

CITY COUNCIL A G E N D A

MONDAY, MARCH 6, 2023

7:00 P.M. Regular Session

33 Church Street, Sutter Creek CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

THE CITY OF SUTTER CREEK CITY COUNCIL MEETING WILL BE AVAILABLE VIA ZOOM AND
IN PERSON.

Join Zoom Meeting

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

Please note: Zoom participation is only available for viewing the Council meeting.

Public comment will not be taken from Zoom.

or

Dial by phone:

301-715-8592

Meeting ID: 956 852 0224

Public comment will be accepted by email at info@cityofsuttercreek.org. All emails must be received prior
to the start of the meeting.

**Unless stated otherwise on the agenda, every item on the agenda is exempt from review under the
California Environmental Quality Act ("CEQA") per CEQA Guidelines Sections 15060(c),
15061(b)(3), 15273, 15378, 15301, 15323 and/or Public Resources Code Section 21065.**

1. CLOSED SESSION - *None*

**7:00 P.M. 2. CALL TO ORDER AND ESTABLISH A QUORUM FOR REGULAR
MEETING**

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. REPORT FROM CLOSED SESSION – *None*.

5. PUBLIC FORUM

*At this time, the public is permitted to address the City Council on items not
appearing on the agenda. Comments may not exceed 5 minutes. In accordance
with State Law, however, no action or discussion may take place on any item not
appearing on the posted agenda. The City Council may respond to statements made*

or questions asked or may request Staff to report back at a future meeting on the matter. The exceptions under which the City Council may discuss and/or take action on items not appearing on the agenda are contained in Government Code §54954.2.

Public comment on any item listed below shall be limited to five minutes, unless additional time is permitted by the Mayor/Council.

6. PRESENTATIONS

- * A. Proclamation for City Manager Gedney
Recommendation: Mayor Gunselman will read the Proclamation Honoring City Manager Amy Gedney.

7. INFORMATION/CORRESPONDENCE

- * A. Annual Wastewater 2022 Report
Recommendation: For information only.

8. MAYOR AND COUNCIL MEMBER REPORTS

This section is to provide Council members an opportunity to present updates on their activities and to request items be placed on future agendas.

9. CONSENT AGENDA

Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of Council or the Public.

- * A. City Council Minutes of February 6, 2023 and February 14, 2023.
Recommendation: By motion approve minutes as presented.
- * B. Warrants
Recommendation: By motion approve warrants as presented.
- * C. Termination of COVID-19 Emergency Declaration
Recommendation: Adopt Resolution 22-23- Terminating the Declaration of an Emergency Affecting the Public Health and Safety Due to the Novel Coronavirus (COVID-19) Pandemic.*
- * D. Final Map Cramer Hills
Recommendation: Adopt Resolution 2022-23- approving the Final Parcel Map 2861.*
- * E. Planning Services contract with Hauge Brueck
Recommendation:
 - 1) Adopt Resolution 22-23-* entering into a contract with Hauge Brueck Associates, LLC (HBA) for On-Call Planning Services and applicant reimbursable planning services and;
 - 2) Adopt Resolution 22-23-* extending the contract with Hauge Brueck Associates, LLC (HBA) for grant related planning work.

- * F. Employment Agreement for Interim City Administrator.
Recommendation: Adopt Resolution 22-23- Authorizing the Mayor to execute an Employment Agreement for Interim City Administrator Services.*

10. ORDINANCES & PUBLIC HEARINGS- None

11. ADMINISTRATIVE AGENDA

- * A. PARS Trust
Recommendation: For information and staff direction.

12. FUTURE AGENDA ITEMS

This section provides an opportunity for Council members to request items to be added to the agenda in the future with a majority Council vote.

13. CITY ATTORNEY'S REPORT

This section is an opportunity to provide Council members with a brief status update on legal affairs concerning the City and other pertinent issues surrounding legal matters. No action is expected to be taken by the Council.

14. CITY MANAGER'S REPORT

This section is an opportunity to provide Council members with a brief status update on staff activities. No action is expected to be taken by the Council.

15. ADJOURNMENT

The next regularly scheduled meeting is MONDAY, March 20th at 7:00 P.M

**A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK
RECOGNIZING CITY MANAGER AMY GEDNEY
AND HONORING HER MANY ACCOMPLISHMENTS ON BEHALF OF THE
CITY OF SUTTER CREEK**

WHEREAS, City Manager Amy Gedney was appointed Interim City Manager on January 13, 2014; and

WHEREAS, The City Council, upon recognition of her experience, devotion to, and concern for, the well-being of the City, elected to retain Amy as City Manager on July 1, 2014; and

WHEREAS, since becoming City Manager, Amy has rallied the community in a wide variety of positive ways and has led community members to operate with a spirit of cooperation and engagement; and

WHEREAS, Amy has prioritized agency collaboration in an effort to strengthen our community's economic future and improve relationships to strive toward regional cooperation and collaboration; and

WHEREAS, during her role as a City Manager, Amy also served as the General Manager of the Amador Regional Sanitation Authority (ARSA), a joint powers agency responsible for conveyance and disposal of wastewater from the City's wastewater treatment plant; and

WHEREAS, through Amy's steady hand, firm discipline and careful but thoughtful guidance through many contentious and complex ARSA matters, ARSA is now a more focused and dedicated entity than ever before;

WHEREAS, under Amy's guidance operating and capital reserves increased through annual budgeting and timely audits, budgets and financial reports ; and

WHEREAS, Amy was always a strong proponent of public safety, and during her tenure added an additional full-time sworn officer to the ranks of the Police Department; and

WHEREAS, as City Manager Amy has also served on, led, and consulted for multiple Council subcommittees including the Marketing, the Finance, the Solid Waste, and Sewer Committees; and

WHEREAS, during Amy's tenure as City Manager, the City has emerged from near bankruptcy, audits have been completed in a timely manner and the City's finances have been significantly improved, a pension reserve fund has been established, and the City's OPEB liability has been reduced, the General Plan has been updated, two major bridge projects have been completed, Minnie Provis Park has been significantly upgraded, the City has been beautified with the planting of 50,000 daffodils; all of these accomplishments will significantly benefit residents now and well into the future; and

WHEREAS, Amy's commitment to the City's employees has been unwavering and the organization's culture has been positively impacted by her leadership; and

WHEREAS, Amy was able to apply humor to the business of municipal city management, and created a working environment that was highly productive, but also fun; and

WHEREAS, Amy has demonstrated great passion and energy in her position as City Manager, and is a caring and compassionate leader; and

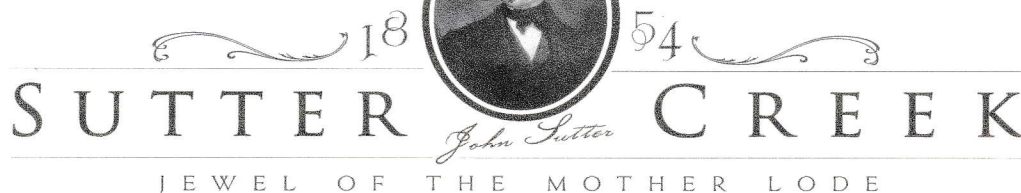
WHEREAS, Amy has had a tremendously positive impact on the City of Sutter Creek, our businesses, residents, and employees, and we are collectively better off for her having served this community.

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Claire Gunselman, on behalf of the City Council, Citizens, and Employees of the City of Sutter Creek, do hereby issue this Proclamation to Amy Gedney in recognition of her many achievements.

BE IT FURTHER RESOLVED, the City Council extends its sincerest gratitude and appreciation to Amy for eight-and one-half years of exemplary service as a City Manager. The City has grown intellectually and has matured fiscally under Amy's direction and oversight, and for that Amy will forever be recognized. We congratulate Amy for a job well done and wish her continued success and happiness.

THE CITY OF SUTTER CREEK

Claire Gunselman, Mayor



MONITORING REPORT SUBMITTAL TRANSMITTAL FORM

Attn: Howard Hold (916) 464-4679
 Central Valley Regional Water Quality Control Board
 11020 Sun Center Drive, #200
 Rancho Cordova, CA 95670-6114

Discharger: City of Sutter Creek
 Name of Facility: Sutter Creek Wastewater Treatment Facility
 WDRs Order Number: 94-152
 WDID: 5B030104001
 County: Amador

I am hereby submitting to the Central Valley Water Board the following information:

CHECK ALL THAT APPLY:

Monthly Monitoring Report for the month of: _____
 1st / 2nd / 3rd / 4th (**circle one**) Quarterly Monitoring Report for the year of: _____
 1st / 2nd (**circle one**) Semi-annual Monitoring Report for the year of: _____
 Annual Monitoring Report for the year of: 2022

VIOLATION NOTIFICATION

During the monitoring period, there **were** were not (circle one) any violations of the WDRs.

1. The violations were: Exceedance of BOD and TSS limits
2. Have the violations been corrected? **(Yes)** / No (circle one)

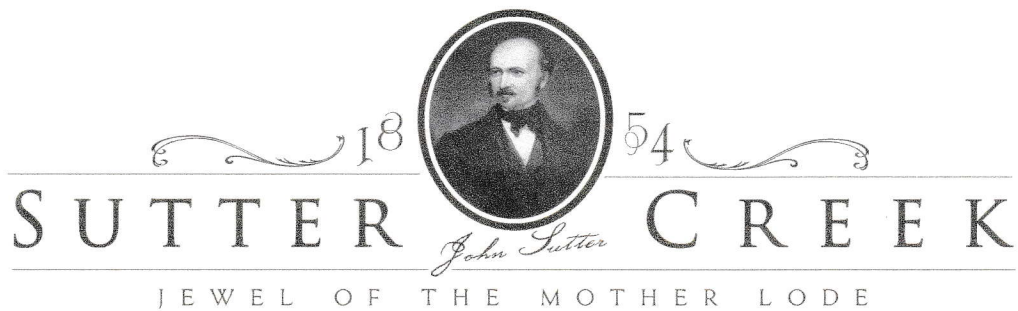
CERTIFICATION STATEMENT

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

Signature: 
 George M. Allen, Operator

(209) 267-1503
 Phone

2/15/2023
 Date



February 15, 2023

Mr. Howard Hold
California Regional Water Quality Control Board
Central Valley Region
11020 Sun Center Drive #200
Rancho Cordova, CA 95670-6114

Re: Annual Report WDR Order No 94-152
Reporting Period: 2022

Dear Mr. Hold,

Enclosed is the 2022 annual report for City of Sutter Creek WWTF located in Sutter Creek.

If you have any further questions regarding this report you may contact me at (209) 267-5647 or at the treatment plant (209) 267-1503.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Allen', is written over the printed name 'George Allen'.

George Allen
Grade II Operator 28236
City of Sutter Creek WWTF

City of Sutter Creek WWTF Annual Discharge Report for 2022

Influent Flow

During 2022 the total Facility Influent was 139,991,223 gallons. The average daily influent flow was 383,000 gallons per day.

	Staffing	Expiration
George M. Allen (CPO)	SWRCB II - 28236	12/31/2024
Steven C. Stone	SWRCB I - 28732	12/31/2023
Jeffrey A. Jolley	SWRCB I - 40941	7/01/2024

Contact Information

City Hall	(209) 267-5647
City of Sutter Creek WWTF	(209) 267-1503
George M. Allen (CPO)	(209) 419-2600

Summary of Violations

During the calendar year of 2022 the treatment facility had four possible excursions, all four were of those excursions were from parts delays due to supply chain issues from the pandemic.

Biosolids and Screenings Disposal

For the calendar year of 2022 the city disposed of 101.57 tons of dewatered digested sludge and 160 cubic yards of primary screenings

Comparison of Average Dry Weather Flows to the Discharge Specifications

The average dry weather influent flows were only 0.340 mgd. The yearly average daily flow was 0.383 mgd. Both these flows are below the discharge specification of 0.48 mgd.

Forecast of Future Influent Flows

Comparing with the last three years of total annual flow, 2020 had .318 mgd, 2021 had .393 mgd and 2022 had .383 mgd. Comparing with the last three years of average dry weather flows(ADWF), 2020 had .271 mgd, 2021 had .353 mgd and 2022 had .340 With the small amount of building projected for Sutter Creek a flow increase other than one driven by weather doesn't seem like there will be more than a minimal flow increase. And we are still under the 0.48 MGD dry weather flow design capacity.

Calibration

All flow recording devices have been annually calibrated by Tesco Controls Inc (see attached certificates).

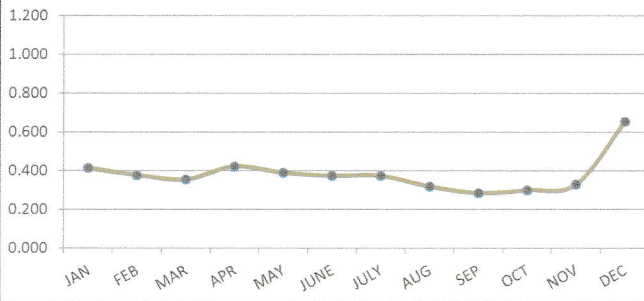
City of Sutter Creek WWTP Annual Reporting Results 2022

	INFLUENT DATA			EFFLUENT DATA								SOLIDS DISPOSAL	
					23mpn mo avg Daily max 500mpn	30mg/l mo avg Daily max 60mg/l	30mg/l mo avg Daily max 60mg/l		0.1ml/l mo avg Daily max 0.5ml/l				
MONTH	AVG Flow (MGD)	Total Flow (MGD)	AVG BOD (mg/L)	AVG Flow (MGD)	Total Coliform (MPN/100mL)	TSS (mg/L)	BOD (mg/L)	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Screenings Disposal (yards ³)	Biosolids Disposal (tons)
JAN	0.415	12.870	435	0.306	< 1.8	8.2	9.50	16	< 0.1	7.4	210	20.00	0.00
FEB	0.378	10.589	365	0.266	< 1.8	5.3	29	23	< 0.1	7.3	190	20.00	0.00
MAR	0.356	11.025	1004	0.265	< 1.8	7.3	32	22	< 0.1	7.3	180	0.00	19.75
APR	0.423	12.692	435	0.427	< 1.8	13	11	20	< 0.1	7.1	250	20.00	10.60
MAY	0.390	12.080	720	0.489	< 1.8	7.3	6.1	20	< 0.1	7.1	280	0.00	20.76
JUNE	0.374	11.210	358	0.256	< 1.8	5.4	15	21	< 0.1	7.1	300	20.00	9.05
JULY	0.374	11.605	313	0.368	< 1.8	17	0	18	< 0.1	7.1	260	0.00	20.81
AUG	0.319	9.880	622	0.573	< 1.8	54	40	24	< 0.1	6.8	420	20.00	0.00
SEP	0.285	8.543	483	0.404	< 1.8	20	> 45	< 1.0	< 0.1	6.9	260	0.00	0.00
OCT	0.300	9.293	413	0.271	< 1.8	17	12	20	< 0.1	6.8	270	20.00	20.60
NOV	0.330	9.913	562	0.328	< 1.8	11	5	30	< 0.1	6.9	270	20.00	0.00
DEC	0.655	20.291	385	0.565	< 1.8	4	13	29	< 0.1	7.1	210	20.00	0.00
Total	0.383	139.99										160	101.57

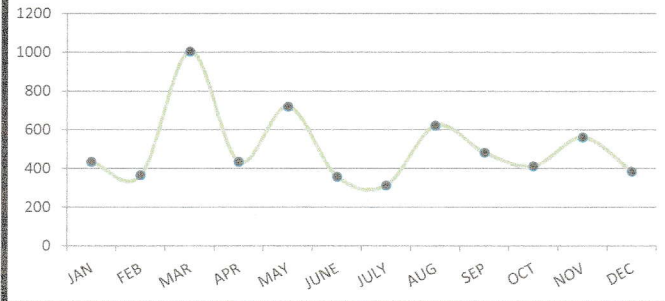
The values used for the flow data in this table are the monthly averages.

Denotes a excursion for that value

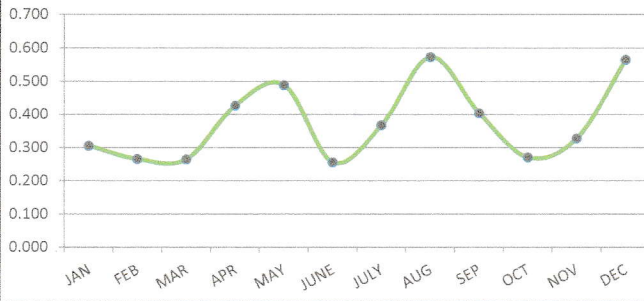
Average Influent Flows



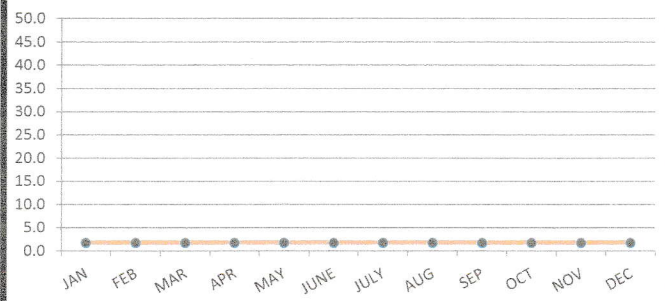
Influent BOD



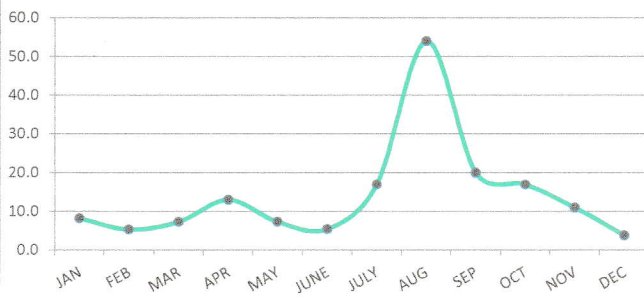
Average Effluent Flows



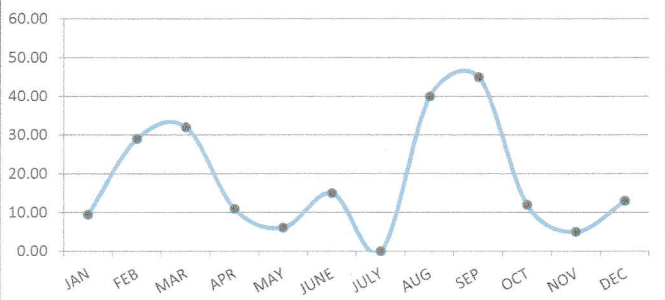
Effluent Coliform



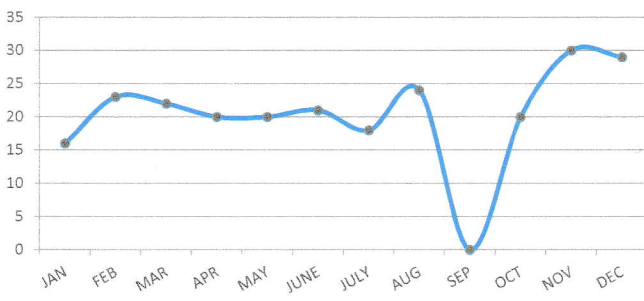
Effluent TSS



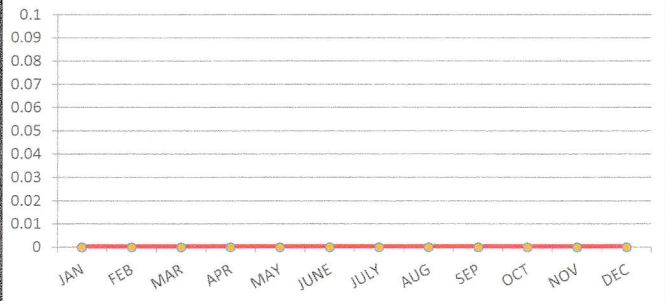
Effluent BOD



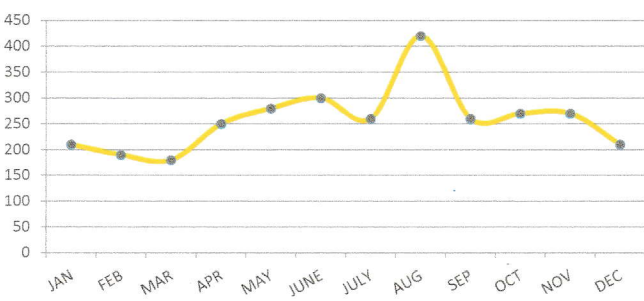
Effluent Total Nitrogen



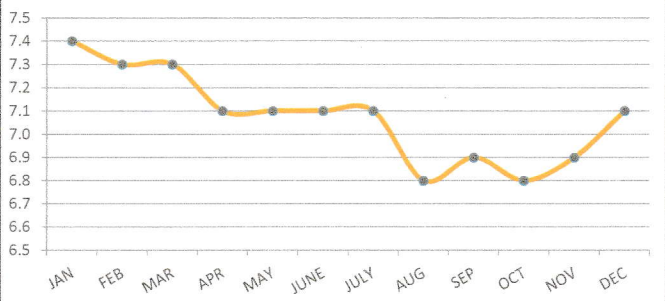
Effluent Settleable Solids



Effluent TDS



Effluent pH



City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

WDR	Influent		Effluent								Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Jan-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
1/1/2022	0.494		0.531								9.0						
1/2/2022	0.466		0.292								9.3						
1/3/2022	0.493		0.499								9.3						
1/4/2022	0.479		0.399								9.2						
1/5/2022	0.481	750	0.401								9.2	2.6	8.10	Clear	None	None	None
1/6/2022	0.466		0.382								9.2						
1/7/2022	0.489		0.406								9.1						
1/8/2022	0.425		0.337								9.1						
1/9/2022	0.422		0.335								9.0						
1/10/2022	0.449		0.365	1.8	8.2	9.5	16	< 0.1	7.4	210	9.0						
1/11/2022	0.442		0.352								9.0						
1/12/2022	0.418	370	0.328								9.0	2.9	8.07	Clear	None	None	None
1/13/2022	0.420		0.320								9.0						
1/14/2022	0.409		0.288								9.0						
1/15/2022	0.388		0.211								8.7						
1/16/2022	0.399		0.170								8.7						
1/17/2022	0.432		0.189								8.6						
1/18/2022	0.387		0.328								8.6						
1/19/2022	0.410	350	0.294								8.6	2.2	8.13	Clear	None	None	None
1/20/2022	0.408		0.294								8.6						
1/21/2022	0.386		0.254								8.5						
1/22/2022	0.359		0.228								8.4						
1/23/2022	0.353		0.225								8.3						
1/24/2022	0.384		0.262								8.3						
1/25/2022	0.386		0.298								8.7						
1/26/2022	0.377	270	0.251								8.7	2.1	8.14	Clear	None	None	None
1/27/2022	0.404		0.280								8.6						
1/28/2022	0.358		0.236								8.6						
1/29/2022	0.345		0.223								8.6						
1/30/2022	0.359		0.238								8.6						
1/31/2022	0.381		0.265								8.6						
Total	12.870		9.481														
Maximum	0.494	750	0.531	< 1.8	8.2	9.5	16	< 0.1	7.4	210	9.3	2.9	8.14				
Minimum	0.345	270	0.170	< 1.8	8.2	9.5	16	< 0.1	7.4	210	8.3	2.1	8.07				
Average	0.415	435	0.306	< 1.8	8.2	9.5	16	< 0.1	7.4	210	8.8	2.4	8.11				
Cumulative Tot.	0.00																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

Monthly Monitoring Report - WDR No. 94-152

5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Mar-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100ml) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
3/1/2022	0.359	2100	0.273								8.3	2.12	8.11	Clear	None	None	None
3/2/2022	0.364		0.268								8.3						
3/3/2022	0.376		0.259								8.3						
3/4/2022	0.380		0.244								8.2						
3/5/2022	0.359		0.239								8.2						
3/6/2022	0.354		0.231								8.0						
3/7/2022	0.388		0.263								8.0						
3/8/2022	0.363		0.234								8.0						
3/9/2022	0.383	1700	0.268								7.9	2.4	8.22	Clear	None	None	None
3/10/2022	0.361		0.245								7.9						
3/11/2022	0.108		0.244								7.8						
3/12/2022	0.269		0.193								7.8						
3/13/2022	0.276		0.273								7.9						
3/14/2022	0.321		0.304	< 1.8	7.3	32	22	< 0.1	7.3	180	8.8						
3/15/2022	0.373		0.325								9.0						
3/16/2022	0.380	280	0.293								9.0	2.4	8.07	Clear	None	None	None
3/17/2022	0.346		0.251								9.0						
3/18/2022	0.368		0.272								9.0						
3/19/2022	0.333		0.245								9.0						
3/20/2022	0.347		0.245								9.0						
3/21/2022	0.395		0.289								9.0						
3/22/2022	0.376		0.273								9.0						
3/23/2022	0.385	710	0.274								9.0	2.6	7.97	Clear	None	None	None
3/24/2022	0.395		0.292								9.0						
3/25/2022	0.405		0.287								8.9						
3/26/2022	0.339		0.233								9.0						
3/27/2022	0.359		0.246								8.9						
3/28/2022	0.406		0.290								8.9						
3/29/2022	0.385		0.286								8.9						
3/30/2022	0.387	230	0.286								8.7	2.9	7.81	Clear	None	None	None
3/31/2022	0.388		0.279								8.7						
Total	11.025		8.203														
Maximum	0.406	2100	0.325	< 1.8	7.3	32	22	< 0.1	7.3	180	9.0	2.9	8.22				
Minimum	0.108	230	0.193	< 1.8	7.3	32	22	< 0.1	7.3	180	7.8	2.1	7.81				
Average	0.356	1004	0.265	< 1.8	7.3	32	22	< 0.1	7.3	180	8.6	2.5	8.04				
Cumulative Tot.	34.48																

Notes:

- 5-day biological oxygen demand
- Using a minimum of 15 tubes or three dilutions
- Most Probable Number
- Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
- Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond							
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max							Standard Observations ⁵			
Apr-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage	
4/1/2022	0.377		0.256								8.7							
4/2/2022	0.353		0.221								8.6							
4/3/2022	0.366		0.254								8.5							
4/4/2022	0.395		0.272								8.5							
4/5/2022	0.379		0.262								8.5							
4/6/2022	0.389	520	0.254								8.5	2.3	8.24	Clear	None	None	None	
4/7/2022	0.385		0.263								8.4							
4/8/2022	0.375		0.253								8.4							
4/9/2022	0.339		0.195								8.2							
4/10/2022	0.353		0.218								8.3							
4/11/2022	0.417		0.296								8.3							
4/12/2022	0.391		0.282								8.2							
4/13/2022	0.390	440	0.275								8.0	2.2	8.30	Clear	None	None	None	
4/14/2022	0.477		0.301								8.0							
4/15/2022	0.412		0.213								8.0							
4/16/2022	0.523		0.466								7.4							
4/17/2022	0.387		0.330								8.0							
4/18/2022	0.414		0.310	< 1.8	13	11	20	< 0.1	7.1	250	8.3							
4/19/2022	0.430		0.337								8.3							
4/20/2022	0.437	430	0.328								8.3	2.1	8.40	Clear	None	None	None	
4/21/2022	1.044		1.306								7.7							
4/22/2022	0.291		1.181								6.9							
4/23/2022	0.499		0.740								7.4							
4/24/2022	0.464		0.671								7.3							
4/25/2022	0.502		1.468								7.5							
4/26/2022	0.466		0.520								7.3							
4/27/2022	0.428		0.383								7.7							
4/28/2022	0.424	350	0.350								7.8	2.0	8.49	Clear	None	None	None	
4/29/2022	0.278		0.317								7.8							
4/30/2022	0.306		0.286								7.8							
Total	12.692		12.808															
Maximum	1.044	520	1.468	< 1.8	13.0	11.0	20	< 0.1	7.1	250	8.7	2.3	8.49					
Minimum	0.278	350	0.195	< 1.8	13.0	11.0	20	< 0.1	7.1	250	6.9	2.0	8.24					
Average	0.423	435	0.427	< 1.8	13.0	11.0	20	< 0.1	7.1	250	8.0	2.1	8.36					
Cumulative Tot.	47.18																	

Notes:

- 5-day biological oxygen demand
- Using a minimum of 15 tubes or three dilutions
- Most Probable Number
- Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
- Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

WDR	Influent		Effluent								Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
May-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
5/1/2022	0.349		0.297								7.7						
5/2/2022	0.347		0.285								7.7						
5/3/2022	0.397		0.266								7.7						
5/4/2022	0.398	640	1.852								7.7	3.1	8.42	Clear	None	None	None
5/5/2022	0.405		2.035								7.7						
5/6/2022	0.408		1.461								7.7						
5/7/2022	0.372		0.677								7.7						
5/8/2022	0.365		0.502								7.7						
5/9/2022	0.393		0.633								7.6						
5/10/2022	0.395		0.261								7.6						
5/11/2022	0.418	710	1.464								7.6	2.9	8.32	Clear	None	None	None
5/12/2022	0.419		0.346								7.6						
5/13/2022	0.401		0.195								7.6						
5/14/2022	0.377		0.254								7.7						
5/15/2022	0.378		0.242								7.7						
5/16/2022	0.409		0.273	< 1.8	7.3	6.1	20	< 0.1	7.1	280	7.6						
5/17/2022	0.413		0.287								7.6						
5/18/2022	0.411	900	0.254								7.6	3.7	8.49	Clear	None	None	None
5/19/2022	0.400		0.241								7.6						
5/20/2022	0.376		0.251								7.6						
5/21/2022	0.390		0.320								8.3						
5/22/2022	0.373		0.226								8.6						
5/23/2022	0.422		0.267								8.6						
5/24/2022	0.407		0.255								8.6						
5/25/2022	0.391	630	0.413								8.6	2.3	8.29	Clear	None	None	None
5/26/2022	0.396		0.304								9.9						
5/27/2022	0.388		0.272								9.9						
5/28/2022	0.364		0.253								9.9						
5/29/2022	0.344		0.232								9.9						
5/30/2022	0.358		0.240								9.9						
5/31/2022											9.9						
Total	12.080		15.156														
Maximum	0.422	900	2.035	< 1.8	7.3	6.1	20	< 0.1	7.1	280	9.9	3.7	8.49				
Minimum	0.344	630	0.195	< 1.8	7.3	6.1	20	< 0.1	7.1	280	7.6	2.3	8.29				
Average	0.390	720	0.489	< 1.8	7.3	6.1	20	< 0.1	7.1	280	8.2	3.0	8.38				
Cumulative Tot.	47.18																

Notes:

- 5-day biological oxygen demand
- Using a minimum of 15 tubes or three dilutions
- Most Probable Number
- Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
- Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

WDR	Influent		Effluent								Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Jun-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
6/1/2022	0.392	260	0.261								9.9	2.11	8.21	Clear	None	None	None
6/2/2022	0.422		0.299								9.8						
6/3/2022	0.388		0.263								9.8						
6/4/2022	0.377		0.256								9.8						
6/5/2022	0.370		0.252								9.8						
6/6/2022	0.413		0.299								9.8						
6/7/2022	0.381		0.018								8.0						
6/8/2022	0.393	320	0.000								5.3	4.2	7.62	Clear	None	None	None
6/9/2022	0.425		0.315								3.6						
6/10/2022	0.321		0.275								3.7						
6/11/2022	0.313		0.317								4.7						
6/12/2022	0.344		0.335								5.1						
6/13/2022	0.438		0.322								5.7						
6/14/2022	0.373		0.257								5.7						
6/15/2022	0.340		0.238								5.7						
6/16/2022	0.381	320	0.271								5.7	3.9	7.77	Clear	None	None	None
6/17/2022	0.409		0.298								5.6						
6/18/2022	0.343		0.250								5.6						
6/19/2022	0.339		0.245								5.5						
6/20/2022	0.405		0.305								5.5						
6/21/2022	0.380		0.284								5.5						
6/22/2022	0.369		0.269								5.5						
6/23/2022	0.374	460	0.254								5.4	3.5	7.83	Clear	None	None	None
6/24/2022	0.373		0.253								5.4						
6/25/2022	0.317		0.217								5.3						
6/26/2022	0.325		0.223								5.3						
6/27/2022	0.387		0.282	1.8	5.4	15	21	< 0.1	7.1	300	5.4						
6/28/2022	0.375		0.273								5.4						
6/29/2022	0.376	430	0.275								5.3	3.3	7.89	Clear	None	None	None
6/30/2022	0.367		0.274								5.3						
Total	11.210		7.679														
Maximum	0.438	460	0.335	< 1.8	5.4	15.0	21	< 0.1	7.1	300	9.9	4.2	8.21				
Minimum	0.313	260	0.000	< 1.8	5.4	15.0	21	< 0.1	7.1	300	3.6	2.1	7.62				
Average	0.374	358	0.256	< 1.8	5.4	15.0	21	< 0.1	7.1	300	6.3	3.4	7.86				
Cumulative Tot.	47.18																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

WDR	Influent		Effluent								Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Jul-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (ml/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
7/1/2022	0.407		0.318								5.2						
7/2/2022	0.323		0.231								5.1						
7/3/2022	0.315		0.223								5.3						
7/4/2022	0.346		0.248								5.3						
7/5/2022	0.412		0.312								5.3						
7/6/2022	0.409	440	0.311								5.3	2.8	7.94	Clear	None	None	None
7/7/2022	0.419		0.327								5.3						
7/8/2022	0.370		0.268								5.3						
7/9/2022	0.337		0.242								5.3						
7/10/2022	0.353		0.264								5.3						
7/11/2022	0.421		0.325								5.3						
7/12/2022	0.383		0.245								5.3						
7/13/2022	0.380	300	0.311								5.6	3.5	7.73	Clear	None	None	None
7/14/2022	0.389		0.368								6.3						
7/15/2022	0.324		0.350								6.8						
7/16/2022	0.365		0.161								7.5						
7/17/2022	0.326		0.117								7.5						
7/18/2022	0.400		0.234								7.5						
7/19/2022	0.392		0.232								7.5						
7/20/2022	0.384	260	0.222								7.5	3.7	7.55	Clear	None	None	None
7/21/2022	0.371		0.215								7.4						
7/22/2022	0.392		0.266								7.4						
7/23/2022	0.340		0.216								7.3						
7/24/2022	0.354		0.246								7.3						
7/25/2022	0.382		0.302	< 1.8	17	0 (ND)	18	< 0.1	7.1	260	7.3						
7/26/2022	0.417		0.323								7.3						
7/27/2022	0.390	250	0.282								7.3	3.9	7.79	Clear	None	None	None
7/28/2022	0.400		0.261								7.3						
7/29/2022	0.378		1.233								7.3						
7/30/2022	0.357		1.330								7.3						
7/31/2022	0.370		1.427								7.4						
Total	11.605		11.412														
Maximum	0.421	440	1.427	< 1.8	17.0	0.0	18	< 0.1	7.1	260	7.5	3.9	7.94				
Minimum	0.315	250	0.117	< 1.8	17.0	0.0	18	< 0.1	7.1	260	5.1	2.8	7.55				
Average	0.374	313	0.368	< 1.8	17.0	0.0	18	< 0.1	7.1	260	6.5	3.5	7.75				
Cumulative Tot.	82.07																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

WDR	Influent		Effluent								Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Aug-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² {MPN/100ml} ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
8/1/2022	0.403		1.543								7.4						
8/2/2022	0.426		1.222								7.4						
8/3/2022	0.368	390	0.288								7.3	2.6	7.89	Clear	None	None	None
8/4/2022	0.324		0.042								7.3						
8/5/2022	0.349		0.102								7.2						
8/6/2022	0.338		1.070								6.1						
8/7/2022	0.348		1.174								5.8						
8/8/2022	0.298		1.191								5.6						
8/9/2022	0.304		0.334								5.2						
8/10/2022	0.167	420	1.057								5.7	3.0	7.94	Clear	None	None	None
8/11/2022	0.391		1.524								6.0						
8/12/2022	0.351		0.813								6.0						
8/13/2022	0.324		0.253								6.0						
8/14/2022	0.344		0.240								6.0						
8/15/2022	0.368		0.271								6.2						
8/16/2022	0.431		0.292								6.3						
8/17/2022	0.328	1400	0.312								6.1	2.7	8.11	Clear	None	None	None
8/18/2022	0.325		0.144								6.7						
8/19/2022	0.306		2.496								7.0						
8/20/2022	0.262		0.298								7.4						
8/21/2022	0.257		0.204								7.6						
8/22/2022	0.268		0.225								7.6						
8/23/2022	0.305		0.344								7.9						
8/24/2022	0.297	440	0.238								8.2	2.8	7.91	Clear	None	None	None
8/25/2022	0.287		0.242								8.1						
8/26/2022	0.306		0.317								8.1						
8/27/2022	0.253		0.263								8.1						
8/28/2022	0.268		0.298								8.2						
8/29/2022	0.293		0.330								8.2						
8/30/2022	0.298		0.325		54	40	24	< 0.1	6.8	420	8.2						
8/31/2022	0.292	460	0.317	< 1.8							8.2	3.1	8.05	Clear	None	None	None
Total	9.880		17.770														
Maximum	0.431	1400	2.496	< 1.8	54.0	40.0	24	< 0.1	6.8	420	8.2	3.1	8.11				
Minimum	0.167	390	0.042	< 1.8	54.0	40.0	24	< 0.1	6.8	420	5.2	2.6	7.89				
Average	0.319	622	0.573	< 1.8	54.0	40.0	24	< 0.1	6.8	420	7.0	2.8	7.98				
Cumulative Tot.	91.95																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond							
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max							Standard Observations ⁵			
Sep-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage	
9/1/2022	0.296		0.336								8.2							
9/2/2022	0.307		0.335								8.2							
9/3/2022	0.236		0.234								8.2							
9/4/2022	0.237		0.246								8.1							
9/5/2022	0.260		0.266								8.1							
9/6/2022	0.283		0.270								8.1							
9/7/2022	0.278	740	0.259								8.1	2.0	8.10	Clear	None	None	None	
9/8/2022	0.298		0.276								8.1							
9/9/2022	0.309		0.316								8.1							
9/10/2022	0.259		0.245								8.1							
9/11/2022	0.274		0.889								8.1							
9/12/2022	0.275		1.133								8.1							
9/13/2022	0.298		0.784								8.1							
9/14/2022	0.271	590	1.168								8.1	2.3	7.92	Clear	None	None	None	
9/15/2022	0.322		0.432								8.0							
9/16/2022	0.284		0.494								8.0							
9/17/2022	0.271		0.668								8.0							
9/18/2022	0.298		0.592								8.0							
9/19/2022	0.315		0.313								7.9							
9/20/2022	0.305		0.304								7.9							
9/21/2022	0.288	260	0.372								7.9	2.3	7.96	Clear	None	None	None	
9/22/2022	0.305		0.263								7.9							
9/23/2022	0.285		0.221								7.9							
9/24/2022	0.252		0.183								7.9							
9/25/2022	0.278		0.231								7.9							
9/26/2022	0.296		0.251	1.8	20	>45	< 1	< 0.1	6.9	260	7.9							
9/27/2022	0.291		0.261								7.9							
9/28/2022	0.283		0.259								7.8							
9/29/2022	0.280	340	0.227								7.8	2.5	7.77	Clear	None	None	None	
9/30/2022	0.308		0.305								7.8							
Total	8.543		12.134															
Maximum	0.322	740	1.168	< 1.8	20.0	>45	< 1	< 0.1	6.9	260	8.2	2.5	8.10					
Minimum	0.236	260	0.183	< 1.8	20.0	>45	< 1	< 0.1	6.9	260	7.8	2.0	7.77					
Average	0.285	483	0.404	< 1.8	20.0	>45	< 1	< 0.1	6.9	260	8.0	2.3	7.94					
Cumulative Tot.	100.49																	

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Oct-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
10/1/2022	0.266		0.312								8.8						
10/2/2022	0.285		0.247								9.1						
10/3/2022	0.318		0.278								9.1						
10/4/2022	0.316		0.270								9.1						
10/5/2022	0.321	410	0.273								9.1	2.8	7.79	Clear	None	None	None
10/6/2022	0.320		0.278								9.1						
10/7/2022	0.308		0.265								8.9						
10/8/2022	0.279		0.252								8.9						
10/9/2022	0.281		0.267								8.9						
10/10/2022	0.289		0.267								8.9						
10/11/2022	0.294		0.276								8.9						
10/12/2022	0.333		0.316								8.9						
10/13/2022	0.294	700	0.268								8.9	2.6	7.68	Clear	None	None	None
10/14/2022	0.294		0.277								8.9						
10/15/2022	0.282		0.264								8.9						
10/16/2022	0.300		0.287								8.9						
10/17/2022	0.314		0.239		17	12	20	< 0.1	6.8	270	8.4						
10/18/2022	0.326		0.316								8.3						
10/19/2022	0.309	220	0.282	1.8							8.3	2.2	7.87	Clear	None	None	None
10/20/2022	0.327		0.320								8.3						
10/21/2022	0.308		0.294								8.3						
10/22/2022	0.275		0.255								8.3						
10/23/2022	0.281		0.243								8.3						
10/24/2022	0.308		0.272								8.3						
10/25/2022	0.271		0.213								8.3						
10/26/2022	0.310	320	0.265								8.3	2.4	7.99	Clear	None	None	None
10/27/2022	0.297		0.244								8.2						
10/28/2022	0.320		0.280								8.2						
10/29/2022	0.255		0.235								8.2						
10/30/2022	0.290		0.258								8.2						
10/31/2022	0.323		0.295								8.1						
Total	9.293		8.409														
Maximum	0.333	700	0.320	1.8	17.0	12.0	20	< 0.1	6.8	270	9.1	2.8	7.99				
Minimum	0.255	220	0.213	1.8	17.0	12.0	20	< 0.1	6.8	270	8.1	2.2	7.68				
Average	0.300	413	0.271	1.8	17.0	12.0	20	< 0.1	6.8	270	8.6	2.5	7.83				
Cumulative Tot.	109.79																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Nov-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100ml) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
11/1/2022	0.336		0.230								8.1						
11/2/2022	0.352	710	0.263								7.3	2.53	7.93	Clear	None	None	None
11/3/2022	0.318		0.252								6.9						
11/4/2022	0.317		0.252								6.9						
11/5/2022	0.320		0.323								6.7						
11/6/2022	0.319		0.303								7.7						
11/7/2022	0.364		0.329								7.7						
11/8/2022	0.531		0.518								7.3						
11/9/2022	0.362	260	0.397								8.0	2.8	8.01	Clear	None	None	None
11/10/2022	0.344		0.303								8.0						
11/11/2022	0.331		0.272								8.0						
11/12/2022	0.290		0.223								8.2						
11/13/2022	0.295		0.235								8.2						
11/14/2022	0.326		0.267	< 1.8	11	5	30	< 0.1	6.9	270	8.2						
11/15/2022	0.330		0.269								8.2						
11/16/2022	0.333	370	1.682								8.1	3.1	8.17	Clear	None	None	None
11/17/2022	0.322		0.556								8.8						
11/18/2022	0.327		0.265								8.7						
11/19/2022	0.292		0.228								8.7						
11/20/2022	0.310		0.245								8.8						
11/21/2022	0.349		0.320								8.8						
11/22/2022	0.342		0.274								9.2						
11/23/2022	0.352	600	0.281								9.2	3.3	7.96	Clear	None	None	None
11/24/2022	0.266		0.181								9.2						
11/25/2022	0.293		0.212								9.1						
11/26/2022	0.291		0.211								9.1						
11/27/2022	0.302		0.224								9.1						
11/28/2022	0.331		0.257								9.1						
11/29/2022	0.335		0.242								9.1						
11/30/2022	0.335	870	0.227								9.1	3.0	7.99	Clear	None	None	None
Total	9.913		9.842														
Maximum	0.531	870	1.682	< 1.8	11.0	5.0	30	< 0.1	6.9	270	9.2	3.3	8.17				
Minimum	0.266	260	0.181	< 1.8	11.0	5.0	30	< 0.1	6.9	270	6.7	2.5	7.93				
Average	0.330	562	0.328	< 1.8	11.0	0.0	30	< 0.1	6.9	270	8.3	2.9	8.01				
Cumulative Tot.	119.70																

Notes:

1. 5-day biological oxygen demand
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

City of Sutter Creek - Wastewater Treatment Plant

Monthly Monitoring Report - WDR No. 94-152

	Influent		Effluent								Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Dec-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ³	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
12/1/2022	0.574		0.405								9.0						
12/2/2022	0.377		0.450								8.7						
12/3/2022	1.015		0.866								9.1						
12/4/2022	0.632		0.581								8.5						
12/5/2022	0.527		0.387								8.3						
12/6/2022	0.453		0.395								8.5						
12/7/2022	0.372	220	0.260								8.7	3.0	8.31	Clear	None	None	None
12/8/2022	0.417		0.324								9.1						
12/9/2022	0.380		0.252								9.0						
12/10/2022	1.338		0.896								9.0						
12/11/2022	1.338		1.188								4.1						
12/12/2022	0.653		0.570								4.2						
12/13/2022	0.682		0.469								4.6						
12/14/2022	0.388	460	0.500								5.9	2.8	7.94	Clear	None	None	None
12/15/2022	0.415		0.461								7.3						
12/16/2022	0.402		0.268								7.4						
12/17/2022	0.375		0.235								7.3						
12/18/2022	0.395		0.243								7.0						
12/19/2022	0.388		0.235	< 1.8	3.8	13	29	< 0.1	7.1	210	6.7						
12/20/2022	0.411		0.337								6.9						
12/21/2022	0.387	660	0.236								7.3	2.9	7.87	Clear	None	None	None
12/22/2022	0.405		0.247								7.1						
12/23/2022	0.385		0.314								7.4						
12/24/2022	0.352		0.237								7.8						
12/25/2022	0.318		0.247								8.8						
12/26/2022	0.454		0.345								9.2						
12/27/2022	1.371		1.273								8.1						
12/28/2022	0.641	200	0.739								8.4	3.1	7.71	Clear	None	None	None
12/29/2022	0.728		0.611								9.4						
12/30/2022	2.057		1.862								6.5						
12/31/2022	1.663		2.075								0.1						
Total	20.291		17.510														
Maximum	2.057	660	2.075	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	9.4	3.1	8.31				
Minimum	0.318	200	0.235	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	0.1	2.8	7.71				
Average	0.655	385	0.565	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	7.4	2.9	7.96				
Cumulative Tot.	139.99																

Notes:

1. 5-day biological oxygen demand¹
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.

State of California
State Water Resources Control Board



Certificate of Competence

This is to certify that pursuant to the provisions of Chapter 9, Division 7 of the California Water Code

George M. Allen

has fulfilled the requirements for certification as a

Grade II

Wastewater Treatment Plant Operator

Certificate Number 28236

Issued this November 24, 2021

E. Joaquin Esquivel
Chair

Original Issue Date: 03/30/2011

Expiration Date: 12/31/2024



This certificate is the property of the State of California and in the event of its suspension, revocation or invalidation for any reason, it must be returned to the State Water Resources Control Board upon demand.

State of California
State Water Resources Control Board



Certificate of Competence

This is to certify that pursuant to the provisions of Chapter 9, Division 7 of the California Water Code

Steven C. Stone

has fulfilled the requirements for certification as a

Grade I

Wastewater Treatment Plant Operator

Certificate Number 28732

Issued this November 10, 2020

E. Joaquin Esquivel
Chair

Original Issue Date: 02/03/2010

Expiration Date: 12/31/2023



This certificate is the property of the State of California and in the event of its suspension, revocation or invalidation for any reason, it must be returned to the State Water Resources Control Board upon demand.

State of California
State Water Resources Control Board



Certificate of Competence

This is to certify that pursuant to the provisions of Chapter 9, Division 7 of the California Water Code

Jeffrey A. Jolley

has fulfilled the requirements for certification as a

Grade I

Wastewater Treatment Plant Operator

Certificate Number 40941

Issued this June 18, 2021

E. Joaquin Esquivel
Chair

Original Issue Date: 07/01/2014

Expiration Date: 07/01/2024



This certificate is the property of the State of California and in the event of its suspension, revocation or invalidation for any reason, it must be returned to the State Water Resources Control Board upon demand.



Instrument Calibration / Verification Report
Project Heading Page

Ver 7.17.18

Project Name:

Project Number:

Calibration Date:

To:

Header Page Only



Instrument Calibration / Verification Report

Project Name: Sutter Creek WWTP 2022

Project Number: T-42178R

Project Date: 2/24/22

Description: Plant Effluent Flow

Instrument Type:	FIT	Manufacturer:	Dynasonics
Tag Ref Number:	N/A	Serial Number:	49036
Transmitter Model #:	DDFXD2-A11A-NN	Signal Output:	4-20mA
Process Range:	0 - 2000	Instrument Span:	0-2000 gpm
Engineering Units:	gpm	Chem Exp Date:	N/A

Simulate transmitter outputs utilizing manufacturers diagnostic tools at the specified values below. Measure output utilizing a calibrated meter and record the results below.

Simulated Value	Expected mA Output	Actual mA Output		Display - Local / SCADA		Deviation
		As Found	As Left	As Found	As Left	
0% Span (0 gpm)	4.000	3.997	3.997	0	0	-0.02%
25% Span (500 gpm)	8.000	7.996	7.996	500	500	-0.02%
50% Span (1000 gpm)	12.000	12.001	12.001	1001	1001	0.01%
75% Span (1500 gpm)	16.000	16.001	16.001	1502	1502	0.01%
100% Span (2000 gpm)	20.000	19.995	19.995	2000	2000	-0.03%
	Live	5.910		220		

Comments:

**All deviations are between 'Expected mA Output' and 'Actual mA Output' (as measured with DMM in series).

Vasiliy Vasilevskiy / Timothy Bond

Completed By:

24-Feb-22

Calibration Date:



Instrument Calibration / Verification Report

Project Name: Sutter Creek WWTP 2022

Project Number: T-42178R

Project Date: 2/24/22

Description:	Plant Chart Recorder - Channel 1 - Influent Flow		
Instrument Type:	FIT	Manufacturer:	Honeywell
Tag Ref Number:	N/A	Serial Number:	0902Y98005530001
Transmitter Model #:	DR4300	Signal Output:	4-20mA
Process Range:	0 - 2000	Instrument Span:	0-2000 gpm
Engineering Units:	gpm	Chem Exp Date:	N/A

Simulate transmitter outputs utilizing manufacturers diagnostic tools at the specified values below. Measure output utilizing a calibrated meter and record the results below.

Simulated Value	Expected mA Output	Actual mA Output		Display - Local / SCADA		Deviation
		As Found	As Left	As Found	As Left	
0% Span (0 gpm)	4.000	4.000	4.000	0	0	0%
25% Span (500 gpm)	8.000	8.000	8.000	497	497	0%
50% Span (1000 gpm)	12.000	12.000	12.000	998	998	0%
75% Span (1500 gpm)	16.000	16.000	16.000	1497	1497	0%
100% Span (2000 gpm)	20.000	20.000	20.000	1998	1998	0%

Comments:

**All deviations are between 'Expected mA Output' and 'Actual mA Output' (as measured with DMM in series).

Vasiliy Vasilevskiy / Timothy Bond

Completed By:

24-Feb-22

Calibration Date:



Instrument Calibration / Verification Report

Project Name: Sutter Creek WWTP 2022

Project Number: T-42178R

Project Date: 2/24/22

Description:	Plant Influent Flow		
Instrument Type:	FIT	Manufacturer:	Siemens
Tag Ref Number:	N/A	Serial Number:	PBD/X1280020
Transmitter Model #:	Hydroranger	Signal Output:	4-20mA
Process Range:	0 - 2000	Instrument Span:	0-2000 gpm
Engineering Units:	gpm	Chem Exp Date:	N/A

Simulate transmitter outputs utilizing manufacturers diagnostic tools at the specified values below. Measure output utilizing a calibrated meter and record the results below.

Simulated Value	Expected mA Output	Actual mA Output		Display - Local / SCADA		Deviation
		As Found	As Left	As Found	As Left	
0% Span (0 gpm)	4.000	3.998	3.998	0	0	-0.01%
25% Span (500 gpm)	8.000	7.999	7.999	499	499	-0.01%
50% Span (1000 gpm)	12.000	11.999	11.999	999	999	-0.01%
75% Span (1500 gpm)	16.000	16.000	16.000	1500	1500	0%
100% Span (2000 gpm)	20.000	20.000	20.000	2001	2001	0%
	Live	7.890	5.968	486	227	

Comments:

**All deviations are between 'Expected mA Output' and 'Actual mA Output' (as measured with DMM in series).

P000: 1954; P001: 6; P002: 1; P003: 3; P004: 102; P005: 5; P006: 39.000; P007: 15.122; P600: 1; P601: 2.500; P603: 15.122; P604: 2000.00; P605: 10.500; P606: 2; P607: 0; P630: 2; P650: 8.457; P737: 3; P791: 8; P792: EEEE; P925: 467.78; P926: 8.457;

Vasiliy Vasilevskiy / Timothy Bond

Completed By:

24-Feb-22

Calibration Date:



Instrument Calibration / Verification Report

Project Name: Sutter Creek WWTP 2022

Project Number: T-42178R

Project Date: 2/24/22

Description: Plant Chart Recorder - Channel 2 - Effluent Flow

Instrument Type: FIT Manufacturer: Honeywell

Tag Ref Number: N/A Serial Number: 0902Y98005530001

Transmitter Model #: DR4300 Signal Output: 4-20mA

Process Range: 0 - 2000 Instrument Span: 0-2000 gpm

Engineering Units: gpm Chem Exp Date: N/A

Simulate transmitter outputs utilizing manufacturers diagnostic tools at the specified values below. Measure output utilizing a calibrated meter and record the results below.

Simulated Value	Expected mA Output	Actual mA Output		Display - Local / SCADA		Deviation
		As Found	As Left	As Found	As Left	
0% Span (0 gpm)	4.000	4.000	4.000	0	0	0%
25% Span (500 gpm)	8.000	8.000	8.000	500	500	0%
50% Span (1000 gpm)	12.000	12.000	12.000	1000	1000	0%
75% Span (1500 gpm)	16.000	16.000	16.000	1500	1500	0%
100% Span (2000 gpm)	20.000	20.000	20.000	2001	2001	0%

Comments:

**All deviations are between 'Expected mA Output' and 'Actual mA Output' (as measured with DMM in series).

Vasiliy Vasilevskiy / Timothy Bond

Completed By:

24-Feb-22

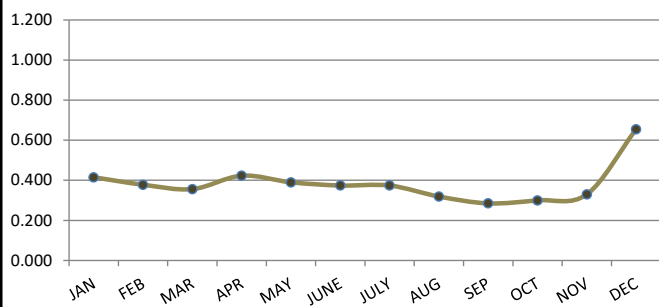
Calibration Date:

City of Sutter Creek WWTP Annual Reporting Results 2022													
	INFLUENT DATA			EFFLUENT DATA								SOLIDS DISPOSAL	
					23mpn mo avg Daily max 500mpn	30mg/l mo avg Daily max 60mg/l	30mg/l mo avg Daily max 60mg/l		0.1ml/l mo avg Daily max 0.5ml/l				
MONTH	AVG Flow (MGD)	Total Flow (MGD)	AVG BOD (mg/L)	AVG Flow (MGD)	Total Coliform (MPN/100mL)	TSS (mg/L)	BOD (mg/L)	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Screenings Disposal (yards ³)	Biosolids Disposal (tons)
JAN	0.415	12.870	435	0.306	< 1.8	8.2	9.50	16	< 0.1	7.4	210	20.00	0.00
FEB	0.378	10.589	365	0.266	< 1.8	5.3	29	23	< 0.1	7.3	190	20.00	0.00
MAR	0.356	11.025	1004	0.265	< 1.8	7.3	32	22	< 0.1	7.3	180	0.00	19.75
APR	0.423	12.692	435	0.427	< 1.8	13	11	20	< 0.1	7.1	250	20.00	10.60
MAY	0.390	12.080	720	0.489	< 1.8	7.3	6.1	20	< 0.1	7.1	280	0.00	20.76
JUNE	0.374	11.210	358	0.256	< 1.8	5.4	15	21	< 0.1	7.1	300	20.00	9.05
JULY	0.374	11.605	313	0.368	< 1.8	17	0	18	< 0.1	7.1	260	0.00	20.81
AUG	0.319	9.880	622	0.573	< 1.8	54	40	24	< 0.1	6.8	420	20.00	0.00
SEP	0.285	8.543	483	0.404	< 1.8	20	> 45	< 1.0	< 0.1	6.9	260	0.00	0.00
OCT	0.300	9.293	413	0.271	< 1.8	17	12	20	< 0.1	6.8	270	20.00	20.60
NOV	0.330	9.913	562	0.328	< 1.8	11	5	30	< 0.1	6.9	270	20.00	0.00
DEC	0.655	20.291	385	0.565	< 1.8	4	13	29	< 0.1	7.1	210	20.00	0.00
Total	0.383	139.99										160	101.57

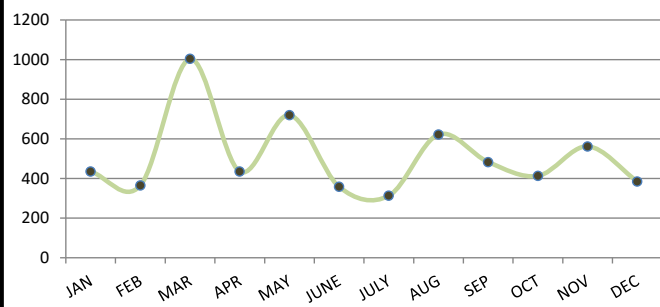
The values used for the flow data in this table are the monthly averages.

Denotes a excursion for that value

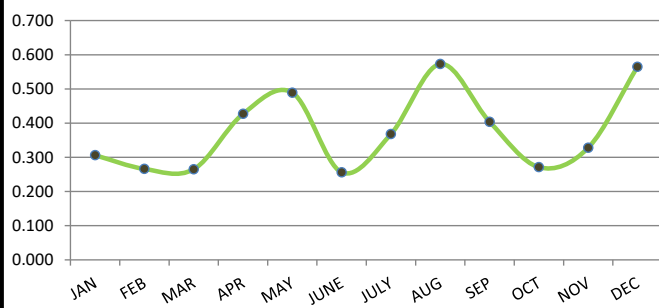
Average Influent Flows



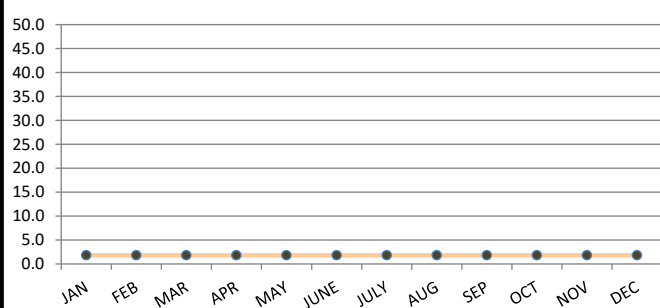
Influent BOD



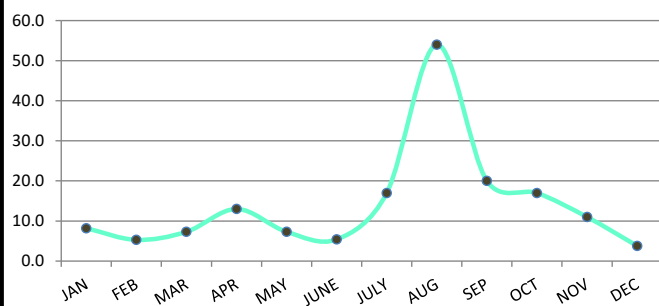
Average Effluent Flows



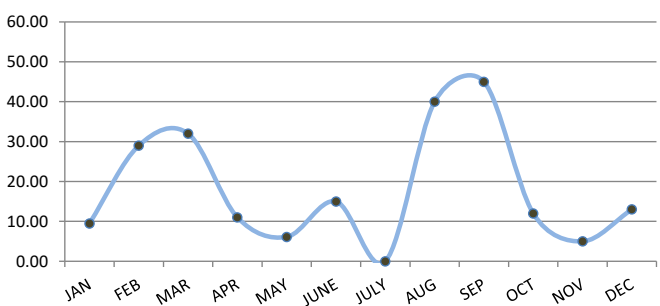
Effluent Coliform



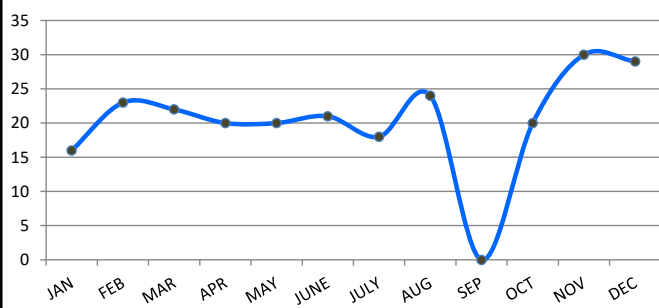
Effluent TSS



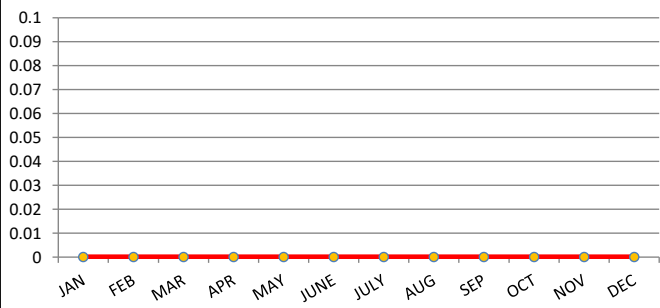
Effluent BOD



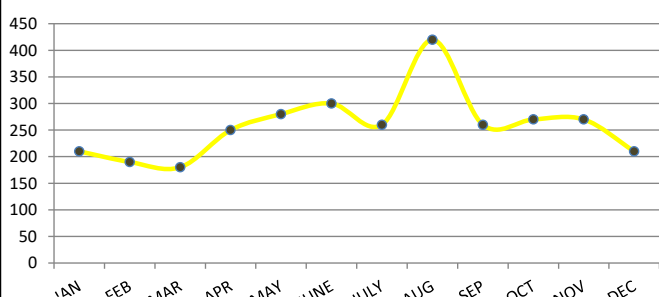
Effluent Total Nitrogen



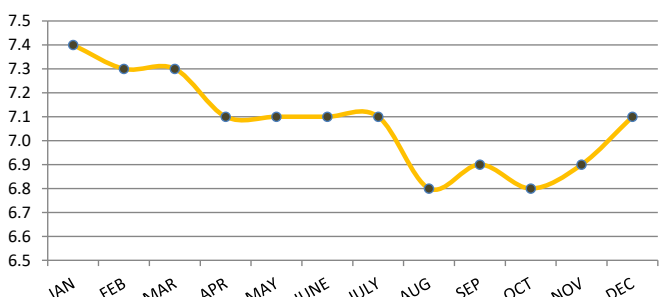
Effluent Settleable Solids



Effluent TDS



Effluent pH



Monthly Monitoring Report - WDR No. 94-152

WDR	Influent			Effluent							Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Jan-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
1/1/2022	0.494		0.531								9.0						
1/2/2022	0.466		0.292								9.3						
1/3/2022	0.493		0.499								9.3						
1/4/2022	0.479		0.399								9.2						
1/5/2022	0.481	750	0.401								9.2	2.6	8.10	Clear	None	None	None
1/6/2022	0.466		0.382								9.2						
1/7/2022	0.489		0.406								9.1						
1/8/2022	0.425		0.337								9.1						
1/9/2022	0.422		0.335								9.0						
1/10/2022	0.449		0.365	1.8	8.2	9.5	16	< 0.1	7.4	210	9.0						
1/11/2022	0.442		0.352								9.0						
1/12/2022	0.418	370	0.328								9.0	2.9	8.07	Clear	None	None	None
1/13/2022	0.420		0.320								9.0						
1/14/2022	0.409		0.388								9.0						
1/15/2022	0.388		0.211								8.7						
1/16/2022	0.399		0.170								8.7						
1/17/2022	0.432		0.189								8.6						
1/18/2022	0.387		0.328								8.6						
1/19/2022	0.410	350	0.294								8.6	2.2	8.13	Clear	None	None	None
1/20/2022	0.408		0.294								8.6						
1/21/2022	0.386		0.254								8.5						
1/22/2022	0.359		0.228								8.4						
1/23/2022	0.353		0.225								8.3						
1/24/2022	0.384		0.262								8.3						
1/25/2022	0.386		0.298								8.7						
1/26/2022	0.377	270	0.251								8.7	2.1	8.14	Clear	None	None	None
1/27/2022	0.404		0.280								8.6						
1/28/2022	0.358		0.236								8.6						
1/29/2022	0.345		0.223								8.6						
1/30/2022	0.359		0.238								8.6						
1/31/2022	0.381		0.265								8.6						
Total	12.870		9.481														
Maximum	0.494	750	0.531	< 1.8	8.2	9.5	16	< 0.1	7.4	210	9.3	2.9	8.14				
Minimum	0.345	270	0.170	< 1.8	8.2	9.5	16	< 0.1	7.4	210	8.3	2.1	8.07				
Average	0.415	435	0.306	< 1.8	8.2	9.5	16	< 0.1	7.4	210	8.8	2.4	8.11				
Cumulative Tot.	0.00																

WDR	Influent			Effluent							Emergency Storage Pond						
				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Feb-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
2/1/2022	0.371		0.251								8.6						
2/2/2022	0.386	350	0.252								8.5	2.25	8.15	Clear	None	None	None
2/3/2022	0.395		0.264								8.5						
2/4/2022	0.368		0.234								8.5						
2/5/2022	0.355		0.160								8.5						
2/6/2022	0.514		0.134								7.6						
2/7/2022	0.421		0.173								6.3						
2/8/2022	0.440		0.344								7.1						
2/9/2022	0.438	350	0.176								6.6	2.1	8.25	Clear	None	None	None
2/10/2022	0.377		0.339								7.0						
2/11/2022	0.372		0.274								8.2						
2/12/2022	0.352		0.272								8.3						
2/13/2022	0.355		0.236								8.6						
2/14/2022	0.417		0.292	< 1.8	5.3	29	23	< 0.1	7.3	190	8.6						
2/15/2022	0.384		0.247								8.6						
2/16/2022	0.371	420	0.245								8.6	2.1	8.23	Clear	None	None	None
2/17/2022	0.363		0.342								8.6						
2/18/2022	0.360		0.263								8.6						
2/19/2022	0.338		0.234								8.6						
2/20/2022	0.349		0.236								8.6						
2/21/2022	0.369		0.257								8.6						
2/22/2022	0.362		0.255								8.5						
2/23/2022	0.345	340	0.239								8.5	2.1	8.35	Clear	None	None	None
2/24/2022	0.373		0.268								8.5						
2/25/2022	0.373		0.240								8.5						
2/26/2022	0.336		0.213								8.4						
2/27/2022	0.333		0.219								8.4						
2/28/2022	0.372		0.277								8.3						
Total	10.589		7.437														
Maximum	0.514	420	0.774	< 1.8	5.3	29	23	< 0.1	7.3	190	8.6	2.3	8.35				
Minimum	0.333	340	0.134	< 1.8	5.3	29	23	< 0.1	7.3	190	6.3	2.1	8.15				
Average	0.378	365	0.266	< 1.8	5.3	29	23	< 0.1	7.3	190	8.2	2.1	8.25				
Cumulative Tot.	23.46																

	Influent			Effluent							Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Mar-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
3/1/2022	0.359	2100	0.273					8.3			8.3	2.12	8.11	Clear	None	None	None
3/2/2022	0.364		0.268					8.3			8.3						
3/3/2022	0.376		0.259					8.3			8.3						
3/4/2022	0.380		0.244					8.2			8.2						
3/5/2022	0.359		0.239					8.2			8.2						
3/6/2022	0.354		0.231					8.0			8.0						
3/7/2022	0.388		0.263					8.0			8.0						
3/8/2022	0.363		0.234					8.0			8.0						
3/9/2022	0.383	1700	0.268					7.9			7.9	2.4	8.22	Clear	None	None	None
3/10/2022	0.361		0.245					7.9			7.9						
3/11/2022	0.108		0.244					7.8			7.8						
3/12/2022	0.269		0.193					7.8			7.8						
3/13/2022	0.276		0.273					7.9			7.9						
3/14/2022	0.321		0.304	< 1.8	7.3	32	22	< 0.1	7.3	180	8.8						
3/15/2022	0.373		0.325					9.0			9.0						
3/16/2022	0.380	280	0.293					9.0			9.0	2.4	8.07	Clear	None	None	None
3/17/2022	0.346		0.251					9.0			9.0						
3/18/2022	0.368		0.272					9.0			9.0						
3/19/2022	0.333		0.245					9.0			9.0						
3/20/2022	0.347		0.245					9.0			9.0						
3/21/2022	0.395		0.289					9.0			9.0						
3/22/2022	0.376		0.273					9.0			9.0						
3/23/2022	0.385	710	0.274					9.0			9.0	2.6	7.97	Clear	None	None	None
3/24/2022	0.399		0.292					9.0			9.0						
3/25/2022	0.405		0.287					8.9			8.9						
3/26/2022	0.339		0.233					9.0			9.0						
3/27/2022	0.359		0.246					8.9			8.9						
3/28/2022	0.406		0.290					8.9			8.9						
3/29/2022	0.385		0.286					8.9			8.9						
3/30/2022	0.387	230	0.286					8.7			8.7	2.9	7.81	Clear	None	None	None

3/31/2022	0.388		0.279								8.7						
Total	11.025		8.203														
Maximum	0.406	2100	0.325	< 1.8	7.3	32	22	< 0.1	7.3	180	9.0	2.9	8.22				
Minimum	0.108	230	0.193	< 1.8	7.3	32	22	< 0.1	7.3	180	7.8	2.1	7.81				
Average	0.356	1004	0.265	< 1.8	7.3	32	22	< 0.1	7.3	180	8.6	2.5	8.04				
Cumulative Tot.	34.48																

	Influent			Effluent							Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
Apr-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
4/1/2022	0.377		0.256								8.7						
4/2/2022	0.353		0.221								8.6						
4/3/2022	0.366		0.254								8.5						
4/4/2022	0.395		0.272								8.5						
4/5/2022	0.379		0.262								8.5						
4/6/2022	0.389	520	0.254								8.5	2.3	8.24	Clear	None	None	None
4/7/2022	0.385		0.263								8.4						
4/8/2022	0.375		0.253								8.4						
4/9/2022	0.339		0.195								8.2						
4/10/2022	0.353		0.218								8.3						
4/11/2022	0.417		0.296								8.3						
4/12/2022	0.391		0.282								8.2						
4/13/2022	0.390	440	0.275								8.0	2.2	8.30	Clear	None	None	None
4/14/2022	0.477		0.301								8.0						
4/15/2022	0.412		0.213								8.0						
4/16/2022	0.323		0.466								7.4						
4/17/2022	0.387		0.330								8.0						
4/18/2022	0.414		0.310	< 1.8	13	11	20	< 0.1	7.1	250	8.3						
4/19/2022	0.430		0.337								8.3						
4/20/2022	0.437	430	0.328								8.3	2.1	8.40	Clear	None	None	None
4/21/2022	1.044		1.306								7.7						
4/22/2022	0.291		1.181								6.9						
4/23/2022	0.499		0.740								7.4						
4/24/2022	0.464		0.671								7.3						
4/25/2022	0.502		1.468								7.5						
4/26/2022	0.466		0.520								7.3						
4/27/2022	0.428		0.383								7.7						
4/28/2022	0.424	350	0.350								7.8	2.0	8.49	Clear	None	None	None
4/29/2022	0.278		0.317								7.8						
4/30/2022	0.306		0.286								7.8						
Total	12.692		12.808														
Maximum	1.044	520	1.468	< 1.8	13.0	11.0	20	< 0.1	7.1	250	8.7	2.3	8.49				
Minimum	0.278	350	0.195	< 1.8	13.0	11.0	20	< 0.1	7.1	250	6.9	2.0	8.24				
Average	0.423	435	0.427	< 1.8	13.0	11.0	20	< 0.1	7.1	250	8.0	2.1	8.36				
Cumulative Tot.	47.18																

	Influent			Effluent							Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵			
May-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
5/1/2022	0.349		0.297								7.7						
5/2/2022	0.347		0.285								7.7						
5/3/2022	0.397		0.266								7.7						
5/4/2022	0.398	640	1.852								7.7	3.1	8.42	Clear	None	None	None
5/5/2022	0.405		2.035								7.7						
5/6/2022	0.408		1.464								7.7						
5/7/2022	0.372		0.677								7.7						
5/8/2022	0.365		0.502								7.7						
5/9/2022	0.393		0.633								7.6						
5/10/2022	0.395		0.261								7.6						
5/11/2022	0.418	710	1.464								7.6	2.9	8.32	Clear	None	None	None
5/12/2022	0.419		0.346								7.6						
5/13/2022	0.401		0.195								7.6						
5/14/2022	0.377		0.254								7.7						
5/15/2022	0.378		0.242								7.7						
5/16/2022	0.409		0.273	< 1.8	7.3	6.1	20	< 0.1	7.1	280	7.6						
5/17/2022	0.413		0.287								7.6						
5/18/2022	0.411	900	0.254								7.6	3.7	8.49	Clear	None	None	None
5/19/2022	0.400		0.241								7.6						
5/20/2022	0.376		0.251								7.6						
5/21/2022	0.390		0.320								8.3						
5/22/2022	0.373		0.226								8.6						
5/23/2022	0.422		0.267								8.6						
5/24/2022	0.407		0.255								8.6						
5/25/2022	0.391	630	0.413								8.6	2.3	8.29	Clear	None	None	None
5/26/2022	0.396		0.304								9.9						
5/27/2022	0.388		0.272								9.9						
5/28/2022	0.364		0.253								9.9						
5/29/2022	0.344		0.232								9.9						
5/30/2022	0.358		0.240								9.9						
5/31/2022											9.9						
Total	12.080		15.156														
Maximum	0.422	900	2.035	< 1.8	7.3	6.1	20	< 0.1	7.1	280	9.9	3.7	8.49				
Minimum	0.344	630	0.195	< 1.8	7.3	6.1	20	< 0.1	7.1	280	7.6	2.3	8.29				
Average	0.390	720	0.489	< 1.8	7.3	6.1	20	< 0.1	7.1	280	8.2	3.0	8.38				
Cumulative Tot.	47.18																

	Influent			Effluent							Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max					Standard Observations ⁵				
Jun-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ¹ (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
6/1/2022	0.392	260	0.261								9.9	2.11	8.21	Clear	None	None	None
6/2/2022	0.422		0.299								9.8						
6/3/2022	0.388		0.263								9.8						
6/4/2022	0.377		0.256								9.8						
6/5/2022	0.370		0.252								9.8						
6/6/2022	0.413		0.299								9.8						
6/7/2022	0.381		0.018								8.0						
6/8/2022	0.393	320	0.000								5.3	4.2	7.62	Clear	None	None	None
6/9/2022	0.425		0.315								3.6						
6/10/2022	0.321		0.275								3.7						
6/11/2022	0.313		0.317								4.7						
6/12/2022	0.344		0.335								5.1						
6/13/2022	0.438		0.322								5.7						
6/14/2022	0.373		0.257								5.7						
6/15/2022	0.340		0.238								5.7						
6/16/2022	0.381	320	0.271								5.7	3.9	7.77	Clear	None	None	None
6/17/2022	0.409		0.298								5.6						
6/18/2022	0.343		0.250								5.6						
6/19/2022	0.339		0.245								5.5						
6/20/2022	0.405		0.305								5.5						
6/21/2022	0.380		0.284								5.5						
6/22/2022	0.369		0.269								5.5						
6/23/2022	0.374	460	0.254								5.4	3.5	7.83	Clear	None	None	None
6/24/2022	0.373		0.253								5.4						
6/25/2022	0.317		0.217								5.3						
6/26/2022	0.325		0.223								5.3						
6/27/2022	0.387		0.282	1.8	5.4	15	21	<0.1	7.1	300	5.4						
6/28/2022	0.375		0.273								5.4						

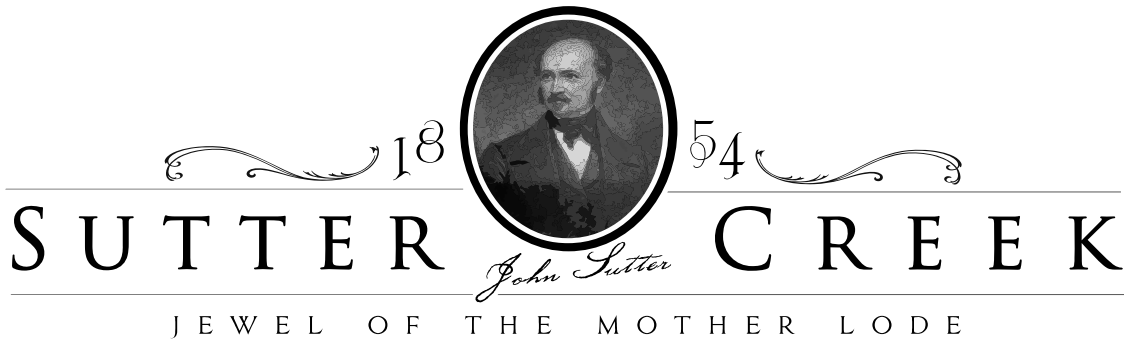
	Influent			Effluent							Emergency Storage Pond							
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/l	30 avg mo, daily max 60mg/l		0.1 mo avg 0.5 ml/l daily max						Standard Observations ⁵				
Sep-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100ml) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage	
9/1/2022	0.296		0.336								8.2							
9/2/2022	0.307		0.335								8.2							
9/3/2022	0.236		0.234								8.2							
9/4/2022	0.237		0.246								8.1							
9/5/2022	0.260		0.266								8.1							
9/6/2022	0.283		0.270								8.1							
9/7/2022	0.278	740	0.259								8.1	2.0	8.10	Clear	None	None	None	
9/8/2022	0.298		0.276								8.1							
9/9/2022	0.309		0.316								8.1							
9/10/2022	0.259		0.245								8.1							
9/11/2022	0.274		0.889								8.1							
9/12/2022	0.275		1.133								8.1							
9/13/2022	0.298		0.784								8.1							
9/14/2022	0.271	590	1.168								8.1	2.3	7.92	Clear	None	None	None	
9/15/2022	0.322		0.432								8.0							
9/16/2022	0.284		0.494								8.0							
9/17/2022	0.271		0.668								8.0							
9/18/2022	0.298		0.592								8.0							
9/19/2022	0.315		0.313								7.9							
9/20/2022	0.305		0.304								7.9							
9/21/2022	0.288	260	0.372								7.9	2.3	7.96	Clear	None	None	None	
9/22/2022	0.305		0.263								7.9							
9/23/2022	0.285		0.221								7.9							
9/24/2022	0.252		0.183								7.9							
9/25/2022	0.278		0.231								7.9							

	Influent			Effluent							Emergency Storage Pond						
WDR				23 mpn mo avg 500 daily max	30 avg mo, daily max 60mg/L	30 avg mo, daily max 60mg/L	0.1 mo avg 0.5 ml/l daily max					Standard Observations ⁵					
Dec-22	Flow (MGD)	BOD (mg/L)	Flow (MGD)	Total Coliform ² (MPN/100mL) ¹	TSS (mg/L)	BOD (mg/L) ¹	Total Nitrogen (mg/L)	Settleable Matter (mL/L)	pH (SU)	Total Dissolved Solids (mg/L)	Freeboard (0.1 Ft)	DO (mg/L) ⁴	pH (SU)	Vegetation	Odors	Damage	Seepage
12/1/2022	0.574		0.405								9.0						
12/2/2022	0.377		0.450								8.7						
12/3/2022	1.015		0.866								9.1						
12/4/2022	0.632		0.581								8.5						
12/5/2022	0.527		0.387								8.3						
12/6/2022	0.453		0.395								8.5						
12/7/2022	0.372	220	0.260								8.7	3.0	8.31	Clear	None	None	None
12/8/2022	0.417		0.324								9.1						
12/9/2022	0.380		0.252								9.0						
12/10/2022	1.338		0.896								9.0						
12/11/2022	1.338		1.188														
12/12/2022	0.653		0.570								4.1						
12/13/2022	0.682		0.469								4.6						
12/14/2022	0.388	460	0.500								5.9	2.8	7.94	Clear	None	None	None
12/15/2022	0.415		0.461								7.3						
12/16/2022	0.402		0.268								7.4						
12/17/2022	0.375		0.235								7.3						
12/18/2022	0.395		0.243								7.0						
12/19/2022	0.388		0.235	< 1.8	3.8	13	29	< 0.1	7.1	210	6.7						
12/20/2022	0.411		0.337								6.9						
12/21/2022	0.387	660	0.236								7.3	2.9	7.87	Clear	None	None	None
12/22/2022	0.405		0.247								7.1						
12/23/2022	0.385		0.314								7.4						

12/24/2022	0.352		0.237								7.8						
12/25/2022	0.318		0.247								8.8						
12/26/2022	0.454		0.345								9.2						
12/27/2022	1.371		1.273								8.1						
12/28/2022	0.641	200	0.739								8.4	3.1	7.71	Clear	None	None	None
12/29/2022	0.728		0.611								9.4						
12/30/2022	2.057		1.862								6.5						
12/31/2022	1.663		2.075								0.1						
Total	20.291		17.510														
Maximum	2.057	660	2.075	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	9.4	3.1	8.31				
Minimum	0.318	200	0.235	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	0.1	2.8	7.71				
Average	0.655	385	0.565	< 1.8	3.8	13.0	29.0	< 0.1	7.1	210	7.4	2.9	7.96				
Cumulative Tot.	139.99																

Notes:

1. 5-day biological oxygen demand¹
2. Using a minimum of 15 tubes or three dilutions
3. Most Probable Number
4. Dissolved Oxygen samples shall be collected at a depth of one foot, opposite the inlet of the pond.
5. Standard Pond Observations shall include monitoring and recording of the following: presence/absence of odors, weeds, algae, vegetation, debris, evidence of small coves and irregularities; and condition of the berm, including documenting any erosion, burrowing animals, and signs of seepage or surfacing water along the exterior toe of the berms.



**SPECIAL MEETING OF THE CITY COUNCIL
MINUTES**

TUESDAY, FEBRUARY 14, 2023

9:07 A.M. 1. CALL TO ORDER AND ESTABLISH A QUORUM FOR REGULAR MEETING

Council members Present: Feist, Swift and Sierk
Absent: Peters and Gunselman

Staff Present:
Karen Darrow

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PUBLIC FORUM-None.

4. CLOSED SESSION

A. PUBLIC EMPLOYMENT

Pursuant to Government Code Section 54957
Public Employment: Interim City Manager

5. REPORT FROM CLOSED SESSION

Direction was given to staff.

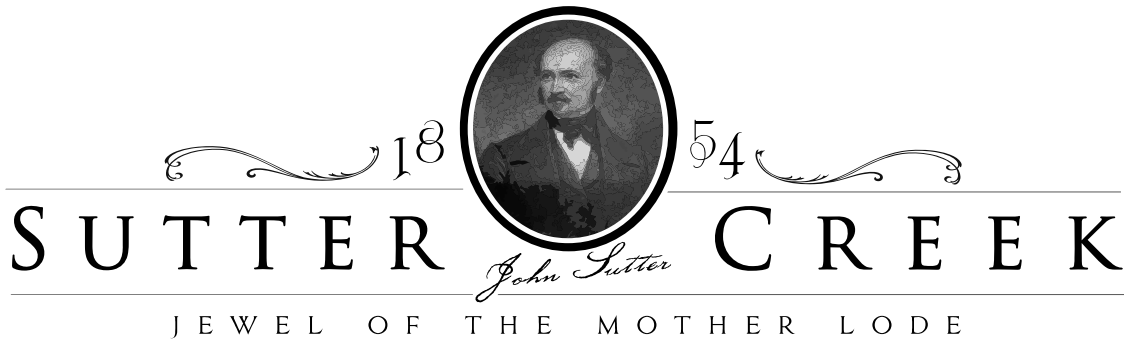
6. ADJOURNMENT

The meeting was adjourned at 9:34 a.m.

Claire Gunselman, Mayor

Karen Darrow, City Clerk

Date Approved:



**CITY COUNCIL MINUTES
MONDAY, FEBRUARY 6, 2023**

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

Join Zoom Meeting

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

or

Dial by phone:

301-715-8592

Meeting ID: 956 852 0224

6:30 P.M. 1. CLOSED SESSION

A. PUBLIC EMPLOYMENT

Pursuant to Government Code Section 54957

Public Employment: Interim City Manager

7:00 P.M. 2. CALL TO ORDER AND ESTABLISH A QUORUM FOR REGULAR MEETING

Council members Present:

Feist, Peters, Sierk, Swift and Gunselman

Vicky Runquist, City Treasurer

Staff Present:

Amy Gedney

Derek Cole

Karen Darrow

Jodi Steneck

Matt Ospital

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. REPORT FROM CLOSED SESSION

Direction given to City Attorney. No further reportable action.

5. PUBLIC FORUM

Michelle Galler requested that the city help sponsor a community clean up event by donating \$1500-2000 to the Amador County Code Enforcement group. The funds would go to needed equipment and lunch for the volunteers. She noted that each of the Supervisors will be contributing money and she will be asking the City of Jackson as well. Supervisor Axe appeared with her and offered to respond to any questions.

Lottie Tone of Sutter Creek requested that the agenda be posted at the Post Office and City Hall and hard copies printed for the public at the meetings.

6. PRESENTATIONS- None

7. INFORMATION/CORRESPONDENCE

A. Letter to Amador County Unified School District from ACTC regarding school consolidation plan.

Recommendation: For information only.

So Noted.

B. Water Analysis of City Parks

Recommendation: For information only.

City Manager Gedney noted that the analysis shows that the water usage is not irregular.

8. MAYOR AND COUNCIL MEMBER REPORTS

Council member Sierk reported that the last ACRA meeting was cancelled and that ACRA is looking to work with the cities in regards to the community pools. She also noted that she attended the presentation at the Grammar School and it was great.

Council member Peters reported that ARSA fared well through the storms and that there have been some encouraging signs with the regional partners. He also noted that he did not attend the last ACTC meeting but looks forward to attending moving forward.

Mayor Gunselman reported that the Sutter Creek Community Benefit Foundation hosted a lecture at the Historic Grammar School by Ms. Irene Perpal who shared her account of life in Amsterdam under Nazi occupation. It was very well received and they have booked another date for her to continue her story.

9. CONSENT AGENDA

Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of Council or the Public.

A. City Council Minutes of January 6, 2023, January 17, 2023 and February 2, 2023.

Recommendation: By motion approve minutes as presented.

M/S Council member Peters/Sierk to approve the City Council Minutes of January 6, 2023 and January 17, 2023, as presented.

AYES: Feist, Peters, Sierk, Swift and Gunselman

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED

M/S Council member Swift/Feist to approve the City Council Minutes of February 2, 2023 as presented.

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

B. Warrants

Recommendation: By motion approve warrants as presented.

M/S Council member Peters/Sierk to approve the warrants, as presented.

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

- C. Adopt Resolution 22-23-* Authorizing the Execution of an Amended and Restated Franchise Agreement with ACES Waste Services, Inc. for Solid-Waste Collection Services Within City Limits, providing for the grant of an exclusive franchise through December 31, 2037, with an option for one five-year extension; find that the adoption of the Amended and Restated Agreement is not a project under the California Environmental Quality Act per 14 Cal. Code Regs. § 15378(b)(2) and (5)), or that if the approval is a project, there will be no possibility of an environmental impact associated with approval (14 Cal. Code Regs., § 15061(b)(3))

M/S Council member Sierk/Peters to refer Item 9C to the Solid Waste Committee for review.

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

10. ORDINANCES & PUBLIC HEARINGS

- A. Waive the second reading and enact Ordinance No. ____ Amending Sections 15.04.10 and 15.04.030 of the Sutter Creek Municipal Code adopting and amending the 2022 California Building Standards Code and other Uniform Codes.

M/S Council member Peters/Swift to Waive the second Reading of Ordinance No. 372 Amending Sections 15.04.10 and 15.04.030 of the Sutter Creek Municipal Code adopting and amending the 2022 California Building Standards Code and other Uniform Codes.

AYES: Feist, Peters, Sierk, Swift and Gunselman
NOES: None
ABSTAIN: None
ABSENT: None

MOTION CARRIED

11. ADMINISTRATIVE AGENDA

2023 Storm Damage Repairs for Gold Strike Court and Old Eureka Road

Recommendation: Direct staff on how to proceed with storm damage repairs based on City Engineer's recommendations.

City Engineer Matt Ospital noted that if the repairs are done the City is still eligible for funding to reimburse the cost.

Council member Peters asked where the approximately \$350,000.00 would come from.

City Manager Gedney noted that it is available in discretionary funds although that would take funds that would have been put towards the CIP list. She also noted that reimbursement is possible but it will cost to apply for it.

The Council directed staff to reach out to multiple contractors for competitive pricing and to have one contractor for each project so they both can begin at the same time.

12. FUTURE AGENDA ITEMS

Council member Sierk reiterated her request from the last meeting:

- 1- Schedule of meetings through June
- 2- Receive a CIP priority list
- 3- Schedule meetings to work on procedure manual

Mayor Guselman suggested putting off future items until an Interim City Manager is in place.

13. CITY ATTORNEY'S REPORT- None.

14. CITY MANAGER'S REPORT

City Manager Gedney noted that next week there is a quarterly meeting with Amador Water Agency to coordinate shared projects and the monthly meeting with A-Quality. She also noted that there is no Planning Commission meeting this month and that Erin will work with Derek to schedule the Zoning Code workshops in March.

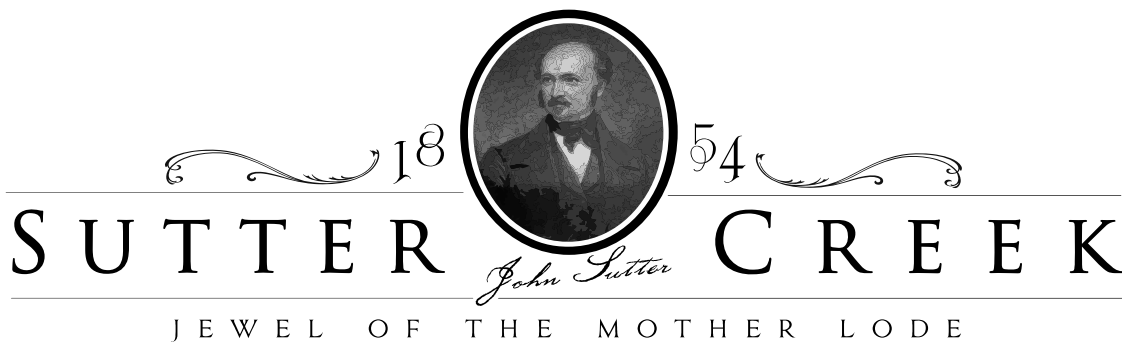
15. ADJOURNMENT

The meeting was adjourned at 7:48 p.m.

Claire Gunselman, Mayor

Karen Darrow, City Clerk

Date Approved:



TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: MARCH 6, 2023
FROM: JODI ARROYOS, ACCOUNT TECHNICIAN
SUBJECT: WARRANTS PAID ON FEBRUARY 21, 2023 AND CURRENT
WARRANTS TO BE PAID

RECOMMENDATION:

Attached you will find two warrant reports, the first were paid on February 21, 2023 and the second report is a current list of warrants to be paid.

BUDGET IMPACT:

Amount paid on February 21, 2023 was \$215,012.98
Current list of warrants to be paid is \$63,458.20

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 001
ID #: PY-IP
CTL.: SUT

6500 BUENA VISTA RD *** VENDOR.: ACE02 (ACES WASTE SERVICES)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
662540	20 YD DB HAUL CHARGE	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	20 YD DB HAUL CHARGE	10 67060 1510		1	841.08	841.08
		(Sewer M&O Sludge Sewer Treatment)				
					Invoice Extension ---->	841.08
					Vendor Total ----->	841.08

520 SUTTER STREET/HWY 49 *** VENDOR.: ACE03 (JACKSON ACE HARDWARE & GARDEN)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
STMTJAN23	JANUARY 2023 STATEMENT	02-23	01/31/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	JANUARY 2023 STATEMENT	10 67050 1510		1	29.31	29.31
		(Sewer M&O O & M-Sewer Plt Sewer Treatment)				
					Invoice Extension ---->	29.31
					Vendor Total ----->	29.31

529 N ORANGE ST *** VENDOR.: ACE04 (ACE ELECTRIC MOTOR & PUMP CO)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
S16085	WWTP EQUIPMENT	02-23	01/31/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	WWTP EQUIPMENT	10 67010 1510		1	648.90	648.90
		(Sewer M&O O&M Equipment Sewer Treatment)				
					Invoice Extension ---->	648.90
					Vendor Total ----->	648.90

208 MASON STREET *** VENDOR.: ALP01 (ALPHA ANALYTICAL LABORATORIES, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
STMTJAN23	JANUARY 2023 STATEMENT	02-23	01/31/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	JANUARY 2023 STATEMENT	10 52020 1510		1	274.00	274.00
		(Sewer M&O Supplies - Lab Sewer Treatment)				
					Invoice Extension ---->	274.00
					Vendor Total ----->	274.00

18 MAIN *** VENDOR.: AMA07 (Amador Reg Sani Authority)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
FYE2023#3	ARSA	02-23	02/03/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ARSA	80 67055 1600		1	130330.25	130330.25
		(Effluent Disp. ARSA Effluent)				
					Invoice Extension ---->	130330.25
					Vendor Total ----->	130330.25

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 002
ID #: PY-IP
CTL.: SUT

P.O. BOX 268805 *** VENDOR.: AME15 (AMERICAN FIDELITY ASSURANCE)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
D553250	INSURANCE PREMIUMS FEBRUARY 2023	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	INSURANCE PREMIUMS FEBRUARY 2023	01 41040 1060		1	245.29	245.29
	(General Fund Employee Benefi Police Dept)					
0002	INSURANCE PREMIUMS FEBRUARY 2023	01 41040 1020		1	158.33	158.33
	(General Fund Employee Benefi City Clerk)					
0003	INSURANCE PREMIUMS FEBRUARY 2023	07 41040 1020		1	2.14	2.14
	(Cemetery Employee Benefi City Clerk)					
0004	INSURANCE PREMIUMS FEBRUARY 2023	80 41040 1020		1	53.49	53.49
	(Effluent Disp. Employee Benefi City Clerk)					
0005	INSURANCE PREMIUMS FEBRUARY 2023	01 41040 1040		1	57.00	57.00
	(General Fund Employee Benefi City Manager)					
0006	INSURANCE PREMIUMS FEBRUARY 2023	10 41040 1040		1	38.00	38.00
	(Sewer M&O Employee Benefi City Manager)					
0007	INSURANCE PREMIUMS FEBRUARY 2023	80 41040 1040		1	31.67	31.67
	(Effluent Disp. Employee Benefi City Manager)					
0008	INSURANCE PREMIUMS FEBRUARY 2023	03 41040 1120		1	31.51	31.51
	(Streets/Sidewal Employee Benefi Streets/Roads)					
0009	INSURANCE PREMIUMS FEBRUARY 2023	01 41040 1130		1	118.72	118.72
	(General Fund Employee Benefi Parks & Recreat)					
0010	INSURANCE PREMIUMS FEBRUARY 2023	10 41040 1510		1	176.99	176.99
	(Sewer M&O Employee Benefi Sewer Treatment)					
0011	INSURANCE PREMIUMS FEBRUARY 2023	10 41040 1520		1	107.99	107.99
	(Sewer M&O Employee Benefi Sewer Collectio)					
0012	INSURANCE PREMIUMS FEBRUARY 2023	80 41040 1600		1	81.04	81.04
	(Effluent Disp. Employee Benefi Effluent)					
0013	INSURANCE PREMIUMS FEBRUARY 2023	29 41040 1140		1	3.29	3.29
	(Swimming Pool Employee Benefi Swimming Pool)					
0014	INSURANCE PREMIUMS FEBRUARY 2023	59 41040 1130		1	36.08	36.08
	(Building Facili Employee Benefi Parks & Recreat)					
0015	INSURANCE PREMIUMS FEBRUARY 2023	01 41040 1050		1	236.21	236.21
	(General Fund Employee Benefi Finance)					
0016	INSURANCE PREMIUMS FEBRUARY 2023	03 41040 1050		1	11.38	11.38
	(Streets/Sidewal Employee Benefi Finance)					
0017	INSURANCE PREMIUMS FEBRUARY 2023	59 41040 1050		1	16.30	16.30
	(Building Facili Employee Benefi Finance)					
0018	INSURANCE PREMIUMS FEBRUARY 2023	80 41040 1050		1	56.88	56.88
	(Effluent Disp. Employee Benefi Finance)					
0019	INSURANCE PREMIUMS FEBRUARY 2023	10 41040 1050		1	232.79	232.79
	(Sewer M&O Employee Benefi Finance)					
	Invoice Extension ---->					1695.10
	Vendor Total ----->					1695.10

P.O. BOX 906 *** VENDOR.: BAR10 (S BARTELS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
REF020123	SEWER SERVICE ACCT BAR0013 REFUND FOR OVERPAYMEN	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	SEWER SERVICE ACCT BAR0013 REFUND FOR OVERPAYMENT	10 34410		1	1024.72	1024.72
	(Sewer M&O Fees - Sewer Service Undist)					
	Invoice Extension ---->					1024.72
	Vendor Total ----->					1024.72

80 FULLEN ST *** VENDOR.: BOI02 (Heidi A Boitano)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
02012023	Lease-Prkg lot Marketing	02-23	02/01/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	Lease-Prkg lot Marketing	01 68012 1150		1	2915.46	2915.46
	(General Fund Lease-Prkg lot Marketing)					
	Invoice Extension ---->					2915.46
	Vendor Total ----->					2915.46

175 SUTTER HILL RD *** VENDOR.: CAM05 (CAMPBELL CONSTRUCTION GEN. ENGINEERING)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
--------------	-------------	--------	------	----	------------------	----------------

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 003
ID #: PY-IP
CTL.: SUT

175 SUTTER HILL RD *** VENDOR.: CAM05 (CAMPBELL CONSTRUCTION GEN. ENGINEERING)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
3664	GOLD STRIKE CT - TEMPORARY REPAIR	02-23	02/09/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	GOLD STRIKE CT - TEMPORARY REPAIR	03 70029 1120		1	10237.12	10237.12
	(Streets/Sidewal Infrastructure Streets/Roads)					
	Invoice Extension ---->					10237.12

Vendor Total -----> 10237.12

559 MAIN STREET *** VENDOR.: CAR07 (CARBON COPY, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
615770	COPIER MAINTENANCE	02-23	01/25/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	COPIER MAINTENANCE	01 53020 6100		1	24.62	24.62
	(General Fund Equipmt Maint. Central Servies)					
0002	COPIER MAINTENANCE	10 53020 6100		1	24.61	24.61
	(Sewer M&O Equipmt Maint. Central Servies)					
	Invoice Extension ---->					49.23

Vendor Total -----> 49.23

P.O. BOX 743 *** VENDOR.: CAR15 (MELISSA CARDIFF)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
REF020623	CUP-86 BARNEY LN-CARDIFF REFUND OF CREDIT BALANC	02-23	02/06/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	CUP-86 BARNEY LN-CARDIFF REFUND OF CREDIT BALANCE	01 34132 140		1	256.06	256.06
	(General Fund Fees - Variance & conditional)					
	Invoice Extension ---->					256.06

Vendor Total -----> 256.06

P.O. BOX 1572 *** VENDOR.: CIV01 (CIVICPLUS LLC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
247023	ONLINE CODE HOSTING 1/1/23 TO 12/31/23	02-23	01/01/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ONLINE CODE HOSTING 1/1/23 TO 12/31/23	01 60016 1020		1	495.00	495.00
	(General Fund Muni Code Web City Clerk)					
	Invoice Extension ---->					495.00

Vendor Total -----> 495.00

PO BOX 60533 *** VENDOR.: COM16 (COMCAST BUSINESS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
63480123	INTERNET CITY HALL	02-23	01/27/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	INTERNET CITY HALL	01 60014 6100		1	74.01	74.01
	(General Fund Internet Servic Central Servies)					
0002	INTERNET CITY HALL	10 60014 6100		1	74.00	74.00
	(Sewer M&O Internet Servic Central Servies)					
	Invoice Extension ---->					148.01

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 004
ID #: PY-IP
CTL.: SUT

PO BOX 60533

*** VENDOR.: COM16 (COMCAST BUSINESS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->						148.01 =====

1700 W. FREMONT ST

*** VENDOR.: DEL09 (DELTA WIRELESS, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
213000002	PM400 VHF 25W MOBILE	02-23	01/30/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	PM400 VHF 25W MOBILE	01 53020 1060		1	445.00	445.00
(General Fund Equipmt Maint. Police Dept)						
Invoice Extension ---->						445.00
Vendor Total ----->						445.00 =====

P.O. BOX 740827

*** VENDOR.: FER02 (FERGUSON ENTER,INC.#686)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
0407678	WWTP REPAIR	02-23	01/26/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	WWTP REPAIR	10 67010 1510		1	67.55	67.55
(Sewer M&O O&M Equipment Sewer Treatment)						
Invoice Extension ---->						67.55
Vendor Total ----->						67.55 =====

PUMPS & PROCESS MACHINERY

P.O. BOX 120

*** VENDOR.: GPM01 (GPM CORPORATION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
13099	VERTIFLO PUMP MODELS 720/724	02-23	01/19/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	VERTIFLO PUMP MODELS 720/724	10 70041 1510		1	37665.07	37665.07
(Sewer M&O Pumps-Equipment Sewer Treatment)						
Invoice Extension ---->						37665.07
Vendor Total ----->						37665.07 =====

120 S. State College Blvd.

Suite 200

*** VENDOR.: HIN05 (Hinderliter deLlamas & Associates)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
SIN024745	SALES TAX CONTRACT SERVICES JAN-MAR 2023	02-23	01/26/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	SALES TAX CONTRACT SERVICES JAN-MAR 2023	01 61057 1050		1	300.00	300.00
(General Fund Contracts-Other Finance)						
Invoice Extension ---->						300.00
Vendor Total ----->						300.00 =====

P.O. BOX 101630

*** VENDOR.: HUN04 (HUNT & SONS, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
968834	FUEL	02-23	01/31/23	N N N	-Unknown Discount Trm	20200

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 005
ID #: PY-IP
CTL.: SUT

P.O. BOX 101630

*** VENDOR.: HUN04 (HUNT & SONS, INC)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	FUEL	01	52012 1060	1	945.69	945.69
		(General Fund Fuel Police Dept)				
0002	FUEL	01	52012 1130	1	274.40	274.40
		(General Fund Fuel Parks & Recreat)				
0003	FUEL	10	52012 1510	1	295.22	295.22
		(Sewer M&O Fuel Sewer Treatment)				
0004	FUEL	03	52012 1120	1	301.04	301.04
		(Streets/Sidewal Fuel Streets/Roads)				
Invoice Extension ---->						1816.35
Vendor Total ----->						1816.35

100 Academy Dr

*** VENDOR.: JAC01 (Brusatori Enterprises Inc)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
33740	PD VEHICLE REPAIRS	02-23	01/30/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	PD VEHICLE REPAIRS	01	67009 1060	1	72.21	72.21
		(General Fund Vehicle Maintna Police Dept)				
Invoice Extension ---->						72.21
Vendor Total ----->						72.21

PO BOX 602

*** VENDOR.: KIT01 (KIT CARSON MOUNTAINMEN)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
02092023	KIT CARSON WAGON TRAIN SPONSORSHIP 2023	02-23	02/09/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	KIT CARSON WAGON TRAIN SPONSORSHIP 2023	01	64010 1150	1	650.00	650.00
		(General Fund Advertising Marketing)				
Invoice Extension ---->						650.00
Vendor Total ----->						650.00

1400 K STREET, 4TH FLOOR

*** VENDOR.: LEA02 (League of Calif. Cities)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
643588	LEAGUE OF CALIFORNIA CITIES MEMBERSHIP DUES 2023	02-23	02/28/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	LEAGUE OF CALIFORNIA CITIES MEMBERSHIP DUES 2023	01	65030 1010	1	1915.00	1915.00
		(General Fund Membership/Dues City Council)				
Invoice Extension ---->						1915.00
Vendor Total ----->						1915.00

P.O. Box 4432

*** VENDOR.: MOT12 (Mission IT Solutions)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
1152	MONTHLY IT SERVICES	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	MONTHLY IT SERVICES	01	60013 1060	1	150.00	150.00
		(General Fund Network Svcs Co Police Dept)				
0002	MONTHLY IT SERVICES	01	60013 6100	1	515.45	515.45
		(General Fund Network Svcs Co Central Servies)				

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 006
ID #: PY-IP
CTL.: SUT

P.O. Box 4432 *** VENDOR.: MOT12 (Mission IT Solutions)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION		G/L ACCOUNT No	
Line	Description				G/L Account No CTR	Unit(s)	Unit Cost	Amount
0003	MONTHLY IT SERVICES	10	60013	6100		1	515.45	515.45
					(Sewer M&O Network Svcs Co Central Services)			
							Invoice Extension ---->	1180.90
							Vendor Total ----->	1180.90

FILE 56893 *** VENDOR.: NAP01 (NAPA AUTO PARTS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
STMT0123	JANUARY 2023 STATEMENT	02-23	01/31/23	N N N	-Unknown Discount Trm	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	JANUARY 2023 STATEMENT	03	67009	1120	1	4.84	4.84
		(Streets/Sidewal Vehicle Maintna Streets/Roads)					
0002	JANUARY 2023 STATEMENT	01	67009	1060	1	53.31	53.31
		(General Fund Vehicle Maintna Police Dept)					
0003	JANUARY 2023 STATEMENT	80	52010	1600	1	219.41	219.41
		(Effluent Disp. Gen. Supplies Effluent)					
0004	JANUARY 2023 STATEMENT	10	67009	1510	1	740.34	740.34
		(Sewer M&O Vehicle Maintna Sewer Treatment)					
		Invoice Extension ---->					1017.90
		Vendor Total ----->					1017.90

PO Box 997300 *** VENDOR.: PAC02 (PG&E (Electric,Gas))

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
02200123	MONTEVERDE STORE	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	MONTEVERDE STORE	17	66014	1720	1	43.75	43.75
(M.V.Store Trust PG&E Utilities MonteVerde Muse)							
Invoice Extension ---->						43.75	

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
12900123	WWTP OUTSIDE LIGHTS	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	WWTP OUTSIDE LIGHTS	10	66014	1510	1	9.42	9.42
(Sewer M&O PG&E Utilities Sewer Treatment)							
Invoice Extension ---->						9.42	

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
14660123	FLAG POLE	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	FLAG POLE			03 66014 1120	1	180.45	180.45
				(Streets/Sidewal PG&E Utilities Streets/Roads)			
					Invoice Extension ---->		180.45

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
16050123	LIFT STATION	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	LIFT STATION	10	66014 1510		1	196.12	196.12
			(Sewer M&O PG&E Utilities Sewer Treatment)				
					Invoice Extension ---->		196.12

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
27340123	VISITOR CENTER	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 007
ID #: PY-IP
CTL.: SUT

PO Box 997300

*** VENDOR.: PAC02 (PG&E {Electric,Gas})

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	VISITOR CENTER				81 66014 1155 (Visitor Center PG&E Utilities Visitor Center)	1 141.58 141.58
Invoice Extension ---->						141.58

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
42950123	ADMIN BUILDING	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	ADMIN BUILDING				01 66014 1040 (General Fund PG&E Utilities City Manager)	1 73.15 73.15
0002	ADMIN BUILDING				10 66014 1040 (Sewer M&O PG&E Utilities City Manager)	1 48.76 48.76
0003	ADMIN BUILDING				80 66014 1040 (Effluent Disp. PG&E Utilities City Manager)	1 40.64 40.64
0004	ADMIN BUILDING				01 66014 1020 (General Fund PG&E Utilities City Clerk)	1 120.28 120.28
0005	ADMIN BUILDING				07 66014 1020 (Cemetery PG&E Utilities City Clerk)	1 1.63 1.63
0006	ADMIN BUILDING				80 66014 1020 (Effluent Disp. PG&E Utilities City Clerk)	1 40.63 40.63
Invoice Extension ---->						325.09

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
44590123	AUDITORIUM & CITY HALL	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	AUDITORIUM & CITY HALL				59 66014 1130 (Building Facili PG&E Utilities Parks & Recreat)	1 2304.16 2304.16
0002	AUDITORIUM & CITY HALL				01 66014 1060 (General Fund PG&E Utilities Police Dept)	1 493.75 493.75
0003	AUDITORIUM & CITY HALL				01 66014 1050 (General Fund PG&E Utilities Finance)	1 177.75 177.75
0004	AUDITORIUM & CITY HALL				03 66014 1050 (Streets/Sidewal PG&E Utilities Finance)	1 9.87 9.87
0005	AUDITORIUM & CITY HALL				59 66014 1050 (Building Facili PG&E Utilities Finance)	1 39.50 39.50
0006	AUDITORIUM & CITY HALL				10 66014 1050 (Sewer M&O PG&E Utilities Finance)	1 207.37 207.37
0007	AUDITORIUM & CITY HALL				80 66014 1050 (Effluent Disp. PG&E Utilities Finance)	1 59.25 59.25
Invoice Extension ---->						3291.65

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
45850123	HWY 104/BOWERS DR	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	HWY 104/BOWERS DR				03 66014 1120 (Streets/Sidewal PG&E Utilities Streets/Roads)	1 83.43 83.43
Invoice Extension ---->						83.43

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
56240123	COMMUNITY CENTER GAS	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	COMMUNITY CENTER GAS				59 66014 1130 (Building Facili PG&E Utilities Parks & Recreat)	1 331.66 331.66
Invoice Extension ---->						331.66

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
66480123	WWTP	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	WWTP				10 66014 1510 (Sewer M&O PG&E Utilities Sewer Treatment)	1 1825.09 1825.09
Invoice Extension ---->						1825.09

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
77120123	WWTP OFFICE	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 008
ID #: PY-IP
CTL.: SUT

PO Box 997300

*** VENDOR.: PAC02 (PG&E (Electric,Gas))

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	WWTP OFFICE			10 66014 1510	1	206.15	206.15
				(Sewer M&O PG&E Utilities Sewer Treatment)			
				Invoice Extension ---->			206.15

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
78130123	PUBLIC RESTROOMS	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	PUBLIC RESTROOMS			01 66014 1130	1	69.50	69.50
				(General Fund PG&E Utilities Parks & Recreat)			
				Invoice Extension ---->			69.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
82130123	COMMUNITY BLDG	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	COMMUNITY BLDG			59 66014 1130	1	540.43	540.43
				(Building Facili PG&E Utilities Parks & Recreat)			
				Invoice Extension ---->			540.43

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
82990123	LITTLE LEAGUE PARK	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	LITTLE LEAGUE PARK			01 66014 1130	1	39.90	39.90
				(General Fund PG&E Utilities Parks & Recreat)			
				Invoice Extension ---->			39.90

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
95900123	HISTORICAL GRAMMAR SCHOOL	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	HISTORICAL GRAMMAR SCHOOL			59 66014 1130	1	1536.27	1536.27
				(Building Facili PG&E Utilities Parks & Recreat)			
				Invoice Extension ---->			1536.27
				Vendor Total ----->			8820.49
							=====

1601 S. GROVE

*** VENDOR.: RAD02 (THE RADAR SHOP)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
14716	RADAR RECERTIFICATIONS	02-23	01/20/23	N N N	-Unknown Discount Trm	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	RADAR RECERTIFICATIONS			01 67010 1060	1	188.00	188.00
				(General Fund O&M Equipment Police Dept)			
				Invoice Extension ---->			188.00
				Vendor Total ----->			188.00
							=====

P.O. BOX 7523

*** VENDOR.: SEI01 (SEIU Local 1021)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
012023	JANUARY 2023 UNION DUES	02-23	02/01/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	JANUARY 2023 UNION DUES			01 21730	1	358.69	358.69
				(General Fund P/R - S.C. Employees Assoc.)			
				Invoice Extension ---->			358.69

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 ~ 09:50

PAGE: 009
ID #: PY-IP
CTL.: SUT

P.O. BOX 7523

*** VENDOR.: SEI01 (SEIU Local 1021)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total -----> 358.69 =====						

PO BOX 35146

*** VENDOR.: THA02 (THATCHER COMPANY - LB1106)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50108452	Supplies - Chem Sewer Tre	02-23	01/26/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	Supplies - Chem Sewer Tre	10	52015 1510	1	9982.42	9982.42
(Sewer M&O Supplies - Chem Sewer Treatment)						
Invoice Extension ---->						9982.42
Vendor Total ----->						9982.42 =====

P.O. BOX 209047

*** VENDOR.: TRA04 (TRANSUNION RISK & ALTERNATIVE)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
6598JAN23	PD PERSON SEARCH	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	PD PERSON SEARCH	01	52010 1060	1	75.00	75.00
(General Fund Gen. Supplies Police Dept)						
Invoice Extension ---->						75.00
Vendor Total ----->						75.00 =====

DEPT. 30 - 1203758295

PO BOX 78004

*** VENDOR.: TRA07 (TRACTOR SUPPLY CREDIT PLAN)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
STMT0123	JAN 2023 STATEMENT	02-23	01/30/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	JAN 2023 STATEMENT	10	67050 1510	1	265.01	265.01
(Sewer M&O O & M-Sewer Plt Sewer Treatment)						
Invoice Extension ---->						265.01
Vendor Total ----->						265.01 =====

2295 Bella Vista Drive

*** VENDOR.: VIO01 (VIOLICH/SORACCO)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
FEB23LOT	LEASE-PARKING LOT	02-23	02/01/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	LEASE-PARKING LOT	01	68012 1150	1	540.00	540.00
(General Fund Lease-Prkg lot Marketing)						
Invoice Extension ---->						540.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
FEB23RENT	VISITOR CENTER RENT	02-23	02/01/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	VISITOR CENTER RENT	81	68015 1155	1	500.00	500.00
(Visitor Center Rentals -Bldgs Visitor Center)						
Invoice Extension ---->						500.00

REPORT.: Feb 14 23 Tuesday
RUN....: Feb 14 23 Time: 09:50
Run By.: Jodi Steneck

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30214 - 09:50

PAGE: 010
ID #: PY-IP
CTL.: SUT

2295 Bella Vista Drive *** VENDOR.: VIO01 (VIOLICH/SORACCO)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
--------------	-------------	--------	------	----	------------------	----------------

Vendor Total -----> 1040.00

PO BOX 60506 *** VENDOR.: WAL02 (CAPITAL ONE - WALMART)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
--------------	-------------	--------	------	----	------------------	----------------

STMT0123	JAN 2023 STATEMENT	02-23	01/24/23	N N N	A-NET30 FROM INVOICE	20200
----------	--------------------	-------	----------	-------	----------------------	-------

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
------	-------------	----------------	-----	---------	-----------	--------

0001	JAN 2023 STATEMENT	10 52010 1510		1	61.24	61.24
------	--------------------	---------------	--	---	-------	-------

(Sewer M&O Gen. Supplies Sewer Treatment)

Invoice Extension ----> 61.24

Vendor Total -----> 61.24

346 SUTTER CREST E *** VENDOR.: \H003 (NICHOLAS & CHERYL HARRIS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
--------------	-------------	--------	------	----	------------------	----------------

000C30201	MQ CUSTOMER REFUND FOR HAR0029	02-23	02/01/23	N N N N	Z-IMMEDIATE PAY	20200
-----------	--------------------------------	-------	----------	---------	-----------------	-------

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
------	-------------	----------------	-----	---------	-----------	--------

0001	MQ CUSTOMER REFUND FOR HAR0029	10 22800		1	75.42	75.42
------	--------------------------------	----------	--	---	-------	-------

(Sewer M&O A/P - Utility Refunds)

Invoice Extension ----> 75.42

Vendor Total -----> 75.42

PO BOX 160 *** VENDOR.: \H004 (RICHARD HESS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
--------------	-------------	--------	------	----	------------------	----------------

000C30201	MQ CUSTOMER REFUND FOR HES0001	02-23	02/01/23	N N N N	Z-IMMEDIATE PAY	20200
-----------	--------------------------------	-------	----------	---------	-----------------	-------

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
------	-------------	----------------	-----	---------	-----------	--------

0001	MQ CUSTOMER REFUND FOR HES0001	10 22800		1	72.49	72.49
------	--------------------------------	----------	--	---	-------	-------

(Sewer M&O A/P - Utility Refunds)

Invoice Extension ----> 72.49

Vendor Total -----> 72.49

** Total Invoices ----> 215012.98

** Total Checks -----> .00

*** Total Purchases ---> 215012.98

REPORT.: Mar 01 23 Wednesday
 RUN...: Mar 01 23 Time: 09:38
 Run By.: Jodi Arroyos

City of Sutter Creek
 Invoice/Pre-Paid Check Audit Trail
 Batch C30301 - 09:38

PAGE: 001
 ID #: PY-IP
 CTL.: SUT

P.O. BOX 611450

*** VENDOR.: AMA02 (Amador Water Agency)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
30000223	MONTEVERDE STORE	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	MONTEVERDE STORE	17 66012 1720		1	64.18	64.18
(M.V.Store Trust Water Utilities MonteVerde Muse)						
Invoice Extension ---->						64.18

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50000223	HWY 49 GATEWAY	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	HWY 49 GATEWAY	01 66012 1130		1	64.18	64.18
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						64.18

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50010223	BRYSON DR PARK	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	BRYSON DR PARK	01 66012 1130		1	142.60	142.60
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						142.60

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50030223	MEDIAN STRIP & MINERS BEND	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	MEDIAN STRIP & MINERS BEND	01 66012 1130		1	64.18	64.18
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						64.18

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50040223	MAIN ST PARK	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	MAIN ST PARK	01 66012 1130		1	64.18	64.18
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						64.18

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50050223	ORO MADRE WAY	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ORO MADRE WAY	10 66012 1510		1	351.42	351.42
(Sewer M&O Water Utilities Sewer Treatment)						
Invoice Extension ---->						351.42

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50060223	CEMETERY	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	CEMETERY	07 66012 1400		1	60.18	60.18
(Cemetery Water Utilities Cemetery)						
Invoice Extension ---->						60.18

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50070223	CHURCH ST PARK	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200

REPORT.: Mar 01 23 Wednesday
RUN....: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 002
ID #: PY-IP
CTL.: SUT

.....
P.O. BOX 611450 *** VENDOR.: AMA02 (Amador Water Agency)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	CHURCH ST PARK	01	66012 1130	1	273.31	273.31
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						273.31

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50080223	COMMUNITY & ADMIN BLDGS	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	COMMUNITY & ADMIN BLDGS	59	66012 1130	1	117.54	117.54
(Building Facili Water Utilities Parks & Recreat)						
0002	COMMUNITY & ADMIN BLDGS	01	66012 1040	1	6.61	6.61
(General Fund Water Utilities City Manager)						
0003	COMMUNITY & ADMIN BLDGS	10	66012 1040	1	4.41	4.41
(Sewer M&O Water Utilities City Manager)						
0004	COMMUNITY & ADMIN BLDGS	80	66012 1040	1	3.67	3.67
(Effluent Disp. Water Utilities City Manager)						
0005	COMMUNITY & ADMIN BLDGS	01	66012 1020	1	10.87	10.87
(General Fund Water Utilities City Clerk)						
0006	COMMUNITY & ADMIN BLDGS	07	66012 1020	1	.15	.15
(Cemetery Water Utilities City Clerk)						
0007	COMMUNITY & ADMIN BLDGS	80	66012 1020	1	3.67	3.67
(Effluent Disp. Water Utilities City Clerk)						
Invoice Extension ---->						146.92

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50090223	AUDITORIUM & CITY HALL	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	AUDITORIUM & CITY HALL	59	66012 1130	1	146.97	146.97
(Building Facili Water Utilities Parks & Recreat)						
0002	AUDITORIUM & CITY HALL	01	66012 1060	1	31.49	31.49
(General Fund Water Utilities Police Dept)						
0003	AUDITORIUM & CITY HALL	01	66012 1050	1	11.34	11.34
(General Fund Water Utilities Finance)						
0004	AUDITORIUM & CITY HALL	03	66012 1050	1	.63	.63
(Streets/Sidewal Water Utilities Finance)						
0005	AUDITORIUM & CITY HALL	59	66012 1050	1	2.52	2.52
(Building Facili Water Utilities Finance)						
0006	AUDITORIUM & CITY HALL	10	66012 1050	1	13.23	13.23
(Sewer M&O Water Utilities Finance)						
0007	AUDITORIUM & CITY HALL	80	66012 1050	1	3.78	3.78
(Effluent Disp. Water Utilities Finance)						
Invoice Extension ---->						209.96

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50100223	84 MAIN ST	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	84 MAIN ST	01	66012 1130	1	64.18	64.18
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						64.18

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50120223	GOPHER FLAT & MAIN	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	GOPHER FLAT & MAIN	01	66012 1130	1	72.06	72.06
(General Fund Water Utilities Parks & Recreat)						
Invoice Extension ---->						72.06

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50140223	SOUTHWEST RIDGE RD	02-23	02/10/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount

REPORT.: Mar 01 23 Wednesday
RUN....: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 003
ID #: PY-IP
CTL.: SUT

.....
P.O. BOX 611450 *** VENDOR.: AMA02 (Amador Water Agency)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	SOUTHWEST RIDGE RD			10 66012 1510	1 928.02	928.02
				(Sewer M&O Water Utilities Sewer Treatment)		
				Invoice Extension ---->		928.02
				Vendor Total ----->		2505.37

.....
700 Court St *** VENDOR.: AMA08 (Amador Co Sheriff's Dept)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
JAN2023	JANUARY 2023 MONTHLY MOBILE DATA	02-23	02/16/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	JANUARY 2023 MONTHLY MOBILE DATA			01 62010 1060	1 345.40	345.40
				(General Fund Communications Police Dept)		
				Invoice Extension ---->		345.40
				Vendor Total ----->		345.40

.....
ATTN: FLEX ACCT ADMIN *** VENDOR.: AME13 (AMERICAN FIDELITY ASSURANCE COMPANY)
PO BOX 219309

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
01312023	FLEX PREMIUM	02-23	01/31/23	N N N	-Unknown Discount Trm	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	FLEX PREMIUM			01 41040 1020	1 74.00	74.00
				(General Fund Employee Benefi City Clerk)		
0002	FLEX PREMIUM			07 41040 1020	1 1.00	1.00
				(Cemetery Employee Benefi City Clerk)		
0003	FLEX PREMIUM			80 41040 1020	1 25.00	25.00
				(Effluent Disp. Employee Benefi City Clerk)		
				Invoice Extension ---->		100.00
				Vendor Total ----->		100.00

.....
P.O. BOX 258886 *** VENDOR.: AME14 (AMERICAN FIDELITY HEALTH SERVICES ADMIN)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
MAR2023	HSA MARCH 2023 PREMIUMS	02-23	02/14/23	N N N	-Unknown Discount Trm	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	HSA MARCH 2023 PREMIUMS			03 41040 1120	1 58.40	58.40
				(Streets/Sidewal Employee Benefi Streets/Roads)		
0002	HSA MARCH 2023 PREMIUMS			01 41040 1130	1 154.40	154.40
				(General Fund Employee Benefi Parks & Recreat)		
0003	HSA MARCH 2023 PREMIUMS			10 41040 1510	1 74.00	74.00
				(Sewer M&O Employee Benefi Sewer Treatment)		
0004	HSA MARCH 2023 PREMIUMS			10 41040 1520	1 158.40	158.40
				(Sewer M&O Employee Benefi Sewer Collectio)		
0005	HSA MARCH 2023 PREMIUMS			80 41040 1600	1 90.00	90.00
				(Effluent Disp. Employee Benefi Effluent)		
0006	HSA MARCH 2023 PREMIUMS			29 41040 1140	1 12.00	12.00
				(Swimming Pool Employee Benefi Swimming Pool)		
0007	HSA MARCH 2023 PREMIUMS			59 41040 1130	1 36.80	36.80
				(Building Facili Employee Benefi Parks & Recreat)		
0008	HSA MARCH 2023 PREMIUMS			01 41040 1050	1 50.00	50.00
				(General Fund Employee Benefi Finance)		
0009	HSA MARCH 2023 PREMIUMS			03 41040 1050	1 10.00	10.00
				(Streets/Sidewal Employee Benefi Finance)		

REPORT.: Mar 01 23 Wednesday
RUN...: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 004
ID #: PY-IP
CTL.: SUT

P.O. BOX 258886 *** VENDOR.: AME14 (AMERICAN FIDELITY HEALTH SERVICES ADMIN)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0010	HSA MARCH 2023 PREMIUMS	80	41040 1050	1	50.00	50.00
		(Effluent Disp. Employee Benefi Finance)				
0011	HSA MARCH 2023 PREMIUMS	10	41040 1050	1	90.00	90.00
		(Sewer M&O Employee Benefi Finance)				
Invoice Extension ---->						784.00
Vendor Total ----->						784.00

P.O. BOX 268805 *** VENDOR.: AME15 (AMERICAN FIDELITY ASSURANCE)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
D564512	INSURANCE PREMIUMS MARCH 2023	02-23	03/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	INSURANCE PREMIUMS MARCH 2023	01	41040 1060	1	245.29	245.29
		(General Fund Employee Benefi Police Dept)				
0002	INSURANCE PREMIUMS MARCH 2023	01	41040 1020	1	158.33	158.33
		(General Fund Employee Benefi City Clerk)				
0003	INSURANCE PREMIUMS MARCH 2023	07	41040 1020	1	2.14	2.14
		(Cemetery Employee Benefi City Clerk)				
0004	INSURANCE PREMIUMS MARCH 2023	80	41040 1020	1	53.49	53.49
		(Effluent Disp. Employee Benefi City Clerk)				
0005	INSURANCE PREMIUMS MARCH 2023	01	41040 1040	1	57.00	57.00
		(General Fund Employee Benefi City Manager)				
0006	INSURANCE PREMIUMS MARCH 2023	10	41040 1040	1	38.00	38.00
		(Sewer M&O Employee Benefi City Manager)				
0007	INSURANCE PREMIUMS MARCH 2023	80	41040 1040	1	31.67	31.67
		(Effluent Disp. Employee Benefi City Manager)				
0008	INSURANCE PREMIUMS MARCH 2023	03	41040 1120	1	31.51	31.51
		(Streets/Sidewal Employee Benefi Streets/Roads)				
0009	INSURANCE PREMIUMS MARCH 2023	01	41040 1130	1	118.72	118.72
		(General Fund Employee Benefi Parks & Recreat)				
0010	INSURANCE PREMIUMS MARCH 2023	10	41040 1510	1	176.99	176.99
		(Sewer M&O Employee Benefi Sewer Treatment)				
0011	INSURANCE PREMIUMS MARCH 2023	10	41040 1520	1	107.99	107.99
		(Sewer M&O Employee Benefi Sewer Collectio)				
0012	INSURANCE PREMIUMS MARCH 2023	80	41040 1600	1	81.04	81.04
		(Effluent Disp. Employee Benefi Effluent)				
0013	INSURANCE PREMIUMS MARCH 2023	29	41040 1140	1	3.29	3.29
		(Swimming Pool Employee Benefi Swimming Pool)				
0014	INSURANCE PREMIUMS MARCH 2023	59	41040 1130	1	36.08	36.08
		(Building Facili Employee Benefi Parks & Recreat)				
0015	INSURANCE PREMIUMS MARCH 2023	01	41040 1050	1	236.21	236.21
		(General Fund Employee Benefi Finance)				
0016	INSURANCE PREMIUMS MARCH 2023	03	41040 1050	1	11.38	11.38
		(Streets/Sidewal Employee Benefi Finance)				
0017	INSURANCE PREMIUMS MARCH 2023	59	41040 1050	1	16.30	16.30
		(Building Facili Employee Benefi Finance)				
0018	INSURANCE PREMIUMS MARCH 2023	80	41040 1050	1	56.88	56.88
		(Effluent Disp. Employee Benefi Finance)				
0019	INSURANCE PREMIUMS MARCH 2023	10	41040 1050	1	232.79	232.79
		(Sewer M&O Employee Benefi Finance)				
Invoice Extension ---->						1695.10
Vendor Total ----->						1695.10

PO BOX 9011 *** VENDOR.: AT&T2 (AT&T CALNET 3)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
19520899	COMMUNICATIONS WWTP	02-23	02/17/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	COMMUNICATIONS WWTP	10	62010 1510	1	25.13	25.13
		(Sewer M&O Communications Sewer Treatment)				
Invoice Extension ---->						25.13

REPORT.: Mar 01 23 Wednesday
RUN....: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 005
ID #: PY-IP
CTL.: SUT

.....
PO BOX 9011 *** VENDOR.: AT&T2 (AT&T CALNET 3)
.....
INVOICE-TYPE DESCRIPTION PERIOD DATE SE TERM-DESCRIPTION G/L ACCOUNT No

19520902 Communications Police Dep 02-23 02/17/23 N N N -Unknown Discount Trm 20200
.....
Line Description G/L Account No CTR Unit(s) Unit Cost Amount

0001 Communications Police Dep 01 62010 1060 1 50.04 50.04
(General Fund Communications Police Dept)
Invoice Extension ----> 50.04
Vendor Total -----> 75.17
=====

.....
1234 N. MARKET BLVD *** VENDOR.: CAL31 (CALIFORNIA RURAL WATER ASSOCIATION)
.....
INVOICE-TYPE DESCRIPTION PERIOD DATE SE TERM-DESCRIPTION G/L ACCOUNT No

DUES2023 ANNUAL CRWA MEMBERSHIP 02-23 01/06/23 N N N -Unknown Discount Trm 20200
.....
Line Description G/L Account No CTR Unit(s) Unit Cost Amount

0001 ANNUAL CRWA MEMBERSHIP 10 65030 1510 1 709.00 709.00
(Sewer M&O Membership/Dues Sewer Treatment)
Invoice Extension ----> 709.00
Vendor Total -----> 709.00
=====

.....
175 SUTTER HILL RD *** VENDOR.: CAM05 (CAMPBELL CONSTRUCTION GEN. ENGINEERING)
.....
INVOICE-TYPE DESCRIPTION PERIOD DATE SE TERM-DESCRIPTION G/L ACCOUNT No

RET021723 BADGER ST DRAINAGE REPAIR RETENTION 02-23 02/17/23 N N N -Unknown Discount Trm 20200
.....
Line Description G/L Account No CTR Unit(s) Unit Cost Amount

0001 BADGER ST DRAINAGE REPAIR RETENTION 89 21501 1 2929.50 2929.50
(CIP RETENTIONS PAYABLE)
Invoice Extension ----> 2929.50
Vendor Total -----> 2929.50
=====

.....
PO BOX 6463 *** VENDOR.: CIN02 (AT&T Mobility)
.....
INVOICE-TYPE DESCRIPTION PERIOD DATE SE TERM-DESCRIPTION G/L ACCOUNT No

29690223 CELLULAR SERVICE 02-23 02/06/23 N N N -Unknown Discount Trm 20200
.....
Line Description G/L Account No CTR Unit(s) Unit Cost Amount

0001 CELLULAR SERVICE 01 62010 1060 1 76.77 76.77
(General Fund Communications Police Dept)
0002 CELLULAR SERVICE 01 62010 6100 1 45.01 45.01
(General Fund Communications Central Servies)
0003 CELLULAR SERVICE 10 62010 6100 1 45.01 45.01
(Sewer M&O Communications Central Servies)
0004 CELLULAR SERVICE 01 62010 1040 1 20.25 20.25
(General Fund Communications City Manager)
0005 CELLULAR SERVICE 10 62010 1040 1 13.50 13.50
(Sewer M&O Communications City Manager)
0006 CELLULAR SERVICE 80 62010 1040 1 11.25 11.25
(Effluent Disp. Communications City Manager)
Invoice Extension ----> 211.79
Vendor Total -----> 211.79
=====

REPORT.: Mar 01 23 Wednesday
RUN...: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 006
ID #: PY-IP
CTL.: SUT

PO BOX 60533 *** VENDOR.: COM16 (COMCAST BUSINESS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
41940223	VISITOR CENTER INTERNET	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	VISITOR CENTER INTERNET	81 60014 1155		1	128.40	128.40
(Visitor Center Internet Servic Visitor Center)						
Invoice Extension ---->						128.40

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
87730223	WWTP INTERNET	02-23	02/12/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	WWTP INTERNET	10 60014 1510		1	204.40	204.40
(Sewer M&O Internet Servic Sewer Treatment)						
Invoice Extension ---->						204.40

Vendor Total -----> 332.80
=====

2281 LAVA RIDGE CT, STE 300 *** VENDOR.: COT01 (COLE HUBER LLP)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
41890	LEGAL SERVICES - JAN 31, 2023	02-23	02/06/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	LEGAL SERVICES - JAN 31, 2023	01 61030 6130		1	1440.50	1440.50
(General Fund Legal City Attorney)						
0002	LEGAL SERVICES - JAN 31, 2023	10 61030 6130		1	1440.50	1440.50
(Sewer M&O Legal City Attorney)						
Invoice Extension ---->						2881.00

Vendor Total -----> 2881.00
=====

PO Box 168019 *** VENDOR.: DEPl1 (Dept of Transportation)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
SL230426	SIGNALS & LIGHTING OCT - DEC 2022	02-23	01/26/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	SIGNALS & LIGHTING OCT - DEC 2022	03 66010 1120		1	876.13	876.13
(Streets/Sidewal Public Utility Streets/Roads)						
Invoice Extension ---->						876.13

Vendor Total -----> 876.13
=====

P.O. BOX 740827 *** VENDOR.: FER02 (FERGUSON ENTER,INC.#686)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
0416952	FACILITY REPAIR	02-23	02/01/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	FACILITY REPAIR	59 53015 1130		1	31.25	31.25
(Building Facili Repair/Maint Parks & Recreat)						
Invoice Extension ---->						31.25

Vendor Total -----> 31.25
=====

6151 FAIR OAKS BLVD #108 *** VENDOR.: HAU02 (HAUGE BRUECK ASSOCIATES, LLC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
1763	PLANNING, HOUSING, APR, E&P	02-23	01/31/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	PLANNING, HOUSING, APR, E&P	01 61045 1090		1	1124.00	1124.00
		(General Fund Planner Planning)				
0002	110 EUREKA ST-DAMIANI	01 55065 1115 127		1	792.00	792.00
		(General Fund E&P Reimb Engr. Engineering)				
0003	CRAMER HILL-ALLEN	01 55065 1115 111		1	56.00	56.00
		(General Fund E&P Reimb Engr. Engineering)				
0004	12201 EUREKA RD-HERTZIG	01 55065 1115 107		1	80.00	80.00
		(General Fund E&P Reimb Engr. Engineering)				
0005	92 RIDGE RD-JRDC	01 55065 1115 138		1	16.00	16.00
		(General Fund E&P Reimb Engr. Engineering)				
0006	HOUSING ELEMENT	01 61027 1090		1	560.00	560.00
		(General Fund Housing Element Planning)				
0007	APR 22	01 61045 1090		1	1000.00	1000.00
		(General Fund Planner Planning)				
Invoice Extension ---->						3628.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
1764	ZONING CODE	02-23	01/31/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ZONING CODE	89 71120 1090 G08		1	1756.00	1756.00
		(CIP Zoning Update Planning)				
Invoice Extension ---->						1756.00
Vendor Total ----->						5384.00

P.O. BOX 101630 *** VENDOR.: HUN04 (HUNT & SONS, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
912122	FUEL BALANCE DUE FROM INV 900344	02-23	01/31/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	FUEL BALANCE DUE	01 52012 1060		1	9.75	9.75
		(General Fund Fuel Police Dept)				
Invoice Extension ---->						9.75

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
985255	FUEL	02-23	02/15/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	FUEL	01 52012 1060		1	803.21	803.21
		(General Fund Fuel Police Dept)				
0002	FUEL	01 52012 1130		1	163.93	163.93
		(General Fund Fuel Parks & Recreat)				
0003	FUEL	10 52012 1510		1	203.23	203.23
		(Sewer M&O Fuel Sewer Treatment)				
0004	FUEL	03 52012 1120		1	306.75	306.75
		(Streets/Sidewal Fuel Streets/Roads)				
Invoice Extension ---->						1477.12
Vendor Total ----->						1486.87

100 Academy Dr *** VENDOR.: JAC01 (Brusatori Enterprises Inc)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
33746	TOWING-FORD TRUCK	02-23	02/09/23	N N N	A-NET30 FROM INVOICE	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
------	-------------	----------------	-----	---------	-----------	--------

100 Academy Dr *** VENDOR.: JAC01 (Brusatori Enterprises Inc)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	TOWING-FORD TRUCK	01	55012 1150	1	150.00	150.00
		(General Fund Holiday decor Marketing)				
				Invoice Extension ---->		150.00
				Vendor Total ----->		150.00
						=====

P.O. BOX 4328 *** VENDOR.: KEE01 (KEENAN & ASSOCIATES/PACE)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
022023	MARCH 2023 HEALTH INSURANCE PREMIUMS	02-23	02/21/23	N N N	-Unknown Discount Trm	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	MARCH 2023 HEALTH INSURANCE PREMIUMS	01	41040 1060		1	3036.89	3036.89
		(General Fund Employee Benefi Police Dept)					
0002	MARCH 2023 HEALTH INSURANCE PREMIUMS	03	41040 1120		1	441.65	441.65
		(Streets/Sidewal Employee Benefi Streets/Roads)					
0003	MARCH 2023 HEALTH INSURANCE PREMIUMS	01	41040 1130		1	835.88	835.88
		(General Fund Employee Benefi Parks & Recreat)					
0004	MARCH 2023 HEALTH INSURANCE PREMIUMS	10	41040 1510		1	1250.15	1250.15
		(Sewer M&O Employee Benefi Sewer Treatment)					
0005	MARCH 2023 HEALTH INSURANCE PREMIUMS	10	41040 1520		1	1497.62	1497.62
		(Sewer M&O Employee Benefi Sewer Collectio)					
0006	MARCH 2023 HEALTH INSURANCE PREMIUMS	80	41040 1600		1	1006.90	1006.90
		(Effluent Disp. Employee Benefi Effluent)					
0007	MARCH 2023 HEALTH INSURANCE PREMIUMS	29	41040 1140		1	111.06	111.06
		(Swimming Pool Employee Benefi Swimming Pool)					
0008	MARCH 2023 HEALTH INSURANCE PREMIUMS	59	41040 1130		1	142.88	142.88
		(Building Facili Employee Benefi Parks & Recreat)					
0009	MARCH 2023 HEALTH INSURANCE PREMIUMS	01	41040 1050		1	356.21	356.21
		(General Fund Employee Benefi Finance)					
0010	MARCH 2023 HEALTH INSURANCE PREMIUMS	03	41040 1050		1	71.24	71.24
		(Streets/Sidewal Employee Benefi Finance)					
0011	MARCH 2023 HEALTH INSURANCE PREMIUMS	80	41040 1050		1	356.21	356.21
		(Effluent Disp. Employee Benefi Finance)					
0012	MARCH 2023 HEALTH INSURANCE PREMIUMS	10	41040 1050		1	641.16	641.16
		(Sewer M&O Employee Benefi Finance)					

Invoice Extension ---->							9747.85
Vendor Total ----->							9747.85
						=====	

1400 K STREET, 4TH FLOOR *** VENDOR.: LEA02 (League of Calif. Cities)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
5160	SACRAMENTO VALLEY DIVISION MEMBERSHIP DUES 2023	02-23	01/25/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	SACRAMENTO VALLEY DIVISION MEMBERSHIP DUES 2023	01	65030 1010	1	100.00	100.00
	(General Fund Membership/Dues City Council)					
				Invoice Extension ---->		100.00
				Vendor Total ----->		100.00

PAYMENT PROCESSING CENTER *** VENDOR.: MUT01 (MUTUAL OF OMAHA)
PO BOX 2147

INVOICE-TYPE		DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
491987712		MARCH 2023 LTD/STD PREMIUMS	02-23	02/21/23	N N N	-Unknown Discount Trm	20200	
Line	Description		G/L Account No		CTR	Unit(s)	Unit Cost	Amount

.....						
PAYMENT PROCESSING CENTER			*** VENDOR.: MUT01 (MUTUAL OF OMAHA)			
PO BOX 2147						
INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No

Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
-----		-----		-----	-----	-----
0001	MARCH 2023 LTD/STD PREMIUMS	01 41040 1060	1	96.62		96.62
	(General Fund Employee Benefi Police Dept)	01 41040 1020	1	31.35		31.35
0002	MARCH 2023 LTD/STD PREMIUMS	(General Fund Employee Benefi City Clerk)				
0003	MARCH 2023 LTD/STD PREMIUMS	07 41040 1020	1	.42		.42
	(Cemetery Employee Benefi City Clerk)	80 41040 1020	1	10.59		10.59
0004	MARCH 2023 LTD/STD PREMIUMS	(Effluent Disp. Employee Benefi City Clerk)				
0005	MARCH 2023 LTD/STD PREMIUMS	03 41040 1120	1	13.01		13.01
	(Streets/Sidewal Employee Benefi Streets/Roads)	01 41040 1130	1	32.49		32.49
0006	MARCH 2023 LTD/STD PREMIUMS	(General Fund Employee Benefi Parks & Recreat)				
0007	MARCH 2023 LTD/STD PREMIUMS	10 41040 1510	1	55.06		55.06
	(Sewer M&O Employee Benefi Sewer Treatment)	10 41040 1520	1	47.73		47.73
0008	MARCH 2023 LTD/STD PREMIUMS	(Sewer M&O Employee Benefi Sewer Collectio)				
0009	MARCH 2023 LTD/STD PREMIUMS	80 41040 1600	1	32.38		32.38
	(Effluent Disp. Employee Benefi Effluent)	29 41040 1140	1	2.51		2.51
0010	MARCH 2023 LTD/STD PREMIUMS	(Swimming Pool Employee Benefi Swimming Pool)				
0011	MARCH 2023 LTD/STD PREMIUMS	59 41040 1130	1	8.12		8.12
	(Building Facili Employee Benefi Parks & Recreat)	01 41040 1050	1	16.85		16.85
0012	MARCH 2023 LTD/STD PREMIUMS	(General Fund Employee Benefi Finance)				
0013	MARCH 2023 LTD/STD PREMIUMS	03 41040 1050	1	1.33		1.33
	(Streets/Sidewal Employee Benefi Finance)	10 41040 1050	1	19.39		19.39
0014	MARCH 2023 LTD/STD PREMIUMS	(Sewer M&O Employee Benefi Finance)				
0015	MARCH 2023 LTD/STD PREMIUMS	80 41040 1050	1	6.65		6.65
	(Effluent Disp. Employee Benefi Finance)	59 41040 1050	1	.93		.93
0016	MARCH 2023 LTD/STD PREMIUMS	(Building Facili Employee Benefi Finance)				
Invoice Extension ---->						375.43
Vendor Total ----->						375.43
						=====

PO Box 997300 *** VENDOR.: PAC01 (PG&E (Lighting District))

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No

29440223	CRESTVIEW ESTATES	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
-----		-----		-----	-----	-----
0001	CRESTVIEW ESTATES	04 66025 1450	1	88.33		88.33
	(Crestview Lgt/D Street Lights CrestView Lgt)					
Invoice Extension ---->						88.33

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No

42830223	PLAZA LIGHTING	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
-----		-----		-----	-----	-----
0001	PLAZA LIGHTING	03 66025 1120	1	150.53		150.53
	(Streets/Sidewal Street Lights Streets/Roads)					
Invoice Extension ---->						150.53

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No

50170223	SIERRA WEST BUSINESS PARK	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
-----		-----		-----	-----	-----
0001	SIERRA WEST BUSINESS PARK	03 66025 1120	1	121.22		121.22
	(Streets/Sidewal Street Lights Streets/Roads)					
Invoice Extension ---->						121.22

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No

63050223	VALLEY VIEW/BOWERS	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200

REPORT.: Mar 01 23 Wednesday
RUN...: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 010
ID #: PY-IP
CTL.: SUT

PO Box 997300 *** VENDOR.: PAC01 (PG&E (Lighting District))

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION		G/L ACCOUNT No	
Line	Description				G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	VALLEY VIEW/BOWERS		03	66025 1120		1	52.10	52.10
					(Streets/Sidewal Street Lights Streets/Roads)			
					Invoice Extension ---->			52.10

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
83880223	CHURCH ST	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	CHURCH ST	03	66025	1120	1	137.42	137.42
		(Streets/Sidewal Street Lights Streets/Roads)					
		Invoice Extension ---->					137.42

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
92690223	MAIN ST	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	MAIN ST			03 66025 1120	1	2062.30	2062.30
				(Streets/Sidewal Street Lights Streets/Roads)			
					Invoice Extension ---->		2062.30

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
-----		-----	-----	-----	-----	-----	
96690223	SUTTER CREST & MANOR ST	02-23	02/14/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
-----	-----	-----			-----	-----	-----
0001	SUTTER CREST & MANOR ST	03	66025	1120	1	325.82	325.82
		(Streets/Sidewal Street Lights Streets/Roads)					
					Invoice Extension ---->		325.82

					Vendor Total ----->		2937.72

LOCKBOX #0134114 *** VENDOR.: PRE03 (PREMIERE ACCESS INSURANCE CO)

P.O. BOX 884114

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
MAR2023	MARCH 2023 DENTAL PREMIUMS	02-23	02/21/23	N N N	-Unknown Discount Trm	20200	
Line	Description	G/L Account No		CTR	Unit(s)	Unit Cost	Amount
0001	MARCH 2023 DENTAL PREMIUMS	01	41040 1060		1	378.83	378.83
		(General Fund Employee Benefi Police Dept)					
0002	MARCH 2023 DENTAL PREMIUMS	03	41040 1120		1	61.73	61.73
		(Streets/Sidewal Employee Benefi Streets/Roads)					
0003	MARCH 2023 DENTAL PREMIUMS	01	41040 1130		1	118.12	118.12
		(General Fund Employee Benefi Parks & Recreat)					
0004	MARCH 2023 DENTAL PREMIUMS	10	41040 1510		1	98.21	98.21
		(Sewer M&O Employee Benefi Sewer Treatment)					
0005	MARCH 2023 DENTAL PREMIUMS	10	41040 1520		1	235.99	235.99
		(Sewer M&O Employee Benefi Sewer Collectio)					
0006	MARCH 2023 DENTAL PREMIUMS	80	41040 1600		1	116.00	116.00
		(Effluent Disp. Employee Benefi Effluent)					
0007	MARCH 2023 DENTAL PREMIUMS	29	41040 1140		1	10.49	10.49
		(Swimming Pool Employee Benefi Swimming Pool)					
0008	MARCH 2023 DENTAL PREMIUMS	59	41040 1130		1	32.32	32.32
		(Building Facili Employee Benefi Parks & Recreat)					
0009	MARCH 2023 DENTAL PREMIUMS	01	41040 1050		1	30.57	30.57
		(General Fund Employee Benefi Finance)					
0010	MARCH 2023 DENTAL PREMIUMS	59	41040 1050		1	2.78	2.78
		(Building Facili Employee Benefi Finance)					
0011	MARCH 2023 DENTAL PREMIUMS	10	41040 1050		1	22.24	22.24
		(Sewer M&O Employee Benefi Finance)					
						Invoice Extension ---->	1107.28
						Vendor Total ----->	1107.28

.....
P.O. BOX 77202 *** VENDOR.: PRI08 (PRINCIPAL LIFE INS. COMPANY)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
MAR2023	MARCH 2023 VISION PREMIUMS	02-23	02/17/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	MARCH 2023 VISION PREMIUMS	01 41040 1060		1	23.67	23.67
	(General Fund Employee Benefi Police Dept)					
0002	MARCH 2023 VISION PREMIUMS	01 41040 1020		1	21.44	21.44
	(General Fund Employee Benefi City Clerk)					
0003	MARCH 2023 VISION PREMIUMS	80 41040 1020		1	7.24	7.24
	(Effluent Disp. Employee Benefi City Clerk)					
0004	MARCH 2023 VISION PREMIUMS	07 41040 1020		1	.29	.29
	(Cemetery Employee Benefi City Clerk)					
0005	MARCH 2023 VISION PREMIUMS	03 41040 1120		1	8.38	8.38
	(Streets/Sidewal Employee Benefi Streets/Roads)					
0006	MARCH 2023 VISION PREMIUMS	01 41040 1130		1	16.14	16.14
	(General Fund Employee Benefi Parks & Recreat)					
0007	MARCH 2023 VISION PREMIUMS	10 41040 1510		1	13.42	13.42
	(Sewer M&O Employee Benefi Sewer Treatment)					
0008	MARCH 2023 VISION PREMIUMS	10 41040 1520		1	32.19	32.19
	(Sewer M&O Employee Benefi Sewer Collectio)					
0009	MARCH 2023 VISION PREMIUMS	80 41040 1600		1	15.65	15.65
	(Effluent Disp. Employee Benefi Effluent)					
0010	MARCH 2023 VISION PREMIUMS	29 41040 1130		1	1.41	1.41
	(Swimming Pool Employee Benefi Parks & Recreat)					
0011	MARCH 2023 VISION PREMIUMS	59 41040 1130		1	1.58	1.58
	(Building Facili Employee Benefi Parks & Recreat)					
0012	MARCH 2023 VISION PREMIUMS	59 41040 1050		1	3.29	3.29
	(Building Facili Employee Benefi Finance)					
0013	MARCH 2023 VISION PREMIUMS	01 41040 1050		1	6.31	6.31
	(General Fund Employee Benefi Finance)					
0014	MARCH 2023 VISION PREMIUMS	03 41040 1050		1	.39	.39
	(Streets/Sidewal Employee Benefi Finance)					
0015	MARCH 2023 VISION PREMIUMS	80 41040 1050		1	1.97	1.97
	(Effluent Disp. Employee Benefi Finance)					
0016	MARCH 2023 VISION PREMIUMS	10 41040 1050		1	6.71	6.71
	(Sewer M&O Employee Benefi Finance)					
	Invoice Extension ---->					160.08

Vendor Total -----> 160.08
=====

.....
2795 GRAPEVINE GULCH RD *** VENDOR.: SIE22 (SIERRA FOOTHILL FIRE EXTINGUISHER SRVC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
2689	ANNUAL MAINTENANCE	02-23	02/07/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ANNUAL MAINTENANCE	01 67010 6100		1	486.60	486.60
	(General Fund O&M Equipment Central Servies)					
0002	ANNUAL MAINTENANCE	10 67010 6100		1	324.40	324.40
	(Sewer M&O O&M Equipment Central Servies)					
	Invoice Extension ---->					811.00

Vendor Total -----> 811.00
=====

.....
11751 SWEET PEA WAY *** VENDOR.: SIE23 (SIERRA SEPTIC SERVICES, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
3274	GRAVITY BOX RENTAL	02-23	02/06/23	N N N	-Unknown Discount Trm	20200

Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	GRAVITY BOX RENTAL	10 67060 1510		1	2800.00	2800.00
	(Sewer M&O Sludge Sewer Treatment)					
	Invoice Extension ---->					2800.00

Vendor Total -----> 2800.00
=====

REPORT.: Mar 01 23 Wednesday
RUN...: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 012
ID #: PY-IP
CTL.: SUT

PO BOX 597 *** VENDOR.: SIG01 (SIGNAL SERVICE)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
366254	CITY HALL & POLICE DEPT BURGLAR & FIRE ALARM	02-23	02/14/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	CITY HALL & POLICE DEPT BURGLAR & FIRE ALARM	01	67015 1130	1	438.00	438.00
(General Fund O&M Blg/Structu Parks & Recreat)						
Invoice Extension ---->						438.00
Vendor Total ----->						438.00

DEPT. 11-0004121737 *** VENDOR.: STA07 (STAPLES CREDIT PLAN)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
STMT0123	JANUARY 2023 STATEMENT	02-23	02/15/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	JANUARY 2023 STATEMENT	01	52010 1050	1	145.14	145.14
(General Fund Gen. Supplies Finance)						
0002	JANUARY 2023 STATEMENT	03	52010 1050	1	8.06	8.06
(Streets/Sidewal Gen. Supplies Finance)						
0003	JANUARY 2023 STATEMENT	59	52010 1050	1	32.25	32.25
(Building Facili Gen. Supplies Finance)						
0004	JANUARY 2023 STATEMENT	10	52010 1050	1	169.34	169.34
(Sewer M&O Gen. Supplies Finance)						
0005	JANUARY 2023 STATEMENT	80	52010 1050	1	48.38	48.38
(Effluent Disp. Gen. Supplies Finance)						
0006	JANUARY 2023 STATEMENT	01	52010 1060	1	108.88	108.88
(General Fund Gen. Supplies Police Dept)						
0007	JANUARY 2023 STATEMENT	01	52010 1020	1	6.02	6.02
(General Fund Gen. Supplies City Clerk)						
0008	JANUARY 2023 STATEMENT	07	52010 1020	1	.08	.08
(Cemetery Gen. Supplies City Clerk)						
0009	JANUARY 2023 STATEMENT	80	52010 1030	1	2.03	2.03
(Effluent Disp. Gen. Supplies City Clerk)						
0010	JANUARY 2023 STATEMENT	01	52010 1090	1	8.13	8.13
(General Fund Gen. Supplies Planning)						
0011	JANUARY 2023 STATEMENT	10	52010 1510	1	101.04	101.04
(Sewer M&O Gen. Supplies Sewer Treatment)						
0012	JANUARY 2023 STATEMENT	01	52010 1100	1	11.35	11.35
(General Fund Gen. Supplies Building DEPT)						
Invoice Extension ---->						640.90
Vendor Total ----->						640.90

11400 HWY 49 *** VENDOR.: STE17 (STERLING AUTO REPAIR)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
24686	2008 FORD F350 REPAIR	02-23	02/20/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount
0001	2008 FORD F350 REPAIR	10	67009 1510	1	777.98	777.98
(Sewer M&O Vehicle Maintna Sewer Treatment)						
Invoice Extension ---->						777.98
Vendor Total ----->						777.98

P.O. BOX 2209 *** VENDOR.: TEX01 (TEXAS LIFE INSURANCE COMPANY)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
MAR2023	MARCH 2023 LIFE INSURANCE PREMIUMS	02-23	02/13/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No CTR		Unit(s)	Unit Cost	Amount

.....
P.O. BOX 2209*** VENDOR.: TEX01 (TEXAS LIFE INSURANCE COMPANY)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	MARCH 2023 LIFE INSURANCE PREMIUMS			01 41040 1040	1 94.61	94.61
				(General Fund Employee Benefi City Manager)		
0002	MARCH 2023 LIFE INSURANCE PREMIUMS			10 41040 1040	1 63.08	63.08
				(Sewer M&O Employee Benefi City Manager)		
0003	MARCH 2023 LIFE INSURANCE PREMIUMS			80 41040 1040	1 52.56	52.56
				(Effluent Disp. Employee Benefi City Manager)		
0004	MARCH 2023 LIFE INSURANCE PREMIUMS			01 41040 1020	1 109.34	109.34
				(General Fund Employee Benefi City Clerk)		
0005	MARCH 2023 LIFE INSURANCE PREMIUMS			07 41040 1020	1 1.48	1.48
				(Cemetery Employee Benefi City Clerk)		
0006	MARCH 2023 LIFE INSURANCE PREMIUMS			80 41040 1020	1 36.93	36.93
				(Effluent Disp. Employee Benefi City Clerk)		
				Invoice Extension ---->		358.00
				Vendor Total ----->		358.00
						=====

.....
PO BOX 35146*** VENDOR.: THA02 (THATCHER COMPANY - LB1106)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
50108559	Supplies - Chem Sewer Tre	02-23	02/09/23	N N N	-Unknown Discount Trm	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	Supplies - Chem Sewer Tre			10 52015 1510	1 4071.73	4071.73
				(Sewer M&O Supplies - Chem Sewer Treatment)		
				Invoice Extension ---->		4071.73
				Vendor Total ----->		4071.73
						=====

.....
P.O. BOX 251*** VENDOR.: WEB01 (Weber, Ghio & Assoc, Inc.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
11355	SUTTER CREEK GENERAL CITY ENGINEERING	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	SUTTER CREEK GENERAL CITY ENGINEERING			01 61025 1115	1 740.22	740.22
				(General Fund Engineering Engineering)		
				Invoice Extension ---->		740.22

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
11356	CIP ESTIMATE	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	CIP ESTIMATE			01 61025 1115	1 3020.10	3020.10
				(General Fund Engineering Engineering)		
				Invoice Extension ---->		3020.10

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
11357	CRAMER HILLS PARCEL MAP	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200
Line	Description			G/L Account No CTR	Unit(s) Unit Cost	Amount
0001	CRAMER HILLS PARCEL MAP			01 55065 1115 111	1 1769.71	1769.71
				(General Fund E&P Reimb Engr. Engineering)		
				Invoice Extension ---->		1769.71

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
11358	ENCROACHMENT PLAN REVIEW	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200

REPORT.: Mar 01 23 Wednesday
RUN....: Mar 01 23 Time: 09:38
Run By.: Jodi Arroyos

City of Sutter Creek
Invoice/Pre-Paid Check Audit Trail
Batch C30301 - 09:38

PAGE: 014
ID #: PY-IP
CTL.: SUT

P.O. BOX 251 *** VENDOR.: WEB01 (Weber, Ghio & Assoc, Inc.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	ENCROACHMENT PLAN REVIEW			01 61028 1115	1	1588.75	1588.75
				(General Fund Plan Chk & Insp Engineering)			
					Invoice Extension ---->		1588.75

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11359	PG&E EP - 51 HANFORD ST	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	PG&E EP - 51 HANFORD ST			01 61028 1115	1	145.00	145.00
				(General Fund Plan Chk & Insp Engineering)			
					Invoice Extension ---->		145.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11360	PG&E EP - RIDGE & SUTTER HILL RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	PG&E EP - RIDGE & SUTTER HILL RD			01 61028 1115	1	553.48	553.48
				(General Fund Plan Chk & Insp Engineering)			
					Invoice Extension ---->		553.48

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11361	MACT CLINIC	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	MACT CLINIC			01 55065 1115 127	1	1279.81	1279.81
				(General Fund E&P Reimb Engr. Engineering)			
					Invoice Extension ---->		1279.81

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11362	37 BADGER STREET STORM DRAIN REPAIR	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	37 BADGER STREET STORM DRAIN REPAIR			89 61025 1115 G12	1	303.75	303.75
				(CIP Engineering Engineering)			
					Invoice Extension ---->		303.75

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11363	BUILDING DEPARTMENT SERVICES	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	BUILDING DEPARTMENT SERVICES			01 61028 1100	1	2404.29	2404.29
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		2404.29

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11364	PATEL - 271 HANFORD ST	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	PATEL - 271 HANFORD ST			01 61028 1100	1	72.50	72.50
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		72.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11365	HOBBS - 2 EUREKA ST	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount

.....
P.O. BOX 251 *** VENDOR.: WEB01 (Weber, Ghio & Assoc, Inc.)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION		G/L ACCOUNT No		
Line	Description				G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	HOBBS - 2 EUREKA ST				01 61028 1100		1	145.00	145.00
					(General Fund Plan Chk & Insp Building DEPT)				
							Invoice Extension ---->		145.00

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE			TERM-DESCRIPTION	G/L ACCOUNT No	
11366	ADAMS - 73 BADGER	02-23	02/20/23	N	N	N	A-NET30 FROM INVOICE	20200	
Line	Description				G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	ADAMS - 73 BADGER				01 61028 1100		1	145.66	145.66
							{ General Fund Plan Chk & Insp Building DEPT }		
							Invoice Extension ---->		145.66

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11367	GRIFFIN COMPANY - 133 BADGER RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	GRIFFIN COMPANY - 133 BADGER RD	01	61028	1100	1	145.00	145.00
		(General Fund Plan Chk & Insp Building DEPT)					
		Invoice Extension ---->					145.00

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION		G/L ACCOUNT No	
11368	REID - 153 BADGER RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE		20200	
Line	Description				G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	REID - 153 BADGER RD				01 61028 1100	1	145.66	145.66
					(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->			145.66

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11369	VOSBURGH & SCHIFSKY - 120 FLUME RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	VOSBURGH & SCHIFSKY - 120 FLUME RD	01	61028	1100	1	437.62	437.62
		(General Fund Plan Chk & Insp Building DEPT)					

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION		G/L ACCOUNT No
11370	WILLIAMS - 60 BROADWAY	02-23	02/20/23	N N N	A-NET30 FROM INVOICE		20200
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	WILLIAMS - 60 BROADWAY	01	61028	1100	1	145.00	145.00
(General Fund Plan Chk & Insp Building DEPT)							

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11371	TRUDELL - 310 CALIFORNIA DR	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	TRUDELL - 310 CALIFORNIA DR	01	61028	1100	1	145.00	145.00
		(General Fund Plan Chk & Insp Building DEPT)					

INVOICE-DESCRIPTION										1137200		
INVOICE-TYPE	DESCRIPTION				PERIOD	DATE	SE			TERM-DESCRIPTION		G/L ACCOUNT No
11372	FREIDMAN-GRAMLICH - 310 GOPHER FLAT RD				02-23	02/20/23	N N N			A-NET30 FROM INVOICE		20200
Line	Description						G/L Account No CTR			Unit(s)	Unit Cost	Amount

P.O. BOX 251 *** VENDOR.: WEB01 (Weber, Ghio & Assoc, Inc.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description				G/L Account No CTR	Unit(s) Unit Cost Amount
0001	FREIDMAN-GRAMLICH - 310 GOPHER FLAT RD	01	61028	1100	1	72.50 72.50
					(General Fund Plan Chk & Insp Building DEPT)	
					Invoice Extension ---->	72.50

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11373	TREVASKIS - 200 JUDY DR	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description	G/L Account No CTR			Unit(s)	Unit Cost	Amount
0001	TREVASKIS - 200 JUDY DR	01	61028	1100	1	217.50	217.50
		(General Fund Plan Chk & Insp Building DEPT)					
					Invoice Extension ---->		217.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11374	BAXLEY - 340 SUTTER HILL RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	BAXLEY - 340 SUTTER HILL RD			01 61028 1100	1	145.00	145.00
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		145.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11375	CIUFO - 121 ALLEN RANCH RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	CIUFO - 121 ALLEN RANCH RD			01 61028 1100	1	217.50	217.50
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		217.50

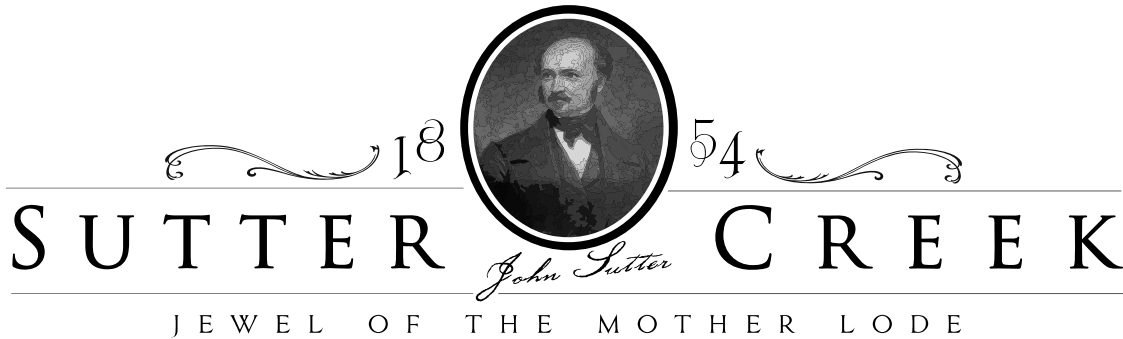
INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11376	NEWLAND - 60 MAIN ST	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	NEWLAND - 60 MAIN ST			01 61028 1100	1	181.25	181.25
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		181.25

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No		
11377	MICHEL - 75 MAIN ST	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200		
Line	Description			G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	MICHEL - 75 MAIN ST			01 61028 1100		1	181.25	181.25
				(General Fund Plan Chk & Insp Building DEPT)				
						Invoice Extension ---->		181.25

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11378	MENGES - 232 MANOR CT	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount
0001	MENGES - 232 MANOR CT			01 61028 1100	1	145.00	145.00
				(General Fund Plan Chk & Insp Building DEPT)			
					Invoice Extension ---->		145.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No	
11379	JONES - 130 ALLEN RANCH RD	02-23	02/20/23	N N N	A-NET30 FROM INVOICE	20200	
Line	Description			G/L Account No CTR	Unit(s)	Unit Cost	Amount

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	SE	TERM-DESCRIPTION	G/L ACCOUNT No
23739800	COPIER LEASE	02-23	02/03/23	N N N	-Unknown Discount Trm	20200
Line	Description	G/L Account No	CTR	Unit(s)	Unit Cost	Amount
0001	COPIER LEASE	01 52010 1050		1	85.34	85.34
		(General Fund Gen. Supplies Finance)				
0002	COPIER LEASE	03 52010 1050		1	4.74	4.74
		(Streets/Sidewal Gen. Supplies Finance)				
0003	COPIER LEASE	10 52010 1050		1	99.56	99.56
		(Sewer M&O Gen. Supplies Finance)				
0004	COPIER LEASE	59 52010 1050		1	18.96	18.96
		(Building Facili Gen. Supplies Finance)				
0005	COPIER LEASE	80 52010 1050		1	28.45	28.45
		(Effluent Disp. Gen. Supplies Finance)				
				Invoice Extension ---->		237.05
				Vendor Total ----->		237.05
						=====
				** Total Invoices ---->		63458.20
				** Total Checks ----->		.00
				*** Total Purchases --->		63458.20



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: MARCH 6, 2023

FROM: DEREK COLE, CITY ATTORNEY

SUBJECT: ADOPTION OF RESOLUTION TERMINATING THE DECLARATION OF AN EMERGENCY AFFECTING THE PUBLIC HEATH AND SAFETY DUE TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

Recommendation

Adopt Resolution 22-23-* Terminating the Declaration of an Emergency Affecting the Public Heath and Safety Due to the Novel Coronavirus (COVID-19) Pandemic.

Background and Analysis

When the COVID-19 pandemic began, the State of California and County of Amador declared public-health emergencies. The City Council followed suit, declaring a City emergency on March 19, 2020 (Resolution 19-20-*).

In October 2022, the Governor declared that the State's declaration of emergency would terminate on February 28, 2023. As the Governor directed, the State emergency expired on that date.

Because the State emergency has terminated, the City Council is requested to terminate the City's declaration of emergency. The conditions giving rise to that emergency have abated such that continuance of the declaration is no longer necessary. At this time, there is no further need for the City to invoke any of the emergency powers state law authorizes.

RESOLUTION 22-23-*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK TERMINATING THE DECLARATION OF AN EMERGENCY AFFECTING THE PUBLIC HEALTH AND SAFETY DUE TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

WHEREAS, California Government Code Section 8630 empowers the City Council to proclaim the existence or threatened existence of a local emergency when the City is affected or likely to be affected by a public calamity; and

WHEREAS, in early 2019, public health officials detected novel coronavirus COVID-19 ("COVID- 19"), an infectious disease to which there is no known natural immunity, in numerous countries and the Center for Disease Control determined COVID-19 presents a serious and imminent threat; and

WHEREAS, on March 4, 2020, the Governor of California proclaimed a state of emergency to exist in California because of the threat of COVID-19; and

WHEREAS, on March 13, 2020, the Health Officer of the County of Amador issued an order to address the COVID-19 public-health crisis, which the Amador County Board of Supervisors ratified on March 19, 2020; and

WHEREAS, on March 19, 2020 by Resolution 19-20-*, the Sutter Creek City Council declared the existence of an emergency within the City of Sutter Creek caused by COVID-19, and

WHEREAS, on October 17, 2022, the Governor of the State of California declared that California's declaration of emergency concerning COVID-19 would terminate on February 28, 2023; and

WHEREAS, because of the termination of the State-declared emergency, the City Council of the City of Sutter Creek determines it is necessary to terminate the City-declared emergency.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Sutter Creek hereby terminates the declaration of emergency concerning the COVID-19 pandemic.

BE IT FURTHER RESOLVED, the adoption of this Resolution rescinds and revokes the emergency authority and powers granted to the City by Resolution 19-20-*.

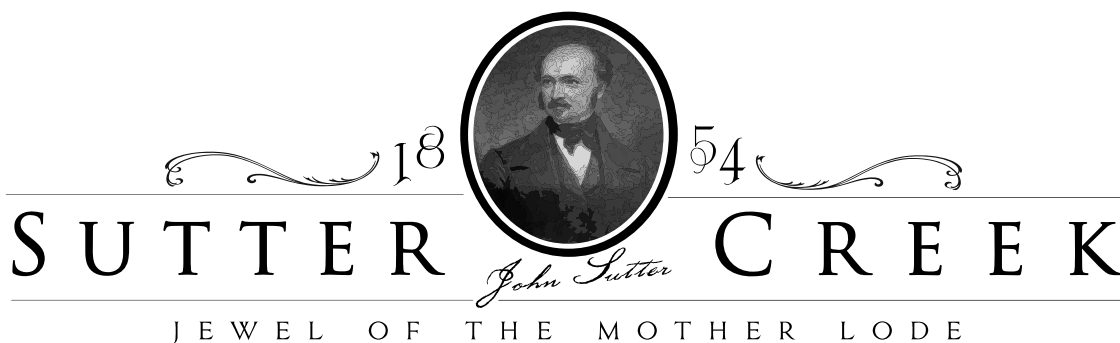
The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 6th day of March 6, 2023, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Claire Gunselman, Mayor

Karen Darrow, City Clerk



TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
DATE: MARCH 6, 2023
FROM: MATT OSPITAL, CITY ENGINEER
SUBJECT: CRAMER HILL, LLC PARCEL MAP NO. 2861

RECOMMENDATION:

Adopt Resolution 2022-23-* approving the Final Parcel Map 2861.

DISCUSSION:

Parcel Map No. 2861 for Cramer Hill, LLC has been reviewed by City staff for technical accuracy and compliance with Planning Commission Resolution No. 17-18-07 Conditions of Approval. The map is technically correct and in conformance with Chapter 17.20 Final Maps of the City Code and deemed acceptable for submittal to the City Council for approval and acceptance of the access and public utility area dedicated in fee.

Condition of Approval #5 required dedication of a 65 foot right of way for the David Drive Extension. A request from the owner was made to reduce the proposed right of way width to 50 feet, as some of the proposed lots would not meet the minimum building area for setback requirements. I along with other City staff supported the decision to reduce the width to 50 feet right of way based on the findings that the map substantially conforms to the tentative map.

Building Permits for any of the new parcels shown in Parcel Map No. 2861 shall meet the CCR's as referenced in Document 2022-0010318, Amador County Records.

All building and impacts fees are to be paid at building permit issuance (Amador County Recreation Agency fee)

Local Traffic Mitigation Fees collected shall be utilized for improvements to Raylan Drive.

Each new residential dwelling shall contribute, in addition to the local traffic mitigation fees, an additional traffic mitigation fee of \$1,000 per dwelling unit to be used for improvement to Raylan Drive.

BUDGET IMPACT:

None.

#1045

Staff Report-Approval of Map-2023-02-22.docx

RESOLUTION 22-23-*

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SUTTER CREEK
APPROVING PARCEL MAP NO. 2861
FOR
CRAMER HILL LLC**

WHEREAS, City Planning Commission did by Resolution No. 17-18-07 approve Tentative Map for creation of four parcels within the City of Sutter Creek; and

WHEREAS, time extension for the approved tentative map have been processed and approved in accordance with City Code; and

WHEREAS, the City Engineer has certified Parcel Map 2861 complies with Tentative Map Conditions of Approval and found to be technically correct.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Council of the City of Sutter Creek hereby approves Parcel Map 2861 in accordance with Chapter 17.20 of City Code, and

BE IT FURTHER RESOLVED offers of dedication set forth on Parcel Map No. 2861 for:

1. Public Utility Easements
2. Public Facility Easements
3. Ten foot (10') wide walking path
4. Slope Maintenance Easement
5. Right of Way for David Drive fronting lots 52A, 52B, 52C, and 52D

Are hereby accepted, and

BE IT FURTHER RESOLVED all other offers of dedication are hereby rejected at this time but remain offered in perpetuity, and

BE IT FURTHER RESOLVED development on parcels of this map shall comply with the following: -

1. All building and impacts fees are to be paid at building permit issuance (Amador County Recreation Agency fee)
2. Local Traffic Mitigation Fees collected shall be utilized for improvements to Raylan Drive.
3. Each new residential dwelling shall contribute, in addition to the local traffic mitigation fees, an additional traffic mitigation fee of \$1,000 per dwelling unit to be used for improvement to Raylan Drive, and

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to record this Parcel Map 2861 in a timely manner.

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 6th day of March, 2023 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Claire Gunselman, Mayor

Karen Darrow, City Clerk

PARCEL MAP No. 2861
BOUNDARY LINE ADJUSTMENT

for

CRAMER HILL, LLC,
a California Limited Liability Company
2016-0010167

BEING DIVISION OF PARCEL 52 PER 52-M-100
ALSO BEING A PORTION OF THE NW 1/4 SECTION 7, T. 6 N., R. 11 E., M. D. M.
CITY OF SUTTER CREEK, COUNTY OF AMADOR, STATE OF CALIFORNIA



February, 2023

OWNER'S CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFY THAT THEY ARE THE OWNERS OF REAL PROPERTY SHOWN
HEREON AS THE SUBDIVISION AND THAT THEY DO HEREBY CONSENT TO THE PREPARATION AND
RECORDATION OF THIS MAP AND HEREBY IRREVOCABLY AND IN PERPETUITY OFFER FOR DEDICATION
TO THE CITY OF SUTTER CREEK ACCESS EASEMENTS, PUBLIC UTILITY EASEMENTS, 10' WIDE WALKING
PATH, SLOPE MAINTENANCE EASEMENT AND RIGHT-OF-WAY FOR DAVID DRIVE.

CRAMER HILL, LLC,
a California Limited Liability Company
by Adam Allen, Managing Member

HAZEL A. JOYCE
Beneficiary per 2016-0010168

JAMES HERYFORD
Beneficiary per 2021-0013842

YVONNE HERYFORD
Beneficiary per 2021-0013842

NOTARY'S STATEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF
THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE
TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF

ON, BEFORE ME, NOTARY PUBLIC,
PERSONALLY APPEARED
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE
NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT
HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES) AND THAT BY
HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR ENTITY UPON BEHALF OF
WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT
THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

SIGNATURE: NAME:

COUNTY: COMM. EXP.:

NOTARY'S STATEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF
THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE
TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF

ON, BEFORE ME, NOTARY PUBLIC,
PERSONALLY APPEARED
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE
NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT
HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES) AND THAT BY
HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR ENTITY UPON BEHALF OF
WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT
THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

SIGNATURE: NAME:

COUNTY: COMM. EXP.:

CITY CLERK'S CERTIFICATE

I, KAREN DARROW, HEREBY CERTIFY THAT THE CITY COUNCIL OF SUTTER CREEK, CALIFORNIA,
HAS REVIEWED AND APPROVED THIS PARCEL MAP No. 2861 BY RESOLUTION No.
ON 202 AND HEREBY ACCEPTS ALL OFFERS OF DEDICATION
SHOWN HEREON FOR PUBLIC UTILITY EASEMENTS, PUBLIC FACILITY EASEMENTS, 10' WIDE
WALKING PATH, SLOPE MAINTENANCE EASEMENT AND RIGHT-OF-WAY FOR DAVID DRIVE
FRONTING LOTS 52A, 52B, 52C AND 52D BUT REJECTS AT THIS TIME THE PORTION OF DAVID
DRIVE THROUGH PARCEL 53, ADJUSTED PARCEL 54 AND PARCEL 56. SAID RIGHT-OF-WAY
MAY REMAIN SUBJECT TO ACCEPTANCE BY RESOLUTION OF THE CITY COUNCIL AT ANY LATER
TIME.

DATE:

KAREN DARROW
SUTTER CREEK CITY CLERK

NOTARY'S STATEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF
THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE
TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF

ON, BEFORE ME, NOTARY PUBLIC,
PERSONALLY APPEARED
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE
NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT
HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES) AND THAT BY
HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR ENTITY UPON BEHALF OF
WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT
THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

SIGNATURE: NAME:

COUNTY: COMM. EXP.:

SURVEYOR'S STATEMENT

THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A
FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT
AND LOCAL ORDINANCE AT THE REQUEST OF ADAM ALLEN IN SEPTEMBER OF 2016. I HEREBY
STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED
TENTATIVE MAP, THAT THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE
POSITIONS INDICATED, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY
TO BE RETRACED.

DATE:

CIRO L. TOMA P.L.S. 3570
MY LICENSE EXPIRES 6-30-2024



CITY ENGINEER'S STATEMENT

I HAVE EXAMINED THIS PARCEL MAP. THE SUBDIVISION AS SHOWN HEREON IS
SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, IF ANY, AND ANY
APPROVED ALTERATIONS THERETO. ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND
OF ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE
MAP, IF ANY, HAVE BEEN COMPLIED WITH. I AM SATISFIED THE MAP IS TECHNICALLY
CORRECT.

DATE:

ROARK WEBER R.C.E. 22295
SUTTER CREEK ASSOCIATE CITY ENGINEER
MY LICENSE EXPIRES 9-30-2023



RECORDER'S STATEMENT

FILED THIS DAY OF, 202 AT M.
IN BOOK OF MAPS AND PLATS AT PAGE AT THE REQUEST OF
THE SUTTER CREEK CITY CLERK.

FEE:

INSTRUMENT No.:

BY: DEPUTY
KIMBERLY L. GRADY
AMADOR COUNTY RECORDER

PARCEL MAP No. 2861

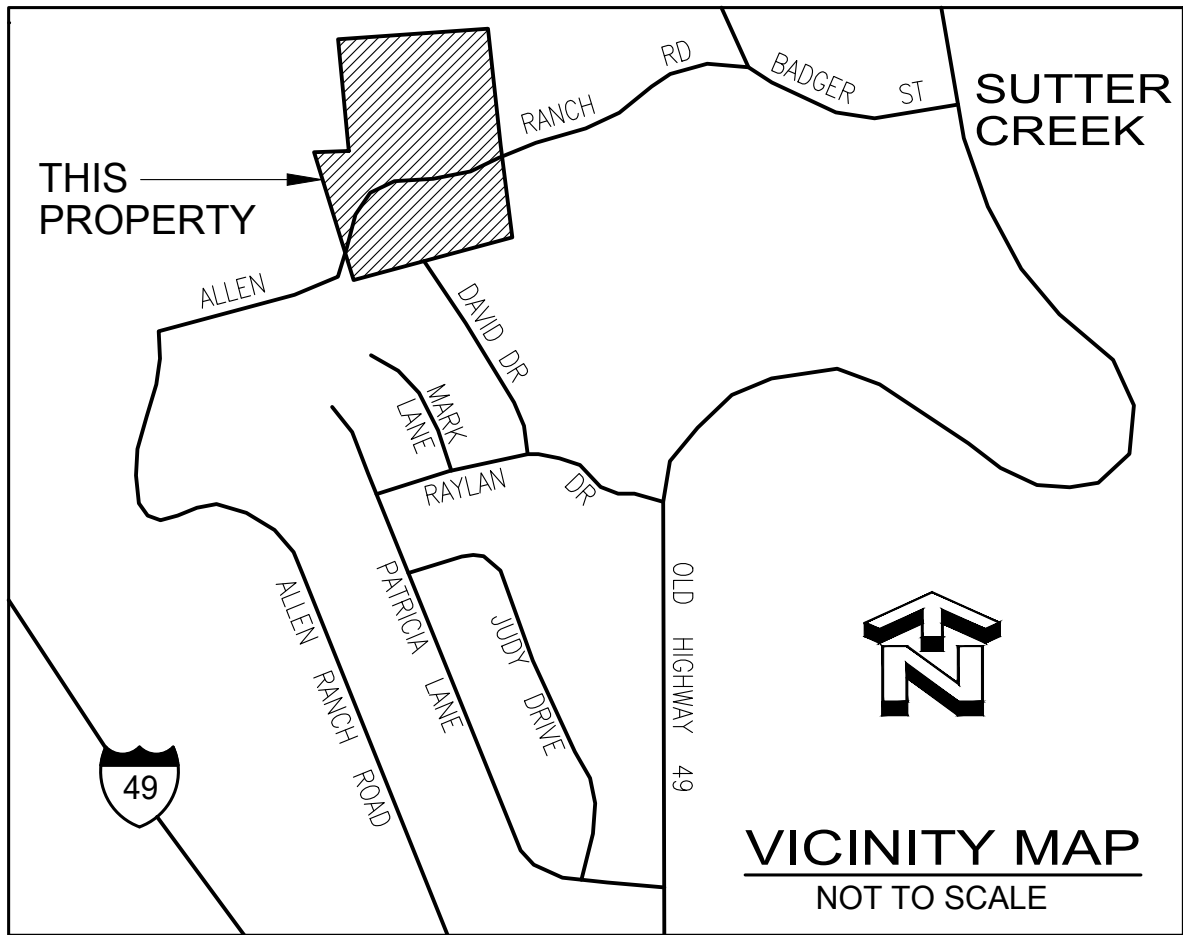
BOUNDARY LINE ADJUSTMENT

for
CRAMER HILL, LLC,
 a California Limited Liability Company
 2016-0010167

BEING DIVISION OF PARCEL 52 PER 52-M-100
 ALSO BEING A PORTION OF THE NW 1/4 SECTION 7, T. 6 N., R. 11 E., M. D. M.
 CITY OF SUTTER CREEK, COUNTY OF AMADOR, STATE OF CALIFORNIA



February, 2023



NOTES and LEGEND

- DENOTES 3/4" REBAR WITH PLASTIC CAP STAMPED PLS 3570 SET ON THIS SURVEY
- DENOTES FOUND 5/8" REBAR TAGGED RCE 7442 PER 52-M-100
- DENOTES FOUND 5/8" REBAR WITH 1-1/2" ALUMINUM CAP STAMPED LS 3488 PER 52-M-100
- DENOTES FOUND IRON PIPE TAGGED LS 3488 PER 52-M-100
- DENOTES FOUND 1/2" REBAR TAGGED LS 2902 PER 52-M-100
- DENOTES A CALCULATED POINT ONLY, NOTHING FOUND OR SET
- DENOTES ACCESS AND PUBLIC UTILITY AREA DEDICATED IN FEE TITLE HEREON TO THE CITY OF SUTTER CREEK.
- DENOTES 10' WIDE WALKING PATH AREA DEDICATED IN FEE TITLE HEREON TO THE CITY OF SUTTER CREEK
- DENOTES SLOPE MAINTENANCE EASEMENT AREA OFFERED TO THE CITY FOR MAINTENANCE PURPOSES
- DENOTES ACCESS AND PUBLIC UTILITY EASEMENT AREAS OFFERED FOR DEDICATION HEREON TO THE CITY OF SUTTER CREEK, AS WELL AS THE "DAVID DRIVE EXTENSION PHASE II" AREA WHICH WAS PREVIOUSLY DEDICATED PER 2023-0000409, ALL OF WHICH ARE REJECTED AT THIS TIME BUT MAY BE ACCEPTED AT A LATER DATE.
- DENOTES RIGHT-OF-WAY
- (1) DENOTES RECORD DATA PER 52-M-100
- CL CENTERLINE OR DISTANCE TO CENTERLINE
- RW RIGHT-OF-WAY OR DISTANCE TO RIGHT-OR-WAY
- PUE PUBLIC UTILITY EASEMENT
- BSL BUILDING SETBACK LINE
- UTE UNDERGROUND UTILITY EASEMENT
- NOTE 1: ORIGINAL ALIGNMENT OF 50' ACCESS AND PUE AS SHOWN ON 52-M-100 ACROSS PARCEL 52 AND A PORTION OF PARCEL 51 IS REALIGNED AS SHOWN ON SHEET 3 OF THIS PARCEL MAP.
- NOTE 2: DEVELOPMENT OF THESE PARCELS IS CONSTRAINED BY "DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR PROPERTY KNOWN AS CRAMER HILL EAST" RECORDED IN DOCUMENT 2002-0015138.

BASIS OF BEARINGS IS REFERRED TO THE WEST LINE OF PARCEL 52 AS SHOWN ON 52-M-100, THE BEARING OF WHICH IS S 19°23'23" E.

THE FOLLOWING EASEMENTS NOTED IN PRELIMINARY REPORT ORDER No. P-429900 PREPARED BY PLACER TITLE COMPANY, INC. AND DATED JANUARY 6, 2023 AFFECT THIS PROPERTY (SEE SAID REPORT SCHEDULE B FOR COMPLETE LIST OF EXCEPTIONS):

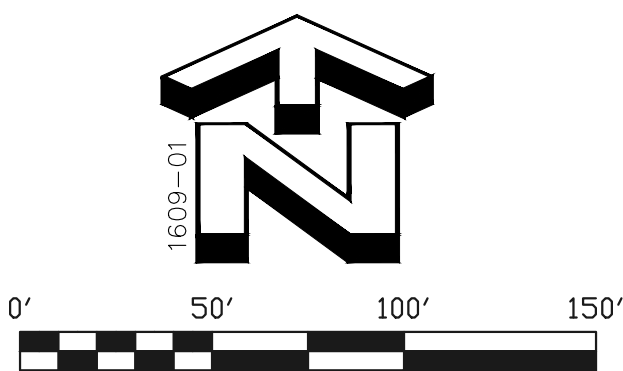
ITEM 6	46-OR-165	10' POLE LINE EASEMENT (NOT PLOTTABLE)
ITEM 7	47-OR-127	RIGHT-OF-WAY (NOT PLOTTABLE)
ITEM 8	252-OR-546	SEWER LINE EASEMENT
ITEM 9	52-M-100	DEDICATIONS, CONDITIONS, EASEMENTS, NOTES, PROVISIONS
ITEM 10	2002-0015138	CC and R'S AND EASEMENTS
ITEM 11	NO REFERENCE	ROAD/STREET/ALLEY/HIGHWAY RIGHTS OF THE PUBLIC
ITEM 12	2003-0016492	ACCESS/PUE/DRAINAGE/SEWER/PARK/INCIDENTALS PER 2002-0015138

NOTES and LEGEND
(SEE SHEET 2 FOR NOTES AND LEGEND)


BEING DIVISION OF PARCEL 52 PER 52-M-100
ALSO BEING A PORTION OF THE NW 1/4 SECTION 7, T. 6 N., R. 11 E., M. D. M.
CITY OF SUTTER CREEK, COUNTY OF AMADOR, STATE OF CALIFORNIA

 **TOMA & ASSOCIATES INC.**
ENGINEERING - SURVEYING - PLANNING
41 Summit Street, Jackson, CA 95642
(209) 223-0156

February, 2023



○	DATA TABLE			
1	R=90.00'	D=68°39'44"	L=107.85	
2	R=50.00'	D=37°39'19"	L=32.86'	
3	R=50.00'	D=24°44'24"	L=21.59'	
4	R=75.00'	D=15°19'38"	L=20.06'	
5	S 12°58'03" E	22.06'		
6	S 54°00'51" E	38.45'		
7	S 67°01'59" E	34.12'		
8	N 88°08'59" E	25.51'		
9	R=340.00'	D=07°27'35"	L=44.27'	
10	R=340.00'	D=11°41'11"	L=69.35'	
11	R=340.00'	D=17°58'07"	L=106.63'	
12	N 09°29'26" W	20.81'		
13	N 09°29'26" W	18.14'		
14	R=315.00'	D=08°03'04"	L=44.26'	
15	R=25.00'	D=10°47'06"	L=43.98'	
16	N 62°35'49" E	25.00'		
17	N 62°35'49" E	34.53'		
18	N 62°35'49" E	4.84'		
19	N 62°35'49" E	5.12'		
20	R=25.00'	D=99°59'43"	L=43.63'	
21	R=315.00'	D=09°12'26"	L=50.62'	
22	R=250.00'	D=26°57'35"	L=117.63'	
23	R=275.00'	D=26°57'35"	L=129.40'	
24	R=300.00'	D=26°57'35"	L=141.16'	
25	R=250.00'	D=25°38'39"	L=111.89'	
26	R=275.00'	D=25°38'39"	L=123.08'	
27	R=300.00'	D=25°38'39"	L=134.27'	
28	N 03°09'49" W	44.97'		
29	N 33°48'37" W	35.27'		
30	R=315.00'	D=09°55'19"	L=54.55'	
31	R=315.00'	D=09°56'04"	L=54.62'	
32	R=25.00'	D=62°23'43"	L=27.23'	
33	S 05°52'31" W	0.36'		
34	R=310.00'	D=25°38'39"	L=138.75'	
35	R=240.00'	D=26°57'35"	L=112.93'	
36	S 23°39'20" E	45.45'		
37	S 39°24'43" E	80.47'		
38	S 62°35'49" W	5.12'		
39	R=15.00'	D=99°59'43"	L=26.18'	
40	S 52°36'07" W(R) 10.00'			
41	R=365.00'	D=01°58'29"	L=12.58'	
42	R=365.00'	D=06°42'43"	L=42.76'	
43	R=365.00'	D=08°33'42"	L=54.54'	
44	R=365.00'	D=19°51'59"	L=126.56'	
45	N 09°29'26" W	23.47'		
46	R=25.00'	D=97°37'39"	L=42.60'	
47	R=25.00'	D=67°05'56"	L=29.28'	

	RADIAL DATA TABLE
A	N 72°27'30" E(R)
B	S 28°19'36" E(R)
C	S 27°24'11" E(R)
D	S 52°36'07" W(R)
E	S 21°43'46" E(R)
F	S 46°28'10" E(R)
G	S 84°07'29" E(R)
H	S 60°38'35" W(R)
I	S 21°43'46" E(R)
J	N 45°22'10" E(R)
K	N 21°43'46" W(R)

-50' ACCESS AND PUE PER
2022-0010318 AND PREVIOUSLY
OFFERED FOR DEDICATION AS
"DAVID DRIVE EXTENSION PHASE II"
PER 2023-0000409

ADJUSTED
PARCEL 54
6.11 Acres
5.56 AC NET

ORIGINAL ALIGNMENT OF 50'
ACCESS AND PUE PER 52-M-100
ACROSS PARCEL 52 AND A PORTION
OF PARCEL 51 ABANDONED HEREON-
(SEE NOTE 1 ON SHEET 2)

- ORIGINAL ALIGNMENT OF 50' ACCESS AND PUE AS SHOWN ON 52-M-100 ACROSS PARCEL 52 AND A PORTION OF PARCEL 51 IS REALIGNED AS SHOWN HEREON (SEE NOTE 1 ON SHEET 2)

10' UTE ALONG ORIGINAL LOT
LINE TO BE ABANDONED

ORIGINAL LOT LINE

READJ LOT 7
58-M-48
INVALIDASWE TRUST
2017-0001703

ADJ LOT 36
41-M-63
JONES
2017-0003165

60' ROAD AND PUE
PER 41-M-63 AND
522-OR-237

CL PROPOSED 20' DRAINAGE-
EASEMENT (10' EACH SIDE)
ALONG EX. DRAINAGE COURSE

PARCEL 52D
0.72 Acre

PARCEL
52B
0.78 Acre
0.58 AC NET

LOT 29
SUTTER OAKS UNIT 2
3-SUBS-86
HANN
NO REF AVAILABLE

LOT 15
SUTTER OAKS UNIT 2
3-SUBS-86
GERDES
2003-0015598

LOT 28
SUTTER OAKS UNIT 2
3-SUBS-86

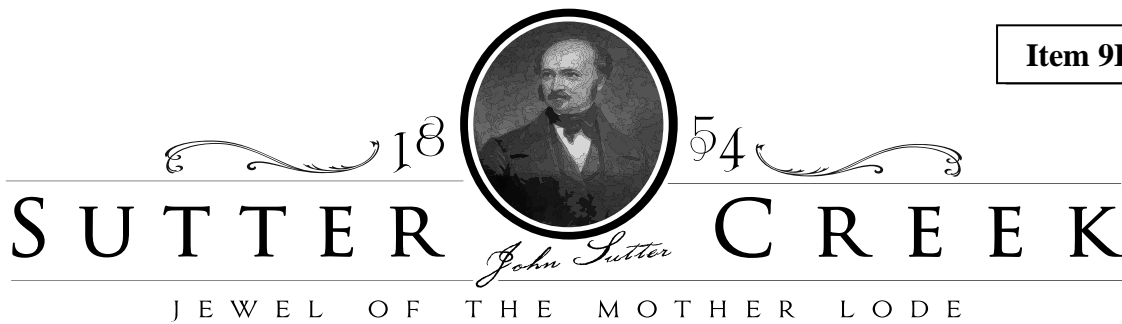
READJ LOT 30
57-M-49
ENGEL
2017-0003134

LOT 31
SUTTER OAKS UNIT 2
3-SUBS-86

PARCEL 50
52-M-100
ALLEN
2012-0011855

SHEET 3 OF 3 SHEETS

DETAIL "A"
NOT TO SCALE



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: MARCH 6, 2023

FROM:

SUBJECT: HAUGE BRUECK ASSOCIATES, LLC CONTRACT

RECOMMENDATIONS:

- 1) Adopt Resolution 22-23-* entering into a contract with Hauge Brueck Associates, LLC (HBA) for On-Call Planning Services and applicant reimbursable planning services and;
- 2) Adopt Resolution 22-23-* extending the contract with Hauge Brueck Associates, LLC (HBA) for grant related planning work.

BACKGROUND:

The City has contracted with HBA for various planning related work for over the last the (10) years. HBA has provided both on call planning services for the City, which is paid for out of the General Fund and also applicant initiated work. Applicant initiated work is paid for by the applicant, having not financial impact on the City. HBA has more recently been working on grant funded projects for the City, specifically the Zoning and Development code update and the accompanying environmental review.

DISCUSSION:

The contract for on call planning services has expired, and staff is recommending that the City enter into a new contract with HBA for on call planning services and applicant reimbursable planning services. Previous the City had two separate contracts for those services. The recommend term of the contract is eighteen (18) months, January 1, 2023 to June 30, 2024.

In 2019, the City entered into an agreement with HBA to update the Zoning Code. The work is in process and will be wrapping up this year. All eligible expenses will be reimbursed through grant funding. All grant related reimbursable work must be completed and invoiced to the State by September 2023.

RESOLUTION 22-23-*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK
APPROVING A CONTRACT WITH HAUGE BRUECK ASSOCIATES, LLC (HBA)
FOR ON-CALL PLANNING SERVICES AND APPLICANT REIMBURSEABLE
PLANNING SERVICES FOR AN EIGHTEEN MONTH TERM FROM JANUARY 1,
2023 THROUGH JUNE 30, 2024 AND AUTHORIZING THE CITY MANAGER TO
EXECUTE THE CONTRACTS**

WHEREAS, the City has contracted for over ten years with Hauge Brueck Associates, LLC for planning services; and

WHEREAS, The City of Sutter Creek had two separate contracts for on-call planning services and applicant reimbursable services with Hauge Brueck Associates, LLC and wishes to combine them into one contract; and

WHEREAS, the existing contract for on-call planning services expired in on June 30, 2019 and the applicant reimbursable services contract expired in on June 30, 2019; and

WHEREAS, new a contract is required to continue the planning services provide by Hauge Brueck Associates LLC; and

WHEREAS, the long-term relationship between Hauge Brueck Associates LLC for on-call planning services and applicant reimbursable project expenses are charged at reduced rates; and

WHEREAS, applicants will be required to reimburse the City of Sutter Creek for any incurred planning related fees; and

NOW THEREFORE BE IT RESOLVED, the City Council does hereby authorize the City Manager to execute a single contract, as outlined in Attachment A, with Hauge Brueck Associates LLC for on-call planning services and applicant reimbursable planning services for a term of eighteen (18) months.

The foregoing resolution was duly passed and adopted this 6th day of March, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Claire Gunselman, Mayor

Karen Darrow, City Clerk

**CITY OF SUTTER CREEK
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES
ON-CALL STAFF**

This Agreement is made and entered on January 1, 2023 and ends June 30, 2024 by and between the City of Sutter Creek, a municipal corporation of the State of California (hereinafter "CITY") and Hauge Brueck Associates, LLC (hereinafter "HBA").

RECITALS

WHEREAS, Robert Brueck and Erin Ventura, associates of HBA, are experienced in providing city planning, permitting, public outreach and environmental consulting services and are experienced working with the City of Sutter Creek on planning, permitting, public outreach and environmental projects; and

WHEREAS, CITY requires on-call staff planning services in support of the Planning Department, the Planning Staff may, from time to time, require expert advice, interpretation of regulation, and consultant staff to meet deadlines, prepare reports and analysis, and attend and facilitate meetings.

WHEREAS, CITY desires to engage HBA to render project planning consulting services for said planning staff assignments and HBA represents that HBA possesses the professional qualification to provide such consulting services.

CITY and HBA agree to enter into this AGREEMENT for the performance of on-call consulting services on the terms and conditions stated in this AGREEMENT.

NOW, THEREFORE, in consideration for the promises set forth herein, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

ARTICLE I

SCOPE OF SERVICES AND TERM

1.1 General Scope of Services

Upon receipt of written authorization from CITY, HBA at HBA's sole cost and expense (to be reimbursed as provided in this Agreement) and to the satisfaction of CITY, shall perform on-call services (Services) set forth by individual City requests for applicant reimbursable and non-applicant reimbursable services. Services may include, but are not limited to:

- a. General consultation with City staff;
- b. Peer review of planning and environmental documents;
- c. Staff to the City Council, Planning Commission, and Design Review Committee;
- d. Preparation of staff reports and coordination with City staff and the public;
- e. Outreach and public involvement activities;
- f. Review of site plans for residential and commercial projects;
- g. Review of conditional use, encroachment, and sign permits;
- h. Review of lot adjustment maps, tentative subdivision maps, and final subdivision maps;
- i. Preparation of documents supporting permit review;
- j. Preparation of General Plan amendments;
- k. Preparation of Municipal Code amendments;
- l. Management of mitigation monitoring programs;
- m. Preparation of planning and environmental reports;
- n. Preparation of CEQA compliance documents; and
- o. Geographic Information Systems support.

Each assignment shall be tracked separately to document the Services performed, schedule for completion, and cost including labor and any subcontractors, and expenses both direct and indirect, but shall otherwise be governed by the terms and conditions of this Agreement.

1.2 Term

The term of this Agreement runs through the fiscal year ending on June 30, 2024 or until such time as it is terminated pursuant to the provisions in Article V of this Agreement.

ARTICLE II

RESPONSIBILITIES OF CONSULTANT

2.1 Control and Payment of Subordinates

CITY retains HBA on an independent contractor basis and HBA is not an employee of CITY. The personnel performing the Services under this Agreement on behalf of HBA shall be under HBA's exclusive direction and control. HBA shall pay wages, salaries, and other amounts due such personnel in connection with their performance of services under this Agreement and as required by law. HBA shall be responsible for reports and obligations with respect to such personnel, including, but not limited to social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

2.2 Conformance to Applicable Requirements

All work prepared by HBA shall be subject to the approval of CITY.

2.3 Standard of Care: Licenses

HBA shall perform the Services under this Agreement in a skillful and competent manner. HBA shall be responsible to CITY for any errors or omissions in its execution of this Agreement. HBA represents and warrants to CITY that it has all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession. HBA further represents and warrants that it shall keep in effect all such licenses, permits, and other approvals during the term of this Agreement.

2.4 Representatives

HBA assigns Erin Ventura as its Representative who shall coordinate Services. The HBA Representative shall be available to the CITY at mutually agreeable and reasonable times. HBA may appoint another person as an HBA Representative upon written notice to CITY. The City Manager shall act as CITY's Representative for purposes of carrying out this Agreement.

2.5 Accounting Records

HBA shall maintain complete and accurate records with respect to costs and expenses incurred under this Agreement. Such records shall be clearly identifiable. HBA shall allow an authorized representative of CITY, during normal business hours, to examine, audit, and make transcripts of copies of such records. HBA shall allow inspection by CITY of work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

ARTICLE III FEES AND PAYMENTS

3.1 Compensation

HBA shall receive compensation for Services rendered under this Agreement at the rates set forth in the attached Exhibit A, Schedule of Hourly Billing. Total compensation through the term of the Agreement shall be tracked and reported in each monthly progress report.

3.2 Payment of Compensation

HBA shall provide to CITY a monthly progress report that indicates work completed, work to be completed, issues with resolution, and hours of service rendered. CITY shall, within 30 days of receiving such statement from HBA, review the statement and pay all approved charges thereon.

3.3 Reimbursement for Expenses

HBA shall be reimbursed for expenses when authorized in writing by CITY.

ARTICLE IV

INDEMNIFICATION AND INSURANCE

4.1 Indemnification

HBA shall defend, indemnify, and hold the CITY, its officials, officers, employees, and agents free and harmless from any and all liability from loss, damage, or injury to property or persons, including wrongful death, in any manner arising out of or incident to any negligent acts, omissions, or willful misconduct of HBA arising out of or in connection with HBA's negligent performance of this AGREEMENT, including without limitation the payment of attorneys' fees. Further, HBA shall defend at its own expense, including attorneys' fees, CITY, its officials, officer, employees, and agents in any legal action based upon such negligent acts, omissions, or willful misconduct. The indemnity obligations of HBA contained in the foregoing sentences or anywhere else within this Agreement shall not be applicable to any liability whatsoever, including, without limitation, claims, losses, damages, or other costs of any nature, that are based upon, occasioned, or attributable to any injury, default, or damage arising from any negligent act, error, or omission or willful misconduct of CITY, its servants or agents, or persons from whom it has assumed responsibility in the performance or purported performance of this Agreement, from and against which CITY shall indemnify, defend, and hold HBA harmless.

4.2 Insurance

HBA shall obtain and shall require its subcontractors to obtain insurance of the types and in the amounts described below and satisfactory to CITY.

4.2.1 Commercial General Liability Insurance

HBA shall maintain occurrence version commercial general liability insurance of equivalent form with a combined single limit of not less than \$1,000,000 per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit.

4.2.2 Business Automobile Liability Insurance

HBA shall maintain business automobile liability insurance or equivalent form with a combined single limit of not less than \$1,000,000 per occurrence. Such insurance shall include coverage for owned and hired automobiles.

4.2.3 Professional Liability Insurance

HBA shall maintain errors and omissions liability insurance with a limit of not less than \$1,000,000 each claim. Such insurance shall be maintained for a minimum of three years following completion of the Services.

4.2.4 Workers' Compensation Insurance

HBA shall maintain workers' compensation insurance with statutory limits and employers' liability insurance with limits of not less than \$1, 000,000 per accident.

4.3 Additional Insured's

Such insurance shall name CITY, its officials, officers, employees, agents, and consultants, as Insured's with respect to performance of Services. Such insured status shall contain no special limitations in the scope of its protection to the above-listed Insured's. All Professional Liability insurance shall be primary with respect to any insurance or self-insurance programs covering CITY, its officials, officers, employees, agents, and consultants and shall contain standard separation of Insured's provisions.

4.4 Certificates of Insurance

HBA shall, prior to commencement of the Services, furnish to CITY properly executed certificates of insurance, and certified copies of endorsements and policies, which shall clearly evidence all insurance required in this Section. HBA shall not allow such insurance to be canceled, expire, or be materially reduced in coverage except on 30 days prior to written notice to CITY.

4.5 Term of Coverage

HBA shall maintain all insurance required by this Agreement from the time Services commence until Services are completed, except as may be otherwise required by this Article. HBA shall replace any policies, certificates, and endorsements for any insurance expiring prior to completion of the Services.

4.6 Licensed Insurer

HBA shall place all insurance with insurers licensed to do business in California.

ARTICLE V TERMINATION

5.1 Notice of Termination

CITY may, by written notice to HBA, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to HBA of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. HBA shall discontinue all Services affected within seven (7) days of receipt of such notice, unless otherwise instructed by CITY in writing.

5.1.1 Termination For Convenience

If termination is for the convenience of the CITY, HBA shall be paid for Services performed through the date of termination, upon receipt of written documentation by CITY. Such payment shall include a pro-rated amount of profit, if applicable, but no amount shall be paid for anticipated profit on unperformed services.

5.1.2 Termination for Cause

If termination is due to HBA's failure to fulfill its obligations under this Agreement, HBA shall be compensated for Services that have been completed and accepted by CITY. HBA shall be liable to CITY to make satisfactory any unsatisfactory work received from HBA, which at CITY's reasonable discretion must be revised, in part or in whole, to complete Services. In no event shall HBA be liable to CITY or any third party for consequential, special, indirect, or incidental damages or lost revenue or profits in connection with this Agreement.

5.2 Procurement of Similar Services

In the event this Agreement is terminated in whole or in part as provided by this Article, CITY may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

5.3 Work Product

If this agreement is terminated as provided in Section 5.1 of this Agreement, or at the time that HBA completes the work required under this Agreement, CITY may require HBA to provide all finished or unfinished documents,

data, studies, drawings, reports, etc., prepared by HBA in connection with the performance of Services under this Agreement.

ARTICLE VI GENERAL PROVISIONS

6.1 Entire Agreement

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings, or agreements. This Agreement may be modified only by writing and when signed by both parties.

6.2 Successors and Assigns

This Agreement shall be binding on the successors and assigns of the parties, and shall not be assigned by HBA without the prior written consent of CITY.

6.3 Subcontracts

HBA shall not subcontract any portion of the work required by this Agreement without prior written approval of CITY. All approved subcontracts, if any, shall be accompanied by a written instrument. Such instrument shall contain an express assumption by the subcontractor of all conditions and terms and covenants contained in this Agreement.

6.4 Equal Opportunity Employment

HBA represents that it is an equal opportunity employer and shall not discriminate against an employee or applicant for employment with HBA on the basis of race, color, religion, national origin, ancestry, sex, or age.

6.5 Attorney's Fees

If either party commences an action against the other party arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and costs of suits.

6.6 Governing Law

This Agreement shall be governed by and construed with the laws of the State of California.

6.7 Time of Essence

Time is of the essence for each and every provision of this Agreement.

6.8 Right to Employ Other Consultants

CITY reserves right to employ other consultants in connection with Services.

6.9 Delivery of Notices

All notices permitted, or required under this Agreement, shall be deemed made when delivered to the applicable parties representative as provided in this Agreement. Additionally, such notices may be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

CITY:
City of Sutter Creek
18 Main Street
Sutter Creek, CA 95685
Attention: City Manager

CONSULTANT:
Hauge Brueck Associates, LLC
3606A Greystone Drive
Austin, TX 78731
Attention: Robert Brueck, Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid, return receipt requested, and addressed to the party at its applicable address.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on the date first herein above written.

CITY

City of Sutter Creek

CONSULTANT: Hauge Brueck Associates, LLC

By: 

Robert Brueck, Manager

EXHIBIT A
SCHEDULE OF HOURLY BILLING

HAUGE BRUECK ASSOCIATES, LLC
2023 RATE SCHEDULE

CLASSIFICATION	HOURLY BILLING RATE
ASSOCIATE I	\$40
ASSOCIATE II	\$50
ASSOCIATE III	\$70
ASSOCIATE IV	\$80
ASSOCIATE V	\$100
ASSOCIATE VI	\$110
ASSOCIATE VII	\$120
ASSOCIATE VIII	\$140
ASSOCIATE IX	\$160
ASSOCIATE X	\$180
ASSOCIATE XI	\$200
ASSOCIATE XII	\$220

- Rate schedule updated annually
- Hourly billing rates include labor and overhead (e.g., office space, office supplies, computers, phones, and incidentals).
- Mileage billed at IRS rates.
- Other direct costs (ODC) billed at actual cost plus 10% (e.g., printing, travel and subcontractors).

HBA Associates are assigned the following classifications:

Robert Brueck	Associate XI
Erin Ventura	Associate IX
Connor Hinton (GIS)	Associate VI
Heidi Johnstone	Associate IV

RESOLUTION 22-23-*
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SUTTER CREEK EXTENDING THE AGREEMENT WITH
HAUGE BRUECK ASSOCIATES, LLC (HBA) FOR GRANT RELATED PLANNING
SERVIVCES

WHEREAS, the City has contracted for over ten years with Hauge Brueck Associates, LLC (HBA) for planning services; and

WHEREAS, the City adopted Resolution 2020-2021-05 entering into a contract with HBA to update its Zoning Code as a result of receiving an SB2 grant; and

WHEREAS, the purpose of the SB2 grants are to align the City with State standards to reduce the time and cost required to prepare housing applications, reduce the time to process housing applications, reduce the need and cost for preparing special traffic studies, and to streamline the City's development review process; and

WHEREAS, with the SB2 funds, the City intends on updating its Zoning Code and Zoning Map, adopting a Development Code and completing a traffic analysis used for a General Plan and Circulation Plan update; and

WHEREAS, the three projects will also include the appropriate CEQA documentation; and

NOW THEREFORE BE IT RESOLVED, the City Council hereby authorizes the City Manager to execute Amendment #2 between the City of Sutter Creek and Hauge Brueck Associates, LLC outlined in Attachment B, extending the contract for grant related planning services.

BE IT FURTHER RESOLVED,

The foregoing resolution was duly passed and adopted this 6th day of March, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Claire Gunselman, Mayor

ATTEST:

Karen Darrow, City Clerk

**CONTRACTING SERVICES AGREEMENT BETWEEN
CITY OF SUTTER CREEK AND HAUGE BRUECK ASSOCIATES LLC,
TO UPDATE THE ZONING CODE
AMENDMENT 3**

This AMENDMENT 3 to the Agreement dated August 20, 2019 is made and entered on February 22, 2023 by and between the City of Sutter Creek, a municipal corporation of the State of California (hereinafter "CITY") and Hauge Brueck Associates, LLC (hereinafter "HBA").

Amendment 3 extends the Agreement Term of Services (Section 1.1) to end on December 31, 2023. Amendment 3 updates the Scope of Work in Attachment A to clarify that an EIR will be prepared for the zoning code, development standards and circulation element. No other changes to the scope of work or budget are proposed.

Amendment 3 updates the address and contact for Contractor Notices (Section 10.10) as follows:

Hauge Brueck Associates, LLC
Attn: Robert Brueck, Manager
3606A Greystone Drive
Austin, TX 78731

No other changes are made to the terms of the Agreement dated August 20, 2019.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment 3 on the date first herein above written.

CITY

City of Sutter Creek

CONSULTANT: Hauge Brueck Associates, LLC

By: _____

Robert Brueck, Manager

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

THIS AGREEMENT for services was entered into by and between the City of Sutter Creek, a municipal corporation in the State of California (hereinafter referred to as “City”), and Hauge Brueck Associates LLC (hereinafter referred to as “Contractor”) as of August 20, 2019 and is amended on February 22, 2023.

EXHIBIT A
SCOPE OF WORK – AMENDMENT 3

This Scope of Work is to perform tasks implementing the California SB2 Grant and LEAP Grant. The work includes preparation of the Code of Ordinance update, preparation of Development Standards, support of the Circulation Element update and a City Wide Master Environmental Impact Report. This amendment 3 extends the contract term through December 31, 2023. This amendment clarifies that an EIR will be prepared for the zoning code, development standards and circulation element. No other changes are included.

Code of Ordinances

The following tasks will update Title 18 of the Sutter Creek Municipal Code (Zoning Ordinance) to be consistent with the General Plan and support to the consulting teams preparing the City Development Standards and Circulation Element Update funded by the 2019 SB 2 Grant. The zoning map prepared with the General Plan Land Use Diagram update will be updated as part of this project. ~~Because this code update implements the General Plan, a Mitigated Negative Declaration supplementing the General Plan IS/ND is assumed as the appropriate CEQA process.~~

**PHASE 1:
POLICY AND REGULATORY AUDIT**

The purpose of this first phase is to establish a solid baseline for the successful update of the Zoning Ordinance including a full assessment of the implementation strategies contained within the Sutter Creek General Plan and an analysis of issues significant to the community. This will entail a review of the Zoning Ordinance to identify areas of inconsistency or insufficiency. This phase involves staff meetings, data collection and review, analysis of the General Plan and Zoning Ordinance, meetings with key community stakeholders and public workshops.

Task 1.1 General Plan and Zoning Code Audit

At the outset of the project the City will provide HBA with the annotated Zoning Code compiled by City Staff over the past few years.

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

A memo will be sent to the Planning Commission and City Council requesting input on items to be addressed in the Zoning Code based on their experience.

A review of the General Plan will be completed to identify policies and implementation strategies that require updating the zoning code to ensure consistency.

Zoning related issues important to the community will be identified through the review of relevant plans, policies, and regulations adopted by the City. Zoning issues will be reviewed in the annotated Zoning Code maintained by the City staff.

This review will assess the adequacy of the existing Zoning Code in compliance with state and federal laws. The review will assess the appropriateness of the Zoning Code in terms of:

- Structure and organization;
- Regulatory purpose;
- Processing and procedural streamlining;
- Compliance with adopted plans and policies;
- Existing zoning districts, allowed uses, and development standards;
- General development standards; and
- Special use provisions.

The City adopted the General Plan update in July 2019. The update includes conversion of eight parcels along Hanford Street from C-2 Commercial to R-4 Multiple Family Residential and from RSF Residential Single Family to RH Residential High Density. The R-4 Zone allows multifamily uses by right with site plan review to assure compliance with City standards. The Zoning Map will be updated in compliance with the General Plan Land Use Designation Diagram. The General Plan created a Public Service land use designation that requires modification of the Zoning Code to include a PS Public Service zone. The General Plan added an Environmental Justice Element and the Zoning Code will be modified to be consistent with the General Plan. The Zoning Code will be updated to meet current State regulations and to be consistent with the General Plan. The current Zoning Code includes development standards that will be removed and placed in the new Development Standards to reduce duplication of standards and have clear division between zoning and development standards. A Zoning Code Checklist will be created to streamline the application preparation and review process.

The General Plan identifies areas where additional development standards are needed to fully implement the policies contained within the document (e.g. ridgeline preservation, public service designation, revised residential allowances

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

within industrial and service areas, development standards, etc.). Specific zoning code language will be crafted to implement the relevant General Plan policies. Development standards in the Zoning Code or required by the General Plan will be identified to be placed in the new Development Standards document. New and revised definitions will be created to ensure the Zoning Code reflects current terminology and uses and provides adequate definition to avoid confusion or misinterpretation. The new definitions will be incorporated into the General Plan Glossary, Volume II and summarized, as appropriate, in the Zoning Code.

Deliverables: Summary Report of Task 1.1.

**PHASE 2:
PREPARE DRAFT ZONING CODE**

The purpose of this phase is to establish a code outline and standard format, then prepare component pieces of the Zoning Code for staff and attorney review and review by the City's Planning Commission and City Council.

Task 2.1 Update Zoning Code Development Standards and Definitions

An administrative draft revision to the Zoning Code will be prepared. The administrative draft will accomplish the following:

- Establish clear and specific development regulations for all land use districts;
- Assist the consultant preparing the Development Standards in identifying the standards removed from the Zoning Code and incorporated into the Development Standards. Provide input to the consultant on additional development standards appropriate for the City of Sutter Creek.
- Review existing standards, including Design Standards, to assure they are current, complete, and appropriate for the City of Sutter Creek.
- Achieve consistency with the General Plan, state and federal laws;
- Describe the program and process under which development applications will be reviewed;
- Present the code in a format that is reader-friendly and executable;
- Include sufficient graphic support for regulations.

Deliverables: Camera-ready copy of the Administrative Draft Zoning and electronic copies for posting to the City's website.

Task 2.2 Joint Public Workshop to Review of Draft Zoning Code

A noticed joint Planning Commission, City Council, and public workshop will be conducted to understand key issues associated with the project and review the recommended changes identified in Task 1.1 and Draft Zoning Code. This workshop format allows for individual conversations with interested members of

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

the public. Input will be collected through written comments made by the participants.

Deliverables: One electronic copy of the direction received from the City Council and Planning Commission will be prepared for posting to the City's website and distribution to the Planning Commission and City Council.

Meetings: Joint public workshop with the City Council and Planning Commission.

PHASE 3:
PUBLIC HEARING DRAFT ZONING CODE AND CEQA PROCESS

Task 3.1 Incorporate Directed Amendments to Draft Documents

Upon completion Phase 2 Tasks, the Draft Zoning Code text will be modified in accordance with direction from the City Manager and City Attorney, the Planning Commission, and the City Council. This amended document will form the project description and product for the CEQA review.

Task 3.2 Prepare Initial Study / Negative Declaration

An EIR Initial Study will be prepared in accordance with CEQA tiering off the General Plan IS/ND. The EIR Initial Study will evaluate all potential environmental impacts associated with proposed text and map amendments. ~~It is assumed that the Initial Study findings will result in the preparation of a Negative Declaration.~~

Deliverables: One electronic copy for City distribution and 15 electronic copies for OPR along with the OPR Summary Form.

Task 3.3 Public Notification and Circulation

The final environmental documents will be prepared, noticed and circulated, including all supporting documentation. ~~Documents shall include, but are not limited to, Notice of Intent to Adopt and Initial Study.~~

Task 3.4 Review Hearings

Public Hearings by the Planning Commission and City Council will be held on the Draft Zoning Ordinance, Zoning District Map, and CEQA documents. At the conclusion of Phase 3 hearings, the City Council will direct staff to incorporate changes into the Final Zoning Code.

Deliverables: One staff report for Planning Commission and one draft staff report for City Council

Meetings: One public hearing with Planning Commission and one public hearing with City Council

**PHASE 4:
ADOPTION AND PUBLICATION**

Task 4.1 Prepare Final Draft Zoning Code, and CEQA Documents

At the conclusion of Phase 3 the Final Zoning Code will be prepared for adoption.

Deliverables: One (1) electronic copy for distribution.

Task 4.2 Public Notification, Circulation, and Response to Inquiries

The public will be notified, and project documents circulated. Staff will be available during the circulation period to answer draft document questions.

Deliverables: Public Hearing notices as required for City distribution.

Task 4.3 Planning Commission Hearing

Staff will generate a staff report and attend a public hearing of the Planning Commission for recommendation and adoption of the Final Zoning Code and CEQA documents.

Deliverables: Staff report for Planning Commission

Meetings: One public hearing with Planning Commission

Task 4.4 Planning Commission Draft Zoning Code

A revised draft Zoning Code will be created based on comments and direction from the Planning Commission hearing.

Deliverables: Draft Zoning Ordinance

Task 4.5 City Council Hearing

A final Zoning Code and CEQA document will be prepared and public hearing held to consider adoption of the zoning code.

Deliverables: Final draft zoning code

Meetings: One public hearing with City Council

Task 4.6 Final Zoning Code Document

The final version of the Zoning Code will be prepared based on input from the City Council.

Deliverables: One camera-ready original of the document. One set of Word files and one set of PDF files.

Development Code

The City currently has development standards embedded in the zoning code, General Plan, or located in separately adopted standards. A Development Code will be created that consolidates standards in one document that will be internally consistent with the General Plan. A Development Code checklist will be created to streamline the application preparation and review process. The Development Code and Development Code Checklist will reduce the time required by the City to review application compliance and confirm compliance with City standards. The Code will provide applicants with consistent and clear documentation of the requirements of the City. Public engagement will be conducted in the adoption of the Development Code. The appropriate CEQA documentation will be prepared.

Circulation Element Assistance

HBA will provide assistance and peer review in the preparation of the Circulation Element being prepared by GHD.

Environmental Impact Report

The City of Sutter Creek is proposing two projects that align the City with State standards, reduce the time and cost required to prepare housing applications, reduce the time to process housing applications, reduce the need and cost for preparing special traffic studies, and to streamline the City's development review process. The projects are: Update the General Plan/Environmental Impact Report Setting Sections to reflect the existing setting and to Prepare the City Wide Environmental Impact Report that will be used in the adoption of the SB2 Grant projects; Zoning Code Update, Development Code, and Circulation Element Update.

General Plan / Environmental Impact Report Settings

With the adoption of the City of Sutter Creek General Plan update the General Plan requires that future environmental documentation utilize the General Plan Setting Sections and that for each new environmental document, the General Plan Settings will be updated to reflect the project specific information. By updating the General Plan Setting Sections the effort required to prepare future environmental documents for housing projects will be streamlined to focus new information on project/site specific information. The Setting Sections will be updated to comply with current state guidance for General Plans and Environmental Documents. The updated setting sections will reduce the time required by the applicant and City to prepare and review the appropriate environmental documentation. The City Wide setting sections will provide applicants with current, consistent and clear documentation for use in their environmental documents. Public engagement will be conducted in the adoption of the General Plan Setting Sections

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

City Wide Environmental Impact Report

The updated City Wide Environmental Impact report will tier from existing certified environmental documents and supplement the environmental analysis as appropriate. With a certified City Wide EIR future housing projects will tier from this EIR focusing on environmental topics that have the potential to have new significant impacts. The City Wide EIR will provide applicants with current, consistent and clear documentation for use in their environmental documents. Public engagement will be conducted in the certification of the City Wide Environmental Impact Report.

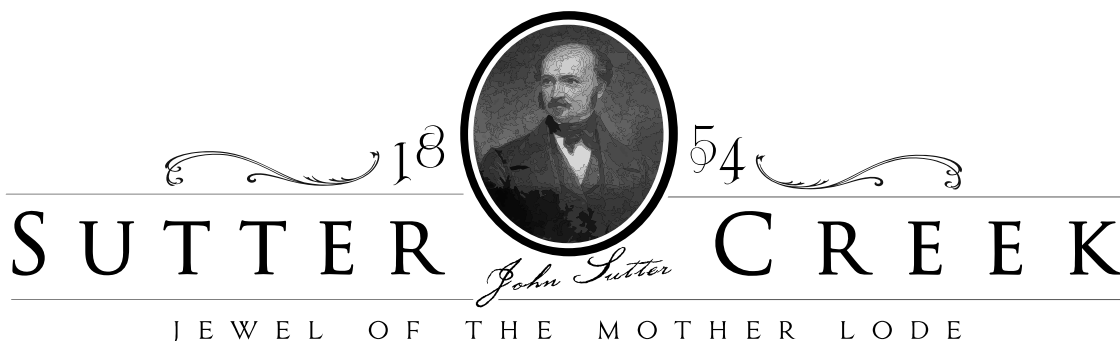
Estimated Budget

Estimated Hours and Fees			
Task	Total Labor	Total ODCs	Fee Estimate (rounded to nearest 100)
Code of Ordinances	\$45,206	\$350	\$45,600
Development Code	\$42,000	\$1,000	\$43,000
Circulation Element Assistance (included in City Wide EIR)	\$0	\$0	\$0
City Wide EIR	\$64,000	\$1,000	\$65,000
Totals	\$151,206	\$2,350	\$153,600
NOTE: Amendments highlighted in blue.			
	Original Contract	\$40,000	
	Amendment 1	\$5,600	
	Amendment 2	\$108,000	
	Total	\$153,600	

CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF SUTTER CREEK
AND HAUGE BRUECK ASSOCIATES LLC, TO UPDATE THE ZONING CODE DATED
AUGUST 20, 2019, AMENDMENT # 3 DATED FEBRUARY 22, 2023

Estimated Schedule

		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
1)	Code of Ordinances (SB2)												
	1.1) Draft Zoning Code												
	1.2) Zoning Code Public Engagement												
	1.2.a) Public Workshop- Definitions			3/6/23									
	1.2.b) Public Workshop			3/13/23									
	1.2.c) Public Workshop			3/20/23									
	1.2.d) Public Workshop			3/27/23									
	1.3) Final Zoning code				Staff works on draft								
	1.4) Adoption of Zoning Code				Zoning, Dev Standard complete end of April				*Public Hearing Notice	CC meeting to adopt 7/3/2023			
2)	Development Standards (SB2)												
	2.1) Draft Development Code												
	2.2) Development Code Public Engagement												
	2.3) Final Development code and CEQA												
	2.4) Adoption of Development Code												
3)	Circulation Element (SB2)												
	3.1) Draft Circulation Setting												
	3.2) Draft Circulation Element												
	3.3) Final Circulation Element & CEQA												
	3.4) Adoption of Circulation Element												
4)	CEQA												
	4.1) Draft Update Setting Sections		Start these now										
	4.2) Public Review Setting Sections												
	4.3) Final Updated Setting Sections												
	4.4) Draft EIR				Prepare analysis starting	late April							
	4.5) Draft Mitigation Program												
	4.6) Public Review DEIR & Mitigation						Start Public Review (45 Days)						
	4.7) Final EIR								Respond to comments	9/5/23 CC adopts final EIR			
	4.8) Final Mitigation Program												



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
MEETING DATE: MARCH 6, 2023
FROM: DEREK COLE, CITY ATTORNEY
SUBJECT: ADOPTION OF RESOLUTION AUTHORIZING THE MAYOR TO
 EXECUTE AN EMPLOYMENT AGREEMENT FOR INTERIM CITY
 ADMINISTRATOR SERVICES

Recommendation

Adopt Resolution 22-23-* Authorizing the Mayor to execute an Employment Agreement for Interim City Administrator Services.

Background and Analysis

City Manager Amy Gedney ended her employment on February 24, 2023. The City Council has interviewed and negotiated with a candidate to serve as Interim City Manager following Ms. Gedney's last date of employment. If employed, this candidate would serve as city manager on an interim basis while a search for a permanent manager is conducted.

The candidate for Interim City Manager is Sandra Spelliscy. Ms. Spelliscy has substantial experience in city management and local government. Most recently, she served as City Manager in Talent, Oregon. She previously served on the City Council for Mt. Shasta City and as a planning commission for two cities. She has served in a number of organizations and public agencies throughout her career. She is also a member of the California State Bar, having been admitted to practice in 1985, and is a graduate of the UC Davis School of Law. She attended college at the University of California Los Angeles, where she obtained in B.A. in political science.

The proposed agreement is intended to run through the end of this fiscal year, but may automatically be extended beyond that if—as is likely—a permanent city manager is not hired by June 30. Mr. Spelliscy would be paid at an annual rate of \$145,600 for however many payroll periods in which she is employed. She would not, however, receive the benefits City employees receive. The City would be responsible for providing Ms. Spelliscy a cell phone and laptop.

As to other subjects, the agreement contains standard terms for interim management services.

(Note: The proposed agreement is for “City Administrator” services. The City Code uses this term even though the City’s practice is to refer to its top executive as a “City Manager.” The title of the agreement was selected to conform to the language of the City Code.)

RESOLUTION 22-23-*

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER CREEK
AUTHORIZING THE EXECUTION OF THE EMPLOYMENT AGREEMENT FOR
INTERIM CITY ADMINISTRATOR SERVICES WITH SANDRA SPELLISCY**

WHEREAS, City Manager Amy Gedney ended her employment as City Manager on February 24, 2023; and

WHEREAS, the City requires the services of an Interim City Manager to serve as the City's chief executive while the City recruits for a permanent City Manager; and

WHEREAS, the City Council desires to employ Sandra Spelliscy as its Interim City Manager and Ms. Spelliscy wishes to accept employment for this position.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sutter Creek authorizes the Mayor to execute the Employment Agreement for Interim City Administrator Services Between the City of Sutter Creek and Sandra Spelliscy in the form as attached as Attachment A to this Resolution.

The foregoing resolution was duly passed and adopted at a regular meeting of the City Council of the City of Sutter Creek on the 6th day of March, 2023 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Claire Gunselman Mayor

Karen Darrow, City Clerk

ATTACHMENT A

**EMPLOYMENT AGREEMENT
CITY OF SUTTER CREEK**

INTERIM CITY ADMINISTRATOR

This Agreement is entered into and effective this 8th day of March, 2023, between the City of Sutter Creek ("City") and Sandra Spelliscy ("Employee" or "Interim City Administrator").

RECITALS

A. WHEREAS, the City of Sutter Creek wishes to engage the services of Employee as the Interim City Administrator, duly recognized in the Sutter Creek Code of Ordinances as the City Manager (2.06.010 SCCO) of the City, and to provide certain compensation and to establish the scope of duties to be provided by Employee;

B. WHEREAS, Employee desires to accept appointment under this contract as Interim City Administrator subject to all the terms and conditions contained herein;

C. WHEREAS, in consideration of the mutual covenants and conditions contained in this contract, the parties agree as follows:

1. Incorporation of Sutter Creek Code of Ordinances. Sutter Creek Code of Ordinances (SCCO) Chapter 2, Section 06.010 through Section 06.080 are incorporated herein and attached hereto as Exhibit "A" to this Contract. These provisions of the SCCO shall form a part of this Agreement, made pursuant to the authority provided for in Section 2.06.040 (SCCO). Should any provision of this Agreement conflict with these provisions of the SCCO, the SCCO shall prevail. The parties agree and acknowledge that while SCCO 2.06.090 applies to a permanently appointed City Administrator, that section is expressly not incorporated herein, and the Employee, reports directly to the City Council of the City of Sutter Creek and may be removed for cause or without cause, with or without notice by a simple majority of members of the Council in attendance at any regular or special meeting of said council. This exclusion of 2.60.090 reflects the intended temporary nature of the appointment.

2. Effective Date. The effective date of this Agreement shall be March 8, 2023, and it shall continue through June 30, 2023, unless and until the City and/or Contractor, or the Parties, terminate the agreement pursuant to the termination, severance and resignation provisions of this Agreement. Both the City and the Employee understand that the Interim City Administrator is an at-will appointment. In like manner, nothing in this Agreement shall be deemed to interfere with the right of Employee to terminate this Agreement at any time subject to the resignation and notice provisions of this Agreement. Compensation will begin on the first day actually worked.

3. Duties. The City hereby appoints Employee as Interim City Administrator to perform, without limitation, the duties set forth by statute, any relevant City ordinances and

resolutions, and such other legally permissible and proper duties and functions as the City Council may assign from time to time. The Interim City Administrator shall report directly to the City Council and shall assume overall responsibility for the management and operation of the City, subject, however, to all applicable laws, rules and regulations and to the policies and directions theretofore and from time to time established by the City Council.

The Interim City Administrator shall, while employed by the City, not accept other employment or perform other services for compensation without first having obtained permission from the City Council, which the Council may withhold in its reasonable discretion.

The Interim City Administrator shall not engage in any activity which is or may become a conflict of interest or which may create an incompatibility of office as defined under California law. The Interim City Administrator must annually complete financial disclosure forms as required by law.

4. Compensation and Benefits.

A. Compensation. City agrees to pay the Employee for services rendered hereunder as Interim City Administrator an annual salary of One Hundred Forty-Five Thousand Six-Hundred Dollars and Zero Cents (\$145,600.00) payable in installments at the same time and manner as other employees of the City. This annual salary is equivalent to \$70.00/hour or \$12,333.33 monthly. Employee shall be paid the full salary for all workweeks in which the Employee performs any work. Employee is an Exempt employee pursuant to the provisions of the Fair Labor Standards Act (FLSA), and that Employee is expected to work any and all hours/days necessary to competently and fully perform the functions as Interim City Administrator, including evening, weekend, and holiday hours. Normal working hours for the City are forty (40) hours per week. It is expected that the Employee will be generally available during regular working hours.

B. Benefits. Unless otherwise specifically provided for in this Agreement, the Interim City Administrator position shall be non-benefitted.

C. Sick Leave. Sick leave shall be provided in a manner consistent with the City's provision of leave for temporary full-time employees as required by the Healthy Workplaces/Healthy Families Act of 2014 (AB 1522). (24 hours per year)

D. Cellular Phone and Computer. City shall furnish Employee a cellular phone and laptop computer for her use during the duration of this Agreement, including any extension.

5. Professional Growth and Standing. The City encourages the continuing professional growth of the Interim City Administrator through their participation in such activities as:

A. Conferences, programs, and other activities conducted by or sponsored by local, or state, associations (such as ICMA or CalCities);

B. Seminars and courses offered by public or private educational institutions relating to California City Management and Governance;

C. Informational meetings with other persons whose particular skills or backgrounds serve to improve the capacity of the Interim City Administrator to perform their professional responsibilities for the City; and

D. Subscription to and reading of appropriate CalCities or similar bulletins, and periodicals.

The City agrees to budget and pay the Interim City Administrator's reasonable and necessary membership, travel, subsistence, and other expenses associated with participation and membership in such organizations and activities, consistent with the City's practices with the prior City Administrator. These activities shall subject to the approval of and coordinated with the City Council and may include but are not necessarily limited to: the International City Managers Association Conference, the League of California Cities, and regional, state and local governmental groups and committees on which the Employee serves as a member. Reimbursement for any such activities not paid in advance by the City shall be made to the Employee in accordance with applicable City policies and rules and regulations.

6. Performance Review / Appraisal. The City Council shall, from time-to-time and at least on an annual basis, review the performance of the Interim City Administrator. As part of any performance appraisal of the Interim City Administrator, the Council shall also, as it deems appropriate, establish any new goals and objectives of the Interim City Administrator, and may also review and set the level of compensation and benefits payable to the Interim City Administrator.

7. Termination of Employment. The Interim City Administrator's employment hereunder may be terminated in accordance with the provisions of this section:

A. At-Will Employee. Interim City Administrator serves at the pleasure of the City Council and nothing herein shall be taken to prevent, limit or otherwise interfere with the right of the Council to terminate the services of Interim City Administrator with or without cause. There is no express or implied promise made to Interim City Administrator for any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between Interim City Administrator and the City.

B. Termination Not-For-Cause. In the exercise of its sole discretion, the Council may terminate the Interim City Administrator for reasons other than cause, by providing written notice. This Agreement shall also automatically terminate upon a decision by the City Council to appoint a permanent city Administrator.

C. Termination For Cause, or In The Event of Death. Notwithstanding any other provision of this Agreement, this Agreement shall terminate upon the death of the Interim City Administrator or in the event the Interim City Administrator is terminated by the City Council for "cause" as defined below. In the event of such termination for cause, the City shall be under

no obligation to the Interim City Administrator under this Agreement except for prorated salary and benefits due and unpaid to the date of termination. "Cause" for termination of employment shall include, by way of illustration and not limitation, any of the following acts or conditions on the part of the Interim City Administrator:

- (1) Any willful breach of duty by the employee in the course of their employment, habitual neglect of duty or continued incapacity to discharge their duty/duties; or
- (2) Failure of good behavior either during or after duty hours which is of such a nature that it causes discredit to the City.
- (3) Conviction of a felony or entry of a plea of nolo contendere to a felony offense; or
- (4) Conviction of, or entry of a plea of nolo contendere to any crime involving moral turpitude or dishonesty.
- (5) Breach of this Agreement.
- (6) The disability of Employee, as defined in this Agreement.
- (7) If the Employee materially breaches this Agreement, is insubordinate or is grossly negligent in performing their duties pursuant to this Agreement.
- (8) If the Employee violates any policies of Employer that cause a substantial loss or damage or injury to Employer's property or employees.
- (9) If Employee habitually fails to report to work.
- (10) If Employee commits actions of fraud, embezzlement, bribery, or other similar serious acts in connection with Employee's employment with Employer.

D. Disability Termination. If Employee shall, for whatever reason, become incapable of performing any of the essential functions of Employee's position, even with reasonable accommodation by Employer, either (1) permanently, or (2) for a period exceeding the period of leave available to the Employee under the Family Medical Leave Act or the California Family Rights Act (if qualifying), or accrued sick leave, whichever is longer, then Employee shall be deemed to have suffered a disability. As the City Administrator position requires Employee to devote a great deal of time both during and outside of normal office hours to the business of Employer, Employee acknowledges and agrees that granting a leave longer than the time period stated in clause (2) above in this section may constitute an undue hardship on Employer. In accordance with applicable law, any request for leave that does constitute an undue hardship shall be grounds for termination of this Agreement.

E. Resignation/Retirement of Interim City Administrator. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Interim City Administrator to

(i) CITY: City Council
City of Sutter Creek
Sutter Creek City Hall
18 Main Street

Sutter Creek, CA 95685

(ii) INTERIM CITY
ADMINISTRATOR

Sandra Spelliscy
120 Frakes Street
Sutter Creek, CA 95685

(iii) COPY TO:

Derek Cole, Esq.,
City Attorney
Cole Huber LLP
2281 Lava Ridge Court, Ste 300
Roseville, CA 95661

All notices, requests, demands, consents and other communications hereunder shall be transmitted in writing and shall be deemed to have been given at the time of delivery if given in person or within twenty-four (24) hours after being sent by e-mail acknowledged by the recipient or certified mail, postage prepaid, return receipt requested and addressed as indicated above or at the latest address in the City's employment records or at any other address which either party shall give written notice of pursuant to this section.

D. Waiver. No waiver of a breach of any of the covenants, agreements, provisions, or conditions of this Agreement by either party shall be construed to be a waiver of any later breach of the same or other covenant, agreements, provisions or conditions of this Agreement.

E. Assignment. This Agreement is not assignable by the City or the Interim City Administrator.

F. Severability. In the event that any provision of this Agreement is invalid or otherwise determined to be unlawful or void by a court having jurisdiction over the parties, the remainder of this Agreement shall remain in full force and effect unless the parts found to be void are wholly inseparable from the remaining portion of the Agreement.

G. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties and their successors, heirs, agents and personal representatives.

///

///

///

///

///

///

IN WITNESS WHEREOF, the City has caused this Agreement to be signed and executed on its behalf by the Mayor on behalf of the City Council. It has also been executed by the Interim City Administrator on the date first above written.

CITY OF SUTTER CREEK

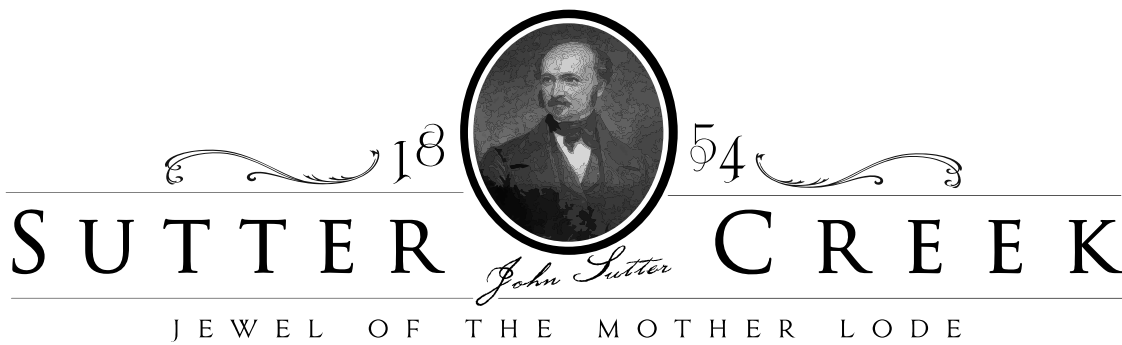
By: _____
Claire Gunselman, Mayor

INTERIM CITY ADMINISTRATOR

By: _____
Sandra Spelliscy, Interim City Administrator

APPROVED AS TO FORM:

Derek Cole, City Attorney
Cole Huber LLP



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: MARCH 6, 2023

FROM: JODI STENECK, ACCOUNTING SUPERVISOR

SUBJECT: PUBLIC AGENCY RETIREMENT SERVICES INVESTMENT SELECTION

RECOMMENDATION:

For information and staff direction.

BACKGROUND:

At the January 3, 2023 Sutter Creek City Council meeting the City Council approved the adoption of the Public Agency Retirement Services (PARS) Post-Employment Benefits Trust Program. The resolution that was approved was sent to PARS so they could complete the documents needed for signature by our Plan Administrator. The documents contain an Investment Strategy Selection and Disclosure Form which is used to determine investment options and strategic range.

Amy Gedney and I meet with Mitch Rogers, Andrew Brown and Will Rogers from PARS to discuss the options available. See Attachment A which was presented at the meeting which gave detailed information on the subjects that were discussed. Per our meeting with PARS, the recommendation was to start at Conservative and have the portfolio be Active.

The City has \$136,061 in Fund 92 – Pension Reserve which could be used to fund this investment.

DISCUSSION:

Is the City Council ready to fund this investment? How much should we transfer for our initial contribution?

Which of the five portfolio does the City Council recommended? Conservative, Moderately Conservative, Moderate, Balanced and Capital Appreciation.

Finally, should the portfolio be Active or Passive? (See page 12).

BUDGET IMPACT:

None



Investment Guidelines Document

City of Sutter Creek

Employee Benefit Fund Pension Plan

February 2023

DRAFT

Investment Guidelines Document

Scope and Purpose

The purpose of this Investment Guidelines Document is to:

- Facilitate the process of ongoing communication between the Plan Sponsor and its plan fiduciaries;
- Confirm the Plan's investment goals and objectives and management policies applicable to the investment portfolio identified below and obtained from the Plan Sponsor;
- Provide a framework to construct a well-diversified asset mix that can potentially be expected to meet the account's short- and long-term needs that is consistent with the account's investment objectives, liquidity considerations and risk tolerance;
- Identify any unique considerations that may restrict or limit the investment discretion of its designated investment managers;
- Help maintain a long-term perspective when market volatility is caused by short-term market movements.

Key Plan Sponsor Account Information as of February 2023

Plan Sponsor:	City of Sutter Creek
Governance:	City Council for the City of Sutter Creek
Plan Name ("Plan"):	City of Sutter Creek Employee Benefit Fund Pension Plan
Trustee:	US Bank Contact: Susan Hughes, 949-224-7209 susan.hughes@usbank.com
Type of Account:	Pension Plan
Investment Manager:	US Bank, as discretionary trustee, has delegated investment management responsibilities to HighMark Capital Management, Inc. ("Investment Manager"), an SEC-registered investment adviser Contact: Andrew Brown, CFA, 415-705-7605 Andrew.Brown@highmarkcapital.com

Investment Authority: Except as otherwise noted, the Trustee, US Bank, has delegated investment authority to HighMark Capital Management, an SEC-registered investment adviser. Investment Manager has full investment discretion over the managed assets in the account. Investment Manager is authorized to purchase, sell, exchange, invest, reinvest and manage the designated assets held in the account, all in accordance with account's investment objectives, without prior approval or subsequent approval of any other party(ies).

Investment Objectives and Constraints

The goal of the Plan's investment program is to provide a reasonable level of growth which, will result in sufficient assets to pay the present and future obligations of the Plan. The following objectives are intended to assist in achieving this goal:

- The Plan should seek to earn a return in excess of its policy benchmark over the life of the Plan.
- The Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. While the Plan Sponsor recognizes the importance of preservation of capital, it also adheres to the principle that varying degrees of investment risk are generally rewarded with compensating returns. To achieve these objectives, the Plan Sponsor allocates its assets (asset allocation) with a strategic perspective of the capital markets.

Investment Time Horizon: Intermediate-Term 3 - 5 years

Anticipated Cash Flows: Assets in the Plan will seek to mitigate the impact of future rate increases from CalPERS. It is not anticipated that the Plan will see a high level of disbursements in the first three years of the Plan. However, situations may arise, leading to a disbursement in assets to the CalPERS Trust.

Investment Objective: The primary objective is to maximize total Plan return, subject to the risk and quality constraints set forth herein. The investment objective the Plan Sponsor has selected is the Conservative Objective, which seeks to provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.

Risk Tolerance: Conservative
The account's risk tolerance has been rated Conservative, which demonstrates that the account can accept low price fluctuations to pursue its investment objectives.

Strategic Asset Allocation: The asset allocation ranges for this objective are listed below:

<i>Strategic Asset Allocation Ranges</i>		
Cash	Fixed Income	Equity
0%-20%	60%-95%	5%-20%
Policy: 5%	Policy: 80%	Policy: 15%

Market conditions may cause the account's asset allocation to vary from the stated range from time to time. The Investment Manager will rebalance the portfolio no less than quarterly and/or when the actual weighting differs substantially from the strategic range, if appropriate and consistent with your objectives.

Security Guidelines:

Equities

With the exception of limitations and constraints described above, Investment Manager may allocate assets of the equity portion of the account among various market capitalizations (large, mid, small) and investment styles (value, growth). Further, Investment Manager may allocate assets among domestic, international developed and emerging market equity securities.

Total Equities	5%-20%
<i>Equity Style</i>	<i>Range</i>
Domestic Large Cap Equity	5%-20%
Domestic Mid Cap Equity	0%-5%
Domestic Small Cap Equity	0%-7%
International Equity (incl. Emerging Markets)	0%-7%
Real Estate Investment Trust (REIT)	0%-5%

Fixed Income

In the fixed income portion of the account, Investment Manager may allocate assets among various sectors and industries, as well as varying maturities and credit quality that are consistent with the overall goals and objectives of the portfolio.

Total Fixed Income	60%-95%
<i>Fixed Income Style</i>	<i>Range</i>
Long-term bonds (maturities >7 years)	0%-40%
Intermediate-term bonds (maturities 3-7 years)	30%-95%
Short-Term bonds (maturities <3 years)	0%-30%
High Yield bonds	0%-6%

Performance Benchmarks:

The performance of the total Plan shall be measured over a three and five-year periods. These periods are considered sufficient to accommodate the market cycles experienced with investments. The performance shall be compared to the return of the total portfolio blended benchmark shown below.

Total Portfolio Blended Benchmark

7.50%	S&P 500 Index
1.50%	Russell Mid Cap Index
2.50%	Russell 2000 Index
1.00%	MSCI Emerging Market Index
2.00%	MSCI-EAFE Index
0.50%	Wilshire REIT Index
52.25%	Bloomberg U.S. Aggregate Bond Index
25.75%	ICE BofA 1-3 Year US Corp/Gov't Index
2.00%	ICE BofA High Yield Master II Index
5.00%	FTSE 1Mth T-Bill Index

Asset Class/Style Benchmarks

Over a market cycle, the long-term objective for each investment strategy is to add value to a market benchmark. The following are the benchmarks used to monitor each investment strategy:

Large Cap Equity	S&P 500 Index
Growth	S&P 500 Growth Index
Value	S&P 500 Value Index
Mid Cap Equity	Russell Mid Cap Index
Growth	Russell Mid Cap Growth Index
Value	Russell Mid Cap Value Index
Small Cap Equity	Russell 2000 Index
Growth	Russell 2000 Growth Index
Value	Russell 2000 Value Index
REITs	Wilshire REIT Index
International Equity	MSCI EAFE Index
Investment Grade Bonds	Bloomberg U.S. Aggregate Bond Index
High Yield	ICE BofA High Yield Master II Index

Security Selection

Investment Manager may utilize a full range of investment vehicles when constructing the investment portfolio, including but not limited to individual securities, mutual funds, and exchange-traded funds. In addition, to the extent permissible, Investment Manager is authorized to invest in shares of mutual funds in which the Investment Manager serves as advisor or sub-advisor.

Investment Limitations:

The following investment transactions are prohibited:

- Direct investments in precious metals (precious metals mutual funds and exchange-traded funds are permissible).
- Venture Capital
- Short sales*
- Purchases of Letter Stock, Private Placements, or direct payments
- Leveraged Transactions*
- Commodities Transactions Puts, calls, straddles, or other option strategies*
- Purchases of real estate, with the exception of REITs
- Derivatives, with exception of ETFs*

**Permissible in diversified mutual funds and exchange-traded funds*

Duties and Responsibilities**Responsibilities of Plan Sponsor**

The **Plan Administrator for the City of Sutter Creek** is responsible for:

- Confirming the accuracy of this Investment Guidelines Document, in writing.
- Advising Trustee and Investment Manager of any change in the plan/account's financial situation, funding status, or cash flows, which could possibly necessitate a change to the account's overall risk tolerance, time horizon or liquidity requirements; and thus would dictate a change to the overall investment objective and goals for the account.
- Monitoring and supervising all service vendors and investment options, including investment managers.
- Avoiding prohibited transactions and conflicts of interest.

Responsibilities of Trustee

The **plan Trustee** is responsible for:

- Valuing the holdings.
- Collecting all income and dividends owed to the Plan.
- Settling all transactions (buy-sell orders).

Responsibilities of Investment Manager

The Investment Manager is responsible for:

- Assisting the **Plan Administrator for the City of Sutter Creek** with the development and maintenance of this Investment Policy Guideline document.
- Meeting with **Plan Administrator for the City of Sutter Creek** to review portfolio structure, holdings, and performance.
- Designing, recommending and implementing an appropriate asset allocation consistent with the investment objectives, time horizon, risk profile, guidelines and constraints outlined in this statement.
- Researching and monitoring investment advisers and investment vehicles.
- Purchasing, selling, and reinvesting in securities held in the account.
- Monitoring the performance of all selected assets.
- Voting proxies, if applicable.
- Recommending changes to any of the above.

- Periodically reviewing the suitability of the investments, being available to meet with **the Plan Administrator** at least once each year and being available at such other times within reason at your request.
- Preparing and presenting appropriate reports.
- Informing the committee if changes occur in personnel that are responsible for portfolio management or research.

Acknowledgement and Acceptance

I/We being the Plan Sponsor with responsibility for the account(s) held on behalf of the Plan Sponsor specified below, designate Investment Manager as having the investment discretion and management responsibility indicated in relation to all assets of the Plan or specified Account. If such designation is set forth in the Plan/trust, I/We hereby confirm such designation as Investment Manager.

I have read the Investment Guidelines Document, and confirm the accuracy of it, including the terms and conditions under which the assets in this account are to be held, managed, and disposed of by Investment Manager. This Investment Guidelines Document supersedes all previous versions of an Investment Guidelines Document or investment objective instructions that may have been executed for this account.

_____ Date: _____
 Plan Administrator: City of Sutter Creek

_____ Date: _____
 Investment Manager: Andrew Brown, CFA, Portfolio Manager, (415) 705-7605

PUBLIC
AGENCY
RETIREMENT
SERVICES

PARS

TRUSTED SOLUTIONS. LASTING RESULTS.



CITY OF SUTTER CREEK

PARS 115 Trust – Pension Rate Stabilization Program (PRSP) Investment Selection
February 7, 2023

CONTACTS



Mitch Barker
Senior Consultant
(949) 310-4876
mbarker@pars.org



Andrew Brown, CFA
Director, Senior Portfolio Manager
(415) 705-7605
andrew.brown@highmarkcapital.com

Will Rogers, RPA
Senior Coordinator, Client Services
(800) 540-6369 x161
wrogers@pars.org

INVESTMENT SELECTION CHECKLIST

- 115 Trust Team
- Investment Selection Form
- Actuarial Valuation – Pension
- Efficient Frontier
- Active vs. Passive
- Quarterly Performance Sheets
- IGD (Investment Guidelines Document)
- Averaging-in Period
- Review Frequency

PARS 115 TRUST TEAM

Trust Administrator & Consultant



- Serves as record-keeper, consultant, and central point of contact
- Sub-trust accounting
- Coordinates all agency services
- Monitors plan compliance (IRS/GASB/State Government Code)
- Processes contributions/disbursements
- Hands-on, dedicated support teams

39

Years of Experience
(1984-2023)

2,000+

Plans under
Administration

1,000+

Public Agency
Clients

490+

115 Trust Clients

500K+

Plan Participants

\$6.5B

Assets under
Administration

Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguard plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

160

Years of Experience
(1863-2023)

\$9.0T

Assets under Trust
Custody

Investment Manager



- Investment sub-advisor to trustee U.S. Bank
- Investment policy assistance
- Uses open architecture
- Active and passive platform options
- Customized portfolios (with minimum asset level)

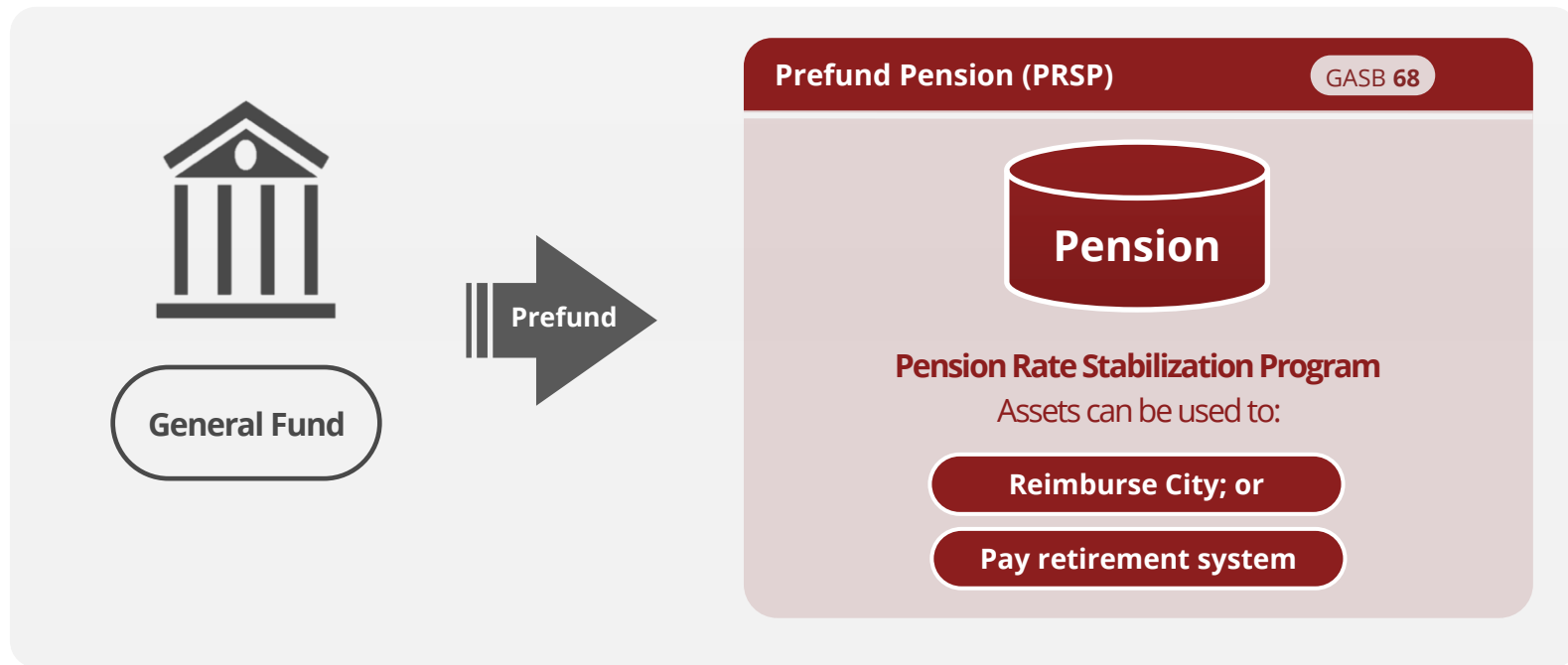
104

Years of Experience
(1919-2023)

\$17.4B

Assets under
Management &
Advisement

PARS IRS-APPROVED SECTION 115 TRUST



Subaccounts

Pension assets can be divided by dept., bargaining group, or cost center



Financial Stability

Assets in the PARS Section 115 Trust can be used to address unfunded liabilities.



Flexible Investing

Choice of 5 risk tolerance levels or custom strategy



Anytime Access

Trust funds are available anytime for Pension-related expenses



Economies-of-Scale

As assets grow, lower fee rates will be reached on tiered schedule – saving money



No Set Up Cost or Minimums

No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.

Investment Strategy Selection and Disclosure Form

PARS Pension / OPEB Trust Program

■ This document is entered into by client and U.S. Bank National Association ("U.S. Bank"), as trustee.

■ Employer: _____

■ Plan/Trust Name: Public Agencies Post-Employment Benefits Trust

■ To: HighMark Capital Management, Inc. and U.S. Bank:

U.S. Bank has been or is hereby appointed Investment Manager of the above-referenced Plan/Trust. Please invest the assets of the above-referenced Plan/Trust for which you have been appointed Investment Manager in the **(select one of the strategies listed below for each Plan funded by the Trust):**

DIVERSIFIED PORTFOLIOS

<input type="checkbox"/>	OPEB Account	<input type="checkbox"/>	Pension Account	Primary Goal	Strategic Range
<input type="checkbox"/>	Liquidity Management (US Treasury)	<input type="checkbox"/>	Liquidity Management (US Treasury)	Provide current income with liquidity and stability of principal through investments in short-term U.S. Treasury obligations.	Money Market Fund
<input type="checkbox"/>	Liquidity Management (Prime Obligation)	<input type="checkbox"/>	Liquidity Management (Prime Obligation)	Generate current income with liquidity.	Money Market Fund
<input type="checkbox"/>	Conservative HighMark PLUS	<input type="checkbox"/>	Conservative HighMark PLUS	Provide a consistent level of inflation-protected income over the long-term.	Equity: 5-20%
<input type="checkbox"/>	Conservative Index PLUS	<input type="checkbox"/>	Conservative Index PLUS		Fixed Income: 60-95%
					Cash: 0-20%
<input type="checkbox"/>	Moderately Conservative HighMark PLUS	<input type="checkbox"/>	Moderately Conservative HighMark PLUS	Provide current income with capital appreciation as a secondary objective.	Equity: 20-40%
<input type="checkbox"/>	Moderately Conservative Index PLUS	<input type="checkbox"/>	Moderately Conservative Index PLUS		Fixed Income: 50-80%
					Cash: 0-20%
<input type="checkbox"/>	Moderate HighMark PLUS	<input type="checkbox"/>	Moderate HighMark PLUS	Provide current income and moderate capital appreciation.	Equity: 40-60%
<input type="checkbox"/>	Moderate Index PLUS	<input type="checkbox"/>	Moderate Index PLUS		Fixed Income: 40-60%
					Cash: 0-20%
<input type="checkbox"/>	Balanced HighMark PLUS	<input type="checkbox"/>	Balanced HighMark PLUS	Provide growth of principal and income.	Equity: 50-70%
<input type="checkbox"/>	Balanced Index PLUS	<input type="checkbox"/>	Balanced Index PLUS		Fixed Income: 30-50%
					Cash: 0-20%
<input type="checkbox"/>	Capital Appreciation HighMark PLUS	<input type="checkbox"/>	Capital Appreciation HighMark PLUS	Primary goal is growth of principal.	Equity: 65-85%
<input type="checkbox"/>	Capital Appreciation Index PLUS	<input type="checkbox"/>	Capital Appreciation Index PLUS		Fixed Income: 10-30%
					Cash: 0-20%
<input type="checkbox"/>	Custom	<input type="checkbox"/>	Custom	Specify:	

Note: HighMark PLUS portfolios are diversified portfolios of actively managed mutual funds. Index PLUS portfolios are diversified portfolios of Index-based mutual funds or exchange-traded funds.

Acknowledged and Approved	
Signature of Authorized Signer _____	Title _____
Print Name of Authorized Signer _____	Date _____



PENSION FUNDING STATUS

As of June 30, 2021, City of Sutter Creek's CalPERS pension plan is funded as follows:

Combined Miscellaneous & Safety Groups *	Valuation as of June 30, 2020	Valuation as of June 30, 2021	Change
Actuarial Liability	\$13.7 M	\$14.3 M	4.7% ↑
Assets	\$9.5 M	\$11.3 M	18.1% ↑
Unfunded Liability	\$4.1 M	\$3.0 M	26.5% ↓
Funded Ratio	69.8%	78.8%	12.8% ↑
Employer Contribution Amount	\$414 K (FY 21-22)	\$472 K (FY 22-23)	13.9% ↑
Employer Contribution Amount – Projected *	---	\$456 K (FY 28-29)	3.3% ↓

* Data through 2028-29 from Agency's latest CalPERS actuarial valuation.

HIGHMARK CAPITAL MANAGEMENT

Company Profile



LONGEVITY

Managing assets for clients since **1919***



STABILITY

Investment boutique structure headquartered in San Francisco backed by global strength within MUFG Union Bank, N.A. and Mitsubishi UFJ Financial Group.

TALENT

**36** investment professionals

18 professionals hold the Chartered Financial Analyst® (CFA) designation

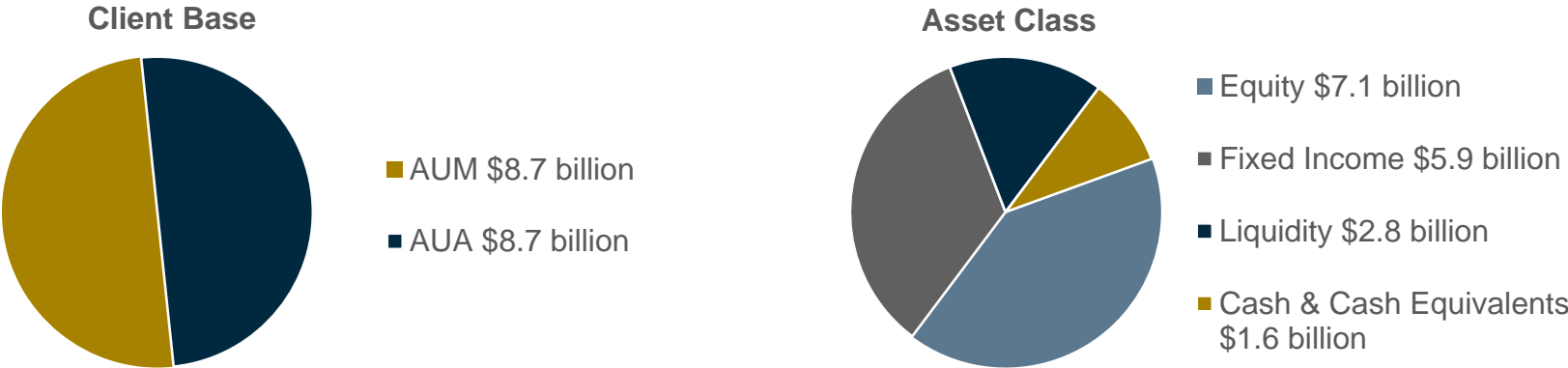
**25** years average industry experience

LOCATIONS

- San Francisco***
- San Diego
- La Jolla
- Irvine
- Los Angeles
- Beverly Hills
- Santa Barbara
- Portland
- Tacoma
- Seattle

ASSETS UNDER MANAGEMENT AND ADVISEMENT**

\$17.4 billion as of 9/30/2022



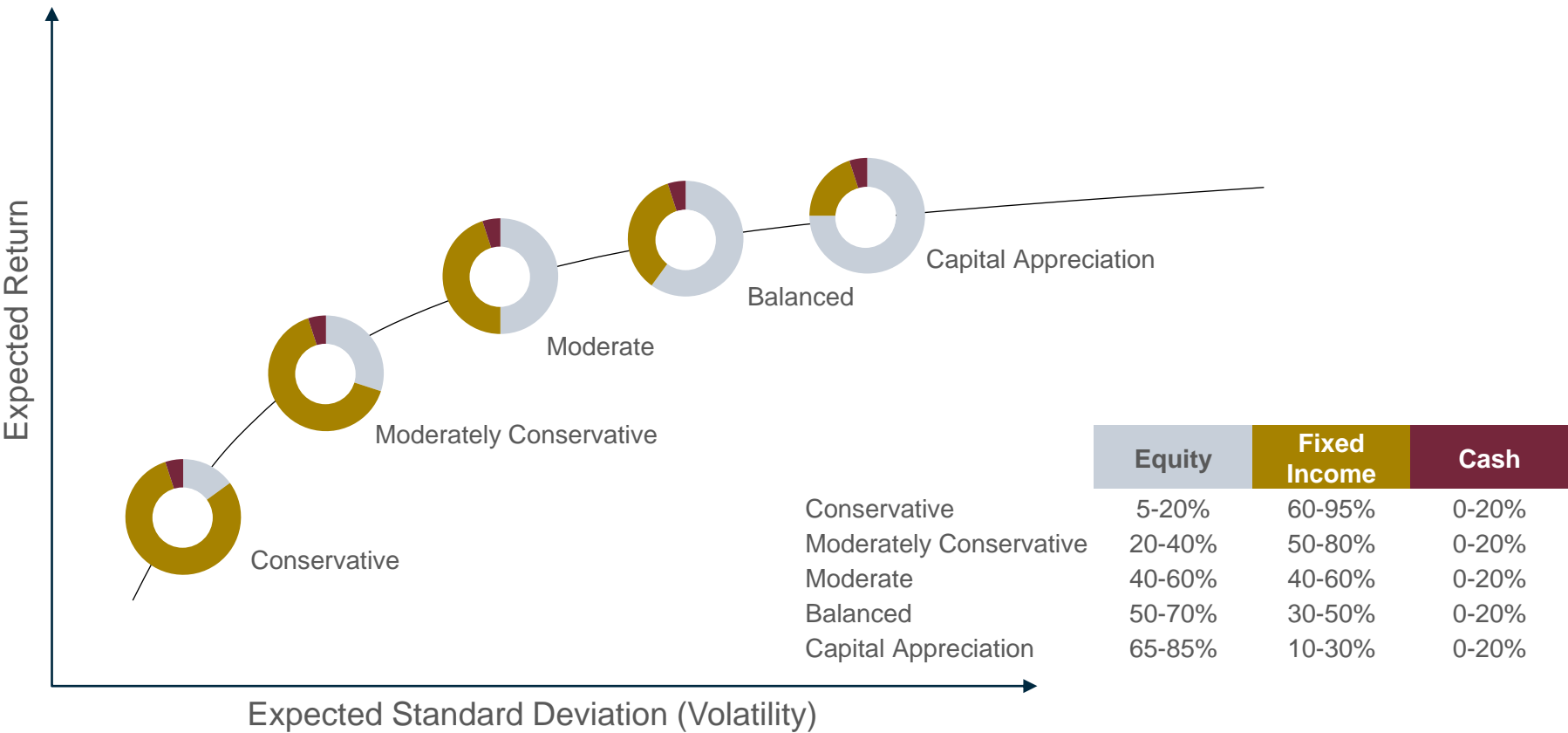
*Includes predecessor organizations. HighMark Capital Management, Inc. registered with the SEC as an investment adviser on August 7, 1998.

**Assets under management (“AUM”) include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement (“AUA”) include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

***San Francisco denotes HighMark’s main office. Please refer to HighMark’s ADV for additional locations.

Establish: Determine your Strategic Asset Allocation Strategy

Efficient frontier of portfolios with varying ranges of equities and fixed income



Each Investment Objective reflects the associated PARS Diversified Portfolio as of 9/30/2022. A client's portfolio construction may vary depending on the client's investment needs, objectives, and restrictions as well as the prevailing market conditions at the time of investment.

Construct Your Plan's Portfolio: PARS Diversified Portfolios – Tactical Allocation



	Conservative	Moderately Conservative	Moderate	Balanced	Capital Appreciation
Equity	5-20%	20-40%	40-60%	50-70%	65-85%
<i>Current Tactical</i>	14.00%	28.00%	46.67%	56.00%	70.00%
Large Cap Blend	4.16%	8.17%	13.98%	17.04%	21.48%
Large Cap Value	1.82%	3.77%	6.42%	7.70%	9.43%
Large Cap Growth	1.59%	3.30%	5.63%	6.76%	8.25%
Mid Cap Blend	1.38%	2.75%	4.52%	5.50%	6.87%
Real Estate	0.50%	1.05%	1.77%	2.00%	2.00%
Small Cap Value	1.17%	2.14%	3.53%	4.19%	4.86%
Small Cap Growth	1.17%	2.14%	3.53%	4.19%	4.86%
International	1.33%	2.91%	4.39%	5.12%	7.73%
Emerging Markets	0.88%	1.77%	2.91%	3.50%	4.51%
Fixed Income	60-95%	50-80%	40-60%	30-50%	10-30%
<i>Current Tactical</i>	81.50%	67.03%	47.98%	38.00%	22.71%
Short Term Bond	18.00%	13.50%	10.70%	7.50%	3.31%
High Yield	1.10%	1.03%	1.01%	0.88%	0.80%
Intermediate Term Bond	62.40%	52.50%	36.27%	29.63%	18.60%
Cash	0-20%	0-20%	0-20%	0-20%	0-20%
<i>Current Tactical</i>	4.49%	4.97%	5.35%	6.00%	7.29%
TOTAL	100.00%	100.00%	100.00%	100.00%	100.00%

Each Investment Objective reflects the associated PARS Diversified Portfolio as of 9/30/2022. A client's portfolio construction may vary depending on the client's investment needs, objectives, and restrictions as well as the prevailing market conditions at the time of investment.

Construct Your Plan's Portfolio: PARS Diversified Portfolios – Active v. Passive

	HighMark Plus (Active)		Index Plus (Passive)	
Equity	Ticker	Fund Name	Ticker	Fund Name
Large Cap Blend	COFYX	Columbia Contrarian Core I3	IVV	iShares Core S&P 500 ETF
Large Cap Blend	VGIAX	Vanguard Growth & Income Adm		
Large Cap Value	DODGX	Dodge & Cox Stock	IVE	iShares S&P 500 Value ETF
Large Cap Value	IVE	iShares S&P 500 Value ETF		
Large Cap Growth	HNACX	Harbor Capital Appreciation Ret	IVW	iShares S&P 500 Growth ETF
Large Cap Growth	PRUFX	T. Rowe Price Growth Stock I		
Mid Cap Blend	IWR	iShares Russell Mid-Cap ETF	IWR	iShares Russell Mid-Cap ETF
Real Estate	VNQ	Vanguard Real Estate ETF	VNQ	Vanguard Real Estate ETF
Small Cap Value	UBVFX	Undiscovered Managers Behavioral Val R6	IWN	iShares Russell 2000 Value ETF
Small Cap Growth	VBK	Vanguard Small-Cap Growth ETF	IWO	iShares Russell 2000 Growth ETF
International	DFALX	DFA Large Cap International Portfolio		
International	DODFX	Dodge & Cox International Stock		
International	MGRDX	MFS International Growth R6	IEFA	iShares Core MSCI EAFE ETF
Emerging Markets	HHHFX	Hartford Schroders Emerging Mkts Eq F	VWO	Vanguard FTSE Emerging Markets ETF
Fixed Income	Ticker	Fund Name	Ticker	Fund Name
Short Term Bond	VFSUX	Vanguard Short-Term Investment-Grade Adm	VFSUX	Vanguard Short-Term Investment-Grade Adm
High Yield Bond	PHIYX	PIMCO High Yield Instl	VWEAX	Vanguard High-Yield Corp Adm
Intermediate Term Bond	PTTRX	PIMCO Total Return Instl	AGG	iShares Core U.S. Aggregate Bond
Intermediate Term Bond	PTRQX	PGIM Total Return Bond Q		
Intermediate Term Bond	DBLFX	DoubleLine Core Fixed Income I		
Cash				
Characteristics				
Fund Manager Dependency		Higher dependency on portfolio manager skill		Tracks index, thus little-to-no dependency on portfolio manager skill.
Opportunity to Outperform Index		Opportunity to outperform index		Typically performs below index after fees.
Costs		Higher expense ratios due to portfolio manager skill		Lower expense ratio due to little dependency on portfolio manager skill or opportunity for outperformance.

Each Investment Objective reflects the associated PARS Diversified Portfolio as of 9/30/2022. A client's portfolio construction may vary depending on the client's investment needs, objectives, and restrictions as well as the prevailing market conditions at the time of investment. Specific securities identified above do not represent all of the securities purchased, sold or recommended for advisory clients, and you should not assume that investments in the securities identified in this presentation were or will be profitable.

HIGHMARK CAPITAL MANAGEMENT

As of December 31, 2022

ACTIVE PORTFOLIO RETURNS

Strategy	Equity (%)	1 Year	3 Years	5 Years	10 Years
Capital Appreciation	65-85%	-16.08%	3.37%	4.99%	7.50%
Balanced	50-70%	-15.28%	2.43%	4.15%	6.32%
Moderate	40-60%	-14.63%	1.76%	3.55%	5.46%
Moderately Conservative	20-40%	-13.46%	0.26%	2.23%	3.73%
Conservative	5-20%	-12.63%	-0.89%	1.30%	2.51%

LAIF AVERAGE APPORTIONMENT RATES

	Equity (%)	1 Year	3 Years	5 Years	10 Years
LAIF*	0%	1.12%	0.89%	1.43%	0.95%

Past performance does not guarantee future results.

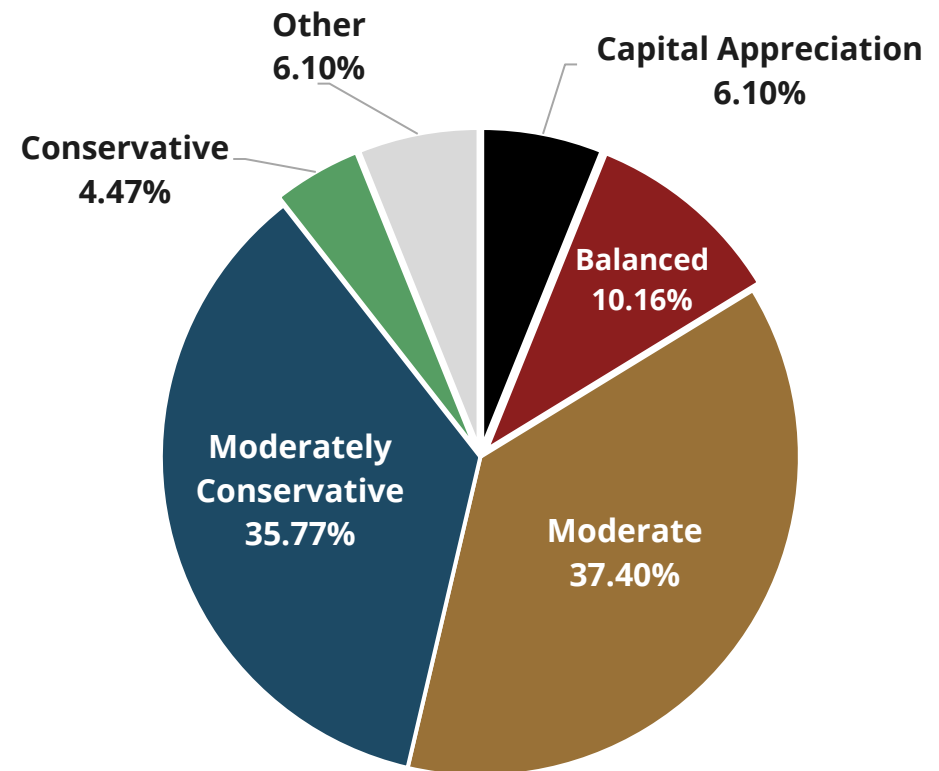
* Apportionment rates illustrated reflect the average of the LAIF apportionment rates (released quarterly) over each time period;
LAIF apportionment rates data source: <https://www.treasurer.ca.gov/pmia-laif/historical/quarterly.asp>

PRSP STRATEGY ALLOCATION – CLIENTS

As of September 30, 2022

HIGHMARK CAPITAL MANAGEMENT

Strategy	Allocation* (%)
Capital Appreciation (65-85% Equity)	6.10%
Balanced (50-70% Equity)	10.16%
Moderate (40-60% Equity)	37.40%
Mod. Conservative (20-40% Equity)	35.77%
Conservative (5-20% Equity)	4.47%
Other (Custom)	6.10%
TOTAL	100.00%



Active Platform: 55% / Passive Platform: 45%

**Allocations are based on agencies who have funded*

Report: Responsive and Proactive Client Communication

HighMark's dedicated investment team continuously seeks to add value to our relationship with your organization.

- Integrated client service program established with PARS over the last 25 years
- We have a tradition of interactive client service to maintain a strong relationship delivered by local portfolio managers
- You benefit from face-to-face meetings and scheduled conference calls with your client service team and portfolio management team
- You receive regular communications in a variety of formats
 - Account holdings and transactions
 - Quarterly performance evaluation reports
 - Investment outlook and economic updates



Andrew Brown, CFA
Director
Sr. Portfolio Manager
Northern California



Christiane Tsuda
Vice President
Sr. Portfolio Manager
San Diego



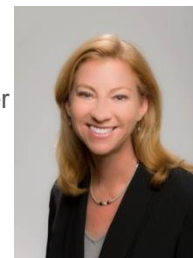
Hoddy Fritz
Director
Business
Development
Southern California



Mike Wiehn, CFA
Director
Business Development
Northern California



Tory Milazzo, CFA
Director
Sr. Portfolio Manager
Central Coast



Anne Wimmer, CFA
Director
Sr. Portfolio Manager
Los Angeles



Keith Stribling, CFA
Vice President
Sr. Portfolio Manager
Orange County

PARS DIVERSIFIED PORTFOLIOS CONSERVATIVE

Q4 2022

WHY THE PARS DIVERSIFIED CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

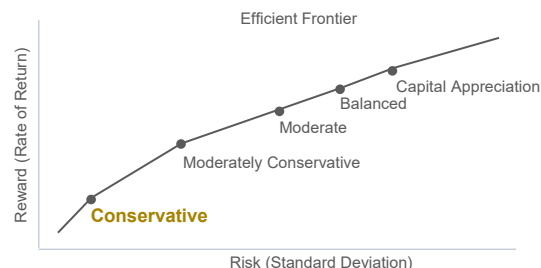
Composite Inception Date 07/2004
No of Holdings in Portfolio 20

Index Plus (Passive)

Composite Inception Date 07/2004
No of Holdings in Portfolio 13

INVESTMENT OBJECTIVE

To provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.



ASSET ALLOCATION — CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	5 – 20%	15%	14%
Fixed Income	60 – 95%	80%	82%
Cash	0 – 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	2.60%	2.51%
Blended Benchmark*, **	2.71%	
Year To Date*	-12.63%	-12.95%
Blended Benchmark*, **	-10.58%	
1 Year	-12.63%	-12.95%
Blended Benchmark**	-10.58%	
3 Year	-0.89%	-1.25%
Blended Benchmark**	-0.48%	
5 Year	1.30%	0.93%
Blended Benchmark**	1.53%	
10 Year	2.51%	2.14%
Blended Benchmark**	2.49%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	2.52%	2.43%
Blended Benchmark*, **	2.71%	
Year To Date*	-12.06%	-12.38%
Blended Benchmark*, **	-10.58%	
1 Year	-12.06%	-12.38%
Blended Benchmark**	-10.58%	
3 Year	-0.89%	-1.25%
Blended Benchmark**	-0.48%	
5 Year	1.23%	0.86%
Blended Benchmark**	1.53%	
10 Year	2.30%	1.94%
Blended Benchmark**	2.49%	

* Returns less than one year are not annualized. ** Breakdown for Blended Benchmark: From 10/1/2012 - Present: 7.5% S&P500, 1.5% Russell Mid Cap, 2.5% Russell 2000, 1% MSCI EM (net), 2% MSCI EAFE (net), 52.25% Bloomberg US Agg, 25.75% ICE BofA 1-3 Yr US Corp/Govt, 2% ICE BofA US High Yield Master II, 0.5% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 - 9/30/2012, the blended benchmark was 12% S&P 500, 1% Russell 2000, 2% MSCI EAFE (net), 40% ICE BofA 1-3 Year Corp/Govt, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 15% S&P 500, 40% ICE BofA 1-3Yr Corp/Govt, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-9.04%
2009	15.59%
2010	8.68%
2011	2.19%
2012	8.45%
2013	3.69%
2014	3.88%
2015	0.29%
2016	4.18%
2017	6.73%
2018	-1.35%
2019	11.05%
2020	9.03%
2021	2.20%
2022	-12.63%

Index Plus Composite (Passive)

2008	-6.70%
2009	10.49%
2010	7.67%
2011	3.70%
2012	6.22%
2013	3.40%
2014	4.32%
2015	0.06%
2016	3.75%
2017	5.52%
2018	-1.09%
2019	10.37%
2020	8.56%
2021	1.97%
2022	-12.06%

HOLDINGS

HighMark Plus (Active)

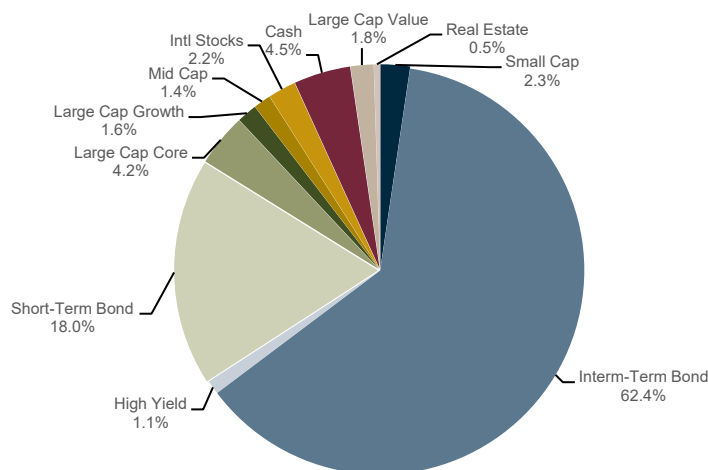
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
T. Rowe Price Growth Stock - I
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Vanguard Small Cap Growth ETF
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
Vanguard Short-Term Invest-Grade Adm
PIMCO High Yield Instl
PIMCO Total Return Fund - Inst
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
Vanguard Short-Term Invest-Grade Adm
iShares Core U.S. Aggregate
Vanguard High-Yield Corp Adm
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Conservative active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT Index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUFG Union Bank). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. HighMark and MUFG Union Bank's ultimate parent company is a wholly-owned subsidiary of U.S. Bancorp ("USB"). MUFG Union Bank provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$8.7 billion in assets under management and \$9.0 billion in assets under advisement*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 15
Average Years of Experience: 27
Average Tenure (Years): 15

Manager Review Group

Number of Members: 7
Average Years of Experience: 22
Average Tenure (Years): 10

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

PARS DIVERSIFIED PORTFOLIOS MODERATELY CONSERVATIVE

Q4 2022

WHY THE PARS DIVERSIFIED MODERATELY CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

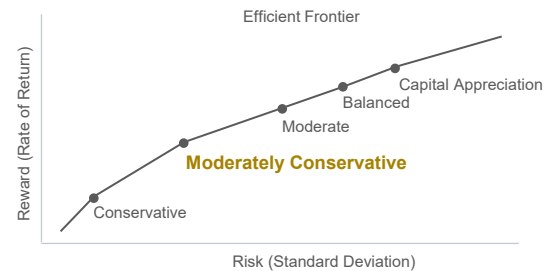
Composite Inception Date 08/2004
No of Holdings in Portfolio 20

Index Plus (Passive)

Composite Inception Date 05/2005
No of Holdings in Portfolio 13

INVESTMENT OBJECTIVE

To provide current income, with capital appreciation as a secondary objective. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.



ASSET ALLOCATION — MODERATELY CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	20 - 40%	30%	28%
Fixed Income	50 - 80%	65%	67%
Cash	0 - 20%	5%	5%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	3.55%	3.46%
Blended Benchmark*, **	3.91%	
Year To Date*	-13.46%	-13.77%
Blended Benchmark*, **	-12.35%	
1 Year	-13.46%	-13.77%
Blended Benchmark**	-12.35%	
3 Year	0.26%	-0.10%
Blended Benchmark**	0.54%	
5 Year	2.23%	1.86%
Blended Benchmark**	2.52%	
10 Year	3.73%	3.36%
Blended Benchmark**	3.90%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 - Present: 15.5% S&P500, 3% Russell Mid Cap, 4.5% Russell 2000, 2% MSCI EM (net), 4% MSCI EAFE (net), 49.25% Bloomberg US Agg, 14% ICE BofA 1-3 Yr US Corp/Gov't, 1.75% ICE BofA US High Yield Master II, 1% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 - 9/30/2012: the blended benchmark was 25% S&P 500; 1.5% Russell 2000, 3.5% MSCI EAFE (net), 25% ICE BofA 1-3 Year Corp./Gov't, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 30% S&P 500, 25% ICE BofA 1-3Yr Corp/Gov, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	3.50%	3.41%
Blended Benchmark*, **	3.91%	
Year To Date*	-13.00%	-13.32%
Blended Benchmark*, **	-12.35%	
1 Year	-13.00%	-13.32%
Blended Benchmark**	-12.35%	
3 Year	0.19%	-0.17%
Blended Benchmark**	0.54%	
5 Year	2.20%	1.84%
Blended Benchmark**	2.52%	
10 Year	3.62%	3.25%
Blended Benchmark**	3.90%	

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-15.37%
2009	18.71%
2010	10.46%
2011	1.75%
2012	10.88%
2013	7.30%
2014	4.41%
2015	0.32%
2016	4.94%
2017	9.56%
2018	-2.60%
2019	13.73%
2020	10.76%
2021	5.15%
2022	-13.46%

Index Plus Composite (Passive)

2008	-12.40%
2009	11.92%
2010	9.72%
2011	3.24%
2012	8.24%
2013	6.78%
2014	5.40%
2015	-0.18%
2016	5.42%
2017	8.08%
2018	-2.33%
2019	13.53%
2020	9.74%
2021	5.33%
2022	-13.00%

HOLDINGS

HighMark Plus (Active)

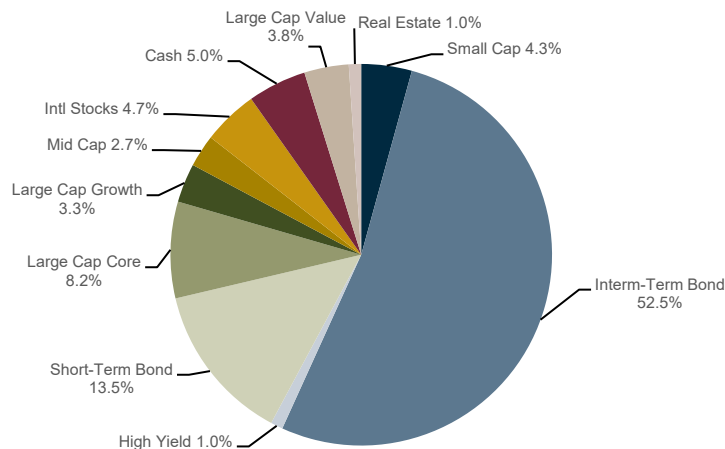
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
T. Rowe Price Growth Stock - I
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Vanguard Small Cap Growth ETF
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
Vanguard Short-Term Invest-Grade Adm
PIMCO High Yield Instl
PIMCO Total Return Fund - Inst
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
Vanguard Short-Term Invest-Grade Adm
iShares Core U.S. Aggregate
Vanguard High-Yield Corp Adm
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderately Conservative active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUFG Union Bank). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. HighMark and MUFG Union Bank's ultimate parent company is a wholly-owned subsidiary of U.S. Bancorp ("USB"). MUFG Union Bank provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$8.7 billion in assets under management and \$9.0 billion in assets under advisement*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 15
Average Years of Experience: 27
Average Tenure (Years): 15

Manager Review Group

Number of Members: 7
Average Years of Experience: 22
Average Tenure (Years): 10

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

PARS DIVERSIFIED PORTFOLIOS MODERATE

Q4 2022

WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

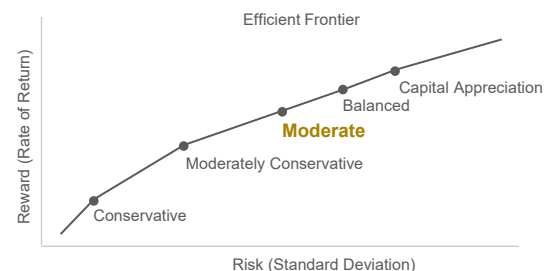
Composite Inception Date	10/2004
No of Holdings in Portfolio	20

Index Plus (Passive)

Composite Inception Date	05/2006
No of Holdings in Portfolio	13

INVESTMENT OBJECTIVE

To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.



ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	47%
Fixed Income	40 - 60%	45%	48%
Cash	0 - 20%	5%	5%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	4.71%	4.62%
Blended Benchmark*, **	5.30%	
Year To Date*	-14.63%	-14.94%
Blended Benchmark*, **	-13.74%	
1 Year	-14.63%	-14.94%
Blended Benchmark**	-13.74%	
3 Year	1.76%	1.40%
Blended Benchmark**	2.12%	
5 Year	3.55%	3.18%
Blended Benchmark**	3.90%	
10 Year	5.46%	5.09%
Blended Benchmark**	5.78%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	4.78%	4.68%
Blended Benchmark*, **	5.30%	
Year To Date*	-14.21%	-14.53%
Blended Benchmark*, **	-13.74%	
1 Year	-14.21%	-14.53%
Blended Benchmark**	-13.74%	
3 Year	1.68%	1.32%
Blended Benchmark**	2.12%	
5 Year	3.47%	3.10%
Blended Benchmark**	3.90%	
10 Year	5.34%	4.97%
Blended Benchmark**	5.78%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 – Present: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM (net), 6% MSCI EAFE (net), 33.50% Bloomberg US Agg, 10% ICE BofA 1-3 Yr US Corp/Govt, 1.50% ICE BofA US High Yield Master II, 1.75% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 43% S&P 500; 2% Russell 2000, 5% MSCI EAFE (net), 15% ICE BofA 1-3 Year Corp/Govt, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 50% S&P 500, 15% ICE BofA 1-3Yr Corp/Govt, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-22.88%
2009	21.47%
2010	12.42%
2011	0.55%
2012	12.25%
2013	13.06%
2014	4.84%
2015	0.14%
2016	6.45%
2017	13.19%
2018	-4.03%
2019	17.71%
2020	12.92%
2021	9.31%
2022	-14.63%

Index Plus Composite (Passive)

2008	-18.14%
2009	16.05%
2010	11.77%
2011	2.29%
2012	10.91%
2013	12.79%
2014	5.72%
2015	-0.52%
2016	7.23%
2017	11.59%
2018	-4.03%
2019	17.52%
2020	11.23%
2021	10.18%
2022	-14.21%

HOLDINGS

HighMark Plus (Active)

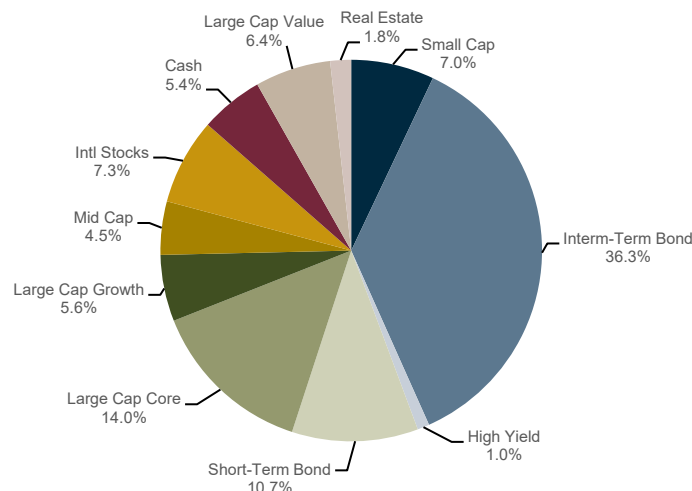
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
T. Rowe Price Growth Stock - I
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Vanguard Small Cap Growth ETF
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
Vanguard Short-Term Invest-Grade Adm
PIMCO High Yield Instl
PIMCO Total Return Fund - Inst
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
Vanguard Short-Term Invest-Grade Adm
iShares Core U.S. Aggregate
Vanguard High-Yield Corp Adm
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderate active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUFG Union Bank). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. HighMark and MUFG Union Bank's ultimate parent company is a wholly-owned subsidiary of U.S. Bancorp ("USB"). MUFG Union Bank provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$8.7 billion in assets under management and \$9.0 billion in assets under advisement*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 15
Average Years of Experience: 27
Average Tenure (Years): 15

Manager Review Group

Number of Members: 7
Average Years of Experience: 22
Average Tenure (Years): 10

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

PARS DIVERSIFIED PORTFOLIOS BALANCED

Q4 2022

WHY THE PARS DIVERSIFIED BALANCED PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

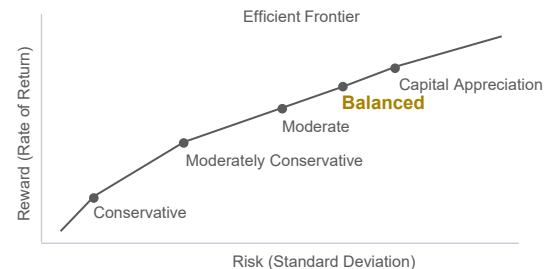
Composite Inception Date	10/2006
No of Holdings in Portfolio	20

Index Plus (Passive)

Composite Inception Date	10/2007
No of Holdings in Portfolio	13

INVESTMENT OBJECTIVE

To provide growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return.



ASSET ALLOCATION — BALANCED PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	50 – 70%	60%	56%
Fixed Income	30 – 50%	35%	38%
Cash	0 – 20%	5%	6%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	5.27%	5.18%
Blended Benchmark*,**	6.00%	
Year To Date*	-15.28%	-15.59%
Blended Benchmark*,**	-14.58%	
1 Year	-15.28%	-15.59%
Blended Benchmark**	-14.58%	
3 Year	2.43%	2.07%
Blended Benchmark**	2.83%	
5 Year	4.15%	3.77%
Blended Benchmark**	4.53%	
10 Year	6.32%	5.94%
Blended Benchmark**	6.69%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	5.38%	5.29%
Blended Benchmark*,**	6.00%	
Year To Date*	-14.97%	-15.28%
Blended Benchmark*,**	-14.58%	
1 Year	-14.97%	-15.28%
Blended Benchmark**	-14.58%	
3 Year	2.38%	2.02%
Blended Benchmark**	2.83%	
5 Year	4.03%	3.66%
Blended Benchmark**	4.53%	
10 Year	6.17%	5.79%
Blended Benchmark**	6.69%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 – Present: 32% S&P500, 6% Russell Mid Cap, 9% Russell 2000, 4% MSCI EM (net), 7% MSCI EAFE (net), 27% Bloomberg US Agg, 6.75% ICE BofA 1-3 Yr US Corp/Govt, 1.25% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 51% S&P 500, 3% Russell 2000, 6% MSCI EAFE (net), 5% ICE BofA 1-3 Year Corp/Govt, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 60% S&P 500, 5% ICE BofA 1-3Yr Corp/Govt, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-25.72%
2009	21.36%
2010	14.11%
2011	-0.46%
2012	13.25%
2013	16.61%
2014	4.70%
2015	0.04%
2016	6.81%
2017	15.46%
2018	-4.88%
2019	19.85%
2020	13.85%
2021	11.44%
2022	-15.28%

Index Plus Composite (Passive)

2008	-23.22%
2009	17.62%
2010	12.76%
2011	1.60%
2012	11.93%
2013	15.63%
2014	6.08%
2015	-0.81%
2016	8.26%
2017	13.39%
2018	-5.05%
2019	19.59%
2020	12.07%
2021	12.63%
2022	-14.97%

HOLDINGS

HighMark Plus (Active)

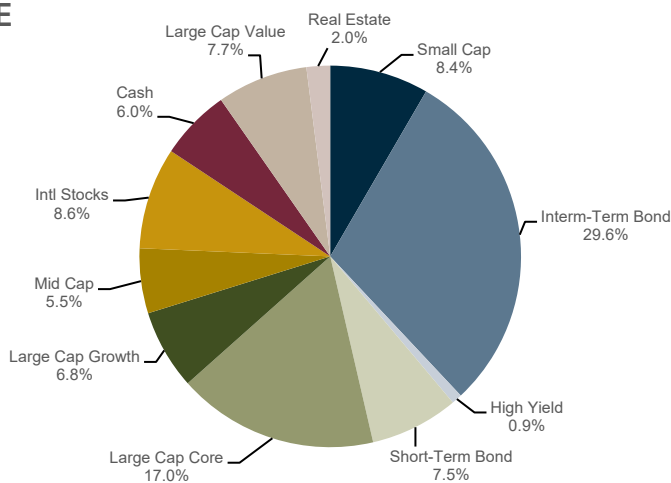
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
T. Rowe Price Growth Stock - I
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Vanguard Small Cap Growth ETF
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
Vanguard Short-Term Invest-Grade Adm
PIMCO High Yield Instl
PIMCO Total Return Fund - Inst
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
Vanguard Short-Term Invest-Grade Adm
iShares Core U.S. Aggregate
Vanguard High-Yield Corp Adm
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Balanced active and passive objectives.

The composite name has been changed from PARS Balanced/Moderately Aggressive to PARS Balanced on 5/1/2013. The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUFG Union Bank). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. HighMark and MUFG Union Bank's ultimate parent company is a wholly-owned subsidiary of U.S. Bancorp ("USB"). MUFG Union Bank provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$8.7 billion in assets under management and \$9.0 billion in assets under advisement*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 15
Average Years of Experience: 27
Average Tenure (Years): 15

Manager Review Group

Number of Members: 7
Average Years of Experience: 22
Average Tenure (Years): 10

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.

PARS DIVERSIFIED PORTFOLIOS CAPITAL APPRECIATION

Q4 2022

WHY THE PARS DIVERSIFIED CAPITAL APPRECIATION PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

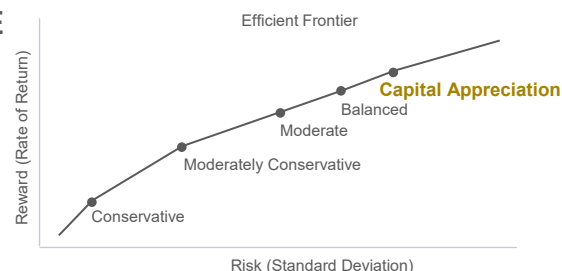
PORTFOLIO FACTS

Consolidated Composite

Composite Inception Date	01/2009
No of Holdings in Portfolio	20

INVESTMENT OBJECTIVE

To provide growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.



ASSET ALLOCATION — CAPITAL APPRECIATION PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	65 - 85%	75%	70%
Fixed Income	10 - 30%	20%	23%
Cash	0 - 20%	5%	7%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

	Gross	Net
Current Quarter*	6.28%	6.19%
Blended Benchmark*, **	7.21%	
Year To Date*	-16.08%	-16.38%
Blended Benchmark*, **	-15.65%	
1 Year	-16.08%	-16.38%
Blended Benchmark**	-15.65%	
3 Year	3.37%	3.00%
Blended Benchmark**	3.77%	
5 Year	4.99%	4.61%
Blended Benchmark**	5.33%	
10 Year	7.50%	7.12%
Blended Benchmark**	7.91%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: 39.5% S&P500, 7.5% Russell Mid Cap, 10.5% Russell 2000, 5.25% MSCI EM (net), 10.25% MSCI EAFE (net), 16% Bloomberg US Agg, 3% ICE BofA 1-3 Yr US Corp/Gov't, 1% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

Year	Return
2008	N/A
2009	23.77%
2010	12.95%
2011	-1.35%
2012	13.87%
2013	20.33%
2014	6.05%
2015	-0.26%
2016	8.79%
2017	16.72%
2018	-5.82%
2019	22.62%
2020	14.50%
2021	14.96%
2022	-16.08%

HOLDINGS

HighMark Plus (Active)

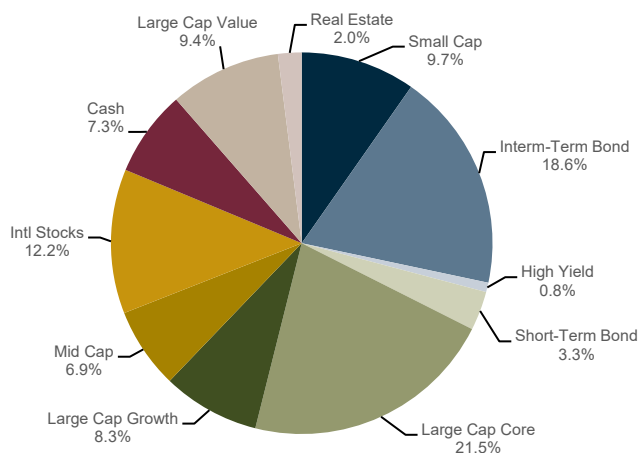
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation – Retirement
T. Rowe Price Growth Stock - I
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Vanguard Small Cap Growth ETF
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
Vanguard Short-Term Invest-Grade Adm
PIMCO High Yield Instl
PIMCO Total Return Fund - Inst
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
Vanguard Short-Term Invest-Grade Adm
iShares Core U.S. Aggregate
Vanguard High-Yield Corp Adm
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Capital Appreciation active and passive objectives.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUFG Union Bank). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. HighMark and MUFG Union Bank's ultimate parent company is a wholly-owned subsidiary of U.S. Bancorp ("USB"). MUFG Union Bank provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$8.7 billion in assets under management and \$9.0 billion in assets under advisement*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 15
Average Years of Experience: 27
Average Tenure (Years): 15

Manager Review Group

Number of Members: 7
Average Years of Experience: 22
Average Tenure (Years): 10

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. Assets under advisement ("AUA") include assets for which HighMark provides certain investment advisory services (including, but not limited to, investment research and strategies) for client assets of its parent company, MUFG Union Bank, N.A.