



CITY COUNCIL REGULAR MEETING

Monday, April 15, 2024 at 5:00 PM

94 N. Washington Street, Sonora, CA 95370

(209) 532-4541

AGENDA

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on Monday, April 15, 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 livestreaming 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.

CLOSED SESSION - 3:00 PM

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

ADJOURN INTO CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation - Significant Exposure to Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.
2. Conference with Legal Counsel – Anticipated Litigation - Significant Exposure to Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.

3. Conference with Legal Counsel – Anticipated Litigation - Significant Exposure to Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.
4. Conference with Labor Negotiators (Gov. Code Section § 54957.6): Agency Designated Representatives: Melissa Eads, City Administrator; Chris Gorsky, Administrative Services Director; Employee Organization: Sonora Management Association (SMEA), Sonora Confidential Association (SCEA); Sonora Police Officers' Association (SPOA); Sonora Fire Fighters Association (SFFA); Sonora Employees Association (SEA).

RECONVENE INTO OPEN SESSION

OPEN SESSION - 5:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

CITY CLERK'S REPORT ON AGENDA POSTING

APPROVAL OF THE AGENDA

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.

PRESENTATIONS

5. Consider Acceptance of Four (4) New Police Vehicles, Two (2) New Fire Engines, and One (1) New Street Sweeper Into the City's Fleet. Presentation of vehicles on Main Street; Chris Gorsky, Administrative Services Director.
6. Receive an Introduction to, and Swearing-In of Police Dispatcher/Records Specialists Kimberly Hofmann, Charla Kiolbassa, and Jessica Cole; Turu VanderWiel, Police Chief.
7. Receive an Introduction to, and Swearing in of Police Sergeant Dominic Bertalotto; Turu VanderWiel, Police Chief.
8. Receive an Introduction to, and Swearing in of Police Officers Rodolfo Figueroa and Shane Theilen; Turu VanderWiel, Police Chief.
9. Receive an Introduction to, and Swearing in of Community Service Officer Michael DaRosa; Turu VanderWiel, Police Chief.
10. Receive a Presentation of the Sonora Police Department's 2023 Employee Award Recognitions; Turu VanderWiel, Police Chief.
11. Receive a Presentation of the Sonora Fire Department Fire Fighter of the Year Award 2023; Aimee New, Fire Chief.

12. Receive a Presentation of the Sonora Employees Association Employee Recognition for 2023; Melissa Eads, City Administrator.

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.

13. Consider Approval of the City Council Minutes from January 2, 2024; January 16, 2024; January 3, 2023; and January 17, 2023; Stacy Enos-Del Razo, Deputy City Clerk.
14. Consider Approval of Disbursements in the Amount of \$230,373.83 for Payroll, Including Employee Salaries, Employer and Employee Taxes, Retirement Contributions, Miscellaneous Voluntary Employee Deductions, Holiday Pay, and Other Adjustments, Including Retro-Pay; Tracy Skelly, Administrative Services Officer.
15. Consider Approval of Resolution No. 04-15-2024-B Establishing the City of Sonora Social Media Policy; Chris Gorsky, Administrative Services Director.
16. Consider Approval of Resolution No. 04-15-2024-D Establishing the City of Sonora Security Camera Policy; Chris Gorsky, Administrative Services Director.
17. Consider Approval of Resolution No. 04-15-2024-C Establishing the City of Sonora Recycled Paper Procurement Policy; Chris Gorsky, Administrative Services Director.
18. Consider Authorization for the Sonora Fire Department to Submit a Federal Emergency Management Agency (FEMA) Grant for Staffing for Adequate Fire and Emergency Response (SAFER). The City Administrator and/or Fire Chief is Requesting to Authorize and Direct the Fire Chief to Return to the City Council with the Application Results and to Accept the Awards if Successful; Aimee New, Fire Chief.
19. Consider Authorization to Submit 2024 Federal Emergency Management Agency (FEMA) Fire Protection Grant, Authorize the City Administrator and/or Fire Chief to Execute all Documents Relating to the Grant Applications, and Direct the Fire Chief to Return to the City Council with the Application Results and to Accept the Awards; Aimee New, Fire Chief.

NEW BUSINESS

20. Consider Adoption of Resolution 04-15-2024-A Certifying the Results and Declaring those Elected for the March 5, 2024, General Municipal Election for City Officers; Tracy Skelly, City Clerk.
21. Consider Approval of a Memorandum of Understanding with Tuolumne County Transportation Council to Maintain the Transit Stop Portion of the Stockton Washington Corridor Improvement Project; Tyler Summersett, Community Development Director.
22. Receive a Report on Parking Modifications for Compliance AB 413; Carlye Buchholz and Mike Pugh, City Engineers.
23. Consider Approval of the Development of a CIP for the City of Sonora to Help Identify the City's Needs, Prioritize Projects, Determine Capital Costs, and Position for Grant Funding; Carlye Buchholz and Mike Pugh, City Engineers.

24. Consider Approval of Task Order No. 2 in the Amount of \$204,440 to Prepare 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; Melissa Eads, City Administrator.

MONTHLY REPORTS

25. Receive the Administrative Services Department Report for February 2024 (FY23/24); Chris; Gorsky, Administrative Services Director.
26. Receive the Sonora Community Development Department Monthly Report for March 2024; Tyler Summerset, Community Development Director.
27. Receive the Fire Department Monthly Report for March 2024; Aimee New, Fire Chief.
28. Receive the Sonora Police Department monthly report for March 2024; Turu VanderWiel, Police Chief.
29. Receive the Sonora Public Works Department Monthly Report for March 2024; Michael Lagomarsino, Public Works Supervisor.

COUNCIL MEMBER REPORTS

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator at City Hall (209) 532-4541, meads@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.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Gorsky, Administrative Services Director

SUBJECT: New Fleet Vehicles

RECOMMENDATION:

Consider Acceptance of Four (4) New Police Vehicles, Two (2) New Fire Engines, and One (1) New Street Sweeper Into the City's Fleet.

BACKGROUND:

The police vehicles are the first of 10 new police vehicles that have been acquired as part of a new leasing program for the City of Sonora. In a bid to enhance public safety and fortify law enforcement efforts, The City of Sonora has recently embarked on a transformative journey, replacing aging police vehicles that were past their prime. The city administration's decision to lease new police cars marks a significant step towards modernizing our law enforcement fleet and ensuring our officers are equipped with reliable vehicles to serve and protect the community effectively. The police vehicles received this week are the first of 10 police vehicles that have been acquired as part of a new leasing program for the City of Sonora. It has been nearly 20 years since we last were able to update with a fleet of new patrol vehicles. The last major purchase were used Ford Crown Victorias purchased from surplus after the completion of the Salt Lake Winter Olympics in 2002. Since then, the City has purchased vehicles one at a time, through grants or donations. For the last 15 years, the City's fleet has been aging, now with an average age of 16 years, costing more money to maintain and operate as gas efficiencies and safety has improved dramatically. This has led to issues with officers having had several vehicle breakdowns, which has not helped our employee retention issues. The City of Sonora wants to be an employer of choice and to achieve that goal we need to provide modern, safe equipment for our employees.

The new fire engines replaced fire trucks that were over 20 years old and nearing their end of life. Some of the city's CDBG funds needed to be used by a certain date to meet the timeliness requirement from the U.S. Department of Housing and Urban Development. The CDBG program, administered by the Sonora Community Development Department, provides federal funds to local governments for the development of viable communities by addressing their housing, public facilities, and economic development needs.

The street sweeper was purchased as a replacement for another aging piece of equipment. The old sweeper was purchased in 2001 and had reached its end-of-life as the costs for maintenance, such as brush replacements and rust, made it economically viable to purchase a new efficient model, saving as much as 50% in fuel costs. The State, through the California Air Resources Board, has also mandated the retirement of older diesel equipment requiring agencies to upgrade their fleet to comply. The new sweeper is more compact, so it can navigate the narrow Sonora streets, is safer to operate, and is much quieter.

FISCAL IMPACT:

The Police vehicles have been leased with repurposed General Fund resources, as the City had savings from the deletion of a maintenance department, and Measure Y funds, the new sales tax passed by voters in November 2022.

The Fire engines were purchased using Community Development Block Grant Funds (CDBG).

Measure I Funds, the ½ cent tax measure passed by Sonora voters in 2005, were used to purchase the street sweeper



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Turu VanderWiel, Chief of Police
SUBJECT: Introduction of Police Three Dispatcher/Records Technician

RECOMMENDATION

Introduction and Swearing-in of Police Dispatcher/Records Technicians Kimberly Hofmann, Charla Kiolbassa, and Jessica Cole.

DISCUSSION

Kimberly tested for this position on January 5, 2024, and meets all the requirements to work as a Public Safety Dispatcher in the State of California.

Kimberly lives in Coulterville with her fiancé, Joshua. She graduated from Peninsula High School in San Bruno, CA. She graduated from UC Davis in June 2023 with a Bachelor of Arts Degree in Design. Kimberly has held jobs in the service industry, retail, and grant-funded college jobs, where she worked with several of her professors at UC Davis in various job capacities. All of her personal and professional references praise Kimberly for being an intelligent person and someone who applies herself in everything she does.

Charla tested for this position on January 25, 2024, and meets all the requirements to work as a Public Safety Dispatcher in the State of California.

Charla Kiolbassa has a long history of serving the public in the communities in which she has lived, both as a firefighter and a U.S. Park Police dispatcher. She was the first female firefighter at MCAS El Toro Fire Department and at Fort Irwin National Training Center. Charla lives in Sonora with her husband, Matthew who is a retired Director of Public Safety and Law Enforcement, and they have two adult children, Kameron and Cailyn. She and her husband operate an IT business and also a Public Safety Consulting Business. She is excited and so grateful to be part of the team at the Sonora Police Department, and is looking forward to many years of helping the community that she and her family love so much!

Jessica Cole tested for this position on February 14, 2024, and meets all the requirements to work as a Public Safety Dispatcher in the State of California.

Jessica and her husband, Sean, recently moved to Twain Harte, where they are raising their two children. Jessica was born in Redwood City, CA, and graduated from Aragon High School in San Mateo. Until recently, Jessica and her husband were employed by a non-profit organization, where Jessica worked in the capacity of a Personnel Officer (HR) and for the last 10 years in Israel, conducting mission operations and managing the Israel team. Unfortunately, they had to evacuate their home and offices due to the war and decided to change career paths. Jessica previously worked as a

travel agent and was chosen to support the California Highway Patrol in coordinating travel for several Governors of California.

FISCAL IMPACT

There is no fiscal impact on the General Fund as this position was previously funded as part of the FY 23/24 Budget.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Turu VanderWiel, Chief of Police
SUBJECT: Introduction of Police Sergeant

RECOMMENDATION

Introduction and Swearing in of Police Sergeant Dominic Bertalotto.

DISCUSSION

Dominic Bertalotto tested for this position on January 25, 2024, and meets all the requirements to work as a sworn peace officer in California. He comes to us from the Stanislaus County Sheriff's Office with ten years as a sworn Deputy Sheriff.

Dominic started his law enforcement career in 2014 with the Stanislaus County Sheriff's Office and attended the Alameda County Sheriff's Academy. During his career, Dominic has worked in many different capacities. He has experience in Patrol, Mobile Field Force, Search and Rescue, Mounted Unit, Traffic Enforcement, Major Accident Investigations, Coroner Investigations, and Special Vehicle Operations, which include boating and off-road vehicles. Dominic has served in the capacity of Field Training Officer, Acting Sergeant, and Mounted Unit Trainer. Prior to Dominic's law enforcement career, he served in the United States Coast Guard from 2007 to 2010 where he served as a boarding team member during drug interdiction operations.

Dominic believes strongly in training and building community relations. He looks forward to participating in community events and building strong relationships with the Community of Sonora.

FISCAL IMPACT

There is no fiscal impact on the General Fund as this position was previously funded as part of the FY 23/24 Budget.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Turu VanderWiel, Chief of Police
SUBJECT: Introduction of Police Two Officers

RECOMMENDATION

Introduction and Swearing in of Police Officers Rodolfo Figueroa and Shane Theilen.

DISCUSSION

Rodolfo Figueroa tested for this position on January 17, 2024, and meets all the requirements to work as a sworn peace officer in California. He comes to us from the Tracy Police Department as a lateral Police Officer.

Rodolfo started his career in public service as a State Parks Aid in 2015, where he repaired trails for Henry Coe State Park. In 2016, he took a job as an Adult Corrections Officer for Calaveras County and was later promoted to Patrol Deputy in 2017, having graduated from the San Joaquin Delta Police Academy. During his time at the Calaveras County Sheriff's Office, Rodolfo worked assignments such as SWAT (Special Weapons and Tactics), EOD (Explosive Ordinance Disposal Unit) & HAZMAT, Gangs, Drone, Defensive Tactics Instructor, and Explorer Advisor.

Rodolfo married his wife in 2019, and they have two boys. Rodolfo enjoys homesteading and biking and is a car enthusiast.

Shane Theilen tested for this position on January 16, 2024, and meets all the requirements to work as a sworn peace officer in California. He comes to us from the Oakdale Police Department as a lateral Police Officer.

Shane began pursuing a career in policing in 2019 by attending the Contra Costa County Law Enforcement Academy. In 2020, he was hired by the Oakdale Police Department as a sworn officer. He has held several assignments, including Range Master, Motor Officer, and Pepperball Instructor. In March 2023, Shane was promoted to the Rank of Police Officer II and was appointed as a Field Training Officer. He spent time on the Rapid Response Team and was selected by his command as Acting Sergeant for nearly a year.

Shane especially values his time as Range Master and Field Training Officer. He enjoys sharing his knowledge and helping others develop their professional skills.

FISCAL IMPACT

There is no fiscal impact on the General Fund as this position was previously funded as part of the FY 23/24 Budget.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Turu VanderWiel, Chief of Police
SUBJECT: Introduction of Community Service Officer

RECOMMENDATION

Introduction and Swearing in of Community Service Officer Michael DaRosa.

DISCUSSION

Michael DaRosa tested for this position on February 7, 2024, and meets all the requirements to work as a Community Service Officer. He comes to us from a family deeply rooted in first responders and military veterans who surrounded him with a culture of service from a young age.

Despite his upbringing in a firefighter family, Michael states he has always been drawn to law enforcement. He realized this calling during a school field trip to the Modesto Police Department, where he was lucky enough to sit in a sleek Crown Victoria Police Interceptor and allowed to play with the sirens. With a law enforcement career set in his sights, Michael pursued various opportunities such as a Police Explorer with Modesto PD, training Police K9s at Top Dog Training and Consulting, and later joining the Army National Guard as a Military Police Officer.

Michael said that when he saw the Sonora Police Community Service Officer job opening, he had a feeling that it was meant to be. He declares he is happily employed at the Sonora Police Department, where he is determined to pursue his dream of becoming a Police Officer. He also noted that each day, he wakes up excited to go to work, cherishing the camaraderie among his coworkers and finding fulfillment in serving his new community.

FISCAL IMPACT

There is no fiscal impact on the General Fund as this position was previously funded.



CITY COUNCIL AGENDA REPORT

MEETING DATE: April 15, 2024

TO: City Council Members

FROM: Turu VanderWiel, Chief of Police

SUBJECT: 2023 EMPLOYEE RECOGNITIONS.

RECOMMENDATION

Receive the Sonora Police Department's 2023 employee recognitions.

DISCUSSION

Each year, the Police Department recognizes exceptional performance in the following categories: Officer of the Year, Reserve / Part-Time Employee of the Year, Civilian Employee of the Year, Marshall McMaster Community Service Volunteer of the Year, and Ronald Billings II Police Explorer of the Year. These recognitions are peer-nominated and leadership-endorsed.

The following individuals were selected as the Sonora Police Department's employees of the year for 2023.

Ronald Billings II Explorer of the Year (N/A) – Due to limited program management, opportunities to achieve this recognition were limited. There will be no nomination in this category for 2023.

Marshall McMaster Community Service Volunteer (CSV) of the Year, David Ernst – David joined our department in October 2022. In 2017, he retired as the Director of Support Service for the Boy Scouts of America after spending 17 years in that capacity. Before that, he worked in the retail grocery industry for 28 years. David is not new to community service or volunteer work. He spent numerous years as a Cub Scout and Boy Scout leader, stayed active in the churches serving as an Elder and Chairing Committees, and has traveled to New Orleans to help restore and revitalize after Hurricane Katrina. David also volunteered with the Manteca Police Department before relocating to Sonora with his lovely wife, Cindy. He notes he enjoys the opportunity to invest his time as a Community Service Volunteer for the Sonora Police Department and support the great work our Emergency Services personnel do. "A jack of all trades," "works well with everyone," "helped out tons," and is "consistent and reliable," is how our Police Department staff describe him. We are all grateful that David is representing our agency and that he is willing to share his years of experience with others.

Reserve / Part-Time Employee of the Year, Ashley Brandow – Ashley started with us as a Community Service Volunteer. She was hired as a full-time Police Officer in 2016 and was selected for the Detective position in 2020. In 2022, Ashley decided to take some time to raise her family but wanted to stay engaged and help out where she could, so she transitioned to Reserve Police Officer. Ashley is described as always being the first to volunteer for vacant shifts, which is greatly appreciated by all, especially during the staffing shortage. Her teammates commented that she is "thorough and detailed," "a pleasure to work with, and that "she provides the best service to the community." I appreciate her dedication and enthusiasm for sharing her knowledge with others, which includes assisting patrol staff

with complex search warrants and investigations. In the capacity of Reserve Police Officer, as with others she has held, Ashley continues to be a highly valuable asset to the department and the City.

Civilian Employee of the Year, Part-Time Dispatcher Cyndi Nordvik – Cyndi has been a part of our team since 2009, when she was hired as a part-time Dispatcher and records Specialist. She loves dispatching but has taken on the additional responsibility of Computer Network Manager and the challenging task of maintaining our information and technology systems. Cyndi goes beyond just maintaining our IT needs; She takes leading roles in the execution of projects such as Body Worn Camera upgrades, Mobile Video Upgrades, creating emergency readiness backup systems, modernizing our digital evidence storage, and the implementation of our public safety video project. She manages our webpage, coordinates secured connectivity with DOJ, and dabbles in radio communications and repeater site management. She fills vacant dispatch shifts, works on-site and remotely to address urgent issues, and conducts follow-up maintenance on critical equipment.

Cyndi's teammates say she is "efficient and knowledgeable," "always willing to help at a moment's notice," "works like crazy," and "makes life easier for officers." Other comments include that she "has a truly caring heart," that she is "all over the place," and that she "gets very little sleep but always has a smile." I appreciate Cyndi's unwavering commitment to our mission and her ownership in treating the department's budget as if it were her own, finding the best products for the lowest price, and then haggling with vendors for a better value. Without her, we would not be functioning at the level we are today, and I wholeheartedly concur with this nomination.

Officer of the Year, Officer Mikale Bell - Mikale was hired in 2019 as a part-time sworn School Resource Officer, and by the end of 2020, his work ethic opened the door for him to become a full-time Police Officer. He is passionate about his job, cares about people, and dedicates much of his time to supporting various community functions. "Courteous and respectful," "always pleasant to others," "professional," "fun to work with," "knowledgeable," and "shows compassion but with a strong police presence when needed." The department leadership recognizes Mikale's positive attitude and customer service skills, willingness to take on complex investigations, and ability to keep pace with large caseloads without complaining. As the Chief of Police, I value Mikale's professionalism and ownership of our department's values.

Lifesaving Commendation, Corporal Thomas Brickley – On Tuesday, February 15, 2022, at approximately 7:20 a.m. Corporal Brickley was dispatched to a report of a possible death at the Sonora Gold Lodge at 480 West Stockton Street. When he arrived on scene, Corporal Brickley discovered an unresponsive 57-year-old male on his hotel room bed. Corporal Brickley quickly assessed the patient and determined the patient did not have a pulse. He repositioned the patient onto the floor, made appropriate notifications, and began administering CPR. The patient regained a pulse just as medical personnel arrived on scene. According to hospital personnel, Corporal Brickley's actions resulted in the patient surviving the initial medical episode and allowing his wife time by his side before he passed.

FISCAL IMPACT

There is no fiscal impact on the General Fund.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: City Council Members

FROM: Aimee New, Fire Chief

SUBJECT: Fire Department Fire Fighter of the Year Award - 2023

RECOMMENDATION

Receive Fire Department Fire Fighter of the Year Award - 2023

DISCUSSION

Each year the City of Sonora recognizes outstanding employees across all Departments. This is the time when we are given the opportunity to recognize and thank those we believe deserving of special recognition. All employees in the following categories are eligible (Volunteer, Intern, Part-time, and Career) for nomination as Employee of the Year.

The Fire Fighter of the year award began in 1994, and is unique in the City, in that our recognition program is entirely peer driven. Recognition that comes from peers acknowledging each other for outstanding service is especially rewarding.

For the 2023 Fire Fighter of the Year, the Sonora Fire Department would like to recognize Peter Doppe. In 2021, Peter was hired as a Relief Fire Engineer. In 2022 was hired on full-time and was just recently promoted to Fire Captain. Recognized by his peers, here are some of the comments received:

- He has brought good insight to the department and new ways of achieving our goals.
- Since his arrival, he has been a great asset to the department.
- Peter brings different ideas and perspectives from his time at other agencies.
- His skills and knowledge help to make our department better and more efficient.
- Peter is always willing to help.
- Peter has improved the workplace atmosphere and has helped to raise moral.

Peter continues to be a contributing member of this department and we congratulate him on his achievements.

FISCAL IMPACT

No fiscal impact to the General Fund.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Melissa Eads, City Administrator

SUBJECT: Sonora Employee's Association Employee of the Year for 2023

RECOMMENDATION:

Receive the Sonora Employee's Association (SEA) Employee of the Year for 2023.

DISCUSSION:

Each year an employee is selected by their peers to be the City of Sonora Employee's Association Employee of the Year. The following individual was selected for their outstanding and dedicated work for the City.

Public Works Supervisor Michael Lagomarsino is the Sonora Employees' Association Employee of the Year for 2023. Mike Lagomarsino started working as a Public Works Assistant on April 23, 2005. He quickly showed his skills by obtaining his pesticide applicator's license and taking charge of the program.

Due to his excellent performance, he was promoted to Public Works Specialist on June 2, 2007. In this position, he took on more responsibilities such as maintaining and designing Woods Creek Park and taking care of the Dragoon Gulch Trail. Previous Directors had noted that Mike was an asset to the department and would make an excellent long-term employee. He eventually took on more leadership roles in various projects such as storm drains and wall construction and was one of the only employees who obtained his Class B driver's license.

After years of hard work, Mike became Public Works Supervisor on January 13, 2018. City Administrator Tim Miller recognized Mike's strong commitment to the City and his pride in his own and his employees' work. He was also elected Employee of the Year in 2021. Mike is highly respected in the community for his outstanding contributions. Despite having limited staffing, Mike has been able to complete numerous projects. He has earned the respect of his team, as evidenced by his being elected Employee of the Year. Some comments from his peers include:

"Mike is very conscientious and dedicated."

"He is very helpful and nice."

"Mike goes out of his way to help quickly and efficiently."

FISCAL IMPACT:

No fiscal impact to the General Fund.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Stacy Enos-Del Razo, Deputy City Clerk

SUBJECT: Meeting Minutes for January 2, 2024; January 16, 2024; January 3, 2023; and January 17, 2023

RECOMMENDATION

Approve City Council Minutes for January 2, 2024; January 16, 2024; January 3, 2023; and January 17, 2023.

DISCUSSION

Staff recommends that the City Council Approve Meeting Minutes for January 2, 2024; January 16, 2024; January 3, 2023; and January 17, 2023.

FISCAL IMPACT

No Fiscal Impact to the General Fund.



CITY COUNCIL REGULAR MEETING

Tuesday, January 02, 2024 at 5:00 PM

94 N. Washington Street, Sonora, CA 95370

(209) 532-4541

MINUTES

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on Monday, January 2, 2024, at 5:00 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

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

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CLOSED SESSION - 4:00 PM**CALL TO ORDER**

Called to order at 4:00 PM.

ROLL CALL**PRESENT**

Mayor Mark Plummer

Mayor Pro-Tem Ann Segerstrom

Councilmember Suzanne Cruz

Councilmember Matt Hawkins

Councilmember Andy Merrill

PUBLIC COMMENTS

No public comments.

ADJOURN INTO CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.
2. Conference with Legal Counsel – Anticipated Litigation - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.
3. Conference with Legal Counsel – Anticipated Litigation - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney, Melissa Eads, City Administrator.

RECONVENE INTO OPEN SESSION**OPEN SESSION - 5:00 PM**

Called to order at 5:02 PM.

REPORT OUT OF CLOSED SESSION

Direction was given to staff.

PLEDGE OF ALLEGIANCE

Councilmember Andy Merrill led the Pledge of Allegiance.

ROLL CALL

PRESENT

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

CITY CLERK'S REPORT ON AGENDA POSTING

The Agenda was posted on Friday, December 29, 2023, at 9:44 AM.

APPROVAL OF THE AGENDA

The Agenda was approved without change.

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.

Karen Caldwell representing the Tuolumne Fire Safe Council informed those in attendance that the Community Fire Protection Plan Draft that is out for public comment and there will be an open house at the US Forest Service.

A member of the public commented that she was pleased Tyler Sommersett has been hired as the Community Development Director as he is well respected.

Katie Dunn President of the Sonora Chamber of Commerce updated those in attendance that Christmas Decorations and Trees will be taken down; updated those in attendance on the progress and projects for the Opera Hall.

Fire Chief Aimee New read aloud to those in attendance an email she received stating high regard for the Fire Department and how well they care for the citizens of Sonora.

PRESENTATIONS

4. Receive an update from Tuolumne County District 1 Supervisor David Goldemberg.

Tuolumne County District 1 Supervisor David Goldemberg, updated those in attendance of the upcoming County Annual Board Workshop; Tuolumne County would like to re-establish the joint meetings with the City; and the Committee on Aging will have open seats and encouraged volunteers.

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.

No public comments.

5. Consider approval of disbursements in the amount of \$220,002.67 for payroll, including employee salaries, employer and employee taxes, retirement contributions, miscellaneous voluntary employee deductions, holiday pay, and other adjustments, including retro-pay; Tracy Skelly, Administrative Services Officer.
6. Waive second reading, read by title only, and adopt Ordinance 894, Adding Chapter 1.25, Appeal of Administrative Decisions, to Title 1, General Provisions, of the Sonora Municipal Code to establish a procedure for the appeal of administrative decisions that otherwise lack an appeal process; Douglas White, City Attorney.

Motion made by Councilmember Andy Merrill, Seconded by Mayor Ann Pro-Tem Segerstrom. Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz, Councilmember Matt Hawkins, Councilmember Andy Merrill

NEW BUSINESS

No public comment.

7. Consider and direct the execution of a letter of support for the California Climate Investment- CAL FIRE Wildfire Prevention Grant application to be submitted by the Tuolumne County Fire Safe Council for Fuels Reduction and Fire Break/Dozer Line Maintenance in the Dragoon Gulch Area.

Consider a financial contribution to the Fire Safe Council for the planning and grant preparation efforts, in an amount not to exceed \$2,500; Melissa Eads, City Administrator and Aimee New, Fire Chief.

Motion made by Councilmember Matt Hawkins, Seconded by Mayor Pro-Tem Ann Segerstrom. Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz, Councilmember Matt Hawkins, Councilmember Andy Merrill.

COUNCIL MEMBER REPORTS

Councilmember Matt Hawkins, informed those in attendance it was a great Holiday Season and New Year.

Councilmember Andy Merrill, informed those in attendance that TCTC was very close to deciding on a new Executive Director; and 2023 was a very good year for the City and 2024 was going to be a landmark year.

Councilmember Suzanne Cruz, informed those in attendance it was enjoyable being involved with Christmas Town, New Years celebrations and citizen celebrations; and Public Works did an excellent job with the recent round of bad weather.

Councilmember Ann Segerstrom, informed those in attendance the holidays were a Festive Season; there was a grand send off for Rachelle Kellogg and welcomed Tyler Sommersett; and she agreed with Councilmember Merrill to keep 2024 going.

Mayor Mark Plummer, informed those in attendance he was grateful for everyone, the Councilmembers and staff and enjoyed working with everyone.

ADJOURNMENT

Meeting adjourned at 5:40 PM.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator at City Hall (209) 532-4541, meads@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).

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CITY COUNCIL REGULAR MEETING

Tuesday, January 16, 2024 at 5:00 PM

94 N. Washington Street, Sonora, CA 95370

(209) 532-4541

MINUTES

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

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

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

Public Access Audio and Video Live Streaming

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

Remote viewing of the meeting via live streaming is provided to members of the public as a courtesy. If the livestreaming 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.

CLOSED SESSION - 4:00 PM

CALL TO ORDER

Called to order at 4:01 PM.

ROLL CALL

PRESENT

Mayor Mark Plummer

Mayor Pro-Tem Ann Segerstrom

Councilmember Suzanne Cruz

ABSENT

Councilmember Matt Hawkins

Council Member Andy Merrill

PUBLIC COMMENTS

No public comments.

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).

RECONVENE INTO OPEN SESSION

OPEN SESSION - 5:00 PM

Called to order at 5:01 PM.

REPORT OUT OF CLOSED SESSION

PLEDGE OF ALLEGIANCE

Mayor Mark Plummer led the Pledge of Allegiance.

ROLL CALL**PRESENT**

Mayor Mark Plummer
 Mayor Pro-Tem Ann Segerstrom
 Councilmember Suzanne Cruz

ARRIVED LATE

Councilmember Andy Merrill

ABSENT

Councilmember Matt Hawkins

CITY CLERK'S REPORT ON AGENDA POSTING

The Agenda was posted on January 12, 2024, at 9:31 AM.

APPROVAL OF THE AGENDA

Motion made by Mayor Pro-Tem Ann Segerstrom, Seconded by Councilmember Suzanne Cruz. Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz.

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.

No public comment.

PRESENTATIONS

2. Receive an introduction and administration of oath for the Community Development Director Tyler Summersett; Melissa Eads, City Administrator, Tracy Skelly, City Clerk.

Melissa Eads City Administrator, introduced to those in attendance Tyler Summersett, Community Development Director.

Tracy Skelly City Clerk, administered the oath of office.

3. Receive a presentation from Visit Tuolumne County on the Quarterly Marketing Update; Katie Kirkland, Sales and Marketing Director for Visit Tuolumne County.

Lisa Mayo President with Visit Tuolumne County, updated those in attendance on the Tours and Marketing District and community sponsorships in working with the Sonora Chamber of Commerce.

Katie Kirkland with Visit Tuolumne County, updated those in attendance on advertising Gold Country as a prime wedding destination, social media for Visit Sonora, Visit Tuolumne County and Visit California, hosted two media trips, and applied for Visit California Poppy Award.

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.

No public Comments.

4. Consider approval of disbursements in the amount of \$231,709.62 for payroll, including employee salaries, employer and employee taxes, retirement contributions, miscellaneous voluntary employee deductions, holiday pay, and other adjustments, including retro-pay; Tracy Skelly, Administrative Services Officer.

Motion made by Mayor Pro-Tem Ann Segerstrom, Seconded by Councilmember Suzanne Cruz. Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz.

NEW BUSINESS

No public comments.

5. Consider acceptance of the Compensation Study Report prepared by Regional Government Services; Christopher Gorsky, Administrative Services Director.

Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz, Councilmember Andy Merrill.

MONTHLY REPORTS

6. Receive the Sonora Administrative Services Department monthly report for November 2023 (FY23/24); Chris Gorsky, Administrative Services Director.
7. Receive the Sonora Fire Department monthly report for December 2023; Aimee New, Fire Chief.
8. Receive the Sonora Police Department monthly report for December 2023; Turu VanderWiel.
9. Receive the Sonora Public Works Department monthly report for December 2023; Michael Lagomarsino, Public Works Supervisor.

COUNCIL MEMBER/DEPARTMENT HEAD REPORTS

10. Receive communications regarding "Challenges Facing First Responders and the Impact on Community Safety".

COUNCIL MEMBER REPORTS

Councilmember Andy Merrill, attended the MLK Celebration at Sonora High and the Homeless Committee Meeting and informed those in attendance there is a joint Homeless Committee Meeting scheduled with the Supervisors; and he has started a new position with the Sierra Conservation Center as a Professor.

Councilmember Suzanne Cruz, attended YES-Partnership Meeting; Central Economic Development Meeting; informed those in attendance she will be attending the the 20th Annual Walk for Life, West Coast and listened to the Alveda King speech for MLK Day.

Councilmember Ann Segerstrom, informed those in attendance she (along with other Councilmembers) met with staff on the Compensation Study, helped with the removal of Christmas Tree Lane and reviewed the League of Women's Voters Year End Review; and attended the LAFCO meeting and MLK Day Celebration

Mayor Mark Plummer, attended LAFCO, Airport Land Use Commission, Fire Safe Exposition/Workshop, MLK Celebration and Solid Waste Committee; informed the public of his thanks and appreciation to the Public Works Department for all their work on hanging the beautiful decorations.

ADJOURNMENT

Meeting adjourned at 6:55 PM.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator at City Hall (209) 532-4541, meads@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).

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CITY COUNCIL SPECIAL MEETING

Tuesday, January 03, 2023 at 5:30 PM

94 N. Washington Street, Sonora, CA 95370

(209) 532-4541

MINUTES

NOTICE IS HEREBY GIVEN that the Sonora City Council will have a special meeting on Tuesday, January 3, 2023 at 5:30 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH GOVERNMENT CODE SECTION 52953(E) AND THE CITY OF SONORA CITY COUNCIL RESOLUTION NO. 12-19-2022-A.

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

Zoom Meeting Link:

<https://us06web.zoom.us/j/87460555933?pwd=UFBFZ0EyR3pjXNXZWtXVIZLQTJoQT09>

Dial: (669) 900-6833

Meeting ID: 874 6055 5933

Passcode: 7dY809

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

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

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.

OPEN SESSION - 5:30 PM**CALL TO ORDER**

Called to order at 5:30 PM.

PLEDGE OF ALLEGIANCE

Councilmember Suzanne Cruz led the Pledge of Allegiance.

ROLL CALL

Present

Mayor Mark Plummer

Mayor Pro Tem Ann Segerstrom

Councilmember Suzanne Cruz

Councilmember Matt Hawkins

Councilmember Andrew Merrill

CITY CLERK'S REPORT ON AGENDA POSTING

The Agenda was posted on Friday, December 30, 2022, at 11:15 AM.

APPROVAL OF THE AGENDA

The Agenda was approved without change.

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. If participating via Zoom, please raise your hand using the Raise Your Hand feature or dial *9 (*6 to unmute).*

Katie Dune representing the Sonora Chamber of Commerce informed those in attendance that the mail box in Court House Park was vandalized for the second time; updated those in attendance that Christmas Town Sonora was taking down Christmas decorations in between the storms; asked the Council to consider a scaled down version of Red Card; and notified those in attendance of the next mixer on January 17, 2023 from 5:50 PM - 7:00 PM at the Blue Zone.

CONSENT CALEDAR

1. Consider approval of the estimate for water damage mitigation services in relation to the flooding at the Sonora Fire Station and authorize the City Administrator to execute the agreement; Christopher Gorsky, Administrative Services Director.

No public comments.

**Motion made by Councilmember Andy Merrill, Seconded by Councilmember Matt Hawkins.
Voting Yea: Mayor Mark Plummer, Mayor Pro Tem Ann Segerstrom, Councilmember
Susanne Cruz, Councilmember Matt Hawkins, Councilmember Andy Merrill.**

NEW BUSINESS

2. Receive the City of Sonora Housing Successor Annual Report for 2022; Rachelle Kellogg, Community Development Director.
3. Ratify Cooperative Fire Programs Fire Protection Reimbursement Agreement between the Chicken Ranch Rancheria of Me-Wuk Indians and the City of Sonora; Aimee New, Fire Chief.

No public comments.

Motion made by Councilmember Matt Hawkins, Seconded by Councilmember Suzanne Cruz. Voting Yea: Mayor Mark Plummer, Mayor Pro Tem Ann Segerstrom, Councilmember Suzanne Cruz, Councilmember Matt Hawkins and Councilmember Andy Merrill.

COUNCIL MEMBER/DEPARTMENT HEAD REPORTS

Administrative Services Director Chris Gorsky, no report.

Police Chief Turu VanderWieil, no report.

Fire Chief Aimee New, no report.

Community Development Director Rachelle Kellogg, informed those in attendance Public Works reported minor issues with no considerable flooding.

City Administrator Melissa Eads, no report.

Councilmember Matt Hawkins, informed those in attendance there is more rain to come and everyone needs to be prepared.

Councilmember Suzanne Cruz, no report.

Councilmember Andy Merrill, no report.

Mayor Pro Tem Ann Segerstrom, informed those in attendance, Happy New Year and Thank You to the City Administration and Fire Chief for a wonderful City event; look for the Forms 700 and property taxes are coming due; reflected on a New York Times article in regard to a food waste campaign and the possibility of working with Waste Management to remind people to buy and eat smartly as a way to save the environment.

Mayor Mark Plummer, informed those in attendance he was thankful for everyone that was at the meeting as the City is on the cusp of very good times and wished everyone a Happy New Year.

ADJOURNMENT

Meeting adjourned 6:14 PM.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator at City Hall (209) 532-4541, mrutikanga@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).

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CITY COUNCIL REGULAR MEETING

Tuesday, January 17, 2023 at 5:00 PM

94 N. Washington Street, Sonora, CA 95370

(209) 532-4541

MINUTES

NOTICE IS HEREBY GIVEN that the Sonora City Council will have their regular meeting on Tuesday, January 17, 2023, at 5:00 PM in the City of Sonora Council Chambers located at 94 N. Washington Street Sonora, CA 95370.

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH GOVERNMENT CODE SECTION 52953(E) AND THE CITY OF SONORA CITY COUNCIL RESOLUTION NO. 12-19-2022-A.

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

Zoom Meeting Link:

<https://us06web.zoom.us/j/81193397821?pwd=UGdrRTcyaFFac3o0b2JQK2FmMTRyUT09>

Dial: (669) 444-9171

Meeting ID: 811 9339 7821

Passcode: 906625

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

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

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.

CLOSED SESSION - 4:00 PM**CALL TO ORDER**

Called to order at 4:02 PM.

ROLL CALL**PRESENT**

Mayor Mark Plummer

Mayor Pro Tem Ann Segerstrom

Councilmember Andrew Merrill

ABSENT

Councilmember Suzanne Cruz

Councilmember Matt Hawkins

PUBLIC COMMENTS

No public comments.

ADJOURN INTO CLOSED SESSION

Adjourned into closed session at 4:04 PM.

1. Conference with Legal Counsel – Existing Litigation (Government Code section 54956.9 (d)(1)); Name of Case: Jaycee Alameda v. City of Sonora, et al., Tuolumne Superior Court Case No. CV 63114; Doug White, City Attorney.
2. Conference with Legal Counsel – Anticipated Litigation - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section § 54956.9: One (1) Potential Case; Doug White, City Attorney.

RECONVENE INTO OPEN SESSION [City Council Chambers]**OPEN SESSION - 5:00 PM****REPORT OUT OF CLOSED SESSION**

Direction was given to staff.

PLEDGE OF ALLEGIANCE

Councilmember Matt Hawkins led the Pledge of Allegiance.

ROLL CALL**Present****Mayor Mark Plummer****Mayor Pro Tem Ann Segerstrom****Councilmember Suzanne Cruz****Councilmember Matt Hawkins****Council Member Andrew Merrill****CITY CLERK'S REPORT ON AGENDA POSTING**

The Agenda was posted on Friday, January 13, 2023, at 12:44 PM.

APPROVAL OF THE AGENDA

The agenda was approved without change.

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. If participating via Zoom, please raise your hand using the Raise Your Hand feature or dial *9 (*6 to unmute).*

A business owner on Washington Street commented on having to place sand bags due to a flooding problem; he also commented that he is concerned about the public as they could trip on the sand bags; he also commented a better curb on their side of the street could also help to keep the water out of his business.

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.

3. Consider approval of disbursements in the amount of \$151,396.32 for payroll, inclusive of employee salaries, employer and employee taxes and retirement contributions, miscellaneous voluntary employee deductions, holiday pay and other adjustments, including retro-pay; Tracy Skelly, Administrative Services Officer.
4. Consider Adoption of Resolution 01-17-2023-A authorizing remote teleconferencing meetings of the City Council and its committees and commissions for 30 days pursuant to Government Code Section 52953(e) Brown Act provisions; Tracy Skelly, Administrative Services Officer.

No public comments.

Motion made by Councilmember Andy Merrill, Seconded by Councilmember Matt Hawkins. Voting Yea: Mayor Mark Plummer, Mayor Pro Tem Ann Segerstrom, Council member Suzanne Cruz, Councilmember Matt Hawkins and Councilmember Andy Merrill.

UNFINISHED BUSINESS

Resolution 01-17-2023-B, Motion to adopt by Councilmember Matt Hawkins; seconded by Mayor Pro Tem Ann Segerstrom; All Ayes.

5. Discuss and consider adoption of Resolution No. 01-17-2023-B authorizing the termination and dissolution of the Tuolumne County Economic Development Authority ("TCEDA"); Melissa Eads, City Administrator.

Resolution 01-17-2023-B, Tuolumne County Economic Development Authority (TCEDA), motion to adopt by Councilmember Matt Hawkins; seconded by Mayor Pro Tem Ann Segerstrom. Voting Yea: Mayor Mark Plummer, Councilmember Suzanne Cruz, Councilmember Matt Hawkins, Councilmember Andy Merrill.

NEW BUSINESS

6. Consider approval of vendor selection for a citywide compensation study and authorize the City Administrator to sign the contract; Chris Gorsky, Administrative Services Director.

Adopt Vendor Selection for Regional Government Services for Compensation Study.

No public comments.

Motion made by Councilmember Suzanne Cruz, Seconded by Councilmember Matt Hawkins. Voting Yea: Mayor Mark Plummer, Mayor Pro-Tem Ann Segerstrom, Councilmember Suzanne Cruz, Councilmember Matt Hawkins, Councilmember Andrew Merrill

MONTHLY REPORTS

7. Receive the Administrative Services Department Report for December 2022
8. Receive the Sonora Community Development Department Report for December 2022; Rachelle Kellogg, Community Development Director.
9. Receive the Sonora Fire Department monthly report for December 2022; Aimee New, Fire Chief.
10. Receive the Sonora Police Department monthly report for December 2022; Turu VanderWiel, Police Chief.
11. Receive the Sonora Public Works Department monthly report for December 2022; Rachelle Kellogg, Community Development Director, Michael Lagomarsino, Public Works Supervisor.

COMMUNICATIONS

12. Receive communications from the Tuolumne County Review Council.

COUNCIL MEMBER/DEPARTMENT HEAD REPORTS

Community Development Director Rachelle Kellogg, updated those in attendance on the Washington Street intersection and Red Church plant update.

Fire Chief Aimee New, informed those in attendance of the Emergency Operation Center Level one storm damage and possible damage.

Administrative Services Director Chris Gorsky, informed those in attendance that he also acknowledges the hard work of the Fire Department, Police Department and Public Works Department during the storms.

Police Chief Turu VanderWiel, informed those in attendance of the upcoming fundraising events for the Police Canine with the Friends of the Sonora Police Department.

Councilmember Suzanne Cruz, attended a three day conference in Sacramento for City Council Training, read a passage for MLK Day.

Mayor Pro Tem Ann Segerstrom, attended the swearing in of Judge Hallie Gorman, the Special Emergency Declaration Meeting, and attended/watched MLK Day on Zoom; assisted Christmas Town in taking down decorations.

Councilmember Andy Merrill, attended volunteer clean up at Sullivan Creek, urged the council to add the future Shelter on Stewart Street as an agenda item.

Councilmember Matt Hawkins, attend the Sons in Retirement meeting.

ADJOURNMENT

Meeting adjourned at 6:48 PM.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator at City Hall (209) 532-4541, meads@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).

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CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tracy Skelly, Administrative Services Officer

SUBJECT: Disbursements in the amount of \$230,373.83 for payroll

RECOMMENDATION

Consider approval of disbursements in the amount of \$230,373.83 for payroll, including employee salaries, employer and employee taxes, retirement contributions, miscellaneous voluntary employee deductions, holiday pay, and other adjustments, including retro-pay.

DISCUSSION

This payroll was the first (1st) payroll of the month and was higher than expected due to bonuses and leave balance payout.

This was the 20th payroll of 26 for FY23-24, we would have expected to expend 76.92% of the budgeted amount. In total, we have expended 64.39% of the Salaries and Wages for the FY 23-24 budget.

FISCAL IMPACT

Disbursements are part of the approved FY23-24 Budget.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: City Council Members

FROM: Chris Gorsky, Administrative Services Director

SUBJECT: Council Discussion and Consideration of Resolution No. 04-15-2024-B
Establishing The City of Sonora Social Media Policy.

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 04-15-2024-B Establishing the City of Sonora Social Media Policy. Pending any Revisions by Legal Counsel.

DISCUSSION

Currently the City of Sonora operates several social media accounts and intends to expand the City's online presence. However, the City does not have a policy governing the use of social media.

The attached policy will provide guidelines for both City staff and the public with regards to any current or future social media presence by the City.

FISCAL IMPACT

No Fiscal Impact.

ATTACHMENTS

- Resolution No. 04-15-2024-B
- City of Sonora Social Media Policy

RESOLUTION No. 04-15-2024-B
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA
ESTABLISHING THE CITY OF SONORA SOCIAL MEDIA POLICY

WHEREAS, The City of Sonora is dedicated to enhancing communications between the City and its constituents using social media as public expectations, technology and the expanding use of social media continue to evolve.

WHEREAS, the City Council has a goal to ensure a high performing organization and the City's has been expanding its social media presence; and

WHEREAS, the City Council deems it both necessary and appropriate to establish or revise policies; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonora does hereby approve Resolution No.04-15-2024-B establishing a City of Sonora Social Media Policy.

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 15th day of April 2024, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Mark Plummer, Mayor

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



City of Sonora Social Media Policy

I. Definitions:

- a. Administrator:
 - i. The single person who oversees and, ultimately, controls all official Social Media Sites for the City. The Administrator will be the City Administrator or their designee.
- b. Authorized Users:
 - i. City employees, staff liaisons for governing bodies, attorneys, and any consultants, providers, and contractors that are using social media in an official capacity for City business. The Administrator will determine, in their sole discretion, who is an Authorized User.
- c. City Officials:
 - i. Any elected or appointed official sitting on a Legislative Body of the City. These may include, but are not limited to, City Councilmembers, commissioners, board members and committee members.
- d. Comment:
 - i. Any reply on a post on an official Social Media Site. Comments may appear organized as threads, depending on the Social Media Site. A public user may add a comment, and an Authorized User may reply to that comment with another comment, depending on the situation.
- e. Legislative Body:
 - i. The City Council and any City Boards, Commissions and/or Committees.
- f. Message:
 - i. Any direct, private written communication from the public to an Official Social Media Site.
- g. Official Social Media Site:
 - i. Any Social Media Site controlled by an Authorized User that is used to promote, discuss, carry out, or reference City-related business and/or activities. These sites will clearly communicate they are representative of the City as a whole or of a specific Department as applicable.
- h. Post:
 - i. Any content an Authorized User initially publishes on an official Social Media Site. The medium of a post can range from plain text, hyperlinks, images, videos, etc. This definition also applies to more ephemeral content such as Facebook/Instagram "Stories."
- i. Social Media:
 - i. Online sources that allow people to communicate, share information, photos, videos, audio, and exchange text and other multimedia files with others via some form of online or cellular network platform. These online sources may include, but are not limited to, channels, networks, and technology, such as Facebook, LinkedIn, Twitter, Instagram, Nextdoor, YouTube, and similar platforms or kinds of electronic networking services (collectively, "Social Media Networks").
- j. Tag or Mention:
 - i. Any reference to a username of the referenced user's Social Media Site.



City of Sonora Social Media Policy

II. Purpose and Scope:

- a. Social Media networks offer substantial opportunities to communicate to a significant segment of the population. If used properly, they may provide a benefit to the City of Sonora by providing an additional avenue of public outreach and dissemination of information. To address the fast-changing landscape of the Internet and the way residents communicate and obtain information online, the City encourages the use of social media (where appropriate) to further the goals of the Sonora City Council and City leadership.
- b. However, as with other interactive uses of the internet, posting information on social media is not without risks. Use of such networks for official City purposes raises legal issues that are unique to public entities and generally do not affect private persons or entities.
 - i. This includes, for example, the Brown Act and the California Public Records Act.
 - ii. The City has an overriding interest and expectation in protecting the integrity of the information posted on its official Social Media Sites in the name and on the behalf of the City.
- c. This policy establishes guidelines for the establishment and use by the City of Sonora of social media sites (including but not limited to Facebook, Instagram, LinkedIn and X, formerly known as Twitter, as a means of conveying City of Sonora ("City") information to its citizens.
- d. The intended purpose behind establishing City of Sonora social media sites is to disseminate information from the City, about the City, to its citizens. The City has an overriding interest and expectation in deciding what is "spoken" on behalf of the City on City social media sites.
- e. For purposes of this policy, the "Social Media Policy" is understood to be content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the Internet. Examples of social media include Facebook, Instagram, blogs, RSS, YouTube, X, LinkedIn, and Flickr. For purposes of this policy, "comments" include information, articles, pictures, videos, or any other form of communicative content posted on a City social media site.

III. Policy:

- a. Creation and use of any such Official Social Media Site must be approved by the City Administrator.
 - i. The City Administrator may, at their sole discretion, approve, deny, or modify the creation of such sites.
- b. City social media sites should make clear that they are maintained by the City of Sonora and that they follow the City's Social Media Policy.
- c. Wherever possible, City's social media sites should link back to the official City of Sonora website for forms, documents, online services and other information necessary to conduct business with the City.
- d. Each departments Authorized User will monitor content on the City's social media sites to ensure adherence to both the City's Social Media Policy and the interest and goals of the Sonora City Council.



City of Sonora Social Media Policy

- i. When posting on Official Social Media Sites on the behalf of the City, authorized users are serving as a voice for the City.
- ii. Before posting all authorized users must check the most current Social Media Policy to ensure compliance.
- iii. Each authorized user will comply with the designated social media network policies and terms and conditions.
- iv. Photographs, videos, or images:
 - 1. Consent is implied within public spaces or at City-sponsored events, unless otherwise stated.
 - 2. Authorized Users may consult the Administrator for guidance on using media from/for special projects or campaigns.
- e. City Officials' Use of Social Media.
 - i. The City does not create or provide support for individual social media accounts for City Officials.
 - ii. City Officials who maintain personal social and other digital media accounts should be aware that, similar to City email or any other written or recorded communication related to the official conduct of city business, digital communications, Social Media Posts and Messages by City Officials regarding matters that are before the City for action or within City jurisdiction can be "official city business" subject to laws and policies regarding freedom of speech, records retention and production, and public transparency. Those laws and policies include, but are not necessarily limited to:
 - 1. The California and United States Constitution.
 - 2. The California Public Records Act
 - 3. The Ralph M. Brown Act.
 - 4. The City's records retention regulations.
- f. City Employees' Use of Social Media.
 - i. While employees may voluntarily choose to engage with the City on its Official Social Media Sites, the City does not encourage or require any employee to follow or "like" Official Social Media Sites.
 - ii. The City does not condone the personal use by employees of social media during working hours, including by using City owned equipment.
 - 1. Employees have no right or expectation of privacy when using City issued devices or systems.
 - 2. The City reserves the right to monitor, search, or disclose employee use of City resources.
 - iii. When an employee uses social media in a personal capacity, they are doing so for themselves, and they are not speaking nor communicating on behalf of the City.
 - iv. Employees should make certain that it does not appear that they are speaking or posting for the City unless authorized to do so.
 - v. Employees are prohibited from using the City logo or seal or any variation of the City logo or seal, representing the City, or representing that they speak on behalf of the City within their personal social media account(s) or site(s).
- g. The City reserves the right to restrict, remove or hide any content that is deemed in violation of this Social Media Policy, or any applicable law.
- h. These guidelines must be displayed to users or made available by hyperlink.



City of Sonora Social Media Policy

- i. The City of Sonora's website at www.Sonoraca.com will remain the City's primary and predominant internet presence.
- j. All City social media sites shall adhere to applicable federal, state, and local laws, regulations and policies.
- k. The City's social media sites are subject to the California Public Records Act.
 - i. Any content maintained in a social media format that is related to City business, including a list of subscribers, posted communication, and communication submitted for posting, may be a public record subject to public disclosure.
- l. Employees representing the City's government via City social media sites must conduct themselves as a representative of the City and in accordance with all City policies.
- m. This Social Media Policy may be revised at any time.
- n. Comments on topics or issues not within the jurisdictional purview of the City of Sonora may be removed.
- o. The City does not endorse any links or advertisements that may be displayed on any social media page.

IV. **Comment Policy:**

- a. The intended purpose behind establishing City of Sonora social media sites is to disseminate information from the City, about the City, to its citizens.
- b. By posting or commenting on the City of Sonora's social media sites you agree to the terms of use of the City of Sonora's social media comment policy as provided herein.
- c. As a public entity the City must abide by certain standards to serve all its constituents in a civil and unbiased manner.
- d. The City of Sonora social media content is intended to be "family friendly."
 - i. The City requires that each poster follows the City's posting guidelines described within this policy.
 - ii. Please note that the City utilizes automatic content filtering features on all sites, when available.
- e. All City of Sonora social media content is subject to monitoring.
 - i. Comments containing any of the following inappropriate forms of content shall not be permitted on City of Sonora social media sites and are subject to removal and/or restriction by each departments Authorized User:
 - ii. Comments not related to the original topic, including:
 - 1. Random or unintelligible comments.
 - 2. Profane, obscene, violent, or pornographic content and/or language.
 - 3. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin.
 - 4. Defamatory or personal attacks.
 - 5. Threats to any person or organization.
 - 6. Comments in support of, or in opposition to, any political campaigns or ballot measures.
 - 7. Solicitation of commerce, including but not limited to advertising of any business or product for sale.
 - 8. Conduct in violation of any federal, state or local law.



City of Sonora Social Media Policy

9. Encouragement of illegal activity or violence.
 10. Information that may tend to compromise the safety or security of the public or public systems.
 11. Content that violates a legal ownership interest, such as a copyright, of any party.
 12. Harassment or content which constitutes and/or facilitates stalking.
 13. Content which violates the right to privacy.
 14. Repetitive content.
 15. Comments which may reasonably interfere with, inhibit, or compromise law enforcement investigations, police tactics, police responses to incidents and/or the safety of police staff and officers.
 16. Posts or comments that contain any external links.
- iii. All comments posted by a member of the public on any City of Sonora social media site is the opinion of the commentator or poster only, and publication of a comment does not imply endorsement of, or agreement by, the City of Sonora, nor do such comments necessarily reflect the opinions or policies of the City of Sonora.
 - iv. The City of Sonora reserves the right to deny access to City of Sonora social media sites for any individual who violates the City of Sonora's Social Media Policy, at any time and without prior notice.
 1. Comments posted will be monitored and inappropriate content as defined above will be removed as soon as possible and without prior notice.
 - v. If you need to contact the City of Sonora Police Department, please call their front desk at (209) 532-8143, or if it is an emergency, call 911 and ask for assistance.
 1. While comments posted on the City's social media pages are monitored, posting a comment is neither the recommended nor best way to contact the City of Sonora or Sonora Police Department.
 - vi. When a City of Sonora employee responds to a comment, in their capacity as a City of Sonora employee, the employee's name and title should be made available, and the employee shall not share personal information about themselves, or other City employees.
 - vii. All comments posted to any City of Sonora Facebook site are bound by Facebook's Terms of Service and Community Standards, located at www.facebook.com/terms.php, and www.facebook.com/communitystandards, respectfully.
 - viii. The City of Sonora reserves the right to report any violation of Facebook's Terms of Service and/or Community Standards to Facebook with the intent of Facebook taking appropriate and reasonable responsive action.
 - ix. By posting or commenting on the City of Sonora social media platforms you agree to our terms of use. You participate by your own choice, taking personal responsibility for your comments, your username, and any information you provide therein.



CITY COUNCIL AGENDA REPORT

MEETING DATE: April 15, 2024

TO: City Council Members

FROM: Chris Gorsky, Administrative Services Director

SUBJECT: Council Discussion and Consideration of Resolution No. 04-15-2024-D
Establishing the City of Sonora Security Camera Policy.

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 04-15-2024-D Establishing the City of Sonora Security Camera Policy. Pending any Revisions by Legal Counsel.

DISCUSSION

The City of Sonora recently purchased and installed security cameras in and around City Hall. Ensuring the safety and security of public spaces, municipal facilities, and community assets is increasingly imperative. A well-defined security camera policy will provide guidelines for the operation of the security systems, promoting transparency, accountability, and effective utilization of resources. In recent years, there has been a growing trend among municipalities to deploy security camera systems in public areas and government facilities to contribute to the safety of city hall employees, elected officials, visitors, and aid law enforcement efforts. The City of Sonora currently lacks a formalized policy governing the use of security cameras. Establishing a clear framework for the implementation and management of security cameras will address these gaps and ensure that their use aligns with the city's values, legal requirements, and community expectations.

The Security Camera Policy was created to formalize practices and expectations for use of the City's security cameras at City Hall.

FISCAL IMPACT

No Fiscal Impact to the General Fund.

ATTACHMENTS

- Resolution No. 04-15-2024-D
- City of Sonora Security Camera Policy



City of Sonora Security Camera Policy

I. Definitions:

- a. Public Security Camera:
 - i. A camera in a public place or where public access is allowed, where there is no reasonable expectation of privacy.
- b. Internal Security Camera:
 - i. A camera inside or outside City facilities or buildings where public access is allowed.
- c. System Administrator:
 - i. A user that has full administrative permissions or privileges within the video management system.
- d. Video Management System:
 - i. A security system's video management software that allows the control of the recording, storage, and management of security, surveillance, or other video footage.

II. Purpose and Scope:

- a. Security Cameras improve public safety in and around the City Administration Building (City Hall) and its surrounding areas.
 - i. The cameras monitor areas open to the public including:
 - 1. 1st and 2nd floor lobbies and common areas open to the public.
 - 2. The City of Sonora Parking Garage on each level.
 - 3. In front and back of City Hall on Washington Street and Green Street, respectively.
- b. The purpose of this policy is to provide the City of Sonora with standards and oversight of security camera systems.
- c. Security cameras are used for the following purposes:
 - i. Monitoring.
 - ii. Recording of video and images.
 - iii. Reviewing camera footage in the event of an incident.
 - iv. Providing video footage/images to law enforcement or authorized persons following an incident.

III. Policy:

- a. The primary objectives of the security camera system are:
 - i. Enhance the safety and security of residents, visitors, and employees in the City of Sonora while vigorously respecting the privacy rights of all individuals.
 - ii. Protect and safeguard City assets and property from loss, damage, vandalism, or theft.
 - iii. Reduce the fear and incidence of crime in the City of Sonora by providing investigative resources to law enforcement.
- b. Protection of Privacy & Civil Liberties Statement:



City of Sonora

Security Camera Policy

- i. The City of Sonora is committed to protecting individual rights and liberties when deploying and maintaining camera technology.
 - ii. This policy acknowledges the importance of protecting the privacy rights of all individuals and attempts to safeguard against any side effects of surveillance technology, including, but not limited to:
 - 1. Discrimination based on race, gender, ethnicity, sexual orientation, disability, or other classifications protected by law.
 - 2. The possibility of abuse.
 - iii. Privacy protections have been written into this policy and will be included in standard operating procedures. These protections include the following:
 - 1. The public security camera system is only used to observe public places or where public access is allowed, where there is no reasonable expectation of privacy.
 - 2. The system is used primarily to monitor wide areas. Arbitrary or discriminatory tracking of individuals is expressly prohibited by policy and regulation.
 - 3. Signs are posted indicating where permanent cameras are deployed in public areas.
- c. Retention:
- i. Information is collected and recorded, and the video is archived. Video recording devices will be programmed with maximum retention periods not to exceed sixty (60) days. Video records will be automatically deleted after the retention period or will be stored until the record is overwritten with new recordings.
 - ii. If any recordings or images contain evidence of criminal activity or an occurrence that may be subject to civil liability, the recordings will be saved and maintained until final disposition of the case or applicable legal requirements.
- d. Access to information:
- i. The system administrator will grant access to video information.
 - ii. Requests will be tracked and approved.
- e. Prohibited Conduct:
- i. No security cameras, or other video monitoring devices shall be installed or located on City property without being approved by the City Administrator.
 - ii. Tampering or causing damage to City cameras is prohibited.
- f. Policy Exemptions:
- i. The Sonora Police Department (SPD) maintains additional camera equipment for law enforcement purposes.
 - ii. This camera equipment may be overt, covert, fixed site, or mobile depending on the needed application.
 - iii. Due to the sensitive nature of criminal investigations and the need to maintain investigative integrity, these specific cameras controlled and maintained by the SPD will follow SPD camera policies and are exempt from the provisions of this policy.

RESOLUTION No. 04-15-2024-D
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA
ESTABLISHING THE CITY OF SONORA SECURITY CAMERA POLICY

WHEREAS, the City of Sonora desires to formalize practices and expectations for use of the City's security cameras at City Hall; and

WHEREAS, the Security Camera Policy will be reviewed on an ongoing basis; and

WHEREAS, the City of Sonora wants to contribute to the safety of city hall employees, elected officials, and visitors by monitoring public areas.

WHEREAS, the City of Sonora wants to deter criminal activity, vandalism, and trespassing in and around city hall and the city's parking garage.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonora does hereby approve Resolution No.04-15-2024-D establishing a City of Sonora Security Camera Policy.

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 15th day of April 2024, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Mark Plummer, Mayor

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



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: City Council Members

FROM: Chris Gorsky, Administrative Services Director

SUBJECT: Council Discussion and Consideration of Resolution No. 04-15-2024-C
Establishing The City of Sonora Recycled Paper Procurement Policy.

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 04-15-2024-C Establishing the City of Sonora Recycled Paper Procurement Policy. Pending and Revisions by Legal Counsel.

DISCUSSION

The Legislature of the State of California, by enactment of the California Integrated Waste Management Act of 1989, ("AB 939" or the "Act") established a solid waste management process which requires cities and other local jurisdictions to implement plans for source reduction, reuse and recycling as integrated waste management practices for solid waste attributed to sources within their respective jurisdictions. The Act encompasses mandates including Assembly Bill (AB) 341 and AB 1826, as well as the newly adopted Short-Lived Climate Pollutants mandate, Senate Bill (SB) 1383.

Senate Bill 1383 builds on existing legislation, AB 341 and AB 1826. The stated purpose of SB 1383 is to reduce organic waste disposal, recover edible food waste from the waste stream, and reduce methane emissions. The goal of SB 1383 is to reduce greenhouse gas emissions to 40% below 1990 levels by the year 2030. To achieve this, the target is to reduce organic waste that ends up in the landfill by 50% by the year 2020 and 75% by the year 2025.

To meet those goals one of the requirements by the California Department of Resource Recycling and Recovery (CalRecycle) identifies procurement of recovered organic waste products by all local entities. SB1383 requires the City of Sonora to procure a recycled-content paper products and recycled content printing and writing paper that are equal to that of nonrecycled items, whenever available at the same or a lesser total cost than nonrecycled items.

The Recycle Paper Procurement Policy allows the City of Sonora to comply with these requirements.

FISCAL IMPACT

No Fiscal Impact.

ATTACHMENTS

- Resolution No. 04-15-2024-C
- City of Sonora Recycled Paper Procurement Policy

RESOLUTION No. 04-15-2024-C
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA
ESTABLISHING THE CITY OF SONORA RECYCLED PAPER PROCUREMENT
POLICY

WHEREAS, The City of Sonora is dedicated to improving the environment and paper production and waste cause environmental harm including energy use, pollution, and the release of toxic materials, including methane, a greenhouse gas.

WHEREAS, the City of Sonora's procurement and use of recycled paper products would contribute to the conservation and protection of resources necessary to maintain a quality environment for this and future generations; and

WHEREAS, one of the most cost-effective solid waste disposal alternatives is recycling and the City of Sonora desires to encourage the use of recycled products.

WHEREAS, the City of Sonora is now required to comply with provisions of SB1383 for the procurement of recycled paper products as describe in the Recycle Paper Procurement Products Policy; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonora does hereby approve Resolution No.04-15-2024-C establishing a City of Sonora Recycled Paper Procurement Policy.

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 15th day of April 2024, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Mark Plummer, Mayor

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



City of Sonora

Recycled Paper Procurement Policy

I. Definitions:

- a. Paper Products:
 - i. Include, but not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling; or as otherwise defined in 14 CCR Section 18982(a)(51).
- b. Printing and Writing Papers:
 - i. Include, but not limited to, copy xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, malila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications, or as otherwise defined in 14 CCR 18982 (a)(54).
- c. Recordkeeping Designee:
 - i. The public employee appointed by the City Administrator or designee to track procurement and maintain records of procurement efforts both by the City and others, if applicable, as required by 14 CCR, Division 7, Chapter 12, Articles 12 and 13.
- d. Reporting Designee:
 - i. The entity the City contracts with or otherwise arranges to carry out any of the reporting responsibilities of this policy as authorized in 14 CCR.
- e. Recyclability:
 - i. All paper products, printing and writing paper offered or sold to the City are eligible to be labeled with an unqualified recyclable label as defined in 16 Code of Federal Regulations Section 260.12(2013).
- f. Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper:
 - i. All such products that consist of at least thirty percent (30%), by fiber weight, postconsumer fiber, consistent with the requirements of Section 22150 to 22154 and Sections 12200 and 12209 of the Public Contract Code, as amended.
- g. SB 1383:
 - i. Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants, as amended, supplemented, superseded, and replaced from time to time.
- h. SB 1383 Regulations:
 - i. Refers to, for the purposes of this policy, the Short-Lived Climate Pollutants (SLCP): Organic Waste Reductions Regulations developed by CalRecycle and adopted in 2020 that created Chapter 12 of 14 CCR, Division 7 and amended portions of regulations of 14 CCR and 27 CCR.



City of Sonora

Recycled Paper Procurement Policy

II. Purpose and Scope:

- a. The purpose of this policy is to provide the City of Sonora a means of assuring continuity and uniformity in its purchasing operation, and to define the responsibilities for complying with the Recycled Content Paper Procurement requirements of SB 1383.
- b. The basic standard that should always prevail is to exercise good judgment in the use and stewardship of City resources, including keeping within the budget authorized by the City Council.

III. Policy:

- a. Requirements for City Departments.
 - i. If fitness and quality of recycled-content paper products and recycled content printing and writing paper are equal to that of nonrecycled items, whenever available at the same or a lesser total cost than nonrecycled items all departments and divisions shall purchase:
 1. Recycled-content printing and writing paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber.
 2. Other paper products shall consist of at least thirty percent (30%), by fiber weight, of post-consumer recycled content, except:
 - a. Toilet paper shall consist of at least forty-five percent (45%), by fiber weight, postconsumer recycled content fiber.
 - b. Paper towels shall consist of at least forty percent (40%), by fiber weight, postconsumer recycled content fiber.
 - c. Facial tissue shall consist of at least ten percent (10%), by fiber weight, postconsumer recycled content fiber.
 - d. Toilet seat covers shall consist of at least twenty percent (20%), by fiber weight, postconsumer recycled content fiber.
 - e. General purpose paper wipers shall consist of at least forty percent (40%), by fiber weight, postconsumer recycled content fiber.
 - f. Food service-ware, including but not limited to, napkins, plates, bowls, food trays, takeout boxes, placemats, etc. shall consist of at least forty percent (40%), by fiber weight, postconsumer recycled content fiber.
- b. Record Keeping and Documentations Requirements.
 - i. The following documentation records are required to be maintained for at least one year for all paper products purchases.
 1. A copy of the invoice or other documentation of purchase.
 2. Written certifications as required for recycled-content purchases.
 - a. Vendor name, purchaser name, quantity purchased, date purchased.
 - b. Recycled content (including products that contain none).
 - c. If non-Recycled-Content Paper Products and/or non-Recycled-Content and Printing and Writing Paper are purchased, include a description of why Recycled Content



City of Sonora

Recycled Paper Procurement Policy

Paper Products and/or Recycled-Content Printing and Writing Paper were not selected.

3. All documentation shall be compiled and recorded utilizing the Recycled-Content and Recyclable Paper Certification Form.
4. Supplemental documentation as listed above shall be attached and provided to the Administrative Services Department at the time the invoice is submitted for payment.

c. Vendor Requirements for Paper Products.

- i. All vendors that provide recycled-content paper products (including janitorial paper products) and printing and writing paper shall:

1. Provide recycled-content paper products and recycled-content printing and writing paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, if fitness and quality are equal to that of non-recycled items, and available at equal or lesser price. Provide either:

- a. Written documentation from the product vendor certifying:

- i. The products are eligible to be labeled with an unqualified recyclable label, meaning that at least 60 percent of consumers or communities where the items are sold have access to recycling facilities for the products.

1. The minimum percentage, if not the exact percentage, of postconsumer material in the products.

- b. Product Vendor Certification and Other Verification:

- i. Written documentation from the product vendor certifying the products are eligible to be labeled with an unqualified recyclable label, meaning that at least 60 percent of consumers or communities where the items are sold have access to recycling facilities for the products, AND

- ii. Documentation, such as record of a product label, catalog, invoice, or a manufacturer or vendor website, that verifies the minimum percentage, if not the exact percentage, of postconsumer material in the products.

Recycled-Content and Recyclable Paper Certification

CalRecycle is providing this form as a convenience to assist jurisdictions. Beginning January 1, 2022, jurisdictions are required to purchase and obtain documentation certifying that paper products and printing and writing papers:

1. Contain postconsumer recycled content (PCRC)¹
2. Are eligible to be labeled with an unqualified recyclable label²

All businesses shall certify in writing under penalty of perjury to the jurisdiction's contracting officer or representative:

1. The minimum percentage, if not the exact percentage, of PCRC material in the paper products and printing and writing papers offered or sold to the jurisdiction, regardless of whether the product meets the minimum content requirements specified in law.
 - a. A jurisdiction may waive the PCRC certification requirement if the percentage of postconsumer material in the paper products or printing and writing papers can be verified by a product label, catalog, invoice, or a manufacturer or vendor Internet website.
2. That the paper products and printing and writing papers offered or sold to the jurisdiction are eligible to be labeled with an unqualified recyclable label as defined in 16 CFR Section 260.12.

Please clearly print or type your responses. Attach additional pages as necessary.

Business Name:

Address:

Phone:

Email:

Purchase Order #	Item #	Product Description	PCRC % ¹	Recyclable ²
				☐
				☐
				☐
				☐
				☐

I certify under penalty of perjury under the laws of the State of California that the above information is true and correct to the best of my knowledge.

Signature

Printed Name

Title

Date

¹ "Postconsumer recycled-content material" is defined as products that were bought, used, and recycled by consumers. Recycled content paper products and printing and writing paper minimum percentages are defined in Public Contract Code 12209.

² Products must be eligible to be labeled with an unqualified recyclable label as defined by Federal Trade Commission "Green Guides" ([16 CFR 260.12](#)), meaning that at least 60 percent of consumers or communities where the items are sold have access to recycling facilities for the products.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Aimee New, Fire Chief
SUBJECT: 2024 SAFER Grant Application

RECOMMENDATION

Authorize Sonora Fire Department to submit a Federal Emergency Management Agency (FEMA) Grant for Staffing for Adequate Fire and Emergency Response (SAFER). The City Administrator and/or Fire Chief is requesting to authorize and direct the Fire Chief to return to the City Council with the application results and to accept the awards if successful.

DISCUSSION

The SAFER grant program provides funding for additional staffing to Fire Departments to ensure adequate personnel for emergency response. The Fire Department applied for six Firefighter positions. The Grant Application amount is \$3.3 million over a 3-year period. Funding announcements are anticipated for the fall of 2024.

FISCAL IMPACT

The SAFER grant is funded 100%. No impact to the general fund. No long-term City commitments.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Aimee New, Fire Chief
SUBJECT: 2024 Federal Emergency Management Agency (FEMA) Fire Prevention Grant

RECOMMENDATION

Authorize the Sonora Fire Department to submit 2024 Federal Emergency Management Agency (FEMA) Fire Prevention Grant, authorize the City Administrator and/or Fire Chief to execute all documents relating to the grant applications, and direct the Fire Chief to return to the City Council with the application results and to accept the awards.

DISCUSSION

The Sonora Fire Department is requesting the City Council authorize the Fire Department to submit application to receive grant funding from FEMA through the Fire Prevention Grant. This grant program provides funding for up to three (3) part time positions to assist with fire prevention and life safety inspections. The grant amount is \$201,000 for a 2-year term.

FISCAL IMPACT

The Fire Department would be requesting for two (2) limited term inspector positions. The grant requires a 5% matching fund. The approximate impact to the general fund is not to exceed \$5,040 annually.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tracy Skelly, City Clerk

SUBJECT: Certifying the Results and Declaring Those Elected for the 2024 General Municipal Election

RECOMMENDATION

City Staff recommends the adoption of Resolution 04-15-2024-A certifying the results and declaring those elected for the March 5, 2024, General Municipal Election for City Officers.

DISCUSSION

The City General Municipal Election was held Tuesday, March 5, 2024, for the election of three members to the office of City Council. The Elections Code requires that the votes be canvassed and certified by the elections official. As a consolidated election, this task is performed for the City by the County Clerk & Auditor-Controller. Upon the receipt of the election results, the City elections official (City Clerk) shall certify the results to the governing body (City Council). Before installing the new officers, the governing body shall adopt a resolution declaring elected persons receiving the highest number of votes cast for each office.

The City has received the certification and the canvass of votes for the election from the County Clerk & Auditor-Controller (see attached). The City Clerk verifies these results at which time the City Council needs to adopt Resolution 04-15-2024-A enumerating the results of the March 5, 2024, General Municipal Election and declaring those elected.

FISCAL IMPACT

No fiscal impact to the General Fund.

RESOLUTION 04-15-2024-A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA CERTIFYING THE RESULTS AND DECLARING THOSE ELECTED IN THE MARCH 2024 GENERAL MUNICIPAL ELECTION

WHEREAS, A General Municipal Election was held in the City of Sonora, on March 5, 2024, for the purpose of electing three Council Members to the City; and

WHEREAS, said results of the canvass of said General Municipal Election were presented to the City Council of the City of Sonora as attached in Exhibit A; and

WHEREAS, the Notice of Election was given in time, form, and manner as provided by law; that candidates were nominated to fill the vacancies as provided by law; that voting precincts were properly established, and that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the State of California relating to general law cities.

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

The City Council of the City of Sonora does hereby certify the results of said General Municipal Election and declares elected Bess Levine, Stephen Opie, and Ann Segerstrom to the office of City Council effective July 1, 2024, where each Council member will serve a four-year term accordingly.

PASSED AND ADOPTED as a Resolution of the City Council of the City of Sonora, California, at a regular meeting of said City Council held on April 15, 2024, by the following votes:

AYES: _____

NOES: _____

ABSENT: _____

Signed and dated:

Mark Plummer
Mayor of the City of Sonora

ATTEST: _____
Tracy Skelly
City Clerk



DEBORAH BAUTISTA
TUOLUMNE COUNTY CLERK/AUDITOR-CONTROLLER

2 South Green Street, Sonora, CA 95370

(209) 533-5570 Fax (209) 694-8931

County Website: www.tuolumnecounty.ca.gov ♦ Department Email elections@tuolumnecounty.ca.gov

Item 20.

MEMORANDUM

Date: March 25, 2024

TO: Honorable Board of Supervisors

FROM: Deborah Bautista, County Clerk & Auditor-Controller

A handwritten signature in dark ink, appearing to read "Deba", with a large, sweeping flourish underneath.

RE: Statewide Presidential Primary held March 5, 2024

For your consideration, attached please find the tabulated results of the Statewide Presidential Primary held March 5, 2024, submitted to the vote of the voters.

Recommendation:

For your Board to accept the certification of results for the March 5, 2024 Presidential Primary Election.

Election Summary Report
 Presidential Primary Election
 COUNTY OF TUOLUMNE
 March 05, 2024
 OFFICIAL

Summary for: All Contests, All Districts, All Tabulators, All Counting Groups

Elector Group	Counting Group	Voters Cast	Registered Voters	Turnout
AMERICAN INDEPENDENT	Election Day	23		1.14%
	Vote by Mail	831		41.06%
	Total	854	2,024	42.19%
DEMOCRATIC	Election Day	119		1.17%
	Vote by Mail	6,041		59.41%
	Total	6,160	10,168	60.58%
GREEN	Election Day	1		0.57%
	Vote by Mail	56		32.00%
	Total	57	175	32.57%
LIBERTARIAN	Election Day	9		1.36%
	Vote by Mail	223		33.74%
	Total	232	661	35.10%
REPUBLICAN	Election Day	464		2.92%
	Vote by Mail	9,010		56.68%
	Total	9,474	15,897	59.60%
NO PARTY PREFERENCE	Election Day	31		0.53%
	Vote by Mail	1,520		26.18%
	Total	1,551	5,805	26.72%
PEACE AND FREEDOM	Election Day	0		0.00%
	Vote by Mail	25		17.01%
	Total	25	147	17.01%
Total	Election Day	647		1.86%
	Vote by Mail	17,706		50.77%
	Total	18,353	34,877	52.62%

Precincts Reported: 38 of 38 (100.00%)

Voters Cast: 18,353 of 34,877 (52.62%)

PRESIDENT OF THE UNITED STATES Presidential Preference - DEM (Vote for 1) DEM

Precincts Reported: 38 of 38 (100.00%)

		Total	
Times Cast		6,160 / 10,168	60.58%
Undervotes		629	
Overvotes		0	
Candidate		Total	
JOSEPH R BIDEN JR		5,123	92.62%
MARIANNE WILLIAMSON		164	2.97%
DEAN PHILLIPS		126	2.28%
PRESIDENT R BODDIE		45	0.81%
STEPHEN P LYONS		29	0.52%
ARMANDO "MANDO" PEREZ-SERRATO		21	0.38%
GABRIEL CORNEJO		16	0.29%
EBAN CAMBRIDGE		7	0.13%
Total Votes		5,531	
		Total	
WILLIE FELIX CARTER	WRITE-IN	0	0.00%
PRESIDENT CRISTINA NICOLE GRAPPO	WRITE-IN	0	0.00%
RICHARD GUTIERREZ	WRITE-IN	0	0.00%
JAMES MARK MERTS	WRITE-IN	0	0.00%
REED MICHAELSEN	WRITE-IN	0	0.00%
WAYNE ANTHONY POPE SR.	WRITE-IN	0	0.00%

PRESIDENT OF THE UNITED STATES Presidential Preference - REP (Vote for 1)

REP

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	9,474 / 15,897	59.60%
Undervotes	190	
Overvotes	0	

Candidate	Total	
DONALD J. TRUMP	8,023	86.42%
NIKKI HALEY	1,041	11.21%
RON DESANTIS	137	1.48%
CHRIS CHRISTIE	35	0.38%
VIVEK RAMASWAMY	25	0.27%
RACHEL SWIFT	9	0.10%
RYAN L BINKLEY	5	0.05%
DAVID STUCKENBERG	5	0.05%
ASA HUTCHINSON	4	0.04%
Total Votes	9,284	

		Total	
HUGO C AGUILAR	WRITE-IN	0	0.00%
RYAN STEPHEN EHRENREICH	WRITE-IN	0	0.00%
DOUGLAS GROVES	WRITE-IN	0	0.00%

PRESIDENT OF THE UNITED STATES Presidential Preference - AIP (Vote for 1)

AI

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	854 / 2,024	42.19%
Undervotes	772	
Overvotes	0	

Candidate	Total	
JAMES BRADLEY	82	100.00%
Total Votes	82	

		Total	
ANDREW GEORGE RUMMEL	WRITE-IN	0	0.00%

PRESIDENT OF THE UNITED STATES Presidential Preference - GRN (Vote for 1)

GRN

Precincts Reported: 38 of 38 (100.00%)

		Total	
Times Cast		57 / 175	32.57%
Undervotes		27	
Overvotes		0	
Candidate		Total	
JILL STEIN		30	100.00%
Total Votes		30	
		Total	
DAVI	WRITE-IN	0	0.00%
MATTHEW PRUDEN	WRITE-IN	0	0.00%
JORGE ZAVALA	WRITE-IN	0	0.00%

PRESIDENT OF THE UNITED STATES Presidential Preference - LIB (Vote for 1)

LIB

Precincts Reported: 38 of 38 (100.00%)

		Total	
Times Cast		232 / 661	35.10%
Undervotes		156	
Overvotes		0	
Candidate		Total	
CHARLES BALLAY		76	100.00%
Total Votes		76	
		Total	
CHASE OLIVER	WRITE-IN	0	0.00%

PRESIDENT OF THE UNITED STATES Presidential Preference - PF (Vote for 1)

PF

Precincts Reported: 38 of 38 (100.00%)

		Total	
Times Cast		25 / 147	17.01%
Undervotes		15	
Overvotes		0	
Candidate		Total	
CORNEL WEST		6	60.00%
JASMINE SHERMAN		2	20.00%
CLAUDIA DE LA CRUZ		2	20.00%
Total Votes		10	

UNITED STATES SENATOR (Vote for 1)

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	18,353 / 34,877	52.62%
Undervotes	414	
Overvotes	402	

Candidate	Total	
STEVE GARVEY	8,208	46.80%
ADAM B. SCHIFF	4,576	26.09%
KATIE PORTER	1,783	10.17%
ERIC EARLY	886	5.05%
BARBARA LEE	540	3.08%
JAMES BRADLEY	429	2.45%
SHARLETA BASSETT	328	1.87%
GAIL LIGHTFOOT	185	1.05%
CHRISTINA PASCUCI	87	0.50%
SARAH SUN LIEW	83	0.47%
JAMES "JIM" MACAULEY	57	0.33%
FORREST JONES	39	0.22%
JONATHAN REISS	36	0.21%
DENICE GARY-PANDOL	35	0.20%
LAURA GARZA	32	0.18%
MARTIN VEPRASKAS	32	0.18%
PERRY POUND	32	0.18%
SEPI GILANI	26	0.15%
DON J. GRUNDMANN	26	0.15%
DOUGLAS H. PIERCE	24	0.14%
MARK RUZON	18	0.10%
DAVID PETERSON	17	0.10%
RAJI RAB	14	0.08%
STEFAN SIMCHOWITZ	13	0.07%
JOHN ROSE	13	0.07%
MAJOR SINGH	12	0.07%
HARMESH KUMAR	6	0.03%
Total Votes	17,537	

		Total	
DANNY FABRICANT	WRITE-IN	0	0.00%
CARLOS GUILLERMO TAPIA	WRITE-IN	0	0.00%
MICHAEL JOSEPH DILGER	WRITE-IN	0	0.00%
JOHN DOWELL	WRITE-IN	0	0.00%

UNITED STATES SENATOR (Partial Term) (Vote for 1)

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	18,353 / 34,877	52.62%
Undervotes	470	
Overvotes	30	
Candidate	Total	
STEVE GARVEY	9,216	51.62%
ADAM B. SCHIFF	4,068	22.79%
KATIE PORTER	2,024	11.34%
ERIC EARLY	1,448	8.11%
BARBARA LEE	854	4.78%
CHRISTINA PASCUCCI	156	0.87%
SEPI GILANI	87	0.49%
Total Votes	17,853	
	Total	
MICHAEL JOSEPH DILGER	WRITE-IN	0 0.00%

UNITED STATES REPRESENTATIVE, DISTRICT 5 (Vote for 1)

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	18,353 / 34,877	52.62%
Undervotes	715	
Overvotes	1	
Candidate	Total	
TOM MCCLINTOCK	10,189	57.77%
MICHAEL J. "MIKE" BARKLEY	5,914	33.53%
STEVE WOZNIAK	1,534	8.70%
Total Votes	17,637	

STATE ASSEMBLY MEMBER, DISTRICT 8 (Vote for 1)

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	18,353 / 34,877	52.62%
Undervotes	995	
Overvotes	3	
Candidate	Total	
GEORGE RADANOVICH	8,614	49.63%
CALEB HELSEL	5,635	32.47%
DAVID J. TANGIPA	2,541	14.64%
MICHAEL MATHESON	565	3.26%
Total Votes	17,355	

SUPERVISOR, DISTRICT 1 (Vote for 1)

Precincts Reported: 6 of 6 (100.00%)

	Total	
Times Cast	3,586 / 6,815	52.62%
Undervotes	390	
Overvotes	4	
Candidate	Total	
MICHAEL HOLLAND	1,123	35.18%
MARK PLUMMER	946	29.64%
MATT HAWKINS	859	26.91%
TANYA CARSONER	264	8.27%
Total Votes	3,192	

SUPERVISOR, DISTRICT 4 (Vote for 1)

Precincts Reported: 8 of 8 (100.00%)

	Total	
Times Cast	3,955 / 7,132	55.45%
Undervotes	334	
Overvotes	0	
Candidate	Total	
STEVE GRIEFER	2,799	77.30%
KATHRYN SAARI	822	22.70%
Total Votes	3,621	

SUPERVISOR, DISTRICT 5 (Vote for 1)

Precincts Reported: 9 of 9 (100.00%)

	Total	
Times Cast	3,864 / 7,184	53.79%
Undervotes	177	
Overvotes	1	
Candidate	Total	
JARON BRANDON	2,119	57.49%
ARTHUR SCHMIDT	1,567	42.51%
Total Votes	3,686	

MEMBER, CITY COUNCIL (Vote for 3)

Precincts Reported: 2 of 2 (100.00%)

	Total	
Times Cast	1,404 / 2,963	47.38%
Undervotes	1,665	
Overvotes	0	
Candidate	Total	
ANN SEGERSTROM	790	31.02%
STEPHEN OPIE	690	27.09%
BESS LEVINE	613	24.07%
DARREN DUEZ	454	17.82%
Total Votes	2,547	

STATE PROPOSITIONS PROPOSITION 1 (Vote for 1)

Precincts Reported: 38 of 38 (100.00%)

	Total	
Times Cast	18,353 / 34,877	52.62%
Undervotes	702	
Overvotes	0	
Candidate	Total	
NO	11,475	65.01%
YES	6,176	34.99%
Total Votes	17,651	

**CERTIFICATION OF
COUNTY CLERK/REGISTRAR OF VOTERS OF THE
RESULTS OF THE CANVASS
OF THE MARCH 5, 2024,
PRESIDENTIAL PRIMARY ELECTION**

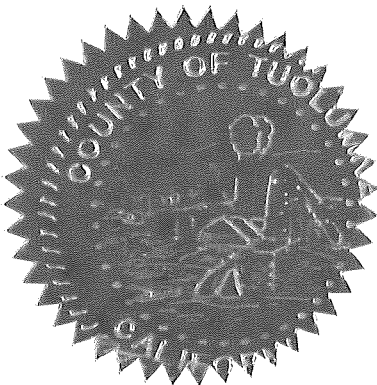
STATE OF CALIFORNIA

COUNTY OF Tuolumne

SS.

I, Deborah Bautista, County Clerk/Registrar of Voters of County of Tuolumne, do hereby certify that, in pursuance of the provisions of Elections Code section 15300, et seq., I did canvass the results of the votes cast in the Presidential Primary Election held in said County on March 5, 2024, for measures and contests that were submitted to the vote of the voters, and that the Statement of Votes Cast, to which this certificate is attached is full, true, and correct.

I hereby set my hand and official seal this 21 day of March, 2024, at the County of Tuolumne



Deborah Bautista

County Clerk/Registrar of Voters
County of Tuolumne
State of California

Canvass Certification of Elections Official
(03/2024)

HELP AMERICA VOTE ACT OF 2002

CERTIFICATION OF ELECTIONS OFFICIAL

STATE OF CALIFORNIA

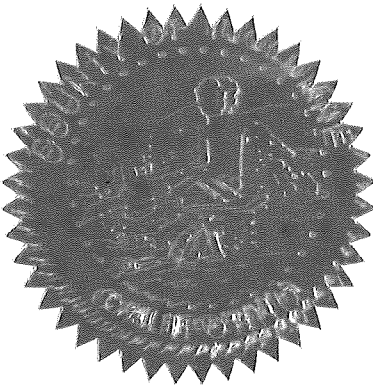
COUNTY OF Tuolumne

SS.

Pursuant to the statewide voter registration list requirements set forth in the Help America Vote Act of 2002 ((HAVA) 52 U.S.C. § 21083),

I, Deborah Bautista, County Clerk/Registrar of Voters for the County of Tuolumne, State of California, hereby certify that I complied with all provisions of Chapter 2 of Division 7 of Title 2 of the California Code of Regulations for the Federal election held on the 5th day of March 2024, in the County of Tuolumne, State of California and all elections consolidated therewith.

I hereby set my hand and official seal this 21 day of, March, 2024, at the County of Tuolumne



County Clerk/Registrar of Voters
County of Tuolumne
State of California

HAVA Certification of Elections Official
(03/2024)

Cross-Over Party Ballot Statistics Reporting Form
March 5, 2024, Presidential Primary Election

County Name Tuolumne
Contact Name Deborah Bautista Contact Phone 209 533 5552

Please report the number of No Party Preference (NPP) Voters who requested an American Independent, Democratic, or Libertarian ballot. (Elections Code § 13102(d).)

American Independent No Party Preference Ballots Requested	<u>64</u>
Democratic No Party Preference Ballots Requested	<u>215</u>
Libertarian No Party Preference Ballots Requested	<u>8</u>

Please return this document with your Official Canvass to be received **no later than April 5, 2024**, to:

Wesley Keller
Secretary of State, Elections Division
1500 11th Street, Fifth Floor
Sacramento, CA 95814
PHONE: (916) 653-9154
post-electionreporting@sos.ca.gov

If you have any questions, please call Wesley at the number listed above. Thank you.



Voting Technology Incident Reporting Form

Use the following form to report any voting technology incident that occurred during use. Voting technology incidents include, but are not limited to, issues such as paper jams, printing errors, or any defect, fault or failure pursuant to Election Code sections 19215 and 19290, and California Code of Regulations section 20161.

A. Election Official:

☒ No Incidents to Report

Jurisdiction

County of Tuolumne

County Contact Name

Deborah Bautista

County Contact Title

County Clerk & Auditor-Controller

County Contact Phone Number

209 533 5552

County Contact Email

dbautista@co.tuolumne.ca.us

Reported to Vendor

Yes

☐

No

☒

B. Product Description:

Vendor Name

Type of Voting Technology

☐

Ballot Marking Device

☐

Ballot on Demand

☐

Central Scanner/Tabulator

☐

Precinct Tabulator

☐

RAVBM

☐

ePollbook

☐

Other

System Model

Hardware & Software Versions

Unit Serial Numbers

C. Description of Incident(s):

Date of Occurrence

Voting Location

Election Name

March 5, 2024 Presidential Primary

Description of Each Incident. Attach Additional Sheets if Necessary.

No Incidents.



Remote Accessible Vote by Mail (RAVBM) Reporting Form

Email Item 20.

For any election that a California jurisdiction uses a remote accessible vote by mail system, the jurisdiction shall provide a report to the Secretary of State, within 30 calendar days of certifying the election results, listing the number of voters that used the system and all technical issues reported (if any), along with any mitigations.

A. Election Official:

Jurisdiction

Tuolumne

County Contact Name

Deborah Bautista

County Contact Title

County Clerk & Auditor-Controller

County Contact Phone Number

209 533 5552

County Contact Email

dbautista@co.tuolumne.ca.us

B. Product Description:

RAVBM URL or Online Address

<https://ravbm.uocava.com/tuolumne>

Type of RAVBM

☐ Democracy Live ☒ Dominion ☐ LA County VSAP ISB

RAVBM Technical Assistance Telephone Number

209 533 5570

Number of Voters that Registered to
use RAVBM

5

Number of Voters that Voted using the
RAVBM

5

Number of UOCAVA Voters that
registered to use RAVBM

85

Number of UOCAVA Voters that
voted using the RAVBM

14

C. Description of RAVBM Usage:

Election Name

March 5, 2024 Presidential Primary

Dates RAVBM was Available

1/19/2024

Description of Technical Issues and Mitigations if Any.
Attach Additional Sheets if Necessary.

No Issues

REPORT OF 1% MANUAL TALLY

[Elections Code section 15360]

County: TuolumneElection: March 5, 2024 Presidential PrimaryManual tally method used: ☐ One Part [section 15360(a)(1)]☒ Two Part [section 15360(a)(2)]

Date and time notice provided (attach copy of the notice):

Numbers pulled at 8:30; 1% after 9 am

Internet website where additional information about the manual tally is posted, if applicable:

Date and time the manual tally commenced, beginning with the random selection of precincts and batches (must be after the close of the polls on Election Day):

March 14, 2024 9:38 am

Date and time the manual tally finished:

March 14, 2024 12:32 pm

Estimated number of members of the public who observed the process:

1 from Republican Central Committee

Total number of ballots counted in this election (official canvass numbers):

Polling place / vote center ballots (including provisionals)	647
Vote-by-mail ballots	17706

Total number of ballots manually tallied:

Polling place / vote center ballots (including provisionals)	77
Vote-by-mail ballots	309

Precincts in the county for this election (attach list describing all precincts with the number of ballots in each, indicating whether ballots are polling place / vote center, vote-by-mail, or provisional):

Total number of precincts in the election	
Total number of precincts selected for the manual tally	

Batches of vote-by-mail or provisional ballots (attach list describing each batch with the number of ballots in each, indicating whether ballots are polling place / vote center, vote-by-mail, or provisional):

Total number of batches in the election	134
Total number of batches selected for the manual tally	3

Method used to choose precincts and batch of ballots to manually tally (include description of random selection method):

All 134 batches were identified by which of the two machines use, type of ballots and batch number. Slips were print for all 134 batches i.e Machine A VBM 25 for machine A vote by mail ballots batch 25. Three slips were randomly drawn at 8:30.

attach additional pages if necessary

Description of any discrepancies noted (include details about each discrepancy and how each was resolved; also include anything unusual observed during the manual tally process or anything that may improve the manual tally process):

The Tuolumne County 1% Post Election Manual Tall identified one discrepancy between the machine count and the manual tally, Election code 15360(e). It was determined that the vote was not caught in adjudication due the write in for the same candidate was not eliminated. The candidate's count was increased by 1.

attach additional pages if necessary

This report is submitted pursuant to Elections Code section 15360(f).

Submitted on this date: 03/25/24 by:

Elections Official Name: Deborah Bautista

Signature: Deborah
Bautista

Digitally signed by
Deborah Bautista
Date: 2024.03.25
08:49:47 -07'00'

EMAIL Form



DEBORAH BAUTISTA
TUOLUMNE COUNTY CLERK/AUDITOR-CONTROLLER

2 South Green Street, Sonora, CA 95370

(209) 533-5570

Fax (209) 694-8931

County Website: www.tuolumnecounty.ca.gov ♦ Department Email elections@tuolumnecounty.ca.gov

March 14, 2024

We, the undersigned, hereby certify that we have canvassed the votes cast for the March 5, 2024, Presidential Primary Election, and find the results to be in accordance with the attached Certification of Election Results.

A handwritten signature in cursive script, reading "Deborah Bautista", written over a horizontal line.

Deborah Bautista

County Clerk & Auditor-Controller

A handwritten signature in cursive script, reading "Mary Bolles", written over a horizontal line.

Mary Bolles

A handwritten signature in cursive script, reading "Jane Braga", written over a horizontal line.

Jane Braga

A handwritten signature in cursive script, reading "Leonides Russell", written over a horizontal line.

Leonides Russell

A handwritten signature in cursive script, reading "Johnna Baumann", written over a horizontal line.

Johnna Baumann

A handwritten signature in cursive script, reading "Kristine Childres", written over a horizontal line.

Kristine Childres

A handwritten signature in cursive script, reading "Linda Monroe", written over a horizontal line.

Linda Monroe



DEBORAH BAUTISTA
TUOLUMNE COUNTY CLERK/AUDITOR-CONTROLLER

2 South Green Street, Sonora, CA 95370

(209) 533-5570

Fax (209) 694-8931

County Website: www.tuolumnecounty.ca.gov ♦ Department Email elections@tuolumnecounty.ca.gov

March 14, 2024

One Percent Post Election Manual Tall Report

March 5, 2024, Statewide Presidential Primary

The Tuolumne County 1% Post Election Manual Tall identified one discrepancy between the machine count and the manual tally, Election code 15360(e). It was determined that the vote was not caught in adjudication due the write in for the same candidate was not eliminated. The candidate's count was increased by 1.

Ballots in the vote by mail batches A 45 and A 10 were counted. All federal, state, and local measures were count. This batches included 133 and 176 ballots, respectively, and all races.

Ballots in vote center box A 03 were counted. All federal, state, and local measures were counted. This batch included 77 ballots and all races except for Green, American Independent and Peace and Freedom presidential races had votes.

All races were manually counted between the three batches.

A handwritten signature in cursive script that reads "Deborah Bautista".

Deborah Bautista

County Clerk & Auditor-Controller



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Summersett, Community Development Director

SUBJECT: Memorandum of Agreement with Tuolumne County Transportation Council to maintain Transit Stop portion of the Stockton Washington Corridor Improvement Project

RECOMMENDATION:

Consider entering into a Memorandum of Understanding with Tuolumne County Transportation Council to maintain the Transit Stop portion of the Stockton Washington Corridor Improvement Project. Pending Review by Legal Counsel.

BACKGROUND:

The Stockton Washington Corridor Improvement Project was a component of the Vision Sonoma plan that was adopted by the City Council in 2013. Although the project was adapted to fit the funding available and the final location of all the improvements, the goals of the project were substantially accomplished. Below are included some excerpts from the document (p.36):

“B. Stockton Street – West Gateway Corridor (Washington Street)

8. Enhance the entry into downtown. Improve the pedestrian environment and sense of arrival through improvements around the intersection of Stockton Street and South Washington, as illustrated in the plan view diagram **Figure 3-19** and sketch **Figure 3-20**.

a. Widen sidewalks and create diagonal parking. Widened sidewalks on the north side of Stockton are intended to extend the pedestrian-oriented downtown atmosphere onto this street by converting underutilized roadway width into usable space for pedestrians. These extensions buffer pedestrians from moving vehicles and slow the turning movements of cars as they enter and exit the driveways. Diagonal parking could add two on-street spaces while calming traffic. Refer to **Figure 3-21** for the existing and proposed street cross section at this location.

b. Improve trail access. Use striping to make pedestrian crossings more visible and facilitate trail access at Green Street. Install directional signage at the trailhead.

c. Create formal plantings of street trees. From the narrow point of Stockton to Washington, the parkway should have a more formal character than along the rest of Stockton. Install street trees and landscape.

d. Improve the Stockton & Washington intersection. Create a formal entry into downtown by installing a low rock wall / entry monument and landscaping in front of the Marengo Building, using special paving materials to extend the pedestrian area into the current no-parking zone. Create seating to encourage people

to use this space. Install curb extensions at the northwest corner of the intersection to make pedestrians more visible while discouraging right turns on red. Consider removing or trimming landscaping around the Sonora Dome to make the Dome visible from Stockton approaching Washington.”

Partners in delivering the project include Caltrans (as owner of Stockton/Washington road, State Route 49) and the Tuolumne County Transportation Council.

Purpose Statement for the Project:

The project will improve pedestrian and traffic flow and provide much needed transit facilities in downtown Sonora. The transit stops will accommodate the local Sonora (Trolley) bus service, the YARTS service and regional tour bus operators. The project will improve the vibrancy of downtown whilst maintaining the historic character. It will also create a gateway element to Sonora's downtown through streetscape and hardscape improvements.

DISCUSSION / ANALYSIS:

State Route 49, as the name belies, is a corridor that is owned and operated by the California Department of Transportation (Caltrans). As a result, the City entered into an agreement with Caltrans as part of this project to take responsibility for maintaining:

“CITY is responsible for the bus shelter, bus pad, median with hardscape, sidewalk, ADA curb ramp, hardscape, brick band, cobblestone treatment, concrete retaining wall with tubular hand railing, concrete stairway, precast concrete pot with tree, bench, drainage system (collectively the “IMPROVEMENTS”) placed within State Highway right of way on State Route 49”

The City in turn is entering into agreement with the Tuolumne County Transportation Council to take fiscal responsibility for portions of the project that they will use on a day to day basis.

The MOA will go to the Tuolumne County Transportation Council on May 9th.

The MOA was reviewed by City legal counsel.

FISCAL IMPACT:

The MOA is a cost recovery mechanism for the City that defrays the overall impact of the downtown improvement by sharing responsibility for long term maintenance with the Transportation Council.

ATTACHMENTS:

Memorandum of Agreement

City Responsibility Areas (Maintenance) Exhibits 2-8

WASHINGTON-STOCKTON CORRIDOR – DOWNTOWN TRANSIT & ACCESSIBILITY IMPROVEMENT PROJECT

MEMORANDUM OF AGREEMENT BETWEEN THE TUOLUMNE COUNTY TRANSPORTATION AGENCY AND CITY OF SONORA

THIS MEMORANDUM OF AGREEMENT (“MOA”) is made and entered into this 15th day of April 2024, by and between the Tuolumne County Transit Agency (“Agency”), a joint powers authority formed pursuant to the laws of the state of California, and the City of Sonora (“City”), a California municipal corporation. Agency and City may herein be referred to individually as a “Party” and collectively as the “Parties.” There are no other parties to this MOA.

RECITALS

WHEREAS, the City has served as the project lead for the Washington-Stockton Corridor – Downtown Transit & Accessibility Improvement Project (the “Project”); and

WHEREAS, the State of California Department of Transportation has approved the Project plans and issued the Project’s Encroachment Permit; and

WHEREAS, the Project’s scope of work includes various pedestrian and transit related improvements within the Project area along Stockton Street (Highway 49), S. Washington Street, and Green Street; and

WHEREAS, the Encroachment Permit requires the City to enter into a Cooperative Agreement as well as a Maintenance Agreement for Project improvements within the State right-of-way prior to awarding the construction contract; and

WHEREAS, this MOA intends to assign maintenance, repair and replacement responsibilities for the transit related facilities, that will be operated by the Agency, to the City as the Project lead; and

WHEREAS, the Agency will be operating and utilizing the transit facilities included within the Project scope and desires to contract with the City to provide the enumerated services to the Agency as included under **Attachments A and B** (the “Services”); and

WHEREAS, the City is willing to provide said Services to the Agency pursuant to the terms and conditions of this MOA.

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the Parties hereto agree as follows:

AGREEMENT

I. PURPOSE

The purpose of this MOA is to establish an agreement between the City and the Agency for ongoing maintenance Services of the transit facilities within the Project area as set forth in **Attachments A and B**, attached and incorporated hereto. This MOA intends to assign the ongoing maintenance Services to the City, subject to reimbursement from the Agency, as set forth herein.

II. TERM & AMENDMENTS

The term of this MOA will commence on May 9, 2024 and continue until terminated by the written mutual consent of both Parties.

Should either Party be found deficient in any aspects of performance under this MOA or fail to perform under the agreed standards, the deficient Party will have the responsibility of submitting a proposed corrective action plan to the other Party. The corrective action plan shall identify specific actions to be taken to correct the deficient performance and shall be submitted within forty-five (45) days after written notification of deficiencies by the other Party.

This MOA may be amended by the written mutual consent of both Parties. No verbal statements shall be binding upon the Parties or construed as modifying the MOA in any way. Both Parties agree to execute amendments to this MOU whenever necessary to comply with new or revised Federal or State statutes or regulations.

III. CITY'S RESPONSIBILITIES

1. Provide the maintenance, repair and replacement Services for the Agency, as included under **Attachment A** and in the areas depicted in **Attachment B**. Services will be scheduled by the City in its sole discretion as needed to maintain the facilities in good condition, or upon the written request of the Agency.
2. Submit invoices to the Agency within thirty (30) days following the end of each calendar month for costs paid within that month. The itemized bill shall provide the Agency with sufficient information to show the Services provided and the costs thereof. All expenditures, to be eligible for Federal financial participation, must be actual and reimbursable according to the provisions of OMB Circular A-87, as it may be amended from time to time.
3. Maintain an accounting system and supporting fiscal records adequate to ensure that claims for Federal funds are in accordance with Federal and State requirements. All such records shall be made available during normal business hours to authorized representatives of City, Agency, State, and Federal governments during the term of this MOA, and during the period of record retention for the purpose of program review or fiscal audit.
4. Meet periodically, as requested by either Party, to discuss issues of mutual interest and concern that may arise in connection with Services being provided.

IV. AGENCY'S RESPONSIBILITIES

1. Reimburse the City for the Services provided under this MOA. Reimbursements will occur within thirty (30) days of receipt of the City's invoice, except for any charges which are disputed by the

Agency. In the event of such a dispute, the Agency's and City's representatives shall meet and confer to resolve the dispute. Upon resolution of the dispute, the Agency shall pay the agreed-upon amount. If the Parties are unable to agree on any disputed amounts, the Parties shall submit the matter to nonbinding mediation, with the Parties sharing the associated costs equally. The Parties shall mutually agree to a mediator within ten (10) business days after the disputed portion of the invoice has been identified in writing. If the Parties cannot agree upon a mediator, each Party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the invoice. Each Party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the invoice remaining in dispute shall be subject to judicial review pursuant to Section XVII of this MOU.

2. Monitor City services being provided to ensure such functions are being carried out properly, efficiently and effectively.
3. Maintain an accounting system and supporting fiscal records adequate to ensure that claims for Federal funds are in accordance with Federal and State requirements. All such records shall be made available during normal business hours to authorized representatives of City, Agency, State, and Federal governments during the term of this MOA, and during the period of record retention for the purpose of program review or fiscal audit.
4. Meet periodically, as requested by either party, to discuss issues of mutual interest and concern that may arise in connection with services being provided.

V. NON-ASSIGNMENT

Neither Party shall assign or transfer this MOA, nor their rights or duties under this MOA without the prior written consent of the other Party.

VI. COMPLIANCE WITH LAWS

The Parties shall comply with all applicable rules and regulations set forth in California and Federal law.

VII. CONFIDENTIALITY

The Parties shall act in strict conformance with all applicable Federal, State of California or local law and regulations relating to confidentiality, including but not limited to, California Civil Code section 56 et seq., Welfare and Institutions Code sections 827, 5328, 10850 and 14100.2, Health and Safety sections 11977 and 11812, 22 California Code of Regulations section 51009, and 42 Code of Federal Regulations section 2.1 et seq. The Parties shall ensure that no list of persons receiving services under this MOA is published, disclosed, or used for any other purpose except for the direct administration of the program or other uses authorized by law that are not in conflict with requirements for confidentiality.

VII. NON-DISCRIMINATION

During the performance of this MOA, the Parties shall not unlawfully discriminate against any employee, applicant for employment, sub-contractor, or recipient of services, because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age or gender, pursuant to all applicable State and Federal statutes and regulations.

IX. RELATIONSHIP OF PARTIES

It is understood that this is a Memorandum of Agreement by and between two (2) separate public agencies and is not intended to, and shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, or association.

X. INDEMNIFICATION

Each Party hereto agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees to the full extent required by law.

XI. NOTICES

All notices or other communication herein required or permitted shall be in writing and given by personal delivery or sent by (i) registered or certified mail return receipt requested, postage prepaid, (ii) nationally recognized overnight courier service, or (iii) electronic mail transmission ("email"), to the addresses set forth below (unless changed in accordance herewith). Notice shall be deemed received on the earlier of (a) actual receipt; (b) three (3) business days after deposit in the U.S. Mail; (c) the first business day after deposit with an overnight courier; or (d) if by email, upon actual physical receipt of the entire document by the receiving Party's email server. Notices transmitted by email after 5:00 p.m. on a normal business day, or on a Saturday, Sunday, or holiday, shall be deemed to have been given and received on the next normal business day. Any notice or communication not received because of a change of address or email address, without notice to the other Party thereof, or refusal to accept delivery, shall be deemed received, notwithstanding the same, as set forth above. The addresses of the Parties for notice and communication purposes are as follows:

Tuolumne County Transit Agency (TCTA)
Attn: Darin Grossi, Executive Director
975 Morning Star Drive, Suite A
Sonora, CA
Email: dgrossi@co.tuolumne.ca.us

City of Sonora
Attn: Melissa Eads, City Administrator
94 N. Washington Street
Sonora, CA 95370
Email: meads@sonoraca.org

XII. PUBLIC RECORDS ACT

Agency is aware that this MOA and any documents provided to the City may be subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of the Agency to clearly identify information in those documents that it considers to be confidential under the California Public Records Act. To the extent that the City agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

XIII. ENTIRE AGREEMENT

This MOA contains the entire agreement of the Parties relating to the subject matter of this MOA and supersedes all prior agreements and representations, with respect to the subject matter hereof. If there

are exhibits attached hereto, and a conflict exists between the terms of this MOA and any exhibit, such conflict shall be construed in such a manner consistent with the purposes of this MOA.

XIV. CAPTIONS

The captions of this MOA are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this MOA.

XV. CONTROLLING LAW

The validity, interpretation and performance of this MOA shall be controlled by and construed under the laws of the State of California.

XVI. ENFORCEABILITY AND SEVERABILITY

If any provisions of this MOA shall be held to be void or unenforceable for any reason, said provision shall be deemed modified so as to constitute a provision conforming as nearly as possible to said void or unenforceable provision while still remaining valid and enforceable, and the remaining terms or provisions hereof shall not be affected thereby.

XVII. DISPUTES

The Parties agree to use good faith efforts to resolve any disputes prior to bringing any action to enforce the terms of this MOA. Should it become necessary for a Party to this MOA to enforce any of the provisions hereof, the prevailing Party in any claim or action shall be entitled to reimbursement for all expenses so incurred, including reasonable attorney fees.

It is agreed by the Parties hereto, that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof, or for declaratory relief hereunder, shall be filed and remain in a court of competent jurisdiction in the County of Tuolumne, State of California.

XVIII. AUTHORITY

Each Party and each Party's signatory warrant and represent that each has full authority and capacity to enter into this MOA in accordance with all requirements of law. The Parties also warrant that any signed amendment or modification to the MOA shall comply with all requirements of law, including capacity and authority to amend or modify the MOA.

XIX. JOINT PREPARATION

The terms hereof shall not be construed in favor of or against any Party, but shall be construed as if the Parties jointly prepared the MOA.

XX. FURTHER ACTS

The Parties shall cooperate in good faith with each other, and execute and deliver any additional documents or instruments, and perform any further acts as may be reasonably necessary to carry out the purposes and objectives of this MOA.

XXI. COUNTERPARTS

This MOA may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

XXII. RECITALS

The Recitals set forth above are hereby incorporated and made part of this Agreement. In the event of any conflict between the Recitals and provisions contained herein, the provisions shall prevail.

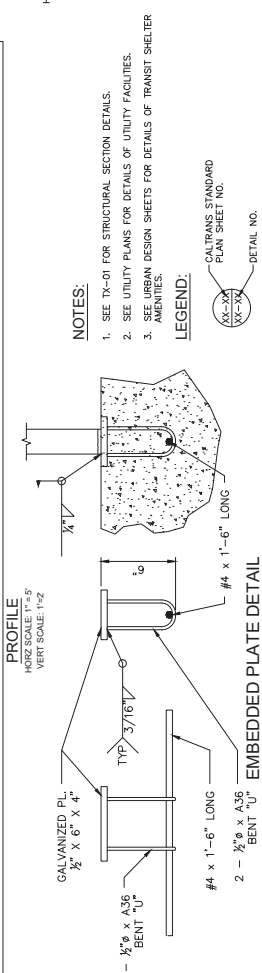
IN WITNESS WHEREOF, the Parties, or their duly authorized representatives have executed this MOA.

Item 21.

Tuolumne County Transit Agency	City of Sonora
Darin Grossi, Executive Director	Melissa Eads, City Administrator
Approved As to legal Form:	
Cody Nesper, County Counsel	Douglas L. White, City Attorney

RETAINING WALL NOTES:

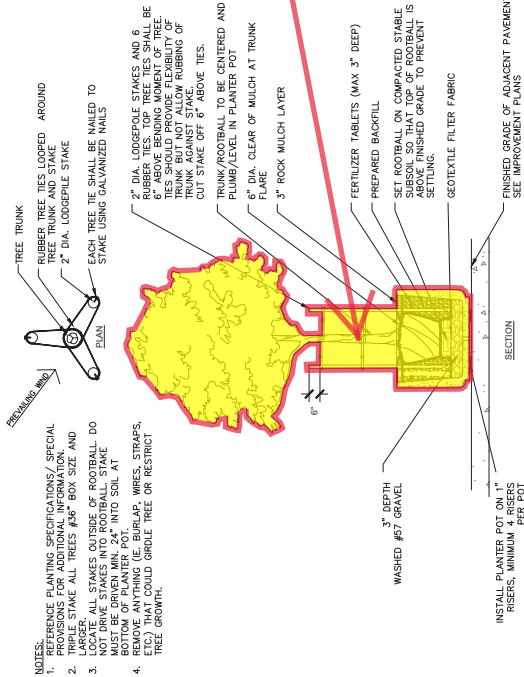
1. PROVIDE WEAKENED PLANES AT MAX 24'-0" PER CALTRANS STD DETAIL 60-3, DETAIL 3-2 & 3-3.
2. PROVIDE EXPANSION JOINT AT MAX 94'-0" OR AT WALL CHANGE OF DIRECTION PER CALTRANS STD DETAIL 60-3, DETAIL 3-3 & 3-4.

[illegible]

DRAFT 100%
JANUARY 2021

URBAN DESIGN SCHEDULE

SYMBOL	NAME/BOTANICAL - COMMON	SIZE	QTY	REMARKS
	EXISTING VEGETATION EXISTING TREE TO REMAIN DEMOLITION PLANS FOR EXACT LOCATION AND PROTECTION DETAILS	N/A	N/A	SEE DEMOLITION PLANS FOR EXACT LOCATIONS AND PROTECTION DETAILS
	TREES			
	LACERSTROEMIA X N'ATCHEZ (GRAPE MYRTLE)	36" BOX	2	SEE DETAIL A ON THIS SHEET
	ROCK MULCH HICKORY CREEK CRUSHED (COLOR: RUST BROWN AND TAN) OR APPROVED EQUAL	3/8" (MIN. 3" DEPTH)	50 SQ. FT.	TO BE LOCATED IN ALL CONCRETE POTS SEE DETAIL A ON THIS SHEET
	URBET GROUND/CODE			
	PRECAST CONCRETE POT MANUF: WAUSAU MADE MODEL: T74142 47/ RESERVOIR SYSTEM COLOR/FINISH: STANDARD ACID WASH A25 BROWN	54" DIA X 40" H	2	INSTALL PER MANUFACTURER'S SPECIFICATIONS
	BENCH MANUF: VICTOR STANLEY MODEL: FRB-2 (STEELESIES SERIES) STANDARD ALL-STEEL CURVED BACKLESS BENCH, INTERMEDIATE ONLY, NO MOUNTING. STANDARD SURFACE MOUNT FINISH/COLOR: METALLIC SILVER	6' LENGTH	2	INSTALL PER MANUFACTURER'S SPECIFICATIONS



A TREE PLANTING IN POT

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NIS

Kimley»Horn

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(925) 462-1000
WWW.KIMLEY-HORN.COM



Scale	AS SHOWN
Designed By:	RK
Drawn By:	RK
Checked By:	MM
Consultant's	097651004
Job No.	0

STOCKTON-WASHINGTON CORRIDOR -
DOWNTOWN TRANSIT & ACCESSIBILITY PROJECT

URBAN DESIGN PLANS

Encroachment Permit 10-1K590
10-TUO-49 17.8/18.0

Drawing No.

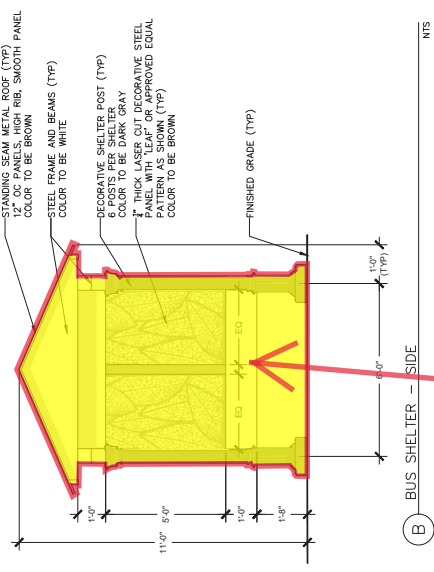
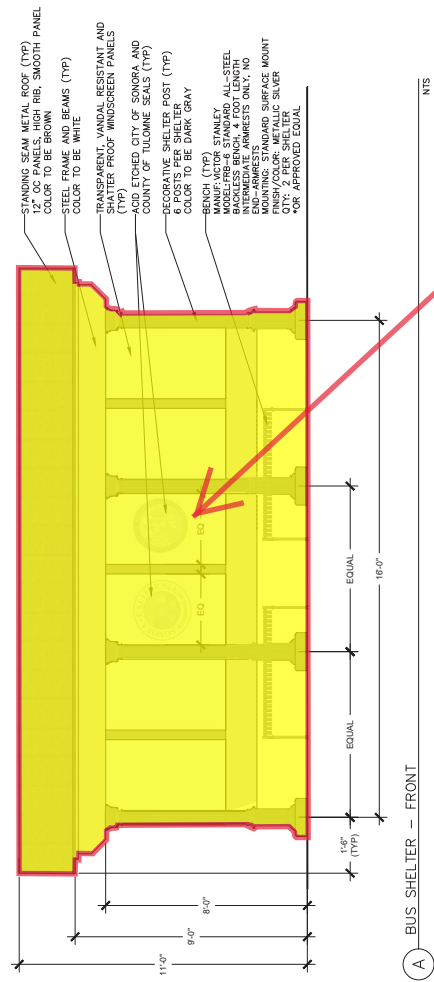
UD-01

05 06

Sheet

Item 21.

DRAFT 100%
JANUARY 2021



BUS SHELTER WILL BE MAINTAINED BY CITY

NOTES

1. INFORMATION CONTAINED IN THIS SHEET IS FOR AESTHETIC AND FUNCTIONAL DESIGN INTENT ONLY. NO INSTRUCTIONS FOR STRUCTURAL APPROPRIATENESS HAVE BEEN MADE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF STOCKTON AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION AND HIGHWAYS.
2. SHOP DRAWING AND STRUCTURAL REVIEW AND CERTIFICATION IS REQUIRED PRIOR TO FABRICATION. IN ADDITION, CONTRACTOR SHALL PROVIDE SAMPLES OF MATERIALS AND COLORS FOR APPROVAL BY OWNER'S REPRESENTATIVE PRIOR TO FABRICATION.
3. THE BUS SHELTERS SHALL BE DESIGNED IN ACCORDANCE WITH THE CALIFORNIA BUILDING CODE (CBC) 2019; AND THE CITY OF STOCKTON'S DESIGN CRITERIA FOR BUS SHELTERS. STRUCTURAL CALCULATIONS SHALL BE PROVIDED WITH THE SUBMITTAL.
4. BUS SHELTER FOUNDATIONS SHALL BE DESIGNED UTILIZING THE SITE-SPECIFIC GEOTECHNICAL REPORT IMPROVEMENTS DATED JANUARY 10, 2020.
5. CONTRACTOR TO APPLY ANTI-DRAFTING COATING TO ALL EXTERIOR SURFACES.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL NECESSARY MATERIALS AND COLORS TO PRODUCE THE SHELTER. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL NECESSARY MATERIALS AND COLORS TO PRODUCE THE SHELTER.
7. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL COORDINATE SHELTER DESIGN WITH CALTRANS AND THE CITY OF STOCKTON TO ENSURE THAT THE PLACEMENT OF POSTS, HEIGHT OF OVERHANGS AND GENERAL SIZE PARAMETERS MEET ADA ACCESSIBILITY STANDARDS AND DO NOT INTERFERE WITH PROPER BUS LOADING AND UNLOADING OPERATIONS PRIOR TO FABRICATION.

C BUS SHELTER - PERSPECTIVE

NTS



EXHIBIT A-6

Kimley»Horn		STOCKTON-WASHINGTON CORRIDOR - DOWNTOWN TRANSIT & ACCESSIBILITY PROJECT		Encroachment Permit 10-1K590 10-TU0-49 17.8/18.0	
4637 CHABOT DRIVE, STE. 300 PLEASANTON, CA 94588 WWW.KIMLEY-HORN.COM		URBAN DESIGN PLANS		Drawing No. UD-03 06-06	
Rev.	Description	Date	Scale	AS SHOWN	Scale
			Designed By:	RK	
			Drawn By:	RK	
			Checked By:	MM	
			Consultant's	097651004	
			Job No.	0	
				1	
				2	
				3	

FOR REDUCED PLANS
ORIGINAL SCALE IS IN INCHES

Item 21.

EXHIBIT A-8

TYPE 1 RAILING WILL BE MAINTAINED BY CITY

1/4" EXPANSION JOINT T & B RAILS
IN BAY OF WALL JOINTS @ 96" MAX
USE 1 1/4" X 1 1/4" X 13 GAGE
STEEL TUBE INSIDE-WELD ONE SIDE

POSTS, TOP & BOTTOM RAILS
1 1/2" X 1 1/2" X 11 GAGE
SQUARE STEEL TUBE

4" MAX

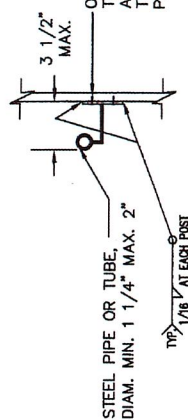
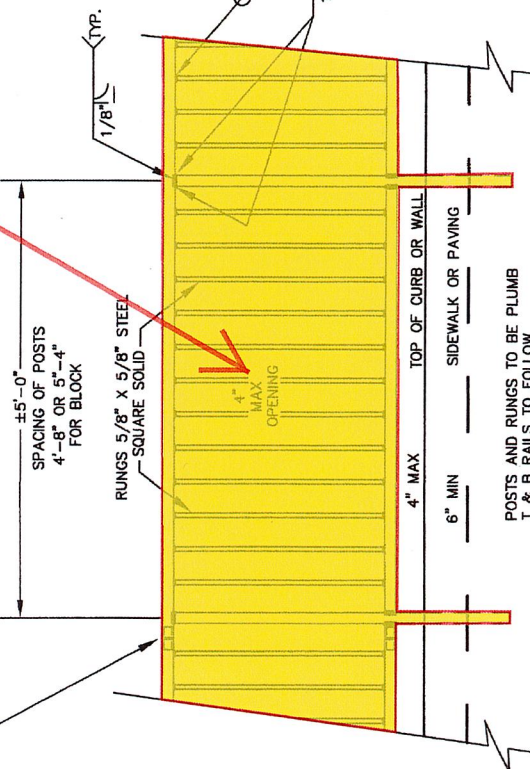
36"

42" MIN

6"

6"

3" PVC PIPE SLEEVE
PLACE BEFORE 8" BLOCK
IS SAW CUT, GROUT POSTS
INTO SLEEVE WITH
NON-SHRINK GROUT AFTER
BLOCK IS CUT.



HANDRAIL DETAIL

POSTS AND RUNGS TO BE PLUMB
T & B RAILS TO FOLLOW
SIDEWALK GRADE
END CAP TOP RAIL, GRIND SMOOTH
PAINT: 1 COAT SHOP PRIMER, TOUCHUP IN FIELD
2 COATS EXTERIOR METAL PAINT
SEMI-GLOSS BLACK

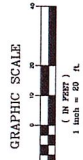
1 of 2

Type 1 Railing

N.T.S.

Item 21.

IRRIGATION SYSTEM WILL BE MAINTAINED BY CITY



1. ALL MAINLINES, WELDS, AND 90° LATERAL LINE ELBOWS TO BE MINIMUM 3" DEEP UNDER NO CIRCUMSTANCES. SHALL BE INSTALLED UNDER HARDSCAPE WITHOUT A SLEEP. ALL SLEEVES SHALL BE TWO (2) TIMES THE SIZE OF THE PIPE IT CARRIES. BACKFILL WITH CLEAN NATIVE SOIL COMPACTED TO 90% SEE LEGEND FOR SLEEVES.
2. MAINLINES SHOWN IN HARDSCAPE FOR CLARITY ONLY. INSTALL ALL MAINLINES AND CONTROL VALVES IN PLANTING AREAS, INSTALL IN PLANTING AREA, DIRECTLY ADJACENT.
3. LATERAL LINE SHOWN IN HARDSCAPE, INSTALL IN PLANTING AREA DIRECTLY ADJACENT.
4. LATERAL LINE SHOWN IN PLANTING AREA, INSTALL IN PLANTING AREA DIRECTLY ADJACENT.
5. INSTALL NEW ELECTRIC CONTROL VALVES IN PLANTING AREA. REFER TO IRRIGATION LEGEND FOR MAKE AND MODEL.
6. INSTALL NEW SHUT-OFF VALVES IN ADJACENT PLANTING AREA.
7. LOT PROLES AND OTHER ADJUST VERTICAL OBJECTS ARE SHOWN IN THEIR APPROPRIATE LOCATIONS FOR REFERENCE ONLY. CONTRACTOR SHALL PRIORITIZE VERTICAL TO ACCOMMODATE IN THE FIELD. PROVIDING 100% COVERAGE WITH ONE-SPRAY.
8. LOCATE MANUAL FLUSH VALVES IN PLANTER AREAS AND IN THE LOWEST ELEVATION POINT OF THEIR ZONE.

811 Know what's below.
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Kimley»»Horn
4637 CHABOT DRIVE, STE 300 PLEASANTON, CA 94588
PHONE: 925-398-4840
WWW.KIMLEY-HORN.COM



CITY COUNCIL OF THE CITY OF SONORA STAFF REPORT

DATE: April 15th, 2024

TO: Honorable Mayor and City Council Members

FROM: Carlye Buchholz, PE, PLS, City Engineer

SUBJECT: Parking Modifications for Compliance with AB 413

RECOMMENDATION

Staff recommends to the Sonora City Council receive an update on the installation of red curb markings and elimination of parking spaces within 20 feet of marked or unmarked crosswalks within the city limits to comply with Assembly Bill 413 (AB 413).

BACKGROUND

AB 413, commonly known as the “Daylighting Bill,” was designed to increase visibility at crosswalks in California and was signed into law in October of 2023 by Gov. Gavin Newsom. AB 413 prohibits parking or stopping a vehicle along a curb within 20 feet from a marked or unmarked crosswalk. The regulation only applies to the side of the road where the vehicles approach the crosswalk. Restricting vehicles stopped or parked within the 20 feet leading up to a crosswalk increases pedestrian visibility for approaching drivers and drivers stopped in traffic by removing vehicles obstructing their view and allowing them to see if someone is entering the crosswalk with more notice. Crosswalks with curb extensions require a reduced 15-foot buffer.

DISCUSSION

As a result of this new law, City staff performed an inventory of affected on-street parking stalls within the city limits. Ten (10) known parking spaces need to be eliminated to bring the City into compliance with the new law. Modifications are needed at the following locations:

1. Washington Street near Fire Museum
2. Stewart Street @ East Jackson Street
3. Shepherd Street @ Lyons Street
4. Stewart Street @ Linoberg Street
5. Stewart Street @ Vinny’s Italian Kitchen
6. Shepherd Street @ Theall Street
7. Washington Street @ Stockton Street
8. Washington Street @ West Church Street

9. Washington Street @ West Lytton Street
10. Washington Street @ Restano Way

FISCAL IMPACT

City staff will be able to install the required red curb markings and use readily available red curb paint. A gallon of red curb paint typically costs less than \$100 and can cover up to 90 square feet. Red curb paint bought in bulk may reduce material costs. Red curb paint typically lasts 12 to 18 months, and there will be an associated maintenance cost to re-paint the curbs when the original red curb paint begins to fade.

ENVIRONMENTAL

There is no environmental impact.

ATTACHMENTS

California Vehicle Code, CVC 22500(n).

VEHICLE CODE - VEH**DIVISION 11. RULES OF THE ROAD [21000 - 23336]** (*Division 11 enacted by Stats. 1959, Ch. 3.)***CHAPTER 9. Stopping, Standing, and Parking [22500 - 22526]** (*Chapter 9 enacted by Stats. 1959, Ch. 3.)*

22500. A person shall not stop, park, or leave standing any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device, in any of the following places:

- (a) Within an intersection, except adjacent to curbs as may be permitted by local ordinance.
- (b) On a crosswalk, except that a bus engaged as a common carrier or a taxicab may stop in an unmarked crosswalk to load or unload passengers when authorized by the legislative body of a city pursuant to an ordinance.
- (c) Between a safety zone and the adjacent right-hand curb or within the area between the zone and the curb as may be indicated by a sign or red paint on the curb, which sign or paint was erected or placed by local authorities pursuant to an ordinance.
- (d) Within 15 feet of the driveway entrance to a fire station. This subdivision does not apply to any vehicle owned or operated by a fire department and clearly marked as a fire department vehicle.
- (e) (1) In front of a public or private driveway, except that a bus engaged as a common carrier, schoolbus, or a taxicab may stop to load or unload passengers when authorized by local authorities pursuant to an ordinance.
(2) In unincorporated territory, where the entrance of a private road or driveway is not delineated by an opening in a curb or by other curb construction, so much of the surface of the ground as is paved, surfaced, or otherwise plainly marked by vehicle use as a private road or driveway entrance, shall constitute a driveway.
- (f) On a portion of a sidewalk, or with the body of the vehicle extending over a portion of a sidewalk, except electric carts when authorized by local ordinance, as specified in Section 21114.5. Lights, mirrors, or devices that are required to be mounted upon a vehicle under this code may extend from the body of the vehicle over the sidewalk to a distance of not more than 10 inches.
- (g) Alongside or opposite a street or highway excavation or obstruction when stopping, standing, or parking would obstruct traffic.
- (h) On the roadway side of a vehicle stopped, parked, or standing at the curb or edge of a highway, except for a schoolbus when stopped to load or unload pupils in a business or residence district where the speed limit is 25 miles per hour or less.
- (i) Except as provided under Section 22500.5, alongside curb space authorized for the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb erected or painted by local authorities pursuant to an ordinance.
- (j) In a tube or tunnel, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility.
- (k) Upon a bridge, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility, and except that buses engaged as a common carrier in local transportation may stop to load or unload passengers upon a bridge where sidewalks are provided, when authorized by local authorities pursuant to an ordinance, and except that local authorities pursuant to an ordinance or the Department of Transportation pursuant to an order, within their respective jurisdictions, may permit parking on bridges having sidewalks and shoulders of sufficient width to permit parking without interfering with the normal movement of traffic on the roadway. Local authorities, by ordinance or resolution, may permit parking on these bridges on state highways in their respective jurisdictions if the ordinance or resolution is first approved in writing by the Department of

Transportation. Parking shall not be permitted unless there are signs in place, as may be necessary, to indicate the provisions of ordinances or the order of the Department of Transportation.

Item 22.

(l) In front of or upon that portion of a curb that has been cut down, lowered, or constructed to provide wheelchair accessibility to the sidewalk.

(m) In a portion of a highway that has been designated for the exclusive use of public transit buses.

(n) (1) (A) Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

(B) Notwithstanding subparagraph (A), a local authority may establish a different distance if both of the following requirements are met:

(i) A local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards.

(ii) A local authority has marked the different distance at the intersection using paint or a sign.

(2) Notwithstanding paragraph (1), a local authority may permit commercial vehicle loading or unloading within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present if both of the following requirements are met:

(A) A local authority authorizes the commercial vehicle loading and unloading by ordinance and identifies the crosswalk or crosswalks in the ordinance.

(B) A local authority has marked the commercial loading and unloading areas with paint or signage.

(3) Notwithstanding paragraph (1), a local authority may permit parking for bicycles or motorized scooters within 20 feet of a crosswalk.

(4) Prior to January 1, 2025, jurisdictions may only issue a warning, and shall not issue a citation, for a violation unless the violation occurs in an area marked using paint or a sign.

(Amended by Stats. 2023, Ch. 652, Sec. 1. (AB 413) Effective January 1, 2024.)



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Melissa Eads, City Administrator

SUBJECT: Approval for the Dewberry Engineers Inc. team (Dewberry) to develop a Capital Improvement Plan (CIP) for the City of Sonora to help identify the City's needs, prioritize projects, determine capital costs, and position for grant funding.

RECOMMENDATION

Consider approval of the development of a CIP for the City of Sonora to help identify the City's needs, prioritize projects, determine capital costs, and position for grant funding.

DISCUSSION

The City of Sonora has not had a CIP for several years and as a result has been reactionary to addressing its capital improvement needs. A CIP will enable the City to shift the current reactionary approach to a more proactive approach by assembling the City's needs into one plan, establishing costs associated with the needs, determining the urgency of each need, and prioritizing the required capital improvement projects.

The CIP will also allow the City to track capital improvement projects being done within the City of Sonora's limits by other governmental agencies, including the Tuolumne County Transportation Commission (TCTC) and Caltrans, and coordinate and leverage the City's projects with those projects.

Dewberry has developed a skeleton CIP and has started populating the plan with information from various City of Sonora departments to develop a preliminary list of the City's needs. To date the following capital improvement projects have been identified:

- a) Linoberg Road Retaining Wall (Between Bradford Street and Pine Street)
- b) Snell Street Drainage and Road Improvements (Between Bonanza Road and City / County Line)
- c) Sonora Main Drain (From Gold Street to Stockton Street)
- d) Vision Sonora / Blue Zone Pedestrian Improvement Projects
 - a. Linoberg Street (Between Washington Street and Stewart Street)
 - b. Linoberg West (Between Green Street and Washington Street)
 - c. Theall Street (Between Washington Street and Stewart Street)
 - d. Washington Street Pedestrian Improvements (Between Theall Street and Linoberg Street)
 - e. Stewart Street Pedestrian Improvements (Between Theall Street and Linoberg Street)
- e) Road Reconstruction Projects
 - a. Stewart Street (Between Restano Way to Elkin Street)
 - b. Hospital Road (Between Sierra Railroad and Mono Way)
- f) N Stewart Street Retaining Wall (Between Elkin Street and Wall Street)

The CIP will identify potential grant programs and agencies that could potentially provide funding for the identified capital improvement projects including:

- a) Active Transportation Program (ATP)
- b) State Transportation Improvement Program (STIP)
- c) Planning, Programming, and Monitoring (PPM)
- d) Rural Planning Assistance (RPA)
- e) Regional Surface Transportation Program (RSTP)
- f) Congestion Mitigation and Air Quality (CMAQ)
- g) Federal Transit Administration (FTA)
- h) Federal Highway Administration (FHWA)
- i) Federal Emergency Management Administration (FEMA)
- j) Integrate Regional Water Management Authority (IRWMA)

The CIP will also list the three current projects within the City of Sonora being performed by other agencies in which the City has been directly or indirectly involved:

- a) Gold Rush Trail Phase 1 – TCTC (Sonora lead agency) – PA&ED Phase
- b) Greenly Road Extension – TCTC (Tuolumne County lead agency) – PID Phase
- c) SR 49 Pedestrian Improvements – Caltrans SHOPP (Sonora will be part of the project development committee) – Project Planning

Having projects identified in the City's CIP will better position them to receive grant funding by making them more competitive since the need for the project will be documented.

Continuing to develop the CIP this year will allow the City to fully document its needs for the next 5 years and ready the identified projects for implementation and/or competition for grant funding. The CIP would be updated every 5 years to address new City needs as they arise.

FISCAL IMPACT

The Capital Improvement Budget is not a separate budget, and the process runs concurrently with the passage of the Annual Operating Budget. CIP projects will be identified and budgeted resources will be allocated when the Fiscal Year 24/25 Budget is presented to the City Council.



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Melissa Eads, City Administrator

SUBJECT: Approval of Task Order No. 2 in the amount of \$204,440 to prepare 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.

RECOMMENDATION

Consider approval of Dewberry's scope and fee to design the initial project and prepare the construction documents for the initial project to construct the much-needed road repairs to Snell Street and install a new storm drain system and pipeline which will eliminate the safety issues related to the currently occurring sheet flowing of storm drain water onto the road and creating dangerous ice conditions on the road in the winter.

DISCUSSION

The existing storm drain system for Snell Street consists of an open roadside ditch between Spring Hill Road and the City of Sonora / Tuolumne County line which drains into a culvert pile that crosses under Spring Hill Road and into a storm drain box that allows the storm water to bubble up onto Snell Street and sheet flow down the road and into an existing drainage system on Bonanza Road. The sheet flowing of the water on Snell Street has over the years saturated the roadway structural section causing the road to disintegrate. In addition, the sheet flowing water freezes in the winter creating dangerous icy conditions on the road.

The City of Sonora has obtained Senate Bill 1 (SB1) funds to advance the construction of the needed road repairs and the new storm drain system and pipeline. Due to the location of this project, additional project features are desired including the construction of a continuous sidewalk on Snell Street from Spring Hill Road to Bonanza Road and the undergrounding of the existing PG&E power lines. The sidewalk would provide safe pedestrian access from the neighborhoods off of Spring Hill Road to Sonora High School and would provide a connection point to the future Gold Rush Trail that is currently under design. The undergrounding of the PG&E lines would reduce the fire hazard within this portion of the City.

Dewberry's initial effort on the design will set the footprint for the ultimate project which will include the road repairs, new storm drain system, new sidewalk, and the undergrounding of the PG&E lines. Due to the unknowns related to input from the community regarding the new sidewalk and funding availability, while community outreach is being performed and funding sources researched, Dewberry will advance the design for the road repairs and new storm drain system and prepare the construction documents for this work. The design will be developed to facilitate the construction of the sidewalk and allow the undergrounding of the PG&E lines in the future. If during the design process, community input is positive and a cooperative agreement can be secured from PG&E to underground their lines, through an amendment, Dewberry will incorporate these features into the design and construction documents.

FISCAL IMPACT

The City of Sonora has \$513,735 in RMRA (SB1) funds and \$254,795 is unspent gas tax funds available to apply towards this project. The cost for the design and construction document development for the initial project is \$204,440. The anticipated construction for the initial project is \$1,132,025. The result is \$567,935 shortfall in funding.

PROPOSED SCOPE OF WORK

Dewberry has developed the following detailed scope of service to ready the Snell Street Roadway Improvement Project for construction. We have indicated within our scope the firm (Dewberry or subconsultant) that will be taking the lead the effort on the work described in each task. Our proposed schedule is provided at the end of our scope.

Task 1 – Project Implementation (Dewberry)

1.1 Project Management

Dewberry will manage project tasks including work needed to:

- Lead, direct, coordinate, and monitor Dewberry’s team
- Prepare for, attend, and document a project kick-off meeting, field review meetings, monthly team meetings, utility coordination meetings, and other meetings as required. Dewberry will provide City of Sonora with meeting notes for each meeting.
- Prepare, coordinate, and maintain (update) a critical path method schedule using MS Project including identifying major delivery milestones and tasks (to be reviewed at all monthly meetings). Dewberry will maintain an updated schedule as needed.
- Prepare monthly progress reports (to be submitted with monthly invoices) including discussions of critical items or decisions, recommendations to address items, work accomplished during that month and anticipated work for the following month
- Miscellaneous coordination and support including assisting City of Sonora with meetings and coordination efforts with property owners
- Prepare monthly invoices including a summary of specific work completed including breakdown of hours by task to assist City of Sonora with budget tracking

It is anticipated that project development team (PDT) meetings will be held if/when needed between Dewberry, City of Sonora, and sub-consultants (if needed). This scope assumes a total of 6 meetings will be needed. Meetings will be held virtually, except for 2 meetings that will be held in person at the City’s office. Dewberry will prepare and distribute the meeting agenda, make sure all necessary participants are invited and have access to join the meeting (for virtual meetings), and arrange all meeting times, locations, etc. Dewberry will prepare and distribute meeting minutes to all participants within five working days after the meeting. The meeting minutes will include a list of “Action Items” explaining the action, when it is due, who is responsible, and the date it was completed.

1.2 Quality Control/Quality Assurance

Dewberry will prepare and utilize a quality control plan for the project to make certain the design calculations, exhibits, plans, reports, etc. are independently checked, corrected, and “back- checked” for accuracy, completeness, and constructability.

1.3 Existing Document Review

Dewberry will review available information regarding the existing site including data provided by the City of Sonora.

1.4 Property Owner Outreach

Dewberry will assist the City by leading the effort to inform and communicate the project improvements and temporary impacts during construction with the adjacent property owners along Snell Street. Prior to construction, a flyer will be prepared describing the purpose of the project, project improvements, and what to expect during construction. Dewberry will be available to respond to property owner questions and concerns.

TASK 1 DELIVERABLES:

- Meeting Minutes
- Progress Reports
- Schedule Updates
- Monthly Invoices
- Miscellaneous Project Correspondence
- Property Owner Flyer

Task 2 – Surveys and Mapping (UNICO)

As a subconsultant to Dewberry, UNICO will provide the full scope survey and mapping services needed for this project. UNICO will perform horizontal and vertical control surveys derived from City approved California State Plane horizontal coordinates and NAVD88 vertical benchmarks. UNICO will coordinate with the City to attain the necessary permitting, access, and traffic control.

UNICO will perform the following tasks:

2.1 Topographic Surveying and Mapping

UNICO will research and review existing City information and utilize as necessary. UNICO will perform design level (non-aerial) topographic surveying and base mapping along an approximately 1600 linear foot long portion of Snell Street from Bonanza Road to Spring Hill Road, including the full intersections. UNICO will locate road cross-sections at 50' intervals or closer including all grade breaks, angle points and curve points. UNICO will locate curbs, gutters, sidewalks, dikes, edge of pavement, centerline of pavement, striping, shoulders, ditches, banks, fences, walls, trees, visible utilities, drainage, culverts, inlets, manholes, valves, poles, signs and driveways along the project alignment and intersecting roadways. The survey width will cover the limits of the existing right of way and out to a point approximately 15 feet beyond the right of way where accessible. UNICO will dip all sewer and storm drain structures for invert, pipe size and flow direction, including all upstream and downstream structures. UNICO will map all topography into an AutoCAD base file. Mapping will include full planimetric, 1' contours and 3D surface file. UNICO will set durable control points to be preserved for utilization of surveys and for future construction control.

TASK 2.1 DELIVERABLES:

- AutoCAD Base File
- AutoCAD Point Files
- Project Control Table

2.2 Right of Way Surveys

UNICO will perform right of way surveying and mapping along the project limits. This will involve research of maps and deeds, field surveys to locate right of way and boundary markers and mapping resolution. UNICO has identified approximately 20 properties that are adjacent to the right of way along the project alignment. UNICO will map the record right of way and adjacent parcels along the project limits from readily available public records. Where mapping is incomplete or lacking right of way clarity, UNICO will request the City to provide current title reports to fully understand property constraints, easements, dedications, or encumbrances. All monuments that are found within the project footprint will be mapped into the base file for future monument preservation/perpetuation activities.

TASK 2.2 DELIVERABLES:

- AutoCAD Right of Way Base File
- AutoCAD Point Files

Task 3 – Preliminary Engineering (35% PS&E)

This task includes work required to develop roadway and drainage improvements to define the project limits, improvements, and preliminary construction costs as further described:

3.1 Preliminary Utility Coordination (Dewberry)

Dewberry will prepare the Utility Information Request and Claim letters ("A" letters) on City of Sonora letterhead for the known utilities that operate in the vicinity of the project. Dewberry will map the existing utilities based on as-built plans, utility maps, field observation, and topographic surveys of above-ground utilities. Dewberry will continue to coordinate with utility agencies through final design as described in Task 6.2.

TASK 3.1 DELIVERABLES:

- Utility Information and Request Claim Letters ("A" Letters)

3.2 Preliminary Design

3.2.1 Preliminary 35% Road Design

Dewberry will develop the 35% roadway design. The 35% road design is intended to show the proposed roadway scope for the project. The 35% roadway design submittal will include plans prepared in conformance with AASHTO design standards. Project improvements

The proposed structural sections will be developed based on pavement design methods from Caltrans Highway Design Manual and input from the project Geotechnical Engineer. The proposed pavement sections will be based on a 20-year ADT, a truck percentage within the ADT based on available information and agreed to by the project team, and native material R-values based on gathered geotechnical information.

3.2.2 Preliminary 35% Plans and Cost Estimate

As part of the preliminary design effort, Dewberry will prepare a set of 35% plans and associated preliminary construction cost estimate of the proposed road improvements. The preliminary plans will consist of:

- Title Sheet
- Preliminary Typical Sections
- Preliminary Roadway Plan and Profile Sheet
- Preliminary Utility Plans

These preliminary plans will provide enough data to convey the complete scope of the project. All plans will be prepared in accordance with the AASHTO design standards.

Concurrent with the development of the 35% plans, Dewberry will prepare a preliminary construction cost estimate. Costs will be estimated based on approximate quantities of roadway materials and items. Dewberry will prepare the final PS&E based on the submitted, reviewed, and approved 35% Preliminary Plans and Estimate.

TASK 3.2 DELIVERABLES:

- 35% Preliminary Plans
- Preliminary Construction Cost Estimate

Task 4 – Geotechnical Field Exploration and Engineering (Crawford)

As a subconsultant to Dewberry, Crawford & Associates, Inc (Crawford) will perform a geotechnical investigation. The following is a task breakdown of the proposed work:

4.1 Preliminary Review, Coordination, and Permits

Crawford will perform the following tasks:

- Meet with the design team to review project goals and schedule.
- Obtain an encroachment permit.
- Mark locations for USA; and
- Coordinate our fieldwork with traffic control.

4.2 Subsurface Exploration

To measure the existing structural pavement sections, Crawford will perform up to 6 pavement cores at various locations along Snell Street. An Engineer/Geologist will direct the coring and sampling. At each core location, Crawford will use a diamond tipped core bit 4 to 6 inches in diameter to core through the existing pavement. Crawford will use hand auger equipment to auger through the aggregate base, measure the aggregate base section thickness, and collect disturbed native bulk samples below ground surface. The HMA pavement section will be measured; and the core photographed, identified, and collected.

The coring locations will be backfilled with dyed black quick setting concrete. Hot mix asphalt patching is not included in our scope of services. We expect our coring locations will require road work ahead signs, lane shifts, and lane closures with flaggers.

4.3 Laboratory Testing

Crawford will perform R-value testing on representative subgrade soil samples.

4.4 Pavement Design Memorandum

Crawford will prepare a Pavement Design Memorandum containing; scope of services; existing pavement conditions; laboratory test results; conclusions and recommendations including existing material assessment, pavement recommendations for

traditional remove and replace, and recommendations for strategies to recycle the existing pavement; risk management and limitations.

TASK 4 DELIVERABLES:

- Pavement Design Memo

Task 5 – CEQA CE (Dewberry)

5.1 CEQA CE

Dewberry will perform record searches for biological resources, cultural resources (Central California Information Center and Native American Heritage Commission), and hazardous materials (Geotracker) and conduct a desktop survey of the project area. Dewberry will then prepare a CEQA Categorical Exemption (CE) Memorandum for the City’s administrative record. The CE Memorandum will include the project description, project objectives, a summary of the above listed record searches, and will provide documentation and justification for a CEQA CE, confirming that the project does not include exceptions to approving a CE as described in CEQA Guidelines Section 15300.2.

Dewberry will prepare the Notice of Exemption (NOE) and the Office of Planning and Research (OPR) Summary Form, provided on the OPR State Clearinghouse website. Dewberry will provide the CE Memorandum, NOE, and Summary Form to the City for review and approval. Once finalized, Dewberry will submit the final documents to the City to upload to the State Clearinghouse website. The City will file the NOE at the City Clerk’s Office and pay the filing fee (\$50).

TASK 5 DELIVERABLES:

- CEQA Memorandum

Task 6 – Final Design (Plans, Specifications, Estimates) (Dewberry)

6.1 Final Design (65% PS&E)

Upon approval of 35% PS&E by the City, Dewberry will prepare and submit the draft plans, specifications, and estimate to City of Sonora.

6.1.1 Approach Roadway Design

Dewberry will prepare the approach roadway design in general conformance with City of Sonora Standards, AASHTO “A Policy on Geometric Design of Highways and Streets,” Caltrans Highway Design Manual, and the latest version of the Caltrans Standard Specifications and Standard Plans. Final grading and drainage details will be developed as well as new/existing roadway conformance details, as required.

6.1.2 Engineer’s Estimate of Probable Construction Cost

The Dewberry team will provide cost estimates at the 65% PS&E design submittal. Dewberry will prepare detailed quantities in accordance with the latest version of the Caltrans Standard Specifications and payment items. The engineer’s estimate of probable construction cost (“Marginal Estimate”) for the project will be prepared using the most recent and relevant Caltrans Cost Data, Dewberry’s cost data.

6.1.3 Contract Specification / Special Provisions

The Dewberry team will prepare the contract Special Provisions for the project based in General on the latest version of the Caltrans Standard Special Provisions and Caltrans Standard Specifications.

TASK 6.1 DELIVERABLES (ELECTRONIC SUBMITTAL ONLY):

- Half-size set of 65 percent plans (11x17)
- Annotated Special Provisions
- Copy of Cost Estimate

6.2 Utility Coordination

Dewberry will perform the necessary utility coordination to eliminate or avoid conflicts with the existing utilities, proposed storm drain pipeline, and road pavement improvements. Dewberry's utility coordination approach will prioritize utility conflict avoidance. If a conflict can't be avoided, the scope below will be used to coordinate the required relocation work.

6.2.1 Utility Conflict Exhibits

Using the existing facility maps that were assembled and incorporated into the base mapping and using the 65% plan package, Dewberry will prepare conflict exhibits for City of Sonora to review. The conflict exhibits will include at a minimum the proposed project improvement, horizontal alignment, and existing right of way limits.

6.2.2 Utility Field Meetings

Once Dewberry has received responses from the Utility Information Request Letters, Dewberry will schedule field review meetings with the necessary utilities to go over the project, the project limits and relocation options. Dewberry assumes one (1) field meeting will be required to meet with all the utilities and determine the necessary relocations.

6.2.3 Utility Conflict / Request Conflict Resolution Plan Letters

Dewberry will prepare the Utility Conflict/Request Conflict Resolution Plan letters ("B" letters) on City of Sonora letterhead, to be delivered by Dewberry on behalf of the City to all utility owners with utility conflicts within the project vicinity. The "B" letters will request each utility to initiate their relocation design and prepare their relocation plans. Each utility company will be requested to provide copies of their relocation plans to alleviate the conflicts and a cost estimate of the relocation. Dewberry will coordinate with each utility company during their relocation design, plan preparation, and cost estimating effort.

6.2.4 Notice to Owner Packages

Once relocation plans are reviewed and approved by Dewberry, Dewberry will send a copy of the Final Plans along with the approved Notice to Owner to each utility directing them to initiate relocation construction.

TASK 6.2 DELIVERABLES:

- Utility Conflicts Exhibits
- Utility Information Request Letters
- Utility Conflict/Request Conflict Resolution Plan Letters
- Notice to Owner Packages

6.3 90% PS&E

Following the reviews by City of Sonora, the Dewberry team will make agreed-upon revisions to the 65% PS&E. Dewberry will prepare and submit the draft plans, specifications, and estimate to City of Sonora.

6.3.1 Response to Comments

Dewberry will provide written responses to the City of Sonora comments on the 65% PS&E.

6.3.2 Update Roadway PS&E

Dewberry will update the PS&E based on the agreement and resolution of comments for final submittal to the City. This submittal will represent a draft of the final contract documents that will be issued for bid and construction.

TASK 6.3 DELIVERABLES (ELECTRONIC SUBMITTAL ONLY):

- Half-size set of plans (11 x 17)
- Annotated Special Provisions
- Cost Estimate

6.4 100% Design

Following the reviews by the City of Sonora, the Dewberry team will make agreed-upon revisions to the 90% PS&E. The specifications, plans, and other bid documents will be submitted to the City of Sonora for final approval.

TASK 6.4 DELIVERABLES (ELECTRONIC SUBMITTAL ONLY):

- Updated comment/response matrix
- One half-size set of Plans (11 x 17)
- Completed set of Special Provisions
- Cost Estimate
- All updated Design Calculations

6.5 Deliver Final PS&E

After receipt of final approval of the 100% PS&E from City of Sonora, a set of stamped and signed plans and an engineer's estimate will be submitted to City of Sonora for its use in soliciting construction bids. Dewberry will provide the quantity calculations, roadway design sections, and RE Pending files to City of Sonora for use in administering the construction contract.

TASK 6.5 DELIVERABLES (ELECTRONIC SUBMITTAL ONLY):

- Final Plans in AutoCAD 2023 format. CAD files to be prepared using City of Sonora CAD standards
- Bidding Documents in MS Word format
- Engineers Estimate in MS Excel format

Task 7 – Assistance During Bidding

Dewberry will assist the City during the bidding process. The work may include answering questions, providing consultation and interpretation of the construction documents, and assisting City of Sonora in the preparation of addenda to the PS&E, if needed, during the advertisement period. Dewberry will also attend the pre-bid meeting and bid opening. Dewberry will also assist City of Sonora with the analysis of bids if requested.

Task 8 – Construction Support Services

Dewberry will provide construction support services for this project as described below:

8.1 Engineering Support Services

Dewberry will provide the following engineering support services during the construction period:

- Attend the pre-construction meeting
- Attend periodic construction progress meetings
- Provide ongoing consultation to City of Sonora during construction.
- Review and respond to request for information regarding the project PS&E.
- Review, comment, and approve design related contractor submittals and shop drawings.

Dewberry will also be available to provide periodic on-site inspections if requested by City of Sonora.

Snell Street Drainage Improvements
City of Sonora

DBE Utilization 10.65%

TBD
4/9/2024



		Dewberry Engineers, Inc.		Crawford		UNICO Engineering		TOTAL	
		HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST
1.0	Project Implementation								
1.1	Project Management	68	\$14,580.00	29	\$3,971.09			97	\$18,551
1.2	Quality Control/Quality Assurance	22	\$6,110.00					22	\$6,110
1.3	Existing Document Review	10	\$1,910.00					10	\$1,910
1.4	Property Owner Outreach	32	\$6,920.00					32	\$6,920
	Total Task 1	132	\$28,520.00	29	\$3,971.09			161	\$32,491
2.0	Surveys and Mapping								
2.1	Topographic Surveying and Mapping					68	\$10,976.00	68	\$10,976
2.2	Right of Way Surveys					58	\$9,070.83	58	\$9,071
	Total Task 2					126	\$20,046.83	126	\$20,049
3.0	Preliminary Engineering (35% PS&E)								
3.1	Preliminary Utility Coordination	33	\$4,516.00					33	\$4,516
3.2	Preliminary Design	140	\$19,500.00					140	\$19,500
3.2.1	Preliminary 35% Road Design	16	\$2,120.00					16	\$2,120
3.2.2	Preliminary 35% Plans and Cost Estimate	189	\$26,255.00					189	\$26,255
	Total Task 3	259	\$44,271.00					259	\$44,271
4.0	Geotechnical Field Exploration and Engineering								
4.1	Preliminary Review, Coordination and Permits			20	\$2,765.21			20	\$2,765
4.2	Subsurface Exploration			2	\$241.42			2	\$241
4.3	Laboratory Testing			64	\$9,254.46			64	\$9,254
4.4	Pavement Design Memorandum			86	\$12,261.09			86	\$12,261
	Total Task 4			166	\$12,261.09			166	\$12,261
5.0	Environmental Studies and Consultation with Regulatory Agencies								
5.1	CEQA CE	46	\$5,925.00					46	\$5,925
	Total Task 5	46	\$5,925.00					46	\$5,925
6.0	Final Design (Plans, Specifications and Estimates)								
6.1	Final Design (65% PS&E)								
6.1.1	Approach Roadway Design	188	\$23,800.00					188	\$23,800
6.1.2	Engineer's Estimate of Probable Construction Cost	16	\$2,120.00					16	\$2,120
6.1.3	Contract Specification/Special Provisions	16	\$4,400.00					16	\$4,400
6.2	Utility Coordination	32	\$3,640.00					32	\$3,640
6.2.1	Utility Conflict Exhibits	16	\$3,560.00					16	\$3,560
6.2.2	Utility Field Meetings	30	\$3,800.00					30	\$3,800
6.2.3	Utility Conflict/Request Conflic Resolution Plan Letters	30	\$3,800.00					30	\$3,800
6.2.4	Notice to Owner Packages	30	\$3,800.00					30	\$3,800
6.3	90% PS&E	11	\$2,185.00					11	\$2,185
6.3.1	Response to Comments	128	\$15,100.00					128	\$15,100
6.3.2	Update Roadway PS&E	84	\$10,200.00					84	\$10,200
6.4	100% Design	10	\$1,910.00					10	\$1,910
6.5	Deliver Final PS&E	351	\$74,695.00					351	\$74,695
	Total Task 6	551	\$74,695.00					551	\$74,695
7.0	Assistance During Bidding								
7.1	Assistance During Bidding	16	\$3,560.00					16	\$3,560
	Total Task 7	16	\$3,560.00					16	\$3,560
8.0	Construction Support Services								
8.1	Engineering Support Services	56	\$9,700.00					56	\$9,700
	Total Task 8	56	\$9,700.00					56	\$9,700
	TOTAL DIRECT LABOR HOURS	990	\$148,845.00	115	\$16,232.18	126	\$20,046.83	1,221	\$186,029.01
	TOTAL OTHER DIRECT COST		\$11,250.00		\$6,314.20		\$830.00		\$18,414.20
	TOTAL PROJECT COST		\$160,095.00		\$22,566.38		\$21,778.83		\$204,440.21



Prime

Task #	Task Name	Loaded Rate:							TASK HOURS	TASK COSTS
		ENGINEER VII, Gross	ENGINEER III, To Be Determined	TECHNICAL I, To Be Determined	PROFESSIONAL VIII, To Be Determined	PROFESSIONAL VII, To Be Determined	PROFESSIONAL I, To Be Determined	PROFESSIONAL III, To Be Determined		
		\$275.00	\$170.00	\$95.00	\$285.00	\$260.00	\$115.00	\$165.00		
0	Project Implementation									
1.1	Project Management	20	40		8				68	\$14,580.00
1.2	Quality Control/Quality Assurance	16			6				22	\$6,110.00
1.3	Existing Document Review	2	8						10	\$1,910.00
1.4	Property Owner Outreach	16		16					32	\$5,920.00
	Total Task 1	54	48	16	14				132	\$28,520.00
0	Surveys and Mapping									
	Total Task 2									
0	Preliminary Engineering (35% PS&E)									
3.1	Preliminary Utility Coordination	1	16	16					33	\$4,515.00
3.2	Preliminary Design									
3.2.1	Preliminary 35% Road Design	20	40	80					140	\$19,900.00
3.2.2	Preliminary 35% Plans and Cost Estimate		8	8					16	\$2,120.00
	Total Task 3	21	64	104					189	\$26,535.00
0	Geotechnical Field Exploration and Engineering									
	Total Task 4									
0	Environmental Studies and Consultation with Regulatory Agencies									
5.1	CEQA CE				2	1	40	3	46	\$5,925.00
	Total Task 5				2	1	40	3	46	\$5,925.00
0	Final Design (Plans, Specifications and Estimates)									
6.1	Final Design (65% PS&E)									
6.1.1	Approach Roadway Design	8	60	120					188	\$23,800.00
6.1.2	Engineer's Estimate of Probable Construction Cost		8	8					16	\$2,120.00
6.1.3	Contract Specification/Special Provisions	16							16	\$4,400.00
6.2	Utility Coordination									
6.2.1	Utility Conflict Exhibits		8	24					32	\$3,640.00
6.2.2	Utility Field Meetings	8	8						16	\$3,560.00
6.2.3	Utility Conflict/Request Conflict Resolution Plan Letters	4	16						20	\$3,820.00
6.2.4	Notice to Owner Packages	4	4	22					30	\$3,870.00
6.3	90% PS&E									
6.3.1	Response to Comments	3	8						11	\$2,185.00
6.3.2	Update Roadway PS&E	8	20	100					128	\$15,100.00
6.4	100% Design	4	20	60					84	\$10,200.00
6.5	Deliver Final PS&E	2	8						10	\$1,910.00
	Total Task 6	57	160	334					551	\$74,605.00
0	Assistance During Bidding									
7.1	Assistance During Bidding	8	8						16	\$3,560.00
	Total Task 7	8	8						16	\$3,560.00
0	Construction Support Services									
8.1	Engineering Support Services	16	20	20					56	\$9,700.00
	Total Task 8	16	20	20					56	\$9,700.00
	TOTAL DIRECT LABOR HOURS	156	300	474	16	1	40	3	990	\$148,845.00

OTHER DIRECT COSTS (see attached sheet)

\$11,250.00

TOTAL PROJECT COST \$160,095.00

Snell Street Drainage Improvements

City of Sonora

TBD

Crawford

Geotechnical Engineering

Task #	Task Name	Principal, Shawn Leyva	Project Manager I, TBD	Senior Engineer/Geologist, TBD	Project Engineer II/Geologist, TBD	Project Engineer I/Geologist, TBD	Staff Engineer/Geologist, TBD	Project Coordinator, TBD	Administrative Assistant, TBD	Laborer Technician, TBD	TASK HOURS	TASK COSTS
1.0	Project Implementation											
1.1	Project Management	1	2			14	8	4			29	\$3,971.09
1.2	Quality Control/Quality Assurance											
1.3	Existing Document Review											
1.4	Property Owner Outreach											
	Total Task 1	1	2			14	8	4			29	\$3,971.09
2.0	Surveys and Mapping											
3.0	Preliminary Engineering (35% PS&E)											
4.0	Geotechnical Field Exploration and Engineering											
4.1	Preliminary Review, Coordination and Permits		2			8			2	8	20	\$2,765.21
4.2	Subsurface Exploration		0.5		1						1.5	\$241.42
4.3	Laboratory Testing											
4.4	Pavement Design Memorandum	2	4	6	12	30	8	2			64	\$9,254.46
	Total Task 4	2	6.5	6	13	38	8	2	2	8	86	\$12,261.08
5.0	Environmental Studies and Consultation with Regulatory Agencies											
6.0	Final Design (Plans, Specifications and Estimates)											
7.0	Assistance During Bidding											
8.0	Construction Support Services											
	Total Task 8											
	TOTAL DIRECT LABOR HOURS	3	8.5	6	13	52	16	6	2	8	115	\$16,232.18
	OTHER DIRECT COSTS (see attached sheet)											\$6,334.20
	TOTAL PROJECT COST											\$22,566.38

EXHIBIT 10-H COST PROPOSAL Page 1 of 3
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING, AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed

Consultant: Crawford ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant
Project No. TBD Contract No. TBD Date: 4/9/2024
DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal	Shawn Leyva	3.0	\$52.88	\$158.64
Project Manager I	TBD	8.5	\$50.00	\$425.00
Senior Engineer/Geologist	TBD	6.0	\$45.38	\$272.28
Project Engineer II/Geologist	TBD	13.0	\$41.49	\$539.37
Project Engineer I/Geologist	TBD	52.0	\$37.63	\$1,956.76
Staff Engineer/Geologist	TBD	16.0	\$34.25	\$548.00
Project Coordinator	TBD	6.0	\$35.00	\$210.00
Administrative Assistant	TBD	2.0	\$29.75	\$59.50
Laborer Technician**	TBD	8.0	\$37.63	\$301.04
	Total	114.5		\$4,470.59

LABOR COSTS

LABOR COSTS	
a) Subtotal Direct Labor Costs	\$4,470.59
b) Anticipated Salary Increases (Note 3)	
Optional Anticipated Salary	

INDIRECT COSTS

INDIRECT COSTS:			
d) Fringe Benefits (Rate):	<u>93.29%</u>	e) Total Fringe Benefits [(c) × (d)]	<u>\$4,170.61</u>
f) Overhead (Rate):	<u>116.79%</u>	g) Overhead [(c) × (f)]	<u>\$5,221.20</u>
h) General and Administrative (Rate):	<u>20.00%</u>	i) Gen & Admin [(c) × (h)]	<u>\$894.12</u>
		j) TOTAL INDIRECT COSTS [(e) + (g) + (i)]	<u>\$10,285.93</u>

FIXED FEE	k)	TOTAL FIXED PROFIT	<u>10%</u>	<u>\$1,475.65</u>
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1) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)				
Description	Quantity	Unit	Unit Cost	Total
Plasticity Index (D4318)	1	Each	\$260.00	\$260.00
R-Value (D2844 / CAL301)	1	Each	\$450.00	\$450.00
Personal Vehicle	460	Mile	\$0.67	\$308.20
Core Machine Bit	24	Inch	\$3.00	\$72.00
Vehicle Charge	2	Day	\$40.00	\$80.00
Traffic Control (Major)	1	Day	\$2,500.00	\$2,500.00
Backfill	8	Bag	\$8.00	\$64.00
Core Machine w/ Generator **	1	Day	\$2,600.00	\$2,600.00
Base Project ODC's Subtotal				\$6,334.20
Optional ODC's Subtotal				

1) TOTAL OTHER DIRECT COSTS	\$6,334.20
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m) SUBCONSULTANT'S COSTS (add additional pages if necessary)

Subconsultant 1: _____

Subconsultant 2: _____

Subconsultant 3: _____

Subconsultant 4: _____

m) TOTAL 2nd TIER SUBCONSULTANT'S COSTS

n) TOTAL OTHER DIRECT COSTS INCLUDING 2nd TIER SUBCONSULTANTS [(l) + (m)]	\$6,334.20
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TOTAL COST [(c) + (j) + (k) + (n)]	\$22,566.38
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NOTES:

- NOTES:
1. Key Personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal Cost Principles. Subconsultants will provide their own cost proposals.
 2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans.
 3. Anticipated salary increases calculation (page 2) must accompany.
 4. Pre-approved travel and per-diem costs will be reimbursed in conformance with the current Department of Transportation Travel and Expense Guide for Consultants.
 5. Pre-approved actual costs are competitive prices from appropriate vendors in their respective industries, and supported by receipts.

Snell Street Drainage Improvements

City of Sonora

TBD

UNICO Engineering Surveying

Task #	Task Name	Survey Manager, Rob Markes	Senior Land Surveyor, Ryan Ming	Land Surveyor, TBD	Survey Technician, TBD	Party Chief, TBD	Rodman, TBD	TASK HOURS	TASK COSTS
1.0	Project Implementation								
	Total Task 1								
2.0	Surveys and Mapping								
2.1	Topographic Surveying and Mapping	4			24	20	20	68	\$10,978.00
2.2	Right of Way Surveys	2	20	20		16		58	\$9,970.83
	Total Task 2	6	20	20	24	36	20	126	\$20,948.83
3.0	Preliminary Engineering (35% PS&E)								
	Total Task 3								
4.0	Geotechnical Field Exploration and Engineering								
	Total Task 4								
5.0	Environmental Studies and Consultation with Regulatory Agencies								
	Total Task 5								
6.0	Final Design (Plans, Specifications and Estimates)								
	Total Task 6								
7.0	Assistance During Bidding								
	Total Task 7								
8.0	Construction Support Services								
	Total Task 8								
	TOTAL DIRECT LABOR HOURS	6	20	20	24	36	20	126	\$20,948.83
	OTHER DIRECT COSTS (see attached sheet)								\$830.00
	TOTAL PROJECT COST								\$21,778.83

EXHIBIT 10-H COST PROPOSAL Page 1 of 3
COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS
 (DESIGN, ENGINEERING, AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed

Consultant: UNICO Engineering ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant
 Project No. TBD Contract No. TBD Date: 4/9/2024

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Survey Manager	Rob Markes	6.0	\$80.00	\$480.00
Senior Land Surveyor	Ryan Ming	20.0	\$67.00	\$1,340.00
Land Surveyor	TBD	20.0	\$48.00	\$960.00
Survey Technician	TBD	24.0	\$30.00	\$720.00
Party Chief	TBD	36.0	\$77.56	\$2,792.16
Rodman	TBD	20.0	\$74.18	\$1,483.60
Total		126.0		\$7,775.76

LABOR COSTS

a) Subtotal Direct Labor Costs \$7,775.76
 b) Anticipated Salary Increases (Note 3) _____
 Optional Anticipated Salary _____
 c) **TOTAL DIRECT LABOR COSTS [(a)+(b)]** \$7,775.76

INDIRECT COSTS

d) Fringe Benefits (Rate): 54.95% e) Total Fringe Benefits [(c) × (d)] \$4,272.78
 f) Overhead (Rate): 89.97% g) Overhead [(c) × (f)] \$6,995.85
 h) General and Administrative (Rate): _____ i) Gen & Admin [(c) × (h)] _____
 j) **TOTAL INDIRECT COSTS [(e)+(g)+(i)]** \$11,268.63

FIXED FEE 10% **TOTAL FIXED PROFIT** 10% \$1,904.44

1) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description	Quantity	Unit	Unit Cost	Total
Per Diem	5	Day	\$166.00	\$830.00
Base Project ODC's Subtotal				\$830.00
Optional ODC's Subtotal				

1) TOTAL OTHER DIRECT COSTS \$830.00

m) SUBCONSULTANT'S COSTS (add additional pages if necessary)

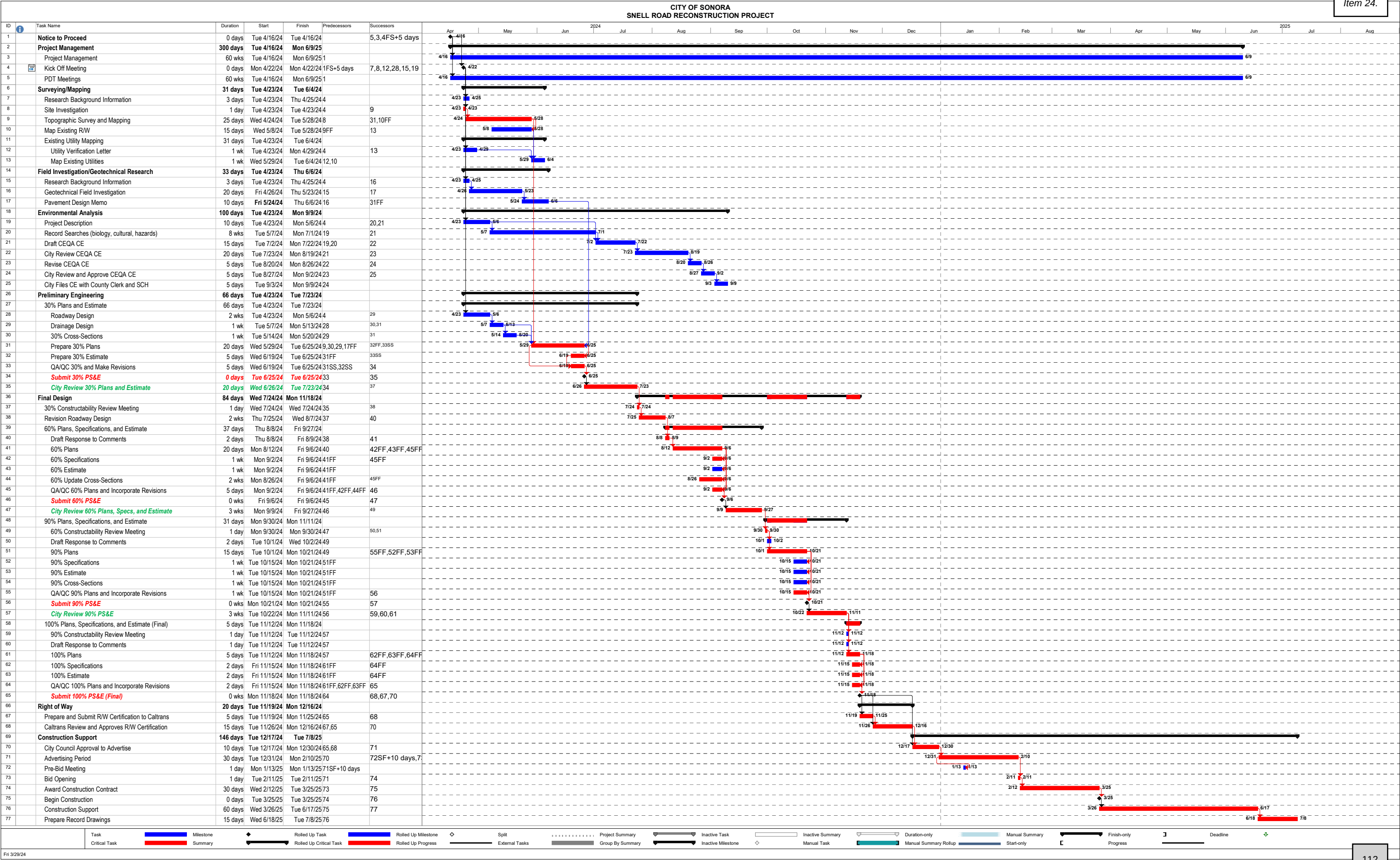
Subconsultant 1: _____
 Subconsultant 2: _____
 Subconsultant 3: _____
 Subconsultant 4: _____
m) TOTAL 2nd TIER SUBCONSULTANT'S COSTS _____

n) TOTAL OTHER DIRECT COSTS INCLUDING 2nd TIER SUBCONSULTANTS [(l) + (m)] \$830.00

TOTAL COST [(c) + (j) + (k) + (n)] \$21,778.83

NOTES:

- Key Personnel must be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal Cost Principles. Subconsultants will provide their own cost proposals.
- The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans.
- Anticipated salary increases calculation (page 2) must accompany.
- Pre-approved travel and per-diem costs will be reimbursed in conformance with the current Department of Transportation Travel and Expense Guide for Consultants.
- Pre-approved actual costs are competitive prices from appropriate vendors in their respective industries, and supported by receipts.





CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024
TO: City Council Members
FROM: Chris Gorsky, Administrative Services Director
SUBJECT: Administrative Services Department Report for February 2024

RECOMMENDATION

Receive the Administrative Services Department Report for February 2024 (FY23/24).

DISCUSSION



Administrative Services

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

Monthly Report to the City Council

February '24

Highlights of General Fund Revenues:

	Current Period	YTD	FY23/24 Budget	% of Budget
Property Tax	\$ 150,554	\$ 588,717	\$ 980,600	60.0%
Sales Tax	\$ 267,962	\$ 2,342,033	\$3,355,600	69.8%
Measure Y	\$ 312,685	\$ 3,267,058	\$4,100,000	79.7%
Transient Occupancy Tax	\$ 19,686	\$ 382,442	\$ 625,000	61.2%
Cannibis Public Benefit Fees	\$ 53,010	\$ 478,440	\$ 710,000	67.4%
Building Permits	\$ 6,760	\$ 65,189	\$ 100,000	65.2%
Business Licenses	\$ 2,146	\$ 128,768	\$ 126,900	101.5%

Highlights of General Fund Expenditures:

	Current Period	YTD	FY23/24 Budget	% of Budget
Salaries and Benefits	\$ 487,693	\$ 4,400,918	\$7,537,600	58.4%
Operating Expenditures	\$ 174,379	\$ 1,750,422	\$3,649,125	48.0%
Transfers	\$ -	\$ 163,944	\$ 334,000	49.1%

Total Number of Checks/DD Processed:

A/P	YTD	H/R	YTD
170	1,293	90	891

Business License Activity:

Licenses Issued

Current Month Zone A	Current Month Zone B	YTD Zone A	YTD Zone B
4	9	17	103



City of Sonora

Community Development Department
 94 N. Washington Street
 Sonora, CA 95370
 (209) 532-3508
 (209) 532-3511 fax
www.sonoraca.com

Date: April 15, 2024
 To: Honorable Mayor & Council Members
 From: Tyler Summersett, Community Development Director
 Subject: Staff Report for March-April 2024

The following activities were undertaken by the Community Development Department:

DAILY ACTIVITIES

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

SPECIAL EVENT PERMITS

Staff processed Special Event Permits for the following Community Events:

1. Don't Trash Tuolumne (Community Clean Up Event)
2. 2nd Saturday Concert Series
3. Woods Creek Park

FARMERS MARKET

- Get Market Manager contracts in place
- Submit Application for Sonora Farmers Market to accept EBT payments
- Secure parking lot (Land + Structure) for market activities and issue certificate of insurance
- Secure Sugg House Patio and issue certificate of insurance (in process)
- Assist Market Manager in coordinating 2024 Market Season activities

DEVELOPMENT SUPPORT (intentionally vague as project(s) not formally submitted/privacy rights exist)

Meet with (potential) project applicants to outline City Development Processes

- Apartment complex concept
- Commercial building demo and re-build
- Subdivision entitlement/escrow
- New Addition to existing shopping center

CODE ENFORCEMENT

- Open cases for the following:
 - Delinquent Permits
 - Health and Safety—Residential

- Health and Safety—Business
- Ordinance infractions

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) MANAGEMENT

- Fire Engine acquisition (2), Type 3 and Type 6 (received)
- Apparatus (equipment) for both Engines
- Reporting to State (quarterly)

CALOES PROJECT

- Construct new storage building (to replace 3 smaller structures lost in the Washington Fire) at Public Works yard. Plans currently being prepared by Dewberry for staff review. City staff conducted on site meeting with engineers to work through project details. Bid documents to be prepared immediately following approved design. Project needs to be delivered by September 2024

PER CAPITA (STATE PARKS) GRANT

- Pickleball/Basketball court—City Engineering/CDD team conducted on site meeting to spec out revised project. Amended design documents expected in the short term. Bid documents to follow approved designs. Fall project delivery expected.

STOCKTON-WASHINGTON CORRIDOR PROJECT

- Project close out activities include:
 - Submission of paperwork to move Construction dollars to Construction Engineering to cover ~\$100k shortfall
 - Acceptance of final project, discussions: Project tour with Contractor, Caltrans, CDD and Construction Engineers

ORDINANCE UPDATE(S)

- Begin work on revisions to Short Term Rental ordinance
- Prepare for work on new City Encroachment policy (outdoor dining, commercial activities on Sidewalks, etc)

PLANNING COMMISSION

- May 13th: Canning Project (Commercial/Residential) returns with revisions
- Prepare for new Planning Commissioner terms

HOUSING ELEMENT

- Final Draft submitted to Housing and Community Development (HCD, State). Will return to City Council for final approval and Adoption (May/June).

CALAVERAS STREET PARKING

- CDD staff has been working with Engineering team to design 3 different parking alternatives for consideration at Parking and Traffic Committee meeting (April 16)



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: City Council Members

FROM: Aimee New, Fire Chief

SUBJECT: Fire Department Monthly Report – March 2024

RECOMMENDATION

Receive the Fire Department Monthly Report – March 2024

DISCUSSION

Receive the Fire Department Monthly Report – March 2024

1. City of Sonora Fire Department responded to 197 calls for service in March 2024.
2. Sonora City Units responded to emergency calls as follows:

111 - Building fire	2
118 - Trash or rubbish fire, contained	1
121 - Fire in mobile home used as fixed residence	1
131 - Passenger vehicle fire	1
251 - Excessive heat, scorch burns with no ignition	1
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	114
322 - Motor vehicle accident with injuries	3
323 - Motor vehicle/pedestrian accident (MV Ped)	1
353 - Removal of victim(s) from stalled elevator	5
363 - Swift water rescue	1
412 - Gas leak (natural gas or LPG)	1
444 - Power line down	3
511 - Lock-out	1
520 - Water problem, other	1
550 - Public service assistance, other	1

553 - Public service	6
554 - Assist invalid	12
561 - Unauthorized burning	1
600 - Good intent call, other	3
611 - Dispatched & cancelled en route	23
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
653 - Smoke from barbecue, tar kettle	1
714 - Central station, malicious false alarm	1
715 - Local alarm system, malicious false alarm	1
730 - System malfunction, other	6
735 - Alarm system sounded due to malfunction	1
745 - Alarm system activation, no fire - unintentional	2
Total	197

3. Monthly dollar loss in the City, resulting from fire: 0
4. The average response time during the month: 4:39
5. Automatic or mutual aid given: 52

FISCAL IMPACT

No fiscal impact to the General Fund.



CITY COUNCIL AGENDA REPORT

MEETING DATE: April 15, 2024

TO: City Council Members

FROM: Turu VanderWiel, Chief of Police

SUBJECT: MONTHLY REPORT – SONORA POLICE DEPARTMENT

RECOMMENDATION

Receive the Sonora Police Department monthly report for March 2024.

DISCUSSION

The attached summarizes activities for March 2024.

	March 2024	Feb 2024	Mar 2023
Total Incidents	970	868	1,216
Calls for Service	676	621	781
Officer Initiated	294	247	435
Total Arrests	44	34	46
Felony Arrests	11	7	8
Misd. Arrests	33	27	38
Total Reports	101	99	118
Parking Citations	4	3	20
Moving Citations	16	8	9
Domestic Violence	9	3	3
Larceny Inc./Inv.	28/16	22/7	9
Total Collisions	13	31	17
Collision Invest.	7	8	7

	March 2024	Feb 2024	Mar 2023
Homeless Activity	97/19	86/11	85
Animal Calls	18	12	19
Public Intox. / UID	12	4	12
DUI Arrests	2	2	4
Total Phone Calls / 911 Calls	7,626/5825	1,916/283	2,262/384
Average Per Day	246/194	66	73
Vehicle Releases	4	2	5

*Homeless Activity tracking requires additional manual inputs; the actual number of associated incidents will typically be higher than the reported number. The second number reflects case investigation reports.

*Between March 6 and 8, SPD Dispatch center was receiving phantom 911 and business line calls at intervals as frequent as 30 seconds apart. The issue was traced to an outside trunk connection and moisture in the phone lines.

FISCAL IMPACT

There is no fiscal impact on the General Fund.

March 2024 - Crimes by Area

Area 1 Reports:

Violent Crimes:

- 1 – Felony Domestic Violence
- 1 – Felony Battery with Great Bodily Injury (including Assault with a Deadly Weapon and Conspiracy)
- 4 – Misdemeanor Domestic Violence (two including violations of restraining orders)
- 1 – Misdemeanor Violation of a Restraining Order
- 1 – Misdemeanor Battery on School Grounds

Burglaries / Other Larceny:

- 1 – Felony Identity Theft (with Passing of Fictitious Checks and Grand Theft)
- 6 – Misdemeanor Business Burglaries (Shoplifting)
- 1 – Misdemeanor Petty Theft from a Business Location
- 2 – Tamper with Vehicle (with Theft of Personal Property)

Area 2 Reports

Violent Crimes:

- 2 – Felony Domestic Violence (one with Kidnapping, False Imprisonment, and Damage a Wireless Communication Device)
- 2 – Misdemeanor Domestic Violence
- 1 – Battery on a Person at a Hospital

Burglaries / Other Larceny:

- 2 – Felony Robbery (one with Kidnapping and Conspiracy)
- 4 – Misdemeanor Business Burglary (Shoplifting)

Area 2 Monthly Report March 2024

Neighborhood Watch:

MYERS HILL:

- No updated activity.

NORTH STEWART:

- No updated activity.

HIGHLAND VIEW:

- No updated activity

Case(s) for discussion:

24-246- On 03/13/2024, Sonora PD officers responded to reports of a domestic disturbance on S. Barretta St. SPD conducted an investigation and determined the victim's boyfriend battered her by slapping her in the face causing visible injury. The suspect was arrested for domestic battery and booked into the Tuolumne County Jail.

24-288- On 03/29/2024, Sonora PD officers were dispatched to a report of a possible sexual assault. The Officers contacted the victim at Adventist Health Sonora and, through investigation, determined the incident occurred in Sacramento. Officers took a courtesy report for sexual assault and human trafficking and forwarded it to the Sacramento Police Department.

Canine :

- The Sonora PD canine handler has been attending training at Top Dog K-9 and regularly working with his dog Ridge. His work with Ridge is showing that they are becoming a great team.
- Sonora PD will possibly be sending two members to Stanislaus County to attend the Stanislaus County Sheriff's Agitator School.

Investigations:

- Sonora PD detective authored search warrants for a Robbery.

Fleet:

- Four of the five Ford Explorers at Lehr have been built and delivered to Sonora PD. They will be put into rotation in April.

Reserves/Volunteers:

- No updated activity

Respectfully Submitted,
Sgt. Dominic Bertalotto

Area 1 Monthly Report March 2024

Neighborhood Watch:

ELKS HILL:

- No updated activity

SONORA KNOWLES:

- No updated activity.

Case(s) for discussion:

24-278-On 03/24/2024, at approximately 4:30 pm, Sonora PD officers were dispatched to an assault. The victim of the assault stated he was asleep on a bench near the library when he was awoken by two suspect(s) kicking him in the head, back, and shoulders. The victim stated he was assaulted for several seconds before passing out. The victim regained consciousness and walked to the hospital, where he reported the incident to medical staff. A representative from AHS contacted Sonora PD and reported the incident. An investigation is being conducted, and the suspects are still outstanding.

24-267-On 03/20/2024, at approximately 0548 hours, Sonora PD officers were dispatched to a domestic battery. The victim stated she and her boyfriend were involved in a verbal argument. The argument escalated and resulted in the victim being choked and battered by her boyfriend. Sonora PD arrived on scene, but the suspect had fled. An investigation was conducted and a criminal complaint was sent to the Tuolumne County District Attorney's Office for felony domestic battery.

Recruitments:

- 2 Lateral Police Officer candidates have entered the Field Training Program (FTO).
- 1 Sergeant candidate has entered the Field Training Program (FTO).
- SPD is recruiting for two vacant Police Officer Positions.

Training:

- Officer Bell attended the Crisis Negotiation Training course (CNT).

Range:

- Range qualification commenced on March 6th. All Sonora PD law enforcement staff qualified with their duty weapons.

Dispatch:

- 2 Full-time Dispatch candidates and one Part-Time Dispatch candidate have entered the Communications Training Officer Program (CTO).

Respectfully Submitted,
Sgt. Eric Nygard



CITY COUNCIL AGENDA REPORT

DATE: April 15, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Mike Lagomarsino, Public Works Supervisor

SUBJECT: Sonora Public Works Department Monthly Report for March 2024

RECOMMENDATION

Receive the Public Works Department Monthly Report for March 2024.

DISCUSSION

For the month of March 2024, the City of Sonora Public Works Department performed the following activities:

Streets

- Made repairs to handrails on Stewart St. and East Dodge St.
- Made repairs to the gravel road to the city gun range on Southgate Dr.
- Clearance pruned several sidewalks throughout the City.
- Repaired numerous stop signs throughout the city.
- Loaded and hauled several truckloads of downed brush from Southgate Dr.
- Loaded and disposed of two deceased deer from roadways.
- Made repairs to a trip hazard in the sidewalk at 68 S. Washington.
- Made repairs to Shandi-La Ln.
- Clearance pruned trees and vegetation on several Streets on the West side of town.
- Loaded and hauled two pay piles from City residents.
- Replaced several photocells on streetlights around the city.
- Weed trimmed several roadside locations on Mono Way and Sanguinetti Rd.
- Cleared mud and debris from sidewalks on Stockton Rd and Snell St.
- Spent several days pot-holing City Streets.
- Returned numerous shopping carts to businesses abandoned on City Streets.
- Spent numerous days picking up leaf piles throughout the city streets.
- Continued with weed spraying on City R.O.W.

Facilities

- Made repairs to the roof at the Public Works facility.
- Made repairs to the front doors at City Hall.
- Repaired kitchen sink faucet and replaced a door handle at the Police Department.
- Removed cabinets and lockers at the Police Department.
- Added shelving in storage cabinets for the City Historian.
- Installed several security signs in City Hall and Terzich parking structure.

Parks/Landscapes/Parking Lots

- Tested and made repairs to the irrigation system at Woods Creek Rotary Park.
- Removed three hazardous trees in the Dragoon Gulch parking lot on Alpine Dr.
- Camera sewer lines for the restrooms at Farmers Market.
- Repainted storage shed at Ballfield following graffiti tagging at Rotary Park.
- Monthly inspection of playground equipment at Rotary Park.
- Continued with weed spraying in City parks and landscapes.

Storm Drains

- Performed a drainage test by flooding Bradford Street.
- Modified the storms at Bradford St and Washinton St, and on Green St drain inlets to improve flow.
- Spent numerous days digging, and flushing out storm drain inlets, ditches, and culverts.
- Performed major clean out of the Snell St drainage ditch.
- Excavated and added drainage rock to the ditch on East Oakside St.

Cemeteries

- Tested and made repairs to the irrigation system at Mt Shadow Cemetery.
- Performed annual weed spraying at Mountain Shadow.
- Daily - check messages at Mountain Shadow, and return calls as needed.
- Daily - clean irrigation filters during irrigation season.
- Marked out plots as requested by the Funeral Home as needed.
- Set headstones as requested by the Funeral Home.
- Mow, and edge lawns weekly during spring and summer months.

Miscellaneous

- Daily unlock, and service of all public restrooms.
- Put up weekly event banners downtown.
- Garbage collection twice a week in all City parking lots, Landscapes, and Parks.
- Monthly fleet vehicle inspections.
- Twice weekly- Run Street sweeper early morning on a rotating street schedule throughout the city.

FISCAL IMPACT

No fiscal impact to the General Fund.