatment	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
010-151-45200	InterestExpens-SewerTreatment	19,395.00	9,697.50	0.00	9,697.50	9,697.50	50.00%
010-151-69400	Pumps-Equipment-SewerTreatment	0.00	574.52	0.00	574.52	-574.52	0.00%
010-151-69600	Improvements-SewerTreatment	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
010-151-69701	Machinery&-SewerTreatment	140,000.00	131,680.10	0.00	131,680.10	8,319.90	5.94%
010-151-69800	ComputerEqpmt-SewerTreatment	0.00	1,984.02	0.00	1,984.02	-1,984.02	0.00%
010-151-69801	ComputerSoftwr-SewerTreatment	7,500.00	9,384.00	2,995.79	12,379.79	-4,879.79	-65.06%
010-152-40000	Salaries-SewerCollectio	43,941.00	42,836.66	2,026.10	44,862.76	-921.76	-2.10%
010-152-40006	Overtime-SewerCollectio	0.00	244.14	0.00	244.14	-244.14	0.00%
010-152-40015	VacationPayout-SewerCollectio	1,645.00	2,880.23	0.00	2,880.23	-1,235.23	-75.09%
010-152-40050	FICA-SewerCollectio	2,724.00	2,593.61	125.62	2,719.23	4.77	0.18%
010-152-40051	Medicare-SewerCollectio	637.00	623.52	29.38	652.90	-15.90	-2.50%
010-152-40055	SUI-SewerCollectio	105.00	200.68	0.00	200.68	-95.68	-91.12%
010-152-40060	PERS-SewerCollectio	5,619.00	5,633.38	301.43	5,934.81	-315.81	-5.62%
010-152-40061	PERSUnfunded-SewerCollectio	13,814.00	13,814.00	0.00	13,814.00	0.00	0.00%
010-152-40065	Health/LifeIns-SewerCollectio	13,919.00	11,901.19	1,076.70	12,977.89	941.11	6.76%
010-152-40070	WorkersComp.-SewerCollectio	3,353.00	2,604.09	0.00	2,604.09	748.91	22.34%
010-152-42095	Clothing-SewerCollectio	1,400.00	607.26	0.00	607.26	792.74	56.62%
010-152-42425	Taxes/Fees/Lics-SewerCollectio	0.00	3,945.00	0.00	3,945.00	-3,945.00	0.00%
010-152-42830	O&M-SewerPlt-SewerCollectio	0.00	0.00	298.00	298.00	-298.00	0.00%
010-152-42850	VehicleMaintna-SewerCollectio	5,000.00	845.69	0.00	845.69	4,154.31	83.09%
010-152-42860	O&MBlg/Structu-SewerCollectio	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
010-152-43250	Engineering-SewerCollectio	20,000.00	5,332.50	0.00	5,332.50	14,667.50	73.34%
010-152-43600	ProfServices-SewerCollectio	2,000.00	1,167.75	0.00	1,167.75	832.25	41.61%
010-152-69400	O&MEquipment-SewerCollectio	3,000.00	146.71	0.00	146.71	2,853.29	95.11%
010-152-69600	Improvements-SewerCollectio	915,250.00	119,466.83	0.00	119,466.83	795,783.17	86.95%
010-152-69701	Machinery&-SewerCollectio	37,500.00	35,624.65	0.00	35,624.65	1,875.35	5.00%
010-152-69801	ComputerSoftwr-SewerCollectio	7,500.00	7,494.00	0.00	7,494.00	6.00	0.08%
010-610-40065	Health/LifeIns-CentralServies	1,170.00	472.50	0.00	472.50	697.50	59.62%
010-610-42015	Gen.Supplies-CentralServies	625.00	1,495.50	0.00	1,495.50	-870.50	-139.28%
010-610-42031	EquipmtMaint.-CentralServies	325.00	320.56	36.80	357.36	-32.36	-9.96%
010-610-42435	NetworkSvcsCo-CentralServies	11,250.00	9,189.64	876.50	10,066.14	1,183.86	10.52%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-610-42436	InternetServic-CentralServies	3,625.00	3,378.08	375.98	3,754.06	-129.06	-3.56%
010-610-42710	Communications-CentralServies	2,188.00	2,569.50	72.95	2,642.45	-454.45	-20.77%
010-610-42755	RiskManagement-CentralServies	108,831.00	119,361.25	0.00	119,361.25	-10,530.25	-9.68%
010-610-42756	Membership/Dues-CentralServies	625.00	512.50	0.00	512.50	112.50	18.00%
010-610-69400	O&MEquipment-CentralServies	375.00	0.00	0.00	0.00	375.00	100.00%
010-610-69800	ComputerHardwr-CentralServies	375.00	341.23	0.00	341.23	33.77	9.01%
010-613-43350	Speciallegal-LEGALSERVICES	38,250.00	14,368.00	1,633.00	16,001.00	22,249.00	58.17%
	Expense Totals:	2,321,683.00	1,310,161.59	78,963.30	1,389,124.89	932,558.11	40.17%
	010 - SewerM&O Totals:	-709,362.00	-1,277,924.54	56,235.70	-1,221,688.84	512,326.84	
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	-30,741.00	-16,497.56	0.00	-16,497.56	-14,243.44	-46.33%
	Revenue Totals:	-37,741.00	-16,497.56	0.00	-16,497.56	-21,243.44	-56.29%
	011 - SewerWWTP Totals:	-37,741.00	-16,497.56	0.00	-16,497.56	-21,243.44	-56.29%
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%
	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%
020 - FEMA							
Revenue							
020-000-75135	FEMA	-27,192.00	-123,190.51	0.00	-123,190.51	95,998.51	353.04%
	Revenue Totals:	-27,192.00	-123,190.51	0.00	-123,190.51	95,998.51	353.04%
	020 - FEMA Totals:	-27,192.00	-123,190.51	0.00	-123,190.51	95,998.51	353.04%
026 - COSCComFac07-1							
Revenue							
026-000-75000	Income-InterestEarning	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
	Revenue Totals:	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
	026 - COSCComFac07-1 Totals:	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
028 - PublicSafety							
Revenue							
028-001-75200	State Grants	0.00	-547.90	0.00	-547.90	547.90	0.00%
	Revenue Totals:	0.00	-547.90	0.00	-547.90	547.90	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Expense							
028-106-42760	Travel,Conf,Trg-PoliceDept	0.00	1,107.59	0.00	1,107.59	-1,107.59	0.00%
	Expense Totals:	0.00	1,107.59	0.00	1,107.59	-1,107.59	0.00%
	028 - PublicSafety Totals:	0.00	559.69	0.00	559.69	-559.69	
029 - SwimmingPool							
Expense							
029-114-42015	Gen.Supplies-SwimmingPool	0.00	0.00	539.52	539.52	-539.52	0.00%
029-114-42025	Supplies-Chem-SwimmingPool	0.00	0.00	161.50	161.50	-161.50	0.00%
029-114-42030	Repair/Maint-SwimmingPool	0.00	0.00	112.54	112.54	-112.54	0.00%
	Expense Totals:	0.00	0.00	813.56	813.56	-813.56	0.00%
	029 - SwimmingPool Totals:	0.00	0.00	813.56	813.56	-813.56	0.00%
032 - TM-Crestview							
Revenue							
032-001-74355	TrafficMitigationfee	0.00	-2,861.91	0.00	-2,861.91	2,861.91	0.00%
	Revenue Totals:	0.00	-2,861.91	0.00	-2,861.91	2,861.91	0.00%
	032 - TM-Crestview Totals:	0.00	-2,861.91	0.00	-2,861.91	2,861.91	0.00%
035 - TM-General							
Revenue							
035-000-74355	TrafficMitigationfee	0.00	-5,134.22	0.00	-5,134.22	5,134.22	0.00%
	Revenue Totals:	0.00	-5,134.22	0.00	-5,134.22	5,134.22	0.00%
	035 - TM-General Totals:	0.00	-5,134.22	0.00	-5,134.22	5,134.22	0.00%
042 - AB1600							
Revenue							
042-000-74345	GENERALDEVELOPERIMPACT	-5,000.00	-7,720.02	0.00	-7,720.02	2,720.02	54.40%
	Revenue Totals:	-5,000.00	-7,720.02	0.00	-7,720.02	2,720.02	54.40%
Expense							
042-106-69701	Machinery-&-PoliceDept	40,000.00	37,031.09	0.00	37,031.09	2,968.91	7.42%
042-113-69701	Machinery-&-Parks&Recreat	40,000.00	360.00	0.00	360.00	39,640.00	99.10%
	Expense Totals:	80,000.00	37,391.09	0.00	37,391.09	42,608.91	53.26%
	042 - AB1600 Totals:	75,000.00	29,671.07	0.00	29,671.07	45,328.93	
059 - BuildingFacili							
Expense							
059-105-42015	Gen.Supplies-Finance	0.00	0.00	100.49	100.49	-100.49	0.00%
059-113-42810	PG&EUilities-Parks&Recreat	0.00	0.00	416.29	416.29	-416.29	0.00%
	Expense Totals:	0.00	0.00	516.78	516.78	-516.78	0.00%
	059 - BuildingFacili Totals:	0.00	0.00	516.78	516.78	-516.78	0.00%
073 - ParkImpactFee							
Revenue							
073-000-74360	PARKSREGIONALIMPACTFEE	0.00	-13,700.65	0.00	-13,700.65	13,700.65	0.00%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Revenue Totals:		0.00	-13,700.65	0.00	-13,700.65	13,700.65	0.00%
Expense							
073-113-42057	Beautification-Parks&Recreat	0.00	732.04	0.00	732.04	-732.04	0.00%
073-113-61100	ParkImprovements	35,000.00	0.00	0.00	0.00	35,000.00	100.00%
073-113-69600	Improvements-Parks&Recreat	0.00	14,800.00	0.00	14,800.00	-14,800.00	0.00%
Expense Totals:		35,000.00	15,532.04	0.00	15,532.04	19,467.96	55.62%
073 - ParkImpactFee Totals:		35,000.00	1,831.39	0.00	1,831.39	33,168.61	
080 - EffluentDisp.							
Expense							
080-102-40000	Salaries-CityClerk	4,624.00	1,953.34	125.00	2,078.34	2,545.66	55.05%
080-102-40015	VacationPayout-CityClerk	181.00	0.00	0.00	0.00	181.00	100.00%
080-102-40050	FICA-CityClerk	287.00	121.09	7.75	128.84	158.16	55.11%
080-102-40051	Medicare-CityClerk	67.00	28.34	1.81	30.15	36.85	55.00%
080-102-40055	SUI-CityClerk	8.00	32.20	0.00	32.20	-24.20	-302.50%
080-102-40060	PERS-CityClerk	369.00	153.73	9.84	163.57	205.43	55.67%
080-102-40065	EmployeeBenefi-CityClerk	1,245.00	512.66	65.25	577.91	667.09	53.58%
080-102-40070	WorkersComp.-CityClerk	357.00	277.26	0.00	277.26	79.74	22.34%
080-102-42015	Gen.Supplies-CityClerk	9.00	20.90	0.00	20.90	-11.90	-132.22%
080-102-42445	MuniCodeWeb-CityClerk	300.00	0.00	0.00	0.00	300.00	100.00%
080-102-42805	WaterUtilities-CityClerk	0.00	22.09	2.67	24.76	-24.76	0.00%
080-102-42810	PG&EUtilities-CityClerk	0.00	24.23	0.54	24.77	-24.77	0.00%
080-104-40000	Salaries-CityManager	35,999.00	26,448.58	1,331.83	27,780.41	8,218.59	22.83%
080-104-40015	VacationPayout-CityManager	1,385.00	261.75	0.00	261.75	1,123.25	81.10%
080-104-40050	FICA-CityManager	2,232.00	1,577.55	82.57	1,660.12	571.88	25.62%
080-104-40051	Medicare-CityManager	522.00	387.33	19.31	406.64	115.36	22.10%
080-104-40055	SUI-CityManager	48.00	30.84	0.00	30.84	17.16	35.75%
080-104-40060	PERS-CityManager	2,833.00	1,813.50	104.81	1,918.31	914.69	32.29%
080-104-40065	EmployeeBenefi-CityManager	7,469.00	4,503.21	736.47	5,239.68	2,229.32	29.85%
080-104-40070	WorkersComp.-CityManager	2,801.00	2,175.39	0.00	2,175.39	625.61	22.34%
080-104-42015	Gen.Supplies-CityManager	74.00	208.69	0.00	208.69	-134.69	-182.01%
080-104-42710	Communications-CityManager	0.00	281.55	14.58	296.13	-296.13	0.00%
080-104-42760	Travel,Conf,Trg-CITYMANAGER	750.00	465.02	0.00	465.02	284.98	38.00%
080-104-42805	WaterUtilities-CityManager	125.00	22.09	2.67	24.76	100.24	80.19%
080-104-42810	PG&EUtilities-CityManager	96.00	98.29	2.17	100.46	-4.46	-4.65%
080-104-42995	CONTINGENCY-CityManager	750.00	0.00	0.00	0.00	750.00	100.00%
080-104-43600	ProfServices-CityManager	3,600.00	245.00	0.00	245.00	3,355.00	93.19%
080-105-40000	Salaries-Finance	17,835.00	14,744.51	314.08	15,058.59	2,776.41	15.57%
080-105-40015	VACATIONPAYOUT-Finance	514.00	0.00	0.00	0.00	514.00	100.00%
080-105-40050	FICA-Finance	1,106.00	455.70	19.47	475.17	630.83	57.04%
080-105-40051	Medicare-Finance	259.00	106.49	4.55	111.04	147.96	57.13%
080-105-40055	SUI-Finance	65.00	65.01	1.55	66.56	-1.56	-2.40%
080-105-40060	PERS-Finance	1,052.00	578.57	24.72	603.29	448.71	42.65%
080-105-40065	EmployeeBenefi-Finance	5,024.00	1,852.11	202.31	2,054.42	2,969.58	59.11%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
080-105-40070	WorkersComp.-Finance	1,374.00	1,067.10	0.00	1,067.10	306.90	22.34%
080-105-42015	Gen.Supplies-Finance	2,320.00	1,448.79	25.98	1,474.77	845.23	36.43%
080-105-42435	NetworkSvcsCo-Finance	1,059.00	610.29	67.81	678.10	380.90	35.97%
080-105-42450	MOMonlinefees-Finance	1,211.00	1,211.00	0.00	1,211.00	0.00	0.00%
080-105-42760	Travel,Conf,Trg-Finance	151.00	50.49	0.00	50.49	100.51	66.56%
080-105-42805	WaterUtilities-Finance	50.00	31.57	2.68	34.25	15.75	31.50%
080-105-42810	PG&EUutilities-Finance	40.00	417.26	35.85	453.11	-413.11	-1,032.78%
080-105-42955	PayChex&Bank-Finance	1,463.00	206.32	0.00	206.32	1,256.68	85.90%
080-105-43100	Audit&Acctg-Finance	4,086.00	1,447.00	0.00	1,447.00	2,639.00	64.59%
080-105-43600	ProfServices-Finance	2,421.00	0.00	0.00	0.00	2,421.00	100.00%
080-105-43650	Contracts-Other-Finance	323.00	0.00	0.00	0.00	323.00	100.00%
080-105-69400	O&MEquipment-Finance	5,549.00	5,000.00	0.00	5,000.00	549.00	9.89%
080-160-40000	Salaries-SewerARSA	88,503.00	88,755.86	1,157.16	89,913.02	-5,410.02	-6.40%
080-160-40006	Overtime-SewerARSA	10,000.00	9,203.43	3,856.09	13,059.52	-3,059.52	-30.60%
080-160-40015	VacationPayout-Effluent	3,164.00	5,844.12	0.00	5,844.12	-2,680.12	-84.71%
080-160-40050	FICA-SewerARSA	5,239.00	5,235.83	310.82	5,546.65	-307.65	-5.87%
080-160-40051	Medicare-SewerARSA	1,225.00	1,229.54	72.69	1,302.23	-77.23	-6.30%
080-160-40055	SUI-SewerARSA	202.00	200.10	0.00	200.10	1.90	0.94%
080-160-40060	PERS-SewerARSA	10,806.00	10,828.70	583.04	11,411.74	-605.74	-5.61%
080-160-40061	PERSUnfunded-Effluent	21,693.00	17,833.00	0.00	17,833.00	3,860.00	17.79%
080-160-40065	Health/LifeIns-SewerARSA	26,767.00	25,111.14	2,535.35	27,646.49	-879.49	-3.29%
080-160-40070	WorkersComp.-SewerARSA	6,448.00	5,007.81	0.00	5,007.81	1,440.19	22.34%
080-160-42016	Gen.Supplies-SewerARSA	600.00	843.22	130.00	973.22	-373.22	-62.20%
080-160-42017	Supplies-Lab-SewerARSA	0.00	126.50	0.00	126.50	-126.50	0.00%
080-160-42020	FUEL-SewerARSA	19,000.00	0.00	0.00	0.00	19,000.00	100.00%
080-160-42030	Repair/Maint-SewerARSA	0.00	1,620.47	190.42	1,810.89	-1,810.89	0.00%
080-160-42095	Clothing-SewerARSA	0.00	91.20	0.00	91.20	-91.20	0.00%
080-160-42405	FloodControl-SewerARSA	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
080-160-42425	Taxes/Fees/Lics-SewerARSA	210,000.00	1,454.12	0.00	1,454.12	208,545.88	99.31%
080-160-42756	Membership/Dues-SewerARSA	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
080-160-42810	PG&EUutilities-Effluent	0.00	0.38	0.00	0.38	-0.38	0.00%
080-160-42850	VehicleMaintna-SewerARSA	5,200.00	382.19	0.00	382.19	4,817.81	92.65%
080-160-42860	O&MBlg/Structu-SewerARSA	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
080-160-42900	ARSA-SewerARSA	0.00	480,747.75	0.00	480,747.75	-480,747.75	0.00%
080-160-42905	ARSA=Rep/Main-SewerARSA	0.00	11.05	0.00	11.05	-11.05	0.00%
080-160-43250	Engineering-SewerARSA	47,000.00	1,822.50	0.00	1,822.50	45,177.50	96.12%
080-160-43350	Speciallegal-SewerARSA	0.00	299.00	0.00	299.00	-299.00	0.00%
080-160-69400	O&MEquipment-SewerARSA	54,000.00	0.00	0.00	0.00	54,000.00	100.00%
080-160-69600	Improvements-SewerARSA	425,000.00	0.00	0.00	0.00	425,000.00	100.00%
080-160-69701	Machinery&-Effluent	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
080-610-40065	EmployeeBenefi-CentralServies	1,170.00	0.00	0.00	0.00	1,170.00	100.00%
080-610-42015	Gen.Supplies-CentralServies	625.00	162.97	0.00	162.97	462.03	73.92%
080-610-42031	EquipmtMaint.-CentralServies	325.00	0.00	0.00	0.00	325.00	100.00%
080-610-42435	NetworkSvcsCo-CentralServies	11,250.00	19.88	0.00	19.88	11,230.12	99.82%

Detail vs Budget Report

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
080-610-42436	InternetServic-CentralServies	3,625.00	0.00	0.00	0.00	3,625.00	100.00%
080-610-42710	Communications-CentralServies	2,188.00	0.00	0.00	0.00	2,188.00	100.00%
080-610-42755	RiskManagement-CentralServies	108,831.00	119,034.75	0.00	119,034.75	-10,203.75	-9.38%
080-610-42756	Membership/Dues-CentralServies	625.00	0.00	0.00	0.00	625.00	100.00%
080-610-69400	O&MEquipment-CentralServies	375.00	0.00	0.00	0.00	375.00	100.00%
080-610-69800	ComputerHardwr-CentralServies	375.00	341.23	0.00	341.23	33.77	9.01%
080-613-43350	Legal-CityAttorney	18,700.00	0.00	0.00	0.00	18,700.00	100.00%
Expense Totals:		1,221,969.00	847,163.58	12,041.84	859,205.42	362,763.58	29.69%
080 - EffluentDisp. Totals:		1,221,969.00	847,163.58	12,041.84	859,205.42	362,763.58	29.69%
093 - VehicleCapRes							
Revenue							
093-000-75060	SaleofRealProperty	0.00	-400.00	0.00	-400.00	400.00	0.00%
Revenue Totals:		0.00	-400.00	0.00	-400.00	400.00	0.00%
093 - VehicleCapRes Totals:		0.00	-400.00	0.00	-400.00	400.00	0.00%
095 - Gen'IOperRes							
Revenue							
095-000-75135	FEMA	-169,308.00	-140,110.47	0.00	-140,110.47	-29,197.53	-17.25%
Revenue Totals:		-169,308.00	-140,110.47	0.00	-140,110.47	-29,197.53	-17.25%
095 - Gen'IOperRes Totals:		-169,308.00	-140,110.47	0.00	-140,110.47	-29,197.53	-17.25%
Report Total:		1,440,102.00	-71,913.82	-24,620.95	-96,534.77	1,536,636.77	

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - GeneralFund	422,279.00	298,692.59	-90,606.05	208,086.54	214,192.46	
003 - Streets/Sidewal	647,281.00	315,811.96	-3,786.50	312,025.46	335,255.54	
004 - CrestviewLgt/D	1,176.00	475.11	163.72	638.83	537.17	
010 - SewerM&O	-709,362.00	-1,277,924.54	56,235.70	-1,221,688.84	512,326.84	
011 - SewerWWTP	-37,741.00	-16,497.56	0.00	-16,497.56	-21,243.44	-56.29%
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%
020 - FEMA	-27,192.00	-123,190.51	0.00	-123,190.51	95,998.51	353.04%
026 - COSComFac07-1	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
028 - PublicSafety	0.00	559.69	0.00	559.69	-559.69	
029 - SwimmingPool	0.00	0.00	813.56	813.56	-813.56	0.00%
032 - TM-Crestview	0.00	-2,861.91	0.00	-2,861.91	2,861.91	0.00%
035 - TM-General	0.00	-5,134.22	0.00	-5,134.22	5,134.22	0.00%
042 - AB1600	75,000.00	29,671.07	0.00	29,671.07	45,328.93	
059 - BuildingFacili	0.00	0.00	516.78	516.78	-516.78	0.00%
073 - ParkImpactFee	35,000.00	1,831.39	0.00	1,831.39	33,168.61	
080 - EffluentDisp.	1,221,969.00	847,163.58	12,041.84	859,205.42	362,763.58	29.69%
093 - VehicleCapRes	0.00	-400.00	0.00	-400.00	400.00	0.00%
095 - Gen'IOperRes	-169,308.00	-140,110.47	0.00	-140,110.47	-29,197.53	-17.25%
Report Total:	1,440,102.00	-71,913.82	-24,620.95	-96,534.77	1,536,636.77	

Pooled Cash Report

Section 13, Item D.

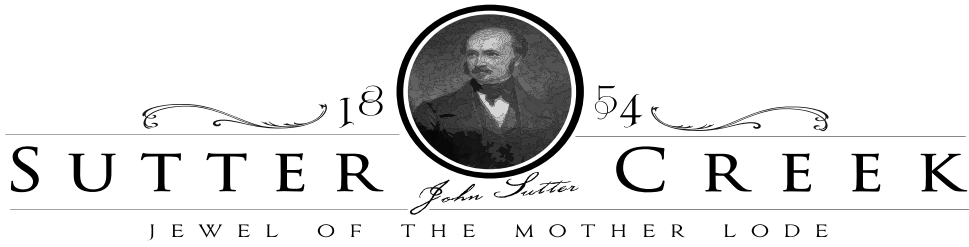


For the Period Ending 6/30/2025

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CLAIM ON CASH				
001-000-10001	Claim On Cash	(32,261.65)	978,448.98	946,187.33
002-000-10001	Claim On Cash	0.00	0.00	0.00
003-000-10001	Claim On Cash	(4,033.84)	64,023.18	59,989.34
004-000-10001	Claim On Cash	(38.14)	1,998.82	1,960.68
005-000-10001	Claim On Cash	0.00	0.00	0.00
006-000-10001	Claim On Cash	0.00	0.00	0.00
007-000-10001	Claim On Cash	0.00	(191.90)	(191.90)
009-000-10001	Claim On Cash	0.00	1,238.99	1,238.99
010-000-10001	Claim On Cash	(13,853.99)	3,005,622.81	2,991,768.82
011-000-10001	Claim On Cash	0.00	132,604.28	132,604.28
012-000-10001	Claim On Cash	0.00	617,663.66	617,663.66
013-000-10001	Claim On Cash	0.00	0.00	0.00
014-000-10001	Claim On Cash	0.00	1,000,438.52	1,000,438.52
015-000-10001	Claim On Cash	0.00	0.42	0.42
016-000-10001	Claim On Cash	0.00	0.00	0.00
017-000-10001	Claim On Cash	0.00	163.66	163.66
018-000-10001	Claim On Cash	0.00	0.00	0.00
019-000-10001	Claim On Cash	0.00	2,917.36	2,917.36
020-000-10001	Claim On Cash	0.00	0.00	0.00
021-000-10001	Claim On Cash	0.00	0.00	0.00
022-000-10001	Claim On Cash	0.00	0.00	0.00
023-000-10001	Claim On Cash	0.00	(563,168.00)	(563,168.00)
024-000-10001	Claim On Cash	0.00	(23,675.00)	(23,675.00)
025-000-10001	Claim On Cash	0.00	0.00	0.00
026-000-10001	Claim On Cash	0.00	969.69	969.69
027-000-10001	Claim On Cash	0.00	0.00	0.00
028-000-10001	Claim On Cash	0.00	12,161.18	12,161.18
029-000-10001	Claim On Cash	0.00	(33,244.78)	(33,244.78)
030-000-10001	Claim On Cash	0.00	(77,709.52)	(77,709.52)
031-000-10001	Claim On Cash	0.00	82,777.60	82,777.60
032-000-10001	Claim On Cash	0.00	(21,917.55)	(21,917.55)
033-000-10001	Claim On Cash	0.00	(38,262.17)	(38,262.17)
034-000-10001	Claim On Cash	0.00	61,760.41	61,760.41
035-000-10001	Claim On Cash	0.00	249,349.05	249,349.05
036-000-10001	Claim On Cash	0.00	5,589.84	5,589.84
037-000-10001	Claim On Cash	0.00	66,455.66	66,455.66
038-000-10001	Claim On Cash	0.00	40,813.87	40,813.87
039-000-10001	Claim On Cash	0.00	378,817.15	378,817.15
040-000-10001	Claim On Cash	0.00	0.00	0.00
041-000-10001	Claim On Cash	0.00	0.00	0.00
042-000-10001	Claim On Cash	0.00	152,780.69	152,780.69
043-000-10001	Claim On Cash	0.00	0.00	0.00
044-000-10001	Claim On Cash	0.00	0.00	0.00
045-000-10001	Claim On Cash	0.00	0.00	0.00
046-000-10001	Claim On Cash	0.00	0.00	0.00
047-000-10001	Claim On Cash	0.00	55,245.19	55,245.19
048-000-10001	Claim On Cash	0.00	1,221.30	1,221.30
049-000-10001	Claim On Cash	0.00	0.00	0.00
050-000-10001	Claim On Cash	0.00	2,693.80	2,693.80
051-000-10001	Claim On Cash	0.00	0.00	0.00
052-000-10001	Claim On Cash	0.00	0.00	0.00
053-000-10001	Claim On Cash	0.00	0.00	0.00
054-000-10001	Claim On Cash	0.00	0.00	0.00

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	Section 13, Item D.
055-000-10001	Claim On Cash	0.00	(253,806.00)	(253,806.00)
056-000-10001	Claim On Cash	0.00	0.00	0.00
057-000-10001	Claim On Cash	0.00	187,796.43	187,796.43
058-000-10001	Claim On Cash	0.00	0.00	0.00
059-000-10001	Claim On Cash	0.00	7,825.78	7,825.78
060-000-10001	Claim On Cash	0.00	89.73	89.73
061-000-10001	Claim On Cash	0.00	0.00	0.00
062-000-10001	Claim On Cash	0.00	0.00	0.00
063-000-10001	Claim On Cash	0.00	0.00	0.00
064-000-10001	Claim On Cash	0.00	0.00	0.00
065-000-10001	Claim On Cash	0.00	0.00	0.00
066-000-10001	Claim On Cash	0.00	0.00	0.00
070-000-10001	Claim On Cash	0.00	0.00	0.00
072-000-10001	Claim On Cash	0.00	0.00	0.00
073-000-10001	Claim On Cash	0.00	109,714.60	109,714.60
079-000-10001	Claim On Cash	0.00	0.00	0.00
080-000-10001	Claim On Cash	(8,997.24)	(865,171.67)	(874,168.91)
081-000-10001	Claim On Cash	0.00	(0.13)	(0.13)
082-000-10001	Claim On Cash	0.00	0.00	0.00
085-000-10001	Claim On Cash	0.00	0.00	0.00
086-000-10001	Claim On Cash	0.00	73,377.27	73,377.27
087-000-10001	Claim On Cash	0.00	3,414.53	3,414.53
088-000-10001	Claim On Cash	0.00	20,935.35	20,935.35
089-000-10001	Claim On Cash	0.00	83,681.96	83,681.96
090-000-10001	Claim On Cash	0.00	0.00	0.00
091-000-10001	Claim On Cash	0.00	(483,270.11)	(483,270.11)
092-000-10001	Claim On Cash	0.00	138,849.16	138,849.16
093-000-10001	Claim On Cash	0.00	17,892.96	17,892.96
094-000-10001	Claim On Cash	0.00	50,515.25	50,515.25
095-000-10001	Claim On Cash	0.00	245,432.19	245,432.19
096-000-10001	Claim On Cash	0.00	50,572.85	50,572.85
097-000-10001	Claim On Cash	0.00	0.00	0.00
TOTAL CLAIM ON CASH		<u>(59,184.86)</u>	<u>5,545,437.34</u>	<u>5,486,252.48</u>

***Note – Beginning Balances are not accurate due to timing of data transfer from MOMs to Tyler in June, this is a temporary reporting issue that will be resolved by next report cycle.**



STAFF REPORT

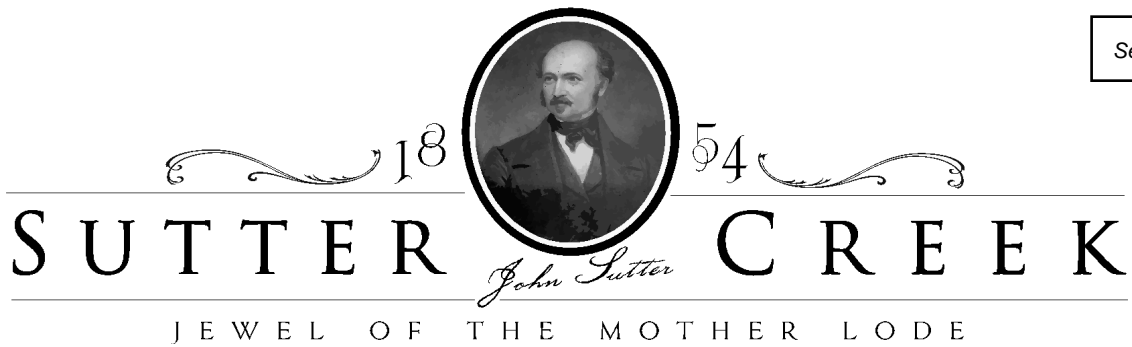
TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: JULY 21, 2025
FROM: AARON WOLCOTT, CITY CLERK
SUBJECT: CITY CLERK REPORT – JUNE 2025

RECOMMENDATION:
Information only.

BACKGROUND:
June activities for the City Clerk included meeting management, taking on risk management and ongoing HR onboarding. Time was also spent working on updating aspects of the website and specifically working with CivicPlus to get the latest supplement of ordinances added to the City’s code. The below items represent the key functions of the role and activities completed in the month of June.

DISCUSSION:

- **City Clerk:**
 - Agendas and minutes created for 3 City Council Meetings, 1 Planning Commission, 1 Ad Hoc meeting and 1 ARSA meeting. DRC was cancelled in June due to lack of agenda items.
 - 3 Public Record Requests (all related to building permits). Building permits requests are our most common request type.
 - 2 City Council Resolutions, 2 Planning Commission Resolutions
 - Permits: 2 Short Term Rentals, 2 Event Permits, 2 Encroachment Permits
 - Ongoing review of record retention policy and process. The current policy is outdated and needs updating, which Karen started but didn’t finish. A new policy will come to Council in September or October for review and approval.
 - The most recent Ordinances were added to our Municipal code as “Supplement 6”. This involved working with CivicPlus and Municode to add our most recent ordinances (375-378) to the code. I am still working with CivicPlus regarding old ordinances that are listed separately on the website and continuously updating documents and links on the site to get it up to date.
- **Risk Management**
 - Working with CSJVRMA on annual census, vehicles and business travel coverage. Updated fleet information, staffing updates and set up additional onboarding with our risk management partner.
- **Human Resources**
 - Continued salary comparisons and worked on scenario mapping for salaries.
 - Held an initial training call with Keenan on our health benefits.
 - Worked with two staff members to resolve questions and issues related to their health care benefits.



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: JULY 21, 2025
FROM: CHRISTIAN CARDONA, TAYLORED MARKETING
SUBJECT: JUNE MARKETING REPORT

BACKGROUND:

City of Sutter Creek: Social Media Performance Analysis

Reporting Period: June 2025

Platforms Analyzed: Instagram & Facebook

Quantitative Analysis

Instagram Overview

- **Total Views:** 10,100 (significant increase from the previous 30 days)
 - **Source of Views:**
 - 49.1% from existing followers (approximately 4,959 views)
 - 50.9% from non-followers (approximately 5,141 views)
 - This suggests balanced reach and content that appeals beyond the current follower base.
- **Accounts Reached:** 2,341 unique accounts
 - Indicates strong visibility and discoverability through hashtags, location tags, and shares.
- **Profile Visits:** 88
 - A healthy indicator of interest in learning more about the city and its offerings.
- **External Link Taps:** 2
 - Reflects very limited traffic being driven from Instagram to external resources (such as websites or event pages).
- **Content Output:** 67 content pieces shared across all formats (Posts, Stories, Reels)
 - Demonstrates active content creation and consistency.
- **Content Type Breakdown (by Views):**
 - **Posts:** 79.1% of total views (approx. 7,979 views)

2 | [Type text]

- **Stories:** ~15% (approx. 1,515 views)
- **Reels:** ~6% (approx. 606 views)
- Posts remain the dominant format, but increasing Reel usage could expand reach further.
- **Engagement Overview:**
 - **Total Interactions:** 264
 - 88.2% from followers (approx. 233 interactions)
 - 11.8% from non-followers (approx. 31 interactions)
 - **Accounts Engaged:** 102
 - **Engagement Breakdown:**
 - Likes: 152
 - Comments: 4
 - Saves: 3
 - Shares: 32
 - Overall interaction rate shows strong support from existing community, but room to grow in encouraging comments and saves.
- **Top Performing Content (for Views and Interactions):**
 - Photo of the Sutter Creek Sign advertising the 4th of July Pool Party
 - Upcoming Events Post for July
 - 4th of July Advertisement Reel
- **Audience Demographics:**
 - **Gender:**
 - 83.1% Women
 - 16.9% Men
 - **Top Age Ranges:**
 - 35–44 (Primary demographic)
 - 45–54 (Secondary)
 - 25–34 (Tertiary)
 - 55–64 (Emerging group)
 - **Top Cities:**
 - Sutter Creek
 - Jackson
 - Pine Grove
 - Pioneer
 - The data confirms the platform's appeal to local women in mid-life age groups.
- **Followers:**
 - Total: 365 followers (↑12% from the previous month)
 - Gained 40 new followers this month
 - Steady follower growth tied to increased engagement and seasonal event promotion

Facebook Overview

- **Total Views:** 12,783
- **Engagements:** 556 (likes, comments, shares, reactions)
- **New Followers:** 12

- **Audience Insight:** Primary demographic is 65+ years old, indicating this platform continues to serve the older, more established local audience.

Qualitative Analysis

The City of Sutter Creek's social media presence showed **clear and consistent growth** in engagement and discovery during this reporting period. Event-centric content, particularly around **Fourth of July celebrations**, performed exceptionally well across platforms.

Instagram shows promising traction, with **an even split between follower and non-follower views**, indicating that recent content is being discovered organically—through hashtags, the Explore page, or shares by users. However, engagement remains concentrated within the follower base, meaning there is room to encourage interaction and conversion from new viewers.

Posts performed best in terms of views, and Reels—while lowest performing—have high potential for discoverability. A continued emphasis on event promotions, engaging visuals, and leveraging seasonal content will drive further visibility.

Facebook remains a solid platform for reaching the **65+ community**, which should not be overlooked. While fewer new followers were gained, total views and engagements were high, showing continued interest from long-time residents and older visitors.

The gender and age distribution on Instagram suggests that local women ages 35–54 are the most actively engaged demographic. Content that appeals to this audience—community updates, family-friendly events, history, and local charm—should continue to be prioritized.

Areas for Improvement

1. **Increase External Engagement:**
 - Only 2 external link taps suggests the current calls to action may not be as effective.
 - Action: Add clearer, more compelling CTAs that direct users to learn more, RSVP, or visit the city website.
2. **Encourage Commenting:**
 - With only 4 comments out of 264 interactions, there is an opportunity to create more conversation.
 - Action: Include open-ended questions, polls, and invitations for followers to share their memories or opinions.
3. **Maximize Reels Potential:**
 - Reels underperformed but are a discovery powerhouse on Instagram.
 - Action: Create more short-form videos highlighting scenery, shop tours, quick history facts, or event previews.
4. **Convert Non-Followers to Followers:**
 - Over 50% of views are from non-followers, but the engagement ratio skews heavily to followers.
 - Action: Include more “Follow for more” language in captions and video overlays.

4 | [Type text]

5. Content Calendar Optimization:

- While content volume is strong, ensuring it's spaced out strategically (e.g. using key posting days and themes) can improve consistency and visibility.

Tactics Beyond Social Media

To expand community outreach and visitor engagement, the following offline strategies are recommended:

1. Local Partnerships & Co-Marketing

- Collaborate with local businesses, restaurants, wineries, and artisan shops for cross-promotion.
- Example: Feature local products or shop tours on the City's platforms while they promote city events in-store.

2. Printed Promotions with QR Codes

- Develop eye-catching flyers, signs, and window clings with QR codes that link to upcoming event pages or Instagram profiles.
- Distribute at high-traffic areas like cafés, inns, event venues, and the visitor center.

3. Event-Based Storytelling

- At community events, have a small booth or mobile station where attendees can write their "Favorite Sutter Creek Memory." Use quotes and photos for future posts.
- Capture content during events for later use, even if not posted immediately.

4. Newsletter Integration

- Promote the city's email newsletter on social media and vice versa.
- Use the newsletter to summarize top posts, events, and local business highlights.

5. Local Media Collaboration

- Share top-performing visuals and stories with local newspapers, radio stations, and tourism partners.
- Media coverage can reinforce digital messages and expand reach among offline audiences.

6. Community Bulletin Boards

- Update physical bulletin boards (in libraries, markets, etc.) with upcoming event calendars and social media callouts.

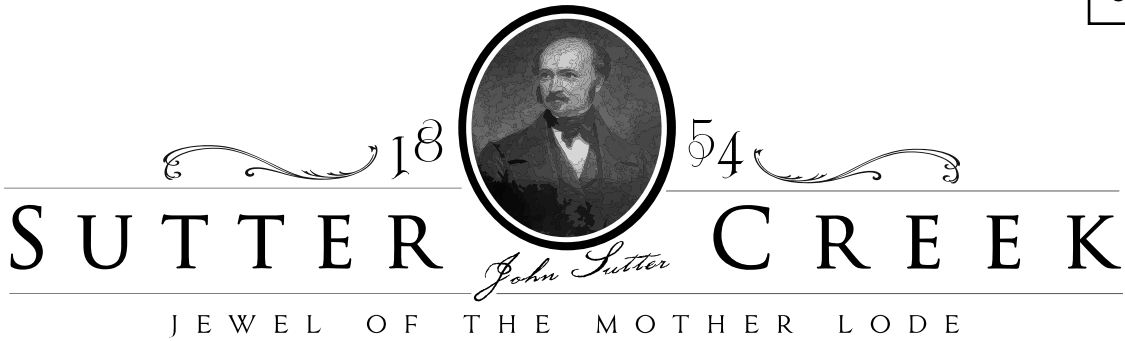
Conclusion

The City of Sutter Creek's social media presence continues to grow and reflect community pride. With a strong foundation built on event promotion and hyper-local storytelling, there's momentum to build on through more strategic calls to action, content variety, and cross-channel engagement.

By expanding into Reels, leveraging the interest of non-followers, and connecting with residents through both digital and traditional methods, the City can deepen its community impact while attracting new visitors and followers.

Section 13, Item F.





TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: JULY 21, 2025
FROM: ERIN VENTURA, CONTRACT PLANNER
SUBJECT PLANNING DEPARTMENT REPORT FOR JUNE 2025

Executive Summary

The Following items were reviewed at the June 9, 2025 Planning Commission meeting:

- 70 Broad Street- Short Term Rental- Approved
- 290 Gopher Flat Road- Short Term Rental- Approved

June DRC meeting cancelled due to lack of applications.

Detailed Summary

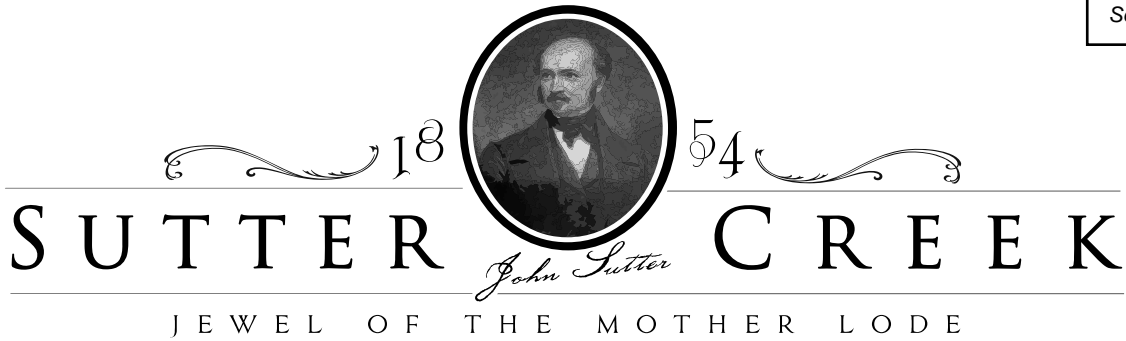
Applicant Projects:

- Gold Rush Ranch Phase 1A – Attended the ACTC meeting on 6/9/25. Working on a resolution regarding roadway improvements and fees.
- Panner Creek Estates: Met with the bridge engineering, waiting for revised plans.

Commission and Committee Work:

Additional Projects:

- Impact Fee Study: The City is revising its LEAP Grant application to secure additional funding. A consultant is updating the Nexus Study.
- Zoning Code Cleanup: The City is utilizing remaining LEAP funds to clarify and update the zoning code. This project is currently in progress.
- Staff is working on revising the ADU ordinance in compliance with State Law.



STAFF REPORT

TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: JULY 21, 2025
FROM: DAN LAFONTAINE, PUBLIC WORKS DIRECTOR
SUBJECT: PUBLIC WORKS DEPARTMENT REPORT FOR JUNE 2025

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

Executive Summary: June ended with the same intensity as the end of May with two spills (one in the creek and one on the ARSA line) and an emergency road repair on gopher flat. I am happy to report that both spills have been mitigated, and thanks to our amazing response times of our operators (less than an hour after notice the spills) these emergencies were less than they could have been. The spill in the creek resulted in some swimming warnings, downstream of where everyone plays in the creek, but all warnings have been removed, and **the creek is safe to use again**. The ARSA spill only resulted in minimal downtime to the Ione plant and flows were quickly resumed. We also received some good news concerning our roads in town. Amador Water Agency is performing leak detection work in town, and we have successfully worked out a deal to have Hayden Alley and Broadway repaved thus saving the City money. We are working together with the Water Agency to fix anything underground (sewer and storm drains) prior to the water line repairs and repaving. This work will be completed by the end of 2025.

The Miscellaneous Sewer Main Replacement Project – Work has begun on the 2025 collection system projects as of June 30, 2025. Road closures will be in effect at various times on Old 49 from Rayland to Miners Bend. Public Works will post notices in advance and work to minimize the interruption. All road closures will begin after 9am to help alleviate traffic.

Wastewater Treatment Request for Proposals – One addendum was produced on May 30th which updated the schedule. Confidential meetings were held the week of June 16th. The deadline for questions/clarifications has passed and no significant questions were received. The City is looking forward to receiving proposals on July 15 @2:00 PM.

Upcoming: In July, the *Miscellaneous Sewer Main Replacement project* collection system work will be continuing with minor traffic delays. Detours will be posted around town to ease the flow of traffic. The City will be submitting its list of mitigation projects to the Counties’ updated Local Hazard Mitigation Plan. The plan is updated every 5 years and all projects that are submitted to the plan will be eligible for FEMA funding. We will be receiving proposals for the new WWTP on July 15th and will be announcing the award at the end of July.

Detailed Summary: Below is a detailed summary and/or status of the main PW responsibilities; Collection System, Wastewater Treatment Plant, Effluent Disposal, Streets and City Right of Way, Parks and Buildings, and Service Callouts.

Collection System Status:

CIP work

- On June 18, 2025, it was brought to the Cities attention that the collection system had become blocked and was discharging sewer into the creek downstream of the main street bridge. Once the location of the spill was discovered, a crew was dispatched, and the blockage was cleared in under one hour. Although the creek cleared up in a few days, per County Environmental Health Department, signs were posted to avoid swimming in the creek downstream of the main street bridge. The City also took a sample of the creek water as a precaution and the results came back within background levels. We are happy to report that as of June 30, the warning signs have been removed, fish were noticed swimming in the spill area of the creek, and no further swimming restrictions are in place. A large thank you goes out to all of those who called and posted on Facebook about the issue.



Warning Sign posted at Main Street Bridge Sewer plug cleared creek returned to normal

One positive thing that happened as a result of the sewer blockage is that we identified inflow to the collection system pipes in the creek. Typically, sewer pipes are not under pressure, so the creek water flows into the collection system but during the blockage sewer pressure increased allowing us to see the inflow. Further investigation will be required but this will be added to a future collection system project as this would be a major source of I/I.

- *Miscellaneous Sewer main Replacement Projects.* – Work has begun on the collection system around town on June 30, 2025. The first two projects are the installation of a manhole behind Napa Auto parts and pipe bursting the sewer main down Greenstone terrace. We know that these repairs have caused some traffic headaches and ask that you bear with us as we fix our critical infrastructure around town. We are trying to give as much advanced notice as possible for road closures. The work is on schedule.
- RH Borden presented the results of the collection system flow meters from the sewer manholes in March. Generally, the results show that infiltration is occurring in four of the basins located downtown in varying degrees. The assessment also found some manholes that have signs of degradation (not properly sealed from

groundwater). Staff is putting together a targeted list of items to investigate/repair further.

- In light of the budget constraints, The City will be working on excavating Eureka St with the help from Campell construction to replace 120 feet of pipe and install a cleanout halfway down Eureka St. Once a cleanout has been installed crews can clear the line better and investigate if any other problems are occurring. We anticipate that this work can be accomplished within a few days, in the month of July.

SSMP Activity

Calls for service.

- 6/18/2025; 29 Badger Rd. plugged City Main, resulting in creek spill. State OES and Amador County Environmental Health were notified.

Sewer System Cleaning and Maintenance.

- For July 2025, there was 1,776 feet of sewer line cleaned. The total amount cleaned for the calendar year 2025 is 3,837 ft. The total cleaned for the calendar year 2024 is 19,207 feet.

Wastewater Treatment Plant Status:

The WWTP met all the effluent quality discharge requirements for the month of June 2025.

Table 1. Monthly Status of required reporting constituents.

Constituent	Monthly Results	Monthly Limits
Monthly Influent Flow	8.674 MG 0.289 MGD daily avg	0.48 mgd ¹
Effluent BOD, mg/L	28 mg/L	30 mg/l
Effluent Settleable Matter, mL/L	< 0.1 ml/L	0.5 ml/l
Effluent TSS, mg/L	8.8 mg/L	30 mg/l
Total Coliform, MPN	< 1.8 MPN	23 MPN
Sludge Wasted	34,037 gallons	
Rain	0.00 in.	24.15 in. YTD -27.52” Last YTD

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

Plant Compliance Issues: The monthly May 2025 report was electronically submitted to the Regional Water Quality Control Board.

- *Operational Strategy Modifications:*
- The rag bin was hauled on June 3, 2025.
- We continued normal sludge wasting in June with 34K gallons dewatered.
- Wastewater RFP updates - Confidential meetings were held the week of June 16th. The deadline for questions/clarifications has passed and no significant questions were received. The City is looking forward to receiving proposals on July 15 @ 2:00 PM.
- Roto strainer #3 is currently being installed. New couplers had to be ordered and were received in February. Operators are currently piecing all parts of the roto strainers back into service.
- A contract has been signed to receive a new power section for the Aerator. The Aerator diffuser head will be shipped back to the manufacturer for rebuild.

- The second Chlorine tank has been installed and piping connected in the chlorine building. The chlorine line was clogged causing some restrictions in the line. Upon clearing the line, we discovered that the pumps were still running hotter than the old pumps (136° vs 82°). We are waiting for correspondence back from the manufacturer.
- The contract has been signed for the Geotechnical work at the WWTP. A flyover has been scheduled for July 8th and boring will be initiated in the last half of July.
- Looking at FEMA maps, portions of the existing WWTP may be in the flood plain and the maps are currently being investigated. HydroSciences is looking into setting up a meeting to discuss.

Effluent Disposal

- Bowers and irrigation was resumed for the irrigation season on May 27, 2025. Ione has started receiving ARSA water on June 6, 2025, for the disposal season. As of June 30, Ione has received approximately 90 acre-feet of ARSA water.
- On June 27, 2025, CalFire contractors working at the Ione CalFire Academy facility drilled through a 24-inch ARSA wastewater line. Emergency crews were dispatched to the facility to shut down the flow of water out of Preston to empty the line. Upon investigation, the driller bored directly into the top of the pipeline. ARSA had a saddle on hand that was used to cover the hole by the end of the day. Water to Ione was interrupted from June 27 through June 30th when the line was returned to operation. Thanks to the quick response time only 600 gallons of wastewater was released during the spill.
- *Henderson Underdrain* – Current reservoir levels indicate that ARSA will have Henderson drained to deadpan by early August. The project is set to begin on August 4, 2025. The Henderson underdrain project has received approval from all state agencies, and the project contract was sent to Campbell construction on July 1 (must be accepted by July 10th). The spring in the dam face (that was to be plugged in the original scope of work) has been accepted by DSOD to be taken out of the scope of work due to water rights being presented to DSOD by the property owner. This will save ARSA and the City considerable money and one of the more questionable items in the scope of work.
- The manufacturer of the flow meter for Bowers has proposed a shorter spool length with a restocking cost of 2K. City staff are currently investigating if the flow meter can be used in another place to save the restocking fee.
- The Water Board has sent a meeting invite for August 6th to discuss the joint water balance with all parties associated with the Mule Creek watershed. We are still waiting for comments from the water board on the revisions to the individual water balances before commencing with the joint water balance.
- Ongoing maintenance of the cattle water troughs along the pipeline. Irrigation sprinklers and valves are being repaired constantly.
- 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.

Streets and City Right of Way.

- On June 26, 2025, one of the Public Works team noticed a hole in Gopher Flat Rd. around Cole Street. Upon further investigation we determined that the storm drain collapsed under the road creating an emergency. On June 27th Public works and Campbell construction installed two trench plates in the East bound lane. With the installation of the trench plates over the road we now have time to investigate the extent of the damage and determine the best solution to fix the storm drain and the road on top. On July 8 staff looked at the interior of the pipe and it is in satisfactory condition. The next step is to open up the old pavement, backfill the hole and repair the pavement. This repair will most likely include the closure of one lane of Gopher Flat Rd. for a short period of time. Stay tuned for more information on the repair.



Storm drain under Gopher Flat Rd. the top of the pipe is intact.

- The City has received preliminary plans from Amador Water Agency (AWA) to do some leak repair work under grant at Eureka St., Borgh Way, Broadway, and Hayden. In the plans the City has asked for AWA to repave the entirety of Broadway and Hayden. In addition to the repaving, AWA has indicated that they will replace the hydrant on Broadway and fix the sidewalk around the existing hydrant. Once the City approves the plans AWA will go out to bid. Per the grant, all work must be completed by the end of the calendar year.
- The City is getting bids to repair the gutter along David Dr. and replace asphalt in front of the effected homes.

Parks and Buildings

- We got lucky in June and received a few days of CalFire crews to help clear some of the City easements and clear some growth in the creek. Crews worked on June 26 to clear the easements on Gopher flat (see below). On July 1, crews were in the creek above City hall to do some vegetation management in the creek (see below).



CalFire crew on Gopher Flat



CalFire crew cleared the creek around the Auditorium parking lot and swimming area

- Bryson Bathroom – On June 10th the Board of Supervisors approved the transfer of TOT funds to the City of Sutter Creek to install a bathroom at Bryson park. Designs are currently underway, and we hope to have them finalized by the end of July. After that we will be going out to bid and with any luck, we will have a functioning bathroom at Bryson park by Fall of 2025.
- The 18-acres above the WWTP had CalFire limb up and pile some trees on the property. The Sutter Creek Fire Protection District brought their chipper and chipped up the piles. Next is to bulldoze a firebreak line around the property and possibly burn the property to further reduce vegetation on City owned properties. We continue to work on the mine head site to reduce vegetation.



Staff Report

To: Tom DuBois, City Manager
Meeting Date: July 21, 2025
From: Matt Ospital, 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 June 2025:
 - 2 Plan checks were completed
 - 18 Inspections were completed

2. **Encroachment Permit Review** – Encroachment permits are reviewed as needed when requested by the City’s Account Clerk, Holly Boehme. For June 2025:
 - 4 Permit reviews were completed
 - 0 Inspections were completed

3. **Code Enforcement**
 - A. **30 Ridge Road** – Eviction process is underway for tenant that will not comply.
 - B. **300 Hanford Street** – A meeting with Mr. Navarro, City Manager and City Attorney was held on June 25, 2025. Awaiting Mr. Navarro to provide a complete application and City Manager direction.
 - C. **Eureka Mine Site** – Planner and/or City Manager would need to provide update on this. No action by code enforcement at this time.

D. **Vehicles** – No current vehicles in code enforcement. Previous vehicles have been forwarded to Police Department from City Manager.

- 4. **Bryson Park Expansion Project** – 90% plans have been prepared and sent to public works for review. WGA will incorporate public works comments and complete project plans/specifications for a complete bid package.