

CITY OF SONORA

2015

ANNUAL REPORT





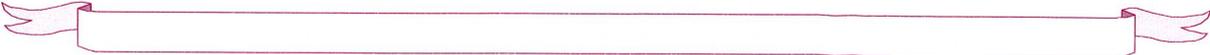
HISTORIC SONORA

The City of Sonora, known as the “Queen of the Southern Mines,” was established in 1848 by miners emigrating from the State of Sonora, Mexico. The early settlement was referred to as the “Sonoran Camp”.

As with many communities in California’s Mother Lode Region, gold mining was the driving force behind Sonora’s early development and by 1849 the population of Sonora was approximately 5,000.

Tuolumne County was established as one of California’s original 27 counties on February 18, 1850 and named Sonora as the County Seat. Sonora was incorporated as a city on May 1, 1851.

After incorporation, the City quickly evolved into the major government, commercial and cultural center for the region and continues to be so today. Nevertheless, the City has maintained its historic charm with many of its existing buildings dating back to the 1800’s.



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“The City of Sonora has an obligation to provide the community with a clean, safe and secure environment in which to live and work, and to preserve and promote its historic character.”

Vision Statement

Adopted November 2, 1998

Amended December 1, 2003

The Year in Review

THE YEAR IN REVIEW-2015

As in past years, even though the nationwide economy continued to recovery at an improved pace, the local economy lagged behind at a more modest rate. In spite of these challenges, there are many notable accomplishments. The year's highlights are described below:

REDEVELOPMENT

The City continued with the dissolution of the former Redevelopment Agency. The Oversight Board met as needed this past year to review the semi-annual Successor Agency Administrative Budget and Recognized Obligation Payment Schedule that funded on-going administrative costs and debt obligations.

ELECTION

It was an off election year for the City of Sonora. Ron Stearn continued as Mayor and Connie Williams remained Mayor Pro Tem. The issue of changing the Mayor's term from two years to one year was discussed by the Council but no action was taken.

BUDGET

The FY 2015 budget adopted by the Council was its fourth year in a row with a projected surplus. This was accomplished by maintaining staffing levels and operating budgets and limiting capital expenditures. At the February mid-year budget review, revenues were expected to exceed projections by over \$100,000 that would be used to offset cost of living adjustments and other incentive pay that were negotiated with the City's bargaining groups. The self-funded health plan expenditures were expected to be reduced by approximately \$100,000. Various other expenditure adjustments and transfers were approved for each of the departments that were still less than the anticipated surplus. By year's end, the projected general fund surplus was estimated at \$91,294 with sales tax and transient occupancy tax receipts higher than anticipated; and, the receipt of a one-time reimbursement from the State of \$76,924.

For FY 2016 the Council adopted a budget that reflected a small overall increase in revenue, mainly due to anticipated increases in sales tax and property tax receipts. The adopted year end General Fund surplus was projected to be \$22,529. The budget did include the use of \$379,000 in reserve funds for one-time expenses including Vision Sonora programs, planning activities, vehicles, equipment and facility repairs.

ECONOMIC DEVELOPMENT

The City continued to support the activities of the Tuolumne County Economic Development Authority. Last year, the City's Community Development Department completed the grant funded Microenterprise program that provides counseling services and a loan program for local small businesses. The City has continued this program utilizing Program Income funds.

CITY PROJECTS

Work was completed on the Mono Way widening project with the notice of completion filed in April. Contracts were awarded for the Residential Fire Flow Improvement Project and the Washington Street Overlay Project in June. The fire flow project is scheduled to be complete in 2016 and the overlay project was completed by mid-summer. Work continued on the Greenley/Mono Way Intersection Improvement project including a two million dollar funding commitment from Tuolumne County, an appraisal update, completion of the environmental review and on-going negotiations with the property owner.

PROMOTIONS

The City sponsored and/or promoted a number of downtown events, including the Spring Festival and Homecoming, Round-Up and Christmas parades, among others. Second Saturday Art Night continues to be a major draw for the downtown. In conjunction with the Sonora Regional Medical Center, the City co-hosted the Gran Fondo bike ride for a fourth year. A procession, in recognition of the Special Olympics, was held in May.

GRANTS

City staff continues with the implementation efforts for the Vision Sonora and Dragoon Gulch Master Plans. The Vision Sonora Plan was recognized by the American Planning Association as the Central Section Outstanding Urban Design Planning Award. Last year, various Vision Sonora projects were recommended by the Vision Sonora Committee and subsequently approved by the Council. Work continues on the Washington/Stockton Transit Project as well as a Park and Ride lot for the downtown. Based on the Community Development Block Grant award, work was commenced on the fire hydrant and water line replacement project and the environmental review for the Dragoon Gulch project was drafted.

2016 FORECAST

The effects of the drought still impact the City's tourism and retail activity. However, near normal winter weather has contributed to an improved tourism climate. Sales tax, property tax and transient occupancy tax are incrementally improving, but are still below their previous revenue peaks. As the City prepares for 2016, these factors will need to be considered during the preparation of the Fiscal Year 2016 budget.

In summary, this year's Annual Report reflects the hard work and dedication of the City's employees who strive to maintain the standards and values of our Mission Statement, and the goals of the City Council, in a continuing era of reduced staffing and limited resources. It is my privilege to serve as a member of the City team.

*Timothy A. Miller,
City Administrator*

Finance Department

The City of Sonora's governmental activities include police and fire protection, public works, community development (building and planning), grants and special programs and general government. Sales tax, property tax, transient occupancy tax, user fees, and franchise fees finance these activities. Financial highlights for the fiscal year ended June 30, 2015 are outlined below and shown in more detail in the accompanying tables.

FINANCIAL HIGHLIGHTS

The City's governmental activities total assets exceeded liabilities (net assets) at the close of the fiscal year by \$15,550,026 an increase of \$2,884,796 from fiscal year 2014.

CITY OF SONORA		
NET ASSETS		
JUNE 30, 2015 AND 2014		
	Governmental Activities	
	2015	2014
Current and other assets	\$12,726,631	\$12,933,450
Capital assets	13,081,095	9,915,831
Total assets	25,807,726	22,849,281
Long-term liabilities outstanding	133,850	174,005
Other liabilities	9,394,834	10,807,959
Total liabilities	9,528,684	10,981,964
Net assets		
Invested in capital assets, net of related debt	12,947,245	9,741,826
Restricted	8,339,142	8,891,381
Unrestricted	(5,736,361)	(5,967,977)
Total net assets	15,550,026	12,665,230

The *statement of net assets* presents information on all the City's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as one indicator of whether the City's financial position is improving or deteriorating.

Total governmental expenses and transfers for the year exceeded revenue by \$439,182. Below is a table showing the governmental activities of the City for the years ended June 30, 2015 and 2014.

Finance Dept. Cont...



CITY OF SONORA		
STATEMENT OF ACTIVITIES		
FOR THE YEARS ENDED JUNE 30, 2015 AND 2014		
	Governmental Activities	
	2015	2014
Revenues:		
Program Revenues:		
Charges for services	\$ 554,275	\$ 975,495
Intergovernmental	4,364,767	1,389,228
General Revenues:		
Property tax	889,421	857,932
Sales tax	3,912,819	3,951,880
Licenses and Permits	165,118	159,550
Rental Income	89,560	82,535
Other taxes	576,688	579,061
Investment earnings	122,779	111,302
Fines and Forfeitures	67,762	60,472
Total Revenues	\$ 10,743,189	\$ 8,167,455
Expenses:		
General government	1,226,662	1,386,692
Public safety	4,020,504	3,704,000
Public works	1,477,483	953,265
Community development (building & planning)	703,618	507,476
Culture and leisure	62,886	58,353
Principal payment on long-term debt	40,155	38,817
Interest payment on long-term debt	6,860	8,862
Capital Outlay	3,644,203	842,398
Total Expenses	\$ 11,182,371	\$ 7,499,863
Change in Net Assets	(439,182)	667,592
Extraordinary Gain on Dissolution of RDA		
Prior period adjustment		
Increase (Decrease) in net assets	(439,182)	667,592

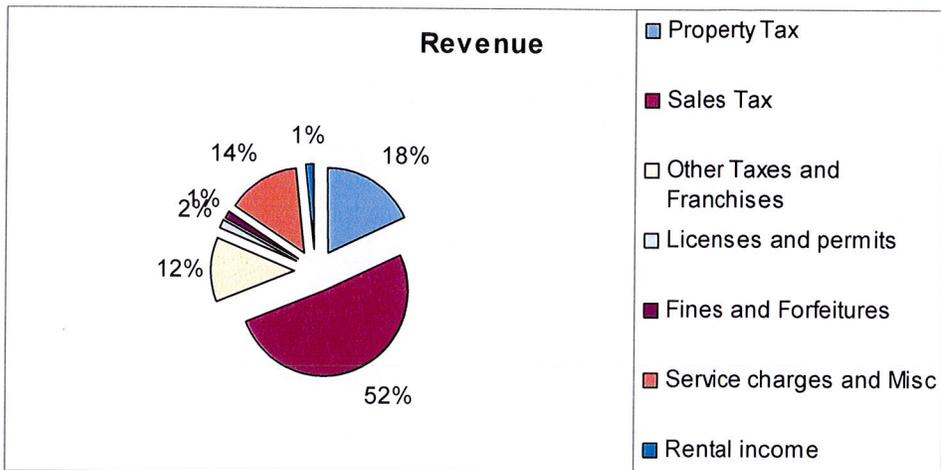
The *statement of activities* presents information showing how the City's net assets changed in the most recent fiscal year. All changes of net assets are reported as soon as the underlying event giving rise to the change occurs. Therefore, revenues and expenses are reported on this statement for some items that will result in cash flows in future fiscal periods.

The City's General Fund ended the year with a fund balance of \$3,243,382, an increase of \$91,294 from the previous year. General Fund revenues exceeded expenses by \$91,294 largely as a result of an overall operating and budgeting control. General Fund expenditures totaled \$4,472,523 compared to the previous year of \$4,328,958.

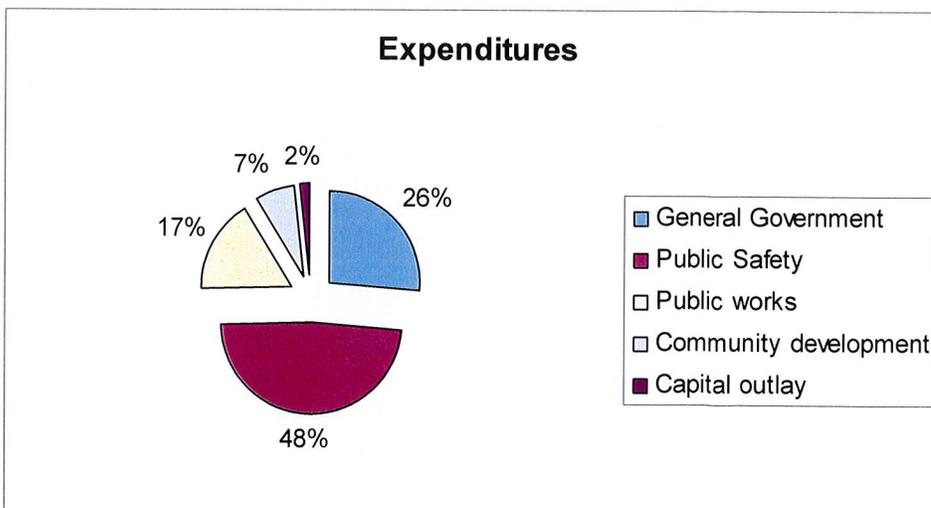
Finance Dept. Cont...

- ◆ This increase of \$143,565 was due to filling some of the vacant positions in police and fire departments. (both offset by revenue)
- ◆ Public Safety (Police and Fire) costs were \$2,124,812 compared to the previous year costs of \$2,067,805 an increase of \$57,007 or 2.7 percent.

As seen in the following chart, sales tax is the major source of revenue for the General Fund followed by property tax and charges for services and miscellaneous revenue.



By comparison, as seen in the following chart, public safety is the major category of expenditures followed by general government and public works.



The formation of a Special Sales and Use Tax District (Measure I) provided sales tax revenue of \$1,600,622 in fiscal year 2015. This revenue was used for personnel, wage and benefit costs, facility improvements and/or equipment purchases in the police, fire and public works departments.

Finance Dept. Cont...

FISCAL YEAR 2016 ECONOMIC FACTORS

In preparing the budget for fiscal year 2016, City management has taken into consideration the following economic factors:

- ◆ The dissolution of the Sonora Redevelopment Agency resulted in the loss of a valuable City economic tool. Various projects and programs previously funded with redevelopment dollars were either eliminated entirely or the cost was shifted to the General Fund, placing an additional burden on core services and reserves. The dissolution process set forth in AB 1484 and the City's election to act as the Successor Agency and assume the housing function previously performed by the redevelopment agency places increased reporting and operational requirements on City staff.
- ◆ An Oversight Board was formed to oversee the dissolution procedures required by State legislation. The Successor Agency is required to file a Recognized Obligation Payment Schedule every six months in order to receive tax increment funding to pay the former RDA obligations. In addition, subject to approval of an Administrative Budget, the City receives funds to cover the costs of the wind down activities. As this process is completed, this revenue will decline.
- ◆ Sales tax revenue is projected to increase by \$200,000 during fiscal year 2016. Because this report is being written in April of 2016 for the reporting period ending December 2015, it should be noted that sales tax revenue, which is the major source of revenue for the General Fund, did achieve the anticipated increase, and it is projected to stay flat. Staff is closely monitoring the sales tax revenue and will consider this trend when preparing the 2017 budget.
- ◆ Property tax revenue is projected to increase by 1.5% as foreclosures and short-sales stabilize and economic growth continues to improve as the housing market rebounds.
- ◆ The formation of a Special Sales and Use Tax District (Measure I) was approved by City of Sonora voters in August, 2004. A ½% sales tax increase within the City limits was effective January 1, 2005 and is continuing to provide revenue for police, fire and public works activities. The special district sales tax is expected to generate approximately \$1,700,000 in revenue in fiscal year 2016 which is increasing slightly over last year.

City management continues to take a position of conservative revenue projection and modest increases to General Fund department expenditures. There were no full-time positions added to the General Fund. Major capital expenditures, included the Mono Way widening project and the Washington Street Overlay.

DEPARTMENT STAFFING AND GOALS FOR 2016

The Finance Department is responsible for the City's accounting functions, financial reporting and treasury operations. The Finance Department was staffed with a full-time Finance Director (currently staffed on an interim basis by contract), a full-time Administrative Assistant, a part-time (.75 FTE) Office Assistant/Accounting Technician, and a part-time (.50 FTE) Administrative Analyst. During 2015, the Administrative Analyst position was expanded to full-time. The incumbent Office Assistant/Accounting Technician employee assumed these duties while retaining the payroll responsibilities. The Office Assistant/Accounting Technician position will remain as a part-time position. The position of Finance Director was reclassified to Administrative Services Director responsible for both finance and human resources departments as well as IT support.

Addressing the financial challenges resulting from a continued slow recovery with modest revenue increases and increased operating costs, will continue to be the focus of the Finance Department in calendar year 2016. During the preparation of the Fiscal Year 2016 budget, Finance Department staff will be working closely with the City Administrator and Department Heads to maintain acceptable service levels for citizens and visitors and still achieve salary, benefit and operational cost containment goals.

Public Works Department

STAFFING

The Department staffing remained the same as last year. Bill Seldon continues to serve as Public Works Supervisor and the City Administrator continues to serve as Public Works Director. Over the past six years, staffing has been reduced by four full-time positions and two part-time positions.

The Department is currently comprised of eight full-time staff in the following classifications:

Public Works Supervisor
Public Works Specialist – (4)
Public Works Assistant – (1)
Supervising Mechanic
Equipment Mechanic

ACTIVITIES

BUILDINGS

The Department continued with routine maintenance and repair at all City buildings. Annual roof warranty maintenance was performed at the Police Department. The leaks within the occupied portion of the building have been resolved but there are still leaks in the garage. Building repairs and landscape maintenance were completed at the Cutler home to accommodate the new caretakers. Roof repairs were undertaken at the City shop.

PARKS

Due to the drought, watering restrictions continued. There was minimal watering of the turf areas at the City's parks but shrubs, trees and landscape areas were maintained. Repairs were undertaken to the Dragoon Gulch Trail and hazard trees along the trail were removed with assistance from Baseline crews. In excess of 150 cubic yards of material were removed. Hazard tree removal continues throughout the property. Annual pruning was performed and a dead tree was removed at Coffill Park. A dead tree was also removed from Prospector Park.

STORM DRAINS

Baseline crews assisted the Department with the annual cleaning of the Sonora and Woods Creeks drains to maintain storm drain capacity.

FACILITIES

General clean up continued at the Southgate property including improving the access road to the range with asphalt grindings and the installation of a new security gate. Additional improvements were made to the storage areas and access roads throughout the property. Baseline assisted with the removal of hazard trees while City crews removed the brush and debris. Signs continued to be repaired or replaced within the City parking lots and throughout the City on an as needed basis. Striping was installed at the Corporation Yard following the pavement work previously done by P G and E.

STREETS

Additional street markings, including both paint and torch down were installed along with pavement repairs as part of the Department's annual street program. Department staff continued to provide utility location and inspection services associated with utility company and construction encroachment permits. High intensity signs were installed on the City's major streets. Crews assisted Sonora High School with the installation of new LED flashing lights at the Shaws Flat Road crosswalk. Department staff worked with P G and E on the center bore street light replacement project to identify options for decorative lights. Additional no parking and fire lane signs were installed at the Fire Station along with pedestrian warning sign at the parking lot entrance/exit. Public parking signs were installed for the upper floor of the Terzich parking structure. Planter boxes were removed from the downtown area that were either damaged or requested by the business owner to be removed. The public works staff also installed various signs and parking delineations as directed by the City's Traffic Commission.

CEMETERY

Burial plots continue to be sold at Mountain Shadow Cemetery. There are approximately 6 plots that remain available for sale. As with our parks, watering was also limited at the cemetery. Over the year, several dead trees were removed from the property.

EQUIPMENT

The shop mechanics continued to repair major equipment in house to reduce Department expenses. However some repairs were outsourced that required specialized service or certified inspection.

PROMOTIONS/SUPPORT SERVICES

The Department staff continued to assist with the Chamber banner program. In addition, the changeable message signs were displayed for numerous downtown activities. The staff assisted with the Christmas decorations and related holiday activities. Department staff also provided assistance with the high school homecoming and Round-Up parades, as well as, other downtown activities and programs throughout the year including the Mother Lode Fair and Magic of the Night. In conjunction with Waste Management, the City held its second annual clean up event.

For a fourth year, the Department staff played a role in the traffic control planning and implementation for the Gran Fondo race. The Department staff also assisted with traffic control with the City's public safety departments at fires, accident scenes and road hazards.

Annually, routine monthly activities include regular checking of parks for maintenance needs and safety concerns; landscape area and cemetery maintenance; regular participation on assigned committees; blowing of City parking lots; street and regulatory sign repair and replacement; garbage collection at City facilities; storm drain maintenance and repair; routine maintenance of City buildings, including routine coordination with the Special Programs Coordinator at the Opera Hall; placing banners; underground service locating; routine maintenance of City vehicles.

Timothy A. Miller, City Administrator

Police Department

MESSAGE FROM THE CHIEF

The Sonora Police Department continued to experience a disturbing increase in violent crime during 2015. The largest increase was in assaults with deadly weapons, which increased by 12 cases over the previous year. Armed robberies were also up by five incidents over 2015. There was an increase of 1,269 calls for service as well.

There were some major changes in property crimes, mostly related to the changes brought about by Proposition 47, which resulted in the reclassification of certain crimes. Burglaries showed a drastic drop, which was the result of the reclassification of some crimes related to retailers. There was an increase in vehicle theft, as well as petty thefts. There was a small decrease in grand theft, but again, this was related to the reclassification of some grand theft crimes to become petty theft crimes.

The Department finally saw the dispatch unit fully staffed. This was the first time in several years. However, the patrol division continued to operate most of the year with two officers below minimum staffing levels, and at times three officers below. The reserve officers entered into contracts with the City to help cover some of the open shifts. All four Community Service Officer (CSO) positions were filled this year, which was a big help in relieving officers from dealing with some of the more minor incidents. One of the CSO positions was the ever so popular, or not so popular, depending how you look at it, parking enforcement officer.

In September, 46 year old Cheryl Lynn Lucero of Twain Harte was found guilty of shooting and killing 49 year old Rick Roberts on February, 16 2014, in his auto body shop located on Mono Way. An enhancement was charged for personally discharging a firearm in the commission of a crime. Roberts was a volunteer with the Sonora Police Department at the time of his murder. In October, Lucero was sentenced to 50 years to life in prison. She will not be eligible for parole until serving 50 years of her sentence, unless the Board of Parole considers her for elder parole after serving 25 years of her sentence.

Also in September, Officer Ryan Webb and his family traveled to Sacramento to attend the State Medal of Valor award ceremony. The Governor's Public Safety Officer Medal of Valor Review Board received 47 nominations for the 2015 award. However, only two officers in the State were selected to receive the prestigious award. They were Officer Ryan Webb of the Sonora Police Department, plus Officer Marcus Pesquera of the San Bernardino Police Department.

Medal of Valor Review Board Chairperson Lew Stone gave opening remarks, which were followed by remarks by both Governor Edmund G. Brown Jr., then Attorney General Kamala D. Harris. Governor Brown Jr., as well as Attorney General Harris presented the awards. The members of the Sonora Police Department are proud of Officer Ryan Webb, as well as Officer Marcus Pesquera for their dedication and service to their communities.

BUDGETED POSITIONS

Chief (1), Records Technician (1), PT CSO (4)
Sergeants (2), Dispatchers (5), Investigator (1)
PT Dispatchers (2), Officers (9)
PT Firearms Instructor (1), PT Fire Investigators (3)
(PT = Part-Time) (CSO = Community Service Officer)

RESERVE POLICE OFFICERS

The Sonora Police Department added no new reserve officers during 2015. We currently have two Level 1 reserve officers, plus one Level 1 reserve sergeant. Level 1 reserve officers perform all the duties of full-time sworn officers. They cover patrol shifts, work special events, and major incidents. The Level 1 reserve sergeant fills the shifts of the full-time sergeants when they are on vacation or in training.

During 2015, all reserve officers were used to supplement the patrol division because of staffing shortages. Each reserve officer entered into a contract with the City to be paid an hourly wage while covering open patrol shifts.

The City is always looking for new reserve officers. If you are POST certified and interested in becoming a reserve officer with the Sonora Police Department, please call us at 532-8141.

MAJOR AWARDS

Officer of the Year:	Ibrahim Khalil
Civilian Employee of the Year:	Cyndi Nordvik
Reserve Officer of the Year:	Dennis Townsend
CSV Member of the Year:	Linda Monroe
Explorer of the Year:	Nick Cragholm
DUI Top Gun Award & MADD Award:	Johnathan Ma (24)
Victim Witness Officer of the Year:	Ibrahim Khalil



Police Dept. Cont...

COMMUNITY SERVICE VOLUNTEERS (CSV)

The Police Community Service Volunteers (CSV) members, previously known as Police Associate Citizen's Team (PACT), are volunteers who perform all kinds of supportive rolls, which range from serving subpoenas to assisting in the dispatch center. CSV members donated 686 hours of their valuable time in 2015.

The CSV unit currently consists of four members. We are always looking for new volunteers who want to lend a helping hand, as well as give back to their community.

If you are interested in volunteering at the Sonora Police Department, please call us at 532-8141. No previous experience is needed.

EXPLORERS

The Sonora Police Department's Explorer Post celebrated its 20th anniversary during 2015. They were formally recognized by California State Senator Tom Berryhill, as well as Assembly Member Frank Bigelow.

The Department's Explorer Post #364, currently has ten active members. This is down by four from last year. The Police Explorer Program is an excellent training program for anyone between the ages of 14 and 21, who are seeking a career in law enforcement, or who just want to learn a little about the field of law enforcement. This program is part of the Boy Scouts of America.

The Post donated 1,890 hours to the community in 2015. Some of their more notable activities were: putting out the American flags on Washington Street for select holidays and special events; parking assistance at local sporting events; assisting with traffic control for the Mother Lode Round-Up, as well as the Homecoming and Christmas parades; crossing pedestrians for the Mother Lode Fair; helping with Magic of the Night and Trick or Treat Street; assisting with Red Ribbon Week; plus McGruff The Crime Dog safety events.

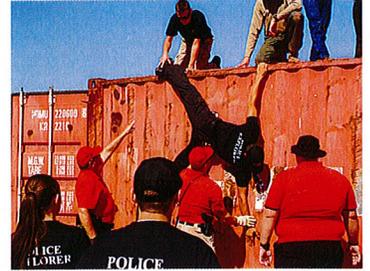
If you know someone who might be interested in this valuable program, please have them call us at 532-8141.

COMMUNITY ORIENTED POLICING SERVICES

Officers and staff participated in several community events during 2015. Several members took part in the Hoops and Badges Special Olympics fundraiser basketball game. Officers also represented the department at the annual Christmas Shop with a Cop program sponsored by the Tuolumne County Deputy Sheriff's Association. Several Officers and Explorers put on a great Red Ribbon Week program at Sonora Elementary School. Staff also participated in the Special Olympics Torch Run in downtown Sonora, as well as the No Shave November cancer awareness event.

The department was able to bring back National Night Out, which was well attended and received by the public. Joining us as our guest speakers were Tuolumne County District Attorney Laura Krieg, plus Tuolumne County Sheriff's Office Crime Prevention Deputy Rob Lyons.

Following the event, ice cream sundaes were served by law enforcement staff to the attendees.



Police Dept. Cont...

A RECAP OF A FEW MAJOR CRIMES

Two officers were contacted by Inns of California staff members requesting a welfare check on a five month old child, whose parents appeared to be intoxicated and unable to care for the child. The officers contacted Christopher and Cristin Teter, both Sonora area transients, inside their hotel room. While inside the room and speaking with the Teter's, Cristin charged one of the officers and attempted to hit them. Both the officers grabbed Cristin and restrained her on a bed. While restraining Cristin, Christopher started attempting to pull the officers away from Cristin. The officers then turned their attention to Christopher and attempted to place him in handcuffs. While wrestling with Christopher, Cristin removed one of the officer's batons from their duty belt and started hitting them with it. At this point Cristin was pepper sprayed and taken into custody. Cristin continued being combative and damaged a patrol vehicle while being placed inside it. The five month old child was taken into protective custody and turned over to Child Welfare Services. One officer received minor injuries.

Officers contacted a victim of an assault, who was being treated for a large laceration to her head, which required several staples. The victim related she had gone to a residence to pick up some items and return the ashes of Christine Bright's brother-in-law. While at the residence, the victim and Christine Bright became engaged in a verbal dispute over the ashes. When the victim got back into her vehicle to leave, Bright struck the victim in the head with a propane torch, resulting in a laceration to the victim's head.

Officers contacted Bright at her residence. Bright alleged the victim had stolen her brother-in-law's ashes the day before. Bright further alleged when the victim arrived to her residence, the victim started throwing her brother-in-law's ashes around the residence. Bright denied striking the victim and claimed she had no idea how the victim sustained the injury to her head. Several witnesses were contacted and confirmed what the victim had reported. Bright was booked for felony assault with a deadly weapon, plus felony committing a felony while out of jail on bail. Bright had been arrested a few weeks earlier for assault with a deadly weapon, after she attacked someone with a yard light, injuring the victim in that case as well. Emergency personnel responded to Stockton Road (Highway 49) near Forest Rd., for a reported vehicle vs. pedestrian accident. Joseph McFadden, 71 of Atwater, was traveling westbound on Stockton Rd., in a 2011 Lincoln Town Car at approx. 40 MPH, when he struck Kathy Warner, 61 of Stockton, who was crossing the roadway outside a marked crosswalk, after attending the Celtic Fair. The force of the impact knocked Warner over the vehicle and onto the pavement. Warner suffered major head trauma and was airlifted to Modesto, where she passed away as the result of her injuries.

Officers responded to the Koto House Restaurant on Stockton Road for an armed robbery. The owner reported the business had closed for the night, but a side door was unlocked. While working in his office, he was approached by a male suspect who was wearing a ski mask and holding a knife, which the suspect had obtained from inside the business. The suspect demanded more cash from the owner, after removing the cash from the register. When the owner stated there was no cash inside the business, the suspect fled the business.

Christopher Warfield, a felony probationer out of Stanislaus County, was released from Tuolumne County Jail. Shortly after his release, Warfield committed a burglary of a residence near the jail. He was then seen going through a vehicle on Linoberg Street, and looking inside vehicles in the lower Save Mart parking lot. Warfield later stole a truck parked at McCoy Tire Company, which belonged to the owner. The vehicle had a loaded .357 revolver in the center console. The owner's son and an employee followed Warfield to Jamestown where they detained him and called law enforcement. Warfield was arrested on several felony charges. It was also determined Warfield was responsible for several burglaries in the County as well.

A sergeant and investigator observed a stolen vehicle while on foot in the downtown area. One of the letters of the license plate had been altered with reflective tape to make an "F" an "E". They caught up to the vehicle on foot and were able to stop it. The driver was identified as Brian Knight and the passenger was identified as Brandon Boatright, both of Columbia. They were both tied to the theft of the vehicle, a large theft from Wal-Mart, plus numerous other crimes in the County.

An officer patrolling the area of Kid's Kingdom Park observed a male subject exit the men's restroom and walk away very quickly. The officer entered the restroom, where he noticed another male subject, who became very nervous when he observed the officer. The subject was identified as Robert Bunce, 25 of Jamestown. Bunce was on felony probation for carrying a concealed weapon.

During a probation search of Bunce's person, 13.3 grams of methamphetamine, along with prescription pills were located. A search of Bunce's backpack revealed 33.6 grams of marijuana, plus a set of digital scales. Bunce was arrested for several felony drug violations.

Officers from the Sonora Police Department responded to Wells Fargo Bank for a reported robbery. It was determined a white female entered the bank then presented a demand note to a bank teller. After obtaining an undisclosed amount of money from the teller, the suspect exited the bank through the north doors. A person of interest was developed, who was associated with other bank robberies in the area. This is still an open active investigation.

Police Dept. Cont...

TRAINING

The Training Sergeant was responsible for sending personnel to 808 hours of POST certified training, plus 60 hours of career enhancement courses. Additionally, staff attended 106 hours of in-house training which included; range training, video, as well as on line training.

ALICE (Alert Lockdown Inform Counter Evacuate) Training

The ALICE school preparedness program has been extremely successful in providing information, hands on training, plus demonstrations to City and County schools throughout the area. The program is providing students, school staff, as well as parents with the tools and knowledge to increase chances of survival during an active shooter situation. This program is extending into the private sector, as well as churches and hospitals. In December, we hosted a Train-the-Trainer ALICE course with attendees from law enforcement agencies and school districts from cities such as Martinez, Shingle Springs, as well as Los Gatos.

BUILDING

With the increase of major crimes, the department has exceeded the space it has available to store evidence and property. This problem will be compounded if the department loses use of a City owned garage. Because of this, the department is still actively looking at ways to address the storage problem. Another issue is overall space for staff members. As we start unfreezing and filling positions, we are rapidly running out of adequate office space.

FLEET MANAGEMENT

Three new vehicles were budgeted for during the 15/16 fiscal year. None of the vehicles went into service during 2015. However, in early 2016, we should be adding a new community service truck and two new administrative vehicles to our fleet. Extensive work was done to the parking enforcement vehicle to place it back into service. We continue to retrofit some of our older patrol vehicles with state of the art lighting systems which will improve visibility, as well as increase the service life of the vehicles electrical systems.



INFORMATION TECHNOLOGY (IT)

The IT Unit implemented several significant upgrades during 2015. Several major software and hardware upgrades were implemented to update our aging system. Five (5) new body worn cameras were deployed, as the result of some of older ones starting to fail. IT had to deal with the office's AC unit failing, resulting in an average temperature of over 90 degrees for 10 consecutive days. This caused our oldest server to fail, along with other computer issues. Because of this, our IT person is hoping to move our computer servers to the air condition room where our 911 equipment is housed during 2016.



Police Dept. Cont...

CLOSING

2016 will be an exciting year for the Sonora Police Department. The lieutenant's position, which has been frozen for over seven years, will be filled with an in house candidate from the rank of sergeant. Once this promotion occurs, testing will begin to backfill the open sergeant's position, as a result of a sergeant being promoted to lieutenant. The Department will continue testing for the position of police officer. Our goal is to fill all the open officer positions by the end of 2016.

Mark Stinson,
Chief of Police

YEAR END STATISTIC COMPARISON

<u>STATISTICS</u>	2015	2014	2013	2012	2011
Calls for Service	8,485	7,216	7,386	6,932	6,454
Officer Initiated	13,412	12,055	12,836	7,971	6,312
Total Incidents	21,897	19,271	20,222	14,903	12,766
Felony Arrests	160	209	288	240	240
Misd. Arrests	712	631	673	703	562
Total Arrests	872	840	961	945	815
Total Reports	2,099	1,845	2,007	2,048	2,122
Homicides	0	1	0	0	0
Robbery's	10	5	6	5	8
Sexual Assaults	7	6	7	5	7
Assault W/Deadly Weapon	27	15	5	11	17
Burglaries	80	128	113	118	141
Vehicle Thefts	17	14	18	6	17
Domestic Violence	47	48	45	42	52
DUI Arrests	94	84	102	112	54
Moving Cites	1,184	1,138	885	731	390
Parking Cites	1,424	886	1,011	549	1,016
Traffic Collisions	199	151	173	170	182
Total Phone Calls	42,827	40,335	40,965	39,598	30,229

Fire Department

MESSAGE FROM THE FIRE CHIEF

The following is a compilation of the activities of the Sonora Fire Department for the calendar year 2015. It by no means is an exhaustive listing of activities, but is an illustration of the activities and level of service performed by the members of the department throughout the year.

Chief Michael Noonan began the year as the Interim Fire Chief for the department, transitioning to Acting Fire Chief Grant Miller through March of 2015. Beginning in April, the Fire Department kicked off a “New” start with Fire Chief Aimee New. “The Fire Department and the City of Sonora has welcomed me and made the transition easy and exciting. I am proud and honored to lead the City of Sonora Fire Department into the future.”

STAFFING/PERSONNEL

Staffing for 2015 began with: 1 Interim Fire Chief Michael Noonan (January only) – 1 Acting Fire Chief Grant Miller (February and March) – 1 Permanent Fire Chief Aimee New (April-December).

- 1 Part-Time Fire Prevention Officer (Craig Peterson).
- 3 Career Fire Captains (Kurt Rhoades, Grant Miller, Matt Slusher).
- 1 Career Fire Engineer (Tyler Piche) and 2 “Safer Grant” funded Engineers (Adam Mandell and Dallas Andrews).
- 1 Part-Time Office Assistant (Brenda Khalil).
- 1 Relief Fire Captain (Jeff Hakola).
- 2 Relief Fire Engineers (Dan Timko, Derek Drown,).
- 6 Intern Firefighters (Austin Lunde, Taylor Class, Joel Teran, Dustin Woodson, Cole Roth and Colton Fredrickson).
- 2 Volunteers (Kevin Brown, Van Rutikanga).

As the year has progressed, the department said good-bye to personnel that left to pursue new career opportunities. Grant and Dallas were both hired with the City of Alameda Fire Department as Firefighters. The 2012 SAFER grant ended for the two Fire Engineers positions and Adam Mandell was hired on as a Full-Time Engineer with the City of Sonora. The department received another SAFER grant for one Engineer position, after the department tested for the position; Derek Drown was the top candidate and was hired to fill the position.

OTHER SIGNIFICANT ACTIVITY OR EVENTS:

The Fire Department participated in the California Mutual Aid Agreement by sending out resources to the Fork Complex Fires in Northern California and the Butte Fire in neighboring Amador/Calaveras counties. Here is a picture of E752 in staging at the Butte Fire.



GRANTS

Fire Department staff received several grants during 2015. The “Volunteer Firefighters Assistance Grant” was approved for just under \$9,000.00. Personal protective safety equipment, Public Education supplies, Gas Detection Equipment, Wildland Fire Shelters and Boots and Defensible Space Pamphlets were purchased.

Fire Department Staff participated in the “Homeland Security Grant” funding cycle and received (2) portable radios, (3) sets of structural fire coats and pants, at no cost to the City.

The SAFER grant was awarded to the Fire Department to fund one Fire Engineer position for two years. The grant covers all costs of the position.

VOLUNTEER CORNER

The City’s Fire Department continued to maintain the following volunteer programs: six (6) Intern Firefighters and the Volunteer Firefighters (who are not participating in our Intern program). The department tested in December; four candidates are moving forward in the process.

Fire Dept. Cont...

CALLS FOR EMERGENCY SERVICE:

The City of Sonora Fire Department responded to 1,099 calls for service with an average response time of 3.96 minutes for City incidents. The last five years breakdown of calls for service is as follows:

CALLS FOR SERVICE	2011	2012	2013	2014	2015
Fires	28	33	28	36	47
Medical	631	644	650	696	778
Hazard Responses	14	11	27	17	30
All Other	214	228	244	168	233
Mutual Aid	137	76	98	92	104
** Total	1,024	992	1,047	**1,009	**1,009
Response Times in City	3.88	3.87	3.85	3.85	3.96
Calls within City Limits	723	723	828	771	1040
Calls within the County	279	223	202	202	57
Calls Out of County	22	46	17	36	2
** Total Dollar Loss- Fires	768,200	1,203,180	5,018,001	521,340	56,100

Note: The above chart shows responses to request for emergency assistance. These numbers do not reflect non-emergency activity.

* Previous study numbers for call to residents that live within the city limits, in Tuolumne County and residents from other counties. 2015 reflects the calls for service in the City, the County and Out of the County.

TRAINING

The last five (5) year breakdown of training of City staff is as follows:

YEAR	2011	2012	2013	2014	2015
** Total Hours	3,493	2,533	2,974	3,656	2,553

The department successfully held an Engineer's exam and recruitments for Fire Captain.

Trained all line personnel to the S130, S190 and S290 wild land requirements. Updated the fire departments training library to include simulation software to improve on command and control of emergency responses.

Re-certified all personnel to Hazardous Materials Responder and Decontamination Awareness.

Initiated annual joint multi-jurisdictional training with surrounding agencies.

All fire department personnel trained to IS 100, 200, 700, 800 standards.

All throughout the year, the department has assisted with training events with the High School and Columbia College Fire Academy.

Fire Dept. Cont....

FIRE PREVENTION

Several new projects have been developed and implemented under the fire prevention bureau. The department updated the User Fees and Service Charges to coincide with the California Fire Code and the California Mutual Aid Agreement, the business inspection program was updated to begin January of 2016, and the defensible space program continued into its second year with great success.

The User Fees and Service Charges went to the City Council for approval in December and will be effective January 1, 2016.

The Fire Prevention Bureau had to suspend the department's company business inspections and pre-fire planning due to reduced staffing; this program will not be fully implemented until 2016.

Fire Captain Kurt Rhoades continues to lead the "Defensible Space Inspection Program". 368 properties were inspected with a 95% compliance rate. This program is designed to provide guidance for implementation of Public Resource Code and Government Codes to minimize the spread of fire within a 100 foot zone around a building, structure or dwelling and require vacant lots to maintain a 10' reduced fuel zone around their property.

Working with Cal Sierra, and Waste Management, the Fire Department coordinated two (2) Green Waste Collection Days in 2015. This program has been in effect since 2009 and continues to provide an economical method for disposal of vegetative materials from City parcels.

Our fire department also issued eighty (80) burn permits in 2015 to City residents. This figure is up from the 74 permits issued in 2014.

PUBLIC EDUCATION

The Fire department personnel continue to provide public education throughout the year. They have participated in the annual "Career Day" at Sonora High School and performed station tours for schools, youth groups and civic organizations. They also provided fire safety presentations to local senior groups, installed smoke detectors with the Red Cross in low income areas, and passed out literature regarding the importance of defensible space from wildland fires.

DEPARTMENT EVENTS

The Historical Fire Companies, with the support of the City Fire Department, hosted the 155th Annual Firefighter's Ball at the Opera Hall on Halloween night. The event was a success and a few hundred dollars was raised to support the historical Fire Museum. We are looking forward to a wonderful event next in November, 2016.

For Christmas this year, at the annual Santa Claus party, friends and family gathered at the Fire Museum to celebrate the holidays. Santa sure did resemble one of our Intern Firefighters? Also, Fire Prevention Officer, Craig Peterson, represented the department in the Christmas Parade.

Our on-duty personnel participated in the Tuolumne County Health Clinic and received flu shots!

The Fire Chief was invited to the annual Columbia Muster and represented the City as the Grand Marshall.

TUOLUMNE COUNTY FIRE CHIEFS ASSOCIATION (TCFCA)

As the new Fire Chief, I was welcomed into the Tuolumne County Fire Chiefs Association, and continued to work with cooperating agencies to update the "Automatic Aid Agreement" with the surrounding Tuolumne County Fire agencies. The TCFCA is a wonderful organization that works to improve inter-operability between agencies, supports county-wide training, and to secure funding for regional projects to improve emergency response services.

FIRE HYDRANTS

The CDBG grant for the City was funded and the department joined with TUD in an effort to begin replacing water mains and hydrants throughout the City. The project has an anticipated completion date of April, 2016. This important project will enhance and increase the water supply to almost all residential areas of the City.



Fire Dept. Cont...

APPARATUS AND MAINTENANCE

The year 2015 has proven once again to be very busy in the area of vehicle maintenance and service requiring service inspections and maintenance every 100 hrs.

Aerial and ground ladder safety inspection and testing: All ladders are inspected and load tested for safety and certification. (Fail Tech Ladder Testing Co.) along with the inspection of the aerial ladder, the 75' aerial undergoes a magnaflux test in order to check for stress cracks in the ladder's structure.

Annual National Fire Protection Agency (N.F.P.A.) pump testing and certification: All fire pumps are subjected to the N.F.P.A. guidelines and must be tested annually for safety and operation.

Annual extrication (Hurst) testing and certification: All hydraulic and mechanized extrication equipment is tested, inspected and serviced. (Hi-Tech Fire apparatus.)

Annual fire hydrant maintenance and testing: The Engine Company on each shift are given predetermined hydrants and are responsible for completing flow and static readings along with inspection and lubrication of stems and threads.

The repair work order (RWO) program for apparatus and equipment has been developed and implemented. Training was conducted and the transition had been successful in documenting and following through with repairs.

A Thermal Imaging Camera was purchased with a grant allowing all the department front line companies to be equipped with imagers.

Engine 752 was outfitted with a new LED light bar, and LED telescoping scene lights to relieve the stress of overload and maintenance that had accompanied the old units.

FIRE STATION UPDATES

The department made several changes to the station and parking areas to increase security and improve emergency vehicle response. The station was re-configured to enhance station security by installing a new door upstairs separating the living quarters from the Emergency Operations Center (EOP). New door locks were installed to secure the EOC, when rented, from the office area and the rest of the station.

The front parking area was updated and re-stripped to allow emergency vehicles to respond without having to back up when the public vehicles are parked. New signs and reflecting striping was installed to increase public awareness of emergency vehicles exiting, and the front planter was removed to allow for Fire Department personnel to park their personal vehicles.

The department held a "clean-up/inventory" day in November and identified items that needed to be released as surplus or replaced with updated equipment. Office equipment was purchased to improve work stations for personnel.

The department created a new inventory for station supplies and office supplies to ensure items are used correctly and ordering is efficient.

FIRE CHIEF'S THOUGHTS FOR 2016

Over the past nine months, I have enjoyed learning about the Sonora City Fire Department, the rich history of the City and getting to know the wonderful personnel and community members. The Fire Department continues to provide the highest level of services to the citizen, the community and the surrounding areas.

In 2015, our department continued to research funding opportunities through grant, cost recovery and impact mitigation measures. Our main focus continues to be on replacing the aging fleet with new apparatus, increasing full-time staffing, maintenance of current equipment and apparatus, training/public education, fire prevention and service to the Sonora community.

*Aimee New,
Fire Chief*



Community Development Department

MESSAGE FROM THE COMMUNITY DEVELOPMENT DIRECTOR

The Community Development Department is responsible for the orderly and organized development of all property in Sonora. The Department is charged with expanding the local economy and facilitating development. The Department oversees several different activities for the City related to planning and building, grant programs/projects, housing programs, business assistance, marketing and special events.

CDBG Grant

On January 24, 2014 the City of Sonora received a \$2,000,000 CDBG Grant to fund 3 projects, Sonora Residential Fire Flow Improvement Project, Final Phase - Sonora Historic Resources Inventory and the Stewart Street Multi-Family Housing Project. The Residential Fire Flow Improvement Project includes the replacement of 85 wet barrel fire hydrants with dry barrel hydrants, replacement of hydrant lateral lines and the replacement of identified 4" water main sections with 8" water main. The Final Phase - Sonora Historic Resources Inventory includes further evaluation of the 291 structures identified within previous historic resource inventories along with additional properties to determine whether or not they are eligible for listing on the National Register of Historic Properties. The Stewart Street Multi-Family Housing Project will rebuild the multi-family structure located at 489 S. Stewart that was destroyed by fire on January 17, 2012. Utilizing the grant funds, the City will provide financing to the property owner to construct a 7 unit low-income, rent restricted, housing project.



During Fiscal Year 2015 environmental clearance was completed for all three of the projects. The plans and specifications were completed for the Sonora Residential Fire Flow Project which went out to bid in April. On June 1st the City Council awarded the project to Mozingo Construction in the amount of \$1,087,812 and construction on the project started in August. The project is scheduled to be completed in May of 2016.

The site plan for the Stewart Street Multi-Family Housing Project was approved by the Sonora Planning Commission on May 11th and the preparation of the building plans began. Consultant proposals under the Request for Proposal (RFP) for the Final Phase – Sonora Historic Resources Inventory were due on November 30th and the City received 8 proposals. All proposals were evaluated as per the set criteria and the City has entered into agreement with Foothill Resources Ltd. to complete the project.

The City also received the State Department of Housing and Community Development's approval to include the Microenterprise Technical Assistance and Microenterprise Financial Assistance as Supplemental Activities under this CDBG grant utilizing a portion of the City's Program Income. Subsequent to the required RFP process, the City entered into an agreement with the Alliance SBDC to provide business consulting services for the Program.

STAFFING

The Community Development Department has three full-time benefited positions which include the Community Development Director, Community Development Specialist and Special Programs Coordinator. The Department also has a Contract Building Inspector who is in the office two days per week and a Contract Planner who is in the office one day per week.

Community Development Depart. Cont.....

BUILDING AND PLANNING

On May 11th the Sonora Planning Commission approved the proposed site plans for the Stewart Street Multi-Family Housing Project and the Sonora Regional Medical Center's Outpatient Pavilion. Staff's review of the site development and building shell plans for the Outpatient Pavilion began in November. The initial building plans for the Stewart Street Multi-Family Housing Project were also reviewed. Design Review applications for the new Bourbon Barrel, located on Green Street, and the McCoy Tire building renovation project, located on Stockton Street, were approved by the Planning Commission and both projects were completed. The Planning Commission also approved the requested 2-year map extension for the Shaws Flat Village Subdivision Tentative Map, which was scheduled to expire in November of 2015, to provide the applicant with additional time to complete the project.



The City Council adopted Ordinance No. 829 providing for expedited permitting of solar building permits to comply with new State requirements. The Council also adopted Ordinance No. 832 which included various text amendments to clean up ongoing issues and begin implementation of the programs included within the 2014 Housing Element. Again to comply with new State requirements, the Council adopted Ordinance No. 833 approving the City's 2015 Water Efficient Landscape Ordinance (WELO) which amended the City's previous WELO. The Council also adopted several ordinances rezoning existing parcels within the City.

VISION SONORA

On December 2, 2013 the City Council adopted the Vision Sonora Plan. The overall goal of the Vision Sonora Plan is to create a more vibrant community by addressing the following areas within the historic downtown core and along the Highway 49 and Washington Street corridors:

- ◆ Circulation and Congestion Management
- ◆ Parking Management
- ◆ Gateway Features and Wayfinding Signage
- ◆ Transit Facilities
- ◆ Aesthetics and Beautification
- ◆ Multi-modal Connectivity
- ◆ Economic Development and Quality of Life
- ◆ Finance and Implementation Planning

The Vision Sonora Committee oversees the implementation of the Vision Sonora Plan. Its members include 2 members of the City Council and Board of Supervisors, the City Administrator, the Community Development Director, and the Executive Director for the Tuolumne County Transportation Council. The Committee established various sub-committees that include members of the public.

Community Development Depart. Cont.....

During 2015 the following Vision Sonora projects were initiated:

- ◆ The City received approval from the Tuolumne County Transportation Council to utilize Congestion Mitigation and Air Quality (CMAQ) funding for the Sonora Park & Ride. The project will include the acquisition of an existing private parking lot within Historic Downtown Sonora. Staff completed the environmental review and submitted the documentation required for Caltrans approval of the project. The project is anticipated to begin in April of 2016.
- ◆ The Request for Proposal for architectural services for the proposed Stewart Street Public Restroom facility to be located at 201 S. Stewart Street was released with proposals due to the City on September 25th. The City received two proposals and Aspen Street Architects, Inc. was selected as the project's architects. Project plans are anticipated to be completed in April of 2016.
- ◆ The Vision Sonora Committee selected the current design of the downtown trash receptacles and metal benches in black for Downtown Sonora. They also approved adding additional receptacles, including recyclable receptacles, and metal benches in the downtown area. Staff began requesting estimates from local and national vendors to powdercoat the existing receptacles and benches black and supply additional ones.
- ◆ A new Vision Sonora Informational Brochure and Video was prepared for distribution to the public.
- ◆ The City arranged with the Tuolumne County Probation Department to clean up downtown Sonora on Sunday mornings.
- ◆ The Vision Sonora Sub-Committees also discussed a branding campaign for the City, new Façade Improvement Program, new Sidewalk Improvement Program, a building renovation award, Service Club sign replacement, and Adopt a Bench Program.
- ◆ The Vision Sonora Committee recommended that the City Council consider the closure of Linoberg Street from Stewart Street to Green Street to be used as an outdoor plaza area. The City Council subsequently directed staff to prepare a Traffic Circulation Study to determine any anticipated impacts this closure may have.
- ◆ The City Council approved a modification to increase the parking limits from 2 hours to 3 hours along Washington, Green and Stewart Streets including their intersecting side streets.

SPECIAL EVENTS

During the year the City sponsored several events. These events help to showcase Sonora's historic downtown encouraging residents and visitors alike to support downtown merchants. This year's events included:

Business Expo	March 1 st
Sonora Spring Festival	April 25 th
Sonora Certified Farmers Market	May 16 th through October 17 th
4 th Grade Historic Walking Tours	May 5 th , 7 th , 12 th & 14 th
Magic of the Night	August 7 th
Sonora Christmas Parade	November 27 th

Community Development Depart. Cont.....

BUILDING PERMITS ISSUED	2009	2010	2011	2012	2013	2014	2015
New Single Family	3	1	1	5	1	3	2
Single Family Add. & Alt.	51	45	47	46	42	44	50
New Commercial	1	5	3	0	1	1	1
Commercial Add. & Alt.	38	37	38	28	25	40	25
Rehabilitations (City Rehab Program)	2	1	0	0	0	0	0
Demolitions (All Structures)	1	8	8	11	2	0	7
Mobile Homes on Foundation	0	0	0	0	0	0	0
Multi-Family Units	0	0	0	0	0	0	1
Misc. Permits	153	155	153	127	143	111	93
Total Permits	249	252	250	217	214	199	179

DEVELOPMENT PERMITS ISSUED	2009	2010	2011	2012	2013	2014	2015
Sign Review	13	9	22	12	10	8	4
Design Review	7	5	4	5	5	10	5
Conditional Use Permit	3	4	2	10	6	0	1
Variance	1	1	1	2	0	0	1
Landscape Plan Review	0	3	1	0	0	3	1
Site Plan Review	2	0	0	0	1	2	2
Re-Zones	1	1	1	7	2	1	2
General Plan Amendments	2	0	0	1	0	0	1
Parcel Maps	1	7	1	1	1	0	2
Subdivision Maps	0	1	0	0	0	0	0
Planned Development/Development Agmt.	0	1	0	0	0	0	0
Misc. Permits 1 sign Exc. & 1 Code Amendment	0	0	1	1	4	2	1
Total Permits	30	32	33	39	29	26	20

*Rachelle Kellogg,
Community Development Director*

Human Resources

SAFETY MEETINGS

Individual departments within the City conduct regular safety meetings with their employees. In addition, a city-wide Safety Committee was created to meet on a quarterly basis and consists of representatives from all departments. Items discussed are safety training, fire & safety inspection, new safety information, accident investigation (*including causation of recent accidents/injuries, both vehicle and workers' compensation related, and the methods adopted by the City to prevent similar incidents in the future*), any health or safety issues that need to be reinforced to personnel, any health or safety issues raised by employees, new hazards, and current information provided by the Central San Joaquin Valley Risk Management Authority. We distribute the Safety Committee Meeting Minutes to all Members, Councilmembers, Department Heads, and post a copy in each City Department. Meeting dates for 2015 were:

January 13, 2015
March 10, 2015
June 09, 2015
September 15, 2015
December 08, 2015

IIPP SUB - COMMITTEE MEETINGS

Members of the Safety Committee formed an IIPP Sub-Committee. Their primary task is to update the City's Illness and Injury Prevention Program (IIPP), as well as update Risk Management related Administrative Policies.

IN-HOUSE TRAINING/OUTSIDE TRAINING AWARDS

- ◆ The Red Cross recommends that Training/Refresher for CPR and First-Aid be provided bi-annually. 2016 will be a year that all eligible City Employees receive retraining.
- ◆ The Central San Joaquin Valley Risk Management Authority (*CSJVRMA*) provided training to City Employees through the Public Works Forum and the Police Forum.
- ◆ The City did not receive any Safety Awards from the CSJVRMA in 2015.

NEW OR AMENDED ADMINISTRATIVE POLICIES

None

CSJVRMA RETROSPECTIVE ADJUSTMENTS AND REFUNDS FOR 2015

Liability Insurance: +\$12,499 (*unanticipated refund*)
Workers' Compensation Insurance: -\$84,833 (*unanticipated assessment*)

This retrospective adjustment was calculated for program year 2009/2010.

Claims Filed

In 2015, there were a total of 08 reports of work related injury/illness. Of those 08 reports:

Fire Department:	02
Police Department:	04
Public Works:	02
Administration/Other:	-0-

Of those 08 reports, 01 were considered reportable under Federal OSHA Form 300 criteria. To be reportable, either medical attention was sought (*excluding first-aid*), there was restricted work activity prescribed, or there was time lost from work. Of those 01 reportable incidents:

Fire:	01
Police:	-0-
Public Works:	-0-
Administration/Other:	-0-

Of the 01 reportable incidents, all sought medical attention, and:

Restricted Work Activity:	0 days
Lost Time:	0 days

In 2015, the City of Sonora had a labor force of approximately 78, which includes Safety Volunteers who are covered for work related injury/illness by California Labor Code, but not including Non-Safety Volunteers who are not covered for work related injury/illness. Our reportable claims, restricted work activity days and lost time days are lower than last year. Last year we had 09 reportable incidents with 63 days of Restricted Work Activity and Lost Time of 74 days.



Human Resources Cont...



PERSONNEL ACTIONS

NUMBER OF EMPLOYEES AT THE END OF 2015

(December 31st)

Elected:	06
Full-Time/Represented:	37
Part-Time/Relief/Unrepresented/Volunteers/Interns:	26

TERMINATIONS

(Retirement/Resignations/Probation Release/ Services No longer Needed, Etc.)

PT Office Assistant	03-12-15
Interim Fire Chief	03-28-15
PT Administrative Analyst/Deputy City Clerk	04-16-15
Public Works Specialist	04-30-15
Fire Engineer	05-01-16
Fire Volunteer/Intern	06-01-15
Fire Volunteer/Intern	06-05-15
Fire Captain	07-03-15
Fire Engineer	07-06-15
PT Fire Captain	08-15-15
PT Administrative Analyst	09-24-15

HIRED

Class, Taylor (Fire Volunteer/Intern)	01-01-15
Khalil, Brenda (PT Office Assistant)	01-13-15
Memmer, Joel (Police Officer)	01-31-15
New, Aimee (Fire Chief)	03-28-15
Magdaleno, Patricia (PT Administrative Analyst)	04-28-15
Bentley, Wayde (PT Dispatcher/Records Specialist)	06-14-15
Dahlgren, April (Dispatcher/Records Specialist)	06-15-15
Hagadorn, Aaron (Equipment Mechanic)	06-22-15
Durham, Lance (PT Community Service Officer)	08-24-15
Woodson, Dustin (Fire Volunteer/Intern)	10-07-15
Drown, Derek (Fire Engineer)	10-12-15
Battle, Joel (PT Community Service Officer)	11-16-15
Lewallen, Matthew (Public Works Assistant)	11-23-15

LONGEVITY

Canning, William	10 Years
Lagomarsino, Michael	10 Years
Piche, Tyler	10 Years
Skelly, Tracy	10 Years
Stinson, Mark	10 Years
Rhoades, Kurt	15 Years
Seldon, William	25 Years

PROMOTIONS

Keith, Kyle (Public Works Specialist)	05-23-15
Skelly, Tracy	08-01-15
Skelly, Tracy	11-21-15

RECLASSIFICATIONS

Administrative Assistant to Finance Assistant	08-01-15
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RECRUITMENTS

Equipment Mechanic	March 2015
PT Administrative Analyst	March 2015
Administrative Services Director	March and December 2015
Public Works Specialist	April 2015
Finance Assistant	July 2015
Fire Captain	July, August and October 2015
Public Works Assistant	August 2015
Fire Engineer	September 2015
Volunteer Fire Fighter	December 2015

JOB DESCRIPTIONS

Administrative Analyst	(Amended) 03-02-15
Administrative Services Director	(Adopted) 03-16-15
Public Works Assistant	(Amended) 04-06-15
Public Works Specialist	(Amended) 04-06-15
Finance Assistant	(Adopted) 04-20-15

NEW/AMENDED ADMINISTRATIVE POLICIES

None Related To Personnel

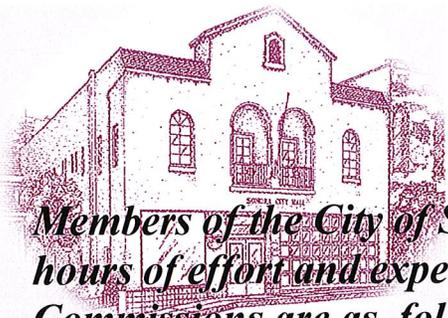
DELETED/RETIRED ADMINISTRATIVE POLICIES

None

COLLECTIVE BARGAINING MEMORANDUM OF UNDERSTANDING

City Administrator's Contract	City Council Meeting of January 18, 2016 granted 2.0% Cost of Living Adjustments (COLA) consistent with previous approvals for other City Employees.
Sonora Employees' Association (SEA)	Extension to Terms of Existing MOU & Amendments through June 30, 2017 agreeing to a 2.0% Cost of Living Adjustment (COLA) the first full pay period in January 2016 and 2017; to meet and confer regarding the City's self-funded Health Benefits Plan, education reimbursement policy and leave pay out of policy; to conduct a classification and compensation study; to update the MOU; and, an increase in the boot allowance from \$150 to \$250.
Sonora Management Employees' Association (SMEA)	Extension to Terms of Existing MOU & Amendments through June 30, 2017 agreeing to a 2.0% Cost of Living Adjustment (COLA) the first full pay period in January 2016 and 2017; to meet and confer regarding the City's self-funded Health Benefits Plan and education reimbursement policy; to conduct a classification and compensation study; to update the MOU; to substitute holiday pay in lieu of paid holidays; an increase in sick leave payout up to 480 hours and an additional 240 hours at 50%; the sell back of up to four weeks of administrative leave or vacation leave annually.
Sonora Police Officers' Association (SPOA)	Extension to Terms of Existing MOU & Amendments through June 30, 2017 agreeing to a 5.0% Salary Adjustment the first full pay period in January 2016 and 2017 for Dispatch employees; to meet and confer regarding the City's self-funded Health Benefits Plan and education reimbursement; to the creation of a lieutenant's position and a closed recruitment for that position and any vacancy created, except for police officer, if sufficient in house applicants apply; and to update the MOU.
Sonora Firefighters' Association (SFFA)	Extension to Terms of Existing MOU & Amendments through June 30, 2017 agreeing to a 2.0% Cost of Living Adjustment (COLA) the first full pay period in January 2016 and 2017; to meet and confer regarding the City's self-funded Health Benefits Plan and education reimbursement policy; to conduct a classification and compensation study; to update the MOU; and, an increase in the uniform allowance from \$800 to \$1200.

*Tracy L. Skelly,
Administrative Analyst*



Council Committees & Commissions

Members of the City of Sonora Committees and Commissions give hundreds of hours of effort and expertise each year. The City of Sonora Committees and Commissions are as follows:

Planning Commission

(Meets 2nd Monday at 5:30 p.m.)

Darren Eaton, Chris Garnin,
Ron Jensen, John Richardson,
Gary Anderson

Finance Committee

(Meets as Needed)

Bill Canning, George Segarini,
Administrative Services Director,
Tim Miller

Personnel Committee

(Meets as Needed)

Jim Garaventa, Connie Williams,
Tim Miller

Parking & Traffic Commission

(Meets as Needed)

Mark Ferreira, Jim Garaventa,
Ron Stearn, John Richardson,
Mark Stinson, Aimee New,
Mike Lagomarsino

Public Works Committee

(Meets as Needed)

Jim Garaventa, Ron Stearn,
Tim Miller

Public Safety Committee

(Meets as Needed)

George Segarini, Ron Stearn,
Mark Stinson, Aimee New,
Tim Miller

Community Development Committee

(Meets as Needed)

Jim Garaventa, Connie Williams,
Rachelle Kellogg, Administrative
Services Director, Tim Miller

Parks, Recreation & Beautification Committee

(Meets as Needed)

Bill Canning, Jim Garaventa,
Rachelle Kellogg, Bill Seldon,
Tim Miller

Vision Sonora

(Meets 4th Thursday at 9 a.m.)

George Segarini, Connie Williams,
Tim Miller, Rachelle Kellogg,
Darin Grossi, Sherri Brennan,
John Gray

Community/Government - Mayor Appointed Committees

Councilmembers and Staff serve on a number of Community/Government Committees.

As of March 20, 2015, the Community/Government Committees are as follows:

Cable 8 - Connie Williams, Alternate - George Segarini

Solid Waste Committee - Connie Williams, Alternate - George Segarini

Amador - Tuolumne County Community Action Agency/Head Start Committee - Connie Williams,
Alternate - George Segarini

Central Sierra Planning Council & Sierra Economic Development Committee– George Segarini,
Alternate Jim Garaventa

Local Agency Formation Commission (LAFCO)- Jim Garaventa, Ron Stearn, Alternate - Connie Williams

Sierra Conservation Center Citizens Advisory Committee - Jim Garaventa, Ron Stearn, Tim Miller

Tuolumne County Transportation Council (TCTC) - Bill Canning, Ron Stearn, Alternate - Jim Garaventa

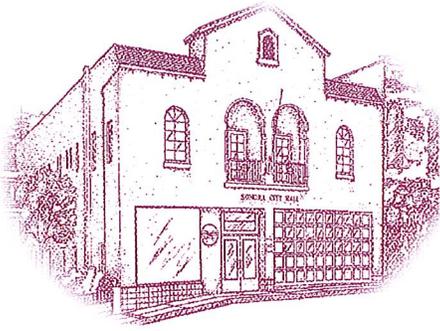
Governmental Affairs (Tuolumne County Chamber) - Ron Stearn, Tim Miller

“Yes” Council Committee - George Segarini, Alternate - Jim Garaventa

Tuolumne County Visitors Bureau Committee - Ron Stearn (ex-officio)

Tuolumne County Chamber - Transportation Committee - Jim Garaventa - Tim Miller

Tuolumne County Economic Development Authority Board - Bill Canning, George Segarini, Alternative- Ron Stearn



City Directory

Administration

City Hall	532-4541
Tim Miller, City Administrator	532-4541
Jennifer Callaway, Administrative Services Director	532-6331
Toni Arola, Administrative Assistant (Accounts Payable)	532-4541
Tracy Skelly, Administrative Analyst (Human Resources)	532-8946

City Council

Ron Stearn, Mayor	532-4608
Connie Williams, Mayor Pro Tem	499-5039
Bill Canning, Councilmember	536-6240
Jim Garaventa, Councilmember	532-4231
George Segarini, Councilmember	532-5679
Marijane Cassinotto, City Clerk	532-4541

Community Development Department

(Planning, Building, Grants/Loans, Special Events)

Department Calls	532-3508
Rachelle Kellogg, Community Development Director	532-3508
Daren Wardell, Building Official	532-3508
Kim Campbell, Community Development Specialist (Housing Loans)	532-3508
Sheala Wilkinson, Special Programs Coordinator (Opera Hall)	532-7725

Police

Emergency	9-1-1
Department Calls	532-8143
Mark Stinson, Chief of Police	532-8143
Deborah Dills, Records Supervisor	532-8143

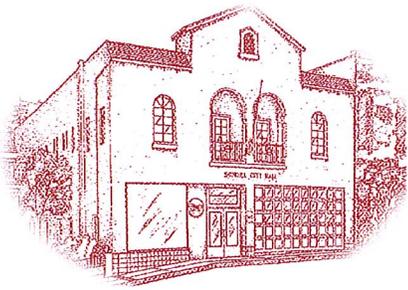
Fire

Emergency	9-1-1
Department Calls	532-7431
Aimee New, Fire Chief	532-7431
Brenda Khalil, Part-Time Office Assistant	532-7431

Public Works

Department Calls	532-2922
Bill Seldon, Acting Public Works Supervisor	532-2922
Jay Morey, Supervising Mechanic	532-3272

Visit the City of Sonora's website, www.sonoraca.com



CITY VALUES

Adopted December 4, 2006

WE VALUE:

OUR HOMETOWN ATMOSPHERE AND UNIQUE CHARACTER OF OUR COMMUNITY.

OUR COMMITMENT TO HISTORIC PRESERVATION.

OUR BUSINESS FRIENDLY ENVIRONMENT.

OUR SAFE AND SECURE ENVIRONMENT IN WHICH TO LIVE AND WORK.

OUR AUTHENTICITY AS A CITY.

OUR ENVIRONMENT, NATURAL BEAUTY AND AMBIANCE AS A CITY.

OUR CULTURAL RESOURCES AND ATTRACTIONS.

OUR LEADERSHIP, LOCALLY AND REGIONALLY.

OUR TEAMWORK FOR THE GREATER GOOD OF THE CITY.

OUR REGIONAL SHOPPING AREAS AND COMMERCIAL CENTERS.

OUR FAMILY ORIENTED COMMUNITY.

OUR HOSPITABLE CITIZENRY.

OUR PROGRESSIVENESS AND VISION IN PLANNING FOR THE FUTURE.