

**CITY COUNCIL OF AMADOR CITY
DRAFT, REGULAR MEETING AGENDA
THURSDAY, 17 OCTOBER 2024
7:00 PM**

The agenda for this regular meeting is distributed to the City Council and posted in public locations in Amador City no less than 72 hours prior to the meeting. Any pertinent documents related to Regular Agenda Items will be distributed to Council Members no less than 72 hours prior to the meeting and available at City Hall during City Hall hours.

In-person participation by the public is welcomed. City Council Meetings will also be broadcast on the City's YouTube channel at: <https://www.youtube.com/@amadorcitycouncil>

Members of the public not attending in-person may submit written comments prior to the meeting by emailing their comment to the City Clerk at cityclerk@amador-city.com before 11:00 AM on the day of the meeting. Emailed public comments will be distributed to City Council and made part of the official record.

In compliance with the Americans with Disabilities Act, individuals may request disability-related accommodations by contacting the City Clerk before 11:00 AM on the Monday before the Council meeting. City Hall is wheelchair accessible.

- 1. MEETING CALLED TO ORDER**
- 2. FLAG SALUTE/PLEDGE OF ALLEGIANCE - tba**
The October break for the school district has disrupted local governance and a substitute will be needed to lead the Council and the Community in the Pledge of Allegiance.
- 3. ROLL CALL/ESTABLISH A QUORUM**
Council Members
Nikko Ambroselli, Susan Bragstad, Bruce Sherrill, Anne Kel-Artinian, Sandy Staples
- 4. APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA 17 OCT 2024**
- 5. PUBLIC COMMENT**
Under provisions of the California Code, citizens wishing to address the Council for any matter not on the agenda may do so at this time. Comments are limited to five minutes or less. Under provisions of the California Government Code, the City Council cannot take action unless an urgent need arose after the posting of the agenda.
- 6. PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS/CORRESPONDENCE**

7. CONSENT CALENDAR ITEMS

All matters listed under the Consent Calendar are to be considered routine by the City Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council votes on the motion to adopt, members of the Council, staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action.

7A. Regular Meeting Agenda Minutes of 19 September 2024

7B. Financial Report

8. ORDINANCES AND PUBLIC HEARINGS

9. REGULAR AGENDA ITEMS

9A. Sewer Pond discussion and possible action regarding a needed improvement to the sewer pond filter system

9B. Sutter Creek Elementary discussion and possible action that Amador City become a sponsor at the Gold Level or higher for the 2024 Sutter Creek Elementary School Walk-a-Thon
Attachments: email from Holly Groth, parent
2024 Walk-a-Thon Business and Family Sponsor Form

9C. Local Early Action Planning (LEAP) Grant Award discussion of the decision regarding Amador City's application for grant funds
Attachment: letter, Local Early Action Planning (LEAP) Grants Program Award, Contract No. 24-LEAP-18505
Resolution No.613 approved on 23 May 2023
Proposed projects from application 2023

9D. Donation to Amador City discussion and possible action that Amador City establish a Historical Preservation Oversight Committee to make determinations on the acceptance, distribution, and accounting of a \$3,500.00 donation for historical preservation/promotion causes from proceeds of Claudine Burnett's book, Amador City: A Haunting History
Attachment: email from Claudine Burnett

9E. Resolution No. 633 discussion and possible action regarding priority project for transportation improvement and verification of eligibility for California Transportation Commission's Local Partnership Program
Attachment: Resolution 633
Map of Amador City's City Limits and Sphere of Influence

10. ADMINISTRATIVE REPORTS AND COMMENTS

10A. CITY MANAGER'S REPORT AND COMMENTS

10B. CITY ATTORNEY'S REPORT AND COMMENTS

10C. CITY COUNCIL MEMBERS' REPORTS AND COMMENTS

10D. PERMIT LOG

11. REQUESTS FOR FUTURE AGENDA ITEMS

12. CLOSED SESSION may be called for labor negotiations (pursuant to Government Code §54957.6), personnel matters (pursuant to Government Code §54957) real estate negotiations/acquisitions (pursuant to Government Code §54956.8), and/or pending or potential litigation (pursuant to Government Code §54956.9). Following Closed Session City Council will announce any action taken in Open Session.

12A. Conference with Legal Counsel: Regarding potential litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9.

Presenter: Pat Keene, City Attorney

13. Report of Closed Session

14. ADJOURNMENT

The next regular scheduled City Council meeting is Thursday, 21 November 2024 at 7:00 PM

7A

CITY OF AMADOR CITY
MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
THURSDAY, SEPTEMBER 19, 2024, 7:00 P.M.

1. Meeting called to order
2. Pledge of Allegiance – P. J. Groth
3. Roll Call – Staples, Kel-Artinian, Bragstad, Sherrill, Ambroselli
4. Approval of Agenda – Motion by Bragstad, 2nd by Sherrill approved with changes by Bragstad, Sherrill, Staples, Kel-Artinian, Ambroselli
5. Public Comment – None
6. Presentations/Proclamations/Appointments/Correspondence –
 - A. Letter of Invitation to P.J. Groth, Sept. 12, 2024
 - B. Letter to City of Sutter Creek regarding sewer bill, dated Sept. 12, 2024
7. Consent Calendar Items-
 - A. Agenda Minutes of August 15, 2024 – Motion by Sherrill, 2nd by Bragstad, approved unanimously
 - B. Financial Report
8. Ordinances and Public Hearings
9. Regular Agenda Items

A. Aces/Delta Container – Rate adjustment not to exceed 8% for years 2025,26,27. Will be posted September 26 for 45 days for public review, with a public hearing on November 23, 2024. New rates to begin December 1, 2024.

B. Cathy Castillo, CPA – Introduced herself to the Council and informed Council that questionnaires would be mailed to each council member to be filled out by them and returned by October 15, 2024, Her firm would begin working with Treasurer Groth on the audit through November and a Financial Transaction report should be prepared by end of January. She plans to keep council informed of ongoing progress.

C. Amador Water Agency request for easement for fire flow improvement project. Resolution 630. Motion by Sherrill, 2nd by Bragstad, approved unanimously.

D. Bicycle Path Advisory Committee (BPAC) Resolution 631 Multimodal Improvement. Motion by Bragstad, 2nd by Kel-Artinian, approved unanimously with understanding that there is no financial commitment.

E. Professional Services Agreement with Weber, Ghio & Assoc. engineering firm. Motion by Bragstad, 2nd by Ambroselli, approved unanimously

F. Small Community Clean Water/Wastewater – Proposal to pursue SCWW funding and establish an account. Motion by Ambroselli, 2nd by Kel-Artinian, approved unanimously

G. Domain acquisition for Amador City - This will build trust in our website. A change from .com to .org is free. Motion by Sherrill, 2nd by Kel-Artinian, approved unanimously

H. Local Early Action Plan (LEAP) Grant - Discussion of 2023 application

I. Amador City Conflict of Interest Code – Amador City needs to update its Conflict of Interest Code. This should be done every five years. This is in response to an e-mail received from the Fair Political Practice Commission.

J. Follow Up on Dissolution of Amador Regional Sanitation Agency (ARSA) – Motion by Kel-Artinian, 2nd by Ambroselli to approve Joint Exercise of Powers Agreement between the County of Amador, City of Sutter Creek and City of Amador City, approved by Council with Bragstad abstaining.

K. Follow Up on Staff position titled City Manager – There is a benefit to City Council to have a City Administrator depending on our budget . Mayor Staples asked for a motion to change City to Council/Manager through Ordinance, no motion. Motion to continue City in present form but change to Administrator made by Bragstad, 2nd by Kel-Artinian, approved unanimously.

10. Administrative Reports and Comments

A. City Manager's Report – Groth met with Sutter Creek concerning ARSA. A contract with Sutter Creek will be developed.

B. City Attorney's Report – None

C. City Council Members' Reports - Possibly a new battery is required at Monument. Council Person Kel-Artinian reported on LAFCO and status of Lockwood Fire District. Amador Fire District to include Lockwood.

D. Permit Log

11. Requests for Future Agenda Items – Grant Reynolds to make recommendations re: our Sewer System, Ceiling Fans for City Hall, Fire Insurance on City Hall building.

7B

9B

Request for sponsorship

1 message

Holly Morris Groth <hollymorris23@gmail.com>
To: Sandy.staples@amador-city.com

Wed, Oct 2, 2024 at 4:38 PM

Hi Sandy,

There are many kids from Amador City who attend Sutter Creek Elementary. The annual walk-a-thon raises money to fund the arts, music, PE, and creative writing enrichment programs at the school and our Amador City kids benefit greatly from these programs.

We would like to invite the Amador City Council to vote to become a sponsor for the 2024 Sutter Creek Elementary Walk-a-thon, at the Gold Sponsor level or higher (see attached sponsor form), though any level of sponsorship would be greatly appreciated.

Regards,
Holly Groth

Sent from my iPhone

 **SCE Walk-a-thon Sponsor form.pdf**
2017K

2024 Walk-A-Thon

Business & Family Sponsor Form

Sutter Creek Elementary School's annual Walk-A-Thon is on Tuesday, November 26th. Students will participate to improve their physical fitness while having fun and raising money to help support the school enrichment programs such as: *Art, Music, PE, and Creative Writing.*

With your support, we hope to raise \$20,000! We thank you in advance for your generous donation and support of our schools and students.

Sponsorship Questions: Call SCEPTOR parent volunteer Taylor Kwoka (209) 304-7252 or email: taylorkwoka@gmail.com

Sponsorship Deadline: November 1st, 2024

SPONSOR LEVELS

Friend of the Walk-A-Thon: \$25 - \$50

- Name listed on "Thank You Banner" & Public Recognition at event during "Thank You's"

Water Station Sponsor: \$100

- Sponsor's logo on signage at the water station.
- Public recognition in announcements and on social media

Mile Marker Sponsor: \$125

- Sponsor's name or logo on signs placed at each lap counter.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker.

Bronze Sponsor: \$150

- X-Small name on event t-shirts worn by students and teachers year round.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker.

Silver Sponsor: \$250

- Small name on event t-shirts worn by students and teachers year round.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker.
- Small name on banner displayed on school sites for the rest of the year.

Gold Sponsor: \$500

- Medium sized name on event t-shirts worn by students and teachers year round.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker
- Medium sized name on banner displayed on school sites for the rest of the year.
- Listed in yearbook as Community Sponsor

Platinum Sponsor: \$750

- Large sized name or logo (your choice) on event t-shirts worn by students and teachers year round.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker.
- Large sized name or logo (your choice) on banner displayed on school sites for the rest of the year.
- Listed in yearbook as Community Sponsor

Diamond Sponsor: \$1000

- X-Large sized name or logo (your choice) on event t-shirts worn by students and teachers year round.
- Public Recognition in announcements, social media, and Proud Sutter Creek Elementary Sponsor sticker.
- X-Large sized name or logo (your choice) on banner displayed on school sites for the rest of the year.
- Listed in yearbook as Community Sponsor

Business/Family Sponsor:

Sponsorship Level: _____ Donation: \$ _____

Business/Names as you would like it to appear: _____

Contact Name: _____ Phone: _____ Email: _____

Address: _____

Website: _____

If you have purchased a sponsorship level with a logo - please email preferred logo to taylorkwoka@gmail.com

Make checks payable to: SCEPTOR

340 SPANISH ST. SUTTER CREEK CA 95685

TAX ID# 68-0447992 (Fiscally sponsored by Amador Community Foundation)

Sutter Creek Elementary

Home of the Wolverines



9C

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**DIVISION OF HOUSING POLICY DEVELOPMENT**

651 Bannon Street, Suite 400, Sacramento, CA 95811

(916) 263-2911 / FAX (916) 263-7453

www.hcd.ca.gov

October 1, 2024

Sandy Staples, Mayor
Amador City
P.O. Box 200
Amador, CA 95601

RE: Local Early Action Planning (LEAP) Grants Program Award, Contract No. 24-LEAP-18505

Dear Sandy Staples,

The California Department of Housing and Community Development (Department) is pleased to announce that the City of Amador has been approved for funding under the Local Early Action Planning Grants (LEAP) Program. The Department has determined that the application submitted in response to the Notice of Funding Availability released on January 27, 2020, meets LEAP Program requirements. This letter constitutes a conditional commitment of an award in the amount of \$65,000.00.

The LEAP program reflects the state's commitment to work in partnership with local governments to address California's critical housing needs. Local governments are using the grant awards for the preparation and adoption of planning documents, process improvements that accelerate housing production, and to facilitate compliance in implementing the sixth cycle of the regional housing needs assessment.

Congratulations on your successful application. Staff will be contacting you shortly to initiate the process of the Standard Agreement for fund distribution. For further information, please contact Gerlinde Bernd, of our staff, at 916-820-1997, or at Gerlinde.Bernd@hcd.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Megan Kirkeby".

Megan Kirkeby
Deputy Director

CITY OF AMADOR CITY

RESOLUTION NO. 613

A RESOLUTION OF THE CITY COUNCIL OF AMADOR CITY AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Local Early Action Planning Grants program or LEAP); and

WHEREAS, the City Council of Amador desires to submit a LEAP grant application package ("Application"), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

Now, therefore, the City Council of Amador City ("Applicant") resolves as follows:

SECTION 1. The Mayor is hereby authorized and directed to apply for and submit to the Department the Application package;

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the Mayor of the City of Amador City is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of \$65,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the Applicant's obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

ADOPTED ON May 23, 2023, by the City Council of Amador City by the following vote count:

AYES: Kel-Artinian, Bragstad, Staples

NOES: 0

ABSENT: Sherrill

ABSTAIN: 0

ATTEST:

Joyce Davidson
Joyce Davidson, Clerk

APPROVED:

Anne Kel-Artinian
Anne Kel-Artinian, Mayor

Local Early Action Planning Grant Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Doug McCauley, Acting Director
Department of Housing and Community Development**

**Zachary Olmsted, Deputy Director
Department of Housing and Community Development
Housing Policy Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>

Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

C. Project Description

Provide a description of the project and each activity using the method outlined below, and ensure the narrative speaks to **Attachment 1: Project Timeline and Budget**.

- a. Summary of the Project and its impact on accelerating production
- b. Description of the tasks and major sub-tasks
- c. Summary of the plans for adoption or implementation

Please be succinct and use Appendix A or B if more room is needed.

While Amador City is the smallest city in California with an equally small budget, we still have to comply with all the necessary state regulations. The financial challenge to keeping compliant with current regulations is a constraint to housing and has the potential to become even more problematic. Staff has reviewed deficiencies in reporting and compliance and has identified three projects which would provide compliance with current regulations and/or reduce potential liabilities that could significantly impact the City's General Fund and thus ability to provide planning services for additional housing. The three projects are as follows:

1. **Municipal Code Updates:** The City is in the process of updating the Housing Element of the General Plan in compliance with the HCD's 6th Cycle. This update will mandate amendments to the Municipal Code to address current housing legislation and remove constraints to new housing development. The City will need to hire a planning consultant to perform the work.
2. **Accessibility Compliance:** Accessibility to city facilities can be a housing constraint to those with disabilities. Additionally, potential lawsuits resulting from lack of accessibility could have a devastating impact on the City's General Fund which could result in the inability to provide planning services. The first step in addressing accessibility issues is to review facilities and outline a compliance plan. The City is in receipt of a proposal to review and prepare a plan for the City to be in compliance with both California State disabled access standards and the Federal ADA Standards for Accessible Design.
3. **Sewer System Master Plan (SSMP) Update:** The State of California requires publicly owned sanitary sewer systems to develop and implement a Sewer System Management Plan (SSMP), including measures to control and mitigate sewer spills. Amador City is due for a comprehensive update in order to ensure compliance with state regulations. Non-compliance and insufficient maintenance of the City's sewer collection system could be a constraint to new housing development. The City Engineer has provided a proposal to update the City's SSMP as it has not undergone a comprehensive update since 2015.

Amador City is essentially staffed by consultants. For this reason, a small portion of the grant funds will be utilized to pay for administration of the grant.

9D

From: Claudine E. Burnett claudineburnett@hotmail.com
Subject: Book money
Date: October 4, 2024 at 9:15 AM
To: Sandy Staples - Amador City sastaples@icloud.com



Hi Sandy,

It looks like I'll have \$3,500 to donate in November to the city for whatever historic preservation causes the city wants to help fund. We had talked about this earlier. I didn't want to be the one to decide who the money should go to.

Just as an Fyi, the museum gets the books from me at \$22 so they get an \$11 profit on any books that they sell. That's what I also charge any retailers that want to carry the book, such as Kat.

Should the check be addressed to a particular fund, or is just the city sufficient? I'll be in Amador City the 12th to 20th of this month, if you'd like to stop by for a glass of wine.

Claudine

www.claudineburnettbooks.com

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9E

RESOLUTION # _____

Resolution of the City Council of Amador City
Regarding Passage of Measure K, a ballot measure that proposed a quarter percent (1/4%) sales tax for the period of ten years for the sole purpose of transportation improvements and qualified Amador City for eligibility for funding from the California Transportation Commission's Local Partnership Program for the same period of ten years.

Whereas, the one-quarter (1/4%) percent sales tax revenue passed by the City of Amador City voters in March 2024 is dedicated to transportation improvement. One hundred percent (100%) of the revenues generated by the new tax are allocated to transportation improvement and cannot be borrowed against or otherwise allocated to the General Fund.

Whereas, the one-quarter percent (1/4%) sales tax measure passed in March, 2024 by more than 2/3 of the registered voters in Amador City, qualified the City for eligibility for the California Transportation Commission's Local Partnership Program, from which the City can anticipate an allocation of \$200,000 per year for a period of ten years; and

Whereas, an independent auditor will complete a "Amador City Transactions and Use Tax Ordinance Report" annually to ensure that the one-quarter percent (1/4%) tax revenues are collected and managed properly and expended for the sole purpose of transportation improvements; and

Whereas, the City Council has established the "City of Amador City Transactions and Use Tax Oversight Committee", which will review the collection and expenditure of funds generated by the tax and will make recommendations to the City Council as appropriate; and

Whereas, the City spent \$8,552.85 in street funds for the fiscal year 2023-24, and has budgeted \$13,800 in street funds in the fiscal year 2024-25 for repair and maintenance. Current funding does not allow for any major street repair or reconstruction; and

Whereas, a preliminary report, prepared in February 2023 by the engineering firm Weber Ghio and Associates (WGA), indicates that Amador City has a total deferred road repair and maintenance need of approximately \$3.52 million for its eleven (11) streets; and

Whereas, the Office of Emergency Services (OES) for Amador County, in the event of wildfire or other natural disaster, has identified a single evacuation route or egress, Old Hwy 49/Main Street, for residents of Amador City and those living just outside the City limits, and

Whereas, in 2023, the preliminary engineering report prepared by WGA, estimated the total project cost to be approximately \$1,077,000.00; and

Therefore, be it further resolved that the City Council of Amador City identifies Main Street/Old Hwy 49 as a priority for transportation improvement; and

Therefore, be it further resolved that the City Council of Amador City shall continue to pursue eligibility for California Transportation Commission's Local Partnership Program and, once eligibility is established, nominate its priority project for funding.

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of Amador City, on the 17th day of October, 2024.

AYES:

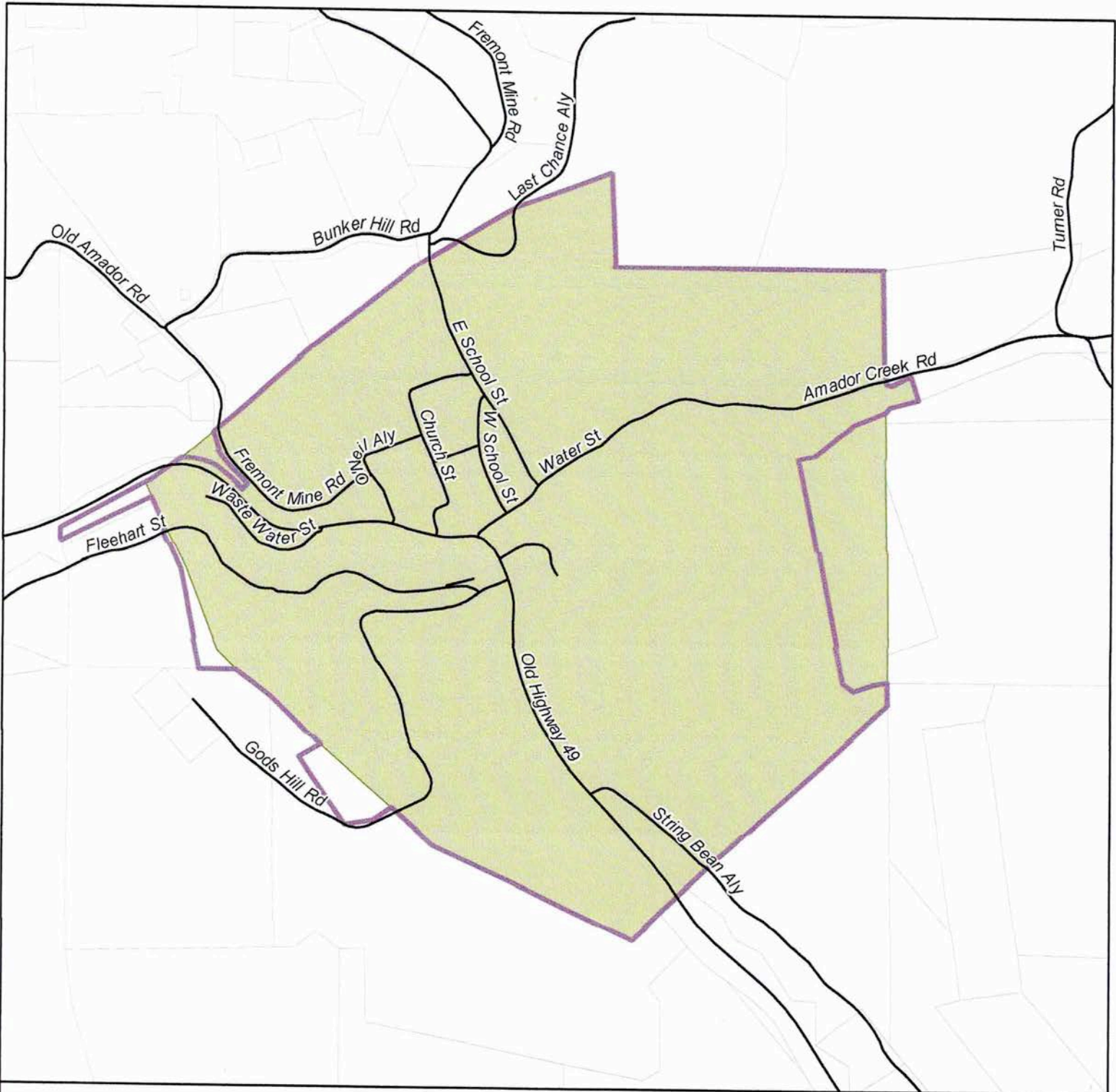
NOES:

ABSENT:

Sandra Staples, Mayor

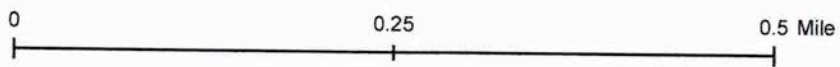
ATTEST:

Joyce Davidson, City Clerk



Amador City, California City Limits and Sphere of Influence

- State Highway
- Road
- Sphere of Influence
- Parcel
- City Limits



map by: Cindy Engel, GIS Coordinator
 Amador County Transportation Commission
 117 Valley View Way, Sutter Creek CA 95685
 (209) 267-2282

Map date: February 3, 2021

The Amador County Transportation Commission and Amador Local Agency Formation Commission assume no responsibility arising from the use of this information. THE MAPS AND ASSOCIATED DATA ARE PROVIDED WITHOUT WARRANTY OF ANY KIND, expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Do not make any business decisions based on this data before validating your decision with the appropriate County office.