



**CITY COUNCIL OF AMADOR CITY
DRAFT REGULAR MEETING AGENDA
THURSDAY, 17 July 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>.

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

ROLL CALL/ESTABLISH A QUORUM

Council Members Ambroselli, Bragstad, Sherrill, Staples, Unguez

APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA 17 JULY 2025

ORDINANCES AND PUBLIC HEARINGS

1. Ordinance 187, Establishing City Parks as Smoke-Free Environments

Recommendation: Introduce Ordinance 187 for the second reading.

Attachment: Notice of Proposed Ordinance #187 Posting
Ordinance 187

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 26 June 2025

REGULAR AGENDA

3. **Amador County Recreation Agency:** Discussion and possible action by council motion and vote to approve 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: TBA, proposed contract for clean-up /maintenance of city properties
4. **Resolution 639:** Discussion and possible action by council motion and vote to approve a resolution authorizing staff to place delinquent sewer balances on the Amador County Tax Roll.
Attachment: Resolution 639
5. **Creek Cleaning:** Discussion and possible action by council motion and vote to pursue a bid for cleanup of Amador Creek.
Attachments: Email from Sergio Landscaping regarding clean-up of Amador Creek.
6. **Remediation of Old Grammar School:** Discussion and possible action by council motion and vote to approve establishing capital improvement fund for Additive Addendum #3 from the original construction bid proposal presented at the City Council Meeting 15 May 2025. Additive Alternative #3 was not awarded at that time.
Attachments: TBA: Update: details of Additive Alternative #3 and estimates, Larry White City Council Memorandum, Matt Ospital, City Engineer, WGA, with original Base Bid and Additive Alternatives
7. **Sewer Rates:** Discussion only regarding the Proposition 218 process for increasing fees for utilities, history of the study and council actions, rate structures for consideration at a future city council meeting.
Attachments: PPP, Amador City Sewer Information, adapted 7/2025
Amador City Wastewater Export System (ACWES), timeline from 2021
Amador City Wastewater Rate Study, approved by City Council in 2022
8. **Old City Hall/Firehouse:** Discussion and possible action by council motion and vote regarding City Hall days and hours. Proposed: open from 9-12 and open 3 days/week in response to comments/emails from residents, city businesses, contractors and engineers doing business at City Hall over the past year.
9. **Fire Lane, Water Street:** Discussion and possible action by council motion and vote to approve seeking licensed construction firm to repaint the fire lane on Water Street and mounting signage.
Attachments: Regulations regarding fire lanes, submitted by Dave Groth

REPORTS

This section provides an opportunity for a brief verbal status updates of committee meetings and activities of Councilmembers and staff. No action will be taken.

COUNCILMEMBER REPORTS

STAFF REPORT

CITY ADMINISTRATOR REPORT

CITY ATTORNEY REPORT

CLOSED SESSION

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.

Closed Session: Conference with City Attorney Regarding Personnel Matters pursuant to paragraph (1) of subdivision (b) of section 54956.8.

REPORT FROM CLOSED SESSION**REQUESTS FOR FUTURE AGENDA ITEMS****ADJOURNMENT**

**The next scheduled Regular City Council meeting:
Thursday, 21 August 2025 at 7:00 PM at The Old City Hall**

Subject: Notice of Proposed Ordinance #187 Posting

27 June 2025

To Residents and Members of the Amador City Community,

This letter is to inform you that the City Council of Amador City has posted a proposed ordinance, Ordinance #187 Amending Chapter 9 Of The Amador City Municipal Code Related To Establishing Parks As Smoke-Free Zones, for public review and consideration.

Purpose of the Ordinance:

The purpose of the ordinance is to provide a healthy environment for all residents but particularly for children visiting city parks.

Where to Access the Proposed Ordinance:

The full text of the proposed ordinance is available for review at:

- Old City Hall/Firehouse during business hours
- <https://amador-city.com/government-overview/>
- posting on community bulletin boards outside Moonrise Pizza, at the flagpole by Foothill Kitchens, and outside the Old City Hall/Firehouse

Public Comment

The public comment period for this ordinance is now open. Residents are encouraged to review the proposed ordinance and share feedback.

Written comments will be accepted through August 20th and can be submitted:

- By letter sent to the city clerk (address below) with date, physical address, and signature
- Via email to city.clerk@amador-city.com, with physical address and full name

Public Hearing:

A Public Hearing will be held on Thursday, August 21st, 2025 during the Regular City Council meeting at 7:00 PM at the Old City Hall/Firehouse. This is an opportunity to express views and ask questions directly.

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:

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

APPROVED AS TO FORM

Pat Keene, City Attorney

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CITY OF AMADOR CITY
MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
THURSDAY, JUNE 26, 2025

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

Flag Salute/Pledge of Allegiance – P. J. Groth

Roll Call – Ambroselli, Bragstad, Staples, Sherrill, Unguez

Approval of City Council Meeting Agenda June 26, 2025 – Corrections to Agenda 1B, 6. Culbert, 9. Date 2025 10. Change Smith to Swift -Councilperson Unguez moved, 2nd by Sherrill approved unanimously with corrections.

ORDINANCES AND PUBLIC HEARINGS

1. Ordinance 187, Establishing Smoke-Free Environments in Amador City – Clarity as to what is public spaces (in 1B), Second Reading in August, Unguez Moved to waive full reading, Sherrill 2nd on 1A, approved unanimously. To be posted tomorrow.

PUBLIC MATTERS NOT ON AGENDA

Valerie, from State Senator Alvarado-Gill, 209-268-8545, spoke on several issues, Farm to Food Tax Credit, definition of peace officers, increase in gas prices, help to rural counties

CONSENT AGENDA

2. Regular Meeting
3. Financial Report

Motion by Ambroselli, 2nd by Sherrill, approved unanimously

REGULAR AGENDA

4. Historical City Properties – Libby Groth spoke on possible mural, placement of mural, historical points of interest
5. O’Neil Alley - Gary Brusatori stated there is no interest in the project from surrounding residents, he requested \$400 refund of deposit. Unguez moved to approve refund of \$400 to Mr. Brusatori, 2nd by Sherrill, approved unanimously

6. Culbert Park – Agreement to transfer money from county to city for fencing and pavilion – Unguez moved, 2nd by Bragstad, approved unanimously
7. Amador County Recreation Agency – Amy Clingan made presentation regarding activities provided by ACRA. Fees not increased in 10 years. ACRA conducting pickle ball classes in our park, Our residents get a reduced rate for classes. Unguez moved to approve \$1,332.50 fee to ACRA, 2nd by Bragstad, approved unanimously.

5 MINUTE BREAK

RECONVENED AT 8:13 P.M.

A draft of contract for park maintenance with a credit to us will be in July 15 packet.

8. Update – Sewer Infrastructure - Leave influent meter as is, up date software for \$3,701.70 recommended saving in electricity, filters are cleaned daily – hair and brown paper towels are a major problem, Greg Wood painted and re-roofed building housing sewer pond equipment, road access to pond needs work – Amador Mechanical estimate \$10,000 to make improvements, work would be put out to bid.
9. Draft Resolution #637 listing projects for fiscal year 2025-26 Funded by SB 1, \$5,417 available. Chief Moreno going door to door to see what needs to be done, Bragstad moved, Unguez 2nd to adopt Resolution #637, approved unanimously
10. Report: Audit of June 30, 2025 – Motion to accept Modified Opinion – Motion to accept financial statements and report from Castillo, Bordwell and Swift made by Unguez, 2nd by Sherrill, approved unanimously; Sherrill moved, 2nd by Unguez to sign Management letter for audit and ongoing work, approved, unanimously.
11. Draft Budget, Fiscal Year 2025-26 – Sales taxes and business licenses down from last year. Unguez moved to approve Draft Budget and Financial Statements, 2nd by Bragstad, approved unanimously.

COUNCIL MEMBER REPORTS – We have to go to State Water Quality Control Board to re-do our permits. Must show a discharge plan. Grant Reynolds will be involved in this. Mr. Reynolds is currently working on update.

CITY ADMINISTRATOR REPORT - Fire Chief Moreno will be touring the city for fire safety issues. We have a special lock for added security regarding document retention. City council persons encouraged to bring things from school house office to adorn walls in new location. Hours will be Tuesday, Wednesday,

Thursday 9 to 12 for greater exposure. Construction at school house to begin July 15, 2025.

Sewer Rates will be on next month's agenda.

Meeting adjourned at 10:00 p.m.

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RESOLUTION NO. 639

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMADOR CITY
AUTHORIZING THE PLACEMENT OF DELINQUENT UNPAID SEWER BILLS ON
THE 2025-2026 AMADOR COUNTY TAX ROLL**

WHEREAS, Sewer services are provided to the property owners of Amador City, and

WHEREAS, it is desirable to collect delinquent unpaid sewer bills in an efficient and effective manner, and

WHEREAS, some property owners have delinquent balances for sewer services provided to their property.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Amador City authorizes staff to place delinquent sewer balances upon the Amador County Property Tax Rolls for the 2025-2026 property tax year.

The foregoing resolution was duly introduced and adopted by the City Council of the City of Amador City at their regular meeting held July 17, 2025 by the following vote;

AYES:

NOES:

ABSENT:

ABSTAIN:

Sandra Staples, Mayor

ATTEST:

Joyce Davison, City Clerk

Dear Cindy,

I hope this message finds you well.

I am writing to inform you that my team and I are now ready to begin the cleanup of the river. If it is agreeable with you and the city, we believe this is an appropriate time to start the work.

Please let us know if you have any suggestions, requirements, or a preferred schedule. We are prepared and willing to coordinate with the city to make this effort efficient and beneficial for the community.

Thank you for your attention and continued support. Wishing you a good day and the best in your work for Amador.

**Sincerely,
Sergio Gutiérrez
Gutiérrez Landscaping
P.O. Box 983
Plymouth, California 95669
(209) 256-**

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CITY OF AMADOR CITY
City Council Memorandum

To: Honorable Mayor and Members of the City Council

From: Matt Ospital, City Engineer 

Date: May 15, 2025

Subject: Amador City Hall Fire Remediation Project

Background

The City of Amador City conducted the bid opening for the Amador City Hall Fire Remediation Project at 10:00 a.m. on February 13, 2025. The City received two bids for the project as follows:

Contractor	Base Bid	Add Alt #1	Add Alt #2	Add Alt #3	Total Bid
Laguna Gold Mortgage (LGM)	\$558,940.80	\$32,504.00	\$35,137.00	\$91,160.00	\$717,741.80
John Allen Construction	\$869,350.00	\$17,400.00	\$38,500.00	\$89,100.00	\$1,014,350.00

Attached is the bid tabulation for your reference.

Our office has reviewed both bid packages and found calculation discrepancies within LGM's bid.

Discussion

On February 18, 2025, Laguna Gold Mortgage formally withdrew their bid due to material mistakes in their submitted bid. As a result, John Allen Construction's bid was submitted to the insurance adjuster for their approval. Although the insurance had previously approved the scope of work, the adjuster was not satisfied with the total cost submitted by John Allen Construction.

John Allen was able to propose an alternate electrical design allowing him to revise his estimate (see table below). The revised estimate was then submitted to the insurance company which they have now approved.

Revised 3/27/25	Base Bid	Add Alt #1	Add Alt #2	Add Alt #3	Total Bid
John Allen Construction	\$820,550.00	\$17,400.00	\$38,500.00	\$89,100.00	\$965,550.00

Recommendation

Following LGM Construction's formal withdraw, John Allen Construction's revision of the electrical design and their bid, and the approval by the insurance adjuster, it is recommended the contract be awarded to John Allen Construction for the Base Bid and Additive Alternates #1 & #2 for \$876,450.

Fiscal Impact

The cost of the Base Bid will be covered by the insurance company; Additive Alternates #1 & #2 will be paid for by the City.

Attachments:

Bid Summary

Revised Bid Summary --- John Allen

CITY OF AMADOR CITY
AMADOR CITY HALL FIRE REMEDIATION PROJECT

BID SUMMARY

BID OPENING: FEBRUARY 13, 2025 at 10:00 A.M.

BASE BID:

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		JOHN ALLEN CONSTRUCTION	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Locate & Protect Existing Utilities	LS	1	\$5,000.00	\$5,000.00	\$3,283.00	\$3,283.00	\$1,800.00	\$1,800.00
2	Concrete flatwork for ADA parking space, ramp and vertical curb	SF	1,040	\$35.00	\$36,400.00	\$97.57	\$101,472.80	\$110.00	\$114,400.00
3	Demolition	LS	1	\$20,000.00	\$20,000.00	\$65,621.00	\$65,621.00	\$32,500.00	\$32,500.00
4	Siding & Roofing	LS	1	\$100,000.00	\$100,000.00	\$35,558.00	\$35,558.00	\$24,450.00	\$24,450.00
5	Rough Carpentry	LS	1	\$50,000.00	\$50,000.00	\$25,534.00	\$25,534.00	\$57,900.00	\$57,900.00
6	Electrical	LS	1	\$75,000.00	\$75,000.00	\$64,012.00	\$64,012.00	\$212,700.00	\$212,700.00
7	Plumbing	LS	1	\$75,000.00	\$75,000.00	\$54,922.00	\$54,922.00	\$54,300.00	\$54,300.00
8	Mechanical	LS	1	\$45,000.00	\$45,000.00	\$38,634.00	\$38,634.00	\$43,800.00	\$43,800.00
9	Finish Carpentry	LS	1	\$80,000.00	\$80,000.00	\$16,909.00	\$16,909.00	\$107,000.00	\$107,000.00
10	Painting and Finishing	LS	1	\$100,000.00	\$100,000.00	\$137,880.00	\$137,880.00	\$37,500.00	\$37,500.00
11	Finish Work	LS	1	\$45,000.00	\$45,000.00	\$15,115.00	\$15,115.00	\$183,000.00	\$183,000.00

BASE BID TOTALS: \$631,400.00

\$558,940.80

\$869,350.00

ADDITIVE ALTERNATE #1:

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		JOHN ALLEN CONSTRUCTION	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Replace 28" x 28" shower with ADA compliant roll in shower in Unit "B"	LS	1	\$2,000.00	\$2,000.00	\$9,860.00	\$9,860.00	\$1,600.00	\$1,600.00
2	Provide linen cabinet and pantry in Unit "B"	LS	1	\$5,000.00	\$5,000.00	\$2,469.00	\$2,469.00	\$3,200.00	\$3,200.00
3	Provide LVT flooring in place of vinyl in Unit "B"	LS	1	\$1,000.00	\$1,000.00	\$8,059.00	\$8,059.00	\$4,800.00	\$4,800.00
4	Provide epoxy flooring in place of vinyl in Public Restroom	LS	1	\$2,000.00	\$2,000.00	\$469.00	\$469.00	\$3,200.00	\$3,200.00
5	Replace 28" x 28" shower with tub/shower in Unit "A"	LS	1	\$300.00	\$300.00	\$8,239.00	\$8,239.00	\$800.00	\$800.00
6	Provide closet, linen cabinet, pantry and plumbing for washer/dryer in Unit "A"	LS	1	\$5,000.00	\$5,000.00	\$3,408.00	\$3,408.00	\$3,800.00	\$3,800.00

ADDITIVE ALTERNATE #1 TOTALS: \$15,300.00

\$32,504.00

\$17,400.00

ADDITIVE ALTERNATE #2:

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		JOHN ALLEN CONSTRUCTION	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Remove existing roofing complete over city hall portion, install sheathing, underlayment and re-install roofing	LS	1	\$75,000.00	\$75,000.00	\$35,137.00	\$35,137.00	\$38,500.00	\$38,500.00

ADDITIVE ALTERNATE #2 TOTALS: **\$75,000.00** **\$35,137.00** **\$38,500.00**

ADDITIVE ALTERNATE #3:

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		JOHN ALLEN CONSTRUCTION	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Install new windows and insulation in City Hall and Community room	LS	1	\$25,000.00	\$25,000.00	\$87,536.00	\$87,536.00	\$72,300.00	\$72,300.00
2	Repair interior wall finish that is damaged during the installation of wall insulation. Paint interior complete.	LS	1	\$10,000.00	\$10,000.00	\$3,624.00	\$3,624.00	\$16,800.00	\$16,800.00

ADDITIVE ALTERNATE #3 TOTALS: **\$35,000.00** * **\$91,160.00** **\$89,100.00**

BASE BID AND ADDITIVE ALTERNATE TOTALS: **\$756,700.00** * **\$717,741.80** **\$1,014,350.00**

* LGM Construction
Additive Alternate 3 Total
As Submitted - \$90,980
Actual - \$91,160

BID SUMMARY **CITY OF AMADOR CITY**

AMADOR CITY HALL FIRE REMEDIATION PROJECT - BASE BID <i>Revised 3/27/25</i>					
Item	Quantity	Units	Description	Unit Price	Total Price
1.	1	LS	Locate & Protect Existing Utilities in accordance with the plans and specifications.	\$ 1800	\$
2.	1,040	SF	Concrete flatwork for ADA parking space, ramp and vertical curb in accordance with the plans and specifications.	\$ 110	\$ 114,400
3.	1	LS	Demolition in accordance with the plans and specifications.	\$ 32,500	\$
4.	1	LS	Siding & Roofing in accordance with the plans and specifications.	\$ 24,450	\$
5.	1	LS	Rough Carpentry in accordance with the plans and specifications.	\$ 57,900	\$
6.	1	LS	Electrical in accordance with the plans and specifications.	\$ 175,700	\$
7.	1	LS	Plumbing in accordance with the plans and specifications.	\$ 54,300	\$
8.	1	LS	Mechanical in accordance with the plans and specification.	\$ 32,000	\$
9.	1	LS	Finish Carpentry in accordance with the plans and specifications.	\$ 107,000	\$
10.	1	LS	Painting and Finishing in accordance with the plans and specifications.	\$ 37,500	\$
11.	1	LS	Finish Work in accordance with the plans and specifications	\$ 183,000	\$
TOTAL BASE BID					\$ 820,550

CONTRACTORS NAME: John Allen Const.

AMADOR CITY HALL FIRE REMEDIATION PROJECT - ADDITIVE ALTERNATE #1					
Item	Quantity	Units	Description	Unit Price	Total Price
1.	1	LS	Replace 28" x 28" shower with ADA compliant roll in shower in Unit "B" in accordance with the plans and specifications.	\$ 1,600	\$ 1,600
2.	1	LS	Provide linen cabinet and pantry in Unit "B" in accordance with the plans and specifications.	\$ 3,200	\$ 3,200
3.	1	LS	Provide LVT flooring in place of vinyl in Unit "B" in accordance with the plans and specifications.	\$ 4,800	\$ 4,800
4.	1	LS	Provide epoxy flooring in place of vinyl in Public Restroom in accordance with the plans and specifications.	\$ 3,200	\$ 3,200
5.	1	LS	Replace 28" x 28" shower with tub/shower in Unit "A" in accordance with the plans and specifications.	\$ 800	\$ 800
6.	1	LS	Provide closet, linen cabinet, pantry and plumbing for washer/dryer in Unit "A" in accordance with the plans and specifications.	\$ 3,800	\$ 3,800
TOTAL ADDITIVE ALTERNATE #1					\$ 17,400

AMADOR CITY HALL FIRE REMEDIATION PROJECT - ADDITIVE ALTERNATE #2					
Item	Quantity	Units	Description	Unit Price	Total Price
1.	1	LS	Remove existing roofing complete over city hall portion, install sheathing, underlayment and re-install roofing in accordance with plans and specifications.	\$ 38,500	\$ 38,500
TOTAL ADDITIVE ALTERNATE #2					\$ 38,500

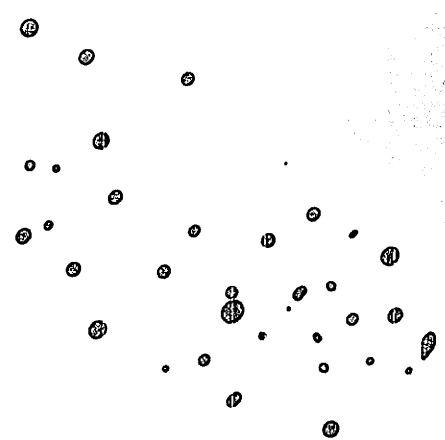
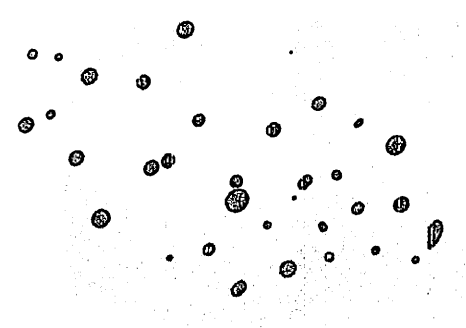
AMADOR CITY HALL FIRE REMEDIATION PROJECT - ADDITIVE ALTERNATE #3					
Item	Quantity	Units	Description	Unit Price	Total Price
1.	1	LS	Install new windows and insulation in City Hall and Community room in accordance with the plans and specifications.	\$ 72,300	\$ 72,300
2.	1	LS	Repair interior wall finish that is damaged during the installation of wall insulation. Paint interior complete.	\$ 16,800	\$ 16,800
TOTAL ADDITIVE ALTERNATE #3					\$ 89,100

CONTRACTORS NAME: John Allen Construction

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**Amador City Wastewater Export System (ACWES)
Timeline from 2021**

- | | |
|------------------------|--|
| Aug 2022 | <ul style="list-style-type: none">- Amador City approved a rate structure to begin in the 2023 fiscal year- ACWES instituted the 2022 Wastewater Study for the next 5 year period- Proposition 218 Process Initiated |
| March 2, 2023 | <ul style="list-style-type: none">- Public Hearing- ~~Resolution 610~~, Authorizing a Sewer Rate Increase, not approved- Amended Resolution 610, Authorizing a One Year Increase of approved |
| Summer/Fall 2023 | <ul style="list-style-type: none">- Process to dissolve the Amador Regional Sanitation Agency with Sutter Creek taking over responsibility and liabilities of ARSA |
| March 2024 | <ul style="list-style-type: none">- Anniversary of Amended Resolution 610, city council decision to wait until ARSA is dissolved to have sewer rate structure on the agenda |
| Fiscal year '24 | <ul style="list-style-type: none">- Sutter Creek raised rates for residents (\$110+) and Amador City as its customer |
| Fiscal Year '25 | <ul style="list-style-type: none">- Sutter Creek rates going up according to their adopted rate structure.- Amador City's is expected to be raised as well- ARSA still not dissolved |
| After 2027: | <p>another rate study is required to change the sewer rate structure</p> |
| Recommendation: | <p>that Amador City take advantage of the existing Wastewater Rate Study to establish sewer rates arcing over the next 3 years.</p> |



Amador City Sewer Information

17 July 2025



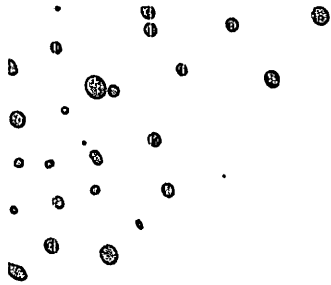


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Our sewer system relies on pumping effluent to Sutter Creek.

02

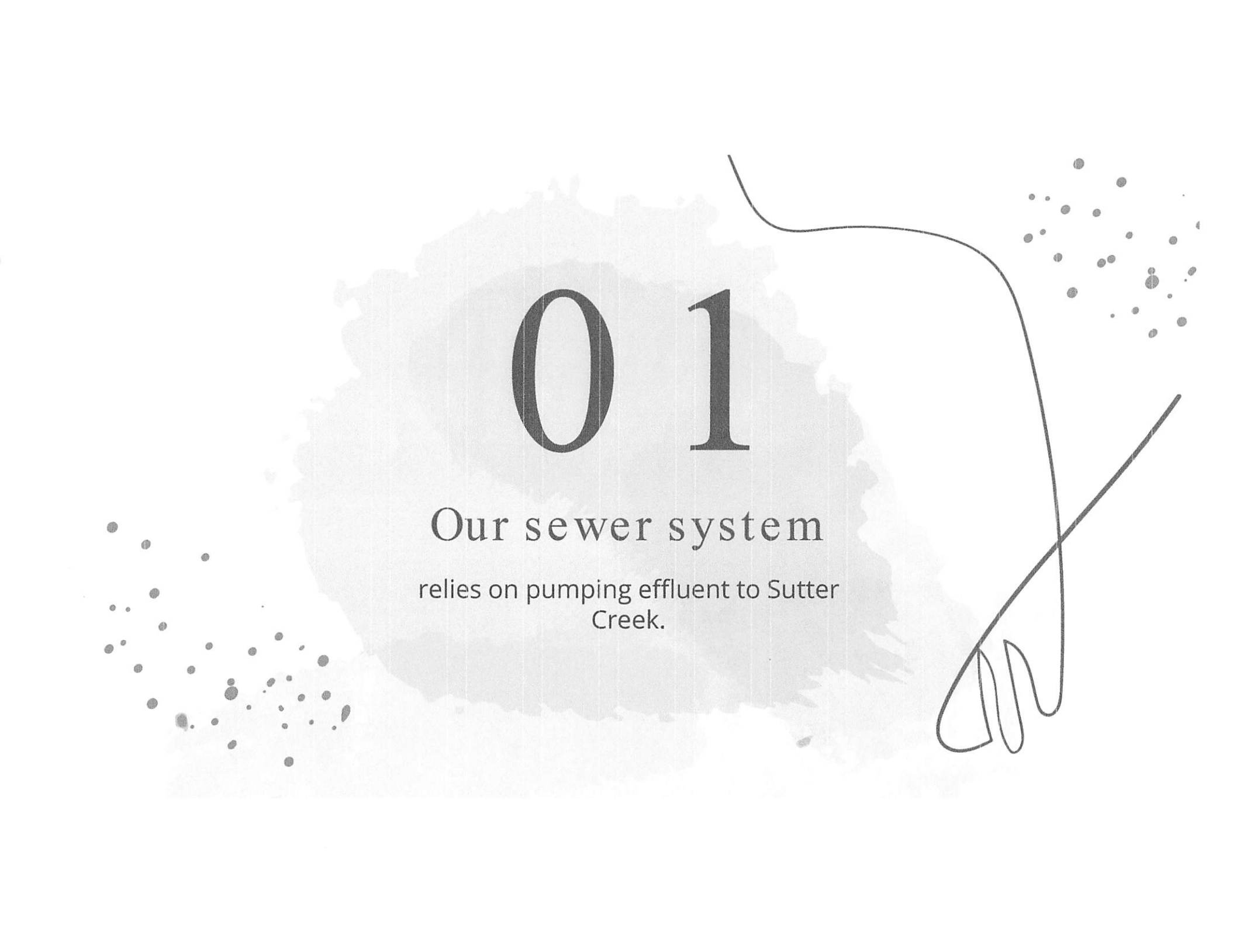
A sewer study examines costs, revenues, and future capital expenses to propose new rates.

03

Options for proposed rates cover operating costs and capital reserves for five years.

04

The prop 218 process protects ratepayers from unwarranted rate increases.

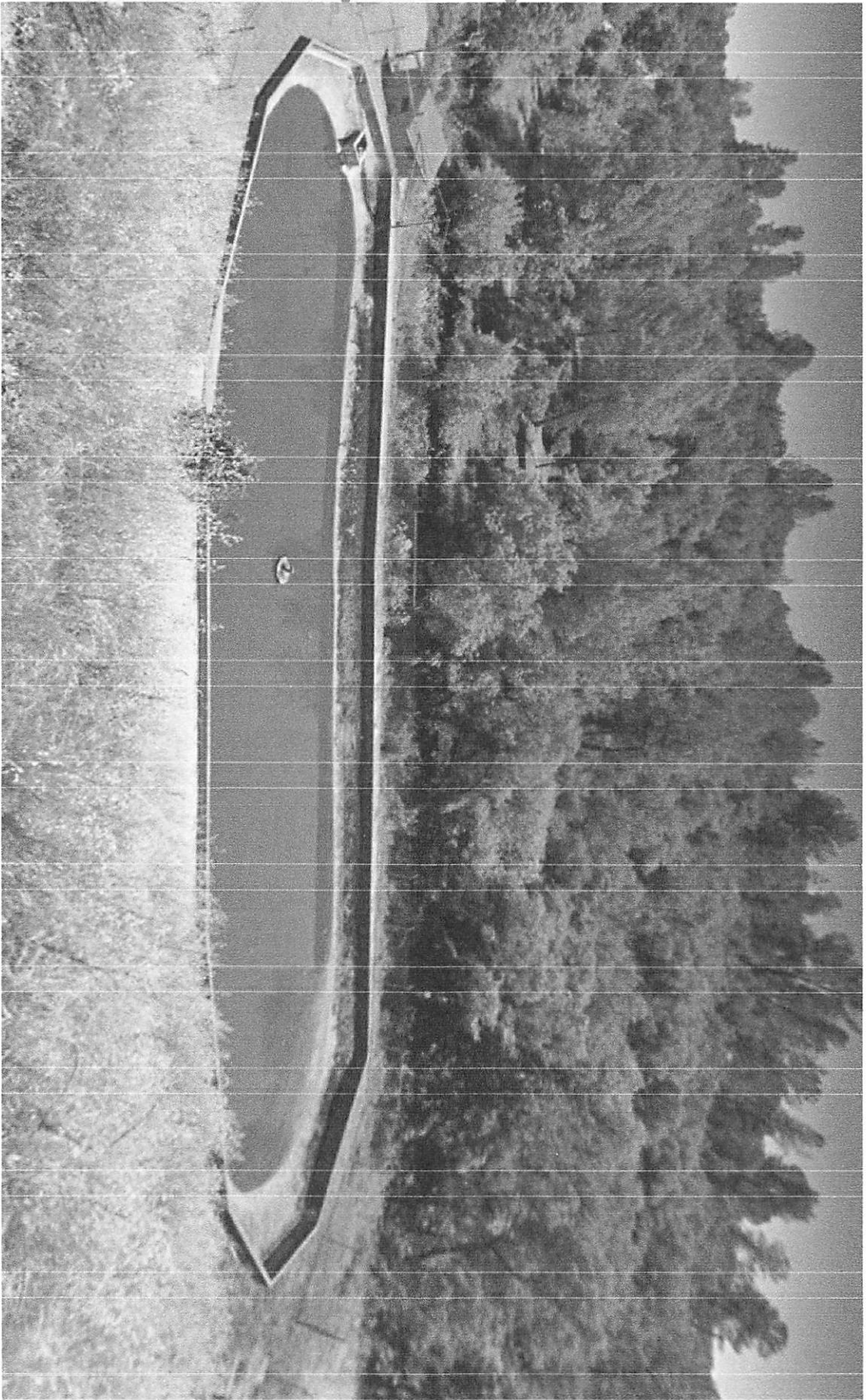


01

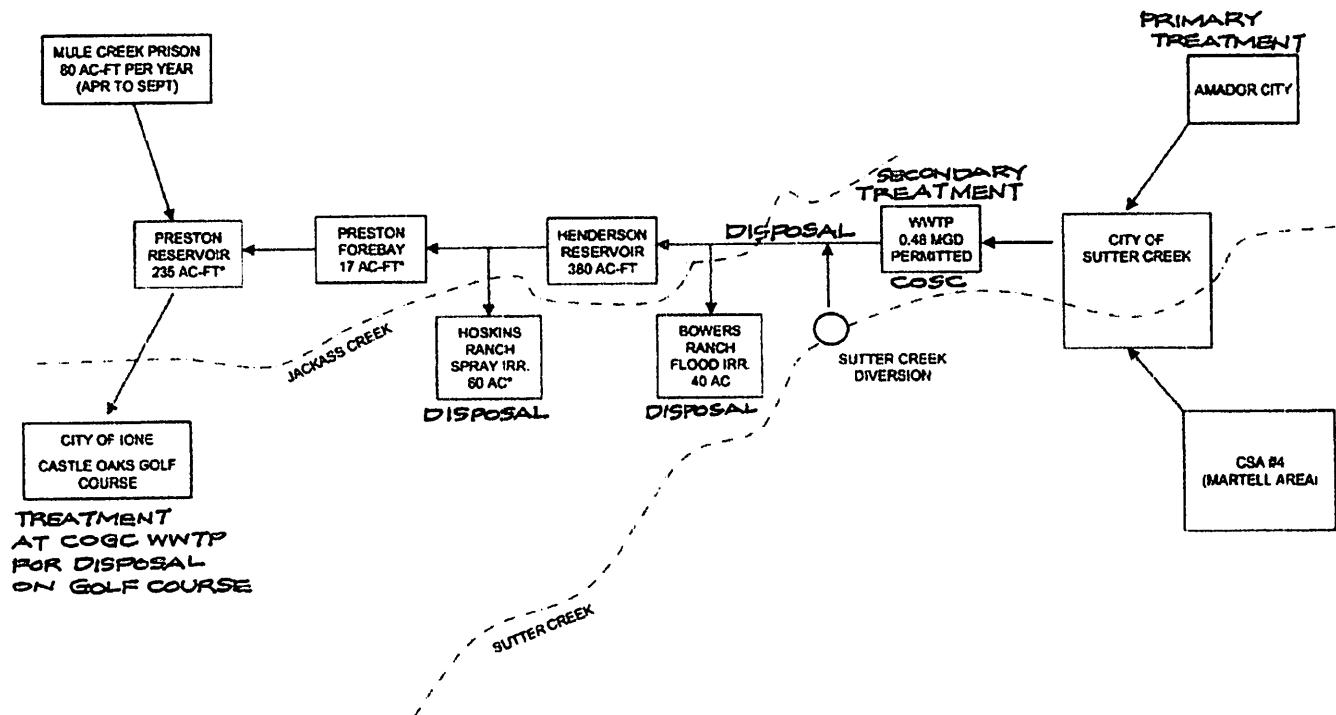
Our sewer system

relies on pumping effluent to Sutter
Creek.





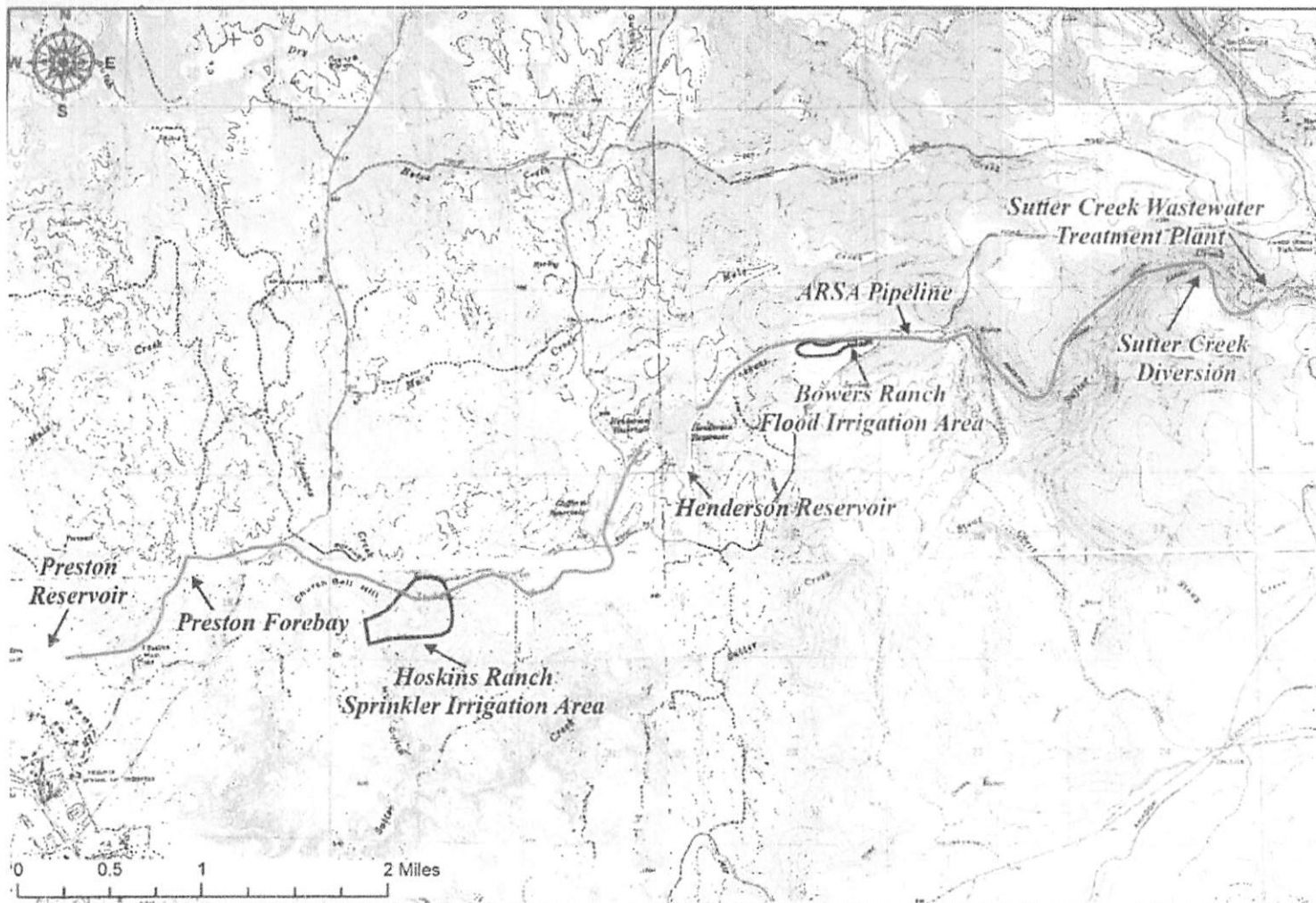
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* Maximum reservoir volume with freeboard, based on values in the *Amador Regional Sanitation Authority Water Balance* (Weatherby-Reynolds-Fritson Engineering, February 2007).

ARSA System Schematic

[Handwritten signature]



Existing Storage and Land Application Sites

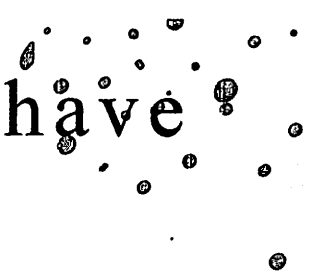
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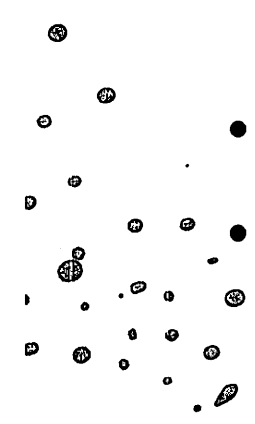
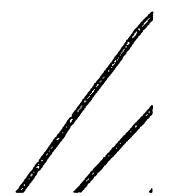
02

A sewer rate study

examined operating costs, revenues,
and future capital expenses to propose
new rates.



Why we needed a sewer study and have a current sewer study to use

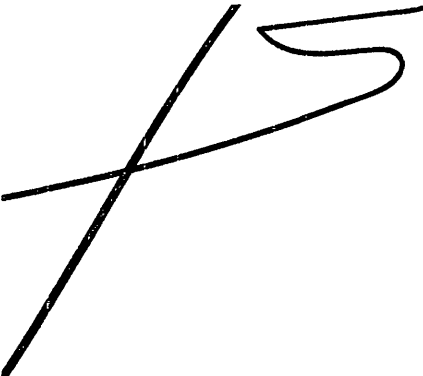
- 
- A formal sewer study is required by Proposition 218 to ensure that operating costs are covered and capital reserves are maintained.
 - In 2021, we worked with RCAC (Rural Community Assistance Corporation) who conducted our study at no charge; this usually costs agencies \$25k or more. Their final report was approved by City Council in 2022. It addressed all aspects of our sewer operations, maintenance, and capital upgrades --and accounts for inflation as well.
 - Our last rate increase was in 2023, a one year increase based on the then a proposed rate structure(The resolution approving the proposed rate structure was not approved by city council vote)
 - Our current rate falls short of covering our operating expenses by up to \$1,000/month
 - Rates have not been raised based on information that ARSA was being dissolved in 2024 and Sutter Creek was assuming responsibility and liability. It is still in existence and the relationship with Sutter Creek is unknown. Despite requests for a contract, none has been forthcoming in 2 years.
- 



03

Options for proposed rates

cover operating costs and
supplementing the capital
improvement fund through 2027

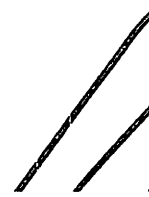


What we need to cover

Operating costs

- \$135K-\$170K annually

Contributions to the Sewer Capital Improvement fund from General Fund

- Currently ~\$250k (in Budget 2025-2026, approved by City Council 17 June 2025)
 - It is recommended that the fund have ~\$400k in reserve
 - Depending on the rate structure and future approved transfers from General Fund to the Sewer Capital Improvement Fund, we may have to apply for grants for up to 75% of actual capital expenses in order to make any proposals work.
- 
- 

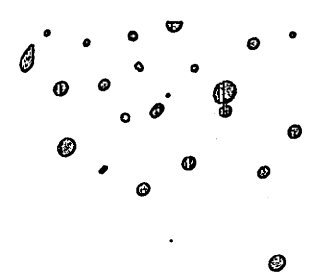
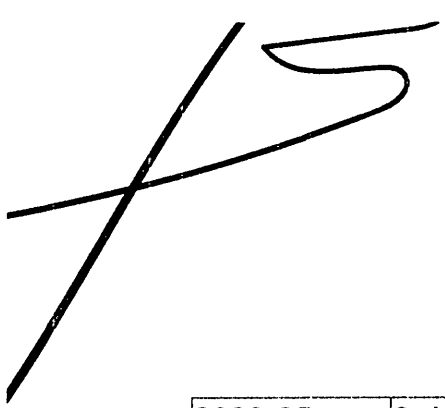
Rate Structures as Recommended in Original Sewer Rate Study, Adjusted for the 3rd, 4th and 5th* Years

2023-25	3rd	4th	5th*		A
\$94.96	\$105.36	\$118.53	\$119.00		

- Capital improvement likely to be supplemented
- operating costs covered

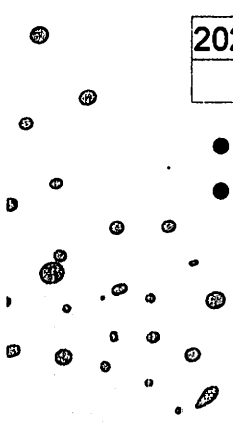
2023-25	3rd	4th	5th*		B
\$94.96	\$112.00	\$113.50	\$115.00		

- Capital improvement likely to be supplemented
- operating costs covered

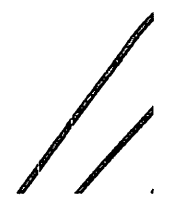


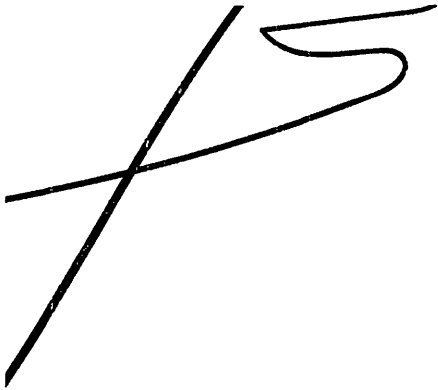
2023-25	3rd	4th	5th*		C
\$94.96	\$101.25	\$105.05	\$108.75		

- Capital improvement unlikely to be supplemented
- operating costs probably covered

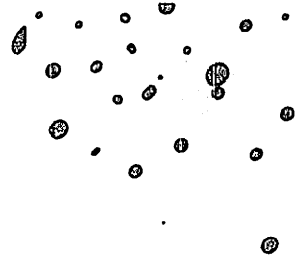


2023-25	3rd	4th	5th*		D
\$94.96	same	\$90.55	\$97.55		

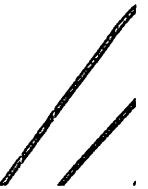
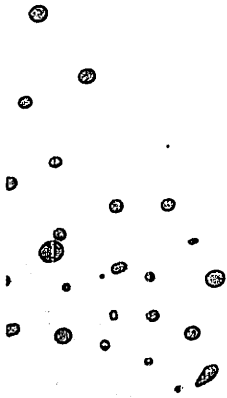
- Capital improvement not supplemented
 - operating costs not covered
- 



More information



- Sutter Creek charges sewer customers ~\$110+ a month and the rate is currently being raised.
- It is extremely likely that the deficits in covering operating costs and /or building capital improvement funds will be passed along to Amador City residents.



04

The Prop 218 process

protects ratepayers from unwarranted
rate increases.

04

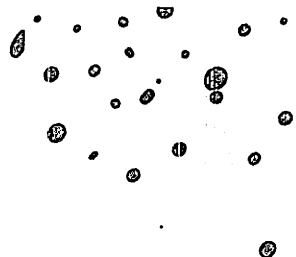
The Prop 218 process
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rate increases.

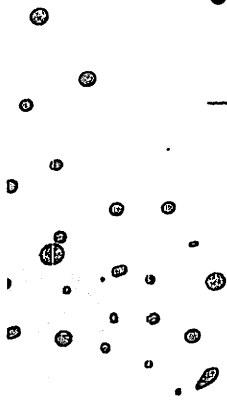
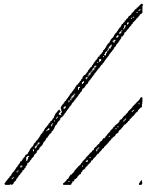
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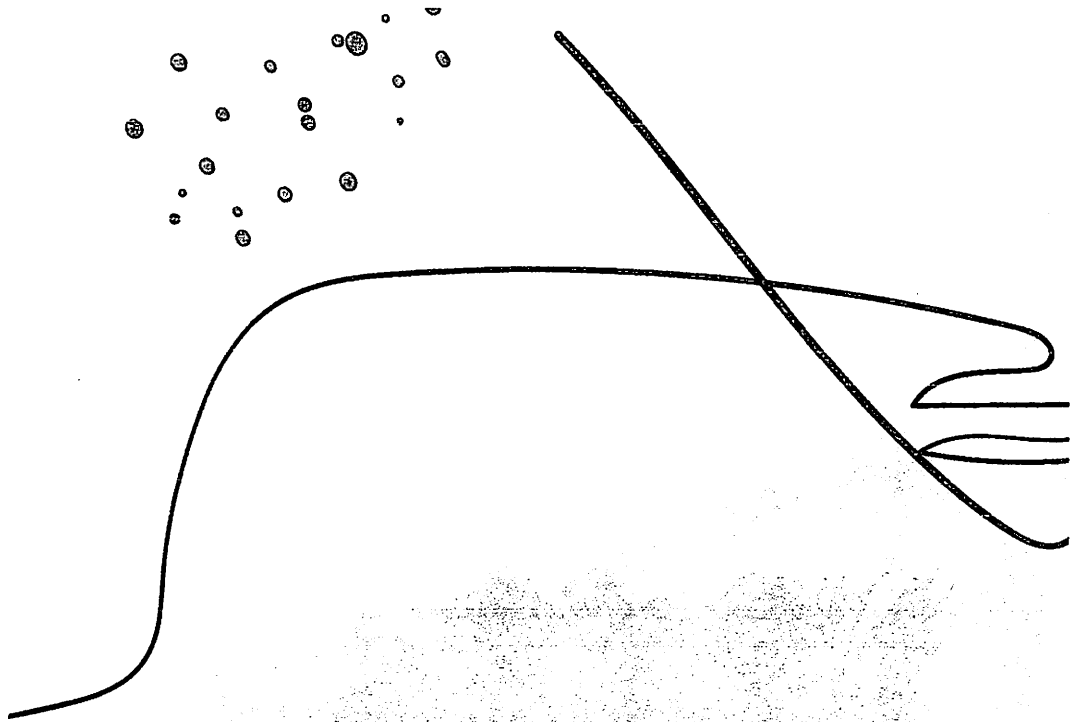
The Prop 218 process
protects ratepayers from unwarranted
rate increases.



How we proceed



- City Council approves a rate plan.
 - All rate payers receive a letter describing the rate plan and the prop. 218 process.
 - Rate payers have 45 days to submit a written objection to the rates.
 - After the 45 days, City Council holds a public hearing.
 - Letters are counted.
 - If <50% of rate payers object IN WRITING to the increase, then the rates pass.
 - If >50% of rate payers object IN WRITING to the increase, the proposed rate structure does not change
- 
- 

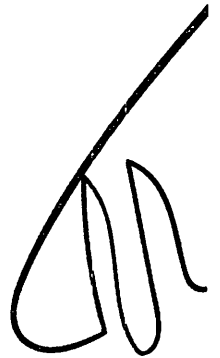
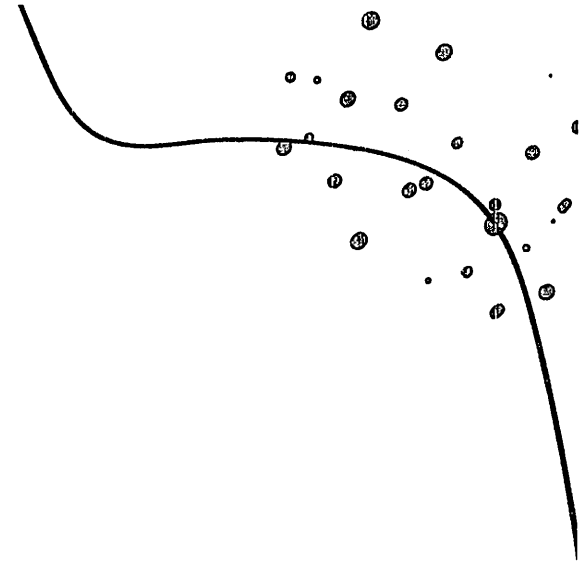
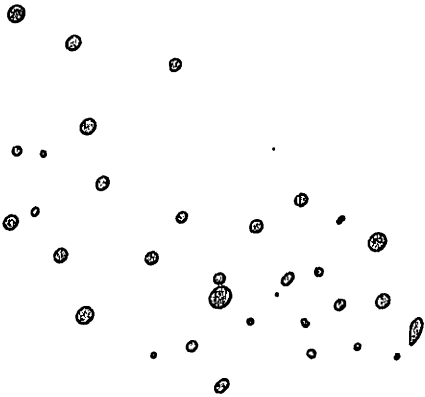


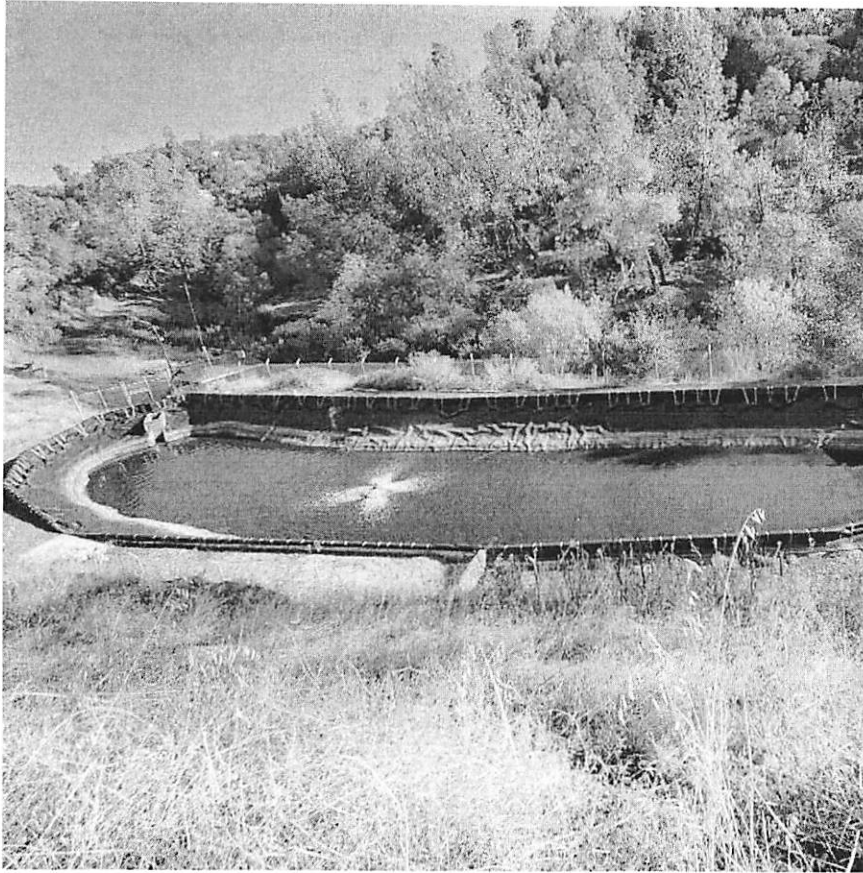
THANKS

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Amador City Wastewater Rate Study

Rural Community
Assistance Corporation



Rural Community Assistance Corporation
is an Equal Opportunity Employer

Funder Acknowledgement

This material is based upon work supported under a grant by the Rural Utilities Service, United States Department of Agriculture, and produced as part of the RCAP Technitrain Project. Any opinions, findings, and conclusions or recommendations expressed in this material are solely the responsibility of the authors and do not necessarily represent the official views of the Rural Utilities Service.

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Executive Summary

Amador City (Amador City) requested Rural Community Assistance Corporation (RCAC) conduct a rate study for their wastewater system. The study calculated wastewater rates that would meet revenue requirements, provide financial stability for the system, and comply with state regulation. The rates proposed in the study were developed according to industry standards.

RCAC recommends that Amador City adopts the equivalent single family residential (ESFR) rate adjustments described in this report and summarized in Table 3. Two primary areas utilized in proposing rates are:

- Budget- RCAC utilizes historic information, as well as inflationary adjustments and input from staff to develop a five-year projection of expenses (Table 1)
- Capital Improvement Planning – RCAC works with the system to develop a capital improvement plan to estimate future cash needs for capital improvements (Table 2)

Each of these is summarized below.

	2020	2021	2022	2023	2024	2025	2026	2027
O&M Expenses:	\$123,815	\$122,170	\$122,152	\$126,427	\$130,852	\$135,432	\$148,172	\$153,078
Admin Expenses:	\$0	\$0	\$0	\$61,992	\$55,961	\$43,583	\$43,583	\$43,583
TOTAL EXPENSES	\$123,815	\$122,170	\$122,152	\$188,419	\$186,813	\$179,015	\$191,755	\$196,661
TOTAL REVENUE	\$19,086	\$19,495	\$0	\$155,707	\$161,647	\$175,998	\$190,654	\$196,323
NET LOSS OR GAIN:	-\$104,729	-\$102,675	-\$122,152	-\$33,491	-\$25,973	-\$3,897	-\$2,054	-\$1,320
Reserve Contribution	-\$104,729	-\$102,675	-\$122,152	\$28,501	\$29,987	\$34,028	\$35,872	\$36,606

Table 1: Historic and Projected 5-year Expenses/Revenues

Reserve	2023	2024	2025	2026	2027
Opening Balance	\$400,000	\$240,082	\$83,256	-\$61,731	-\$217,614
Capital Expenditures	\$188,419	\$186,813	\$179,015	\$191,755	\$196,661
Contributions	\$28,501	\$29,987	\$34,028	\$35,872	\$36,606
Ending Balance	\$240,082	\$83,256	-\$61,731	-\$217,614	-\$377,669

Table 2: Capital Reserve Funding Summary

The FY 2023/24 rate increase is assumed to be implemented on July 1, 2023, and future increases are implemented July 1 each year. RCAC's proposed rates to achieve the above are included below.

	2023	2024	2025	2026	2027
Per ESFR Rate	\$91.47	\$94.96	\$103.39	\$112.00	\$115.33
Percent Increase	35.31%	3.82%	8.88%	8.33%	2.97%

Table 3: Proposed 5-year Rates

Introduction

Founded in 1978, RCAC provides training, technical, and financial resources and advocacy so rural communities can achieve their goals. Since 1978, our dedicated staff and active board, coupled with our key values: leadership, collaboration, commitment, quality, and integrity, have helped effect positive change in rural communities across the West. RCAC's work includes environmental infrastructure (water, wastewater, and solid waste facilities); affordable housing development; economic and leadership development; and community development finance. These services are available to communities with populations of fewer than 50,000, other nonprofit groups, Tribal organizations, farmworkers, colonias and other specific populations. Headquartered in West Sacramento, California, RCAC's employees serve rural communities in 13 western states and the Pacific Island.

The elected governing body of Amador City has a fiduciary responsibility to set the rates at a level that the utility will continue to operate in the future, including future funds to replace all parts of the system as they wear out. Amador City staff worked cooperatively with RCAC by providing revenues and expenditures, utility planned capital improvement costs, and an inventory of assets to assist with determining net revenue and calculating the reserve funds required for other repairs and replacement projects.

This rate study was conducted using several principles of rate setting and focus on compliance with California laws:

- **Fairness to Users** – rates should be fair to all rate payers. No single rate payer or group of rate payers should be singled out for different rates. The utility should not charge more for wastewater than the cost to provide the service. The cost should include operations, repairs, interest, loan principal, fines, replacement costs, and all other costs related to the collection, treatment, and disposal of wastewater, now and in the foreseeable future.
- **Justifiability** – water rates must be based on actual needs of the utility. Revenue generated from wastewater rates cannot be used for anything but to pay for the costs of collecting, treating and disposal of wastewater within its service area, plus any administrative costs now and in the foreseeable future.
- **Legality** – compliant with California State Proposition 218

Disclaimer: The findings, recommendations, and conclusions contained in this financial analysis are based on financial information provided to RCAC by Amador City. Although reasonable care was made to assure the reliability of this information, no warranty is expressed or implied as to the correctness, accuracy or completeness of the information contained herein. Any action taken based on such findings, recommendations, or conclusions is undertaken at the discretion of Amador City. In no event will RCAC or its partners, employees, or agents, be liable for any decision made or action taken in reliance on the information contained in this analysis.

System Basic Statistics

Amador City, CA is a small historic gold rush town located between Sutter Creek and Plymouth near the Shenandoah Valley wine region, near the foothills of the Sierra Nevada mountains. The name, Amador City, gets its name from Jose Maria Amador, who owned Ranch San Ramon in present-day Contra Costa County, CA. In the spring of 1863, silver-ore was discovered in Amador Canyon and Amador was ranked among the state's leaders in gold production, second to Nevada County.

The area was first settled in 1853 and incorporated in 1915, and is known as California's smallest Amador City, with a land base of just 0.3 square miles. The commercial district is located on Main Street (Hwy 49), these original mining-era buildings are now home to unique shops, restaurants, and bakeries, the residential infill in and around the commercial district.

Amador City lies within California's 4th U.S. Congressional District in Amador County. According to the U.S. Census Bureau, Amador City had an estimated Median Household Income (MHI) of \$65,187 in 2020.; and an estimated poverty of 10.3%. Amador City does not grow rapidly and is made up of largely older homes and includes a mix of income levels, but most households are in the moderate and above moderate-income groups.

Amador City provides wastewater collection services to its boundary area and provides partial treatment before pumping the wastewater to the City of Sutter Creek for treatment and to convey the treated wastewater effluent to land disposal systems. The system operator inspects the treatment plant daily during the business week for a short period of time, but the plant is left unattended for most of the day and on weekends. Plant operations are automated in that pumping is controlled by floats (i.e., water level) timers.

The 335,000-gallon wastewater collection pond and the 125,000-gallon effluent pump station/force main was installed in 1976. The system's wastewater facility provides aeration of its wastewater flows prior to exporting. The wastewater is exported to the City of Sutter Creek's wastewater treatment plant through an effluent pump station and is generally transferred during the evening and other low-flow periods to Sutter Creek. The pump station is equipped with two pumps, with a combined capacity of 136,000 gpd, and a four-inch force main with a capacity of 125,000 gpd. The force main holds approximately 7,000 gallons at any one time and may be drained to the equalization basin for maintenance purposes. Amador City owns and maintains 1.9 miles of sewer collection system, most of which is composed of pipe six inches in diameter. Sewer lines make three crossings of Amador Creek.

Amador City provides wastewater, road maintenance, drainage, parks and recreation, and cemetery services. Amador Water Agency provides retail water services throughout the city. Amador Regional Sanitation Authority provides secondary wastewater treatment and disposal services to all residents within the City's limits.

In 2021, Amador City requested RCAC complete an update of the wastewater rates. The Amador City current rates were adopted on January 23, 2016, under Ordinance No. 174. Amador City is in the sixth year of operating on this budget and have found the users fee is insufficient to continue operating the sewer system.

The Amador City charges by equivalent single family residential unit (ESFR) times \$67.60 and not to be less than a single-family dwelling unit rate of \$67.60 and not less than a single-family dwelling unit rate

of \$67.60. An ESFR unit is determined by the average daily amount of water used during the winter months of December, January, and February by all metered residences divided by the number of residences and is determined by the Amador City sanitation engineer. Otherwise, Amador City charges the same every month of the amount of \$67.60 per ESFR. Amador City has a history of slow population growth and according to the 2020 U.S. Census data 13.2% of the Amador City residents are 65 years or older. Projections of population growth used the Amador

Amador City's wastewater system serves an estimated population of 190 people as indicated by the 2020 U.S. Census has 130 connections - 120 residential accounts, eight (8) commercial accounts and two (2) other accounts consisting of apartments. The system experienced approximately ten sanitary sewer overflow (backup) event in 2021. Peak flow is more than double dry weather flow, indicating infiltration and inflow problems. The city has identified infiltration and inflow problems and taken steps to reduce impacts on the collection system. Excessive infiltration and inflow decrease the efficiency and capacity of wastewater collection and treatment systems. In addition, excessive infiltration and inflow contribute to hydraulic overloading of treatment processes. This can affect public health and the community's compliance with state and federal water quality standards.

Infiltration-excess water that enters the sewer system through defective pipes, pipe joints, connections, or manholes. Infiltration is usually measured during seasonal high ground water conditions, during a dry period.

Inflow - unwanted water that enters a sewer system from multiple sources which include roof leaders, cellar drains, yard drains, area drains, drains from wet areas, cross connection between storm sewer and sanitary sewer, catch basins, cooling towers, stormwater, surface runoff, street wash-water, and drainage.

Current Financial condition and analysis

The Amador City current rates were adopted on January 23, 2016, under Ordinance No. 174. Amador City is in the sixth year of operating on this budget and have found the users fee is insufficient to continue operating the sewer system. Amador City charges by ESFR of \$67.60 and not to be less than a single-family dwelling unit rate of \$67.60.

In alignment with the utility's fiscal year the operating budget is simply a 12-month forecast of expected revenues and expenses. The purpose of the budget is to ensure the system's revenues balance expenditures and needed reserves. The utilities management should take into consideration:

- Current budget and historical revenues and expenses from the past 2 to 4 fiscal years
- Current debt-service requirements
- Uncollectable accounts (as % of sales)
- Unplanned "emergency" expenses that occurred within the past several years
- Revenues from customer billings and other sources of income for the past several years
- Recommended reserve levels necessary

Consider previous years revenue and expense records for the utility, and to anticipated changes to those revenues/expenses during the coming year, including:

- Anticipated changes in operating expenses, such as wage/salary increases, new hires, changes in cost of materials, supplies, transportation, electricity, and other utilities, as well as adjustments for inflation. O&M reserves are funds you should have available to pay for the day-to-day operations of the utility. Revenue and expenses do not always coincide and a cushion of 1.5 x the revenue in a billing cycle is recommended. You currently have a negative balance in O&M reserves (-\$122,152)
- Changes in emergency reserves and available on short notice. AWWA recommends the emergency reserve to be the cost of the most expensive piece of equipment that can fail and needs to be replaced immediately. You currently have \$128,547 in emergency reserves
- Changes in revenues due to expected rate and fee adjustments, growth or decline in the customer base, etc.
- Expected transfers to/from financial reserves should have policies in place to clarify:
 - The establishment of these reserve account(s)
 - Who, how and under what circumstances these funds can be accessed
 - How the accounts are to be funded. When funds accumulate in the operating accounts, policies should be in place to periodically transfer funds to the reserve accounts

Amador City's wastewater rate analysis was undertaken with the following objectives:

- Maintain wastewater services through operation and maintenance for the wastewater collection system
- Maintain adequate reserve levels to ensure continuity in operations
- Provide greater revenue stability for the Utility for capital investment
- Comply with Proposition 218 requirements to ensure cost of service are properly allocated amongst user classifications

The proposed equivalent single family residential (ESFR) fixed wastewater rate was calculated based on the net revenue requirements, number of customer accounts, winter water consumption, and other City-provided information. During the rate study, RCAC presented three rate alternatives that would allow the city water board to meet the revenue requirements for the wastewater system. The final rate presented below reflects input from city staff, which includes the priority of maintaining the existing rate structure and applying an across-the-board increase to the existing rate schedule. The specific objective addressed in the wastewater rate analysis is to generate additional revenue needed to meet projected funding requirements.

	2023	2024	2025	2026	2027
Per ESFR Rate	\$91.47	\$94.96	\$103.39	\$112.00	\$115.33

Table 1: Suggested Rates by Fiscal Year

Future Financial condition and analysis

The Amador City's council understands the importance of maintaining reasonable reserves to handle emergencies, fund working capital to maintain a good credit rating, and generally follow sound financial management practices. Rate increases are governed by the need to meet O&M costs, maintain debt coverage, and build reasonable reserves for financing activities associated with running a wastewater system that include the following:

Meeting revenue requirements: The following budget reflects proposed rates and the required revenue to fully fund the system

Revenue Requirements	2023	2024	2025	2026	2027
TOTAL EXPENSES	\$188,419	\$186,813	\$179,015	\$191,755	\$196,661
TOTAL REVENUE	\$154,928	\$160,839	\$175,118	\$189,701	\$195,341
SURPLUS (LOSS)	-\$33,491	-\$25,973	-\$3,897	-\$2,054	-\$1,320
CONTRIBUTION TO RESERVES	\$28,501	\$29,987	\$34,028	\$35,872	\$36,606

Building and maintaining reserve funds: Reserves are a valuable aspect of financial sustainability and necessary for systems to withstand emergencies, decreases in revenues and the need to improve their infrastructure. The below table summarizes the financial reserves necessary for financial sustainability:

Reserve	Current Balance	System Goal	Make Up Period	Annual Revenue Requirements
Operating	\$15,803	\$15,803	0	0
Emergency	\$15,000	\$15,000	0	0
Capital (5-year)	\$400,000	\$450,584	5	\$10,117

Inflation and growth projections – during the rate study period, the following are assumed regarding inflation and community growth factors.

- Inflation was assumed to be 3.5%, which is low in the current environment but will likely sustain the system for the next 5-years RCAC recommends this study be redone in 2024 if inflation remains above 4% throughout 2023.
- The community was expected to remain stable in population and new connections.

Impact of annual rate adjustment date – this study assumes that rate adjustments occur with the fiscal year and are implemented in July of each year.

The below table summarizes the complete budget found in Appendix A.

	2023	2024	2025	2026	2027
TOTAL EXPENSES	\$188,419	\$186,813	\$179,015	\$191,755	\$196,661
TOTAL REVENUE	\$154,928	\$160,839	\$175,118	\$189,701	\$195,341
OVER(SHORT) REVENUE NEEDS:	-\$33,491	-\$25,973	-\$3,897	-\$2,054	-\$1,320
CONTRIBUTION TO RESERVES	\$28,501	\$29,987	\$34,028	\$35,872	\$36,606

Recommendations

RCAC recommends ACWW adopt this rate study and its recommendations and proceed with the next steps required to implement the proposed rate to maintain current level of service and minimize the overall impact.

Based on successfully meeting the Proposition 218 procedural requirements, ACWW should proceed with implementing the 5-year schedule of proposed rates and rate adjustments previously shown in Table 3. This will help ensure the continued financial health of the City's wastewater utility.

The purpose of this rate study is to provide the opportunity for Amador City to take the following actions:

- Public outreach – improve customer awareness and understanding of the rate change before it goes into effect through:
 - Flyers, newsletters, postings in public places, billing inserts, websites
 - Hold or speak at public meetings – school board meetings, volunteer organizations, senior center lunches
 - Offer to send sample bills to provide customers with a snapshot of future billing amounts
- Strive to be transparent – a sustainable utility must promote its services and continuously educate its customers.
- Establish a pattern of small rate adjustments every year to keep up with inflation and capital projects – this practice improves customer awareness of the cost of operating the wastewater service and minimizes large rate increases every 5 or 10 years.
- Review reserve policies for adequacy to meet current and projected reserve funding needs.

After the successful implementation of the new utility rates or rate structure, those new rates should be closely monitored over the next several years to ensure the revenue generated is sufficient to meet the annual revenue requirements. Due to economic and water consumption patterns always changing, the need for an annual review of the rates is necessary. Monitoring for potential and unseen changes with revenue requirements, especially those relating to environmental regulations, can significantly affect capital improvements and repair/replacement costs.

9

"Since that area is already a fire lane, these are the requirements that need to be followed to effectively ensure that notice is given." *Dave Groth*

In California, creating a fire lane involves designating an area for emergency vehicle access and ensuring it meets specific requirements to facilitate firefighting and rescue operations. Key aspects include the width and vertical clearance of the access road, signage, and curb markings.

A breakdown of the requirements:

1. Width and Clearance:

- Fire apparatus access roads must have a minimum unobstructed width of 20 feet, exclusive of shoulders.
- They also require a minimum unobstructed vertical clearance of 13 feet 6 inches.
- Dead-end fire lanes exceeding 150 feet in length must have an approved area for turning around fire apparatus.

2. Marking and Signage:

- Fire lanes must be clearly marked, either with red curbs or a red stripe on the edge of the roadway.
- Additionally, the words "FIRE LANE" should be clearly visible in contrasting color on the red marking.
- Signs indicating the fire lane and prohibiting parking may also be required, especially at entrances to private property.
- Signage should be reflectorized with minimum 1-inch red lettering on a white background.
- The sign should also include the name and phone number of the towing company and the local law enforcement agency.

3. Additional Considerations:

- The fire chief or fire code official has the authority to determine the specific requirements for fire lanes in their jurisdiction.
- Fire lanes should be designed to support the weight of fire apparatus and have all-weather driving capabilities.
- Obstructions like parked vehicles, dumpsters, or vegetation can impede access and should be avoided.

4. Parking Restrictions:

- Parking is prohibited within fire lanes, and vehicles obstructing these areas can be cited and towed.
- Signage should clearly state that vehicles will be towed at the owner's expense.