CITY COUNCIL OF AMADOR CITY
DRAFT, REGULAR MEETING AGENDA
THURSDAY, 21 AUGUST 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 less than 72 hours prior to the meeting. Any pertinent documents related to Regular Agenda Items will be distributed to Council Members no less than 72 hours prior to the meeting and available at City Hall during City Hall hours.

In-person participation by the public is welcomed. Future 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 cityclerk@amador-city.com before 11:00 AM on the day of the meeting. Emailed public comments will be distributed to City Council and made part of the official record.

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

CALL TO ORDER

FLAG SALUTE/PLEDGE OF ALLEGIANCE

ROLL CALL/ESTABLISH A QUORUM

Council Members Ambroselli, Bragstad, Sherrill, Unquez, Staples

PROCLAMATIONS/CORRESPONDENCE

APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA 21 AUGUST 2025

PUBLIC COMMENT

Under provisions of the California Code, citizens wishing to address the Council for any matter not on the agenda may do so at this time. Please 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 CALENDAR ITEMS

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

1. Regular Meeting Agenda Minutes of 17 July 2025
2. Special Meeting Agenda Minutes of 29 July 2025
3. Financial Report

ORDINANCES AND PUBLIC HEARINGS *None*

REGULAR AGENDA ITEMS:

3.	**Vacant Staff Position:**	Discussion and possible action by council motion and vote regarding the appointment of an applicant to the vacant elected city treasurer position for the remainder of the unexpired term (through December 2026/January 2027).
	Attachment:	Flyer, Vacancy for the Position of Elected City Treasurer Title 4, Government of Cities, Officers, City Treasurer Letter of Interest from Lydia Testa
4.	**Sewer Rates:**	Discussion only regarding the next steps in the Proposition 218 process for increasing fees for utilities.
	Attachment:	Draft, Letter to Sewer Rate Payers
5.	**Culbert Park:**	Discussion only regarding the recent Amador County Board of Supervisors agreement to transfer $50,000 from Park and Rec Development Impact Fee Fund to Amador City for new park facilities
	Attachment:	Graphics of the proposed park pavilion Estimate 2/26/2025, Campbell Construction
6.	**Resolution 640:**	Discussion and possible action by council motion and vote regarding increasing the number of work days for the elected city clerk to match the number of days city hall is open to the public.
	Attachment :	Draft, Resolution 640 Approving the Increase in Work Days and Proportional Increase in Salary for the Elected City Clerk

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 REPORTS

CITY ATTORNEY REPORT

REQUESTS FOR FUTURE AGENDA ITEMS

CLOSED SESSION

ADJOURNMENT

The next scheduled Regular City Council meeting is Thursday, 18 September 2025 at 7:00 PM at Old City Hall/Firehouse at 14203 Main Street/Old Hwy 49.

CITY OF AMADOR CITY

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL

THURSDAY, JULY 17, 2025

Meeting called to order at 7:02 p.m.

Flag Salute/ Pledge of Allegiance

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

Approval of Agenda with correction of government code noted in Closed Session to section 54957.

ORDINANCES AND PUBLIC HEARINGS

1. Ordinance 187, Establishing City Parks as Smoke-Free Environments – Unguez moved, 2nd by Ambroselli to waive second hearing, approved unanimously. Public hearing at August 21, 2025, Council Meeting

PUBLIC MATTERS NOT ON THE AGENDA

Katelyn Fleming distributed a letter of interest and resume for position of City Administrator.

CONSENT AGENDA

2. Regular Meeting Agenda Minutes of June 26, 2025,- Sherrill moved, 2nd by Bragstad to approve Consent Agenda, approved unanimously

REGULAR AGENDA

3. Amador County Recreation Agency – Approve contract for park and cemetery, question was asked if ACRA could trim blackberries from Main Street. It was determined that was beyond their scope. Sutter Creek Fire Protection Department do it as part of fire mitigation. Ambroselli asked if our attorney, Patrick Keene had reviewed the contract. He stated the monthly fee had increased from $250 to $350. During summer months the park will be mowed, etc. once a week and as needed during the winter months. If the park is inaccessible, they will work in other areas in the City. Attorney approved the contract which will start August 1, 2025.. Ambroselli moved, 2nd by Unguez, approved unanimously.
4. Resolution #639 – Placing delinquent sewer bills on tax roll. Bragstad moved, 2nd by Unguez, approved unanimously.

5. Creek Clearing – Fire season prevents Cal Fire from providing work. We will go out to bid for 5 days. Publication can be on radio and their website at no charge. Special meeting scheduled for July 29, 2025, at 7:00 p.m. Motion by Ambroselli, 2nd by Sherrill to hold special meeting on July 29, 2025, at 7:00 p.m., approved unanimously.
6. Remediation of Old Grammar School – Budget to be amended to pay for Additive 3 . Sherrill moved, 2nd by Unguez to approve paying for Additive 3., approved unanimously.
7. Sewer Rates – Discussion only – Council agreed to proceed with Prop. 218
8. Old City Hall/Firehouse – Hours for City Hall to be Tuesday, Wednesday, Thursday, 9 a.m. to 12 p.m. Unguez moved, 2nd by Bragstad to have City Hall open 3 days, Tuesday, Wednesday, and Thursday 9 a.m. to 12 p.m. on a trial basis, approved unanimously.
9. Fire Lane, Water Street – City will contact Fire District regarding Fire Lane

COUNCIL MEMBER REPORTS – Sewer Committee still pursuing options. They will have something in writing for August meeting.

Committee on Streets and Roads – Statement of Purpose was read

Design Review – Small room addition planned some time in the future

CLOSED SESSION – Council gave direction to staff.

CITY OF AMADOR CITY

MINUTES OF SPECIAL MEETING OF THE CITY COUNCIL

THURSDAY, JULY 29, 2025

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

Flag Salute/Pledge of Allegiance

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

Approval of Agenda – Agenda approved with one correction: Sergio Landscaping corrected to read Gutierrez Landscaping; one addition: adding #4A – Letter of resignation from Treasurer, Holly Groth. Bragstad moved, 2nd by Sherrill to approve Agenda with correction and addition, approved unanimously.

Public Matters Not on Agenda – Resident Steve Testa requested use of City Hall to hold meetings of the Sutter Creek and Amador City Geologist Society monthly meeting. The City will provide a calendar indicating days City Hall would be available to them. E-mails will be exchanged.

Special Agenda –

1. Cleaning of Amador Creek – We advertised for bids and received only one for $7,700 which includes removal of debris. Luxemberg property is excluded. This bid is less than last year's. We will be applying for a CIRA grant for reimbursement. Work will begin August 1, 2025, and should take approximately 3 Saturdays. Sherrill moved, 2nd from Ambroselli to accept bid, approved unanimously.
2. Sewer Rate Structure – Option A was approved for inclusion in Prop. #218 process for increasing fees for sewer service. Ambroselli moved, 2nd by Sherrill to approve Option A, approved unanimously.
3. Remediation of Old Grammar School - We are rejecting #3a in favor of #3b – Sherrill moved, 2nd by Ambroselli , approved unanimously
4. A. Resignation Letter from Treasurer Holly Groth - Bragstad moved, 2nd by Sherrill, to accept resignation letter received from Treasurer, Holly Groth effective July 31, 2025, approved unanimously. Vacant position of Treasurer will be posted on website and in town on August 1, 2025.
   B. Letter written by Councilperson Ambroselli discussing recent personnel changes- Council recommended posting letter on our website – Ambroselli moved, 2nd by Sherrill to post letter on website, approved unanimously.

Council Member Reports:

Councilmember Ambroselli reported that Sutter Creek is in the design phase of a new sewer treatment plant; they are aiming for a tertiary plan, will issue bonds to raise money and would like to include Amador City in this endeavor.

Our sewer plant is in compliance with State Water Quality Control Board. Grant Reynolds and Greg Wood are working together on sewer maintenance issues. Leap grant will pay for sewer plant/system study. This will be ready in October.

Attorney Reports - None

Meeting adjourned at 8:00 p.m.

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CITY OF AMADOR CITY

INCORPORATED JUNE 2, 1915

California.

4 August 2025

VACANCY FOR THE POSITION OF ELECTED CITY TREASURER

The City Council of Amador City invites interested residents to submit a letter of interest to fill the position of Elected City Treasurer.

- Applicants must be 18 years of age, reside within the city limits of Amador City, and be registered to vote in Amador City
- The appointment will fill the vacancy of the elected city treasurer
- This is a part-time position with a salary
- The appointment will be through the next election cycle in 2027
- responsibilities include the following (CA Govt Code § 41001)
  - comply with all laws governing the deposit and securing of public funds
  - pay out money only on warrants (checks) signed by legally designated persons
  - at least once each month, submit a written report and accounting of all receipts, disbursements, and fund balances

Appointment Process to Fill the Vacant Position of Elected City Treasurer

1. Submit a letter of interest in filling the vacancy.
   - by mail (The City of Amador City, PO Box 200, Amador City 95601)
   - email to City Clerk (city.clerk@amador-city.com)
2. Letters of interest should include the following information:
   - your full name
   - physical address, mailing address, email address
   - confirmation that you are registered to vote in Amador City
   - relevant experience, why you are interested in filling the vacancy
   - any other information you'd like the City Council to consider
3. Letters of interest will be provided to the City Council Members for review. Interviews will be conducted at a Regular Meeting. The appointee will take the Oath of Office at that time.

Announcement of the vacancy and invitations to submit a letter of interest are posted in town, available at City Hall in the Old City Hall/Firehouse and on the website for Amador City https://amador-city.com/government-overview/

Serving residents of Amador City is important, interesting, and rewarding. Consider submitting a letter of interest.

2024 California Code
Government Code - GOV

TITLE 4 - GOVERNMENT OF CITIES
DIVISION 3 - OFFICERS
PART 3 - OTHER OFFICERS
CHAPTER 3 - City Treasurer
Section 41001-41005

41001. The city treasurer shall receive and safely keep all money the treasurer receives.

41002. (a) The city treasurer shall comply with all laws governing the deposit and securing of public funds and the handling of trust funds in his or her possession.

41003. The city treasurer shall pay out money only on warrants signed by legally designated persons.

41004. Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body.

41005. The city treasurer shall perform such duties relative to the collection of city taxes and license fees as are prescribed by ordinance.

Subject: Re: Treasurer position
From: Lydia Testa <lydiatesta@aol.com>
Date: 8/12/2025, 3:00 PM
To: city.clerk@amador-city.com

RECEIVED AUG 13 2025

RECEIVED AUG 13 2025

To: City.clerk@amador-city.com

Dear City Clerk,

In response to the vacant Elected Treasurer notice, I would like to apply for the position.

My name and address: Lydia Testa, 14441 Church Street, Amador City, CA 95601. Currently my voter registration is Calaveras County but if I am selected for the position I will change my registration as soon as possible.

My experience: For the past 35 years I have served as Office Manager of my husband's corporation, Testa Environmental Corporation. Prior to that business I was a Legal Assistant for 25 years in Seattle.

Thank you for considering my application to City Treasurer.

Sincerely,
Lydia Testa
14441 Church Street
Amador City, CA 95601
Email: lydiatesta@aol.com
Phone: 209-402-0072

Sent from my IPad

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CITY OF AMADOR CITY

INCORPORATED JUNE 2, 1915

California

NOTICE OF PUBLIC HEARING ON PROPOSED WASTEWATER WATER RATES FOR AMADOR CITY WASTEWATER

Public Hearing, October 14, 2025, at 6 PM
at the The Old City Hall, 14203 Main Street/Old Hwy 49, Amador City

WHY ARE YOU RECEIVING THIS NOTICE.

This notice is being furnished to you by Amador City Wastewater [ACWW][1] pursuant to the California Constitution Article XIII Section D (also known as "Proposition 218"). Under terms of Proposition 218, the district is required to notify property owners of proposed changes to property related fees such as wastewater services. This letter serves as notice that ACWW will hold a public hearing to consider changes to its current wastewater rates.

WHAT DO WASTEWATER RATES FUND?.

ACWW provides wastewater services to about 130 customers. **These services must be financially self-sufficient.**

Monthly rates paid by users of the system are the primary sources of revenue. All revenue generated from your utility bill is used to maintain and operate the wastewater collection system. These revenues must meet all costs, such as electricity, maintenance, licensing, fees, repairs, staff salaries, and build up reserves for emergency repairs and future replacement of the system when it is time to be replaced. ACWW is committed to responsible financial management of our public wastewater system.

WHY ARE RATE CHANGES REQUIRED?.

A Sewer Rate Study was conducted in 2021 ans early 2022. It was adopted by City Council of Amador City in 2022. It examined the cost of providing wastewater services with the objective of ensuring long term fiscal sustainability. Rates need to be adequate to recover the expenses while ensuring that costs are equitably allocated so that rates are in proportion to the services received by each user. The rates that Amador City currently charges have resulted in an approximately $1,000 shortfall each month for more than one-year. In addition, our reserves are approximately one quarter of what is required.

An analysis of the capital replacement requirements was also conducted. Capital assets of ACWW were reviewed and an estimated replacement timeframe and cost were assigned. These ongoing replacements will be funded with grants, loans and the proposed rate adjustments.

NEW RATES.

Wastewater equivalent single family residential (ESFR) rates will adjust over a three-year period that remains in the adopted Sewer Rate Study, according to the below schedule.

	2023-24	Dec 1, 2025	Dec 1, 2026	Dec 1, 2027
Per ESFR Rate	$91.47	$105.36	$118.53	$119.00

The above Rates would go in effect beginning with the bill due in December 2025. Thereafter, rates will adjust on the bill due by December 2026 and December 2027.

Based on Article 8, Chapter 13.04.710, multi-family dwellings with more than four units will be charged the ESFR for the first unit and 55% of the ESFR on each unit thereafter. Additionally, commercial establishments that are not "special units" shall be charged the ESFR plus a multiplier that is based on the commercial establishment's average winter water use that exceeds the average winter water used by single-family residences. Average winter water is determined by measuring water used by all single-family residences during December, January and February and dividing it by all metered residences.

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[1] The ACWW Board of Directors is composed of the members of the City Council of Amador City.

These rates are the minimum that can be justified as being prudent and necessary to meet operating costs and build reserves.

HOW ARE RATES CALCULATED?

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. The primary areas utilized in calculating the proposed rates are a five year projected budget created using ACWW historical budget, inflationary adjustments, and input from staff ; and a 30 year capital improvement plan to estimate the cash needs of systems management into the future.

MEETING & PROTEST

The purpose of the public hearing is for the ACWW Board of Directors to consider all comments about the rate adjustments to be imposed on parcels within the district. As the record owner or renter of a parcel identified to be subject to the imposition of the proposed rate adjustments, you may submit a **written** protest against the proposed rate adjustments. Provided, however, **if the identified parcel has more than one record owner or renter, only one written protest will be counted.** Each protest must (1) be in writing, (2) state that you are against the proposed water rates, (3) provide the parcel APN or ACWW account #, and (4) include the **original signature of the record owner or renter submitting the protest.** Protests submitted by e-mail, fax, or other electronic means will **not** be accepted.

Written protests must be submitted by mail to ACWW, PO Box 200, Amador City, CA 95601, or in person at the public hearing on October 14, 2025 so long as they are received prior to the start of the public hearing. ACWW staff will **not** accept protest letters as they all must be mailed to the address above or delivered in person at the October 14, 2025 public hearing before 6 PM. Please identify on the front of the envelope of any protest, whether mailed or submitted in person, that the enclosed letter is for the Proposed Adjustments of the Water Rates.

During the October 14, 2025, public hearing the written protests will be tallied by an impartial person. At the conclusion of the public hearing on March 2, 2023, the ACWW Board of Directors will consider adopting the proposed rate changes. Oral comments at the public hearing will not qualify as formal protests unless accompanied by a written protest and delivered as stated above. If, at the beginning of the Ocotber 14, 2025 public hearing, written protests against the rate adjustments are not presented, as outlined above, by a **majority of the owners or renters of the identified parcels** upon which the new rates are proposed to be imposed, the ACWW Board of Directors will be authorized to impose the rate adjustments as presented here.

The ACWW staff encourages questions regarding this proposal, and appointments will be accepted to determine future monthly wastewater bills for concerned customers (**these individual calculations cannot be done at the public hearing**). Questions or comments can be directed to Mayor Sandy Staples at sandy.staples@amador-city.com or --------.

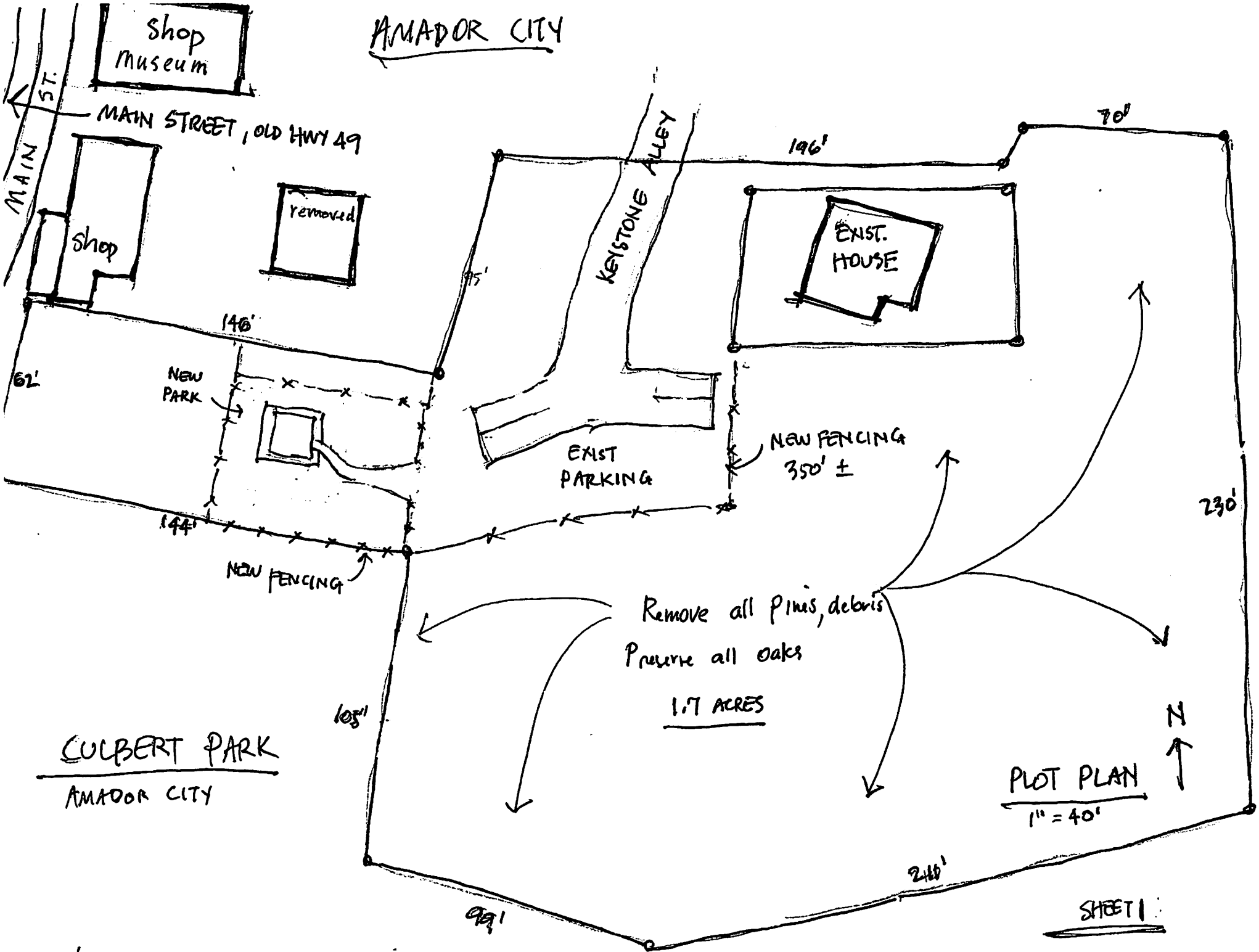
Reminder: Public Hearing, October 14, 2025, at 6 PM at the The Old City Hall/Firehouse

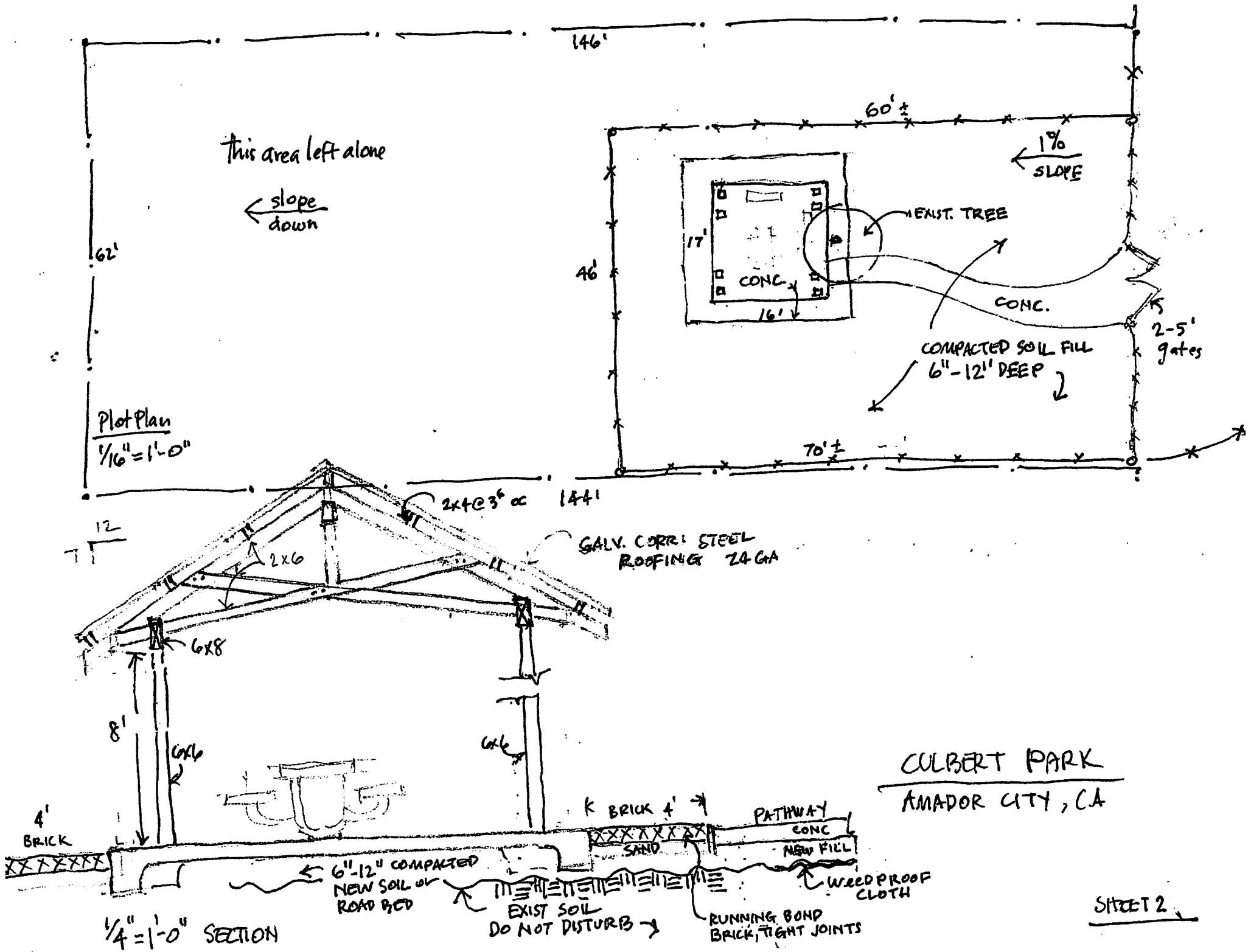
14203 Main Street/Old Hwy 49, Amador City

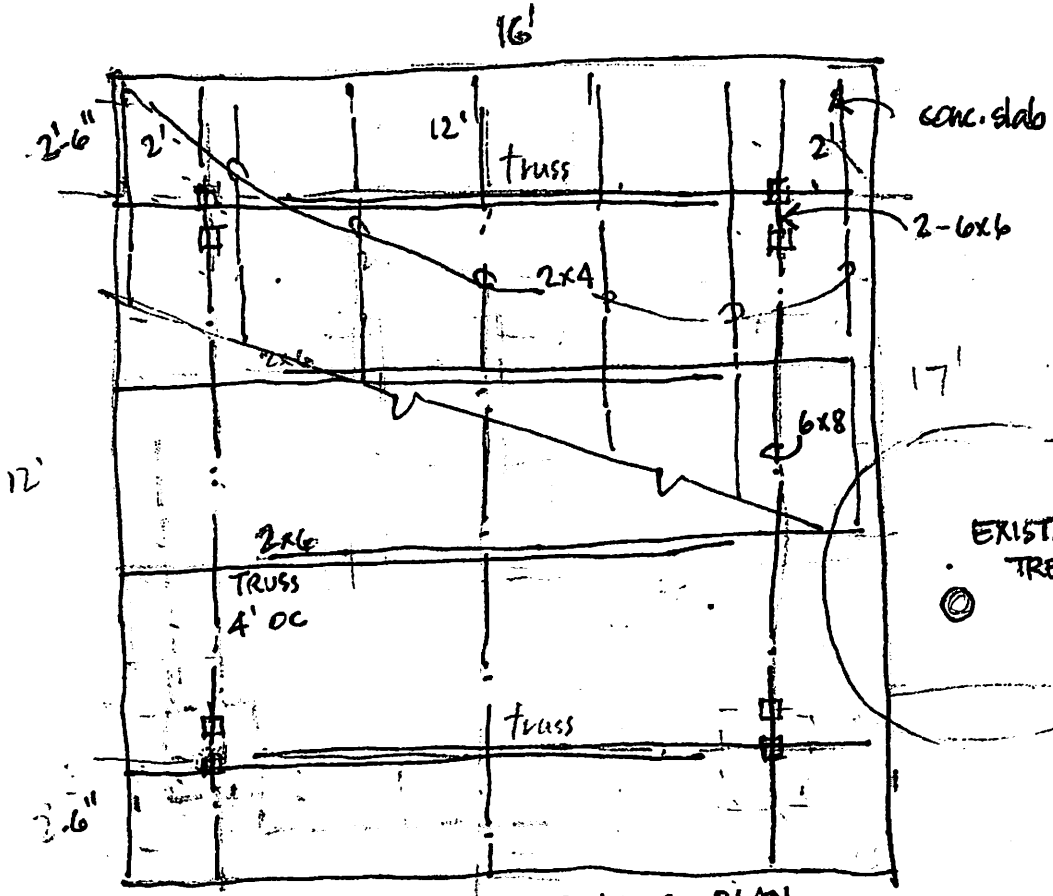
Thank you,

AMADOR CITY WASTEWATER EXPORT SYSTEM

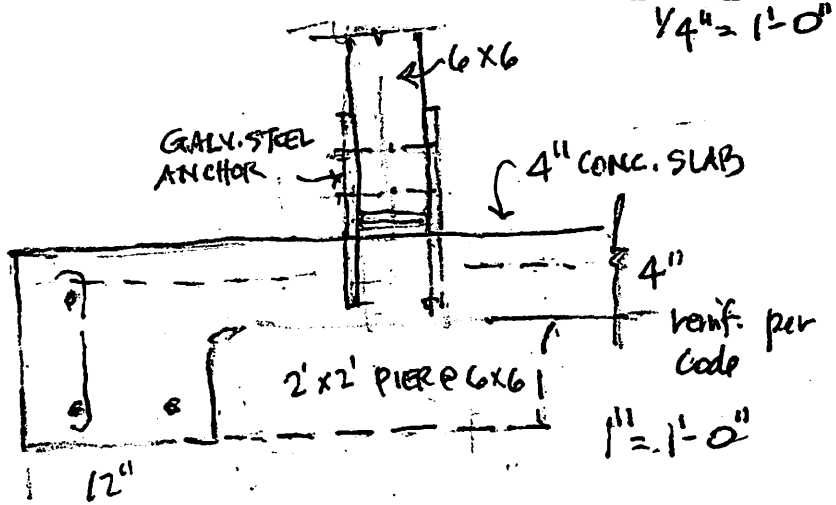
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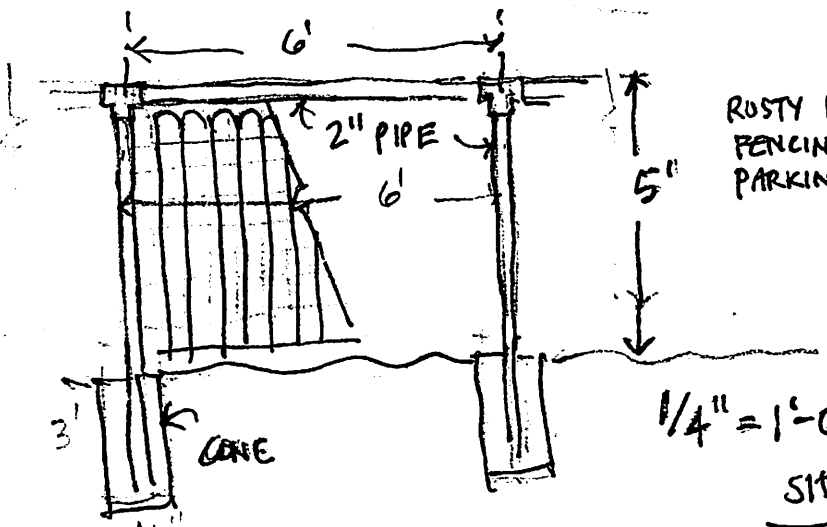

AMADOR CITY
Shop
Museum
MAIN ST.
MAIN STREET, OLD HWY 49
Shop
removed
KEYSTONE ALLEY
196'
70'
EXIST. HOUSE
75'
146'
62'
NEW PARK
EXIST PARKING
NEW FENCING
350' ±
144'
NEW FENCING
230'
Remove all Pines, debris
Preserve all oaks
1.7 ACRES
105'
CULBERT PARK
AMADOR CITY
PLOT PLAN
1" = 40'
N
248'
99'
SHEET 1


146'
60' ±
this area left alone
slope down
1% SLOPE
62'
46'
17'
EXIST. TREE
CONC.
16'
CONC.
2-5' gates
COMPACTED SOIL FILL 6"-12" DEEP
70' ±
Plot Plan
1/16" = 1'-0"
144'
2x4@36" oc
12
2x6
GALV. CORR. STEEL ROOFING 24 GA
6x8
8'
6x6
6x6
4' BRICK
K BRICK 4'
PATHWAY
CONC
SAND
NEW FILL
6"-12" COMPACTED NEW SOIL OR ROAD BED
EXIST SOIL DO NOT DISTURB
RUNNING BOND BRICK, TIGHT JOINTS
WEED PROOF CLOTH
1/4" = 1'-0" SECTION
CULBERT PARK
AMADOR CITY, CA
SHEET 2
5/31/19



FRAMING PLAN
1/4" = 1'-0"





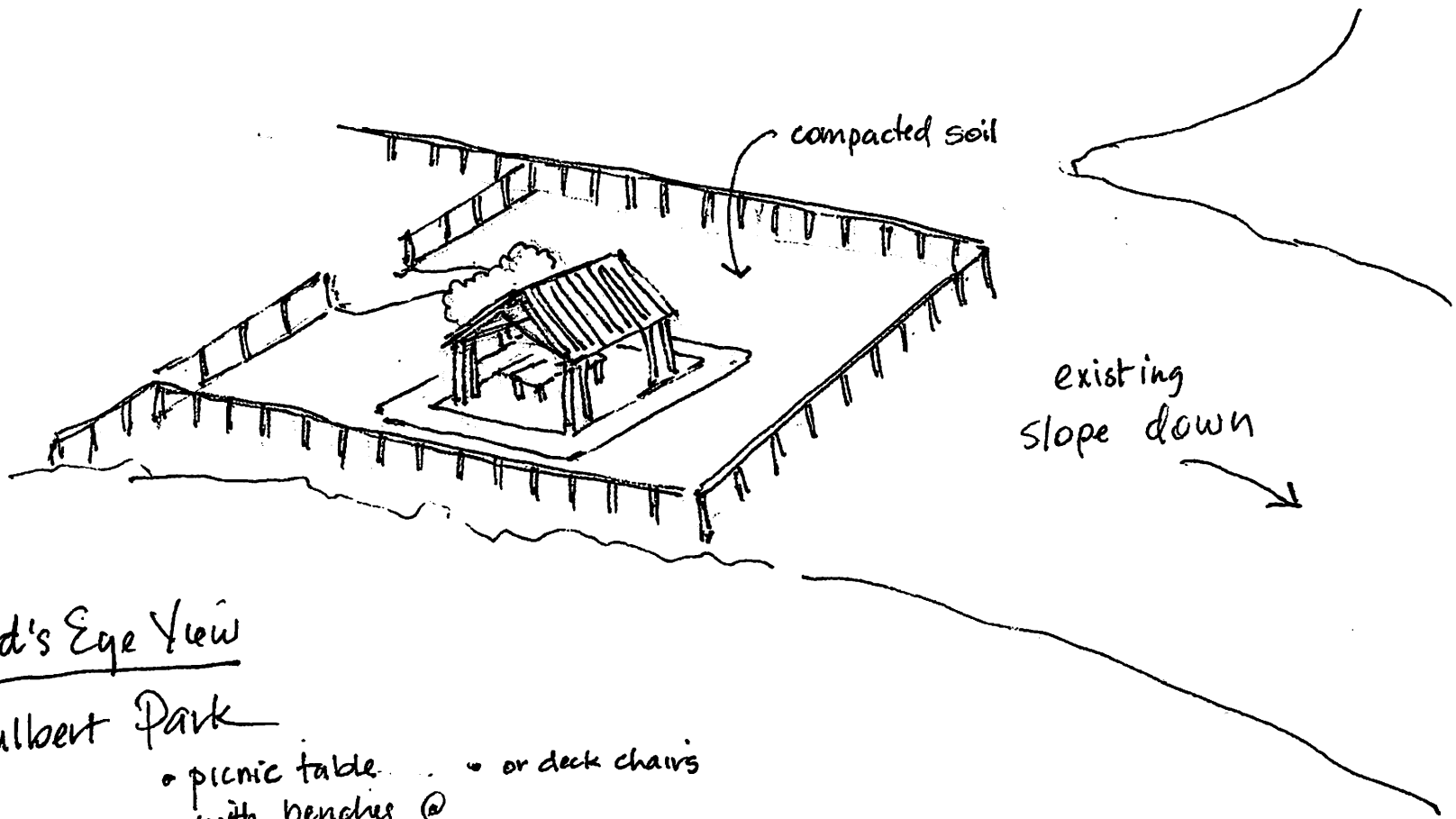
3' x 4" CONC WALKWAY

ROSTY PIPE / MATCH FENCING @ SOUTH PARKING LOT

1/4" = 1'-0"

SHEET 3

5/31/19



Bird's Eye View

Culbert Park

- picnic table with benches @ gazebo
- or deck chairs

5/31/19

sheet 4

ESTIMATE

Campbell Construction General Engineering Inc.
175 Sutter Hill Road
Sutter Creek, CA 95685

campbellconstructiongeneng@gmail.com
+1 (209) 267-5998
campbellconstructiongeneneg.com

Bill to
City Of Amador City
P.O. Box 200
Amador City, CA 95601
CULBERT PARK

Ship to
City Of Amador City
P.O. Box 200
Amador City, CA 95601

Estimate details
Estimate no.: 1339
Estimate date: 02/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Construction Service**	ENCAPSULATE EXISTING SOIL EACH (AGGREGATE BASE)	1	$9,200.00	$9,200.00
2.		**Construction Service**	FOUNDATION AND SLAB FOR SHADE STRUCTURE	1	$8,200.00	$8,200.00
3.		**Construction Service**	VINYL COATED 48" CHAIN LINK, TOP RAIL BOTTOM WIRE PER LF	350	$29.00	$10,150.00
4.		**Construction Service**	48" WIDE SIDEWALK	1	$9,700.00	$9,700.00
5.		**Construction Service**	SHADE STRUCTURE (CUT RAFTERS)	1	$12,750.00	$12,750.00

Total **$50,000.00**

Note to customer

TOP FINISH OF PARK AREA WILL BE AGGREGATE BASE ROCK AROUND SHADE STRUCTURE AREA. DOES NOT INCLUDE TREE AND DEBRIS REMOVAL, CONCRETE SIDEWALK AND SLAB ELEVATION WILL BE APPROXIMATELY 3" ABOVE GRADE FOR ADDITION OF FUTURE LANDSCAPING

Accepted date **Accepted by**

6

RESOLUTION #640

A RESOLUTION OF THE CITY COUNCIL OF AMADOR CITY, CALIFORNIA, APPROVING THE INCREASE IN WORK DAYS AND PROPORTIONAL INCREASE IN SALARY FOR THE CITY CLERK

Whereas, the City of Amador City employs Joyce Davidson as its city clerk; and

Whereas, the city clerk's workload has been aligned with the days and times City Hall is open to the public for city business; and

Whereas, through June 30th, 2025, City Hall had been open to the public for city business on two (2) days each week; and

Whereas, beginning July 1st, 2025, City Hall has been open to the public for city business on three (3) days each week; and

Whereas, the 2025-2026 budget, approved in June of 2025, anticipated the need for the city clerk's salary to increase in proportion to the extra workload at City Hall.

NOW, THEREFORE, THE CITY COUNCIL OF AMADOR CITY, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

The city clerk shall work when City Hall is open to the public for city business with a increase in salary that proportionally reflects the additional workload.

The salary for Joyce Davidson, the city clerk, will reflect the additional workload and increase from $1,245 per month to $1,660 retroactive to July 1st, 2025.

Passed and adopted by the City Council of Amador City, California, this 21st day of August 2025, upon a motion by Council Member _____, seconded by Council Member _____, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Sandra Staples, Mayor

ATTEST:

_____
Joyce Davidson, City Clerk