



Mission Statement: To foster a safe, vibrant, and prosperous community that enhances the quality of life for all

**CITY OF SONORA
City Council Regular Meeting
Agenda
Monday, December 16, 2024
5:00 PM**

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on December 16, 2024, at 5:00 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

This meeting is physically open to the Public and citizens who wish to provide public comment during the meeting will be invited to do so by the Mayor.

Written comments can be submitted to be included as part of the administrative record; they will not be read during the meeting. All comments must be received by 3:00 pm on the day of the noticed meeting and can be submitted to the City Clerk at 94 N. Washington Street Sonora, CA 95370, or via email to tskelly@sonoraca.com.

Public Access Audio and Video Live Streaming

The Public will not have access to give public comments via public access audio and video live streaming; they are available for audio and visual only; and can be accessed via our website at www.sonoraca.com.

Remote viewing of the meeting via live streaming is provided to members of the public as a courtesy. If the live streaming connection malfunctions for any reason and no Council Members are attending via teleconference, the City Council will continue the public meeting in Chambers without remote access.

CITY COUNCIL appreciates your interest and encourages participation. Regularly scheduled meetings are held on the 1st and 3rd Monday of each month.

The numerical order of the items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Council Members. All questions shall be directed to the Mayor who, at their discretion, will refer to Staff.

Mayor Ann Segerstrom
Vice Mayor Suzanne Cruz
Council Members Bess Levine, Andy Merrill, Stephen Opie
City Administrator Melissa Eads
City Attorney Douglas White

Vision Statement: With leadership and integrity, the City of Sonora commits to excellent service through collaboration and innovation



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CLOSED SESSION - 4:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS**
- 4. ADJOURN INTO CLOSED SESSION**

A. Conference with Legal Counsel - Liability Claim (Government Code Section §54956.95): Two (2) Potential Cases, Claimant: Crummey, Claimant: Krista; Agency Claimed Against: City of Sonora; Chris Gorsky, Administrative Services Director.

- 5. RECONVENE INTO OPEN SESSION**

OPEN SESSION - 5:00 PM

- 6. REPORT OUT OF CLOSED SESSION**
- 7. PLEDGE OF ALLEGIANCE**
- 8. ROLL CALL**
- 9. CITY CLERK'S REPORT ON AGENDA POSTING**
- 10. APPROVAL OF THE AGENDA**
- 11. PUBLIC COMMENT (NON-AGENDA ITEMS)**

The public may address the Council on any item of public interest not otherwise on the agenda that is within the jurisdiction of the City. No action may be taken. Matters to be addressed may be referred to City Staff or placed on a subsequent meeting Agenda. Speakers are limited to a three (3) minute presentation.

- 12. PRESENTATIONS**

A. Receive a Presentation on the Results of the Impact Assessment Study Related to Joining Pioneer Community Energy; Lisa DeLaby, Pioneer Community Outreach Manager, Gina Stassi-Vanacore, Pioneer Director of Communications; and Robbie Bergstrom, Tuolumne County Economic Development. (20 minutes)

B. Receive an Update from the President of the Sonora Chamber of Commerce Katie Dunn; Tracy Skelly; Administrative Services Officer/City Clerk. (10 minutes)

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C. Receive a Presentation on How the City's New Online Permit Management System Works for Our Residents, Contractors and Businesses Pulling Permits in the City of Sonora; Tyler Summersett, Community Development Director. (15 minutes)

13. CONSENT CALENDAR

Items on the Consent Calendar are considered routine and will be voted on in one motion unless a Council member or member of the public has a question or wishes to discuss an item. In that case, the item will be removed from the Consent Calendar and considered separately.

A. Consider Approval of the City Council Meeting Minutes from June 9, 2023; October 1, 2024; and November 18, 2024; Stacy Enos-Del Razo; Deputy City Clerk.

B. Consider Approval of Disbursements in the Amount of \$204,663.21 and \$177,609.99 for Payroll, Including Employee Salaries, Employer and Employee Taxes, Retirement Contributions, Miscellaneous Voluntary Employee Deductions, Holiday Pay, and Other Adjustments, Including Retro-Pay; Tracy Skelly, Administrative Services Officer/City Clerk.

C. Consider Acceptance of an Informational Report for the November 2024 Accounts Payable Payment Register and Void Report; Chris Gorsky, Administrative Services Director

D. Consider Approval of the City of Sonora's Traffic Impact Mitigation Fund Report as Presented for the Fiscal Year Ended June 30, 2024; Carlye Buchholz, PE, PLS, City Engineer; Chris Gorsky, Administrative Services Director.

14. NEW BUSINESS

A. Consider Approval of Dewberry's Task Order 25-4 in the Amount of \$20,000.00 to Conduct Investigations, Land Surveying, and Preliminary Design of Drainage Improvements to Correct the Failure of a 12" CMP Storm Drainpipe Located between the Properties of 191 and 207 Elk Drive; Mike Pugh, City Engineer; and Melissa Eads, City Administrator.

B. Consider Approval of Dewberry's Task Order 25-5 in the Amount of \$36,333.00 to Perform the Design and Engineering Services for the New Public Works Maintenance Building; Mike Pugh, City Engineer; and Melissa Eads, City Administrator.

C. Consider Approval of Dewberry's Task Order 25-6 in the Amount of \$24,919.00 to Perform the Design and Engineering Services for the New Pickleball Court at Woods Creek Rotary Park; Mike Pugh, City Engineer; and Melissa Eads, City Administrator.

D. Consider Approval of a Memorandum of Understanding with Habitat for Humanity to Rehabilitate the Structure Located at 290 S. Stewart Street from a Multi-Use Building with Commercial Zoning into a 4-Unit Rental; Tyler Summersett, Community Development Director.

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15. MONTHLY REPORTS

- A. Receive the City of Sonora Administrative Services Department Report for October 2024 (FY24/25); Chris Gorsky, Administrative Services Director
- B. Receive the City of Sonora Community Development Departments Monthly Report for November 2024; Tyler Summersett; Community Development Director.
- C. Receive the City of Sonora Fire Department Monthly Report for November 2024; Aimee New, Fire Chief.
- D. Receive the City of Sonora Police Department Monthly Report for November 2024; Turu VanderWiel, Police Chief.
- E. Receive the City of Sonora Public Works Monthly report for November 2024; Mike Lagomarsino, Public Works Supervisor.

16. COUNCIL MEMBER REPORTS

17. ADJOURNMENT

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Economic Development

a division of the
County Administration Office

Item A.

Robbie Bergstrom
Senior Administrative Analyst

Date: November 5, 2024
To: Honorable Board of Supervisors
From: Robbie Bergstrom, Senior Administrative Analyst, Economic Development
Subject: Presentation to Tuolumne County Supervisors on Results of Impact Assessment Study Related to Joining Pioneer Community Energy

Recommendation

Provide staff direction on moving forward to join Pioneer Community Energy (Pioneer).

Background

At the June 11, 2024, Board of Supervisors meeting, Pioneer Community Energy ("Pioneer") staff made a presentation to the Tuolumne County Supervisors about the benefits of joining a Community Choice Aggregation ("CCA") in general and Pioneer specifically. The Board authorized funding an Impact Assessment Study ("IAS") and directed staff to return upon the completion of the study to consider whether Tuolumne County would join Pioneer, a Joint Powers Authority.

The purpose of an IAS is to determine projected financial outcomes related to the expansion of Pioneer's service territory. While it is difficult to predict with certainty future operating results in a historically volatile industry, the study provides best available information regarding energy products pricing, customer energy usage, administration cost, and other key considerations are compiled. The results of the IAS are a key decision point in the expansion process.

"We Support the Board of Supervisors in achieving their goals through service & collaboration with the County Departments and the Community"

Pioneer commissioned Pacific Energy Advisors (“PEA”) to conduct the study. PEA is highly experienced and well-respected in the industry in the preparation of such studies and has prepared these studies before for Pioneer, including similar assessments for other CCAs and Pioneer’s expansion into El Dorado County, and the cities of Grass Valley, Nevada City, and Placerville. The study examined 24 consecutive months of data for Tuolumne County’s electricity customers for consumption patterns and electricity load requirements, then created a forecast of future consumption, costs, and impacts to Pioneer’s energy portfolio. The study also examined many different scenarios and optimal timing for expansion. The study was completed in September 2024.

Power supply is the primary driver for being able to move forward and in determining the timing of service launch. There are three significant components of power supply: (1) energy; (2) resource adequacy; and (3) renewable energy. Energy prices are correlated to the movement of natural gas prices and have experienced a favorable direction in pricing. However, Resource Adequacy and renewable energy are supply-constrained, with price pressure that is artificially created through regulatory decisions and an increase in demand for renewables by load serving entities complying with the Renewable Portfolio Standards (RPS). RPS standards require at least 60% of the energy portfolio be renewable by 2030 and private industry is driven by their environmental targets.

The Impact Assessment Study found:

- Expansion into Tuolumne County represents the addition of 30,392 customers and 249,798 MWh annually to Pioneer’s current service area.
- Expansion into Tuolumne County is possible. However, expansion represents many portfolio implications for Pioneer that must be addressed, particularly.
- When comparing current rates to projected power supply costs at time of launch, the study supports expansion in October 2027.
- The driver for the timing is the Resource Adequacy and renewable energy markets, which remain tight and many new-build renewable resources are not yet online, making procurement challenging.
- Additionally, it is recommended to defer any launch until after Summer 2027 when further projects are expected online and to avoid expensive summer pricing.
- The economics of a 2026 service launch are not feasible.

Study findings were presented to the Pioneer Governing Board at its September 19 meeting. The Pioneer Board supports expansion with an extended timeline that ensures rate competitiveness and allows Pioneer's procurement team to research and contract for the needed renewables and Resource Adequacy to meet the demands of an increased service territory.

Pioneer staff anticipates adequate resources will be available for an October 2027 launch but cannot with certainty predict if the entire electrical load can be served at once or will require a phase-in approach. Subsequently, Pioneer staff has issued a Request for Offer ("RFO") to gather intelligence on the market on resource availability.

Pioneer recommends shifting the expansion timeline by 2-3 months to do the necessary research on the availability of Resource Adequacy and renewable resources, which is critical to protecting rate competitiveness. Instead of submitting the Implementation Plan to the California Public Utilities Commission (CPUC) in December 2024, Pioneer will submit the Plan in March 2025 for an October 2027 service launch. The CPUC then will approve or deny the plan by the end of June 2025.

Assuming the Implementation Plan is approved, Tuolumne County will have another opportunity to discuss and reaffirm joining Pioneer in Summer 2025, for an October 2027 launch.

Fiscal Impact

The total cost of the IAS was \$30,000. Pioneer paid 50%, which is \$15,000 of the cost. Based on the findings of the IAS, Tuolumne County uses 249,794 megawatt-hour (MWh) annually, and the City of Sonora 38,612 MWh annually, for a total of 288,410 annually. Applying this percentage of use, Tuolumne County will pay \$12,992 and City of Sonora \$2,008. This has been included in the general fund in the recommended budget.

EXPANSION OUTLOOK

City of Sonora

December 16, 2024

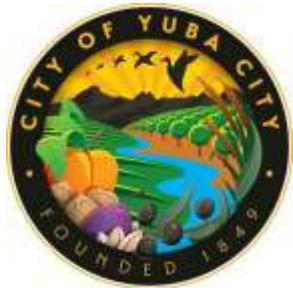
Background

Item A.

2023	• Tuolumne County began initial research into the benefits of Community Choice Aggregation • Initial conversations with Pioneer Community Energy
Spring/Summer 2024	• Tuolumne County Board of Supervisors and City of Sonora receive presentation from Pioneer Community Energy with staff recommendation to join Pioneer • Board agrees to commission an Impact Assessment Study to determine the feasibility of service expansion • City of Sonora agrees to co-commission the study ◦ Expansion must make financial sense for all parties ◦ Pioneer must have the ability to serve the increased load
Summer 2024	• Impact Assessment Study is conducted
Fall 2024	• Study results are shared with Pioneer's Expansion Committee and Board of Directors ◦ Pioneer shares study findings and Board recommendations with jurisdictions; presents findings to Board/Councils

You Are Not Alone...

Item A.



Two Questions to Answer

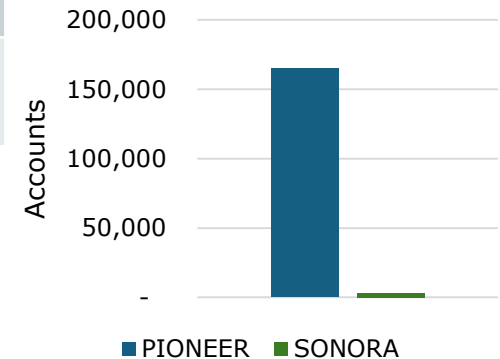
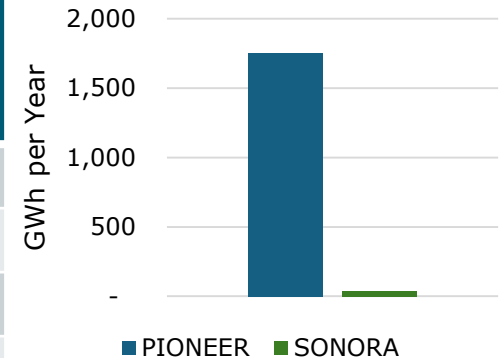
Item A.

- **Does it make financial sense to move forward with expansion?**
 - Purpose of the Impact Assessment Study
 - Go/No-Go Decision Point
- **Do we have the power supply resources to serve?**
 - Answers the timing of the launch

City of Sonora Customer Information

Item A.

Classification	Accounts	Annual Energy (MWh)	Average Customer Usage (kWh/Mo.)
Residential	2,476	15,568	524
Com/Ind	637	22,863	2,991
Street Lighting	92	181	164
Total	3,205	38,612	1,004
Peak Demand (MW)	8		



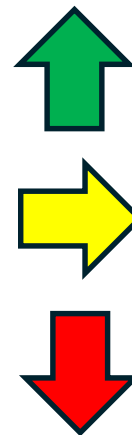
Expansion to City of Sonora customers would represent an approximate 2% increase to Pioneer retail sales.

Data above are unadjusted for opt-out assumptions and excludes standby accounts.

Assumptions in the Study

Item A.

- Examined 2 years of consecutive data (2022/2023)
- Projected revenues from current rates
 - Very conservative approach
 - Current rates average 7% discount
- Power Supply
 - Energy
 - Renewable Energy
 - Resource Adequacy



Fiscal Impact Summary

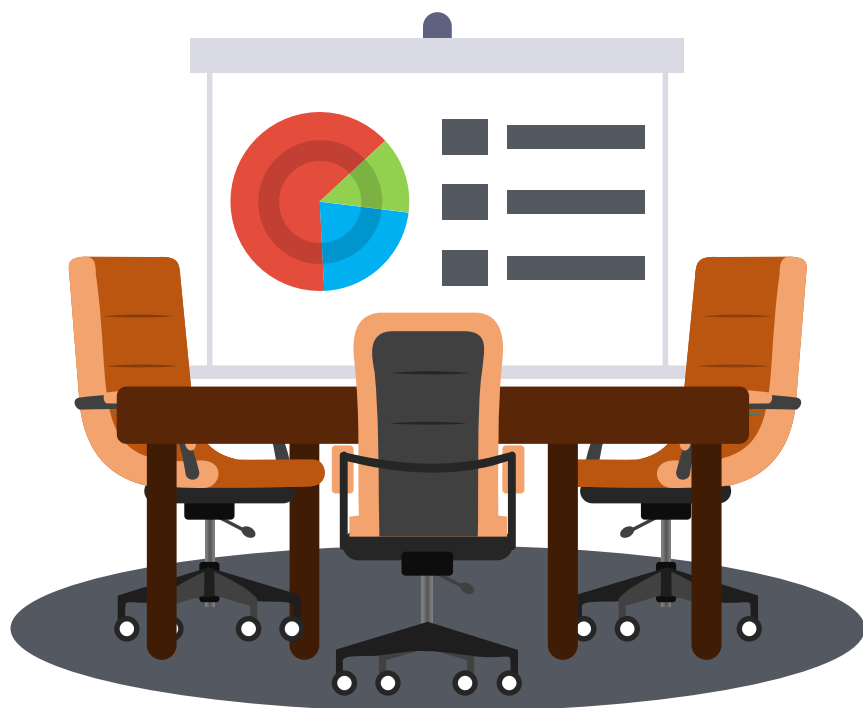
Item A.

	FYE 2028	FYE 2029	FYE 2030	Total
Revenue (\$MM)	\$ 162.8	\$ 254.8	\$ 260.1	\$ 677.7
Operating Expenses (\$MM)	\$ 141.9	\$ 252.4	\$ 252.0	\$ 646.3
Net Operating Margin (\$MM)	\$ 21.0	\$ 2.4	\$ 8.1	\$ 31.4
Electricity Sales (MWh)	1,264,837	1,848,607	1,886,873	5,077,642
Avg. Revenue (\$/MWh)	\$ 128.82	\$ 135.04	\$ 135.04	\$ 133.47
Avg. Expense (\$/MWh)	\$ 112.15	\$ 133.77	\$ 130.86	\$ 127.28
Avg. Margin (\$/MWh)	\$ 16.57	\$ 1.27	\$ 4.18	\$ 6.19
Avg. Margin (% of Rev)	13%	1%	3%	5%

- *Reflects partial year of service for fiscal year ending June 30, 2028.
- Prior to Pioneer expansion, other implementation costs would be incurred. Such costs may be related to utility service fees, marketing and outreach, regulatory and legal representation, internal operations, resource planning and procurement.

Pioneer Board Direction

Item A.



- Pioneer's Board received a presentation on Sept. 19th on the results of the study
- Study recommended launch of October 2027
- Pioneer would like to confirm all parties remain on course to join
- Pioneer Board to meet in December to vote on the expansion process

Next Steps

Sept 2024

Initial study results
shared with
Expansion
Committee

Dec 2024

Staff brings enrollment
phasing schedule to
Expansion Committee
for Board
recommendation

Jan-Feb 2025

City of Sonora
adopts
ordinance,
1st and 2nd
readings
completed by
February

Oct-Nov 2024

Staff analyzes
resource
constraints and
creates
enrollment
phasing
schedule

Oct-Dec 2024

Study findings
shared with
staff and
prospective
new member
agencies

Feb-Mar 2025

Implementation
Plan
Amendment
submitted to
CPUC

Thank you for your time today

Questions:

Gina Stassi-Vanacore

Director of Communications

GinaS@PioneerCommunityEnergy.org

Lisa DeLaby

Community Outreach Manager

LisaD@PioneerCommunityEnergy.org

December 16, 2024



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tracy Skelly, Administrative Services Officer/City Clerk

SUBJECT: President of the Sonora Chamber of Commerce Katie Dunn

RECOMMENDATION:

Receive an Update from the President of the Sonora Chamber of Commerce Katie Dunn.

DISCUSSION / ANALYSIS:

President Sonora Chamber of Commerce Katie Dunn will Present an Update on the Chamber Activities to the City Council.

FISCAL IMPACT:

No Fiscal Impact to the General Fund.

CORE COUNCIL PRIORITIES:

There are no Core Council Priorities.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: November 19, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director

SUBJECT: IWORQ Permit Management Demonstration

RECOMMENDATION:

Receive a Presentation on How the City's New Online Permit Management System Works for Our Residents, Contractors and Businesses Pulling Permits in the City of Sonora.

BACKGROUND:

The Community Development Department is responsible for Building, Landscape, Signage, Home Occupation, Transient Use, Special Event and Encroachment Permits. Until early November, all of these permits have been processed in hard copy. While forms were available online, they still needed to be printed and brought into the office.

This process was time and resource intensive, as staff fielded numerous calls with questions about which permit to complete and associated steps/timelines. Inspections for permitted work required homeowners and contractors to call for a Tuesday or Thursday appointment. Lots of printing and scanning were associated with each individual permit. Finally, payments needed to be made either in person or arranged through email coordination with the filling out of more forms and additional scanning!

DISCUSSION / ANALYSIS:

The City contracted with IWORQ earlier this year after interviewing multiple companies and platforms that offered similar online permitting solutions.

In early November staff completed all the training and set up required to launch the online permitting system for our community. IWORQ is linked to the City website, so community members wanting to pull a permit can simply go the City website to begin the process. Coming to the office is no longer required. Calling to scheduling an inspection is unnecessary. Coming to City Hall to pay for a permit can now be accomplished online!

This is simplifying the permitting process for homeowners, contractors and businesses. This program is saving staff valuable time and resources (printing, copying, scanning, answering phones).



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

There is a desktop computer in the building office so staff can help with the transition. This allows us to walk contractors and those pulling permits through the process together, if desired.

Staff will demonstrate the process involved with pulling a permit for illustration purposes.

FISCAL IMPACT:

IWORQ was previously included in the City budget. The building permit management suite was \$8500. This cost also includes a Code Enforcement platform and the ability to accept online payments.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Economic Development/Growth and General Plan



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Stacy-Enos-Del Razo, Deputy City Clerk

SUBJECT: Meeting Minutes from June 9, 2023; October 1, 2024; and November 18, 2024

RECOMMENDATION:

Approve City Council Meeting Minutes from June 9, 2023; October 1, 2024; and November 18, 2024

BACKGROUND:

Staff Recommends that the City Council Approve Meeting Minutes from June 9, 2023; October 1, 2024; and November 18, 2024.

FISCAL IMPACT:

No Fiscal impact to the General Fund.

ATTACHMENTS:

Meeting Minutes from June 9, 2023; October 1, 2024; and November 18, 2024.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan, Homelessness Issues, Staffing - Salary, Benefits, Training, and Retention



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**CITY OF SONORA
City Council Special Meeting Minutes
Friday, June 09, 2023
9:30 AM**

NOTICE IS HEREBY GIVEN that the Sonora City Council will have a special meeting on Friday, June 9, 2023, from 9:30 AM to 5:00 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

THIS MEETING IS PHYSICALLY OPEN TO THE PUBLIC AND MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCING AT:

Zoom Meeting Link:

<https://us06web.zoom.us/j/85388218907?pwd=V3ZNcmI4NWdqSU1OdEZlaEs2M2RiZz09>

Dial: (669) 444-9171

Meeting ID: 853 8821 8907

Passcode: 961475

MEMBERS OF THE PUBLIC WILL BE GIVEN THE OPPORTUNITY TO PROVIDE COMMENTS.

THIS MEETING WILL BE LIVE STREAMED ON THE CITY'S WEBSITE AT www.sonoraca.com.

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CALL TO ORDER - 9:30 AM

Called to order at 9:36 AM.

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ROLL CALL/WELCOME/INTRODUCTIONS

PRESENT

Mayor Mark Plummer
Mayor Pro Tem Ann Segerstrom
Councilmember Suzanne Cruz
Councilmember Matt Hawkins
Councilmember Andy Merrill

PUBLIC COMMENT

No public comment.

NEW BUSINESS

1. Strategic Planning Session Agenda - Citygate Associates, LLC

ADJOURNMENT

Adjourned at 6:08 PM.

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**CITY OF SONORA
City Council Special Meeting Minutes
Tuesday, October 01, 2024
12:00 PM**

NOTICE IS HEREBY GIVEN that the Sonora City Council will have a special meeting on Tuesday, October 1, 2024, at 12:00 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

This meeting is physically open to the Public and citizens who wish to provide public comment during the meeting will be invited to do so by the Mayor.

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CALL TO ORDER - 12:00 PM

Called to order at 12:00 PM.

ROLL CALL / PLEDGE OF ALLEGIANCE

PRESENT

Mayor Ann Segerstrom

Vice Mayor Suzanne Cruz

Councilmember Bess Levine

Councilmember Andy Merrill

Councilmember Stephen Opie

PUBLIC COMMENT

No public comment.

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NEW BUSINESS

1. Federal and State Emergency Management Training - Preparative Consulting

ADJOURNMENT

Adjourned at 4:00 PM.

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**CITY OF SONORA
City Council Regular Meeting
Minutes
Monday, November 18, 2024
5:00 PM**

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OPEN SESSION - 5:00 PM

Called to order at 5:00 PM.

PLEDGE OF ALLEGIANCE

Councilmember Stephen Opie led the Pledge of Allegiance.

ROLL CALL

PRESENT

Mayor Ann Segerstrom

Vice Mayor Suzanne Cruz

Councilmember Bess Levine (Attended on ZOOM)

Councilmember Andy Merrill

Councilmember Stephen Opie

CITY CLERK'S REPORT ON AGENDA POSTING

The Agenda was posted on Friday, November 15, 2024 at 10:58 AM.

APPROVAL OF THE AGENDA

Motion made by Vice Mayor Suzanne Cruz, Seconded by Councilmember Stephen Opie. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Suzanne Cruz, Councilmember Andy Merrill, Councilmember Stephen Opie

PUBLIC COMMENT (NON-AGENDA ITEMS)

The public may address the Council on any item of public interest not otherwise on the agenda that is within the jurisdiction of the City. No action may be taken. Matters to be addressed may be referred to City Staff or placed on a subsequent meeting Agenda. Speakers are limited to a three (3) minute presentation.

Katie Dunn President Sonora Chamber of Commerce gave an update on the Christmas Parade and decorating for Christmas Town; informed those in attendance the RACK Card for Christmas Town and list of events is available; and shared with the Council a Thank you Note from St. James Church.

Julie Johnson Resident Leader Sonora Knolls Dragoon Gulch Fire Wise Committee shared concerns over the increase in fee for Debris Pick-Up.

Louis Mastro Sonora Business Watch and Business Owner shared concerns over the Crime on Washington Street.

Vision Statement: With leadership and integrity, the City of Sonora commits to excellent service through collaboration and innovation



Mission Statement: To foster a safe, vibrant, and prosperous community that enhances the quality of life for all

A member of the public informed those in attendance the Downtown Business are having an added hardship with the increase in fees from PG&E and TUD; shared concerns about the drivers on Washington Street; the trash cans need to be cleaned; and the community needs to think about the passage of Proposition 36.

PRESENTATIONS

1. Receive an Introduction and Swearing in of Police Officer Rylan Matyshock; Turu VanderWiel, Police Chief.

CONSENT CALENDAR

Items on the Consent Calendar are considered routine and will be voted on in one motion unless a Council member or member of the public has a question or wishes to discuss an item. In that case, the item will be removed from the Consent Calendar and considered separately.

2. Consider Approval of the City Council Meeting Minutes from October 7, 2024; October 21, 2024; and November 4, 2024; Stacy Enos-Del Razo, Deputy City Clerk.
3. Consider Acceptance of an Informational Report for the October 2024 Accounts Payable Payment Register and Void Report; Chris Gorsky, Administrative Services Director
4. Consider Approval of Disbursements in the Amount of \$182,221.85 and \$198,603.44 for Payroll, Including Employee Salaries, Employer and Employee Taxes, Retirement Contributions, Miscellaneous Voluntary Employee Deductions, Holiday Pay, and Other Adjustments, Including Retro-Pay; Tracy Skelly, Administrative Services Officer/City Clerk.

Mayor Ann Segerstrom asked for clarification on Tuolumne County Public Power Authority and Keenan Associates.

Chris Gorsky Administrative Services Director explained both items.

5. Consider Approval of a General Plan Amendment for Assessor Parcel Numbers 056-160-006 and 056-160-008 from Commercial to Heavy Commercial for Consistency with Zoning and Existing Uses in this Area of the City; Tyler Summersett, Community Development Director.

Mayor Ann Segerstrom and Councilmember Andy Merrill asked for clarification on the propane tanks size and use of the rail line.

Tyler Summersett Community Development Director gave an explanation.

Motion made by Vice Mayor Suzanne Cruz, Seconded by Councilmember Andy Merrill. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Suzanne Cruz, Councilmember Bess Levine, Councilmember Andy Merrill, Councilmember Stephen Opie

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NEW BUSINESS

6. Consider Adoption of the City Council Rules and Procedures Handbook; Doug White, City Attorney, Tracy Skelly, Administrative Services Officer/City Clerk.

Tracy Skelly Administrative Services Officer/City Clerk presented to those in attendance the updated City Council Rules and Procedures Handbook.

Mayor Ann Segerstrom and Councilmember Andy Merrill shared their comments and concerns.

Doug White City Attorney confirmed any amendments to the Handbook would require adoption of a Resolution in Open Session.

A member of the public shared comments .

Motion made by Councilmember Stephen Opie, Seconded by Councilmember Andy Merrill. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Suanne Cruz, Councilmember Bess Levine, Councilmember Andy Merrill, Councilmember Stephen Opie

7. Consider Approval of the Mayor's Change of Appointment to the Central Sierra Economic Development District (CSEDD); Tracy Skelly, Administrative Services Officer/City Clerk.

Tracy Skelly Administrative Services Officer/City Clerk explained to those in attendance the new appointment.

Mayor Ann Segerstrom gave background information for the change to the appointment.

Motion made by Councilmember Andy Merrill, Seconded by Councilmember Stephen Opie. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Suzanne Cruz, Councilmember Bess Levine, Councilmember Andy Merrill, Councilmember Stephen Opie

MONTHLY REPORTS

8. Receive the City of Sonora Administrative Services Department Report for September 2024 (FY24/25): Chris Gorsky, Administrative Services Director
9. Receive the City of Sonora Community Development Department Monthly Report for October 2024; Tyler Summersett, Community Development Director.

Tyler Summersett Community Development Director shared with those in attendance the soft launch of the online permitting process.

Vision Statement: With leadership and integrity, the City of Sonora commits to excellent service through collaboration and innovation



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10. Receive the City of Sonora Fire Department Monthly Report for October 2024; Aimee New, Fire Chief.
11. Receive the City of Sonora Police Department Monthly Report for October 2024; Turu VanderWiel, Police Chief.
12. Receive the City of Sonora Public Works Department Monthly Report for October 2024; Mike Lagomarsino, Public Works Supervisor.

COUNCIL MEMBER REPORTS

Vice Mayor Suzanne Cruz attended the Forestry Departments Bike Trail meeting; and the dedication of the first in the state of California Women's Veterans Memorial located in Twain Harte.

Councilmember Andy Merrill shared with those in attendance Dollar Dump Day is November 23rd for all Tuolumne County Residents; received a Clean California Grant that will feature the new Solid Waste mascot; attended the Tuolumne County Transportation Council (TCTC) meeting, Committee on Homelessness; and Amador Tuolumne County Action Agency (ATCAA) is having a fundraising event, Adopt a Family.

Councilmember Bess Levine attended the Housing Coalition meeting; Visit Tuolumne County; and Natural Resources Advisory Committee.

Councilmember Stephen Opie had nothing to report.

Melissa Eads City Administrator updated those in attendance regarding Hospital Road.

Mayor Ann Segerstrom attended the Special Local Agency Formation Commission (LAFCO) meeting; Sonora Chamber Leader and the Mayor did a radio program on Mother Lode Views for the parade and Christmas Town; attended the Central Sierra Economic Development (CSED) meeting; spoke with Alex Bloom and the crew from Cal State Fullerton on broad ban; attended the Tuolumne Chamber Gala; decorated for Christmas Town; and the Tuolumne County Resource Conservation District and Fire Wise Communities will have a Townhall on December 4th at 5:30 PM.

ADJOURNMENT

Adjourned at 5:55 PM.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at City Hall (209) 532-4541, tskelly@sonoraca.com. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Administrator's Office at 94 N. Washington Street, Sonora, CA

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95370 during normal business hours (8:00 am - 4:00 pm, Monday through Friday, excluding holidays). The agenda and supporting public documents are also available on our City website www.sonoraca.com listed under the agenda/minutes link on the Government page.

Vision Statement: With leadership and integrity, the City of Sonora commits to excellent service through collaboration and innovation



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tracy Skelly, Administrative Services Officer

SUBJECT: Disbursements in the Amount of \$204,663.21 and \$177,609.99 for Payroll

RECOMMENDATION:

Consider Approval of Disbursements in the Amount of \$204,663.21 and \$177,609.99 for Payroll, Including Employee Salaries, Employer and Employee Taxes, Retirement Contributions, Miscellaneous Voluntary Employee Deductions, Holiday Pay, and Other Adjustments, Including Retro-Pay.

DISCUSSION / ANALYSIS:

These payrolls were the second (2nd) and third (3rd) payrolls of the month, the expected amount of the second payroll was slightly higher due to a leave balance payout.

These were the 10th and 11th payrolls of 26 for FY24-25, we would have expected to expend 42.31% of the budgeted amount. In total, we have expended 36.77% of the Salaries and Wages for the FY24-25 budget.

FISCAL IMPACT:

Disbursements are part of the approved FY24-25 Budget.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Staffing - Salary, Benefits, Training, and Retention



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Chris Gorsky, Administrative Services Director

SUBJECT: Consider Acceptance of an Informational Report for the November 2024 Accounts Payable Payment Register and Void Report.

RECOMMENDATION:

Consider Acceptance of an Informational Report for the November 2024 Accounts Payable Payment Register and Void Report.

BACKGROUND:

The Administrative Services Department manages the payment processing for all City disbursements. The City has three main types of payments which includes the following:

1. Vendors – These payments are associated with goods received and contractual services provided to the City and payroll benefits paid by the City on behalf of City employees.
2. Refunds – These payments are associated with refunds issued for deposits collected and have been authorized to be released for business licenses, building permits, rental agreements, etc.
3. Employees – These payments are associated with City-related travel advances and reimbursements related to training events or City business reimbursements.

DISCUSSION / ANALYSIS:

On a monthly basis, Administrative Services Staff prepares a monthly warrant report of vendors receiving payment from the City. The informational report of the monthly payments provides Council the oversight and ability to review all spending activity for the City.

FISCAL IMPACT:

No fiscal impact will result from this informational report on the November 2024 Accounts Payable Payment Register and Void report. Expenditures are tracking according to budget authority.

All payments have been approved for payment through the adoption of the fiscal year budget or by an additional item passed by Council.



CITY COUNCIL AGENDA REPORT

CITY HALL

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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

ATTACHMENTS:

- Accounts Payable Warrants Report

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Staffing - Salary, Benefits, Training, and Retention

City of Sonora

Item C.

Check/Voucher Register - Check List - Council From 11/1/2024 Through 11/30/2024

Check Num...	Effective D...	Document Description	ID	Payee	Check Amount	Payment ...	VOID ?
201961	11/7/2024	System Generated Check/Voucher	200005	Amazon Business	439.33	Check	No
201962	11/7/2024	System Generated Check/Voucher	200011	AT&T Calnet 3	795.24	Check	No
201963	11/7/2024	System Generated Check/Voucher	200015	Silke Communications	350.00	Check	No
201964	11/7/2024	System Generated Check/Voucher	200016	Tuolumne County Public Power A...	3,778.27	Check	No
201965	11/7/2024	System Generated Check/Voucher	200032	Mountain Oasis Water	43.50	Check	No
201966	11/7/2024	System Generated Check/Voucher	200035	Pacific Gas and Electric	426.83	Check	No
201967	11/7/2024	System Generated Check/Voucher	200039	Safe-T-Lite of Modesto, Inc.	376.88	Check	No
201968	11/7/2024	System Generated Check/Voucher	200046	TK Elevator	960.82	Check	No
201969	11/7/2024	System Generated Check/Voucher	200072	United Site Services	97.93	Check	No
201970	11/7/2024	System Generated Check/Voucher	200080	JTM Cleaning Co.	800.00	Check	No
201971	11/7/2024	System Generated Check/Voucher	200095	Sonora AIRCO Gas & Gear	160.00	Check	No
201972	11/7/2024	System Generated Check/Voucher	200113	Nate's Tree Service	31,950.00	Check	No
201973	11/7/2024	System Generated Check/Voucher	200263	Hunt & Sons, Inc.	413.81	Check	No
201974	11/7/2024	System Generated Check/Voucher	200278	Allstar Fire Equipment	3,837.79	Check	No
201975	11/7/2024	System Generated Check/Voucher	200429	Sierra Veterinary Care	68.93	Check	No
201976	11/7/2024	System Generated Check/Voucher	200598	Top Dog Police K9 Training & Con...	250.00	Check	No
201977	11/7/2024	System Generated Check/Voucher	200714	T-N-T Paving & Excavating	3,750.00	Check	No
201978	11/7/2024	System Generated Check/Voucher	Emp2009	Mike Lagomarsino	187.65	Check	No
201979	11/14/2024	System Generated Check/Voucher	200005	Amazon Business	545.22	Check	No
201980	11/14/2024	System Generated Check/Voucher	200011	AT&T Calnet 3	119.34	Check	No
201981	11/14/2024	System Generated Check/Voucher	200013	JS West Propane Gas	31.06	Check	No
201982	11/14/2024	System Generated Check/Voucher	200018	U.S. Bank Corporate Payment Sy...	12,020.48	Check	No
201983	11/14/2024	System Generated Check/Voucher	200024	Comcast Business	154.70	Check	No
201984	11/14/2024	System Generated Check/Voucher	200024	Comcast Business	337.51	Check	No
201985	11/14/2024	System Generated Check/Voucher	200024	Comcast Business	170.91	Check	No
201986	11/14/2024	System Generated Check/Voucher	200035	Pacific Gas and Electric	766.72	Check	No
201987	11/14/2024	System Generated Check/Voucher	200047	Tuolumne Utilities District	2,534.26	Check	No
201988	11/14/2024	System Generated Check/Voucher	200060	Combined Benefits Administrators	1,034.60	Check	No
201989	11/14/2024	System Generated Check/Voucher	200065	ProClean Supply	114.86	Check	No
201990	11/14/2024	System Generated Check/Voucher	200066	Muni Sevices / Avenu	1,169.40	Check	No
201991	11/14/2024	System Generated Check/Voucher	200084	Hi-Tech Emergency Vehicle Servic...	13,471.67	Check	No
201992	11/14/2024	System Generated Check/Voucher	200090	American River Benefit Administra...	39.50	Check	No
201993	11/14/2024	System Generated Check/Voucher	200117	Verizon Wireless	38.01	Check	No
201994	11/14/2024	System Generated Check/Voucher	200207	Sonora Police Officers Association	973.86	Check	No
201995	11/14/2024	System Generated Check/Voucher	200209	VALIC	25.00	Check	No
201996	11/14/2024	System Generated Check/Voucher	200210	Operating Engineers #3	288.00	Check	No
201997	11/14/2024	System Generated Check/Voucher	200231	Visit Tuolumne County	43,344.17	Check	No
201998	11/14/2024	System Generated Check/Voucher	200263	Hunt & Sons, Inc.	1,536.43	Check	No
201999	11/14/2024	System Generated Check/Voucher	200325	Cascade Fire Equipment	1,277.51	Check	No
202000	11/14/2024	System Generated Check/Voucher	200453	L. N. Curtis and Sons, Inc.	6,130.34	Check	No

City of Sonora

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Check Num...	Effective D...	Document Description	ID	Payee	Check Amount	Payment ...	VOID ?
202001	11/14/2024	System Generated Check/Voucher	200454	McClatchy Company LLC	365.00	Check	No
202002	11/14/2024	System Generated Check/Voucher	200505	Valley Strong Credit Union	1,706.00	Check	No
202003	11/14/2024	System Generated Check/Voucher	200694	Douglas Lorimer	899.42	Check	No
202004	11/14/2024	System Generated Check/Voucher	200717	Mallory Safety and Supply LLC	1,752.91	Check	No
202005	11/14/2024	System Generated Check/Voucher	200721	Viney's Italian Kitchen	35.00	Check	No
202006	11/14/2024	System Generated Check/Voucher	Emp2031	Jennifer Hannula	45.00	Check	No
202007	11/14/2024	System Generated Check/Voucher	Emp2032	Darlene Gibson	250.00	Check	No
202008	11/21/2024	System Generated Check/Voucher	200005	Amazon Business	1,454.66	Check	No
202009	11/21/2024	System Generated Check/Voucher	200010	American Tower	1,505.92	Check	No
202010	11/21/2024	System Generated Check/Voucher	200013	JS West Propane Gas	871.03	Check	No
202011	11/21/2024	System Generated Check/Voucher	200020	AT&T Mobility (FirstNet)	90.18	Check	No
202012	11/21/2024	System Generated Check/Voucher	200024	Comcast Business	134.75	Check	No
202013	11/21/2024	System Generated Check/Voucher	200024	Comcast Business	784.13	Check	No
202014	11/21/2024	System Generated Check/Voucher	200026	Department of Justice	1,072.00	Check	No
202015	11/21/2024	System Generated Check/Voucher	200032	Mountain Oasis Water	63.90	Check	No
202016	11/21/2024	System Generated Check/Voucher	200033	ODP Business Solutions, LLC	326.68	Check	No
202017	11/21/2024	System Generated Check/Voucher	200035	Pacific Gas and Electric	145.50	Check	No
202018	11/21/2024	System Generated Check/Voucher	200043	Sonora Lumber Company	41.89	Check	No
202019	11/21/2024	System Generated Check/Voucher	200063	Kellie's Cleaning Service	490.00	Check	No
202020	11/21/2024	System Generated Check/Voucher	200067	Sentry Alarm Systems	126.00	Check	No
202021	11/21/2024	System Generated Check/Voucher	200088	Waypoint Network Solutions LLC	780.00	Check	No
202022	11/21/2024	System Generated Check/Voucher	200217	Employment Development Depart...	439.00	Check	No
202023	11/21/2024	System Generated Check/Voucher	200263	Hunt & Sons, Inc.	3,895.82	Check	No
202024	11/21/2024	System Generated Check/Voucher	200283	California Peace Officers' Associat...	474.00	Check	No
202025	11/21/2024	System Generated Check/Voucher	200303	Pat Perry	283.87	Check	No
202026	11/21/2024	System Generated Check/Voucher	200402	Viking Shred	119.98	Check	No
202027	11/21/2024	System Generated Check/Voucher	200413	CSG Consultants	14,484.00	Check	No
202028	11/21/2024	System Generated Check/Voucher	200499	Axon Enterprise, Inc.	39,759.62	Check	No
202029	11/21/2024	System Generated Check/Voucher	200616	Granite Peak Alarms LLC	480.00	Check	No
202030	11/21/2024	System Generated Check/Voucher	200722	Daniel Kitchen	32.00	Check	No
202031	11/21/2024	System Generated Check/Voucher	200723	Preparative Consulting	3,000.00	Check	No
202032	11/21/2024	System Generated Check/Voucher	Emp2050	Michael Rainbolt	480.77	Check	No
202033	11/21/2024	System Generated Check/Voucher	Emp2074	Dominic Bertalotto	175.00	Check	No
202034	11/25/2024	System Generated Check/Voucher	200020	AT&T Mobility (FirstNet)	2,074.96	Check	No
202035	11/25/2024	System Generated Check/Voucher	200692	Vanir Construction Management, I...	9,060.00	Check	No
202036	11/26/2024	System Generated Check/Voucher	200024	Comcast Business	170.91	Check	No
202037	11/26/2024	System Generated Check/Voucher	200035	Pacific Gas and Electric	344.62	Check	No
202038	11/26/2024	System Generated Check/Voucher	200047	Tuolumne Utilities District	983.96	Check	No
202039	11/26/2024	System Generated Check/Voucher	200069	Signal Service	345.00	Check	No
202040	11/26/2024	System Generated Check/Voucher	200207	Sonora Police Officers Association	764.40	Check	No

City of Sonora

Item C.

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202041	11/26/2024	System Generated Check/Voucher	200209	VALIC	25.00	Check	No
202042	11/26/2024	System Generated Check/Voucher	200251	Bank of America	741.62	Check	No
202043	11/26/2024	System Generated Check/Voucher	200505	Valley Strong Credit Union	1,706.00	Check	No
202044	11/26/2024	System Generated Check/Voucher	200692	Vanir Construction Management, I...	5,310.00	Check	No
ACH065	11/7/2024	System Generated Check/Voucher	200608	Enterprise FM Trust	20,547.04	Voucher	No
ACH066	11/14/2024	System Generated Check/Voucher	200301	RingCentral	579.13	Voucher	No
ACH067	11/14/2024	System Generated Check/Voucher	200600	Dewberry Engineers Inc.	3,442.11	Voucher	No
ACH068	11/14/2024	System Generated Check/Voucher	200600	Dewberry Engineers Inc.	2,019.35	Voucher	No
ACH069	11/14/2024	System Generated Check/Voucher	200600	Dewberry Engineers Inc.	799.42	Voucher	No
ACH070	11/14/2024	System Generated Check/Voucher	200600	Dewberry Engineers Inc.	1,983.29	Voucher	No
Report Total					262,271.37		



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Carlye Buchholz, PE, PLS, City Engineer; Chris Gorsky, Administrative Services Director

SUBJECT: Fiscal Year 2024 Traffic Impact Mitigation Report

RECOMMENDATION:

Consider Approval of the City of Sonora's Traffic Impact Mitigation Fund Report as Presented for the Fiscal Year Ended June 30, 2024.

DISCUSSION / ANALYSIS:

California Government Code Title 7. Division 1. Chapter 5. Section 66006. requires that a local agency requiring the payment of a fee in connection with the approval of a development project make available to the public certain information for each fund or separate account established by the collection of such fees within 180 days after the last day of each fiscal year.

The information available to the public shall include:

A brief description of the type of fee in the account or fund.

1. The amount of the fee.
2. The beginning and ending balance of the account or fund.
3. The amount of fees collected, and the interest earned.
4. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
5. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete.
6. A description of each interfund transfer or loan made from the account or fund.
7. The amount of refunds made.

The local agency shall review the information made available to the public at the next regularly scheduled public meeting not less than 15 days after this information is made available to the public.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

The Fiscal Year 2024 Traffic Impact Mitigation Fund Report is set forth in Attachment A. Project information related to the Traffic Impact Mitigation Fund is listed in Attachment B. This report was made available to the public on December 16, 2024. A complete copy of the report is available for review at City Hall Administration located at 94 N. Washington Street Monday through Friday between the hours of 8:00 AM and 4:00 PM and on the City's website.

FISCAL IMPACT:

No Fiscal Impact to the General Fund

ATTACHMENTS:

- Attachment "A" – Annual Report on Traffic Mitigation Fund FY 2024
- Attachment "B" - Project Information Related to Traffic Impact Mitigation Fund
- Resolution 11-16-98

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan.

Attachment A

CITY OF SONORA ANNUAL REPORT ON TRAFFIC IMPACT MITIGATION FUND FISCAL YEAR 2024

Beginning Cash Balance July 1, 2023	1,102,271.66
Fees Collected	10,485.00
Interest Received	45,079.92
Ending Cash Balance June 30, 2024	1,157,836.58
Less encumbered amount (Signalization Sanguinette/Old Wards Ferry)	(353,650.00)
Net Funds Availbale for Projects	<u>804,186.58</u>

Traffic Impact Mitigation Fees are collected pursuant to Chapter 3.50 of the Sonora Municipal Code established in 1991 and City Council Resolution 11-16-98-A which adopted Traffic Impact Mitigation Fees based on an Updated Study of County Wide Circulation Improvement Needs.

Traffic Impact Mitigation Fees for individual development projects are determined by the Community Development Director from Exhibit B (Fee Schedule) of Resolution 11-16-98-A. The number of new trips per day for the development project is determined from the Fee Schedule and multiplied by the escalated fee per trip at the time of the Building Permit application in accordance with Resolution 11-16-98-A.

There were no loans made from the Traffic Impact Mitigation Fund during Fiscal Year 2024.

There were no refunds made from the Traffic Impact Mitigation Fund during Fiscal Year 2024.

ATTACHMENT B**Fiscal Year 2023-2024 Traffic Impact Mitigation Fund Report**

This attachment addresses items 5) and 6) of the main report on the subject matter, and project expenditures listed on Attachment A

5) An identification of each public improvement on which fees were expended, and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

1. NONE

6) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete. Projects listed under the County-wide Traffic Impact Mitigation Fee Program which are within the County are programmed by the County, and those projects which are within the City are programmed by the City, all based upon available funding. For those incomplete projects on the list of improvements which are within the City, the following projects are scheduled based upon available funding, environmental, and anticipated property acquisition:

2. Other signalization projects and projects listed in the Traffic Impact Mitigation Fee program will be scheduled as traffic warrants are met and funding is available.

RESOLUTION NO. 11-16-98-A

A RESOLUTION OF THE SONORA CITY COUNCIL ESTABLISHING TRAFFIC IMPACT FEES BASED UPON AN UPDATED STUDY OF COUNTY WIDE CIRCULATION IMPROVEMENT NEEDS

WHEREAS, Ordinance No 669 adding Chapter 3.50 to the City of Sonora Ordinance Code has been adopted to establish traffic impact mitigation fees for development projects; and whereas a public hearing has been held on April 11, 1991, with notice having been provided pursuant to Government Code Section 6062; and

WHEREAS, a detailed study of the costs of providing traffic circulation facilities to future development projects and a projection of traffic facility needs throughout the next fifteen years has been prepared titled "Study of County-Wide Circulation Improvement Needs, " as supplemented by City and County Staff, in the document titled "County-wide Road Maintenance, Circulation and Financial Program" which was reviewed and approved by the Sonora City Council on February 21, 1991; and

WHEREAS, an update study known as the County-wide Traffic Circulation System Model, Transportation Improvement Program, and Funding Strategy, by TJKM Transportation Consultants was conducted in 1996; and

WHEREAS, said updated study was considered at a public hearing held jointly by the Sonora City Council and the Tuolumne County Board of Supervisors and the Tuolumne County and Cities Area Planning Council on July 22, 1997 and September 23, 1997; and

WHEREAS, on September 23, 1997, the Sonora City Council adopted, along with the Board of Supervisors and the Tuolumne County and Cities Area Planning Council, a "Tier I" Road Capacity Improvement Program Project List pursuant to said updated study, and deferred the adoption of a financial program to a future date; and

WHEREAS, after numerous public hearings and meetings of the Tuolumne County Board of Supervisors, on August 18, 1998, said Board adopted Tuolumne County Ordinance No. 2254 and Board Resolution No. 187-98, providing for updated traffic mitigation fees, elimination of a fee waiver program, amendment of a traffic impact fee exemption program , and adoption of a County-wide Circulation Program; and

WHEREAS, it is necessary and desirable that the City of Sonora as a member of the Tuolumne County and Cities Area Planning Council adopt the same program and traffic

mitigation fees as was adopted by the Tuolumne County Board of Supervisors; and

WHEREAS, notice and supporting data were made available to the public at least ten (10) days prior to the public hearing on the action herein.

THEREFORE, BE IT RESOLVED, the City Council of the City of Sonora determines as follows:

1. This resolution sets fee amounts for the purpose of funding traffic circulation facilities necessary to provide services to the population increases expected County-wide including the City through the year 2015. The payment of these fees is also necessary to comply with policies of the General Plan;
2. The fees will be used to finance Regional traffic circulation facilities identified in the aforementioned study;
3. Based on the updated study, and the public testimony at the hearings, future development in the City will generate additional demands for Regional traffic circulation facilities;
4. There is a reasonable relationship between the fee's use and the development projects on which the fee is imposed because the fee will be expended solely on Regional traffic circulation facilities that will provide services to the residents and employees occupying that development;
5. Continued growth and development without mitigating the cumulative impacts and providing for adequate roads is contrary to the expressed policies of the City of Sonora General Plan;
6. Continued growth and development without mitigation of impacts and without providing for adequate roads is also contrary to the general welfare of the citizens of the City of Sonora;
7. The County-wide Traffic Circulation System Model, Transportation Improvement Program, and Funding Strategy indicates that improvements are needed to the City's circulation system on a Regional basis. This study also demonstrates that a fair share of the funding for those improvements will have to come from fees charged to new development;
8. A reasonable relationship exists between the need for traffic facilities and the impacts caused by the type of development projects on which fees are imposed given that : a) trip generation tables sensitive to the variation in the amount of traffic generated by different types of developments were used in projecting

future year traffic loads on the road system; b) such traffic projections were used to determine circulation deficiencies; and c) the study's list of Regional traffic facility improvements was developed to mitigate identified circulation deficiencies;

9. A reasonable relationship exists between the amount of the fee and the cost of the Regional traffic facility improvements attributable to the development on which the fee is imposed, given that: a) the total cost of said improvements attributable solely to the new development was determined; b) said total cost was then divided by the projected increase in vehicle trips determined by the updated study to arrive at a cost per vehicle trip; c) the trip rates utilized to set the fee for the various uses and types of new development have been adjusted to consider pass by trips, diverted trips, trip length, peak hour impacts and other factors consistent with the computation of the projected increase in vehicle trips determined by the updated study.
10. The fee amount imposed on each project has a fair and reasonable relationship to that project's expected burden on, and benefit from, the Regional traffic circulation facilities to be funded by the fee;
11. The fees will be collected and deposited into a City Regional Road Fund from which funds may annually be appropriated to advance work towards the delivery of traffic facilities listed herein;
12. The City Council hereby adopts the list of Regional Traffic Facilities Improvements identified as Table 1 "County-wide Traffic Circulation Improvement Program", attached hereto as Exhibit A, as the list of projects eligible for the appropriation of traffic impact mitigation fee collected pursuant to this Resolution.

BE IT FURTHER RESOLVED that the amount of fees imposed on each type of project shall be the applicable sum computed by the Planning and Building Department based on the schedule attached hereto as Exhibit B and administered as follows:

1. THE FEE; the fee shall be applied to all structures, and in addition to such other improvements with the potential to generate traffic as determined by the Planning and Building Department. Where more than one use is included within any one building or on any single parcel, the fee shall be the sum total of the requirements for the various uses; provided, however, where the operation of these different uses is such that the operation of uses complement each other insofar as traffic generation is concerned, the Community Development Director may authorize a reduction in these fees.

2. **CREDIT FOR CERTAIN IMPROVEMENTS:** A credit against payment of the fee shall be granted based on the value of (1) transportation improvements, or (2) donation or dedication of land or facilities, which improvements, land or facilities are included in the County-wide Traffic Circulation Improvement Program, or directly reduce the costs of any improvement identified in that program. Transportation improvements are any improvements associated with a roadway widening, roadway extension, capacity improvement or traffic signal installation on the County-wide Traffic Circulation Improvement Program, and includes, grading, paving, curb and gutter, sidewalks, transit stops, median islands, channelization, interchanges, relocation of utilities, over crossings, sound walls, bridges, lighting, landscaping, right of way and mitigation of environmental impacts. The eligibility for and amount of credit shall be determined by the Community Development Director.
3. **ALTERNATIVE TO REQUIRED FEES:** No fee shall be imposed on a development project if (1) a traffic study, approved by the City Engineer and the Community Development Director has been completed which identifies and addresses the project's direct and cumulative impacts on traffic, and (2) all measures (including any improvements and monetary payments), identified in the study as necessary to mitigate traffic impacts, are implemented. The scope, form and content of said traffic study shall be pre-approved by the City Engineer and the Community Development Director.
4. **AUTOMATIC ADJUSTMENT OF FEES:** On July 1, of each year, the fee shall be automatically increased or decreased by the percentage increase or decrease in the San Francisco Consumer Price Index, All Items, all Urban Consumers, published by the U. S. Department of Labor, for the preceding 12 month period.
5. **STATEMENT OF FEES:** The Planning and Building Department shall issue or cause to be issued to the project applicant a written notice at the time of final approval which shall state the fee amount (including the automatic adjustment factor) and notification of the commencement of the protect period as required by Government Code 66020 (d) (1).
6. **ADMINISTRATIVE FEE:** An additional amount of 1% of the traffic mitigation fee is established for administration of the fee program. Said additional 1% shall be deposited in the City's General Fund account.
7. **EXEMPTIONS TO TRAFFIC MITIGATION FEE:** The following projects are exempt from a fee:
 - A. Accessory buildings to residential development.

- B. A facility owned by a "Public Agency" and built with public funds, or a facility leased to and occupied by a "Public Agency". This exemption does not apply to a project constructed on county owned or leased land unless it qualifies as provided herein.
- C. Crisis Center providing free temporary services to individuals or families to assist them in responding to a physical, emotional, or family emergency.
- D. State or Federal facilities exempt from local fees by law.
- E. Homeless Shelter providing free temporary housing and ancillary services for one or more individuals or families who are otherwise homeless.
- F. Medical clinic providing exclusively out patient medical services, and which is constructed exclusively with government funding.
- G. Museum for the procurement, care or study of objects of historical or other lasting interest which also exhibits the objects for public viewing.
- H. Nursing Home or Convalescent Home providing medical and ancillary care services for ill or injured persons who are unable to care for themselves, and which is constructed exclusively with government funding.
- I. Park or recreational facility owned by Tuolumne County, or City, or a Special District which district is located within the City.
- J. Public library where literary, musical, artistic or educational materials are maintained for public use, but not for sale.
- K. Religious facility designed, constructed, intended and used primarily for conducting organized religious activities.
- L. School providing one or more courses of study in any branch of knowledge, that is operated on a non-profit basis.
- M. Youth recreational facility providing recreational opportunities for minors that is operated on a non-profit basis.
- N. The substantially equivalent reconstruction, on the same parcel, of any development that was unintentionally damaged or destroyed; provided, and reconstruction which is not substantially equivalent (within the meaning of Government Code 66011), other than a single family

residential development project, shall be deemed to be a new development project and subject to the applicable fee for the excess portion.

- O. The replacement, on the same parcel, of an existing development unless the development replaced had been unoccupied for 18 months or more.
 - P. The relocation on a different parcel, of any development without a net increase in size (except single family residential), provided the existing development, on the parcel from which the relocation occurs, is demolished within six months of the date of project commencement, or the ownership or possession of which has been transferred to the federal, state, county or city government.
 - Q. Buildings, structures, growing areas, and open space related to the production, raising, or storage of agricultural products and which do not include retail sales or an agricultural manufacturing or processing facility.
8. **APPEALS:** Any discretionary determinations of the Planning and Building Department as described above may be appealed to the Sonora City Council within ten (10) days of the Department's decision. Such appeal shall set forth in writing the reasons for the appeal and shall be submitted to the City Clerk. A copy of the appeal shall be sent to the Planning and Building Department and the City Administrator. The City Clerk shall schedule the matter for a public meeting before the City Council within thirty (30) days and send a notice to the appealing person at least ten (10) days before the meeting. Within, forty five (45) days of receipt of the appeal, the City Council shall approve, conditionally approve or deny the appeal.

IT IS FURTHER RESOLVED that the impact fee computed by the Planning and Building Department shall be paid to the Planning and Building Department by the applicant for a development project prior to the issuance of a building permit or other entitlement to construct a development, unless otherwise specified in a contract in accordance with Sonora Municipal Code 3.50.050 (B);

IT IS FURTHER RESOLVED that the payment of these fees does not exempt a development project from payment of additional fees or from additional exactions necessary to mitigate impacts not provided for by payment of the fees set forth herein;

IT IS FURTHER RESOLVED that the fee amount shall be reviewed on a yearly basis. The City Finance Director shall, sixty (60) days before the review date, provide to the Community Development Director a report of the traffic facilities paid for. The

Community Development Director shall report to the Council on these matters, whether a modification of the fee amount is recommended and if so what costs, traffic facility needs, or inflation factors support the proposed modification. If such a recommendation is made, the Community Development Director shall notify the City Clerk who shall set the matter on a public hearing and provide the notice set forth above. After a public hearing, the City Council may modify the fee amount.

IT IS FURTHER RESOLVED that for each separate account or fund established for these fees, the City Finance Director shall, within forty five (45) days of the close of each fiscal year, make available to the Community Development Director and to the public upon request, a report on the beginning and ending balances for the fiscal year and the fee, interest, and other income and the amount of each expenditure by traffic facility and the amount of refunds (if any) made during the fiscal year. The Community Development Director shall schedule this matter for review by the City Council within fifteen (15) days of the availability of this information.

Passed and adopted as a resolution of the Sonora City Council at a regular meeting held on the 16th day of November, 1998 by the following vote:

AYES: Mayor Ronald Stearn, Mayor Pro-Tem Elizabeth Bass, and

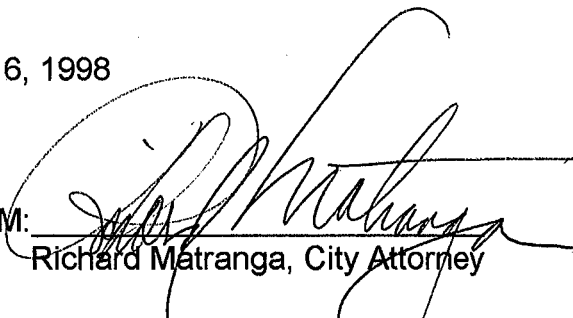
Councilmembers Claude Addison and Marlee Powell

NOES: None

ABSENT: Councilmember John Rucker

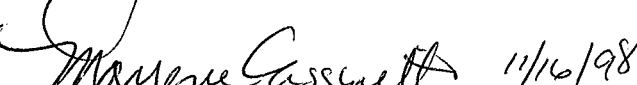
Dated: November 16, 1998

APPROVED AS TO FORM:


Richard Matranga, City Attorney


Ron Stearn, Mayor

Date


Marijane Cassinetta, City Clerk

Date



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Melissa Eads, City Administrator

SUBJECT: Consider Approval of Task Order 25-4 in the Amount of \$20,000.00 for the Dewberry Engineers Inc. Team to Provide Engineering and Surveying Services to Investigate the Failure of the Storm Drain between 191 Elk Drive and 207 Elk Drive and Provide Design Solutions.

RECOMMENDATION:

Consider Approval of Dewberry's Task Order 25-4 in the Amount of \$20,000.00 to Conduct Investigations, Land Surveying, and Preliminary Design of Drainage Improvements to Correct the Failure of a 12" CMP Storm Drainpipe Located between the Properties of 191 and 207 Elk Drive.

BACKGROUND:

The storm drain between 191 Elk Drive and 207 Elk Drive has failed causing significant erosion of the hillside between the properties. Residents of 207 Elk Drive have contacted the City requesting repairs. The 12" storm drainpipe was originally installed as part of the County's Elks Hill Subdivision improvements in the mid-1950s and the City annexed the Elks Hill / Saratoga Acres area in 1972.

DISCUSSION / ANALYSIS:

The cause of the failure is unknown at this time. The Dewberry team will perform an analysis to determine the reason for the failure of the storm drain and prepare a preliminary design for the repair. Coordination with the Property Owners will be needed to investigate the failure and develop a solution. Coordination with TUD may be required if the proposed storm drain alignment needs to be relocated into the adjacent TUD sewer easement.

FISCAL IMPACT:

The Estimated Cost of this Task is \$20,000. The Funding for this Project was Included in the FY 24/25 Budget which was Passed by the City Council on June 17, 2024.

ATTACHMENTS:

Task Order 25-4: 191 & 207 Elk Drive Drainage Rehabilitation Engineering Services.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness.

December 9, 2024

City of Sonora
Attn: Ms. Melissa Eads
94 N. Washington Street
Sonora, CA 95370

Subject: Task Order No. 25-4: 191 & 207 Elk Drive Drainage Rehabilitation Engineering Services

Dear Ms. Eads,

Thank you for the opportunity to submit this Task Order to provide design, construction engineering, and survey and boundary research.

Project Understanding

An existing storm drain pipe within a City Drainage Easement located between 191 and 207 Elk Drive has failed. Unable to drain as intended, the stormwater is overtopping the curb and releasing down the hillside between the properties, causing erosion of the soil. We believe it is in the best interest of the City to investigate the exact cause of the failure within the storm drain system. As appropriate, a design solution will be developed and may require the determination of proper land rights which accommodate the solution. Acquisition of additional land rights will be considered separately from this task order.

Scope of Work

Task 1 - Investigation

- Coordinate and review CCTV footage
- Research potential alternate design solutions

Task 2 – Property Owner Coordination

- Coordinate with Property Owners for when Crews will be on-site
- Coordinate potential design solutions with Property Owners

Task 3 – Topographic Survey and Easement Coordination

- Prepare a topographic survey
- Locate the existing storm drain pipe within the City Drainage Easement

Task 4 – Preliminary Design, as necessary

- Prepare a preliminary design using one preferred design alternative
- Prepare a Preliminary Engineer's Estimate of Probable Construction Cost

Fee for Services

Task 1 -- Investigation = \$5,000

Task 2 -- Property Owner Coordination = \$1,000

Task 3 -- Topographic Survey and Easement Coordination = \$10,000

Task 4 -- Preliminary Design, as necessary = \$4,000

Total = \$20,000

Sincerely,



Mike Pugh, P.E.

Contract Manager
Associate Vice President

Approved by:

Melisa Eads

City Administrator



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Mike Pugh, City Engineer; Melissa Eads, City Administrator

SUBJECT: Consider Approval of Dewberry Engineers Inc. (Dewberry) Task Order 25-5 in the Amount of \$36,333.00 to Perform the Design and Engineering Services for a New Public Works Maintenance Building at 111 W School Street.

RECOMMENDATION:

Consider Approval of Dewberry's Task Order 25-5 in the Amount of \$36,333.00 to Perform the Design and Engineering Services for the New Public Works Maintenance Building.

BACKGROUND:

The new building is being funded through a Cal OES grant that is replacing a building previously lost in a fire. The building will consist of a pre-engineered metal building and will be constructed at the City of Sonora Public Works shop yard at 111 W School Street. Under Dewberry Engineers' City Engineering Services Contract for the City of Sonora, Dewberry will provide the engineering services needed to prepare the design and construction documents (Plans and Specifications) for the Public Works Maintenance Building Project.

DISCUSSION / ANALYSIS:

In order to construct the new public works building, a set of construction plans is needed to solicit construction bids, select a contractor, and perform the construction work. Under the proposed scope of work in Task Order 25-5, Dewberry would provide the following services:

1. Prepare the site civil plans for the building layout on the City of Sonora Public Works shop yard at 111 W School Street
2. Prepare the structural foundation plans for the pre-engineered metal building.
3. Prepare the performance specifications, to be included as notes on the plans, for the pre-engineered building.
4. Prepare the waterline service plans for the new building.
5. Prepare the electrical services plans for the new building.

FISCAL IMPACT:

The estimated total cost of this work is \$36,333. The funding for this project is part of the Cal OES Public Works Building Project. A Budget Adjustment for FY 24/25 is included to allocate funding for this Task Order.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

ATTACHMENTS:

- Task Order No. 25-5 Public Works Maintenance Building Design Services
- Budget Adjustment

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Economic Development/Growth and General Plan

December 9, 2024

City of Sonora
Attn: Ms. Melissa Eads
94 N. Washington Street
Sonora, CA 95370

Subject: Task Order #25-5 Public Works Maintenance Building Design Services

Dear Ms. Eads,

Thank you for the opportunity to prepare Task Order 25-5 to provide engineering services to the City of Sonora for the Public Works Maintenance Building Project.

Understanding:

Under Dewberry Engineers' City Engineering Services Contract for the City of Sonora, Dewberry will provide the engineering services needed to prepare the design and construction documents (Plans and Specifications) for the Public Works Maintenance Building Project. The new building will be a pre-engineered metal building constructed at the City of Sonora Public Works shop yard at 111 W School Street. This project is being funded through a Cal OES grant that is replacing a building previously lost in a fire.

Scope of Work:

The following is a summary of duties that the Dewberry Team will provide to the City of Sonora for this project:

1. Prepare the site civil plans for the building layout on the City of Sonora Public Works shop yard at 111 W School Street
2. Prepare the structural foundation plans for the pre-engineered metal building.
3. Prepare the performance specifications, to be included as notes on the plans, for the pre-engineered building.
4. Prepare the waterline service plans for the new building.
5. Prepare the electrical services plans for the new building.

Fee:

Not to exceed \$36,333

Sincerely,



Mike Pugh, P.E.

Contract Manager
Associate Vice President

Approved by:

Melisa Eads

City Administrator

Maintenance Building Task Order

Charges to Date

Staff	Task	Hours	Rate	Total
Elise Barco - Civil	Design and Plan Development	4	\$129.70	\$518.80
Mathew Madrano - Civil	Design and Plan Development	71.5	\$62.22	\$4,448.73
Todd Pretzer - CADD	Design and Plan Development	18	\$107.78	\$1,940.04
				<u>\$6,907.57</u>

EETS Sub Contract - Electrical	Design and Plan Development			\$12,080.00
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Cost to Complete

Staff		Hours	Rate	Total
Mike Pugh - PM Struct	Design and Plan Development	8	\$336.56	\$2,692.48
	Construction Support	8	\$336.56	\$2,692.48
Greg Gross - Civil	Design and Plan Development	8	\$257.14	\$2,057.12
	Construction Support	16	\$257.14	\$4,114.24
Elise Barco - Civil	Design and Plan Development	0	\$129.70	\$0.00
Camila Martinez - Civil	Design and Plan Development	0	\$106.99	\$0.00
Mathew Madrano - Civil	Design and Plan Development	24	\$62.22	\$1,493.28
Christian Aguiar -Water	Design and Plan Development	16	\$106.82	\$1,709.12
Todd Pretzer - CADD	Design and Plan Development	24	\$107.78	\$2,586.72
				<u>\$17,345.44</u>

Total : \$36,333.01



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Mike Pugh, City Engineer; Melissa Eads, City Administrator

SUBJECT: Consider Approval of Dewberry Engineers Inc. (Dewberry) Task Order 25-6 in the Amount of \$24,919.00 to Perform the Design and Engineering Services for a New Pickle Ball Court at Woods Creek Rotary Park.

RECOMMENDATION:

Consider Approval of Dewberry's Task Order 25-6 in the Amount of \$24,919.00 to Perform the Design and Engineering Services for the New Pickleball Court at Woods Creek Rotary Park.

BACKGROUND:

A new Pickle Ball Court is proposed to be constructed at the Woods Creek Rotary Park at a location that was originally slated for a new half-court basketball court placed. Dewberry will provide the engineering services needed to prepare the design and construction documents (Plans and Specifications) for the Pickle Ball Court.

DISCUSSION / ANALYSIS:

In order to construct the new Pickle Ball Court public, a set of construction plans is needed to solicit construction bids, select a contractor, and perform the construction work. Under the proposed scope of work in Task Order 25-6, Dewberry will use the plans prepared for the basketball court, convert and update them for a pickleball court and provide the following services:

1. Revise the site civil plans for the pickle ball court checking site drainage to prevent nuisance water from adjacent grass irrigation from draining onto the court.
2. Updating the court layout to accommodate pickleball play as well as half-court basketball play
3. Providing a fence layout and gate configuration around the court
4. Providing fence and gate details and performance specifications, to be included as notes on the plans
5. Prepare the performance specifications for the court surfacing, to be included as notes on the plans.

FISCAL IMPACT:

The estimated total cost of this work is \$24,919. This work will be funded through the General Fund. Attached is a Budget Adjustment to re-allocate funding in the FY 24/25 Budget.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

ATTACHMENTS:

- Task Order No. 25-6 Pickle Ball Court at Woodcreek Rotary Park Design Services
- Budget Adjustment

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Economic Development/Growth and General Plan

December 9, 2024

City of Sonora
Attn: Ms. Melisa Eads
94 N. Washington Street
Sonora, CA 95370

Subject: Task Order #25-6 Pickle Ball Court Design Services

Dear Ms. Eads,

Thank you for the opportunity to prepare Task Order 25-6 to provide engineering services to the City of Sonora for the Pickle Ball Court Project.

Understanding:

Under Dewberry Engineers City Engineering Services Contract for the City of Sonora, Dewberry will provide the engineering services needed to prepare the design and construction documents (Plans and Specifications) for the Pickle Ball Court Project. This project will construct a new Pickle Ball Court at Woodcreek Rotary Park at a location that was originally slated for a new half-court basketball court placed. Dewberry will use the plans prepared for the basketball court, convert and update them for a pickle ball court.

Scope of Work:

The following is a summary of duties that the Dewberry Team will provide to the City of Sonora for this project:

1. Revise the site civil plans for the pickle ball court checking site drainage to prevent nuisance water from adjacent grass irrigation from draining onto the court.
2. Updating the court layout to accommodate pickle ball play as well as half-court basketball play
3. Providing a fence layout and gate configuration around the court
4. Providing fence and gate details and performance specifications, to be included as notes on the plans
5. Prepare the performance specifications for the court surfacing, to be included as notes on the plans.

Fee:

Not to exceed \$24,919

Sincerely,



Mike Pugh, P.E.

Contract Manager
Associate Vice President

Approved by:



Melisa Eads

City Administrator

Pickle Ball Court Task Order**Charges to Date**

Staff	Task	Hours	Rate	Total
Mike Pugh - PM	Design and Plan Development	2	\$336.56	\$673.12
Elise Barco - Civil	Design and Plan Development	0.5	\$129.70	\$64.85
Cammilla Martinez - Civil	Design and Plan Development	114.3	\$106.99	\$12,228.96
Todd Pretzer - CADD		18	\$107.78	\$1,940.04
				<u>\$14,906.97</u>

Cost to Complete

Staff		Hours	Rate	Total
Mike Pugh - PM	Construction Support	8	\$336.56	\$2,692.48
Greg Gross - Civil	Construction Support	16	\$257.14	\$4,114.24
Elise Barco - Civil	Design and Plan Development	0	\$129.70	\$0.00
Camila Martinez - Civil	Design and Plan Development	16	\$106.99	\$1,711.84
Mathew Madrano - Civil	Design and Plan Development	24	\$62.22	\$1,493.28
Christian Aguiar - Civil	Design and Plan Development	0	\$106.82	\$0.00
Todd Pretzer - CADD	Design and Plan Development	0	\$107.78	\$0.00
				<u>\$10,011.84</u>

Total : \$24,918.81



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director

SUBJECT: Consider Approval of a Memorandum of Understanding with Habitat for Humanity to Rehabilitate the Structure Located at 290 S. Stewart Street from a Single-Family Residence into a 4-Unit Rental.

RECOMMENDATION:

Consider Approval of a Memorandum of Understanding with Habitat for Humanity to Rehabilitate the Structure Located at 290 S. Stewart Street from a Multi-Use Building with Commercial Zoning into a 4-Unit Rental.

BACKGROUND:

The home located at 290 Stewart Street was acquired by the City in 2021 for approximately \$150,000. Since this time, the structure has sat vacant. The original intent of acquiring the building was to use it as an emergency shelter to house up to 15 community members. This use would have required a Use permit from the Sonora Planning Commission. A Community Conversation was also held during the Summer of 2021 to discuss the use of the property and partnership with the Amador Tuolumne Community Action Agency (ATCAA) who would have operated the shelter.

In light of similar resources already located in central Sonora, the vision for the historic residence has evolved to re-modeling the building into a 4-unit rental property.

This project was included in the Community Development Department budget this year. Staff considered both demolition and rehabilitation of the structure. Multiple contractors and our contract building inspector have looked at the building. Staff worked with Sonora Area Foundation (SAF) to evaluate partnering on the rehabilitation of the residence. The project wasn't a fit with the SAF.

Staff reached out to Habitat for Humanity regarding the project. Habitat brought their team out to investigate the building. They see the project as a perfect fit with their mission and the work they are doing in the community.

DISCUSSION / ANALYSIS:

For City Council's consideration, a memorandum of understanding (MOU) with Habitat for Humanity to accomplish the City's goal of developing housing for our working residents and retirees, while also satisfying Habitats mission. An overview of the work Habitat does in our community is included as **Attachment 1**.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

The partnership envisioned is outlined in **Attachment 2** a memorandum of understanding between the two parties. Funding will need to be acquired; this will be a joint effort between the City and Habitat with the City likely being the recipient of funding (dependent on funding source).

The long-term vision would be to transfer ownership of the rehabilitated asset to Habitat to own and operate. Staff believes this model to be a viable one whereby the City has a clear and identified role to play alongside Habitat. Ideally, the exterior of the building will be preserved to protect the historic nature of the downtown core.

Neighbors will also be contacted to apprise them of the current direction to staff. At least one neighbor, seeing the activity of contractors in the area reached out and asked to be kept updated on what the City is planning for this property. Staff notified the neighbor of this meeting.

It is staff understanding that this approach is consistent with the funding utilized to purchase the building. The low to moderate income housing fund has strings attached to ensure that new units are attainable by those who meet certain income thresholds. If this type of partnership is supported by the Council, staff will continue to work with the State to ensure all guidelines are followed and all expectations are met.

FISCAL IMPACT:

To prevent further damage to the current structure the building needs to be secured. This will keep vagrants from accessing the building. Additionally, an inspection of the roof needs to be done to ensure water is not entering the building. **Attachment 3** is a bid to secure the building for \$1,120, plus additional budget to have roof secured and provide some Grant Writing Supplement for a total of \$7,500.00.

Other costs involve staff time to work with Habitat to identify potential funding sources for the project.

And finally, if the partnership succeeds, the City would transfer ownership of the building to Habitat for Humanity. While not a direct budget impact, it should be noted.

ATTACHMENTS:

- Attachment 1- Habitat for Humanity Vision, Mission and Experience in Tuolumne County
- Attachment 2- Memorandum of Understanding
- Attachment 3- Bid to Secure the Structure from further damage
- Budget Adjustment

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Public Safety, Economic Development/Growth and General Plan, Homelessness Issues

Habitat for Humanity Tuolumne County: Program Overview and Experience

Our Mission

Habitat for Humanity Tuolumne County is dedicated to building strength, stability, and self-reliance through affordable housing. We believe that everyone deserves a decent place to live, and our goal is to create pathways to homeownership and safe, affordable rental housing for families and individuals in need.

Organizational Experience and History

Habitat for Humanity of Tuolumne County Inc. has a strong track record of providing affordable housing solutions to low-income families in Tuolumne County. With over 25 years of experience in developing, constructing, and rehabilitating homes, we have successfully completed over 150 projects, including new construction, home repairs, and rehabilitation of existing housing stock. Our familiarity with HUD programs and compliance requirements positions us well to effectively manage and utilize grant funds for the benefit of our community.

Skilled Staff and Leadership

Our organization is led by a team of experienced professionals:

- A CEO/President with 30 years in construction, management, and humanitarian work.
- A Construction Manager with 26 years of on-site construction experience.
- An Administrative Manager well-versed in the administration of federal and state funding programs, such as HPG and USDA 502.

In addition, we have skilled construction crews, volunteers, and financial experts who ensure smooth execution of projects from start to finish.

Financial Management and Compliance

We have established financial systems to ensure proper tracking, reporting, and disbursement of funds. Habitat for Humanity of Tuolumne County has successfully managed other federal and state funding streams, demonstrating our ability to adhere to strict compliance and reporting requirements.

Property Management Experience

Currently, we are in the process of building eight affordable rental units in Parrotts Ferry Village, which will further expand our role in providing and managing affordable rental housing. In addition to managing our growing rental portfolio, we bring valuable property management experience through our ongoing stewardship of homeowner mortgages. Furthermore, our CalHome funds require us to conduct yearly exceptions reporting, demonstrating our capability to track, manage, and oversee housing compliance.

Strong Partnerships and Community Engagement

We have cultivated strong relationships with local governments, housing authorities, community organizations, and businesses, enhancing our ability to leverage resources for grant-funded projects. These partnerships enable us to access complementary funding, materials, and volunteer support, ensuring that projects are completed on time and within budget.

Proven Track Record with Federal and State Funding

Habitat for Humanity of Tuolumne County has successfully administered and completed projects using various federal and state funding sources, including Housing Preservation Grant funds, CalHome, HOME and USDA 502. Our track record demonstrates our ability to meet regulatory requirements, achieve project goals, and maintain positive relationships with funding agencies.

About the 209 South Stewart Street Project

We are excited about the potential to partner with the City of Sonora to revitalize the historic property at 209 South Stewart Street. This project would transform the property into five rental units, blending preservation with modern affordable housing solutions. By working together, we can restore a key piece of Sonora's history while meeting urgent housing needs in our community.

Why Habitat for Humanity?

Partnering with Habitat means partnering with a trusted organization that has a proven track record of success. Together, we can provide meaningful housing solutions for Sonora residents and help create a stronger, more vibrant community.

Memorandum of Understanding Between the City of Sonora and Habitat for Humanity of Tuolumne County

This Memorandum of Understanding ("MOU") is entered into on this ____ day of __, **2024**, by and between the **City of Sonora ("City")**, a municipal corporation, and **Habitat for Humanity of Tuolumne County ("Habitat")**, a non-profit organization. The purpose of this MOU is to establish a partnership to provide affordable workforce housing through the rehabilitation of a property owned by the City of Sonora.

1. Purpose of the MOU

The purpose of this MOU is to outline the terms and conditions under which:

- Upon completion of the rehabilitation of the property, the **City of Sonora** will transfer property ownership to Habitat.
- The City will provide grant funding to Habitat for the rehabilitation of the property.
- **Habitat for Humanity** will rehabilitate, manage, and rent the property to eligible workforce housing tenants.

2. Roles and Responsibilities

2.1 City of Sonora

The City agrees to:

- **Transfer Ownership:** Transfer ownership of the property located at 290 S. Stewart to Habitat for the purpose of creating workforce housing (upon securing necessary funding to re-build the structure).
- **Grant Funding:** Work with Habitat to secure Federal, State, Local and/or Private funding to be used solely for the rehabilitation of the property. Anticipated restoration costs are projected to be \$1 Million dollars.
- **Permits and Assistance:** Facilitate any necessary permitting processes and assist in expediting reviews, where feasible, to ensure timely project completion.
- **Compliance and Reporting Requirements:** Monitor Habitat's compliance with any state or federal regulations related to the grant funds provided.

2.2 Habitat for Humanity of Tuolumne County

Habitat agrees to:

- **Accept Property Ownership:** Take ownership of the property and assume responsibility for its rehabilitation, management, and upkeep.
- **Rehabilitation Work:** Complete necessary repairs and renovations to make the property suitable for workforce housing. Work will adhere to standards agreed upon with the City and meet all local building codes.
- **Use of Grant Funds:** Use the grant funds exclusively for costs associated with the rehabilitation work as outlined in the project budget.
- **Tenant Selection:** Rent the property to individuals or families who meet workforce housing eligibility criteria as defined by the City and Habitat.
- **Property Management:** Oversee all aspects of property management, including tenant screening, leasing, and maintenance, in compliance with local regulations.

3. Funding and Payment Terms

- The City will disburse grant funds in accordance with the project timeline and budget outlined in Attachment A.
- Habitat agrees to maintain detailed records of all expenditures related to the rehabilitation project and will provide these records to the City upon request.

4. Term and Termination

- **Effective Date:** This MOU shall be effective as of the date signed below and will remain in effect for a term of five (5) years, or until either party gives 90 days' written notice of termination.
- **Termination Conditions:** Either party may terminate this MOU if the other party fails to comply with any of the terms, provided written notice is given and a reasonable opportunity to remedy any issues is provided.

5. Insurance and Indemnification

- Habitat agrees to maintain insurance coverage in accordance with **Exhibit A** attached hereto and made a part hereof.
- Habitat shall indemnify, defend and hold harmless the City, its officers, officials, employees, agents and volunteers from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of, or resulting from the work or services performed under this MOU. The foregoing obligation of Habitat shall not apply when (1) the injury, loss of life, damage to property, or violation of law arises solely from the sole negligence or willful or active

misconduct of the City or its officers, employees, agents, or volunteers and (2) the actions of Habitat or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law.

6. Miscellaneous Provisions

- **Amendments:** Any amendments to this MOU must be in writing and signed by both parties.
- **Entire MOU:** This MOU constitutes the entire MOU between the parties regarding the project.
- **Governing Law:** This MOU shall be governed by and construed in accordance with the laws of the State of California.

Signatures

City of Sonora

By: _____

Name: Melissa Eads

Title: City Administrator

Date: _____

Habitat for Humanity of Tuolumne County

By: _____

Name: [Name of Authorized Signatory]

Title: [Title]

Date: _____

Exhibit A**1. Commercial General Liability**

- a. Habitat shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than two Million Dollars (\$2,000,000) per occurrence, four million Dollars (\$4,000,000) general aggregate, and four million Dollars (\$4,000,000) products and completed operations. The policy shall include a per project or per location general aggregate endorsement. If a per project/location endorsement is not available, the limit for the general aggregate shall be doubled.
- b. The policy shall allow and be endorsed as primary and not seek contribution from the City's coverage.
- c. The policy(s) shall be endorsed to include, the City, its officers, officials, employees, agents, and volunteers as additional insureds on ISO form CG 20 10 (or equivalent) for ongoing operations, and, for construction or service MOUs, ISO form CG 20 37 (or equivalent) for completed operations.
- d. Any failure to comply with reporting provisions of the policies by Habitat shall not affect coverage provided to the City.
- e. Coverage shall state that Habitat's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- f. Coverage shall allow and be endorsed to include a waiver of subrogation in favor of the City and its officers, officials, employees, and agents.

2. Business Automobile Liability

- a. Habitat shall provide auto liability coverage for owned, non-owned, and hired autos using ISO Business Auto Coverage form CA 00 01 (or equivalent) with a limit of not less than Two Million Dollars (\$2,000,000) per accident.

- b. The policy shall provide and be endorsed that the City, its officers, officials, employees, agents, and volunteers are included or named as additional insureds.
- c. The policy shall allow and be endorsed to include a waiver of subrogation in favor of the City, its officers, officials, employees, and agents.

3. Umbrella or Excess Liability

- a. The limits of liability for commercial general liability and automobile liability may be provided through a combination of primary and umbrella or excess liability policies provided each policy complies with the requirements set forth in this MOU. Excess policies shall be follow-form to the underlying policies. Umbrella or excess policies shall include City and its officers, officials, employees, agents, and volunteers as additional insured.

4. Workers' Compensation and Employers' Liability - Statutory

- a. Habitat shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for all persons employed directly or indirectly by Habitat. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than \$1,000,000 each accident, \$1,000,000 by disease-policy limit, and \$1,000,000 by disease-each employee. No proprietor, partner, executive officer, or member shall be excluded. In the alternative, Habitat may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of City.
- b. The insurer, if insurance is provided, or Habitat, if a program of self-insurance is provided, shall include an endorsement to waive all rights of subrogation against City and its officers, officials, employees, agents, and volunteers.
- c. The requirement to maintain Statutory Worker's Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Habitat does not have any employees.

- 4. Professional Liability:** For engineering, design or architectural services associated with this MOU, Habitat shall maintain professional liability insurance that insures against professional

errors and omissions that may be made in performing professional services in the minimum amount of Two Million dollars (\$2,000,000) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of the start of work, and Habitat agrees to maintain continuous coverage through a period no less than three (3) years after completion of the work.

5. All Coverages

- a. Any available insurance proceeds broader than, or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater. No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Habitat.
- d. Each required insurance policy shall be endorsed to state that coverage shall not be cancelled except after thirty (30) days' prior written notice, has been given to the City, except that ten (10) days' prior written notice shall apply in the event of cancellation for nonpayment of premium. If a carrier will not provide the required notice of cancellation, the Habitat shall provide written notice to the City of a cancellation no later than 3 business days before cancellation.
- e. All self-insurance, self-insured retentions, and deductibles must be declared and approved by the City.
- f. Evidence of Insurance - Prior to commencement of work, the Habitat shall furnish the City with certificate(s) of insurance evidencing compliance with the insurance requirements above. All required endorsements shall be attached to the certificate(s), including additional insured and waiver of subrogation endorsements. The Habitat shall provide complete or certified copies of all required insurance policies if requested by the City.
- g. Acceptability of Insurers - Insurance shall be placed with insurers admitted in the State of California and with an AM Best rating of A- VII or higher.

Hired Parties – If Habitat uses contractors, subcontractors or other parties to provide materials, services, or perform construction or other work for Habitat, Habitat must enter into a written and executed contract or MOU with each of its contractors, subcontractors, or other parties that

include Habitat's, agents, subconsultants and/or any other parties, collectively, "hired parties". The contract or MOU must contain a defense, indemnification and hold harmless provision in favor of the City and its officers, officials, employees, agents and volunteers. The contract or MOU shall also cause the hired parties to comply with the insurance requirements required of Habitat hereunder, including indemnification, providing an additional insured endorsement for ongoing and completed operations in favor of the City and its officers, officials, employees, agents and volunteers. Habitat shall obtain certificates of insurance and additional insured endorsements from each of its hired parties and provide a copy to City upon request.

November 25, 2024

Habitat for Humanity
14317 Mono Way, Suite F
Sonora, CA 95370

Attn: Trinity Abila

Job Address: 290 South Steward Street
Sonora, CA 95370

This job proposal is to secure and weatherproof the city owned property at the above-described location.

This work will be done to protect and secure the building from any future damage caused by people or weather throughout this upcoming wintertime or until such time that the renovation work to be performed by Habitat for Humanity will start.

Any outside area of the building that shows the possibility of people, animals or weather to be able to enter the building will be boarded up and secured.

The area of the existing buildings roof is not included in this proposal. It will be inspected and reported as to its current condition by a licensed roofing contractor and any repairs needed will be done by said contractor.

The total cost of this work as described above to include all materials and labor is \$1,120.00.

Roger Lindahn
Lindahn Enterprise
License #456230
20878 Saratoga Road
Sonora, CA 95370
408-839-8562



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Chris Gorsky, Administrative Services Director

SUBJECT: Administrative Services Department Report for October 2024

RECOMMENDATION:

Receive the Administrative Services Department Report for October 2024 (FY24/25)

DISCUSSION / ANALYSIS:



The Administrative Services Department provides a wide range of comprehensive support services which include: accounting, finance administration and reporting, budgeting, audit, compliance, treasury management, payroll, human resources, recruitments, accounts receivable, local tax collection, accounts payable, procurements, business license management, risk management, information technology for the City.

Monthly Report to the City Council

October '24 (FY24/25)

Highlights of General Fund Revenues:

	Current Period	YTD	FY24/25 Budget	% of Budget
Property Tax	\$ 1,625	\$ 29,973	\$ 992,400	3.0%
Sales Tax	\$ 152,113	\$ 914,235	\$ 3,552,000	25.7%
Measure Y	\$ 354,400	\$ 1,357,827	\$ 4,300,000	31.6%
Transient Occupancy Tax	\$ 63,463	\$ 211,565	\$ 608,000	34.8%
Cannibis Public Benefit Fees	\$ 56,116	\$ 226,517	\$ 700,000	32.4%
Building & Encroachment Permits	\$ 23,830	\$ 68,252	\$ 101,000	67.6%
Business Licenses	\$ 1,344	\$ 4,581	\$ 129,900	3.5%

Highlights of General Fund Expenditures:

	Current Period	YTD	FY24/25 Budget	% of Budget
Salaries and Benefits	\$ 613,632	\$ 2,362,643	\$ 8,307,600	28.4%
Operating Expenditures	\$ 383,781	\$ 1,289,520	\$ 3,902,650	33.0%
Capital Improvement Projects	\$ -	\$ -	\$ 1,380,000	0.0%
Transfers	\$ -	\$ 1,046,255	\$ 1,072,000	97.6%

	A/P	YTD	H/R	YTD
Total Number of Checks/DD Processed:	145	535	98	394

	Current Month Zone A	Current Month Zone B	YTD Zone A	YTD Zone B
Business License Activity:				
Licenses Issued	0	14	6	78



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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Economic Development/Growth and General Plan, Staffing - Salary, Benefits, Training, and Retention



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director

SUBJECT: City of Sonora Community Development Department Monthly Report for November 2024

RECOMMENDATION:

Receive the City of Sonora Community Development Departments Monthly Report for November 2024.

BACKGROUND:

See previous months reports

DISCUSSION / ANALYSIS:

The following activities were undertaken by the Community Development Department:

DAILY ACTIVITIES

- Answer Phones
- Staff Office hours
- Issue Permits
- Conduct Inspections

** IWORQ electronic permit submittal and issuance launches. Now Accepting permits online! **

SPECIAL EVENT PERMITS

Special Event Permits for the following Community Events:

1. Mutz Bean Feed (12.20.24)
2. Pop Hudson (Christmas) Sing (12.20.24)
3. Christmas Town Sonora (11.29-12.24.24)



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

FARMERS MARKET

- End-of-year reports for Farmers Market showed that \$4,497 was spent in EBT credits. This is a significant bump in sales for our local market vendors. Vendors were very supportive of accepting EBT and next year's rollout of EBT will benefit from this year's experience.

LINOBERG STREET

- Delivered notices to surrounding property owners outlining proposed activities on Stewart/Linoberg Streets.
- Investigated street trees/planters/mosaic/cross walk improvement.

CODE ENFORCEMENT

- Fire hazard notices, delinquent Business Licenses, abandoned vehicles, case load follow-up.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) MANAGEMENT

- Prep final submittal to CDBG for reimbursement of equipment for two (2) fire trucks.

CALOES PROJECT

- Received Task Order from Dewberry to complete the design for this project, preparation of bid docs and construction engineering/oversight.

PER CAPITA (STATE PARKS) GRANT

- Received Task Order from Dewberry to complete the design for this project, preparation of bid docs and construction engineering/oversight.

STOCKTON-WASHINGTON CORRIDOR PROJECT

- Staff is submitting final paperwork for the project and pursuing reimbursements for project expenditures.

ORDINANCE UPDATE(S)

- First draft of new Encroachment Ordinance reviewed internally by staff and stakeholders. The draft ordinance will go to the Planning Commission, public outreach will be held and ultimately it will come to City Council for consideration. The encroachment ordinance will govern activities in the City right of way, such as outdoor dining, live music, outdoor landscaping, decorations, speakers, trash bins, etc.



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PLANNING COMMISSION

- November meeting Cancelled.
- December 9, 2024- Consider consistency of Vacation of APN 056-108-015 with General Plan and Circulation Element.

USE PERMIT

- N/A

HOUSING ELEMENT

- Final Draft comments received from Housing and Community Development (HCD). Staff and consultants working to address comments and re-submit for approval. Likely on Council agenda for January 2025.

CALAVERAS STREET PARKING

- Existing lease amendment execution is pending. The owner plans to construct new parking in Q1.

ENCROACHMENT PERMITS

- N/A

FISCAL IMPACT:

No Fiscal Impact to the General Fund.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan, Homelessness Issues, Staffing - Salary, Benefits, Training, and Retention



CITY COUNCIL AGENDA REPORT

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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Aimee New, Fire Chief
SUBJECT: Fire Department Monthly Report for November 2024

RECOMMENDATION:

Receive the City of Sonora Fire Department Monthly Report for November 2024.

DISCUSSION / ANALYSIS:

Receive the City of Sonora Fire Department Monthly Report for November 2024.

FISCAL IMPACT:

No Fiscal Impact to the General Fund

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan, Homelessness Issues, Staffing - Salary, Benefits, Training, and Retention

1. City of Sonora Fire Department responded to 157 calls for service in November 2024.
2. Sonora City units responded to emergency calls as follows:

111 - Building fire	1
132 - Road freight or transport vehicle fire	1
143 - Grass fire	1
321 - EMS call, excluding vehicle accident with injury	104
322 - Motor vehicle accident with injuries	5
323 - Motor vehicle/pedestrian accident (MV Ped)	1
412 - Gas leak (natural gas or LPG)	1
443 - Breakdown of light ballast	1
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	2



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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

553 - Public service	3
554 - Assist invalid	5
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	15
622 - No incident found on arrival at dispatch address	2
700 - False alarm or false call, other	1
730 - System malfunction, other	5
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	1
Total	157

3. Monthly dollar loss in the City, resulting from fire: \$7,860.00
4. The average response time during the month: 4.25
5. Automatic or mutual aid given: 50



CITY COUNCIL AGENDA REPORT

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CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Turu VanderWiel, Chief of Police

SUBJECT: Sonora Police Department Monthly Report

RECOMMENDATION:

Receive the City of Sonora Police Department Monthly Report for November 2024.

BACKGROUND:

Each month, the Sonora Police Department reports on general police activity for the previous month. This list is not all-inclusive and is guided by the interests of the City Council. The reporting format allows for a comparison of activity with the prior month and with the same period during the previous year.

The City is divided into two areas of responsibility, each monitored by our two Police Sergeants. The Sergeants monitor their assigned areas and proactively apply problem-solving community policing principles to address a range of issues, from property crime trends to public nuisance concerns, all with the goal of enhancing public safety.

Most categories in our report reflect criminal case investigation reporting, providing a comprehensive view of our law enforcement efforts. However, it's important to note that these categories primarily indicate the number of criminal cases investigated rather than the actual number of incidents occurring in the City. Select categories, such as Larceny and Homeless Activity, have dual reporting numbers, reflecting the number of reported occurrences and the number of criminal case investigations. Similarly, the Total Phone Calls / 911 Calls category reflects the number of 911 calls included in the total number of incoming calls to the Sonora Police Department in a given month, offering a more nuanced understanding of our emergency response.

DISCUSSION / ANALYSIS:

The chart below summarizes activities for November 2024.

Activity	October 2024	October 2024	November 2023
Total Incidents	1,031	1,219	1,044
Calls for Service	730	771	659



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

Officer Initiated	301	448	385
Total Arrests	44	58	26
Felony Arrests	2	18	8
Misd. Arrests	42	40	18
Total Reports	124	138	91
Parking Citations	24	79	2
Moving Citations	13	21	19
Domestic Violence	3	2	2
Larceny Inc./Inv.	9	20/9	25
Total Collisions/Inv.	27/9	35/8	23/14
Homeless Activity	122/30	180/38	117/17
Animal Calls	25	37	38
Public Intox and UID	10	6	5
DUI Arrests	2	7	5
Total Phone Calls / 911 Calls	1,877/306	1,855/291	2,035/277
Average Per Day	62.5	60	68
Vehicle Releases	5	12	9

FISCAL IMPACT:

There is no Fiscal Impact on the General Fund.



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

ATTACHMENTS (3):

Crimes by Area Report

Area 1 Supervisor Report

Area 2 Supervisor Report

CORE COUNCIL PRIORITIES:

Public Safety and Disaster Preparedness, Homelessness Issues, Training, and Retention

November 2024 - Crimes by Area**AREA 1 REPORTS:****Violent Crimes:**

- 1 – Felony Assault with a weapon, other than a firearm.
- 1 – Felony Criminal Threats
- 1 – Felony Resisting an Officer (with misdemeanor vandalism to violate civil rights)
- 1 – Felony Rape
- 2 – Misdemeanor Domestic Battery
- 1 – Misdemeanor Violation of a Domestic Violence Order

Burglaries / Other Larceny:

- 1 – Felony Residential Burglary (with felony vandalism)
- 1 – Felony Vandalism (with petty theft from a vehicle)
- 2 – Misdemeanor Business Burglaries (Shoplifting)
- 1 – Misdemeanor Petty Theft from a Business Location

AREA 2 REPORTS:**Violent Crimes:**

- 1 – Felony Domestic Violence (with misdemeanor child abuse)
- 1 – Misdemeanor Domestic Violence
- 1 – Misdemeanor Child Abuse (with misdemeanor public intoxication and misdemeanor delay/obstruct an officer)

Burglaries / Other Larceny:

- 2 – Misdemeanor Business Burglary (Shoplifting)
- 2 – Misdemeanor Petty Theft from Vehicle

Area 1 Supervisor Report November 2024**Neighborhood Watch:****ELKS HILL:**

- No updated activity

SONORA KNOWLES:

- No updated activity.

Case(s) for discussion:

24-1243- On 11/28/2024, at approximately 5:00 pm, Sonora PD Officers were dispatched to 250 Greenley Rd for the report of a male and a female yelling at each other. Officers conducted an investigation and determined the male had punched the female in the face before fleeing the scene. Officers conducted an area search for the suspect but were unable to locate him. A warrant for the suspect's arrest was authored by the investigating officer for domestic battery.

24-1228- On 11/25/2024, at approximately 12:30 pm, a Sonora PD officer conducted a traffic stop of a vehicle for a moving violation. During the subsequent traffic enforcement investigation, the officer discovered the passenger of the vehicle was in possession of Methamphetamine and drug paraphernalia. The passenger was arrested for possession of a controlled substance and drug paraphernalia and transported and booked into the county jail.

Investigations:

- Corporal Brickley has exited patrol and assumed his new position in Investigations.
- Investigations completed two search warrants concerning two ongoing criminal investigations.

Range:

- Range qualification is scheduled for mid-December

Fleet:

- No updated activity

Property and Evidence:

- No updated activity

Respectfully submitted,

Sergeant Eric Nygard

**Area 2 Monthly Supervisor Report
November 2024**

Neighborhood Watch:

MYERS HILL:

- No updated activity.

NORTH STEWART:

- No updated activity.

HIGHLAND VIEW:

- No updated activity

Case(s) for discussion:

24-1151- Officers were dispatched to reports of a physical altercation between a male and female in a vehicle. Officers located the vehicle with a male and female matching the description given. Officers conducted an investigation and determined there was a physical altercation and the male was the primary aggressor. The male was arrested for misdemeanor domestic battery. He was transported to the Tuolumne County Jail where he was booked without incident.

24-1224- Officers were dispatched to reports of a suspicious vehicle with two males in it possibly using drugs. Officers located the vehicle and contacted two males inside of it. Upon contact, the two males were found to be smoking suspected fentanyl. Both males were detained and a search of the vehicle was conducted. During the search, Officers located drug paraphernalia inside the vehicle. Both males were placed under arrest for possession of a controlled substance, possession of a drug paraphernalia, and being under the influence of a controlled substance. The males were transported to the Tuolumne County Jail where they were booked without incident.

K-9:

- The Sonora PD K-9 Handler has continued to utilize his partner for narcotics and has had positive results.
- The K-9 team is actively training twice a month and consistently showing progress.

Reserves/Volunteers/Explorers:

- Sonora PD is has hired another Volunteer and received two more applications. We welcome the new Volunteers and are excited to have them join the Sonora PD family.
- We held training on report writing this month. We are ran scenarios with the volunteers and explorers to incorporate everything they are learning in training.

Recruitment:

- We currently have new officers and dispatchers in the hiring process with our agency.

Training:

- We sent an Officer to Modesto for Advanced Hostage Negotiations.

Respectfully Submitted,

Sgt. Dominic Bertalotto



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541
SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: December 16, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Mike Lagomarsino, Public Works Supervisor

SUBJECT: City of Sonora Public Works Department Monthly Report

RECOMMENDATION:

Receive the City of Sonora Public Works Monthly report for November 2024.

DISCUSSION / ANALYSIS:

Events

- Spent numerous days preparing for the Annual Sonora Christmas Parade.
- Spent numerous days putting up Christmas decorations and Santa's village in Courthouse Park.

Streets

- Repaired numerous damaged street signs around the City.
- Installed sandbags on Linoberg Street, and Southgate Drive to prevent flooding.
- Spent several days pot-holing City Streets.
- Loaded and hauled several loads of brush following the pruning in the City ROW by the Fire Safe Committee on McCormick Drive.
- Returned numerous shopping carts to businesses abandoned on City Streets.
- Removed two deceased deer from the city right of way.

Facilities

- Winterized the swamp coolers in all City Facilities.
- Made repairs to a toilet in the Opera Hall.
- Installed a new kitchen faucet at the Police Department.
- Made repairs to a leaking toilet at City Hall.

Parks/Landscapes/Parking Lots

- Monthly inspection of playground equipment at Rotary Park.
- Pruned rose bush shrubs in the fountain lot.
- Used a blower on City lots weekly.



CITY COUNCIL AGENDA REPORT

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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

Storm Drains

- Cleaned numerous storm drains and ditches throughout the City.

Cemeteries

- Daily- Check messages at Mountain Shadow, and return calls as needed.
- Daily- Clean irrigation filters during irrigation season.
- Loaded and hauled numerous dump truck loads of brush and leaves out of the Old City Cemetery following the cleanup from volunteers.
- Pruned several trees at Mt Shadow Cemetery.
- Marked out plots as requested by the Funeral Home as needed.
- Set headstones as requested by the Funeral Home.

Miscellaneous

- Daily- Unlock and service all public restrooms.
- Put up weekly event banners downtown.
- Collected garbage twice a week in all City Parking Lots, Landscapes, and Parks.
- Monthly fleet vehicle inspections.
- Twice weekly- Run Street sweeper early morning on a rotating street schedule throughout the city.

FISCAL IMPACT:

No Fiscal Impact to the General Fund.

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Homelessness Issues