CITY COUNCIL OF AMADOR CITY
REGULAR MEETING AGENDA
THURSDAY, 26 June 2025
7:00 PM

The agenda for this regular meeting is distributed to the City Council and posted in public locations in Amador City no fewer than 72 hours prior to the meeting. Any pertinent documents related to Regular Agenda Items will be distributed to Council Members no fewer than 72 hours prior to the meeting and available by request at City Hall during City Hall hours and online at https://amador-city.com/government-agendas-minutes/

In-person participation by the public is welcomed. ~~City Council Meetings will be broadcast on the City's YouTube channel at: https://www.youtube.com/@amadorcitycouncil.~~ **BECAUSE OF THE VERY RECENT MOVE TO OLD CITY HALL/FIREHOUSE, THIS CURRENT CITY COUNCIL MEETING WILL NOT BE BROADCAST.**

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 city.clerk@amador-city.com before 11:00 AM on the day of the meeting. Emailed public comments will be distributed to City Council.

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.

7:00 PM CALL TO ORDER

FLAG SALUTE/PLEDGE OF ALLEGIANCE *Patricia Jane (PJ) Groth*

ROLL CALL/ESTABLISH A QUORUM

Council Members Ambroselli, Bragstad, Sherrill, Unguez, Staples

APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA 26 JUNE 2025

ORDINANCES AND PUBLIC HEARINGS

1. **Ordinance 187, Establishing Smoke-Free Environments in Amador City**
   Council is presented with two versions of the ordinance based on discussion and public input at the May City Council Meeting to consider not only creating smoke-free zones in Amador City parks but also to establish smoke-free zones in public spaces throughout Amador City.

   Recommendation: Establish the version of the Ordinance 187 to be introduced for the first reading by council motion and vote, followed by holding the first reading.

   Attachments:
   - 1A. An Ordinance of the City of Amador City Amending Section 9.05 of the Municipal Code Related to Establishing Parks as Smoke Free Zones
   - 1B. An Ordinance Of The City Of Amador City Amending Section 9.05 Of The Amador City Municipal Code Related to Establishing Public Spaces As Smoke-Free Environments

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Under provisions of the California Code, citizens wishing to address the Council for any subject within the jurisdiction of Amador City that is not on the agenda may do so at this time. Limit comments 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.

CONSENT AGENDA

Items listed under the Consent Calendar are considered routine and may 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.

2. Regular Meeting Agenda Minutes of 15 May 2025
3. Financial Report

REGULAR AGENDA

4. **Historical City Properties Project:** Report to council of the projects selected by the Community Committee. *Melanie Unguez and Lizzie Groth*

5. **O'Neill Alley:** Discussion and possible action by motion and vote of city council members regarding request by Gary Brusatori to reconsider Council's denial of a reimbursement for a paid encroachment fee at February's City Council Meeting. *Gary Brusatori*

6. **Culbert Park:** Discussion and possible action by council motion and vote regarding transfer of funds from Amador County to Amador City for fencing and a pavilion at Culbert Park. *Dave Groth*

   Attachment: *Draft,* Agreement Transferring Park And Recreation Impact Fees

7. **Amador County Recreation Agency:** Discussion and possible action by council motion and vote to approve continued membership with ACRA for 2025-2026 and a contract for clean-up and maintenance of city properties by the ACRA parks and maintenance team. *Dianna Rutledge, ACRA Director, Parks and Maintenance*

   Attachments: Flyer, ACRA
   letter, ACRA Presentation to Members
   ACRA, letter and invoice for City membership
   TBA, proposed contract for clean-up /maintenance of city properties

8. **UPDATE– Sewer Infrastructure:** Presentation and possible action by motion and council vote regarding needed infrastructure and maintenance for the sewer system. *Grant Reynolds and Greg Wood*

   Attachment: Memo, Update on Sewer System Needs; Estimates to Complete Work

9. **DRAFT Resolution 637, Adopting a list of projects for fiscal year 22025-2026, Funded by SB1: The Road Repair and Accountability act of 2017.** *Sandy Staples*
   Discussion and possible action by council motion and vote to approve Resolution 637.

   Attachment: DRAFT Resolution 637

10. **Report: Audit of 24 June 20,2024 Financial Statements**:
    Susan Bordwell of the firm Castillo Bordwell and Swift
    A. Discussion and possible action by motion and council vote to accept and adopt the financial statements prepared by the firm of Castillo Bordwell and Swift
    B. Discussion and possible action by motion and council vote to sign the management representation letter prepared by the firm of Castillo Bordwell and Swift.

    Attachment: Management Representation Letter, Castillo Bordwell and Swift.

11. **DRAFT Budget, Fiscal Year 2025-2026:** Discussion and possible action by council motion and vote to approve the proposed Budget, Fiscal Year, 2025-2026. *Holly Groth*

COUNCILMEMBER REPORTS *Verbal reports, if any*

Amador Regional Sanitation Agency (Bruce)
Amador Air District (Sandy)
Amador County Recreation Agency (Sandy)
Amador County Transportation Commission (Sandy)
Local Area Formation Commission
Fire Safe Council (Nikko)
Homeless Task Force (Sandy)
LEAP Grant (Sandy & Melanie)
Local Hazard Mitigation Planning (Sandy & Dave)
Historical City Properties Project (Melanie)
Sewer Committee (Nikko & Susan)
Design Review (Susan & Sandy)

CITY ADMINISTRATOR REPORT *Verbal reports, if any*

Permit Applications (Dave)
Management of City Properties (Dave)
Maintenance. (Dave)
CIRA (Dave)
SC Fire Protection District (Dave)

CITY ATTORNEY REPORT *Verbal report, if any*

CLOSED SESSION

REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

The next scheduled Regular City Council meeting:
Thursday, 17 July 2025 at 7:00 PM at The Old City Hall

1A

ORDINANCE NO. 187

AN ORDINANCE OF THE CITY OF AMADOR CITY AMENDING CHAPTER 9 OF THE AMADOR CITY MUNICIPAL CODE RELATED TO ESTABLISHING PARKS AS SMOKE-FREE ZONES

WHEREAS, a smoke-free environment is an important health and safety issue for children visiting City parks; and

WHEREAS, in order to provide a healthy environment for the children of our community, the Amador County Public Health Department has requested support for declaring all parks within the City of Amador City smoke-free; and

WHEREAS, the City Council desires to provide a healthy environment in City parks for all citizens, especially for children visiting these facilities; and

NOW, THEREFORE, the City Council of the City of Amador City does hereby ordain as follows:

DRAFT

Section 1. The purpose of the Ordinance is to provide a healthy environment in City parks for all citizens, especially for children visiting these facilities.

Section 2. Chapter 9 is hereby amended in the City of Amador City Municipal Code as follows:

Chapter 9.05.010 Smoke-Free Zone

A. Tobacco is prohibited in all current and future parks in the City of Amador City. This shall include all areas of the parks, including pathways within the parks.

B. No person shall be in possession of burning tobacco or tobacco related products including but not limited to cigars, cigarettes, chewing tobacco, or electronic smoking devices. This includes e-cigarettes and all vapor smoking devices.

C. Clear signage must be posted in all parks at any and all entrances and within the park notifying people of these restrictions. This prohibition shall become effective upon posting of appropriate signage.

Section 3. Publication. The City Clerk shall certify to the adoption of this Ordinance and shall publish and circulate it in the City in a manner permitted under Section 36933 of the Government Code of the State of California.

Section 4. Effective Date. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

Introduced on the 26th day of June 2025 and passed and adopted by the City Council of the City of Amador City on this ---- day of ----- 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

City of Amador City

_____
Mayor

ATTEST:

_____
Joyce Davidson, City Clerk

DRAFT

APPROVED AS TO FORM

_____
Pat Keene, City Attorney

1B

ORDINANCE NO. 187

AN ORDINANCE OF THE CITY OF AMADOR CITY AMENDING CHAPTER 9 OF THE AMADOR CITY MUNICIPAL CODE RELATED TO ESTABLISHING PUBLIC SPACES AS SMOKE-FREE ENVIRONMENTS

WHEREAS, tobacco use is the number one cause of preventable death in California and continues to be an urgent public health issue; and

WHEREAS, secondhand smoke has been repeatedly identified as a health hazard; and

WHEREAS, exposure to secondhand smoke anywhere has negative health impacts, and exposure to secondhand smoke can occur at significant levels outdoors; and

WHEREAS, there is broad public recognition of the dangers of secondhand smoke and support for smoke-free air laws; and

WHEREAS, as of May 2024, 400 California cities and counties have passed regulations and ordinances establishing public spaces as smoke-free environment and protecting people from secondhand smoke; and

WHEREAS, there is no constitutional right to smoke or use tobacco or nicotine products; and

WHEREAS, California cities and counties have the legal authority to adopt local laws that prohibit all commercial tobacco use in areas not already covered by state law; and

WHEREAS, in order to provide a healthy environment for the residents of our community, the Amador County Public Health Department has requested support for declaring public spaces within the City of Amador City smoke-free; and

WHEREAS, the City Council desires to provide a healthy environment in public spaces for all citizens and individuals visiting Amador City; and

NOW, THEREFORE, the City Council of the City of Amador City does hereby ordain as follows:

Section 1. The purpose of the Ordinance is to provide a healthy environment in City public spaces for all citizens.

Section 2. Definitions

A. "Public space" means any publicly or privately owned place that is open to the general public, regardless of any fee or age requirement, including, but not limited to, sidewalks, streets, parking lots, plazas, parks, and sidewalks that are within 25 feet of an outdoor dining area

B. "Recreational area" means any publicly or privately owned area that is open to the general public for recreational purposes and includes, but is not limited to, facilities, parks, playgrounds, athletic fields and courts, restrooms, picnic areas, walking paths, hiking trails, bike paths

C. "Outdoor Dining Area" means any publicly or privately owned outdoor area including, but not limited to, streets and sidewalks, that is available to or customarily used by the general public or an employee, and that is designed, established, or regularly used for consuming food or drink. An outdoor dining area also includes temporary dining areas, such as a food truck, stall, or cart.

D. "Public event areas" means any public or private space used for an event open to the general public, including but not limited to special events by permit application, parade, fair, musical event, festival.

E. "Smoke" or "Smoking" means:

(1) inhaling, exhaling, or burning, any tobacco, nicotine, cannabis, or plant product, whether natural or synthetic;

(2) carrying any lighted, heated, or activated tobacco, nicotine, cannabis, or plant product, whether natural or synthetic, intended for inhalation; or

(3) using an electronic smoking device or hookah.

F. "Tobacco or tobacco product" means:

(1) any product that is made from or derived from commercial tobacco, or that contains nicotine, that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, or snuff

(2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or

(3) any component, part, or accessory of (1) or (2), whether or not any of these contains tobacco or nicotine, including but not limited to filters, rolling papers, blunt or hemp wraps, hookahs, mouthpieces, and pipes.

DRAFT

Section 3. Enforcement

A. A person that has control of an area in which smoking and tobacco product use is prohibited by this chapter shall post a clear, conspicuous, and unambiguous "No Smoking" or "Smoke-Free Environment " or comparable sign at a conspicuous point.

Chapter 8 is hereby amended in the City of Amador City Municipal Code as follows:

Chapter 9.05.010 Smoke-Free Environments

A. Tobacco sand tobacco products are prohibited in all current and future public spaces in the City of Amador City.

B. No person shall be in possession of burning tobacco or tobacco related products including but not limited to cigars, cigarettes, chewing tobacco, or electronic smoking devices. This includes e-cigarettes and all vapor smoking devices.

C. Clear signage must be posted in conspicuous places of public spaces and all entrances and within parks notifying people of these restrictions. This prohibition shall become effective upon posting of appropriate signage.

Section 3. Publication. The City Clerk shall certify to the adoption of this Ordinance and shall publish and circulate it in the City in a manner permitted under Section 36933 of the Government Code of the State of California.

Section 4. Effective Date. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

Introduced on the 26th day of June 2025 and passed and adopted by the City Council of the City of Amador City on this ---- day of ----- 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

City of Amador City

_____

Mayor

ATTEST:

_____

Joyce Davidson, City Clerk

DRAFT

APPROVED AS TO FORM

_____

Pat Keene, City Attorney

2

CITY OF AMADOR CITY

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL

THURSDAY, MAY 15, 2025

Meeting called to order at 7:00 p.m.

Flag Salute/Pledge of Allegiance – Lennon Carter

Roll Call/ Establish a Quorum - Ambroselli, Bragstad, Sherrill, Staples, Unguez present

Approval of City Council Meeting Agenda May 15, 2025, - Unguez moved, 2nd by Ambrocelli, approved unanimously.

Ordinances and Public Hearings – None

Public Comments on Matters Not on the Agenda – None

Consent Agenda

1, Regular Meeting Agenda Minutes of April 17, 2025, - Clarification added to page 2 item 7 – Anonymous donation of $4,000 versus $5,000 has been deposited with city's matching of 25%. One donor pulled out after hearing a councilmember's comments during deliberation over accepting the offer. 2. Financial Report – Motion to accept Minutes and Financial Reports made by Unguez, 2nd by Sherrill, approved unanimously.

Regular Agenda

3. Amador City Hall (Old Grammar School) Remediation Project. Resolution #637 A Resolution of the City Council Awarding Construction Contract for Fire Remediation to John Allen Construction. Discussion points include the following a. All electric, plumbing and heating upgrades included b. Length of project approximately 4 months c. All horizontal boards in City Hall (schoolhouse) to be preserved, corridor to be drywalled d. Representative of Weber, Ghio will be on site daily, Larry White, building inspector will provide weekly updates, e. Permit fees, inspector fees, PG&E, costs and loss of revenue (rent) part of soft costs. F. All hazardous waste removed included. Motion to award bid of $876,460 made by Unguez, 2nd by Sherrill, approved unanimously.

4. Amador City Bridge Maintenance – Discussion Only – Summer of 2026 for bridge repairs (if necessary) overnight closure would be required. Possible cost of $50,000 - $100,000 considered routine maintenance and funds would come from original bridge construction money.

5. Fire Safety – Concern regarding parking close to fire hydrant on Water Street. City Administrator Groth to search for an existing ordinance otherwise we pass a new Ordinance.

City Attorney Keene stated Vehicle Code 22514 could be quoted on a sign. To be on June agenda.

6. Project Smoke-Free Parks – Ordinance #187 prohibiting use of tobacco products in City Parks to be introduced at June Council meeting, final approval August, 2025. Motion to introduce Ordinance #187 made by Bragstad, 2nd by Sherrill, approved unanimously.

7. Sewer Billing – Discussion Only. Recent personnel issues at H & R Block have resulted in late billing. Michael Adams from H & R Block will issue a letter to all sewer customers explaining problems with solution offered.

8. Annual Clean Up Day – Saturday, June 21, 2025.

9. Special City Council Meeting – May 22, 2025, Work shop conducted by Planner Susan Peters regarding recently approved Housing Element.

COUNCIL MEMBER REPORTS

ARSA – Still in existence – Sherrill

Air District – Nothing

ACRA – Pickle Ball lessons being given in our park. Fun Run at Break Even, possible fall event. Water Polo lessons a possibility for June

ACTC - Nothing

LAFCO – Could not attend meeting

Fire Safety Council – Nothing

Homeless – Nothing

LEAP – Reimbursement on the way

Hazard – 2 Workshops

Historical Properties – Information being clarified

Sewer Committee – Develop a chart showing all of our options. Study small communities (50 people) and their systems. Funding from Municipal Bonds a possibility.

Design Review – Committee must be re-formed

Digital Records –

Muni Code now up to date

City Administrator – One application for a private wedding -conditional approval; Keyless entry lock at Old City Hall.

CIRA – Board of Directors attendance, procuring bids for creek cleaning

City Attorney – Nothing

Request for Future Agenda Items: Smoke Free Ordinance, Draft Budget, Audit Report, Culbert Park, Creek Cleaning, Gary Brusatori request, Senate Bill "One", Historical issues.

CLOSED SESSION – Personnel Matter Code 54957 Performance Evaluation of City Administrator.

REPORT OF CLOSED SESSION - Council reviewed evaluation and Mayor will discuss with City Administrator.

MEETING ADJOURNED.

6

AGREEMENT TRANSFERRING PARK AND RECREATION IMPACT FEES

THIS AGREEMENT TRANSFERRING PARK AND RECREATION IMPACT FEES (this "Agreement") is entered into as of June 26th, 2025 by and between the COUNTY OF AMADOR, a political subdivision of the State of California ("County") and the CITY OF Amador City, a municipal corporation ("City").

RECITALS

A. In 2007, the County implemented Park and Recreation Impact Fees ("Impact Fees") in order to mitigate impacts to parks and recreation caused by new development in the unincorporated County.

B. The Impact Fees are required by the County in connection with permits for new development within the unincorporated County. In order to best ensure that the Impact Fees are used to offset the impact of the particular residential development that paid the fee, the County is divided into six regions, with the funds generally being expended on new park and recreational facilities within the respective regions.

C. The Amador City area of the County is located within the Amador County region. All new developments in the unincorporated County within the Amador County region have paid the requisite Impact Fees.

C. The City has identified potential park and recreation facilities within the City limits to serve new development within the Amador County region. The City proposes building a pavilion and establishing fencing on land designated as Culburt Park.

D. The County's Impact Fee Ordinance provides that in the event the County determines that park and recreational facilities to serve the community should be or are provided by a local agency other than the County, that the County may remit the fees collected to that Agency pursuant to a written agreement.

E. The City requests that the County transfer an amount not to exceed $50,000 be transferred to the City by the County from Impact Fees for completion of the pavilion and fencing, and the County agrees to transfer those fees provided

NOW, THEREFORE, for valuable consideration, receipt of which is acknowledged, the parties agree as follows:

1. RECITALS. The parties acknowledge the truth of the above recitals, which are incorporated into this Agreement by this reference.

DRAFT

2. TRANSFER OF IMPACT FEES. Within thirty (30) days of the date of this Agreement, the County shall transfer to the City $50,000 from the Impact Funds accumulated in the Amador County region.

3. CITY'S OBLIGATIONS.

a. The City shall administer and use the transferred Impact Fees in accordance with terms and conditions set forth in the Mitigation Fee Act (Government Code Section 66000, *et seq.*) and Amador County Code Chapter 7.90.

b. The City shall only use the transferred Impact Fees to complete an appropriate project within 12 months of the date of this Agreement, and shall provide County with written notice to the County upon of completion of the project.

c. Within 30 days after completion of the project or expiration of this Agreement, the City shall return any unexpended Impact Fees to the County.

d. City agrees to defend, indemnify and hold harmless the County, its officers, agents, and employees from and against any liability, loss, damage, claims, cause of action, judgments, costs, staff time, losses, expenses, and any other costs of defense arising out of, resulting, or anyway related to the use of County Impact Fees on the Stable Structures project and/or any alleged violations of the Mitigation Fee Act or Amador County Code Chapter 7.90.

DRAFT

4. TERM. This Agreement shall expire upon the earlier of completion of the project or 1 year from the date of this Agreement, unless extended in writing by the parties.

5. NOTICES. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States Postal Services, certified with return receipt requested, with postage prepaid and addressed as follows:

To City: City Mayor
P.O. Box 200
Amador City, CA 95601

To County: County Administrative Officer
810 Court Street
Jackson, CA 94642

6. INCORPORATION OF AGREEMENTS AND AMENDMENTS. This Agreement contains all agreements of the parties with respect to any matter mentioned herein. No other agreement or understanding pertaining to any such matter shall be effective, unless in writing signed by the party to be charged.

7. CONSTRUED PURSUANT TO CALIFORNIA LAW; VENUE. The parties hereto agree that the provisions of this Agreement shall be construed pursuant to the laws of the State of California and that the venue for any action to enforce provisions of this Agreement shall be in Amador County.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF AMADOR

BY:_____
Chairman, Board of Supervisors

ATTEST:
Clerk of the Board of Supervisors

BY:_____

APPROVED AS TO FORM:
Office of the County Counsel

BY:_____

CITY OF AMADOR CITY

BY:_____
Mayor, City of AMADOR CITY

ATTEST:
City Clerk

BY:_____

APPROVED AS TO FORM:
Counsel for City of Amador City

BY:_____

DRAFT

7

Our Mission

ACRA maximizes recreational opportunities for all residents of Amador County through sustainable planning, financing, facilities operations, and programs.

What we do

- Operate the Sutter Creek Pool during summer, including staffing lifeguards and providing swim lessons
- Maintain five County Parks: Pioneer Park, Mollie Joyce Park, Lyons Park, Fiddletown Park, and River Pines Park. These parks are used by Motherlode Youth Soccer and Amador Little League along with other local organizations for events throughout the year.
- Offer school break camps four times per year during the summer, fall, winter, and spring school breaks
- Offer adult and youth programs that are open to all county residents such as pickleball, painting, bingo, line dancing, sign language classes, and more. We are excited to offer a growing list of new and engaging recreational opportunities to the community.

How we do it

ACRA is a special district and our funding comes directly from our member agencies and user fees. The membership fees allow us to pay the small staff and provide our programs at a minimal cost to Amador County residents.

amadorrec.com 209-223-6359 10877 Conductor Blvd, Suite 100; Sutter Creek

ACRA Presentation to Members

Good evening, I am Dianna Rutledge from the Amador County Recreation Agency. I am the Director of Parks and Maintenance at ACRA. Thank you for allowing me to come here tonight to introduce myself and share with you some of the exciting things ACRA is doing in our community and our plans for the future.

The Amador County Recreation Agency (ACRA) was established over 20 years ago. Since then, we've worked tirelessly to acquire and maintain parks, develop hiking and trail areas, manage pools, host community events, and provide countless recreational activities, classes, and learning experiences for Amador County residents.

Recreation and public spaces are vital to a thriving community. When we reflect on what makes a place feel like home, parks and recreation play a foundational role. These spaces support both physical and mental health, help strengthen social bonds, and are key to the overall well-being of our community. Recreation, especially, is a critical part of youth development—it enriches their lives, supports their education, and helps them form healthy social connections, all while deterring negative behaviors. I think we can all agree that recreation and parks are essential to our way of life, and they are what make Amador County a unique and special place to live.

As a small agency with limited resources and staff, ACRA has faced its challenges. Our reputation in the community hasn't always been as strong as we'd like it to be. But we're committed to turning that around by offering more programs that meet the specific needs of our residents, including improved youth and teen programs. We're dedicated to fulfilling the needs of Amador County, perhaps more than ever before.

It's also important to note that ACRA has not raised membership fees in ten years. In these challenging financial times, when every agency and organization is feeling the pressure, we're not asking for more funding. We're simply requesting your continued support at the same cost, despite the rising costs of everything else. This will allow us to demonstrate just how valuable ACRA is to our community.

Some people ask, "What does ACRA do in our city?" The truth is, we aim to be active and offer programs throughout all of Amador County. But we also want you to know that no matter where a program is held, we draw participants from all over the county. For example, when we host a cooking class in Sutter Creek, people from all parts of the county come to enjoy a fun evening of learning, socializing, and eating together. These opportunities help build community and bring people together, strengthening the bonds that make Amador County such a great place to live.

For those who may not be familiar, ACRA operates in a unique way that sets us apart from other parks and recreation agencies in California. While most parks and recreation departments are run by individual cities or counties, ACRA is organized as a JPA—or Joint Powers Authority. This means ACRA is not managed by the county; instead, we're

overseen by a Board of Directors representing our members, which include the cities of Amador City, Jackson, Plymouth, Sutter Creek, and the unincorporated areas of the county. These member cities contribute a fee to fund ACRA's operations.

These fees cover the cost of a small staff that maintains parks and recreation areas, staffs community events like the 49er Fun Run and concerts in the park, and offers a wide range of classes and activities such as Sign Language, Cooking, Painting, Kickboxing, Yoga, Line Dancing, Pickleball, Basketball, Softball, Ceramics, and more.

So, what's next? First and foremost, we're focused on getting ACRA back on track. With help from the county, we're ensuring that ACRA is financially stable and operating with full transparency. We will continue to provide parks for community use, plan events, and offer both adult and youth programs. We also recognize that many people in our community may not be fully aware of the full range of opportunities we offer, which is why our next big priority is marketing. We want every resident in Amador County to know what's happening and to feel encouraged to participate.

With a stronger infrastructure, we're confident that ACRA can grow into the parks and recreation department that Amador County deserves. We live in a beautiful place with amazing people, and we believe that with your support, we can make a significant impact. We ask for your continued commitment to help us grow and help Amador County thrive.

Thank you.

Amador County Recreation Agency
10877 Conductor Blvd., Suite 100
Sutter Creek, CA 95685
www.amadorrec.com
Phone: (209) 223-6349 • Fax: (209) 257-1409

ACRA Board of Directors

Chairman:
Jeff Brown
Supervisor District 3

Vice Chairman:
Logan Carnell
Supervisor, District 4

Clerk:
Julia Sierk
City of Sutter Creek

Members:
James Marzano
ACUSD

Wendy Cranford
City of Plymouth

Sandy Staples
City of Amador City

Chad Simmons
City of Jackson

Staff:

Co-Directors:
Amy Clingan
Margaret Friedman
Diane Rutledge

Some people ask, "What does ACRA do in our city?" The truth is, we aim to be active and offer programs throughout all of Amador County. But we also want you to know that no matter where a program is held, we draw participants from all over the county. For example, when we host a cooking class in Sutter Creek, people from all parts of the county come to enjoy a fun evening of learning, socializing, and eating together. These opportunities help build community and bring people together, strengthening the bonds that make Amador County such a great place to live.

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With a stronger infrastructure, we're confident that ACRA can grow into the parks and recreation department that Amador County deserves. We live in a beautiful place with amazing people, and we believe that with your support, we can make a significant impact. We ask for your continued commitment to help us grow and help Amador County thrive.

Sincerely,

Amy, Diane, Margaret and the ACRA Board

RECEIVED JUN 9 - 2025

Invoice No. MF 2526-1

Amador County Recreation Agency

INVOICE

Customer

Name	Amador City		
Address	14531 East School Street		
City	Amador City	CA	ZIP 95601
Phone	209-267-0682		

Misc

Date	6/2/2025
Order No.	
Rep	
FOB	

Quanity	Description	Unit Price	TOTAL
	Membership contribution for fiscal year 2025-2026 For Amador County Recreation Agency		
205	Population figure based on 2024 US Census Bureau estimates	$6.50	$ 1,332.50
	Thank You for your Continued Support of ACRA Programs & Services Amy Clingan, Margaret Friedman and Diane Rutledge, Co-Directors		

SubTotal	$ 1,332.50
Shipping	
Tax Rate(s)	
TOTAL	$ 1,332.50

Payment Select One...

Comments
Name
CC #
Expires

Office Use Only

ACRA 10877 Conductor Blvd., Suite 100, Sutter Creek, Ca. 95685 (209)223-6349

Everybody gets to PLAY!

8

ENGINEERING AND DESIGN

June 18, 2025

MEMO

TO: Sandy Staples, Mayor
Dave Groth, City Manager

FROM: Grant Reynolds, City Sewer Engineer

RE: Update on Sewer System Needs
Estimates to Complete Work

Per the City Council's request here is an update of information Greg Wood, Chief Plant Operator and myself have collected to date regarding the Sewer System Needs and Work Estimates outlined in the Memo of March 2025 (See attached):

1. Influent Meter
   After having Greg contact the Controls company that completes the calibration of the meter to discuss replacement, it was decided to try and recalibrate the meter again. After this recalibration the meter has been performing within expected parameters. Greg and I decided not to pursue replacing the meter at this time and monitor its performance until winter and see if differences in its performance become evident.

2. Software
   A quote was obtained to update the firmware in the Waste Water Treatment Facility (WWTF) and add logic for on/off timing for the pond aerator. Please see the attached Quotation from Fisher Electrical Integration.
   Estimated Cost: $3,701.70

3. Filters/Pumps
   After Greg and I both had discussions with the new pump supplier the topic returned to trying to use filters to solve our pump clogging problems instead of replacing the pumps. The pump supplier was not 100% sure that the new pumps wouldn't also clog if we could not eliminate some of the material that is currently causing problems. Greg has been able to eliminate a large portion of the material and the current pumps are operating

(209)-223-0381 [Voice]
(209)-223-0716 [Fax]
206 Peek Street
Jackson, CA. 95642
http://www.wrfed.com

better but finding a filtering option could turn out to be a more cost effective solution to our problem. We will continue to pursue a filtering option at this time and keep you updated.

4. Ductile Plumbing Within the Plant

   Since we are not pursuing new pumps at this time we are working with Amador Mechanical to replace just a portion of the Ductile Iron Piping within the pumping system at the WWTF. If this Quotation is received prior to the next Council meeting I will forward it to you.

5. The Building/Roof

   Greg has completed the painting of the building and the reroof of the building. Both projects were done well and look good. As Greg was cleaning the area for the path to the door Greg found that an asphalt paved path already existed below the dirt that had sloughed off the bank above. The condition of the existing surface is acceptable at this time.

6. Access Driveway Road

   After further inspection, Greg felt that work needed to complete the cleaning of the uphill edge of the access road and constructing a partial drainage ditch at the edge of the access road was beyond the capabilities of the equipment the City had access to, so it was decided to obtain a Quotation from Amador Mechanical to complete the work. Please see the attached Quotation from Amador Mechanical. Amador Mechanical is also going to trim tree limbs and remove a problem tree along the access road. Notification of the adjacent landowner prior to commencing with any work along the Access Road is advised. Estimated Cost: $10,000.00

   Greg will be completing two remaining projects for the Access Driveway Road.

   Repair three (3) Potholes — Labor & Materials: $550.00

   Repair Leaking Water Service Line — Labor & Materials: $125.00

Please let me know if you have any questions.

Attachments

CITY OF AMADOR CITY

INCORPORATED JUNE 2, 1915

California.

March 2025
Memo re Sewer System

On Thursday, 6 Feb 2025, Grant Reynolds, Greg Woods, Dave Groth, and Sandy Staples met at City Hall to discuss needed maintenance and infrastructure for the sewer system for Amador City. Discussions fell onto three categories: immediate infrastructure needs; need for maintenance on structure and access road; next big infrastructure investment within 5 years.

Immediate Infrastructure Needs:

1. Influent Meter
   - meter is reading two times the flow and has to be recalibrated when read
   - meter should be replaced and relocated
   - estimated cost of replacing and relocating the meter is $10,000 not yet

   Recommendation:
   - Seek and submit bids for purchase/ installation of new meter (Grant/Greg)

2. Software
   - requires updating/reprograming
   - estimated cost of $1,000-$3,000 3701

   Recommendation
   - Seek and submit quotation for updating/reprogramming.

3.1. Filters/Pumps
   - new filters to fit system specs were ordered
   - company is unable to fulfill the order and returned the deposit ø yet
   - pumps require cleaning daily to minimize leakage into Amador Creek
   - materials clogging pumps include hair, brown paper towels which should not be flushed into the system...)
   - limited options for acquiring filters to spec
   - current pump system (even if filters can be found) is short-term solution
   - longer term and more efficient solution is planning for vertical pumps
   - vertical pumps have integrated filters; can handle larger clumps of debris through system, require less maintenance, run more efficiently, less power consumption
   - estimated cost of vertical pumps and installation: $30,000

   Recommendations:
   - Distribute/post flyers that detail what can and cannot be flushed.
   - Seek and submit bids for purchasing and installing vertical pumps.

3.2. Ductal plumbing within the plant
   - interior is corroded and the aperture is extremely narrow need quote
   - impedes flow, increases pressure, increases stress on the system
   - maintenance requires removing/reinstalling current pumps or done as new pumps are installed

   Recommendation:
   - Submit cost estimate for each option.

Need for Maintenance on Structure and Access Road

4. The Building/Roof
   - needs to be painted and shingled
   - gravel/dirt path should be cement
   - work can be done in-house

   Recommendation:
   - Greg and Dave to coordinate equipment, materials, work.

done

5. Gravel Road
   - needs maintenance and a trench on the right side
   - work can be done in-house

   Recommendation:
   - Greg and Dave to coordinate equipment, materials, work. Check for easement.

10,000 + 700

Next Big Infrastructure Investment Within 5 Years

6. Liner for pond
   - liners last ~15 years
   - current line has been in use for 10 years
   - estimated cost- $200,000-250,000

   Recommendation:
   - that the City establish and encumber a capital improvement fund

ITEM 2.

FISHER ELECTRICAL INTEGRATION INC
Automation Service Specialists
www.fisherintegration.com
3166 Industrial Blvd
West Sacramento, CA 95691
Phone: (916)982-3440

Quotation

CSLB Lic# 1071570, Exp: 12/31/26
DIR# PW-LR-1000796712, Exp: 6/30/25
DATE February 24, 2025

Quotation # 250224NF1
Customer ID

Bill To:

City of Amador
Attn: Greg Wood
14531 East School Street
Amador City, CA 95601

Quotation valid until: March 26, 2025

Prepared by: Nickolas Fisher
Quotation Terms: Lump Sum
Payment Terms: Net 30

Regarding:	PLC & HMI Programming - Aerator on/off timer
Comments or special instructions:	None

LINE ITEM	SCOPE OF WORK	QTY	AMOUNT
1	**PROGRAMMING SERVICES**	**LOT**	$ 3,701.70
1	•PLC: CompactLogix 1769-L24ER-QBFC1B		
1	▶Update firmware to latest version		
1	▶Add logic for aerator on/off timing		
1	▶Startup and commissioning services		
1	•HMI: Maple Systems HMI5070Pv2		
1	▶Add graphics and tags for aerator timer function		
1	▶Startup and commissioning services		
	**All sales tax is included*		
		TOTAL:	**$ 3,701.70**

Fisher Electrical Integration specifically excludes the following from our scope of work:
1. Installation, labor and materials not specifically listed in the above scope of work.
2. Independent third party testing.
3. Electrical studies, arc flash coordination studies, heat load calculations, seismic calculations/studies, and electrical harmonic calculations/studies/testing
4. PLC, OIT, HMI, SCADA, DCS, GUI, VFD, or RVSS programming labor not specifically listed in the above scope of work
5. PLC, OIT, HMI, SCADA, DCS, GUI, VFD, RVSS or other third party programming software not specifically listed in above scope of work
6. Potholing, excavating, trenching, backfilling, and concrete work

Unless specifically stated, all NTE T&M and lump sum quotations do not include sales tax. NTE T&M quotations are not a guarantee to complete the quoted scope of work. NTE T&M quotations are a guarantee not to exceed billings in excess of total monies listed above. Any labor, material, fixtures, or other work not specifically listed in the above scope of work shall not be furnished by Fisher Electrical Integration, Inc. upon acceptance of this quotation.

ITEM 2.

LINE ITEM	SCOPE OF WORK	QTY	AMOUNT

Terms and Conditions of sale: Fisher Electrical Integration will extend 30-day payment terms on invoices for deliverables provided per this scope of work. Deliverables are FOB – Fisher Electrical Integration, Inc. 3166 Industrial Blvd West Sacramento, CA 95691 with freight allowed(unless specifically noted otherwise in this proposal). Customer may accept this proposal by separate purchase order or written notice to proceed.

THANK YOU FOR YOUR BUSINESS!

ITEM 6.

Amador Mechanical Inc
15500 Willow Creek Rd
Plymouth, CA 95669
209-245-3850
California Small/Micro Business #36490
CSLB #501343
amiboss.vicini@gmail.com
June 9, 2025

Grant Reynolds
Weatherby-Reynolds-Fritson Engineering Design

Amador City Waste Treatment
Access road work

We propose to supply labor and equipment to complete the following:

Remove or trim existing trees encroaching on roadway
Widen existing road as much as possible, where possible
Clean drainage ditch where possible

Estimated cost: $10,000.00 (Ten thousand dollars)

All materials (Tree trimmings and excavated dirt) to be left ON SITE

Does not include any permits, fees or testing.
Any and all agreements must be made in writing
Any alterations or deviations from the above specifications involving extra cost of labor, materials or equipment will only be executed upon written orders for same and will become an extra charge over the sum mentioned in this contract.

Estimate good for 30 days, this is for information only at this time. Current market price will apply.

Respectfully submitted by Kathleen A Vicini

Kathleen A Vicini, Secretary

Acceptance

You are hereby authorized to furnish all equipment material and labor required to complete the work mentioned in the above proposal, for which I agree to pay the amount stated in said proposal, and according to the terms thereof.

Accepted by _____ **Date** _____

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RESOLUTION NO.637

RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-2026 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Amador City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, Amador City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, Amador City, will receive an estimated $5,417 in RMRA funding in Fiscal Year 2025-2026 from SB 1; and

WHEREAS, this is the 9th year in which Amador City is receiving SB 1 funding and will enable Amador City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, Amador City has undergone a public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, Amador City referenced the Pavement Management System managed and maintained by the Amador County Transportation Commission to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help Amador City maintain and rehabilitate the safety of 6 roads throughout this year and 2 of similar projects into the future; and

WHEREAS, the 2023 California Statewide Local Streets and Roads Needs Assessment found that Amador City's streets and roads are in an "at-risk" condition and this revenue will help us increase the overall safety of our road system and over the next decade will bring the safety of our streets and roads into a lower risk condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in roadway safety, and using appropriate materials and practices, will have significant positive co-benefits statewide; and

WHEREAS, the City recognizes that its needs and priorities may change with regard to roads and roadway safety throughout the Fiscal Year 2025-2026, and therefore reserves the right to re-direct RMRA funds to other necessary road maintenance and road rehabilitation projects should the need arise.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Amador City, State of California, as follows:

1. The foregoing recitals are true and correct.

2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2025-2026 Road Maintenance and Rehabilitation Account revenues:

   Project Title: **Crosswalk Markings, Pedestrian and Vehicle Safety**
   Project Description: **Repaint Crosswalk Markings**
   Project Location: **Pedestrian Crosswalk from Dollhouse Building to O'Neil Aly**
   Estimated Project Schedule: Start 07/2025, Completion 11/2025 based on the component being funded with RMRA funds
   Estimated Project Useful Life: 5 years

   Project Title: **Crosswalk Markings, Pedestrian and Vehicle Safety**
   Project Description: **Repaint Crosswalk Markings**
   Project Location: **Pedestrian Crosswalk from the Mercantile Building to the Victorian Closet**
   Estimated Project Schedule: Start 07/2025, Completion 11/2025 based on the component being funded with RMRA funds
   Estimated Project Useful Life: 5 years

3. The following previously proposed and adopted projects may also utilize Fiscal Year 2025-2026 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, Amador City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

   Project Title: **Crosswalk Markings, Pedestrian and Vehicle Safety**
   Project Description: **Repaint Crosswalk Markings**
   Project Location: **Pedestrian Crosswalk on Main Street west of the Imperial Hotel**

Estimated Project Schedule: Start 07/2025 Completion 11/2025 based on the component being funded with RMRA funds
Estimated Project Useful Life: 5 years

Project Title: **Crosswalk Markings, Pedestrian and Vehicle Safety**
Project Description: **Repaint Crosswalk Markings**
Project Location: **Pedestrian Crosswalk on Main Street south of Break Even Brew**
Estimated Project Schedule: Start 07/2025, Completion 11/2025 based on the component being funded with RMRA funds
Estimated Project Useful Life: 5 years

Project Title: **Routine Weed Abatement**
Project Description: **Weed abatement/routine spraying along city roadways**
Project Location: **Old Hwy 49/Main Street from the south city limit sign to O'Neil Aly; Amador Creek Road from East School Street to the city limit just before the bridge**
Estimated Project Schedule: Start 01/2026, Completion 03/2026 based on the component being funded with RMRA funds
Estimated Project Useful Life: 1 year

Project Title: **Old Hwy 49 Solar Speed Sign Weed Abatement and Tree Removal**
Project Description: **weed abatement/tree removal to clear area around solar speed sign to create/maintain access of panel to sunlight and ensure visibility to motorists**
Project Location: **South end of Old Hwy49 near solar speed sign**
Estimated Project Schedule: Start 09/2025, Completion 03/2026 based on the component being funded with RMRA funds
Estimated Project Useful Life: 1 year

PASSED AND ADOPTED by the City Council of the City of Amador City, State of California this _____ day of _____, 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Signed _____
Mayor

Certified By _____
City Clerk

10

RECEIVED JUN 9 - 2025

CATHY CASTILLO
CERTIFIED PUBLIC ACCOUNTANT
460 Sutter Hill Road, Suite E P.O. Box 1355
Sutter Creek, California 95685
(209) 267-5119 Fax: (209) 267-0885
ccastillocpa@sbcglobal.net

Accountants on Staff:
Susan Bordwell, CPA
Mayla Swift, CPA
Judy Brobst

Member of the American Institute of Certified Public Accountants, California Society of CPA's and AICPA Peer Review Program

June 4, 2025

Amador City
Members of City Council
PO Box 200
Amador City, CA 95601

We are pleased to provide a review proposal for Amador City for the period **ending June 30, 2025.** This letter will serve to confirm our understanding of the services we are to provide, if you choose to accept our proposal.

You have requested that we perform the following services:

1) Prepare the City's financial transaction report which is due seven months from the close of the fiscal year

2) prepare the financial statements of the City, which comprise the Statement of Net Position, Statement of Activities, Fund financial statements for each major fund, the aggregate fund information, and the respective budgetary comparison for all major funds for the fiscal year ending June 30, 2025 and the related notes to the financial statements, and perform a review with respect to those financial statements.

Our responsibilities

The objective of our engagement is to-

1) Prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you, and

2) Obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

We will conduct our review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA and comply with applicable professional standards, including the AICPA's *Code of Professional Conduct*, and its ethical principles of integrity, objectivity, professional competence, and due care, when preparing the financial statements and performing the review engagement.

A review engagement includes primarily applying analytical procedures to your financial data and making inquiries of management. A review engagement is substantially less in scope than an audit engagement, the objective of which is the expression of an opinion regarding the financial statements as a whole. A review engagement does not contemplate obtaining an understanding of the Company's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents; or other procedures ordinarily performed in an audit engagement. Accordingly, we will not express an opinion regarding the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the Company or noncompliance with laws and regulations. However, we will inform the appropriate level of management of any material errors and any evidence or information that comes to our attention during

the performance of our review procedures that indicates fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our review procedures regarding noncompliance with laws and regulations that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies or material weaknesses in your internal control as part of this engagement.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities since performing those procedures or taking such action would impair our independence.

Your responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America and to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements in order for the statements to be in accordance with accounting principles generally accepted in the United States of America. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

1) The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements.

2) The preparation and fair presentation of financial statements in accordance with accounting principles generally accepted in the United States of America and the inclusion of all informative disclosures that are appropriate for accounting principles generally accepted in the United States of America.

3) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

4) The prevention and detection of fraud.

5) To ensure that the City complies with the laws and regulations applicable to its activities.

6) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.

7) To provide us with—

   - access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
   - additional information that we may request from you for the purpose of the review engagement.
   - unrestricted access to persons within the City of whom we determine it necessary to make inquiries.

8) To provide us, at the conclusion of the engagement, with a letter that confirms certain representations made during the review.

You are also responsible for all management decisions and responsibilities and for designating an individual with suitable skill, knowledge, and experience to oversee our preparation of the financial transactions report and preparation of your financial statements. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Our Report

We will issue a written report upon completion of our review of the City's financial statements. Our report will be addressed to the City Council. We cannot provide assurance that an unmodified accountant's review report will be issued. Circumstances may arise in which it is necessary for us to report known departures from accounting principles generally accepted in the United States of America, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If, for any reason, we are unable to complete the review of your financial statements, we will not issue a report on such statements as a result of this engagement.

You agree to include our accountant's review report in any document containing financial statements that indicates that such financial statements have been reviewed by us and, prior to inclusion of the report, to obtain our permission to do so.

Other Relevant Information

Suralink is used solely as a method of exchanging information and is not intended to store City's information. At the end of the engagement, Castillo, Bordwell & Swift CPAs will provide the City with a copy (in an agreed-upon format) of deliverables and data related to the engagement. For multi-year engagements, this exchange will occur annually.

Upon completion of the engagement, data and other content will either be removed from the Suralink or become unavailable to Castillo, Bordwell & Swift CPAs within a reasonable time frame. For multi-year engagements, completion of the engagement occurs when the deliverables are completed for that year.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We may from time to time, and depending on the circumstances, use certain third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Cathy Castillo is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Susan Bordwell CPA, Mayla Swift, CPA and Judy Brobst will be assisting in the review. We estimate that our fee for the Review will range from **$9,500 to $11,500.** A retainer of **$2,500** is required before our work commences. You may also be billed for any additional out-of-pocket costs such as postage, travel, and bank confirmations, etc. These are estimated to be less than $75.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Our office will provide a review preparation list and schedule our preliminary review work upon receipt of the signed engagement letter and receipt of the retainer. The preliminary work may take place prior

to the close of the financial statements and would include interviews and preliminary analytical procedures.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very Truly Yours,

Castillo, Bordwell & Swift

Castillo Bordwell & Swift,

Certified Public Accountants

This letter correctly sets forth the understanding of Amador City:

Officer signature: _____	Officer signature: _____
Title: Mayor	Title: City Manager
Date:	Date: