



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, November 03, 2025
5:00 PM**

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on November 3, 2025, 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 Andy Merrill

Council Members Bess Levine, Stephen Opie, Mark Plummer

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 Labor Negotiators (Gov. Code Section § 54957.6): Agency Designated Representatives: Melissa Eads, City Administrator; Chris Gorsky, Assistant City Administrator; Employee Organization: Sonora Fire Fighters Association (SFFA).

B. Conference with Labor Negotiators (Gov. Code Section § 54957.6): Agency Designated Representatives: Doug White, City Attorney; Chris Gorsky, Assistant City Administrator; Employee Organization: City Administrator.

- 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.

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12. PRESENTATIONS

A. Receive a Presentation Regarding Tobacco Retailer Licensing Within the City of Sonora. Provide Direction to Staff, in Coordination With Tuolumne County and the Blue Zones Project Team, to Return With Draft Materials Outlining a Potential Tobacco Retailer Licensing Ordinance for the City, Including an Analysis of the Number of Local Businesses That Would Be Affected; Tyler Summersett, Community Development Director, Dr. Kimberly Freeman, Tuolumne County Public Health Officer, Kristi Conforti, Blue Zones Project Tuolumne County Public Policy Advocate, and Katie Johnson, Public Health Program Supervisor.

B. Receive a Presentation from the Central Sierra Economic Development District (CSEDD) Regarding the Sierra Jobs First Program Update; Alex Bloom, Economic Development Manager, Mother Lode Job Training and Central Sierra Economic Development District.

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 Meeting Minutes from October 6, 2025; Stacy Enos-Del Razo, Deputy City Clerk.

B. Waive the Second Reading, Read by Title Only, and Adopt an Ordinance of the Sonora City Council Clarifying Ordinance No. 905; Repealing Chapter 8.30, Emergency Services; and Repealing and Replacing Chapter 2.28, Emergency Services (Reserved) of the Sonora Municipal Code; Doug White, City Attorney.

14. NEW BUSINESS

A. Consider Authorization for the City of Sonora Police Department to Accept an Award From the State of California Office of Traffic Safety, (OTS), in an Amount Not to Exceed \$55,000, and Approve Associated Budget Adjustments for the Use of the Funding; Jennifer Hannula, Police Lieutenant.

B. Consider Approval of Task Order 2A, an Amendment of Task Order 2, for Dewberry Engineers Inc. (Dewberry) to Perform the Additional Environmental and Geotechnical Services for the Snell Street Reconstruction and Drainage Improvements Project Needed to Accommodate the Preferred and Approved Realigned Road Alternative, Approved by City Council on February 18, 2025; Melissa Eads, City Administrator.

15. MONTHLY REPORTS

A. Receive the Administrative Services Department Report for the First Quarter of Fiscal Year 25/26; Chris Gorsky, Assistant City Administrator.

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16. COUNCIL MEMBER REPORTS

17. ADJOURNMENT

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 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.

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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 3, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director
Dr. Kimberly Freeman, Public Health Officer (Tuolumne County)
Kristi Conforti, Blue Zones Project Tuolumne County, Public Policy Advocate
Katie Johnson, Public Health Program Supervisor

SUBJECT: Receive a Presentation and Information on Tobacco Retailer Licensing in the City of Sonora

RECOMMENDATION:

Receive a Presentation Regarding Tobacco Retailer Licensing Within the City of Sonora. Provide Direction to Staff, in Coordination With Tuolumne County and the Blue Zones Project Team, to Return With Draft Materials Outlining a Potential Tobacco Retailer Licensing Ordinance for the City, Including an Analysis of the Number of Local Businesses That Would Be Affected.

BACKGROUND:

Tobacco use remains the leading cause of preventable disease, disability, and death in the United States. Tobacco use is a major public health concern, with an estimated cost of smoking in the United States of more than \$600 billion a year, including healthcare costs and lost productivity costs. In California alone, an estimated 40,000 people die of tobacco-related diseases each year. While tobacco use is a problem throughout the United States, it is especially prevalent in rural areas, including the City of Sonora and Tuolumne County. According to the 2019 Adventist Health Sonora Community Health Needs Assessment, Tuolumne County has a higher percentage of adults who are current smokers (12.3%) compared to the state (11%). Sadly, Tuolumne County also exceeds the state averages with regards to youth tobacco use, including smoking and vaping. According to the 2021 California Healthy Kids Survey, 7% of Tuolumne County 7th grade students regularly vape; by 11th grade, around 21 % of local students regularly vape. These local rates are nearly twice as high as the average for California (4% for 7th grade and 11 % for 11th grade).

The goal is to reduce health disparities and reduce tobacco use by educating the public, discouraging youth uptake of tobacco products, and providing technical assistance to businesses and organizations to help keep tobacco out of our community's shared spaces.



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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DISCUSSION / ANALYSIS:

The purpose of this presentation is to provide information on a Tobacco Retail License (TRL) ordinance. Currently, retailers of cigarettes and tobacco products in California must have a Cigarette and Tobacco Products Retailer's License. None of the funds from the state license fee are distributed back to local jurisdictions to support enforcement. If the City of Sonora enacted a local TRL ordinance, store owners would be required to have a local license to sell tobacco. The license fees would cover the cost of surveillance and enforcement of tobacco laws, including the age of 21 to purchase. Local youth access is still widespread, despite Tobacco 21 (California Health and Safety Code 104599.5) and the flavored tobacco ban.

County Public Health and Blue Zones Project Tuolumne County staff have offered information on TRLs for consideration by the City Council in determining if requiring a local retailer license is supported.

If there is support and interest in favor of further exploring a TRL, Public Health staff will work on drafting an ordinance inclusive of program fees, City departmental responsibilities and retailer requirements to bring back to the City Council for review and consideration.

FISCAL IMPACT:

No fiscal impact, this project is being funded by Tuolumne County Public Health and the Blue Zones Project.

ATTACHMENTS:

- Presentation on Tobacco Retail Licensing

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability

Tobacco Retail Licensing

November 3, 2025

Dr. Kimberly Freeman, MD, MBA, CPE, FACEP, Paramedic –
Tuolumne County Public Health Officer & EMS Agency Medical
Director

Kristi Conforti – Blue Zones Project Tuolumne County, Public Policy
Advocate

Katie Johnson, MPH – Tuolumne County Public Health, Program
Supervisor



Respecting Culture – Keeping Tobacco Sacred

- Tribal communities have used traditional or sacred tobacco for thousands of years
 - to heal and connect
- Commercial tobacco products are not the same
 - filled with chemicals and additives
 - harmful (carcinogens, poisons)
 - addictive
 - destroy integrity of sacred medicine



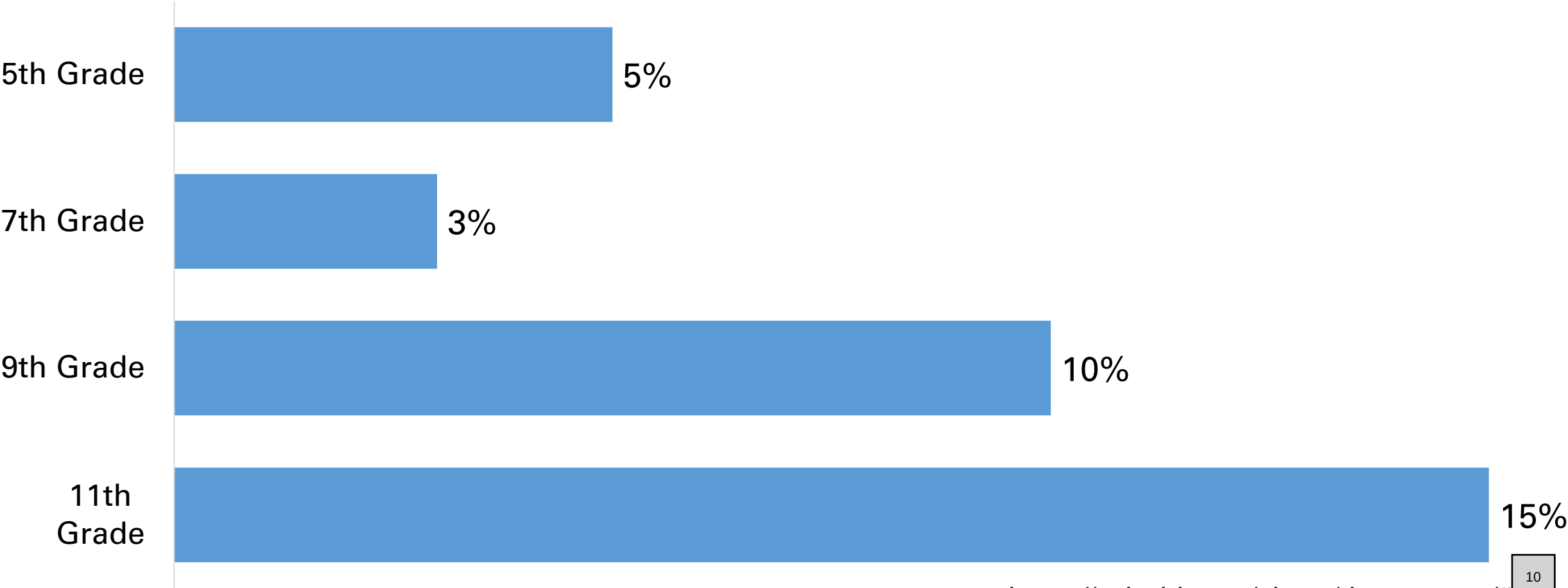
Commercial tobacco remains the
leading **PREVENTABLE** cause of
death & disease

-521,000 deaths/y in USA

- includes 41,000 secondhand exposure deaths

Local Youth Vaping Rates

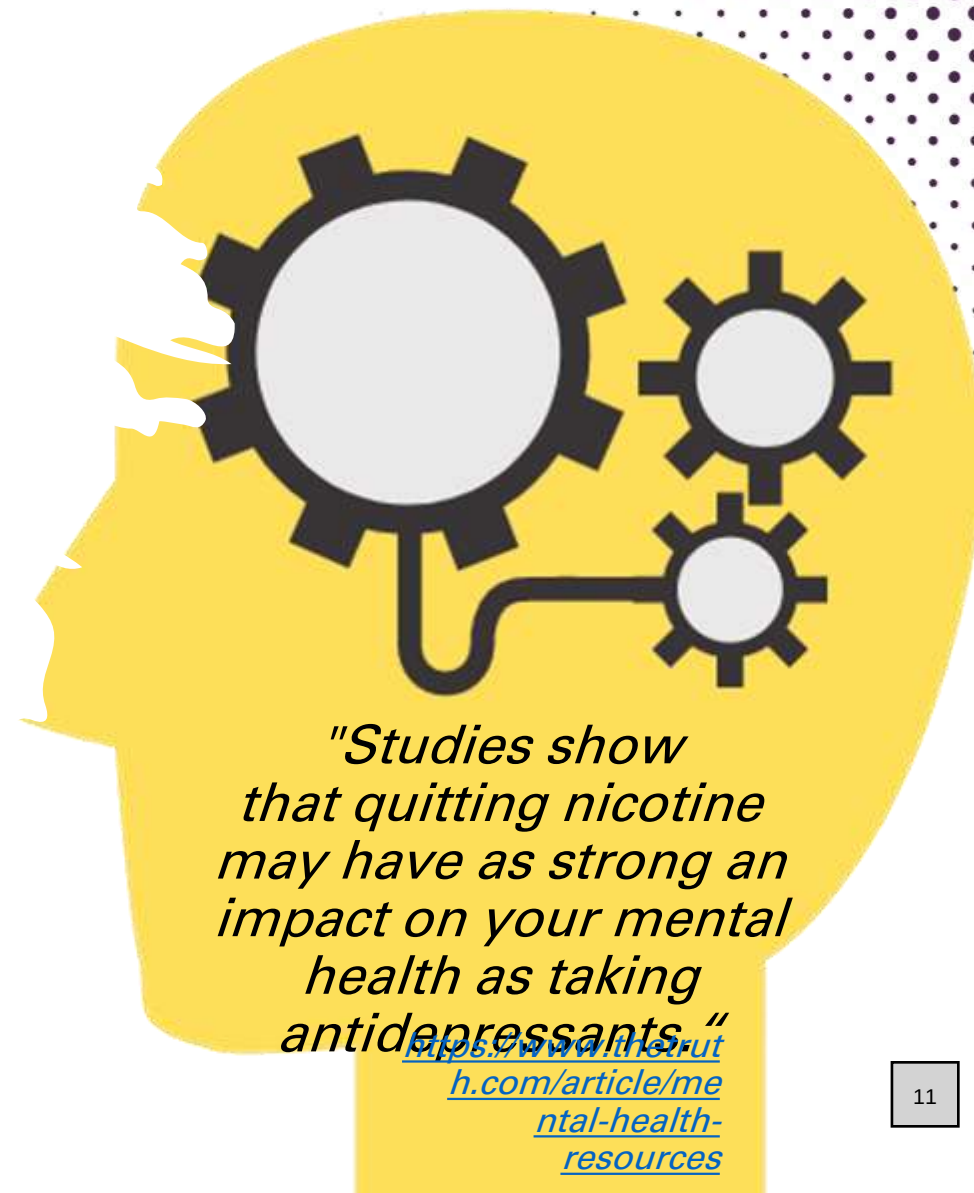
2023-2024 California Healthy Kids Survey:
Current Vaping by Grade (%) in Tuolumne County



Mental Health Impacts of Youth Tobacco Use

- According to the Centers for Disease Control & Prevention (CDC):
 - "Using nicotine in adolescence can harm the parts of the brain that control attention, learning, mood, and impulse control."
 - "Using nicotine in adolescence may also increase risk for future addiction to other drugs."
 - "Youth e-cigarette and cigarette use have been associated with mental health symptoms such as depression."

https://www.cdc.gov/tobacco/basic_information/e-cigarettes/Quick-Facts-on-the-Risks-of-E-cigarettes-for-Kids-Teens-and-Young-Adults.html



"Studies show that quitting nicotine may have as strong an impact on your mental health as taking antidepressants."

<https://www.thecut.com/article/mental-health-resources>



How many cigarettes worth of **nicotine** in this vape?

Source: <https://drive.google.com/file/d/1EnDgPbKjYD7lj0O4b5XV3ocQQAGyalR>

Image Source: [https://mipod.com/collections/elf-bar-disposable-](https://mipod.com/collections/elf-bar-disposable-vapes)

vapes

590 cigarettes worth of nicotine in this vape (29.5 packs)

Item A.



Source: <https://drive.google.com/file/d/1EnDgPbKjYD7lj0O4b5XV3ocQQAGyaIR>

Image Source: <https://7starliquor.com/flum-float-rainbow-skittle/>

Tobacco Retail License (TRL)

A law that requires store owners to have a local license to sell tobacco. The license fees would cover the cost of surveillance and enforcement of tobacco laws, including making sure they don't sell to people under 21.

- Ordinance fee designed to fund enforcement of existing tobacco laws
- Comparable to local licenses required for alcohol
- Enforcement can be achieved through code compliance, without burdening law enforcement
- Tuolumne County recently passed a TRL for unincorporated areas, with Environmental Health enforcing

Tobacco Retail License (TRL)

A law that requires store owners to have a local license to sell tobacco. The license fees would cover the cost of surveillance and enforcement of tobacco laws, including making sure they don't sell to people under 21.

When asked whether they would be in favor or against the possible law described above, 337/398 **(85%) of Tuolumne County adults responded, "In Favor."**

Question on 2022-2023 Commercial Tobacco Campaign Public Opinion Survey, administered on paper by Tuolumne County Public Health Tobacco Prevention Program to Tuolumne County residents at local events and public spaces

Tobacco Retail License (TRL)

- There are approximately *59* businesses with tobacco retail licenses from the State of California in Tuolumne County.
 - *46* in Tuolumne County unincorporated areas
 - *13* in the City of Sonora
- None of the funds from the state license fee are distributed back to local jurisdictions to support enforcement.

Image Credit: <https://www.tecc.org/tobacco-products-photo-gallery/>
More information: <https://cdtfa.ca.gov/taxes-and-fees/cigarette-licensees.htm>



Tobacco Retail License (TRL)

Currently, approximately 237 jurisdictions in California have a local TRL, including many small or rural counties:

- **Tuolumne County (unincorporated)**
- Plumas County
- Siskiyou County
- Mendocino County
- Humboldt County
- Kern County
- Ukiah
- Willits
- Oroville
- Riverbank
- Winters
- Auburn
- Nevada City
- Grass Valley
- Alturas
- Gilroy
- Fort Bragg, etc.



More Information: https://pets.tcspartners.org/files/List%20of%20TRL%20Fees_October%202024.pdf

Tuolumne County TRL Ordinance Code: <https://www.tuolumnecounty.ca.gov/DocumentCenter/View/28659/Chapter-890---Tobacco-Retail-Licensing>

Tobacco 21

A TRL provides funding to enforce existing laws designed to protect youth

- Local youth access is still widespread, despite **Tobacco 21** and the flavored tobacco ban
- A 2021 purchase survey found 2 of 12 retailers in the City of Sonora approached by youth were willing to sell them the tobacco products pictured.



Tobacco 21

A TRL provides funding to enforce existing laws designed to protect youth

- A 2024 purchase survey found 9 of 31 retailers in Tuolumne County unincorporated areas approached by youth were willing to sell them the tobacco products pictured.



Flavored Tobacco Sales Ban

A TRL provides funding to enforce existing laws designed to protect youth

- Local youth access is still widespread, despite Tobacco 21 and the **flavored tobacco ban**
- Examples of vapes confiscated at schools over the past year include many flavored products. While this may be improving, consistent enforcement is needed to reduce access.



Blue Zones Project Support

- BZP Tobacco Policy Work
 - Advocate for policy changes to protect community health
- Sonora Chamber of Commerce
 - 2023 Board Resolution
- City of Sonora
 - Linoberg signage 2025



Tobacco Retail License (TRL)

"I got started as a freshman, it seemed interesting. It became less occasional and more regular. It's like an added intrusive thought - like a tick biting you to hit the vape.

Everyone I know wants to quit and they try cold turkey. Intrusive thoughts tell you to vape, you feel better for two seconds then 30 minutes later you have to do it again. It's not an enjoyable cycle - It's the definition of insanity. "

- Jack Conforti

Questions?





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SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: November 3, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Alex Bloom, Economic Development Manager, Mother Lode Job Training and Central Sierra Economic Development District

SUBJECT: Receive a Presentation from the Central Sierra Economic Development District (CSEDD) Regarding the Sierra Jobs First Program Update

RECOMMENDATION:

Receive a Presentation from the Central Sierra Economic Development District (CSEDD) Regarding the Sierra Jobs First Program Update.

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

November 3
2025

Sonora City Council

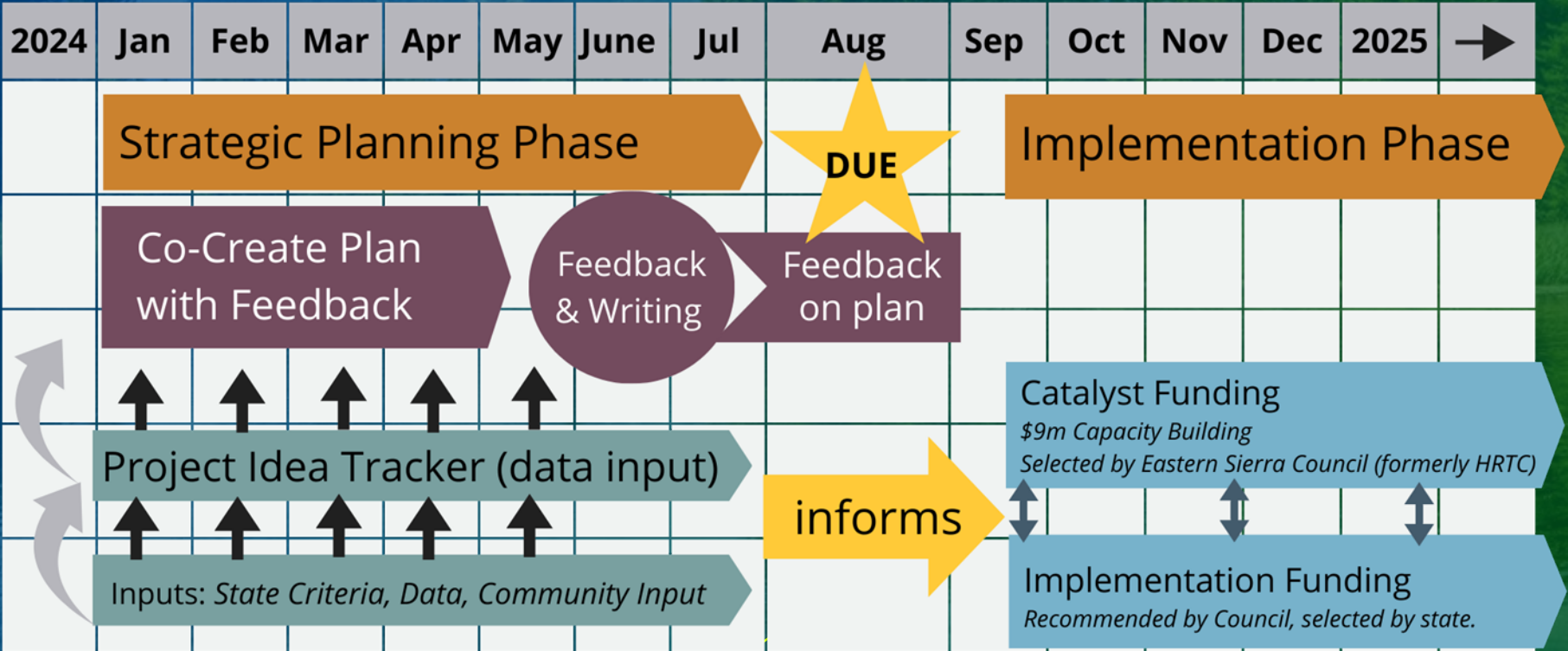
Central Sierra Economic Development District
Regional Update

Agenda:

- California Jobs First Initiative Update
- CASF Grant Update
- Funding Sources & Sustainability
- CEDS Annual Report
- Regional Activities
- Discussion / Q & A

CA Jobs First Update

Transition to the Implementation Phase



Planning Phase

Mar 2023-Sep 2024

Community Outreach

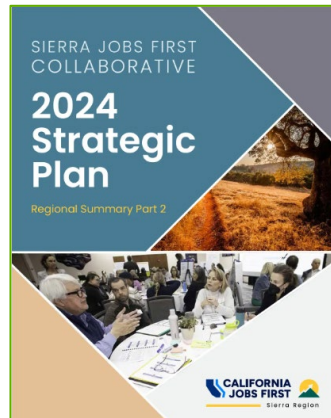
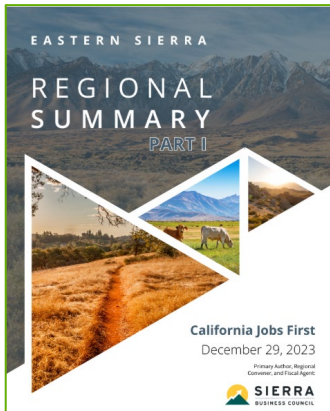
14 Focus Groups
11 Community Workshops
59 Organizational Surveys

Formed Governing Council

Convened Committees

Local Government, Workforce & Education,
Tribal, Business, Project Identification

Created Regional Summary and Strategic Plan



Sierra Jobs First

Our work to date as a region

Item B.

Catalyst Phase

Jun 2024-Sep 2026

Industry Sector Coordination

Community Healthcare
Agriculture, Natural & Working Lands
Recreation & Tourism

Developed Activation Plans

Facilitated Working Groups

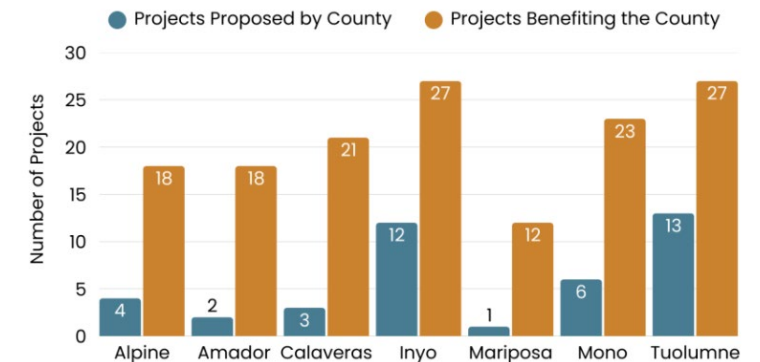
Supported Projects with Industry Expertise

Catalyst Projects

\$9M in Grant Funding

47 applications

39 projects funded to date



Transition Phase - Preparing for What's Next

Sep 2025-2026

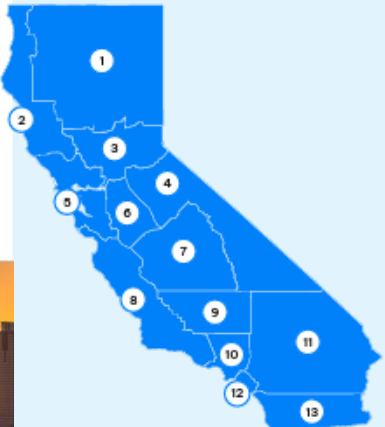
Ongoing Support for Regionalism at the State Level

Item B.

INTRODUCTION

Developing the 13 Jobs First Regions

The creation of California's thirteen economic regions marks a strategic, data-driven approach to advancing resilient economic growth across the state.



- 1 North State
- 2 Redwood
- 3 Capital
- 4 Sierra
- 5 Bay Area
- 6 North San Joaquin
- 7 Central San Joaquin
- 8 Central Coast
- 9 Kern County
- 10 Los Angeles County
- 11 Inland SoCal
- 12 Orange County
- 13 Southern Border

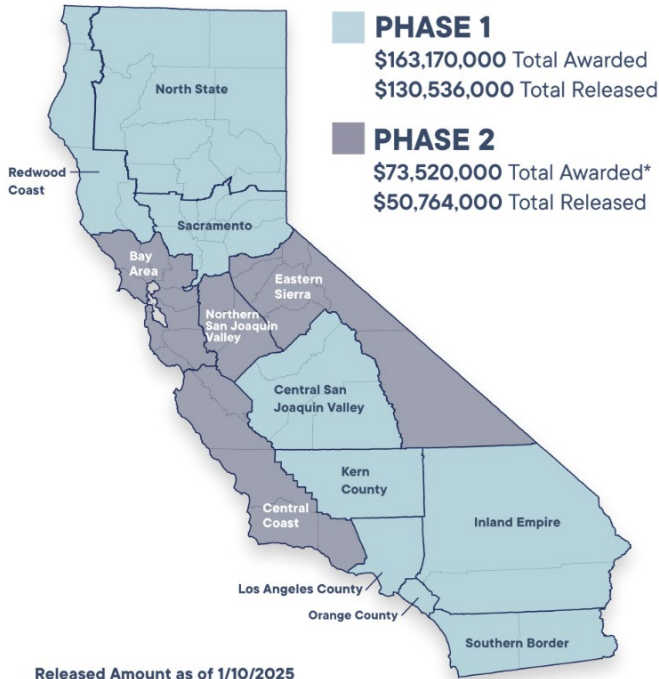
State Economic Blueprint

February 2025



New funding opportunities using CJF regions/priorities

REGIONAL K-16 EDUCATION COLLABORATIVES GRANT PROGRAM

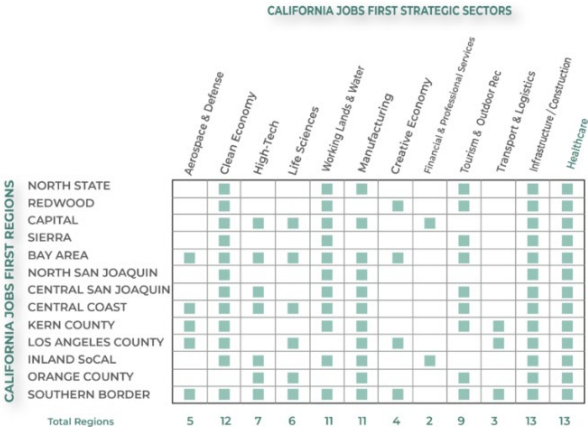


Released Amount as of 1/10/2025
* Includes \$250,000 from Phase 2: Planning Grant



California Jobs First Priority

The CWDB seeks to fund partnerships in high-demand industry sectors throughout the state. To ensure HRTIP investments align with demand for good jobs, the CWDB has aligned its industry priorities for the HRTIP 2025 grant with California Jobs First strategic sectors. Eligibility for HRTIP 2025 is limited to projects focusing on one or more of the strategic industry sectors identified in [California's State Economic Blueprint](#) and the thirteen [California Jobs First Regional plans](#).



[California's State Economic Blueprint](#) identifies key strategic sectors that are vital for driving the state's future growth.

MLJT & CSEDD's Roles

- Providing Technical Assistance – Build Capacity, Expand Access
 - Aligning projects with regional and state criteria for funding (CA Economic Blueprint)
 - Moving projects towards execution – Contracting & Collaboration
 - Funding and logistical challenges, act as a solution architect
- Sector Navigation – Driving Regional Coordination and Workforce Alignment
 - Serve as a credible, consistent, and culturally competent source of information for stakeholders
 - Serve as a bridge for relationship management between Eastside and Westside stakeholders, translating projects for meaningful impact across the region



MLJT & CSEDD's Roles

- Facilitation of Working Groups – Focus on Collaboration
 - Convene cross-sector stakeholders using the “Next-Gen” Model
 - Industry, Workforce Boards, Government, Education, CBOs
 - Focus on regional needs, promotion of local voice – Lived experience of stakeholders
 - Sector Partnership Initiatives
 - Healthcare 8/1/25, 9/11/25
 - Natural and Working Lands/Agriculture 11/13/25
- Sector Activation Plans – Advancing Regional ‘Readiness’
 - Develop sector specific plans to guide workforce and economic development efforts
 - Establish clear goals, strategies, and actionable steps tailored to our communities
 - Built alignment with state priorities, ensuring equity amongst disinvested populations



CSEDD's Project

- CSEDD's Project Submission 'Sierra Founder's Academy'
 - Approved for partial funding - \$176,000 for entrepreneurship training
 - Working to align with existing programming and educational pathways
 - Will be implemented in partnership Sierra Commons
 - Work to complement entrepreneurship programs in regional HS & Community Colleges
 - Creation of a 'Youth Chamber of Commerce' to foster sustainability and community



CASF Grant Update Procedural and Work Plan Based Activities

- Marketing and Outreach efforts in collaboration w/ CSUF
- Working in collaboration w/ RCRC
- 4th Iteration of subject matter panel 8/29/25, 5th 12/5/25
- FFA awards coming to the region
- GSCA bringing open access model to benefit constituents and ISPs

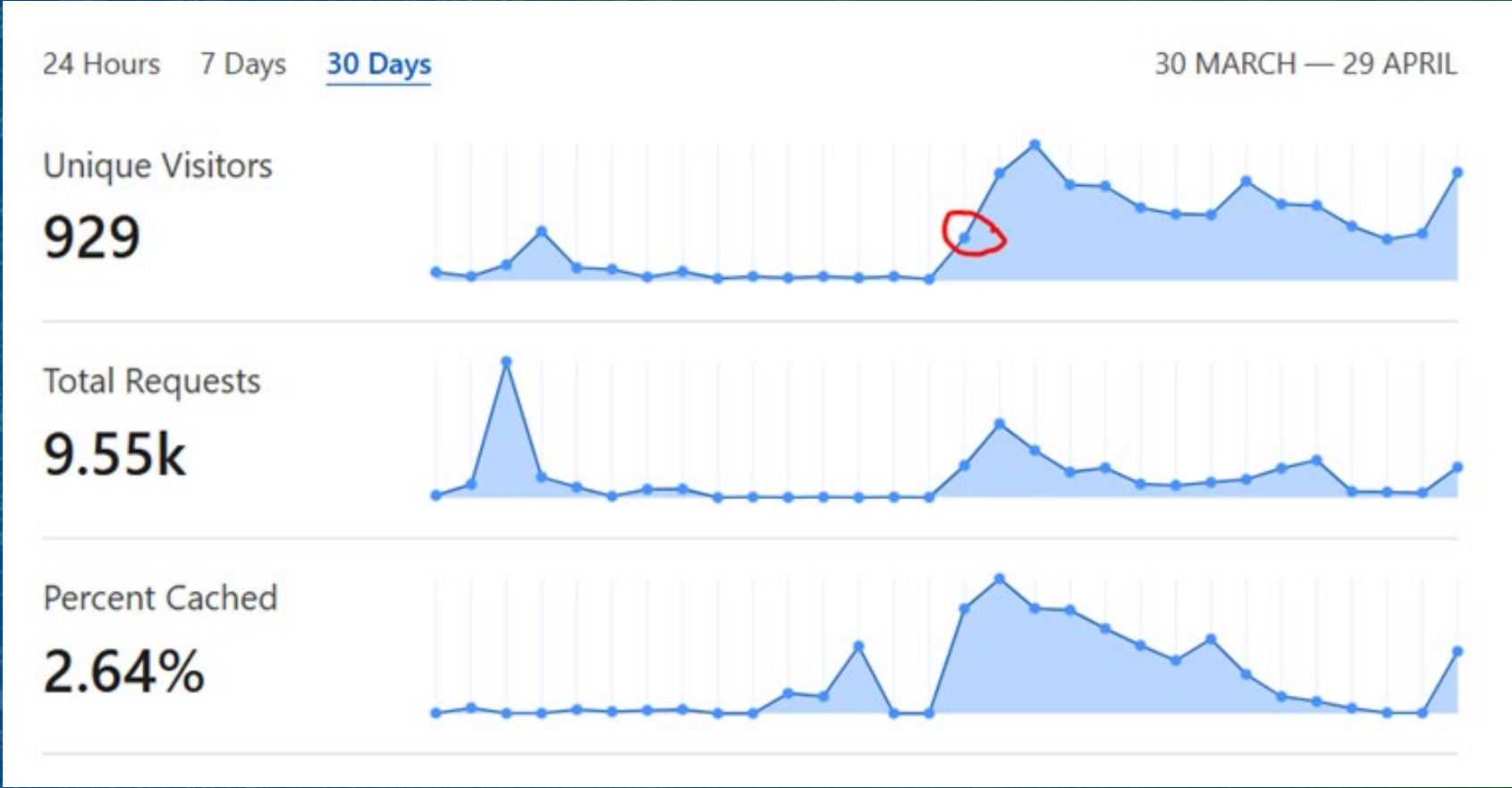


FFA Grant Activity



County	Award ID	Requestor	Proj Title	FFA grant Funding
Alpine	T-17833	GSCA	GSCA Alpine County Broadband Network	\$6,985,978.00
Amador	T-17853	GSCA	GSCA Amador County Broadband Network	\$57,180,300.00
Loan Loss Reserve, All	T-17858	GSCA	Loan Loss Reserve	\$50,000,000.00
Tuolumne	T-17874	Sierra Nevada Communications	Fiber 108 Lower Phase	\$1,889,117.00
Tuolumne	T-17874	Sierra Nevada Communications	Fiber 108 - Upper Phase	\$1,916,752.00
Tuolumne	T-17874	Sierra Nevada Communications	Fiber 120	\$374,469.00
Tuolumne	T-17874	Sierra Nevada Communications	Fiber 108 -Strawberry Summer Hill	\$2,105,330.00
Tuolumne	T-17874	AT&T	Tuolumne-1C	\$3,015,032.00
Mariposa, Stanislaus, Tuolumne	T-17869	AT&T	Mariposa-1	\$9,443,101.00

CSEDD Awareness Campaign



Funding Sources and Sustainability

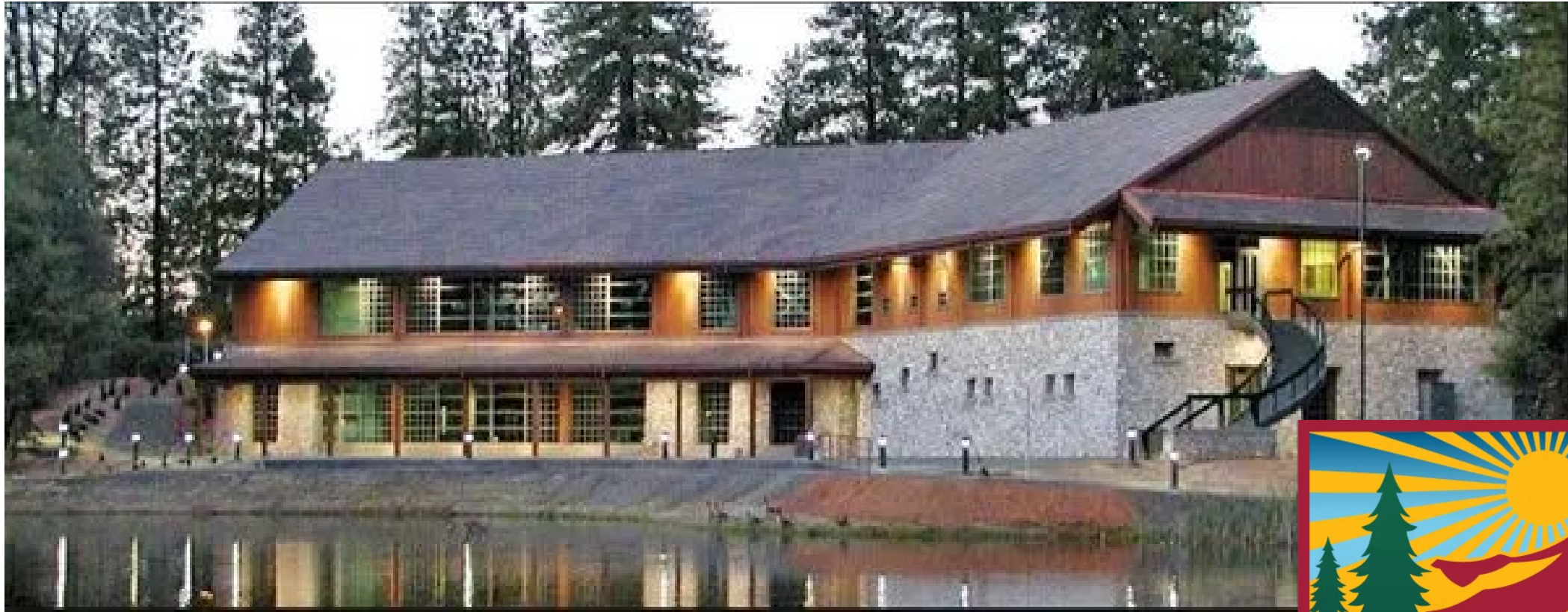
- CASF - \$595,600
- SJF Planning - \$350,000
- SJF Convenor Partner - \$175,000
- Sierra Founders - \$176,00
- CLERE / LCI - \$100,000
- DOL Healthcare – \$240,000
- Rural EV Chargers – Pending
- Prop 4 Funding - \$4M - \$6M (SNC)
- Implementation – Pending Submission



SierraIndustry

Connecting Resources. Strengthening Industry. Building the Future.

CSEDD & MLJT – Trusted Messengers, Impactful Partners



**Pathways. Partnerships.
Regional Prosperity**



**COLUMBIA
COLLEGE**

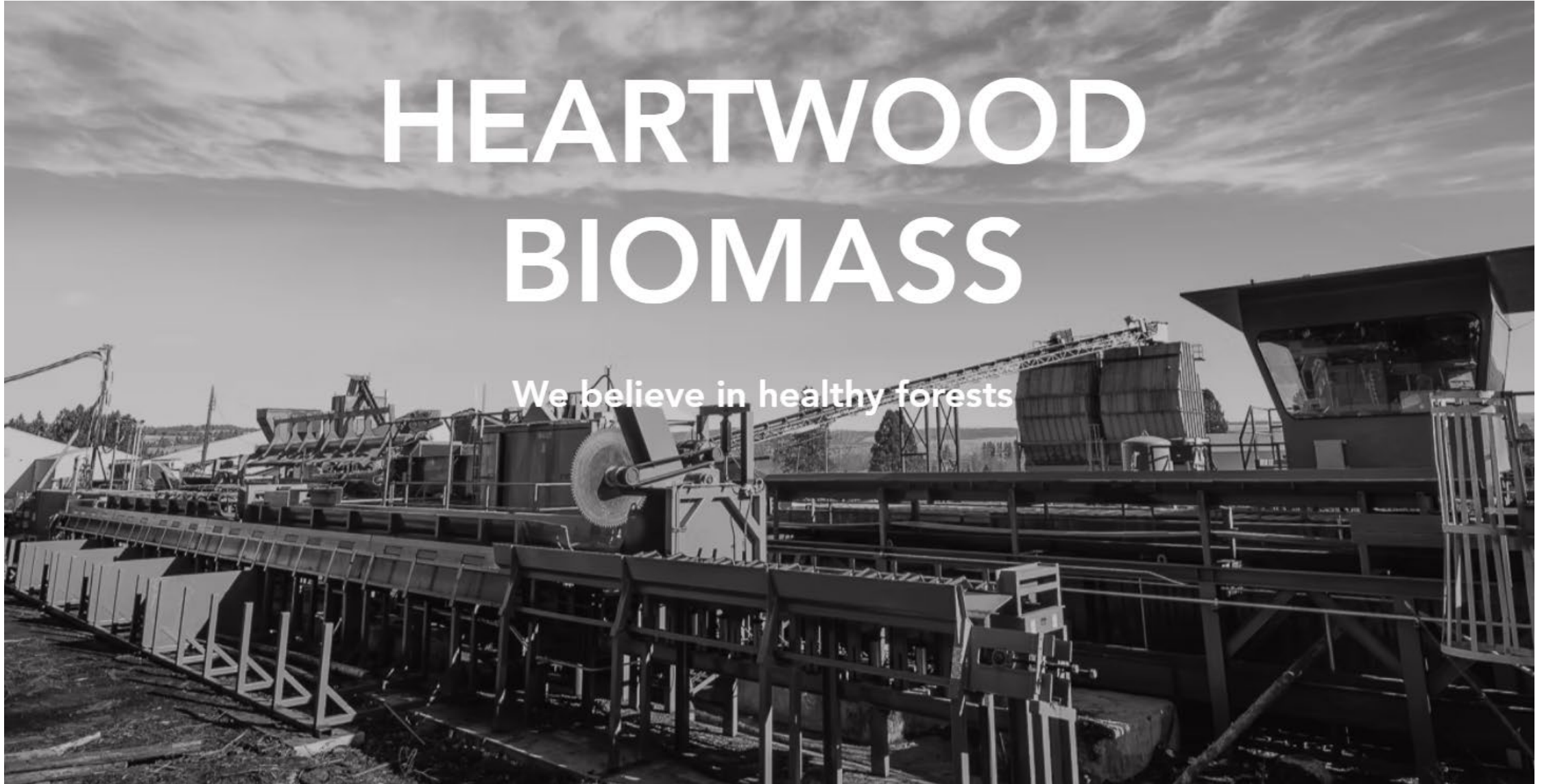


Greater Sierra Forestry Corps

- Hands-on Training for Fuels Reduction, Chainsaw Operation, and Heavy Equipment Use
- Graduates Transition into Forestry, Conservation, and Fire Protection Careers
- High Demand, Industry Driven Career Paths Supporting Regional Partners
- Developed in Partnership w/ MLJT and Regional Employers

HEARTWOOD BIOMASS

We believe in healthy forests





- Converts Underutilized Biomass into Value-Added Products
- Hires Graduates from the Greater Sierra Forestry Corps
- General Manager Sits on Workforce Development Board
- Engages MLJT for Business Services (Upskilling)

Adventist Hospital – Community Partners and Industry Leaders

Item B.



Adventist Health

Sonora



Item B.

Workforce Partnerships:

- Partners with Columbia College and Sonora High School to provide internship sites for healthcare students.
- Actively hires program graduates, strengthening local healthcare career ladders
- Operates a Skilled Nursing Facility (SNF), expanding workforce demand.

Leadership Role:

- Operations Manager serves as Board Chair for the Mother Lode WDB



BLUE HERON FARM

GOOD FOOD GROWS *Here*

BISHOP, CALIFORNIA

Primary Operations:

- 10 Acre Regenerative Farm and Orchard in Bishop, CA
- Blue Heron Farm is the **Largest** Production Farm in Inyo County
- Produced over **200,00 lbs.** of Produce in 2025

Regional Impact:

- Project Goal is to Drive Year-Round Agricultural Production
- Produce a Feasibility Study Identifying Residents Served
- Community-Driven, Sustainable Agriculture in the High Desert

Bishop Paiute Food Sovereignty Program



- Working to Restore Traditional Food Systems, Improve Community Health and Food Access
- Addresses Health Disparities of Indigenous Populations
- Community Gardens and Farmers Markets
- Engenders Cultural Revitalization through Traditional Plants and Farming Practices

DEVELOPER PITCH DECK

INVESTING IN THE FUTURE OF THE CENTRAL SIERRAS

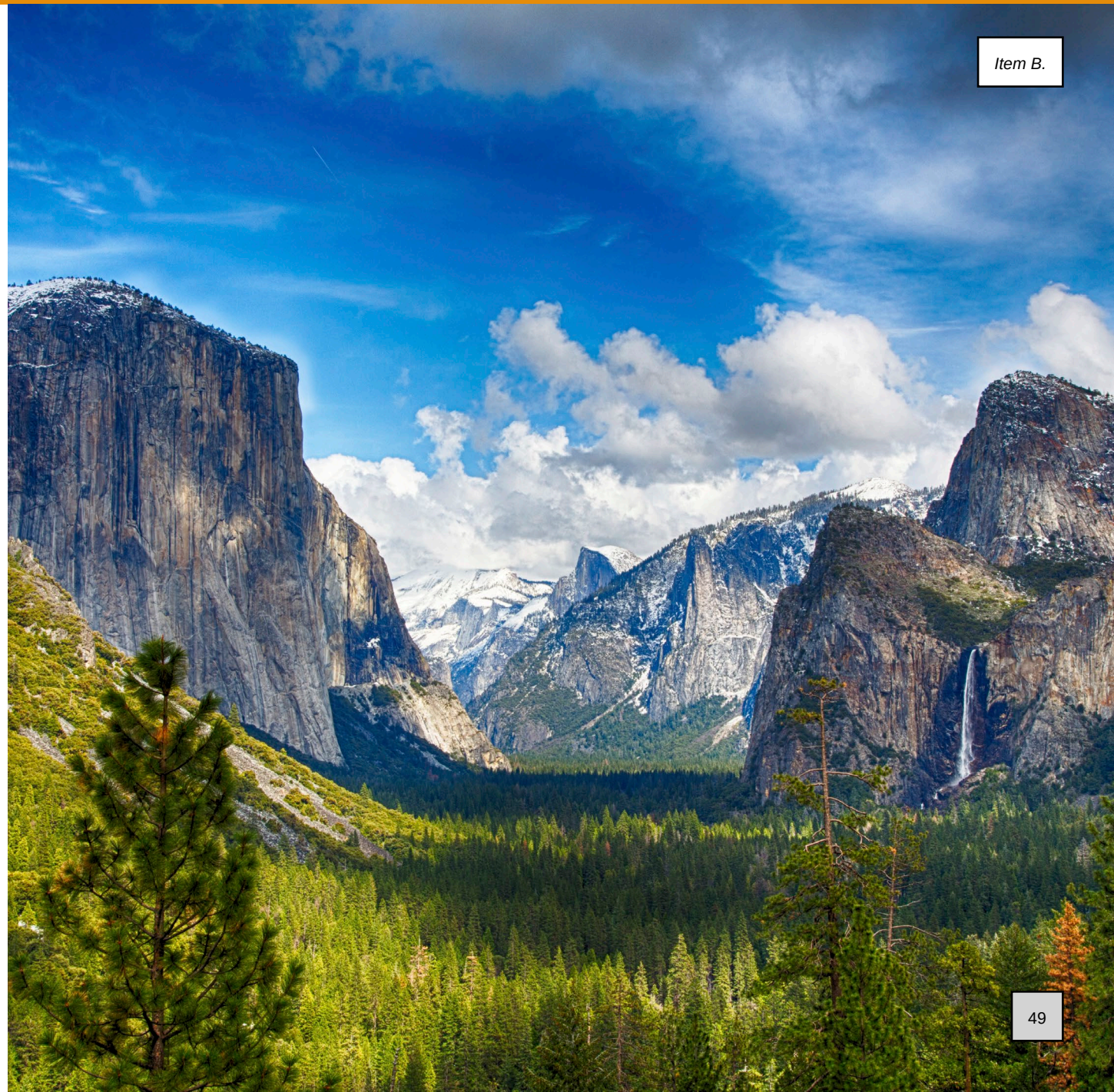
TOURISM AND RECREATION

Where Natural Beauty Meets Economic Opportunity

The Central Sierras are home to world-class recreation destinations that attract millions of visitors each year.

Destinations Include:

- Yosemite National Park (4M+ Visitors/yr)
- Stanislaus National Forest
- Dodge Ridge and Bear Valley Ski Resorts
- Calaveras Big Trees State Park
- Lake Don Pedro and New Melones Lake



WORKFORCE HOUSING

A Critical Regional Barrier and Opportunity

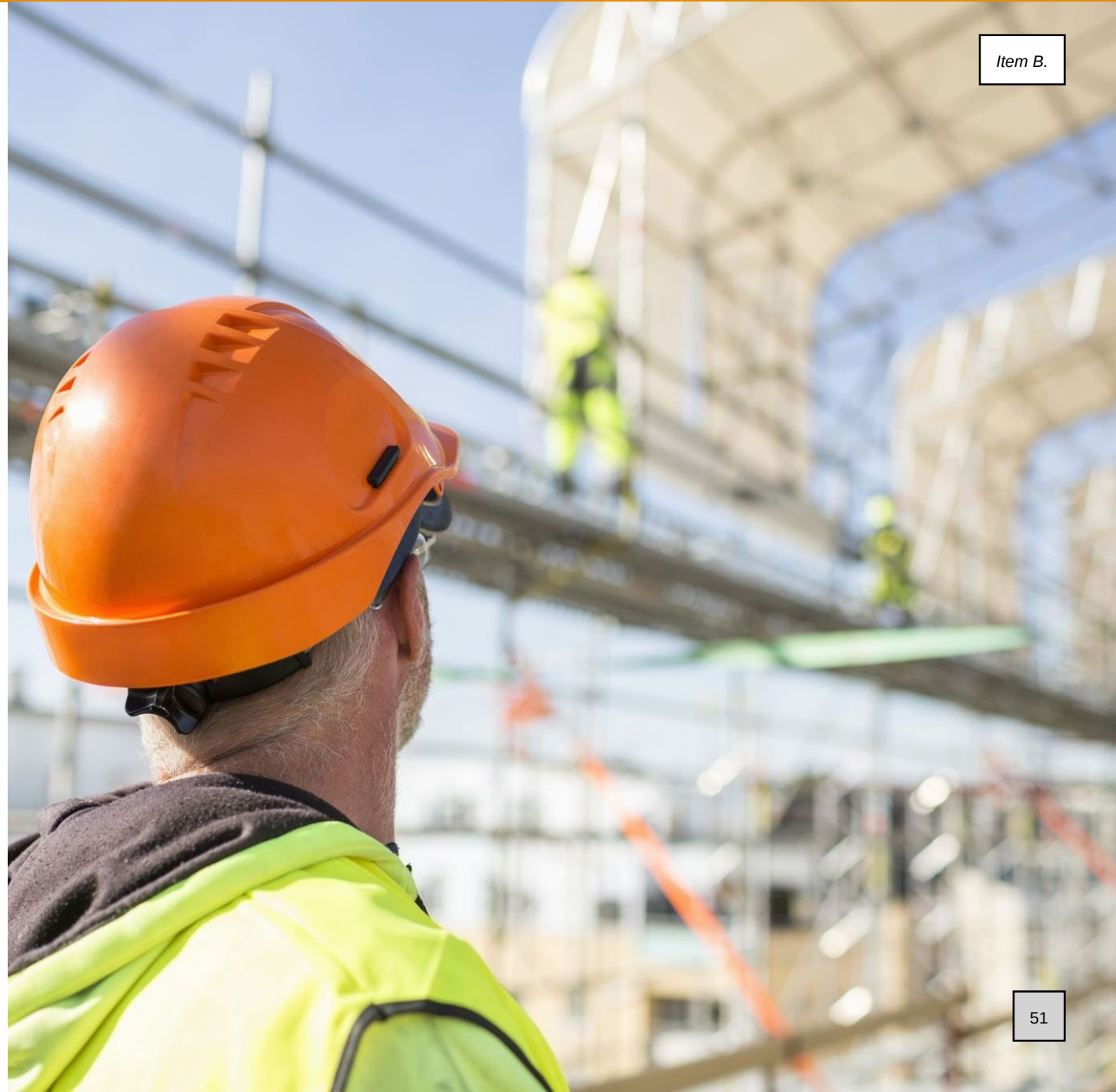
- Housing is consistently cited as a top barrier to recruitment and retention across industry
- Production lags far behind demand, exacerbating the shortage of affordable housing
- Average home costs rising faster than regional wage growth
- Outmigration of working-age residents and inbound retirees/second home buyers creates a structural imbalance

FROM POLICY TO POSSIBILITY

A Region Ready for Development

Zoning reforms, supportive governance, streamlined policies, and regional coordination

- Prioritization of housing as a workforce and economic development strategy
- Streamlined zoning updates act as incentives to support workforce housing and mixed-use projects
- Reduced permit burdens for commercial projects alleviate delays and uncertainty for developers
- Priority access to utilities ensures affordable housing projects can expedite timelines



LAND IS READY: OPPORTUNITY AWAITS

With abundant acreage, identified growth parcels, and proactive planning the Central Sierras offer an abundance of opportunities for workforce and mixed-use development.

- **Ready to build infill sites are mapped**, pinpointing parcels suitable for immediate development
- Policies align zoning for MDR, HDR, and MU **expand developable land for workforce housing**
- Regional Comprehensive Economic Development Strategy (CEDS) **highlights available land as a regional strength**
- **Available parcels are strategically located** near employment centers, schools, and high-traffic visitor areas
- Several sites in the Central Sierras fall within **Opportunity Zones, offering federal tax incentives**

Thank you!

Questions?





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 3, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Stacy Enos-Del Razo, Deputy City Clerk

SUBJECT: Meeting Minutes from October 6, 2025

RECOMMENDATION:

Consider Approval of the Meeting Minutes from October 6, 2025.

DISCUSSION / ANALYSIS:

Staff Recommends the City Council Approve the Meeting Minutes from October 6, 2025.

FISCAL IMPACT:

No Fiscal Impact to the General Fund.

ATTACHMENTS:

Meeting Minutes from October 6, 2025.

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 Regular Meeting
Minutes
Monday, October 06, 2025
5:00 PM**

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on October 6, 2025, 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 Andy Merrill

Council Members Bess Levine, Stephen Opie, Mark Plummer

City Administrator Melissa Eads

City Attorney Douglas White

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CLOSED SESSION - 4:00 PM

CALL TO ORDER

Called to order at 4:01 PM.

ROLL CALL

PRESENT

Mayor Ann Segerstrom

Vice Mayor Andy Merrill

Councilmember Mark Plummer

ARRIVING AFTER THE GAVEL

Councilmember Stephen Opie

ABSENT

Councilmember Bess Levine

PUBLIC COMMENTS

No public comment.

ADJOURN INTO CLOSED SESSION

1. Conference with Labor Negotiators (Gov. Code Section § 54957.6): Agency Designated Representatives: Melissa Eads, City Administrator; Chris Gorsky, Administrative Services Director; Employee Organization: Sonora Police Officers' Association (SPOA).
2. Threat to Public Services or Facilities (Gov. Code, § 54957): Consultation with: Douglas L. White, City Attorney; Melissa Eads, City Administrator; and Turu VanderWiel, Chief of Police.
3. Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation Pursuant to (Gov. Code, § 54956.9(d)(2)): One (1) Potential Matter: Doug White, City Attorney; Melissa Eads, City Administrator.
4. Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9: 1 Potential Case. Rachel Rappaport, City Attorney, Tyler Summersett, Community Development Director.

RECONVENE INTO OPEN SESSION

OPEN SESSION - 5:00 PM

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REPORT OUT OF CLOSED SESSION

Mayor Ann Segerstrom stated Closed Session has not been completed. We will go back into Closed Session after this meeting.

PLEDGE OF ALLEGIANCE

Councilmember Stephen Opie led the Pledge of Allegiance.

ROLL CALL

PRESENT

Mayor Ann Segerstrom

Vice Mayor Andy Merrill

Councilmember Bess Levine

Councilmember Stephen Opie

Councilmember Mark Plummer

CITY CLERK'S REPORT ON AGENDA POSTING

The Agenda was posted on Friday, October 3, 2025, at 12:38 PM.

APPROVAL OF THE AGENDA

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

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.

Nathan Alonzo Government Affairs Representative for PG&E would like to be added to a future Agenda to give an update.

Katie Dunn President of the Sonora Chamber of Commerce gave a recap of the Sidewalk Sale; and passed out a poster for Trick or Treat Street and Spooky Town Park.

Thad Waterbury shared a concern with the Council.

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Gabriel Perales Information Officer with the United States Small Business Administration's Office of Disaster, Recovery and Resilience addressed the Council.

Tim with Tuolumne County Transit Agency informed those in attendance of their survey that is now available for residents to complete.

PRESENTATIONS

5. Receive an Update from Tuolumne County District 1 Supervisor Mike Holland; Melissa Eads, City Administrator.

Mike Holland Tuolumne County District 1 Supervisor presented the County's adopted Budget for 2025/2026; and discussed "What's Next".

Councilmembers asked questions and discussed.

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.

6. Consider Approval of the Meeting Minutes from August 18, 2025, and September 2, 2025; Stacy Del Razo, Deputy City Clerk.
7. Consider Adoption of Resolution No. 10-06-2025-A Approving Side Letters to the Memorandum of Understanding (MOUs) with the Sonora Employees Association (SEA) and the Sonora Police Officers Association (SPOA) to Comply with California Code of Regulations (CCR) sections 571 and 571.1, and Resolution No. 10-06-2025-B Approving Updated Salary Range Tables for Each Group Reflecting Accurate Reporting of Compensation to CalPERS; Chris Gorsky, Assistant City Administrator, Tracy Skelly, Administrative Services Officer/City Clerk.
8. Authorize Placement of a Proclamation Condemning Violence and Promoting Respectful Dialogue to the October 20, 2025, City Council Agenda; Stephen Opie, Councilmember.

Councilmember Stephen Opie commented on Item #8 and requested the second paragraph of the Proclamation include the words life, liberty and the pursuit of happiness.

Mayor Ann Segerstrom asked a question on Item #7.

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Chris Gorsky Assistant City Administrator confirmed.

No public comment.

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

PUBLIC HEARINGS

9. Waive First Reading, Read by Title Only, and Introduce Ordinance 909 of the Sonora City Council Clarifying Ordinance No. 905; Repealing Chapter 8.30, Emergency Services; and Repealing and Replacing Chapter 2.28, Emergency Services (Reserved) of the Sonora Municipal Code; Doug White, City Attorney, Tracy Skelly, City Clerk.

Josh Varinsky City Attorney recommended a continuance of this Item to the next meeting to ensure the changes have been made.

Councilmembers were in agreement.

10. Waive First Reading, Read by Title Only, and Introduce an Ordinance No. 910 of the Sonora City Council Repealing and Replacing Section 8.40.010, Fire Hazard Severity Zones, of Section 8.40, Fire Hazard Severity Zones, of Title 8, Health and Safety, of the Sonora Municipal Code to Align with Ordinance No. 906; Doug White, City Attorney, Tracy Skelly, City Clerk.

Josh Varinsky City Attorney explained the update to Ordinance #910.

No public comment.

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

11. Consider Recommendation to Formally Dissolve Four (4) City Commissions/Committees; Josh Varinsky, City Attorney, Melissa Eads, City Administrator.

1. Waive First Reading, Read by Title Only, and Introduce Ordinance No. 911 of the Sonora City Council Amending Chapter 12.20, Shade Trees and Shrubs, of Title 12, Streets and Sidewalks, of the Sonora Municipal Code to Dissolve the City Tree and Landscaping Board.

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2. Waive First Reading, Read by Title Only, and Introduce Ordinance No. 912 of the Sonora City Council Amending Sections 2.36.040, Management and Supervision, 2.36.060, Superintendent – Purchases; City Council Approval, and 2.36.130, Grave Markers – Requirements, of Chapter 2.36, Cemeteries, Of Title 2, Administration and Personnel, of the Sonora Municipal Code to Dissolve the Cemetery Committee.
3. Waive First Reading, Read by Title Only, and Introduce Ordinance No. 913 of the Sonora City Council Repealing Chapter 10.24, Parking and Traffic Commission, of Title 10, Vehicles and Traffic, of the Sonora Municipal Code to Dissolve the Parking and Traffic Commission.
4. Adopt Resolution 10-06-2025-C Dissolving the Parks, Recreation, and Beautification Committee.
5. Waive First Reading, Read by Title Only, and Introduce Ordinance No. 914 of the Sonora City Council Amending Sections 17.33.050 Administration, and 17.33.030, Land Use Plan, of Chapter 17.33, Commercial Specific Plan, of Title 17, Zoning, of the Sonora Municipal Code.

Councilmember Mark Plummer asked to set aside the Parking and Traffic Commission.

Josh Varinsky City Attorney reviewed the Commissions and Committees that are to be dissolved.

Councilmembers made comments and discussed.

Sharon Marovich Tuolumne Heritage Committee shared concerns and addressed the Council.

Shelly Stewart with the Aronos Club addressed the Council.

Larry Coombes addressed the Council.

Charles Segerstrom addressed the Council.

Councilmembers continued to discuss.

Motion made by Councilmember Mark Plummer to Eliminate all Standing Committees Except Item #3 the Parking and Traffic Commission, Seconded by Vice Mayor Andy Merrill. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Andy Merrill, Councilmember Bess Levine, Councilmember Stephen Opie, Councilmember Mark Plummer

Motion made by Vice Mayor Andy Merrill to Consider Formally Dissolving the Parking and Traffic Commission, Seconded by Councilmember Stephen Opie. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Andy Merrill, Councilmember Bess Levine, Councilmember Stephen Opie. Voting Nay: Councilmember Mark Plummer

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UNFINISHED BUSINESS

12. Consider Approval of the Solid Waste Franchise Agreement to California Waste Recovery Systems, LLC (Cal-Waste) for Subscription-Based Solid Waste, Recycling, and Green Waste Collection and Management Services; Carlye Buchholz, P.E., P.L.S., City Engineer

Carlye Buchholz City Engineer reviewed the Solid Waste Franchise Agreement with Cal-Waste for solid waste, recycling and green waste collections; Proposition 218 and solid waste rates.

Josh Varinsky City Attorney discussed Proposition 218, which requires local government to obtain voter or property owner approval before imposing or increasing taxes or fees.

Vice Mayor Andy Merrill revisited having a dedicated fund for recycling revenue and franchisee fees.

Chris Gorsky Assistant City Administrator confirmed there will be separate line items.

A public comment was made by, **Mike Holland Tuolumne County District 1 Supervisor** who thanked the Council.

Councilmember Mark Plummer thanked the current Franchisee.

Josh Varinsky City Attorney advised the Council to Approve the Contract, and Staff to bring back Exhibit A (the current rate schedule) at the next meeting.

Motion made by Councilmember Mark Plummer to Approve the Contract and bring back the Rate Schedule at the next meeting, Seconded by Vice Mayor Andy Merrill. Voting Yea: Mayor Ann Segerstrom, Vice Mayor Andy Merrill, Councilmember Bess Levine, Councilmember Stephen Opie, Councilmember Mark Plummer

13. Receive a Presentation on the Gold Rush Path Phase 1 Project Progress Update; Mike Pugh, City Engineer.

Mike Pugh City Engineer gave an update on the Gold Rush Path Phase 1 Project Progress; and introduced Derek Kirkland a Design Consultant with Wood Rogers who presented the details of the project with a power point.

Councilmembers asked questions and made comments. No formal action was required or taken.

No public comment.

Mayor Ann Segerstrom thanked Derek.

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NEW BUSINESS

14. Consider Approval of \$55,528 for the Repair of the Known Storm Drain Between 191 Elk Drive and 207 Elk Drive Utilizing on On-Call Contractor Njirich and Sons, with the Ability to Authorize Additional Funds to Replace Unidentified Damage, as Necessary. Carlye Buchholz, City Engineer.

Carlye Buchholz City Engineer reviewed the proposed repair of the Storm Drain between 191 Elk Drive and 207 Elk Drive.

Mayor Ann Segerstrom made comments and asked questions.

No public comment.

Councilmembers made additional comments and discussed with Carlye Buchholz City Engineer.

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

15. Receive a Presentation on Three (3) Potential Grant Opportunities for the City of Sonora: an Evacuation Route Improvement Plan, the Sonora Creek Restoration and Parking Lot Removal & Replacement Plan, and the Downtown Walkability Plan, with Direction to Support Grant Writing Efforts, Including a Budget Amendment and Task Order in the Amount of \$75,000. Rebecca Neilon, Grant Writer and Funding Specialist.

Rebecca Neilon Grant Writer and Funding Specialist presented the Three Potential Grant Opportunities; Sonora City Wide Evacuation Route Improvement Plan, Sonora Creek Restoration and River Walk, and Downtown Sonora Walkability Improvements.

Councilmembers made comments and discussed with Rebecca Neilson Grant Writer and Funding Specialist.

No public comment.

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

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COUNCIL MEMBER REPORTS

Councilmember Stephen Opie gave an update on IRWM (Integrated Regional Water Management).

Councilmember Bess Levine attended the League of California Cities Event in Modesto; Sidewalk Sale; and Coffee with a Cop at the Aronos Club.

Vice Mayor Andy Merrill attended and performed at the Nancy's Hope Music Festival.

Councilmember Mark Plummer attended Coffee with a Cop; the Tuolumne County Airport Land Use Commission (ALUC) postponed their meeting; and Cable 8 Access Tuolumne is going well.

Mayor Ann Segerstrom was at Meet the Mayor with the Interim Fire Chief and new Fire Chief; attended the Board of Supervisors meeting; the State of the College at MJC (Modesto Junior College); the stakeholder call with the County CAO Recruiter; Sidewalk Sale; and Coffee with a Cop.

Councilmember Mark Plummer reminded everyone there is one remaining Farmers Market.

ADJOURNMENT

Adjourned into Closed Session at 7:31 PM.

Mayor Ann Segerstrom stated direction was given to staff.

Adjourned at 7:53 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 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.

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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: October 20, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Douglas L. White, City Attorney

SUBJECT: Waive the Second Reading, Read by Title Only, and Adopt an Ordinance of the Sonora City Council Clarifying Ordinance No. 905; Repealing Chapter 8.30, Emergency Services; and Repealing and Replacing Chapter 2.28, Emergency Services (Reserved) of the Sonora Municipal Code

RECOMMENDATION

Waive the Second Reading, Read by Title Only, and Adopt an Ordinance No. 909 clarifying Ordinance No. 905; repealing Chapter 8.30, Emergency Services; and repealing and replacing Chapter 2.28, Emergency Services (Reserved) of the Sonora Municipal Code.

BACKGROUND

During the City of Sonora ("City") Council meeting on July 21, 2025, the City Council adopted Resolution 07-21-2025-C, which adopted the City's updated 2025 Emergency Operations Plan. The Resolution's recitals indicate that Chapter 2.28, Emergency Services, will replace Chapter 8.30, Emergency Services, of the Sonora Municipal Code.

During the same City Council meeting on July 21, 2025, the City Council adopted Ordinance No. 905. The recitals of Ordinance No. 905 state, "[T]he City Council wishes to adopt the updated Emergency Operations Plan by replacing 8.30 and adding Chapter 2.28 of the Sonora Municipal Code to reflect current standards, procedures, and organizational structures for emergency management." The proposed text for Chapter 2.28 was included as Appendix 2 in the agenda packet for the City Council meeting on July 21, 2025.

DISCUSSION

The proposed Ordinance provides clarification about the changes that Ordinance No. 905 intended for the Sonora Municipal Code. First, the proposed Ordinance repeals Chapter 8.30, Emergency Services, of the Sonora Municipal Code. Second, the proposed Ordinance repeals the current Chapter 2.28, Emergency

Services (Reserved), and replaces the current Chapter 2.28 with a new Chapter 2.28, Emergency Services. The proposed Ordinance also provides the language for the new Chapter 2.28, Emergency Services.

FISCAL IMPACT

There is no fiscal impact associated with the proposed Ordinance. Resolution 07-21-2025-C already adopted the City's updated 2025 Emergency Operations Plan, and the proposed Ordinance updates the Sonora Municipal Code to align with the City's updated 2025 Emergency Operations Plan.

ATTACHMENTS

1. Ordinance No. 909
2. Resolution 07-21-2025-C
3. Ordinance No. 905

CORE COUNCIL PRIORITIES

Public Safety and Disaster Preparedness.

ORDINANCE NO. 909

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONORA CLARIFYING ORDINANCE NO. 905; REPEALING CHAPTER 8.30, EMERGENCY SERVICES; AND REPEALING AND REPLACING CHAPTER 2.28, EMERGENCY SERVICES (RESERVED), OF THE SONORA MUNICIPAL CODE

WHEREAS, during the City of Sonora (“City”) Council meeting on July 21, 2025, the City Council approved Resolution 07-21-2025-C adopting the City’s updated 2025 Emergency Operations Plan; and

WHEREAS, during the City Council meeting on July 21, 2025, the City Council also adopted Ordinance No. 905; and

WHEREAS, the recitals for Ordinance No. 905 state, “[T]he City Council wishes to adopt the updated Emergency Operations Plan by replacing 8.30 and adding Chapter 2.28 of the Sonora Municipal Code to reflect current standards, procedures, and organizational structures for emergency management;” and

WHEREAS, Ordinance No. 905 does not explicitly state that Chapter 8.30 should be repealed; and

WHEREAS, this Ordinance repeals Chapter 8.30, Emergency Services, of the Sonora Municipal Code; and

WHEREAS, Ordinance No. 905 states that Chapter 2.28, Emergency Services, is “hereby added,” but Chapter 2.28 already exists in the Sonora Municipal Code; and

WHEREAS, this Ordinance repeals the current Chapter 2.28, Emergency Services (Reserved), and replaces the repealed chapter with the new Chapter 2.28, Emergency Services; and

WHEREAS, the text of the new Chapter 2.28 is not included in Ordinance No. 905;

WHEREAS, this Ordinance provides the language for the new Chapter 2.28 that was not included in Ordinance No. 905.

NOW, THEREFORE, THE CITY OF SONORA CITY COUNCIL DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 8.30, Emergency Services, of Title 8, Health and Safety, of the Sonora Municipal Code, shall be repealed in its entirety.

SECTION 2. Chapter 2.28, Emergency Services (Reserved), of Title 2, Administration and Personnel, of the Sonora Municipal Code shall be repealed in its entirety and replaced to read as follows:

Chapter 2.28 Emergency Services

Sections:

- 2.28.010 Purposes.**
- 2.28.020 Definitions.**
- 2.28.030 Disaster Council Membership.**
- 2.28.040 Disaster Council Powers and Duties.**
- 2.28.050 Director and Assistant Director of Emergency Services.**
- 2.28.060 Powers and Duties of the Director and Assistant Director of Emergency Services.**
- 2.28.070 Emergency Organization.**
- 2.28.080 Compliance with the California Emergency Services Act.**
- 2.28.090 Emergency Operations Plan.**
- 2.28.100 Expenditures.**
- 2.28.110 Violations; Penalty.**
- 2.28.120 Repeal of Conflicting Ordinances.**

2.28.010 Purposes.

The declared purposes of this section are to provide for the preparation and carrying out of plans for the protection of persons and property within the City in the event of any emergency; the direction and form of the City's emergency organization; and the coordination of the emergency functions of this City with all other public agencies, corporations, organizations, and affected private persons.

2.28.020 Definitions

As used in this section, the following terms shall mean:

- a. COUNCIL – Shall means the City of Sonora City Council.
- b. EMERGENCY or LOCAL EMERGENCY – Shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as air pollution, toxic release, fire, flood, storm, epidemic, riot, earthquake, cyberterrorism, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, or other acts of civil unrest which are likely to be beyond the control of the services, personnel, equipment, and facilities of this City, requiring the combined forces of other political subdivisions to resolve.
- c. DIRECTOR OF EMERGENCY SERVICES – Shall mean the City Administrator, and if

unavailable or unable to respond, the Director of Emergency Services will be either the Police or Fire Chief. The Director of Emergency Services reports directly to the City Council and is over the Director of the Emergency Operations Center.

- d. ASSISTANT DIRECTOR OF EMERGENCY SERVICES – At the discretion of the Director of Emergency Services, an Assistant Director of Emergency Services may be appointed. The employee shall be from the Fire Chief, or the Police Chief, or Administration Departments, or other City employees as determined suitable by the Director of Emergency Services.
- e. EMERGENCY SERVICES COORDINATOR – The Director of Emergency Services shall appoint an Emergency Services Coordinator to be responsible for the Emergency Operations Plan described in section 2.28.090.
- f. EMERGENCY OPERATIONS CENTER – Shall mean the primary facility for directing and responding to situations of an emergency nature as described above or similar in nature, including communications and the allocations of personnel and equipment needed to respond to the situation.
- g. EMERGENCY OPERATIONS CENTER DIRECTOR – Shall mean the individual responsible for the City's coordinated operational efforts to respond to the emergency situation. The Director of the Emergency Operations Center is in charge of the functional response divisions and reports to the Director of Emergency Services.

2.28.030 Disaster Council Membership

The City of Sonora Disaster Council is hereby created and shall consist of the following:

- a. The Director of Emergency Services, who shall be chair.
- b. The Assistant Director of Emergency Services, who shall be vice chair.
- c. The Emergency Services Coordinator.
- d. Such chiefs of emergency services as are provided for in a current emergency plan of this jurisdiction, adopted pursuant to this ordinance.
- e. Such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as may be appointed by the Director of Emergency Services with the advice and consent of the governing body.

2.28.040 Disaster Council Powers and Duties

It shall be the duty of the City of Sonora Disaster Council, and it is hereby empowered, to develop and recommend for adoption by the governing body, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The Disaster Council shall meet at least once per year, upon call of the chair or, upon call of the vice chair (in the absence of the chair).

2.28.050 Director and Assistant Director of Emergency Services.

The City Administrator shall be the Director of Emergency Services, and has the discretion, in periods of declared disasters, to create and staff the position of Assistant Director of Emergency Services. The Director of Emergency Services may also, at the discretion of the City Council, staff the position of Assistant Director in non-emergency periods to continue to assist the City in emergency preparedness, as well as the recovery and reconstruction efforts following an emergency.

2.28.060 Powers and Duties of the Director and Assistant Director of Emergency Services.

- a. The Director of Emergency Services is hereby empowered to:
 1. Request, within ten (10) days after the actual occurrence of a disaster if assistance will be requested, that the City Council proclaim the existence or threatened existence of a local emergency, if the City Council is in session, or to issue such proclamation if the City Council is not in session. Whenever a local emergency is proclaimed by the Director of Emergency Services, the City Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect. The City Council shall take action to review the need to continue the proclamation at least once every sixty (60) days until terminated.
 2. Request that the Governor proclaim a state of emergency when, in the opinion of the Director of Emergency Services, the locally available resources are inadequate to cope with the emergency situation.
 3. Supervise and direct the City emergency organization and efforts to respond to the emergency situation, as provided for in this chapter and the City's Emergency Operations Plan.
 4. Supervise and direct the cooperation between the coordination of services, resources and staff of the City's emergency organization; and resolve questions of authority and responsibility that may arise between them.
 5. Represent the City in all dealings with public or private agencies on matters pertaining to the City's preparedness planning, response, and recovery from an emergency.
- b. In the event of a proclamation of a local emergency as provided in this chapter, the proclamation of a state of emergency by the Governor or the Director of the State Office of Emergency Services, or the existence of a state of war emergency, the Director of Emergency Services is hereby empowered to:
 - a. Appoint the Director of Emergency Operations Center, based on available personnel and the nature of the declared emergency;
 - b. Make and issue rules and regulations on matters related to the protection of life and property as affected by the emergency, or other actions that would assist in the City's

response to the situation. These actions must be approved by the City Council at the earliest practicable time, but no later than thirty (30) days, or the actions will be considered invalid;

- c. Procure vital supplies, equipment and other materials and property deemed necessary for the protection of life and property; to bind the City for the fair value of such materials, and if required, commandeer those materials for public use;
 - d. Require the emergency services of any City officer or employee and, in the event of a proclamation of a state of emergency in Tuolumne County, or the existence of a state of war emergency, to command the aid of as many citizens of this community as deemed necessary in directing the City response efforts. Such persons shall be entitled to all privileges, benefits, and immunities as are provided by State law for registered disaster service workers;
 - e. Requisition of any necessary personnel, equipment, or resources from any City department or agency as deemed necessary and appropriate for the direction of the City's response efforts; and
 - f. Direct and implement actions as requested by the City Council, whose superseding authority remains in effect.
- c. The Director of Emergency Services shall designate the order of succession to that office, to take effect in the event the Director of Emergency Services is unavailable to perform the duties of that office in the event of an emergency. The order of succession shall be approved by the City Council.
- d. The Assistant Director of Emergency Services shall, if the position is staffed in periods where there is no emergency proclamation in effect, under the supervision of the Director of Emergency Services and with the assistance of emergency personnel, develop emergency plans and manage the emergency programs of this City; and shall have such other powers and duties as may be assigned by the Director of Emergency Services.

2.28.070 Emergency Organization.

All officers and employees of this City, together with those volunteers enrolled to aid them during an emergency, and all groups, organizations, and persons who may by agreement or operation of law, including persons impressed into service under the provisions of this section, charged with duties incident to the protection of life and property in this City during such emergency, shall constitute the emergency organization of the City of Sonora.

2.28.080 Compliance with the California Emergency Services Act.

This City of Sonora Disaster Council shall comply with the California Emergency Services Act.

2.28.090 Emergency Operations Plan.

The City of Sonora Emergency Services Coordinator shall be responsible for the development of the Emergency Plan, which plan shall provide for the effective mobilization of all of the resources of this jurisdiction, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services, and staff of the emergency organization. Such a plan shall take effect upon adoption by resolution of the governing body.

2.28.100 Expenditures.

Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City.

2.28.110 Violations; Penalty.

It shall be a misdemeanor, punishable by a fine not to exceed one thousand dollars (\$1,000), or by imprisonment not to exceed six (6) months, or both, for any person, during an emergency, to:

- a. Willfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him by virtue of this chapter.
- b. Do any act forbidden by any lawful rule or regulation issued pursuant to this chapter, if such act is of such a nature as to give or be likely to give assistance to the enemy or imperil the lives or property of inhabitants of this city, or to prevent, hinder, or delay the defense or protection thereof.
- c. Wear, carry, or display, without authority, any means of identification specified by the emergency agency of the State.

2.28.120 Repeal of Conflicting Ordinances.

It is the intent of the City Council in enacting this chapter that it shall be considered a revision and continuation of the chapter repealed by this chapter, and the status of volunteers shall not be affected by such repeal; nor shall plans and agreements, rules and regulations, or resolutions adopted pursuant to such repealed chapter be affected by such repeal until amended, modified or superseded as provided in this chapter.

SECTION 3. SEVERABILITY. If any section, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof. The City Council hereby declares that it would have adopted the ordinance, and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases be declared invalid.

SECTION 4. PUBLICATION AND EFFECTIVE DATE. This ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in a newspaper of general circulation at least within fifteen (15) days after its passage or a summary of the Ordinance is published in a newspaper of general circulation at least five (5) days prior to adoption and again at least within fifteen (15) days after its passage.

SECTION 5. CERTIFICATION OF COUNCIL ADOPTION AND APPROVAL. This Ordinance was introduced at a regular meeting of the City Council held on October 20, 2025, and passed and adopted as Ordinance No. 909 at a regular meeting of the City Council held on November XX, 2025, by the following vote:

AYES: _____

NOES:

ABSENT OR
ABSTAIN:

Ann Segerstrom, Mayor, City of Sonora

ATTEST: _____
Tracy Skelly, City Clerk, City of Sonora

Approved as to Form:

Douglas L. White, City Attorney

Publish: The Union Democrat, Sonora
_____, 2025

RESOLUTION 07-21-2025-C**A RESOLUTION ADOPTING THE 2025 CITY OF SONORA EMERGENCY OPERATIONS PLAN AND REVISION OF THE CITY OF SONORA CITY MUNICIPAL CODE CHAPTER 2.28 - EMERGENCY SERVICES**

WHEREAS, the City Council of the City of Sonora recognizes that planning for emergencies in advance can reduce potential harm to people, property, and the environment within our community from the threat of natural, human-caused, and/or technological hazards; and

WHEREAS, an emergency operations plan and its associated annexes provide the framework for emergency response and emergency management within the City of Sonora during extraordinary incidents, emergencies, or disasters; and

WHEREAS, the City of Sonora seeks to ensure the effective, coordinated, and efficient management and deployment of response resources and capabilities to address potential extraordinary incidents, emergencies, or disasters; and

WHEREAS, the City of Sonora Emergency Operations Plan is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for response and emergency management systems, defines roles and responsibilities of the City's emergency response organization, and provides triggers for implementation of this plan during disasters; and

WHEREAS, upon adoption of this plan, the City of Sonora will concurrently be adopting the provisions of the National Incident Management System (NIMS) as directed by the Homeland Security Presidential Directive-5 (HSPD-5), and the State's Standardized Emergency Management System (SEMS) as directed by the State of California Emergency Services Act; and

WHEREAS, City of Sonora Municipal Code Chapter 2.28 – Emergency Services replaces City of Sonora Municipal Code Chapter 8.30 – Emergency Services; and

WHEREAS, the revision of the City of Sonora City Municipal Code Chapter 2.28 - Emergency Services to add the statement “Compliance with the Emergency Services Act” will ensure compliance with California State Government Code 8610; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sonora does hereby adopt the Emergency Operations Plan as an official plan for the City of Sonora, a political subdivision of the County of Tuolumne and the State of California.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Sonora held on the 21st day of July 2025, by Council Member who moved its adoption, which motion was duly seconded by Council Member and the Resolution adopted by the following vote:

AYES: Merrill, Levine, Opie, Plummer

NOES: _____

ABSENT: Segerstrom

APPROVED:

Ann Hall, vice mayor
For Ann Segerstrom, Mayor

ATTEST:

Tracy L Skelly
Tracy L. Skelly, City Clerk

RESOLUTION 07-21-2025-C

CITY OF SONORA ORDINANCE NO. 905

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONORA AMENDING CHAPTER 8.30, "EMERGENCY SERVICES," OF THE SONORA MUNICIPAL CODE TO UPDATE EMERGENCY SERVICES PROVISIONS AND ADOPT THE 2025 CITY OF SONORA EMERGENCY OPERATIONS PLAN

WHEREAS, the City of Sonora is committed to maintaining a comprehensive emergency management framework consistent with California's Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS); and

WHEREAS, the California Emergency Services Act (Government Code Section 8610 et seq.) authorizes cities to provide for an emergency organization and establish powers, duties, and procedures to effectively respond to emergencies and disasters; and

WHEREAS, the City of Sonora has developed the 2025 City of Sonora Emergency Operations Plan ("EOP") in compliance with best practices and guidance provided by the California Governor's Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA) Comprehensive Preparedness Guide (CPG 101); and

WHEREAS, the City's Disaster Council and Core Planning Team have reviewed and updated the EOP to enhance the City's preparedness and ensure eligibility for state and federal disaster assistance; and

WHEREAS, the City Council wishes to adopt the updated Emergency Operations Plan by replacing 8.30 and adding Chapter 2.28 of the Sonora Municipal Code to reflect current standards, procedures, and organizational structures for emergency management.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SONORA DOES ORDAIN AS FOLLOWS:

Section 1. Replacement of Chapter 8.30

Chapter 2.28 of the Sonora Municipal Code ("Emergency Services") is hereby added to:

1. **Update Definitions** to align with the California Emergency Services Act and incorporate references to SEMS, NIMS, and ICS.
2. **Clarify the Organization and Membership of the Disaster Council**, specifying roles for the Director of Emergency Services (City Administrator), Assistant Director (Fire Chief), Emergency Services Coordinator, and key stakeholders.
3. **Designate the City Administrator as the Director of Emergency Services**, responsible for leading emergency preparedness, response, recovery, and mitigation efforts, and adopting the order of succession for emergency leadership roles.
4. **Authorize the Director of Emergency Services** to implement the Emergency Operations Plan and, during an emergency, to issue necessary rules, regulations, and orders for the protection of life and property, subject to subsequent City Council review and ratification as required by law.
5. **Formally Adopt the 2025 City of Sonora Emergency Operations Plan**, including annexes for Alert and Warning, Evacuation, Debris Management, and other hazard-specific and functional annexes, recognizing the plan as a living document that may be amended administratively by the Emergency Services Coordinator to address changing conditions, risks, and best practices.

6. **Ensure Compliance with the California Emergency Services Act**, SEMS, NIMS, and FEMA guidance, maintaining eligibility for federal and state disaster assistance programs and grants.
7. **Reaffirm the Authority of the City Council** to review, amend, or replace the Emergency Operations Plan as needed, and require periodic review and exercises to maintain operational readiness.

Section 2. Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 3. Effective Date

This ordinance shall become effective thirty (30) days following its adoption by the City Council.

Section 4. Publication

The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be published and/or posted pursuant to the provisions of the Government Code of the State of California.

PASSED AND ADOPTED by the City Council of the City of Sonora on this 21st day of July 2025, by the following vote:

AYES: Merrill, Levine, Opie, Plummer

NOES: _____

ABSENT: Segerstrom

APPROVED:

Ann Segerstrom, Vice Mayor
 For Ann Segerstrom, Mayor, City of Sonora

ATTEST:

Tracy L. Skelly
Tracy L. Skelly, City Clerk, City of Sonora



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 3, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Jennifer Hannula, Police Lieutenant

SUBJECT: Accept the California Office of Traffic Safety Selective Traffic Enforcement Program Grant Award.

RECOMMENDATION:

Consider Authorization for the City of Sonora Police Department to Accept an Award From the State of California Office of Traffic Safety, (OTS), in an Amount Not to Exceed \$55,000, and Approve Associated Budget Adjustments for the Use of the Funding.

BACKGROUND:

In January of this year, the Sonora Police Department submitted an application to the Office of Traffic Safety (OTS) to support a Selective Traffic Enforcement Program (STEP) aimed at preventing serious injury and death resulting from motor vehicle crashes.

A grant in the amount of \$55,000 was awarded to The City of Sonora Police Department by OTS. If authorized by Council, the Sonora Police Department intends to use the funding to implement specialized traffic enforcement strategies, which include DUI enforcement, distracted driving enforcement, and seatbelt enforcement. Funds will also be used to enhance officer training in DUI and drug recognition, as well as the purchase of radar speed equipment and DUI Checkpoint supplies.

FISCAL IMPACT:

To recognize unanticipated revenues of \$55,000 and to increase appropriation for FY 25/26. There is no required local match contribution.

ATTACHMENTS:

- Office of Traffic Safety Grant Agreement

CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Public Safety and Disaster Preparedness, Staffing - Salary, Benefits, Training, and Retention.

State of California – Office of Traffic Safety
GRANT AGREEMENT

GRANT NUMBER
PT26 Item A.

1. GRANT TITLE Selective Traffic Enforcement Program (STEP)	
2. NAME OF AGENCY Sonora	3. Grant Period From: 10/01/2025 To: 09/30/2026
4. AGENCY UNIT TO ADMINISTER GRANT Sonora Police Department	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$55,000.00 Allocation is contingent upon availability of federal funds.	
7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: • Schedule A – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A – Certifications and Assurances • Exhibit B* – OTS Grant Program Manual • Exhibit C – Grant Electronic Management System (GEMS) Access *Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov. We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions. IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.	
8. Approval Signatures	
A. GRANT DIRECTOR NAME: Shane Theilen TITLE: Police Officer EMAIL: stheilen@sonorapd.com PHONE: (209) 532-8143 ADDRESS: 100 South Green Street Sonora, CA 95370 _____ (Signature) (Date)	B. AUTHORIZING OFFICIAL ADDRESS: Jennifer Hannula Lieutenant jhannula@sonorapd.com 209-532-9674 100 S Green Street Sonora, CA 95370 _____ (Signature) (Date)
C. FISCAL OFFICIAL ADDRESS: Chris Gorsky Finance Director cgorsky@sonoraca.com (209) 532-4541 94 S Green Street Sonora, CA 95370 _____ (Signature) (Date)	D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY ADDRESS: Stephanie Dougherty Director stephanie.dougherty@ots.ca.gov (916) 509-3030 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 _____ (Signature) (Date)

E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. SAM INFORMATION SAM #: MLQSNWLJ9QN5 REGISTERED ADDRESS: 94 N Washington ST CITY: Sonora Ca ZIP+4: 95370-4708	Item A.
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
405e DDL-26	20.616	0521-0890-101	2025	04/25	BA/25	\$5,000.00
164AL-26	20.608	0521-0890-101	2025	04/25	BA/25	\$30,000.00
402PT-26	20.600	0521-0890-101	2025	04/25	BA/25	\$20,000.00
I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.				AGREEMENT TOTAL		\$55,000.00
				AMOUNT ENCUMBERED BY THIS DOCUMENT		\$55,000.00
				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT		\$ 0.00
				TOTAL AMOUNT ENCUMBERED TO DATE		\$55,000.00
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED			

1. PROBLEM STATEMENT

Describe the city, county, or jurisdiction this grant will impact.

The OTS STEP Grant will be focused on the city limits of Sonora, Ca. Sonora, Ca is approximately 3.2 Sq miles and has a population of approximately 4917 people as of 2023. On an average day approximately 22,000- 25,000 people travel through the city of Sonora. The city of Sonora is in the heart of Tuolumne County and the main thoroughfare to the Sierra Nevada's as well as a major stopping destination for people traveling to Yosemite Valley. In the summertime and during the holiday season the city of Sonora has an influx of people coming through the city causing congestion on major roadways which causes the crash rate to go up.

Describe the problem(s) to be addressed, supported by current and relevant crash data. (most recent calendar year data/stats).

The Sonora Police Department will be focusing on reducing the number of Traffic Crashes by focusing on speed enforcement, DUI Saturation patrols, as well as cell phone violations, stop sign violations and reckless driving. The Sonora Police Department will make media post to the public making them aware of the extra enforcement as well as maximum enforcement when working the grant detail.

The city of Sonora has numerous bars and has a high frequency of night time adventures. Due to this DUI has been a major primary crash factor in 4% of all night time vehicle crashes as well as a 6% of all day time crashes. The city of Sonora's day times crashes make up 87% of all crashes in the city with 6% of those being DUI related and 0% being injury related. With the influx of people traveling to and from the Yosemite Valley and Sierra Nevada's Sonora is a place where many people come to stay while they are on their vacation and visiting their destinations. From 2022 to 2023 there was roughly a 1% increase in traffic crashes and in 2023 to 2024 there was roughly a 37% decrease in traffic related incidents with 12% of those being DUI or Drug related in 2023 and 10% being DUI or Drug related in 2024.

In 2024 there was a total of 97 traffic crashes in the city limits of Sonora with 10 of those being DUI and or drug related. Out of those 97 crashes 38 were with minor injury and 3 were with major injury. The city of Sonora had 0 fatal traffic crashes in 2024. In 2024 the city of Sonora had a 1.5% decrease in the traffic crashes compared to 2023. With the Selective Traffic Enforcement Program Grant we will reduce the percentage even more. In 2024 18 of the traffic crashes were cause due to unsafe speed and 10 of those were caused by DUI and or Drugs.

Define the target population the grant intends to serve and how they are affected by the problem(s).

The Office of Traffic Safety Selective Traffic Enforcement Program Grant will target the city of Sonora, Ca. Sonora is a small community in the heart of Tuolumne County. Sonora has a lot of people traveling to and from going to the Yosemite Valley as well as the Sierra Nevada's. The city of Sonora is home to urban living as well as many ranches surrounding the outskirts of the city.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of bicyclists killed in traffic crashes.
6. Reduce the number of bicyclists injured in traffic crashes.
7. Reduce the number of persons killed in alcohol-involved crashes.
8. Reduce the number of persons injured in alcohol-involved crashes.
9. Reduce the number of persons killed in drug-involved crashes.
10. Reduce the number of persons injured in drug-involved crashes.
11. Reduce the number of persons killed in alcohol/drug combo-involved crashes.
12. Reduce the number of persons injured in alcohol/drug combo-involved crashes.
13. Reduce the number of motorcyclists killed in traffic crashes.
14. Reduce the number of motorcyclists injured in traffic crashes.

15. Reduce hit & run fatal crashes.
16. Reduce hit & run injury crashes.
17. Reduce nighttime (2100 - 0259 hours) fatal crashes.
18. Reduce nighttime (2100 - 0259 hours) injury crashes.

B. Objectives:	Target Number
1. Issue a news release announcing the kick-off of the grant by December 31st. The kick-off news releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 7 days prior to the issuance date of the release.	3
2. Participate and report data (as required) in the following campaigns; Quarter 1: National Pedestrian Safety Month, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: National Speed Prevention Campaigns, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	12
3. Develop (by December 31) and/or maintain a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly.	12
4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	5
5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	5
6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training (classroom and field training must be completed).	1
7. Send law enforcement personnel to SFST Instructor training.	1
8. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	2
9. Conduct DUI Saturation Patrol operation(s).	5
10. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	6
11. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	4
12. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	1
13. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	2
14. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	2
15. Participate in highly visible collaborative DUI Enforcement operations.	2
16. Participate in highly visible collaborative Traffic Enforcement operations.	1

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- Conduct all training needed to implement the program, in the first quarter.
- Purchase all grant related supplies and materials to implement the program, in the first quarter.
- Items with a unit cost of \$5,000 more (including tax and shipping) must comply with Buy America.
- In order to develop/maintain the “DUI BOLOs,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The DUI BOLO may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.

Media Requirements

Issue a news release approved by the OTS PIO announcing the kick-off of the grant by December 31 and after the grant is signed and executed, but no sooner than October 1, the start of the grant year. The kick-off release must be approved by the OTS PIO. If you are unable to meet the December 31 deadline to issue a kick-off press release, communicate reasons to your OTS grant coordinator and OTS PIO.

B. Phase 2 – Program Operations (Throughout Grant Year)

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Send all PowerPoint presentations, online presentations and trainings for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Certified training courses are EXEMPT from the approval process.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the OTS grant coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, news releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator when any material is distributed to the media and public, such as a news release, educational material, or link to social media post.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator.
- News releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are EXEMPT from the OTS PIO approval process. The OTS PIO and your OTS grant coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are EXEMPT from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator with the embargoed date and time or with “INTERNAL ONLY: DO NOT RELEASE” message in subject line of email.

- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult the OTS PIO and copy your OTS grant coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any news releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received OTS PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- For additional guidance, refer to the [OTS Grants Materials Approval Process Guidelines](#) and [OTS Grants Media Approval Process FAQs](#) on the OTS website.
- Contact the OTS PIO or your OTS grant coordinator for consultation when changes from any of the above requirements might be warranted.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

1. Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)
 - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
 - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
 - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
 - Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT	
405e DDL-26	20.616	Distracted Driving Laws	\$5,000.00	
402PT-26	20.600	State and Community Highway Safety	\$20,000.00	
164AL-26	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$30,000.00	

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
<u>Straight Time</u>				\$0.00
<u>Overtime</u>				
DUI/DL Checkpoints	164AL-26	\$7,500.00	2	\$15,000.00
DUI Saturation Patrols	164AL-26	\$1,400.00	5	\$7,000.00
Collaborative DUI Enforcement	164AL-26	\$1,400.00	2	\$2,800.00
Traffic Enforcement	402PT-26	\$1,200.00	6	\$7,200.00
Pedestrian and Bicycle Enforcement	402PT-26	\$1,200.00	2	\$2,400.00
Motorcycle Safety Enforcement	402PT-26	\$1,200.00	1	\$1,200.00
Collaborative Traffic Enforcement	402PT-26	\$1,200.00	1	\$1,200.00
Traffic Safety Educational Presentations	402PT-26	\$500.00	2	\$1,000.00
Distracted Driving Enforcement	405e DDL- 26	\$1,250.00	4	\$5,000.00
Category Sub-Total				\$42,800.00
B. TRAVEL EXPENSES				
In State Travel	402PT-26	\$2,170.00	1	\$2,170.00
				\$0.00
Category Sub-Total				\$2,170.00
C. CONTRACTUAL SERVICES				
				\$0.00
Category Sub-Total				\$0.00
D. EQUIPMENT				
				\$0.00
Category Sub-Total				\$0.00
E. OTHER DIRECT COSTS				
DUI Checkpoint Supplies	164AL-26	\$5,200.00	1	\$5,200.00
Radar Device	402PT-26	\$1,610.00	3	\$4,830.00
Category Sub-Total				\$10,030.00
F. INDIRECT COSTS				
				\$0.00
Category Sub-Total				\$0.00
GRANT TOTAL				\$55,000.00

BUDGET NARRATIVE

PERSONNEL COSTS

DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel

Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Motorcycle Safety Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Collaborative Traffic Enforcement - Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel

Traffic Safety Educational Presentations - Overtime for grant funded traffic safety educational presentations conducted by appropriate department personnel.

Distracted Driving Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

TRAVEL EXPENSES

In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the OTS Traffic Safety Law Enforcement Forum. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.

CONTRACTUAL SERVICES

-

EQUIPMENT

-

OTHER DIRECT COSTS

DUI Checkpoint Supplies - On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS Device Supplies, PAS Calibration Supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.

Radar Device - To measure the speed of motor vehicles. This device will be used for speed enforcement.

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives here under.

Appendix A to Part 1300—Certifications and Assurances for Highway Safety Grants
(23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies, and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended;
- Sec. 1906, Public Law 109-59, as amended by Sec. 25024, Public Law 117-58;
- 23 CFR part 1300—Uniform Procedures for State Highway Safety Grant Programs;
- 2 CFR part 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- 2 CFR part 1201—Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- *Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252)*, (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- 28 CFR 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601)*, (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686)* (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended*, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- *The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.)*, (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987, (Pub. L. 100-209)*, (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189)* (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
"The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT order 1050.2A) ⁽¹⁾ in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the

form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

Item A.

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

The Subgrantee will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace, and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing a drug-free awareness program to inform employees about:
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs;
 4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
 5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
 1. Abide by the terms of the statement;
 2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted—
 1. Taking appropriate personnel action against such an employee, up to and including termination;
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or

rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

Item A.

- f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS—PRIMARY TIER COVERED TRANSACTIONS

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and

its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency; Item A.
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded**, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of

records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Item A.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION—LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

CERTIFICATION ON CONFLICT OF INTEREST

(applies to subrecipients as well as States)

GENERAL REQUIREMENTS

No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
 - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
 - b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

Item A.

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE **(applies to subrecipients as well as States)**

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS

Grant Number:	PT26225
Agency Name:	Sonora Police Department
Grant Title:	Selective Traffic Enforcement Program (STEP)
Agreement Total:	\$55,000.00
Authorizing Official:	Jennifer Hannula
Fiscal Official:	Chris Gorsky
Grant Director:	Shane Theilen

CURRENT GEMS USER(S)

1. Shane Theilen

Title: Police Officer

Media Contact: No

Phone: (209) 532-8143

Email: stheilen@sonorapd.com

Complete the below information if adding, removing or editing a GEMS user(s)

Item A.

GEMS User 1

Add/Change ☐

Remove Access ☐

Add as a media contact? Yes ☐

No ☐

Name

Job Title

Email address

Phone number

GEMS User 2

Add/Change ☐

Remove Access ☐

Add as a media contact? Yes ☐

No ☐

Name

Job Title

Email address

Phone number

GEMS User 3

Add/Change ☐

Remove Access ☐

Add as a media contact? Yes ☐

No ☐

Name

Job Title

Email address

Phone number

GEMS User 4

Add/Change ☐

Remove Access ☐

Add as a media contact? Yes ☐

No ☐

Name

Job Title

Email address

Phone number

GEMS User 5

Add/Change ☐

Remove Access ☐

Add as a media contact? Yes ☐

No ☐

Name

Job Title

Email address

Phone number

Form completed by:

Date:

As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.

Signature

Name

Grant Director

Date

Title



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 3, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Melissa Eads, City Administrator

SUBJECT: Approval of Taks Order 2A for Additional Environmental and Geotechnical Services for the Snell Street Reconstruction and Drainage Improvements Project.

RECOMMENDATION:

Consider Approval of Task Order 2A, an Amendment of Task Order 2, for Dewberry Engineers Inc. (Dewberry) to Perform the Additional Environmental and Geotechnical Services for the Snell Street Reconstruction and Drainage Improvements Project Needed to Accommodate the Preferred and Approved Realigned Road Alternative, Approved by City Council on February 18, 2025.

BACKGROUND:

Under existing Task Order 2, Dewberry is preparing the construction documents (Plans, Specifications, and Engineer's Estimate) for the construction of a new storm drain system and pipeline and the reconstruction of the roadway on Snell Street from the intersection of Bonanza Road to the City of Sonora / Tuolumne County line.

DISCUSSION / ANALYSIS:

The original scope of work assumed the improvements to the road and new storm drainage system would all be contained within the existing road alignment and right of way. As part of the development of the project design it was discovered that there are numerous underground TUD water and sewer pipelines making the installation of a new storm drainpipe extremely difficult and costly. As a result, it has been determined that realigning the road slightly towards the north would allow for a corridor for the new storm drainpipe and reduce the overall project costs. To realign the road, however, additional right-of-way will need to be secured, and a new retaining wall will need to be constructed on Snell Street near the intersection of Spring Hill Road.

Concurrently with the design development, the City has secured Carbon Reduction funds to pay for a portion of the sidewalk construction on this project. Additional grant money is needed to fully construct the project with the high likelihood of additional federal funds being secured. Because of the existing and potential future federal funds and the need to secure additional right-of-way, the environmental documents will need to comply with both the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). The original scope of work only addresses CEQA.



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

Approval of Task Order 2A will authorize Dewberry to start the additional environmental services needed to satisfy NEPA and perform the additional geotechnical services needed to provide design parameters for the new retaining wall.

FISCAL IMPACT:

The estimated cost of the additional services is a total of \$85,000 (Environmental: \$57,592, Geotechnical \$27,408). These additional funds are included in the Fiscal Year 2025/26 Proposed Budget approved by the City Council at the June 5, 2025, meeting. No additional funding is necessary.

ATTACHMENTS:

Task Order 2A – Snell Street Reconstruction and Drainage Improvements Project

CORE COUNCIL PRIORITIES:

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



Dewberry Engineers Inc.
11060 White Rock Road, Suite 200
Rancho Cordova, CA 95670-6061

916.363.4210
www.dewberry.com

November 3, 2025

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

Subject: Task Order 2A - Snell Street Reconstruction and Drainage Improvements

Dear Ms. Eads,

Dewberry is requesting approval of Task Order 2A authorizing Dewberry to provide the necessary additional environmental and geotechnical services to the Snell Street Reconstruction and Drainage Improvements Project.

Under existing the existing Task Order 2, Dewberry is preparing the construction documents (Plans, Specifications, and Engineer's Estimate) for the construction of a new storm drain system and pipeline and the reconstruction of the roadway on Snell Street from the intersection of Bonanza Road to the City of Sonora / Tuolumne County line.

The original scope of work assumed the improvements to the road and new storm drainage system would all be contained within the existing road alignment and right of way. As part of the development of the project design it was discovered that there are numerous underground TUD water and sewer pipelines making the installation of a new storm drainpipe extremely difficult and costly. As a result, it has been determined that realigning the road slightly towards the north would allow for a corridor for the new storm drainpipe and reduce the overall project costs. To realign the road, however, additional right-of-way will need to be secured, and a new retaining wall will need to be constructed on Snell Street near the intersection of Spring Hill Road.

Concurrently with the design development, the City has secured Carbon Reduction funds to pay for a portion of the sidewalk construction on this project. Additional grant money is needed to fully construct the project with the high likelihood of additional federal funds being secured. Because of the existing and potential future federal funds and the need to secure additional right-of-way, the environmental documents will need to comply with both the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). The original scope of work only addresses CEQA.

Approval of Task Order 2A will authorize Dewberry to start the additional environmental services needed to satisfy NEPA and perform the additional geotechnical services needed to provide design parameters for the new retaining wall.

FISCAL IMPACT:

The estimated cost of the additional services under this amendment is \$85,000 (Environmental:

\$57,592, Geotechnical \$27,408). This was included in the Fiscal Year 25/26 Proposed Budget approved by the City Council at the June 5, 2025, meeting.

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, Specifications, and Engineer's Estimate) in Caltrans format, for the Snell Road Reconstruction and Storm Drain Improvements project.

SCOPE OF WORK:

The following is a summary of duties to be provided to the City for this project. Management of this task order will require regular communication between the Dewberry Team and the City to ensure priority tasks are being delivered within the fiscal constraints of this task order.

The scope of services for Task Order 2A remains the same as Task Order 2 with the inclusion of the additional environmental and geotechnical services described above. The scope outline below remains lists the tasks that will be performed to complete this project.

1. Project Management, Quality Control / Quality Assurance, Existing Document Review, Property Owner Outreach
2. Surveying and Mapping
3. Preliminary Engineering (35% PS&E)
4. Geotechnical Field Exploration and Engineering
5. CEQA/NEPA Environmental Studies and Consultation with Resource Agencies
6. Final Design and Utility Coordination
7. Assistance During Bidding
8. Construction Support Services

Fee:

Task Order 2 original fee:	\$204,440.21
Amendment:	<u>\$ 85,000.00</u>
Total of Task Order 2A not to exceed:	\$289,440.21

The estimated cost to provide the additional services is \$85,000:

- 1) Task 4 Geotechnical Field Exploration & Engineering: \$27,408
- 2) Task 5 Environmental Studies: \$57,592

Task	Original Task 2 Fee	Amendment Fee	Task Order 2A Total Fee
Task 1 Project Implementation	\$ 28,520.00		\$ 28,520.00
Task 2 Surveying and Mapping	\$ 21,778.83		\$ 21,778.83
Task 3 Preliminary Engineering (35% PS&E)	\$ 37,753.33		\$ 37,753.33
Task 4 Geotechnical Field Exploration & Engineering	\$ 22,566.38	\$ 27,408.00	\$49,974.38
Task 5 Environmental Studies & Consult w/ Resource Agencies	\$ 5,925.00	\$ 57,592.00	\$ 63,517.00
Task 6 Final Design (100% PS&E)	\$ 63,386.67		\$ 63,386.67
Task 7 Assistance During Bidding	\$ 3,560.00		\$ 3,560.00
Task 8 Construction Support Services	\$ 9,700.00		\$ 9,700.00
Other Direct Costs (ODCs)	\$ 11,250.00		\$ 11,250.00
Total	\$ 204,440.21	\$ 85,000.00	\$ 289,440.21

Sincerely,

Approved by:



Mike Pugh, P.E.Contract Manager
Associate Vice President_____
Melissa 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: November 03, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Chris Gorsky, Assistant City Administrator

SUBJECT: Administrative Services Department Report for the 1st Quarter of FY25/26

RECOMMENDATION:

Receive the Administrative Services Department Report for the 1st Quarter of FY25/26

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.

Quarterly Report to the City Council

1st Quarter FY25/26

Highlights of General Fund Revenues:

	Current Period	YTD	FY24/25 Budget	% of Budget
Property Tax	\$ 34,580	\$ 34,580	\$ 1,581,100	2.2%
Sales Tax	\$ 841,018	\$ 841,018	\$ 3,206,900	26.2%
Measure Y	\$ 1,107,320	\$ 1,107,320	\$ 4,121,700	26.9%
Transient Occupancy Tax	\$ 103,198	\$ 103,198	\$ 586,000	17.6%
Public Benefit Fees	\$ 169,352	\$ 169,352	\$ 660,000	25.7%
Building & Encroachment Permits	\$ 19,202	\$ 19,202	\$ 141,100	13.6%
Business Licenses	\$ 2,772	\$ 2,772	\$ 130,000	2.1%

Highlights of General Fund Expenditures:

	Current Period	YTD	FY24/25 Budget	% of Budget
Salaries and Benefits	\$ 1,963,569	\$ 1,963,569	\$ 8,835,100	22.2%
Operating Expenditures	\$ 877,674	\$ 877,674	\$ 4,360,715	20.1%
Capital Improvement Projects	\$ 23,104	\$ 23,104	\$ 2,642,261	0.9%
Transfers	\$ 650,000	\$ 650,000	\$ 683,000	95.2%

	A/P	YTD	H/R	YTD
Total Number of WARRANTS/ACH/DD Processed:	602	602	356	356



CITY COUNCIL AGENDA REPORT

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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