



**CITY COUNCIL MINUTES
MONDAY, DECEMBER 18, 2023**

THIS MEETING WAS CONDUCTED IN-PERSON AT 33 CHURCH STREET,
THE PUBLIC WAS ABLE TO VIEW FROM HOME:

Join Zoom Meeting

<https://us02web.zoom.us/j/9568520224>

7:00 P.M. 1. CALL TO ORDER AND ESTABLISH A QUORUM FOR REGULAR MEETING

Council members present:
Feist, Riordan, Swift and Gunselman
Vicky Runquist, City Treasurer
Absent: Sierk

Staff Present:
Tom DuBois, City Manager
Derek Cole, City Attorney
Karen Darrow, City Clerk
Erin Ventura, Planning Consultant

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PUBLIC FORUM

Gail Schifsky- thanked the Council for the no parking signs around the Greenstone Terrace area and hopes for parking enforcement because there were access issues during the light parade.
Tim Murphy – invited the Council members to attend a reception and video presentation at the Grammar School hosted by the Knight Foundry Alliance and the Community Benefit Foundation. He also noted that the School District Draft EIR lists the Historic Grammar School for future disposition. In response, the SCCBF is asking the district for clarification and suggested that the city do the same.

Helen Bierce – encouraged the Council to install an emergency disaster siren. Council Member Swift noted that he brought this request to the Fire District, and they have plans to do it. He will bring it up again at the next meeting and encouraged Ms. Bierce to go to the Fire District meeting as well.

Lottie Tone – noted her concern regarding the impact on traffic that the consolidation plan will have when school enrollment increases in Sutter Creek. She hopes the Police Department will be present at pick up time.

4. CITY MANAGER’S REPORT

City Manager DuBois presented an overview highlighting:
Holiday events throughout the city went well and thanked the Business Association for their help. Implemented a banner permit program.

Installation of way finding signs
Creek clean-up all the way to the treatment plant
Working on ARSA/Sewer treatment plant and pinewoods sewer line extension
Paving on Oro Madre – looking to replace the sewer pipe before repaving.
PD shop with a cop
Sales tax ballot measure consultants
County Road grant
School EIR- working to put together a response letter outlining City concerns.
ACTC offered to give the park near the transit center to the city, staff is looking into it.
Possible removal of tree at the corner of Main Street and Randolph- it is causing sewer issues.
Planning for a propriety setting workshop in February and suggest the Council Meeting time change to 6pm.

Council member Swift expressed gratitude toward the CalFire and Conservation crews that have worked on clearing the creek and thanked the Police and Fire departments for their Christmas event efforts.

5. PRESENTATIONS- None.

6. APPROVAL OF MINUTES

A. City Council Minutes of November 20, 2023.

Recommendation: By motion approve minutes as presented.

M/S Council member Swift/Feist to approve the City Council Minutes of November 20, 2023, as amended.

AYES: Feist, Riordan, Swift and Gunselman
NOES: None
ABSTAIN: None
ABSENT: Sierk
MOTION CARRIED

7. CONSENT AGENDA

A. Adopt Resolution 23-24-* Approving Budget Amendment #1 for Fiscal Year 2023-2024 to increase a .48 FTE Account Clerk position to 1.0 FTE.

M/S Council member Swift/Riordan to Adopt Resolution 23-34-17 Approving Budget Amendment #1 for Fiscal Year 2023-2024 to increase a .48 FTE Account Clerk position to 1.0 FTE

AYES: Feist, Riordan, Swift and Gunselman
NOES: None
ABSTAIN: None
ABSENT: Sierk
MOTION CARRIED

8. ORDINANCES & PUBLIC HEARING

A. Housing Element Review

1. Conduct a public hearing and receive public input, and
2. Review the 2021-2029 6th Cycle Housing Element Update of the City of Sutter Creek General Plan and
3. Adopt Resolution 23-24-*, amending the City of Sutter Creeks’s General Plan, updating the Housing Element, and direct staff to submit the Final Housing Element to HCD.

Planning Consultant, Erin Ventura presented.

Mayor Gunselman opened the Public Hearing at 7:35 p.m.

Craig Barraco, Executive Director of the Foothill Conservancy spoke in support and commended the City and County for their efforts towards making affordable housing available.

Gail Schifsky – asked about the status of the DANCO project. City Manager DuBois noted that their plans have been approved and that they are working on their funding.

Mayor Gunselman closed the Public Hearing at 7:41 p.m.

Council member Swift noted that, although he understands this document is required, he thinks it is very expensive to produce and questions the practical outcome of it.

M/S Council member Riordan/Swift to Adopt Resolution 23-24-18, amending the City of Sutter Creeks’s General Plan, updating the Housing Element, and direct staff to submit the Final Housing Element to HCD

AYES: Feist, Riordan, Swift and Gunselman

NOES: None

ABSTAIN: None

ABSENT: Sierk

MOTION CARRIED

9. ADMINISTRATIVE AGENDA

Item 9C was the first item heard.

A. Radar Signs

Recommendation: Information update on Radar Sign locations; approve installation.

Dan LaFontaine, Public Works Director reviewed radar sign locations.

City Manager DuBois noted that these locations have already been approved by the Council.

Mayor Gunselman suggested that it would be more effective to have a police car near the signs for enforcement.

B. Bike/Ped Update

Recommendation: Accept report on the Amador County Bike and Pedestrian Plan update and approve Staff to source and install a bike rack on Church Street.

Bradley Booker gave a BPAC Committee update. Noting they would like Sutter Creek to work with Amador City to improve the Bike/Ped access between the towns and asked the city to appoint a representative to work with the committee.

Council members Sierk and Riordan to continue to work with BPAC committee and ACTC.

*BPAC Presentation can be found on the city website.

Dan Riordan Public Works Director recommended the bike rack installation location noting that it will help in promoting Sutter Creek as being a bike friendly city.

The Council directed staff to move forward looking into bike rack options and locations.

C. Public Notice of Proposed Increase in Solid Waste Collection Rates

Information update of Upcoming Rate Increase Hearing on Feb 20, 2024. Annual rate

increase scheduled for Jan 1, 2024 will be delayed until March 1, 2024 in order to have 218 Public Hearing. This is a contractual Refuse Rate Increase (RRI).

City Manager DuBois presented, noting that the mailing will go out this week for the Public Hearing on February 20th with the rate increase to be effective March 1st.

City Attorney Cole clarified why the Prop. 218 process is necessary.

10. MAYOR AND COUNCIL MEMBER REPORTS

Council member Riordan reported that the next step for ACTC road grant money is to work with the Engineers.

Council member Swift noted his appreciation for the waterway maintenance.

Mayor Gunselman noted that all aspects of the city did a good job with the Christmas events.

Council member Swift asked if there was a way to find out how the crowds and events impacted sales.

City Manager DuBois noted that staff should be able to analyze the sales tax data to find out.

Mayor Gunselman noted that Council member Swift to be the LAFCO representative for the City, who has an alternate seat this year.

Council member Riordan noted that there is money available through the Air District for EV charging stations.

11. CITY ATTORNEY'S REPORT – None.

12. FUTURE AGENDA ITEMS

City Manager DuBois:
Priority setting meeting.

Council member Riordan:
Update on people living in trailers.

13. INFORMATION/CORRESPONDENCE

- A. Monthly Police Report
- B. Monthly Public Works Report
- C. Treasurer's Report
- D. Monthly Administrative Services Report
- E. Monthly Finance Department Report
- F. Warrants- Dec 4th & 18th, 2023
- G. Monthly Engineer's Report
- H. Monthly Planning Report
- I. Public Communications

So noted.

14. ADJOURNMENT

The meeting was adjourned into closed session at 8:25 p.m

15. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Gov. Code Section 54956.9)
SEIU Local 1021 v. City of Sutter Creek, Pub. Emp. Rel. Bd. Case No. SA-CE-1244-M

REPORT FROM CLOSED SESSION

No reportable action.

Claire Gunselman

Claire Gunselman, Mayor

Karen Darrow

Karen Darrow, City Clerk

Date Approved: January 16, 2024