



CITY HALL

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

City of Sonora
CITY COUNCIL AGENDA
Monday, June 15, 2020

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-25-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 12, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCING AT:

Zoom Meeting Link
<https://zoom.us/j/99942280129>
Dial: (669) 900-6833
Meeting ID: 999 4228 0129

AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT.

5:00 p.m.

OPEN SESSION

PLEDGE OF ALLEGIANCE

A. ROLL CALL

B. CITY CLERK'S REPORT ON AGENDA POSTING

C. APPROVAL OF THE AGENDA

D. PRESENTATIONS

1. Introduction of Jeff Janes, Sonora Certified Building Official
2. Proclamation recognizing Connie Williams' eight years of service to the residents of the City of Sonora

E. 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 five (5) minute presentation.

F. 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.

1. Approval of disbursements in the amount \$137,271.08 for payroll, inclusive of employee salaries, employer and employee taxes and retirement contributions and miscellaneous voluntary employee deductions.

G. PUBLIC HEARINGS

1. Waive first reading, read by title only, and introduce an ordinance, amending Chapter 1.16, General Municipal Election, of Title 1, General Provisions, to designate the City Administrator as the City Elections Official in the event of a vacancy in the office of the City Clerk.

H. UNFINISHED BUSINESS

1. Informational item to discuss Governor Newsom's Executive Order N-33-20 requiring all citizens to stay at home unless needed to maintain operation of essential critical infrastructures.

I. NEW BUSINESS

1. Provide direction to staff and the Tuolumne County Transportation Council to move forward with the Active Transportation Program Cycle 5 Dragoon Gulch Connector project.
2. Approve and authorize the City Administrator to execute a City of Sonora Temporary Outdoor Operations Permit to Type One Enterprises dba Sonora Brewing Company for closure of Bradford Avenue for use of outdoor restaurant seating due to COVID-19 physical distancing guidelines.
3. Adopt an Urgency Ordinance of the City Council of the City of Sonora repealing Urgency Ordinance No. 867 concerning the operation of short term rentals subject to State and County guidelines.
4. Approve Resolution 06-15-2020-A, approving an application, and receipt of, LEAP Program Funds and authorize the City Administrator to execute the grant Application, the Standard Agreement, and all other grant documents and any amendments thereto.
5. Approve Resolution 06-15-2020-B revising the job description of the Community Services Officer Position effective June 16, 2020.
6. Approve the Mayor's Appointment of City resident Peter M. Ghiorso to serve as a Planning Commissioner on the City of Sonora Planning Commission

J. MONTHLY REPORTS

1. Community Development Department
2. Fire Department
3. Police Department
4. Public Works Department

K. COMMUNICATIONS

1. None

L. COUNCIL MEMBER/DEPARTMENT HEAD REPORTS

M. 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, 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).

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 OF SONORA
CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020

TO: CITY COUNCIL

FROM: RACHELLE KELLOGG, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: Introduction of Jeff Janes, Contract Certified Building Official

DISCUSSION:

The City of Sonora contracts with Interwest Consulting Group to provide building inspection and plan check services for the City. Under this contract, the City is provided with a Certified Building Inspector, currently Daren Wardell, and a Certified Building Official (CBO) previously Will Crew. The CBO assists the Building Inspector and Community Development Director with permitting issues on an as needed basis and also with City code enforcement activities. Will has left Interwest and is now the Community Development Director for the City of Stockton. Jeff Janes has now been assigned, by Interwest, as the City's new Contract CBO.

Jeff is a highly experienced ICC Certified Building Official with extensive building department administration and management experience. He has been a CBO for the past 15 years and with Interwest since 2016. For the past 4 years he has served as Interwest's Building Official/Project Manager for the UC Merced 2020 Project. Prior to this he worked for Fresno and Madera Counties.



CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020
TO: CITY COUNCIL MEMBERS
FROM: MARY ROSE RUTIKANGA, CITY ADMINISTRATOR
SUBJECT: PROCLAMATION FOR CONNIE WILLIAMS

RECOMMENDATION:

Adopt a Proclamation recognizing the service of Councilmember Connie Williams to the residents of the City of Sonora

DISCUSSION:

This Proclamation is recognizing Councilmember Connie Williams eight years of dedication and public service to the City of Sonora.

Councilmember Williams was elected to serve the residents of the City of Sonora in 2012 and re-elected for an additional four-year term in 2016. Councilmember Williams was appointed by members of the City Council to serve as the City of Sonora's third female Mayor from July 2016 – June 2018.

Councilmember Williams has taken great pride in representing the City of Sonora, provided unwavering support to City staff, and modeled professionalism and civility throughout her tenure.

FISCAL IMPACT:

None.

**PROCLAMATION RECOGNIZING CONNIE WILLIAMS'
EIGHT YEARS OF SERVICE
TO THE RESIDENTS OF THE CITY OF SONORA**

WHEREAS, Connie was elected to serve the residents of the City of Sonora in 2012, as a City Council Member, attending her first meeting on July 2, 2012 and re-elected for an additional four-year term in 2016; and

WHEREAS, Connie was appointed by members of the City Council to serve as the City of Sonora's third female Mayor from July 2016 – June 2018; and

WHEREAS, Connie has taken on many issues within the City, County and the State, serving as a vigorous representative for the City of Sonora on many committees, commissions, boards and task forces, such as Vision Sonora and The Tuolumne County Planning Commission; and

WHEREAS, throughout her term, Connie drew upon her long-standing knowledge of businesses and community development to make decisions on behalf of her constituents regarding issues such as City economic development and downtown beautification and revitalization; and

WHEREAS, Connie took great pride in representing the City of Sonora, provided unwavering support to City staff, and modeled professionalism and civility throughout her tenure; and

WHEREAS, throughout her term, Connie has demonstrated a willingness to champion the causes she believes in, no matter how pressured the situation may be.

NOW, BE IT PROCLAIMED that the City Council of the City of Sonora hereby recognize Connie Williams for her dedication and public service during her eight-year tenure on the City Council.

PASSED AND ADOPTED by the City Council of the City of Sonora, State of California, this 15th day of June, 2020.

**CITY COUNCIL OF THE CITY OF SONORA
STAFF REPORT**

MEETING DATE: JUNE 15, 2020

TO: SONORA CITY COUNCIL

FROM: DOUGLAS L. WHITE, CITY ATTORNEY

SUBJECT: ORDINANCE OF THE CITY OF SONORA AMENDING CHAPTER 1.16, GENERAL MUNICIPAL ELECTION, OF TITLE 1, GENERAL PROVISIONS, TO DESIGNATE THE CITY ADMINISTRATOR AS THE CITY ELECTIONS OFFICIAL IN THE EVENT OF A VACANCY IN THE OFFICE OF THE CITY CLERK.

RECOMMENDATION:

Waive first reading, read by title only, and introduce an ordinance, amending Chapter 1.16, General Municipal Election, of Title 1, General Provisions, to designate the City Administrator as the City Elections Official in the event of a vacancy in the office of the City Clerk.

BACKGROUND:

The City of Sonora (the "City") Elections Official conducts and administers all municipal elections. Elections Code section 320 designates the City Clerk as the City Elections Official. The City Clerk position, however, becomes vacant, from time to time, due to resignation, dismissal, or failure of any candidates to run for the position. Currently, the City Clerk position is vacant because no candidate ran for the City Clerk position in the March 3, 2020 general municipal election. During a vacancy in the City Clerk position, the City of Sonora City Council may make an interim appointment to the position. The City Council has made an interim City Clerk appointment by appointing Councilmember Such as City Clerk Pro Tempore.

DISCUSSION:

To ensure continuity of City business, the City should provide a protocol as to who shall act as the City Elections Official whenever the City Clerk position is vacant or the City does not have a permanent City Clerk. The proposed ordinance (the "Ordinance") will amend the Sonora Municipal Code to clarify that the City Clerk acts as the City Elections Official. The Ordinance also establishes a protocol for periods when there is a vacancy in the City Clerk position and the City lacks a permanent City Clerk. During a vacancy in the City Clerk position or an interim City Clerk appointment, the City Administrator shall act as the City Elections Official.

FISCAL IMPACT:

None.

ENVIRONMENTAL:

The Ordinance is exempt from the California Environmental Quality Act ("CEQA") because it has no potential for causing a significant effect on the environment.¹

OPTIONS:

1. Motion to introduce the Ordinance for a first reading.
2. Continue introduction of the Ordinance for first reading to the next regular City Council meeting, with changes or revisions as provided by the City Council; or
3. Reject the introduction of the Ordinance for first reading.

ATTACHMENTS:

Ordinance

¹ 14 CCR, § 15061, subd. (b)(3).
{CW094508.4}

**THE CITY COUNCIL
OF THE CITY OF SONORA**

ORDINANCE NO. 869

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONORA AMENDING CHAPTER 1.16,
GENERAL MUNICIPAL ELECTION, OF TITLE 1, GENERAL PROVISIONS, TO DESIGNATE THE CITY
ADMINISTRATOR AS THE CITY ELECTIONS OFFICIAL IN THE EVENT OF A VACANCY IN THE
OFFICE OF THE CITY CLERK**

WHEREAS, Government Code section 36501 vests, in part, the government of the City of Sonora (the "City") in the City Clerk; and

WHEREAS, Elections Code section 320 designates the City Clerk as the City Elections Official; and

WHEREAS, the City Council of the City of Sonora (the "City Council") finds it to be in the best interest of the City to clarify that the City Clerk is the City Elections Official and establish a protocol for those times when the City Clerk position is vacant or during an interim City Clerk appointment, in order to ensure continuity in City business and public services.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SONORA ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENT. Chapter 1.16, General Municipal Election, of Chapter 1.16, General Municipal Election, of Title 1, General Provisions, is repealed in its entirety and replaced with a new Chapter 1.16 to read as follows:

Chapter 1.16

ELECTIONS

Sections:

- | | |
|-----------------|---|
| 1.16.010 | General municipal election date. |
| 1.16.020 | City elections official. |

1.16.010 General municipal election date.

The general municipal election of the City shall be held on the same day, from year to year, as the statewide direct primary election held, pursuant to Government Code section 36503 and Elections Code sections 1000 and 1301.

1.16.020 City elections official.

- A. For the purposes of receiving and certifying nomination papers, canvassing the results of all municipal elections, signing and delivering certificates of election, and administering the oath to all elected municipal officers, the City Clerk shall act as the City Elections Official.
- B. The City Administrator shall act as the City Elections Official during the period of a vacancy in the City Clerk position or interim City Clerk appointment.

SECTION 2. SEVERABILITY. If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof and shall continue to be in full force and effect.

SECTION 3. PUBLICATION. This Ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in a newspaper of general circulation at least fifteen (15) days prior to its effective date or a summary of the Ordinance is published in a newspaper of general circulation at least five (5) days prior to adoption and again at least fifteen (15) days prior to its effective date.

SECTION 4. CERTIFICATION OF COUNCIL ADOPTION AND APPROVAL. This Ordinance was introduced and approved by Ordinance No. ____ at a regular meeting of the City Council of the City of Sonora held on the ____ of ____, 2020 by the following vote:

AYES:

NOES:

EXCUSED:

ABSTAIN:

ATTEST:

APPROVED:

Colette Such
City Clerk Pro Tempore

Jim Garaventa
Mayor

**NOTICE OF PUBLIC HEARING
OF THE CITY OF SONORA CITY COUNCIL**

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City Council of the City of Sonora ("City") on Monday, June 15, 2020, at 5:00 p.m. in accordance with Executive Order N-29-20, issued by California Governor Gavin Newsom on March 17, 2020, the Ralph M. Brown Act (Gov. Code, § 54950 et seq.), and the Federal Americans with Disabilities Act. The public hearing will consider the following:

An ordinance to amend Chapter 1.16, General Municipal Election, of Title 1, General Provisions, to designate the City Administrator as the City Elections Official in the event of a vacancy in the office of the City Clerk (the "Ordinance").

Elections Code section 320 designates the City of Sonora (the "City") City Clerk as the City Elections Official. The City Clerk position, however, becomes vacant from time to time. During a vacancy in the City Clerk position the City of Sonora City Council ("City Council") may make an interim appointment. The Ordinance will clarify that the City Clerk serves as the City Elections Official and authorize the City Administrator to act as the City's Elections Official during the vacancy in the City Clerk position or whenever there is an interim City Clerk appointment.

ALL INTERESTED PARTIES are invited to attend the Monday, June 15th, 2020, public hearing to express opinions or submit evidence for or against the approval of the ordinance. Testimony from interested persons will be heard and considered by the City Council prior to taking action or making any recommendation on the ordinance. This meeting will not be physically open to the public. All members of the public may participate in the meeting via video conference and teleconference. Upon request, the agenda and the documents in the meeting agenda packet can be made available to persons with a disability. In compliance with the Federal Americans with Disabilities Act, the City encourages those with disabilities to participate fully in the meeting process. Any person requiring special assistance to participate in the meeting should call (209) 532-4541 at least forty-eight (48) hours prior to the meeting.

Interested individuals will be given an opportunity to speak in favor of or opposition to the above proposed action. Written comments are also accepted, prior to the meeting, by mail at 94 N. Washington Street, Sonora, CA 95370. Information regarding the meeting is on file and may be provided to interested individuals upon request. If a challenge to the above proposed action is made in court, persons may be limited to raising only those issues they or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City before the hearing.

Copies of the proposed documents will be available for public review upon request to the City Administrator. If you have any questions, please call the City Administrator at (209) 532-4541.



CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020
TO: CITY COUNCIL MEMBERS
FROM: MARY ROSE RUTIKANGA, CITY ADMINISTRATOR
SUBJECT: ACTIVE TRANSPORTATION PROGRAM CYCLE 5

RECOMMENDATION:

Provide direction to staff and the Tuolumne County Transportation Council to move forward with the Active Transportation Program Cycle 5 Dragoon Gulch Connector project.

DISCUSSION:

The Active Transportation Program (ATP) Cycle 5 Call for Projects is now open. Information on Cycle 5 is available at California Transportation Commission's ATP Guidelines and the Caltrans ATP Cycle 5 website for more detailed information, including the application, instructions, and attachments you must have in order to prepare and submit an application.

The Tuolumne County Transportation Council (TCTC) has been working with GreenDOT Transportation Solutions to create an Active Transportation Plan for Tuolumne County. This project is actively being worked on with Draft plans being delivered in July 2020.

The TCTC has approved a contract amendment which proposes to have GreenDOT prepare two Active Transportation Program applications. One for the City of Sonora and one for Tuolumne County. Both of the projects are identified in the draft Active Transportation Plan as high priority projects. Each of the projects have been preliminarily vetted with our member agencies. Moving forward on both applications will be contingent on explicit direction to do so from both the City and County.

The City proposed project is the Dragoon Gulch Connector, which spans the area between State Route 49 (Stockton Rd) at Woods Creek park to Snell St (at School St). Illustrations of the proposed multi-use path are attached.

Staff is requesting the City Council provide direction to move forward with the ATP Cycle 5 Dragoon Gulch Connector Project.

FISCAL IMPACT:

None.

ATTACHMENTS:

- Memo from Darin Grossi, Executive Director of the Tuolumne County Transportation Council
- Illustrations of the proposed multi-use path



Michael Ayala
Chairman

Darin Grossi
Executive Director

TUOLUMNE COUNTY TRANSPORTATION COUNCIL

MEMORANDUM

Date: June 10, 2020

To: Mayor Garaventa and City Council Members

From: Darin Grossi, Executive Director of the Tuolumne County Transportation Council

Subject: Active Transportation Program Cycle 5

On September 26, 2013 the Governor signed legislation creating the Active Transportation Program (Senate Bill 99, Chapter 359 and Assembly Bill 101, Chapter 354). The goals of the Active Transportation Program are to:

- ☐ Increase the proportion of biking and walking trips.
- ☐ Increase safety for nonmotorized users.
- ☐ Increase mobility for nonmotorized users.
- ☐ Advance the efforts of regional agencies to achieve greenhouse gas reduction goals.
- ☐ Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding.
- ☐ Ensure disadvantaged communities fully share in program benefits (25% of program).
- ☐ Provide a broad spectrum of projects to benefit many types of active transportation users.

The Active Transportation Program (ATP) Cycle 5 Call for Projects is now open. Information on Cycle 5 is available at [California Transportation Commission's ATP Guidelines](#) and the [Caltrans ATP Cycle 5 website](#) for more detailed information, including the application, instructions, and attachments you must have in order to prepare and submit an application.

The ATP application has five project types. The project types are:

- **Large Project**, Infrastructure only or Infrastructure/Non-Infrastructure (Total project cost greater than \$7M)

- **Medium Project**, Infrastructure only or Infrastructure/Non-Infrastructure (Total project cost from \$2M to \$7M)
- **Small Project**, Infrastructure only or Infrastructure/Non-Infrastructure (Total project cost under \$2M)
- **Non-Infrastructure**
- **Plan**

Applications are due September 15, 2020.

The TCTC has been working with GreenDOT Transportation Solutions to create an Active Transportation Plan for Tuolumne County. This project is actively being worked on with Draft plans being delivered in July 2020.

The TCTC has approved a contract amendment which proposes to have GreenDOT prepare two Active Transportation Program applications. One for the City of Sonora and one for Tuolumne County. Both of the projects are identified in the draft Active Transportation Plan as high priority projects. Each of the projects have been preliminarily vetted with our member agencies. Moving forward on both applications will be contingent on explicit direction to do so from both the City and County.

The County project is completing Jamestown sidewalks along 5th Ave with ancillary infill areas and possibly a non-infrastructure (educational) component working with the schools and public health.

The City proposed project is the Dragoon Gulch Connector, which spans the area between State Route 49 (Stockton Rd) at Woods Creek park to Snell St (at School St). Illustrations of the proposed multi-use path are attached.

A black and white photograph of a wooded trail. In the foreground, a dirt path leads into a dense forest of tall, thin trees. Several people are walking along the path in the middle ground. The lighting is dappled, with sunlight filtering through the canopy.

CITY OF SONORA

Dragoon Gulch Connector Trail



APPLICATION STRATEGY

DRAGOON GULCH TRAIL





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1. General Project Information

a. Project Name

Dragoon Gulch Connector Trail

b. Summary of Project Scope

Construct a new pedestrian and bicycle path that connects Dragoon Gulch Trail with Sonora High, Sonora Community Estates, Downtown Sonora, and the Fairgrounds. This trail would start at the intersection of SR 49/ Southgate Dr. and follow Woods Creek/ Bonanza Road/Snell Street, and School Street from the intersection of SR 49/Woods Creek Park Drive to the intersection of School Street/SR 49. This project is a segment of the SR 49 Congested Corridor Study, which proposes a safe route for walking and biking from Jamestown to Columbia by way of Sonora.

c. Project Description

Funding has been requested by _____ to construct approximately 5,070 feet of sidewalk, decomposed granite along Woods Creek Dr, to an existing decomposed granite path adjacent to N. Forest Road. A bridge would than cross Woods Creek to W. Bonanza Rd where a sidewalk with raised curb would be constructed to the intersection of W. School St. A crosswalk would be added from this point to Sonora High School.

d. Project Location

Along Woods Creek Dr. from SR 49 to Sonora High School via Woods Creek and Bonanza Rd to School St. then along School St. to SR 49 intersection.

2. Project Type

a. Infrastructure

- Small

b. Percentage of Project for Bikes vs. Pedestrians

- 50% - Bicycle
- 50% - Pedestrian

c. Schools that Benefit from the Project

Sonora High School

430 N. Washington St., Sonora, CA

Sonora Union High, 100 School Street, Sonora, CA 95370

Grades 9-12

Project Improvements maximum distance from school: 0.73 Mile

Total School Enrollment: 2,000

Total # of students that currently walk or bike to school: 20

Approximate # of students living along route proposed for improvement: 120

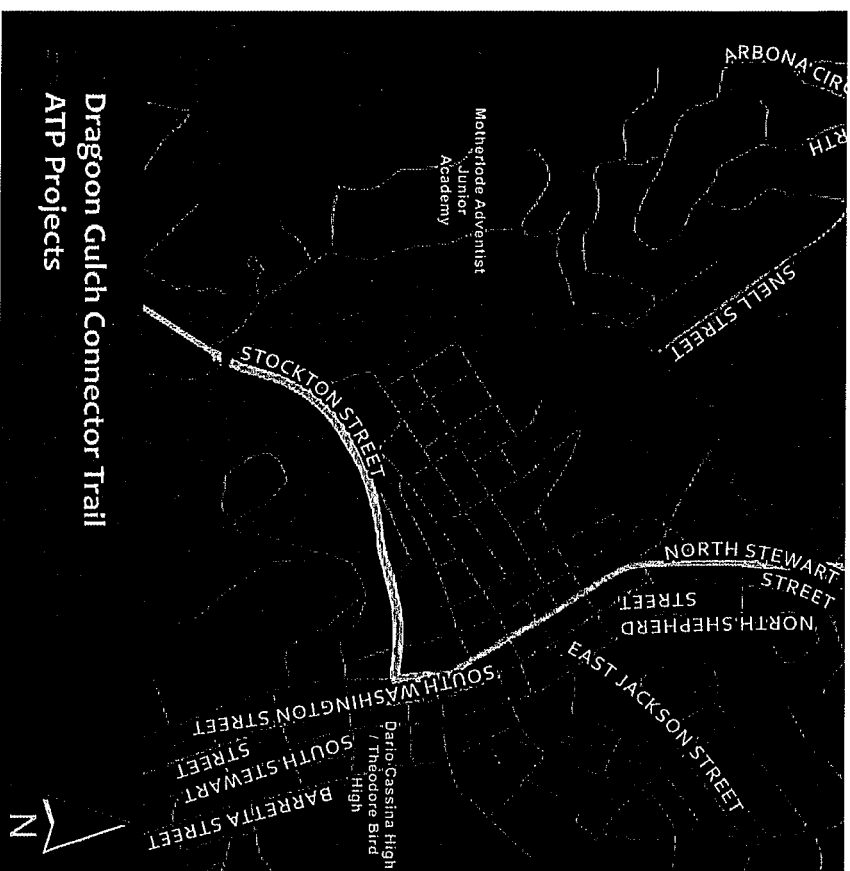
Project # of students that will walk/bike to school after project: 50

Percentage of students eligible for free or reduced meal programs: 41.5%

PART B – NARRATIVE QUESTIONS

3. Disadvantaged Communities

a. Map of Project Boundaries



b. Identification of Disadvantaged Community

Median Household Income

- Tuolumne County Census Tract 11 is not a DAC. Median household income is \$58,558 (2018 ACS). Census Tract 11, Census Block Group 4, which contains approximately half of the Dragon Gulch Trail, has a MHI of \$43,719, qualifying as a DAC. Block Group 3 contains a portion of the project area and has a MHI of \$58,269. Block Group 2 contains a portion of the project area and has a MHI of \$68,344.

- Sonora CDP Population: 4,822 (2018 ACS)

- Sonora CDP MHI: \$41,130 (2018 ACS)

(American Community Survey, 2014-2018)

c. Direct Benefit

How project closes gap, provides connection to or addresses a deficiency an ATP network or meets an important community need.

The project constructs pedestrian pathways to link Sonora Community Estates and other neighborhoods to the downtown commercial core and to various recreation trails, residential areas, fairgrounds, and Sonora High School. Filling this connectivity gap would provide non-motorized users options to access these destinations. The project also serves as a regional connection when paired with the proposed Sonora to Columbia Regional Trail and the Jamestown to Sonora Regional Trail.

How the disadvantaged community residents will have physical access to project

The low-income retirement community Sonora Community Estates is located adjacent to the project, on N Forest Road. Numerous other residences are located off of Calaveras Way and Snell Street, and can easily access the improvements from their homes.



d. Project Location

Is your project located within a disadvantaged community?

- Fully

e. Severity

- Auto-calculated

4. Potential for Increased Walking and Cycling

a. Statement of Project Need

The proposed Dragoon Gulch Connector Trail is comprised of two segments that are needed to connect the downtown core of Sonora and Sonora Union High School to residential neighborhoods and the fairgrounds along SR/49 southeast of the downtown core. The segment before the existing decomposed granite path along Woods Creek Drive is pedestrian unfriendly and can currently only be accessed by vehicle. There currently is no connection to Bonanza Rd. from the existing trail which dead-ends where a previous bridge was located. The second segment along Bonanza Rd. is currently without a sidewalk or any other type of pedestrian friendly services to access the Sonora Union High School. These new facilities would address the needs identified in the 2016 Tuolumne County RTP. nections.

b. Describe how will the project address the active transportation need.

Close gap? Creation of new routes? Remove barrier to mobility?

Number of gaps: 2 / total length of gaps:

The proposed Dragoon Gulch Connector Trail creates a new

route and closes gaps within the residential and commercial areas just outside of downtown Sonora. The proposed new route will provide safe pedestrian access from Sonora High School and downtown Sonora to surrounding residential neighborhoods and the fairgrounds.

Access across Woods Creek will remove the barrier from Bonanza Rd to the existing decomposed granite trail. Crosswalks will be installed across Bonanza Rd. at the access point to Sonora High school which will have advance warnings using LED flashing lights.

Describe how project links or connects existing routes to transportation related and community identified destinations where an increase in active transportation modes can be realized.

The project will provide connections between residential neighborhoods, the Sonora downtown core, Sonora High School, the fairgrounds, and Woods Creek Park. The project also serves as a regional active transportation connection when paired with the proposed Sonora to Columbia Regional Trail and the Jamestown to Sonora Regional Trail. Additionally, walking and biking paths have been proposed along Stockton Street, Racetrack Road, and SR 49 which would create broader non-motorized connections within Sonora.

5. Potential for Reducing # of Pedestrian Fatalities and Injuries

a. Description of project locations history of ped and bike collisions resulting in fatalities and injuries

Two pedestrians were hit and injured in the years of 2008 through 2018, as shown in the following map and table from TIMS. No other collisions were recorded in the project area during this time frame. However, it is useful to note the intensity of collisions along the SR

49 corridor shown in the TIMS heatmap, as the Dragoon Gulch Trail would provide a safe alternative route.

b. Safety Countermeasures

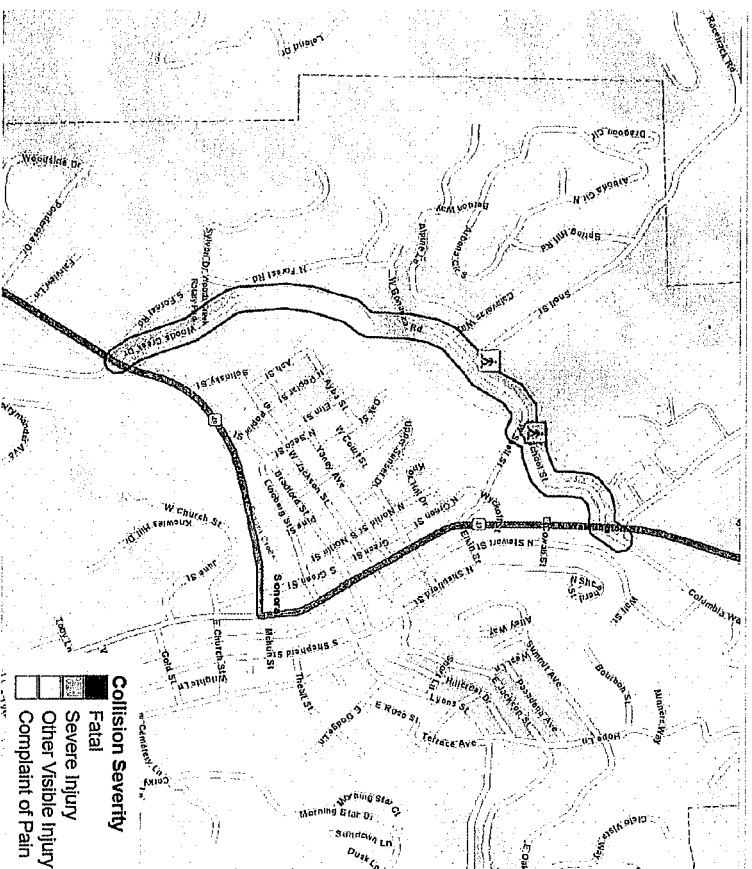
How will the project remedy the safety hazards?

- Speed reduction - No
- Improves sight distance - No
- Eliminates potential conflict pts

The Dragoon Gulch Trail would create an off-street pathway and crossings on low-traffic streets, avoiding the SR 49 corridor through downtown Sonora. The Washington Street downtown core has a high density of pedestrian and cyclist collisions, which could be reduced by diverting pedestrians and bicyclists to the new trail.

- Improves compliance - No
- Addresses inadequate vehicular traffic control – No
- Addresses inadequate or unsafe bicycle facilities, trails, crosswalks and/or sidewalks that are inadequate - Yes

Creating sidewalks or decomposed granite pathways with vertical curb will help create barriers to have physical separation between motorized and non-motorized users.



	Involved With	Fatal	Severe Injury	Visible Injury	Complaint of Pain	Total
Bicycle	0	0	0	0	0	0
Pedestrian	0	0	1	1	2	



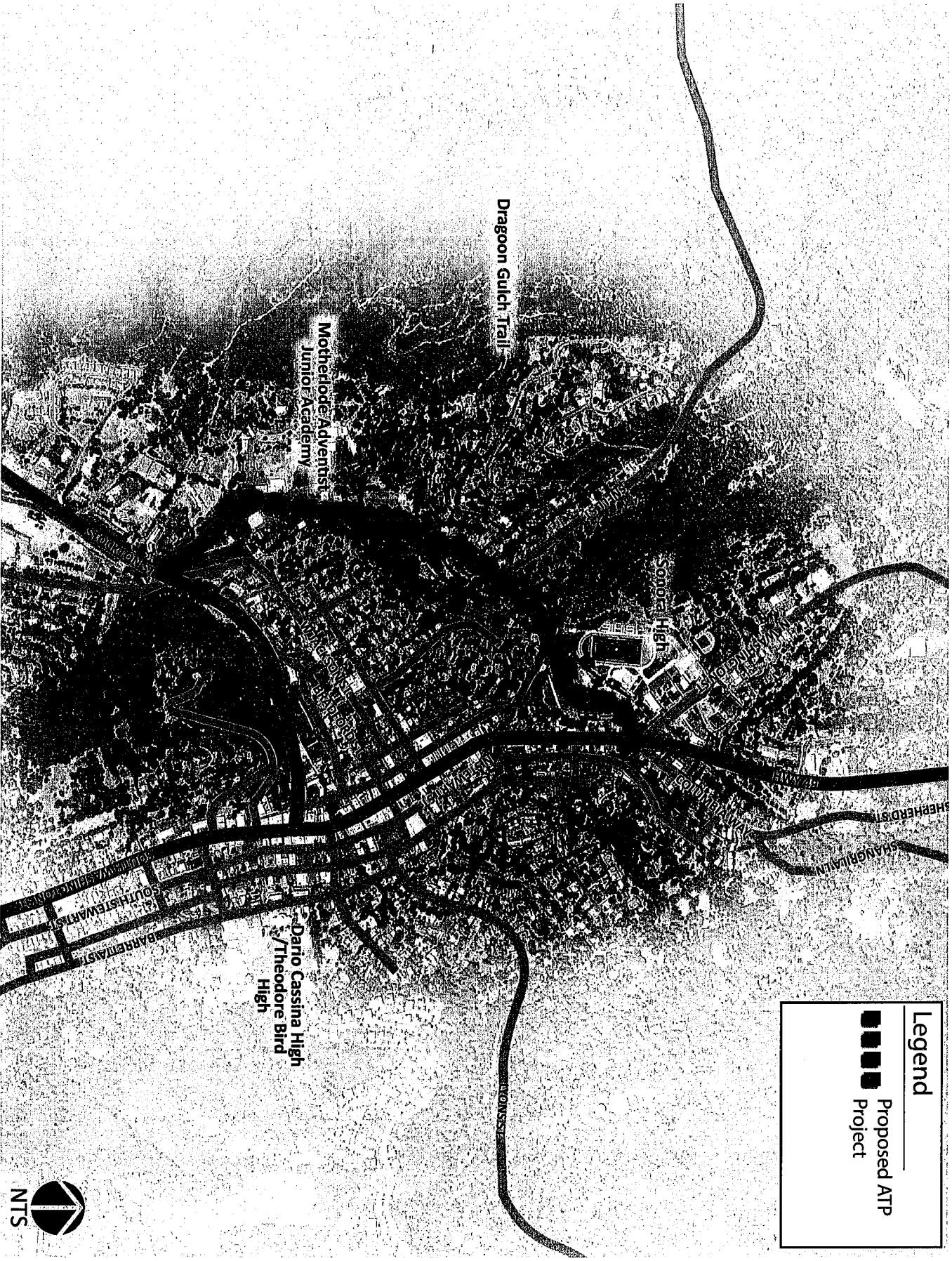
6. Public Participation

a. Described community based public participation

7. Scope and Plan

Consistency

8. Past Performance ATP Funded Projects





CITY OF SONORA
CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020
TO: CITY COUNCIL
FROM: MARY ROSE RUTIKANGA, CITY ADMINISTRATOR
SUBJECT: TEMPORARY OUTDOOR OPERATIONS PERMIT FOR CLOSURE OF
BRADFORD AVENUE

RECOMMENDATION:

Approve and authorize the City Administrator to execute a City of Sonora Temporary Outdoor Operations Permit to Type One Enterprises dba Sonora Brewing Company for closure of Bradford Avenue for use of outdoor restaurant seating due to COVID-19 physical distancing guidelines.

DISCUSSION:

On May 14, 2020 the City Council approved Urgency Ordinance 868 in response to the County of Tuolumne moving into Stage 2 with Attestation, which modified the Governor's Executive Order to allow for restaurants, wineries and breweries to serve food and beverages onsite.

The Urgency Ordinance permitted a framework for qualifying businesses to apply for a special temporary outdoor operations permit by submitting an application to the City Administrator. Any restaurant, winery, or brewery applying for a special temporary outdoor operations permit may, in connection with its application for a temporary outdoor operations permit, request a street closure or a reduction or a modification to the business parking space requirement to allow the serving of food or beverages outdoors.

The Urgency Ordinance gave authority to the City Administrator to consider any application submitted for a special temporary outdoor operations permit and approve or deny any application submitted.

On May 20, 2020, Type One Enterprises dba Sonora Brewing Company submitted an application requesting a temporary outdoor permit to close Bradford Avenue, between Washington and Green Streets, which is directly adjacent to the business for use of additional seating space. The business has a separate, approved permit to allowing for additional seating space on the sidewalk directly in front of the business.

Staff has extensively considered this request. The City understands the economic hardship businesses have endured during this COVID-19 emergency. Financial success for our businesses is a top priority for the City. However, Bradford Avenue is a very important cross street in the downtown area for emergency and first responder access. It also provides a bypass for southbound traffic on Washington Street for vehicles traveling to Oakdale. Closure of this street could increase congestion of Washington Street and add potential pedestrian safety issues. The Sonora City Engineer, Chief of Police and Fire Chief have submitted comments in regards to this request and those comments are attached to this item.

FISCAL IMPACT:

There is no financial impact identified yet. However, potential marking and monitoring of street closure could have minimal costs to implement.

ATTACHMENTS:

- Temporary Outdoor Operations Application
- Staff Comments:
 - City Engineer
 - Chief of Police
 - Fire Chief



City of Sonora Temporary Outdoor Operations Application & Permit

(Ord # 868)
Received By
MAY 20 2020
City of Sonora

A Temporary Outdoor Operations Permit is required and authorizes restaurants, wineries or breweries to operate outdoors and only in compliance with State and County guidelines. The City Administrator may approve an application and issue a temporary outdoor operations permit only if the restaurants, wineries, or breweries will comply with State and County reopening guidelines, and the public health and safety will not be threatened. This Application must be completed and approved before outdoor seating can be located on any City street, sidewalk or parking area.

ALL OUTDOOR SEATING AREAS SHALL BE SMOKE FREE

Permittee/Sponsoring Organization Information	
Permittee Business Name	Type One Enterprises dba Sonora Brewing Company
Business Contact Name	Thomas Silva
Street Address	28 S Washington Street
City, State, Zip Code	Sonora, CA. 95370
Day Phone # 209-532-1631	Evening Phone # 209-559-1319
Cell Phone # 209-559-1319	
E-Mail Address	laserking65@yahoo.com,
Location Information	
Address where outdoor seating will be located	
Date of Placement: 05/20/2020	Approximate duration: TBD
Briefly explain location of outdoor seating location and include photo or sketch of the area, including any parking spaces being utilized: Block off S Washington Street and S Green Street to utilize area in between on Bradford Street for outdoor seating.	
Public sidewalk <input type="checkbox"/>	Private Parking Lot <input type="checkbox"/>
If seating is placed in private parking lot applicant must provide proof of property owners permission	

Street Closure Request

If you are requesting the closure of a different street your event will have to be approved by the City Council at a regularly scheduled City Council Meeting. You or a representative must be in attendance at the meeting.

Street Name(s)

Bradford Street

Cross Streets:

Between S Washington & S Green

Between _____ & _____

Between _____ & _____

Parking Space Closure Request

Location(s):

*If more than one location is being requested
please indicate the activities planned in each
location*

Other/Additional Property Use Request

Location(s):

*If more than one location is being requested
please indicate the activities planned in each
location*

Alcoholic Beverages & Consumption

Alcohol is allowed to be served outdoors as long as it is accompanied with food and the appropriate ABC licensure requirements are followed.

I understand the rules and regulations for Alcoholic Beverages

Initials TS

Refer to Ordinance # 868 for Rules & Regulations for Temporary Outdoor Operations

Insurance Requirements

Permittee shall maintain general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than one million dollars (\$1,000,000) per occurrence, two million dollars (\$2,000,000) general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. Permittee's general liability policies shall be primary and non-contributory, and be endorsed using Insurance Services Office form CG 20 10 to provide that City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. If alcohol is being served or sold the Permittee shall also obtain Liquor Liability Insurance for an amount not less than \$1,000,000 per occurrence and \$1,000,000 in aggregate. The Certificate of Insurance and endorsement must be received by the City of Sonora prior to issuance of the Temporary Outdoor Operations Permit.

Indemnification/Hold Harmless Agreement

Permittee shall indemnify, defend, and hold harmless the City, its officers, employees, agents and volunteers ("City indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Permittee's performance of its obligations under this agreement or out of operations conducted by Permittee, except for such loss or damage arising from the sole negligence or willful misconduct of the City. In the event the City indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Permittee's performance of this agreement, the Permittee shall provide a defense to the City indemnitees, or at the City's option, reimburse the City indemnitees their costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.

I hereby certify that all of the information provided on this application is complete and accurate. I have read the Special Event Permit Application and fully understand the content including the Indemnification /Hold Harmless provisions. I do hereby certify that I am duly authorized to enter into this Agreement and that the activity fully meets the conditions set forth herein and I/we agree to observe all rules and procedures as stated.

Print Name Thomas Silva

Signature 

Date 05/20/2020

CITY APPROVAL OR DENIAL:

Conditions of Approval, if any:

City Administrator's Signature

Date

Mary Rose Axiak-Rutikanga

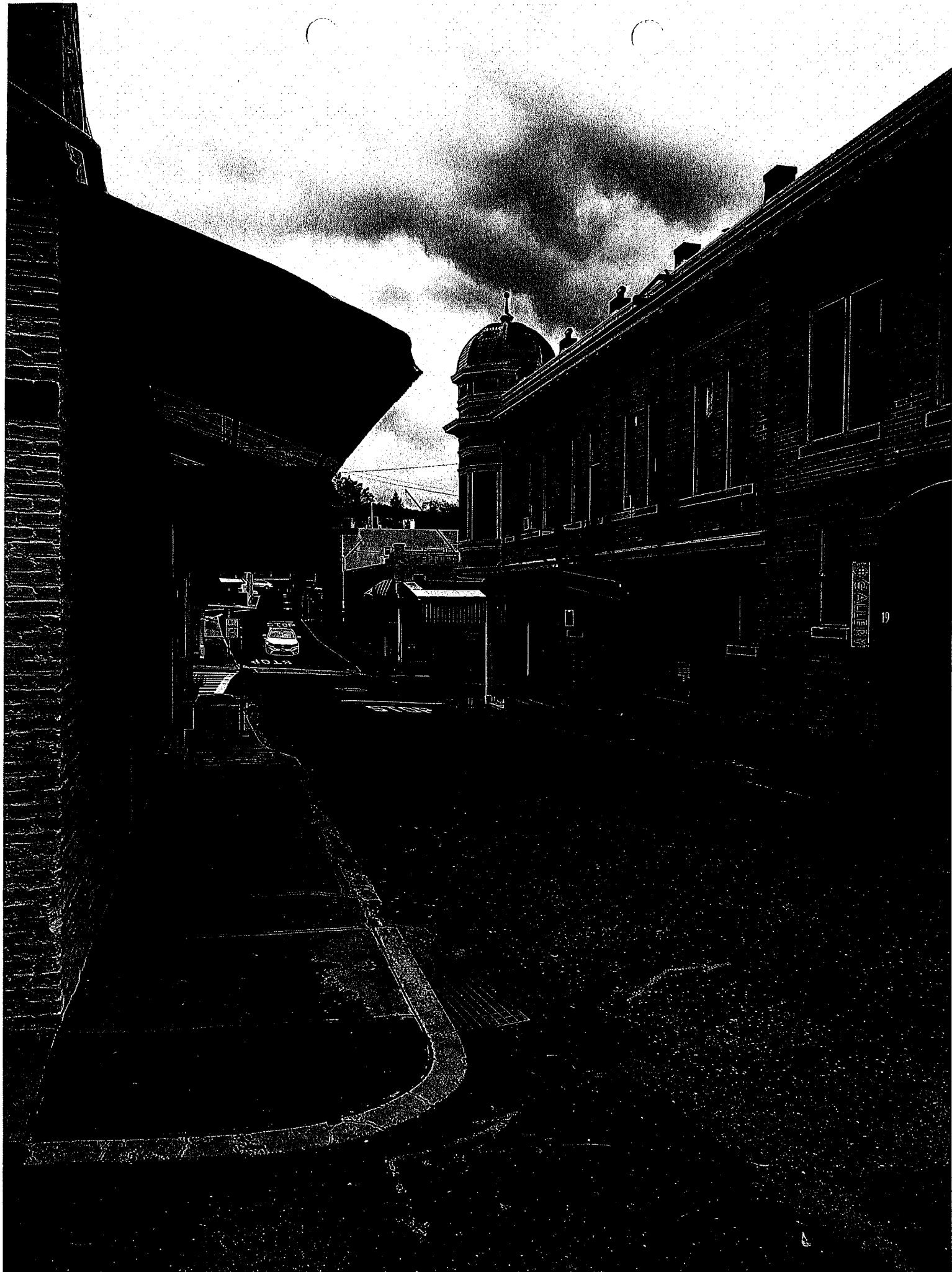
From: Thomas Silva <thomas@typeonetree.com>
Sent: Wednesday, May 27, 2020 1:55 PM
To: Mrutikanga@sonoraca.com
Subject: Bradford street closure

Hi Mary rose,

I was thinking just closing my section of Bradford street down like 6:00 pm on Fridays until 8:00 on Sundays. It would really help with our occupancy issue through this whole thing.. the sooner the better.. I spoke to the candy vault they love the idea. Let me know if you have any questions..

Thanks,

Thomas Silva
Sonora Brewing company
Type One Tree Service



Mary Rose Axiak-Rutikanga

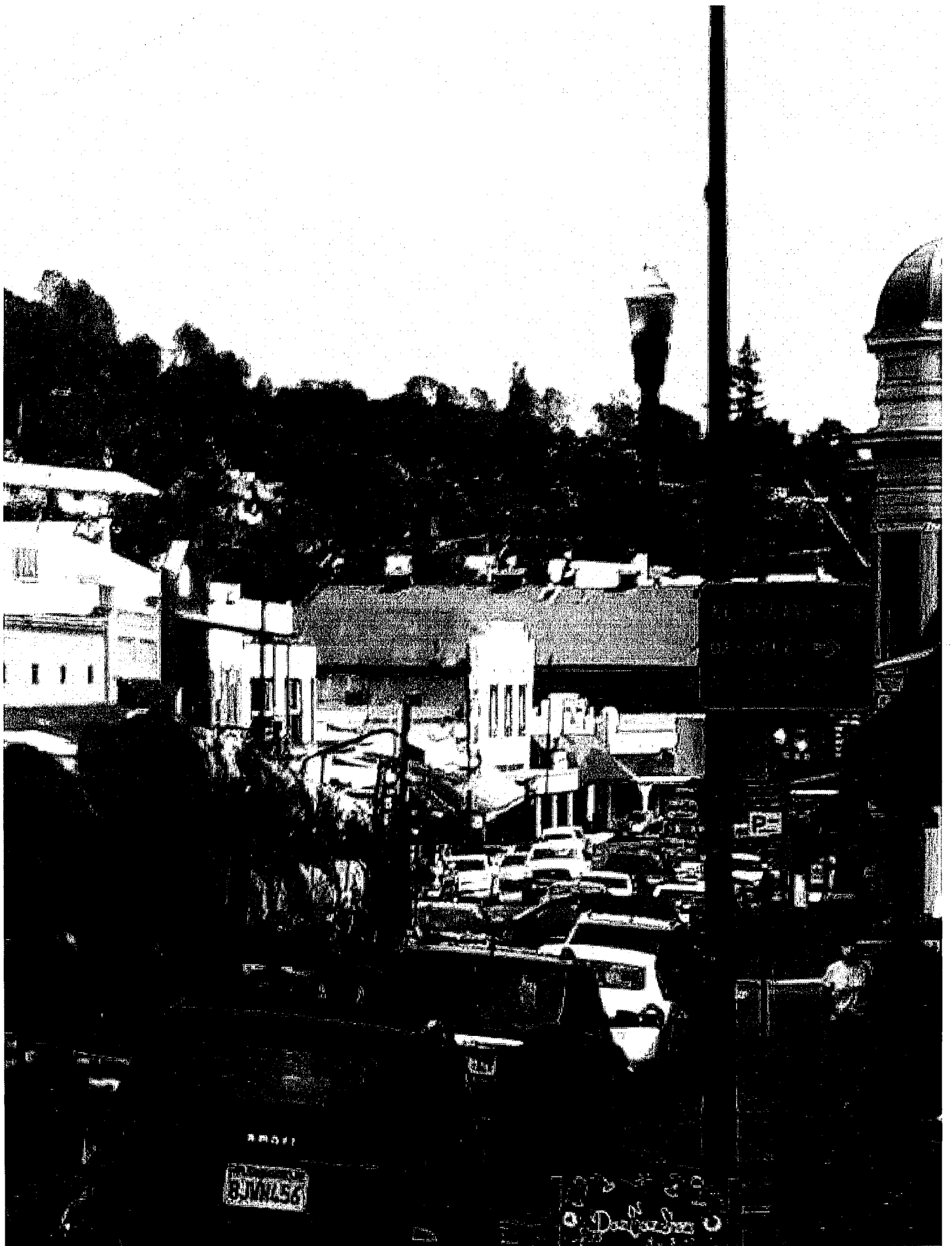
From: Gerard J. Fuccillo <gjfeng@sbcglobal.net>
Sent: Wednesday, June 10, 2020 5:48 PM
To: 'Mary Rose Axiak-Rutikanga'
Subject: Closure of Bradford Avenue between Washington Street and Green Street

Mary Rose,

Per your request, I have reviewed the Outdoor Operations Application of Sonora Brewing Company to close Bradford Avenue between Washington Street(Hwy 49) and Green Street. I would recommend that the closure of Bradford Avenue, as requested, be denied.

Bradford Avenue is an important cross street in the downtown area for emergency access (Fire, Police, Ambulance) which crosses Washington Street in an East/West direction. It happens to be the only two way through street crossing Washington Street between Elkin/Snell Street and Church Street. Closing the section of Bradford Avenue between Washington Street and Green Street will increase the congestion on Washington Street and divert traffic to Green Street. As Green Street is, more or less, a one lane two way street, the increased traffic will bring up traffic and a pedestrian safety issues.

It should also be noted that Bradford Avenue has long been a bypass for southbound traffic on Washington Street (Hwy 49) for automobiles heading for Oakdale. Attached is a photo of the nearly historic sign on a State Highway 49 directing automobiles to an Alternate Route to bypass the traffic signal at Stockton Street(Hwy 49):



This photo was taken from Jackson St looking south on Washington St toward Bradford Avenue on Wednesday afternoon, 6/10/2020. Note the traffic stack-up on Washington St. This State Highway sign has been at the location, I believe from the 70's.

In summary, if the City is considering the requested closure, it should be considered along with a Traffic Study similar to that done for the Linoberg Street closure, consultation with Caltrans, and a public review process.

Gerard J. Fuccillo (Jerry)
City Engineer
City of Sonora
209-532-1867



SONORA POLICE DEPARTMENT

100 South Green Street
Sonora, California 95370

Emergency 911
Business (209) 532-8143
Fax (209) 532-4845
Web-Site: www.sonorapd.com
Turu VanderWiel, Chief of Police
E-Mail: tvanderwiel@sonorapd.com

"Maintaining a Safe Community since 1851"

MEMORANDUM

TO: Mary Rose Rutikanga, City Administrator

FROM: Turu VanderWiel, Chief of Police

DATE: June 9th, 2020

RE: Bradford Street Closure Request From the Sonora Brewing Company.

I'll start by acknowledging that the Sonora brewing Company is among the local dining options I tend to favor, but that my input on this topic is based on public safety. To that, I will offer the following considerations.

Bradford Street has long been one of the primary east/west routes in the downtown business district. It's accommodating width and restricted parking allows for smooth traffic flow for those looking to avoid the Stockton Road/Washington Street intersection.

Based on its size and location, the Bradford Street/Washington Street intersection has long been an identified breakpoint during events for emergency vehicles to traverse east and west.

Closing Bradford may encourage more traffic to use South Green Street, which at most times, can only accommodate one vehicle at a time in either direction.

As an accommodating point, although the Bradford Street/Washington Street intersections are regularly used by Police response vehicles to navigate through the City, our vehicles are small enough to use alternate routes if need be.

I recognize the benefit this closure would provide during the COVID-19 restrictions on businesses. If the Council chooses to allow for the closing of Bradford Street, I would ask that a precedent isn't set for routine encroachment requests. I would also recommend, insist rather, that adequate signage, lighting, and other safety measures are put in place to warn Washington Street motorists of the closure. Drivers who regularly use that intersection, impaired or not, could be driving on "autopilot."

Mary Rose Axiak-Rutikanga

To: 'Mary Rose Axiak-Rutikanga'
Subject: FW: Closure of Bradford Avenue between Washington Street and Green Street

From: Aimee New [mailto:firechief@sonoraca.com]
Sent: Thursday, June 11, 2020 8:50 AM
To: 'Mary Rose Axiak-Rutikanga' <mrutikanga@sonoraca.com>
Subject: RE: Closure of Bradford Avenue between Washington Street and Green Street

Mary Rose,

Per your request, here are my comments on the Outdoor Operations application of the Sonora Brewing Company to close Bradford Street between Washington and Green streets. Based on the submitted application, I would recommend that the closure of Bradford Avenue, as requested, be denied. The application is incomplete. More information is needed to determine approval. There is no clear direction from the applicant on how the street would be closed, (what barriers would be placed to safely stop traffic) what signage and lighting would be in place to notify drivers that the street is closed and what lighting (and power source) would be provided by the applicant to provide a safe well-lit area for customers.

These are the concerns from the Fire Department and are not all inclusive of other departments that need to be contacted for input.

Chief New

**CITY COUNCIL OF THE CITY OF SONORA
STAFF REPORT**

MEETING DATE: JUNE 15, 2020

TO: CITY COUNCIL

FROM: DOUGLAS L. WHITE, CITY ATTORNEY

SUBJECT: AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONORA
REPEALING URGENCY ORDINANCE NO. 867 CONCERNING THE
OPERATION OF SHORT TERM RENTALS SUBJECT TO STATE AND COUNTY
GUIDELINES

RECOMMENDATION:

Motion to waive reading and introduction of Urgency Ordinance No. 870, reading by title only, waiving further reading, and adoption of an Urgency Ordinance of the City Council of the City of Sonora repealing Urgency Ordinance No. 867 concerning the operation of short term rentals subject to State and County guidelines.

BACKGROUND:

The COVID-19 pandemic endangers the public health, safety and general welfare of the residents of the City of Sonora (the "City"). To limit the spread of COVID-19, the State of California (the "State") and the County of Tuolumne (the "County") issued shelter in place orders ordering all residents to shelter in their place of residence and the closure of all non-essential businesses. The City of Sonora City Council (the "City Council"), in order to implement the State and County shelter in place orders and preserve essential resources and supplies, adopted Urgency Ordinance No. 867 to prohibit non-essential short term rentals for the duration of the COVID-19 emergency.

The State has issued an announcement authorizing county health officers, starting on June 12, 2020, to allow the reopening of hotels, lodging and short term rentals for leisure, subject to State guidelines, in counties certified to have low cases of COVID-19 and sufficient resources and supplies to limit the spread of COVID-19. As a result, on June 5, 2020, the County Health Officer announced that the County shelter in place order will be modified to allow the reopening of hotels, lodging and short term rentals for leisure, subject to State and County guidelines, which will take effect at midnight on June 12, 2020.

DISCUSSION:

The proposed ordinance (the "Ordinance") will repeal Urgency Ordinance No. 867 and allow the reopening of short term lodging facilities for leisure within the City, including hotels, motels, condominiums, campgrounds, single-family homes rented for short-term use, or other units. Short term lodging facilities will be subject to State and County guidelines, including industry-

specific guidelines to support a safe and clean environment for workers and customers.

FISCAL IMPACT

None.

ENVIRONMENTAL

The California Environmental Quality Act ("CEQA") requires environmental review only if a public agency action constitutes a "project." (Pub. Res. Code § 21065.) Adopting the Ordinance is not a "project," since it does not have the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Code Regs., tit. 14, § 15064, subd. (d).)

OPTIONS

The City Council's options regarding the Ordinance include:

1. Adopt the Ordinance;
2. Continue the item to a later meeting of the City Council and provide direction to staff for any changes; or
3. Reject the Ordinance entirely.

ATTACHMENTS

Ordinance

**THE CITY COUNCIL
OF THE CITY OF SONORA**

ORDINANCE NO. 870

**AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONORA REPEALING
URGENCY ORDINANCE NO. 867 CONCERNING THE OPERATION OF SHORT TERM RENTALS
SUBJECT TO STATE AND COUNTY GUIDELINES**

WHEREAS, a state of emergency has been declared by the State of California (the "State") and local emergencies have been declared in the County of Tuolumne (the "County") and in the City of Sonora (the "City") in response to the COVID-19 pandemic; and

WHEREAS, to limit the spread of COVID-19, the State and the County have issued shelter in place orders, ordering all residents to shelter in their place of residence and the closure of all non-essential businesses; and

WHEREAS, to implement the State and County shelter in place orders, and to preserve essential resources and supplies, the City of Sonora City Council (the "City Council") adopted Urgency Ordinance No. 867 to prohibit non-essential short term rentals for the duration of the COVID-19 emergency; and

WHEREAS, the State has announced that, starting on June 12, 2020, county health officers may authorize the reopening of hotels, lodging and short term rentals for leisure in counties certified to have low cases of COVID-19 and have sufficient resources and supplies to limit the spread of COVID-19, subject to State guidelines; and

WHEREAS, the County has been certified as having low cases of COVID-19 and having sufficient resources and supplies to limit the spread of COVID-19; and

WHEREAS, on June 5, 2020, the County Health Officer announced a modification of the County shelter in place order, to take effect at midnight on June 12, 2020, to allow the reopening of hotels, lodging and short term rentals for leisure, subject to State and County guidelines; and

WHEREAS, Government Code section 8634 authorizes, during a local emergency, the City Council, or officials designated thereby, to promulgate orders and regulations necessary to provide for the protection of life and property; and

WHEREAS, the City, pursuant to the police powers delegated to it by the State Constitution, has the authority to enact laws that promote the public health, safety, and general welfare of its residents; and

WHEREAS, pursuant to California Government Code section 36937, the City may adopt an urgency ordinance if it is for the immediate preservation of the public peace, health or safety.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SONORA ORDAINS AS FOLLOWS:

SECTION 1. REPEAL OF URGENCY ORDINANCE NO. 867.

Urgency Ordinance No. 867, adopted by the City Council on April 6, 2020, entitled, "An Urgency Ordinance of the City Council of the City of Sonora to Prohibit Non-Essential Short Term Rentals for the Duration of the COVID-19 State of Emergency" is repealed in its entirety.

SECTION 2. SHORT TERM RENTALS AUTHORIZED TO OPERATE SUBJECT TO STATE AND COUNTY GUIDELINES.

Short-term lodging facilities, including hotels, motels, condominiums, campgrounds, single-family homes rented for short-term use for leisure, or other units within the City are authorized to operate and open within the City, subject to State and County industry-specific guidelines for reopening.

SECTION 3. ENFORCEMENT.

A violation of this Ordinance shall be considered a violation of the Sonora Municipal Code and of any Urgency Ordinance passed by the City Council of the City of Sonora at any time during the local emergency declared in response to the COVID-19 pandemic, and such violation shall be subject to the same enforcement measures.

SECTION 4. TERM.

This Ordinance remains in full force and effect until the Governor ends the state of emergency in response to the COVID-19 outbreak or until the Ordinance is rescinded by the City Council, whichever occurs first.

SECTION 5. SEVERABILITY.

If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof and shall continue to be in full force and effect.

SECTION 6. URGENCY FINDING.

The City hereby finds, determines and declares that this Ordinance is necessary to the immediate preservation of the public peace, health or safety, because there is an urgent need to slow COVID-19 transmission as much as possible to protect the most vulnerable and to prevent the health care system from being overwhelmed. Therefore, the City further finds, determines and declares that this Ordinance takes effect immediately upon adoption pursuant to the authority conferred upon the City Council by California Government Code section 36937.

The foregoing Ordinance was introduced, adopted, approved and ordered published in full by a four-fifths vote at a meeting of the City Council of the City of Sonora, California, held on 15th of June, 2020, and said Ordinance was thereupon adopted by the following roll call vote.

AYES:

NOES:

EXCUSED:

ABSTAIN:

ATTEST:

APPROVED:

Colette Such
City Clerk, Pro Tem

Jim Garaventa
Mayor



CITY OF SONORA

CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020

TO: CITY COUNCIL

FROM: RACHELLE KELLOGG, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: LEAP GRANT APPLICATION

RECOMMENDATION:

Approve Resolution 06-15-2020-A, approving an application, and receipt of, LEAP Program Funds and authorize the City Administrator to execute the grant Application, the Standard Agreement, and all other grant documents and any amendments thereto.

DISCUSSION:

The Local Early Action Planning Grants Program (LEAP of Program) is part of the broader Program formerly known as the Local Government Planning Support Grants Program, which was established as part of the 2019-20 Budget Act. The Local Government Planning Support Grants Program provides one-time grant funding to regions and jurisdictions for technical assistance, preparation and adoption of planning documents, and process improvements. The over-arching goal of the Program is to accelerate housing production and facilitate compliance in implementing the sixth cycle of the regional housing need assessment. Eligible applicants are limited to local governments and applications are due on or before July 1, 2020.

Eligible activities under LEAP must demonstrate an increase in housing related planning activities and facilitate accelerated housing production. Allowable activities include the rezoning of properties and encouraging development by updating planning documents, zoning ordinances, and general plans.

The City will use LEAP funds in coordination with the City's funding allocation under the SB2 Planning Grant Program (PGP). Under the PGP, the City will be receiving \$160,000, to be used for a Municipal Code Web-Based Self-Codification Program, preparing Multi-Family and Mixed-Use Design Guidelines, and updating the General Plan including all CEQA review.

Under the LEAP Program the City of Sonora is eligible to receive up to \$65,000. Staff is proposing to allocate the funds to the following activities:

The 2017 legislative session included the enactment of 15 significant bills, many of which were intended to "streamline" local government approvals of housing projects.

In 2018 an additional 20 Housing Bills were enacted and in 2019 another 18 Housing Bills were signed into law by the Governor. Some of these bills related to local jurisdiction's Housing Elements and were addressed by Staff during the adoption of the 2019-2024 Housing Element. However many relate to the City's Zoning Ordinance, General Plan, and other planning documents all of which have not been updated to bring them into compliance. The LEAP funds will be used to cover all costs associated with a comprehensive review and update of the City's Zoning Ordinance, planning documents and other related Municipal Code Sections to bring them into compliance with new housing laws. It will also be used to evaluate planning documents and the General Plan/General Plan Map for inconsistency between these documents and correct any deficiencies. At the same time, Staff will review these documents for any requirements that may impede housing production within the City.

FISCAL IMPACT:

No fiscal impact to the General Fund.

ATTACHMENTS:

- 1) City Council Resolution #06-15-2020-A

Resolution Number: 06-15-2020-A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq., the State of California, Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program, (hereinafter referred to by the Department as the Local Early Action Planning Grants Program or LEAP); and

WHEREAS, the City Council of the City of Sonora desires to submit a LEAP grant application package ("Application"), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SONORA RESOLVES AS FOLLOWS:

SECTION 1. The City Administrator is hereby authorized and directed to apply for, execute, and submit to the Department the Application package; and

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the City Administrator of the City of Sonora is authorized to enter into, execute, and deliver on behalf of the City, a State of California Agreement (Standard Agreement) for the amount of \$65,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the City's obligations related thereto, and all amendments thereto; and

SECTION 3. The City shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application, and any and all accompanying documents, are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the City hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

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 June 2020, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Dated: June 15, 2020

James M. Garaventa, Mayor

ATTEST: _____
Colette Such, City Clerk Pro Tem



CITY OF SONORA
CITY COUNCIL AGENDA REPORT

DATE: June 15, 2020
TO: CITY COUNCIL
FROM: CHRIS GORSKY, ADMINISTRATIVE SERVICES DIRECTOR
SUBJECT: APPROVE RESOLUTION NO. 06-15-2020-B TO REVISE THE JOB DESCRIPTION FOR THE COMMUNITY SERVICES OFFICER POSITION

RECOMMENDATION:

Approve Resolution NO.06-15-2020-B revising the job description of the **Community Services Officer** Position Effective June 16, 2020.

DISCUSSION:

In May of 2020 the Community Service Officer position became vacant creating both the need and opportunity to review the duties assigned to this position to make sure we are operating as efficiently as possible.

FISCAL IMPACT:

No changes to the salary schedule for this position and No fiscal impact.

ATTACHMENTS:

1. Resolution

RESOLUTION No. 06-15-2020-B
A RESOLUTION OF THE SONORA CITY COUNCIL APPROVING THE REVISED
JOB DESCRIPTION FOR THE POSITION OF COMMUNITY SERVICES OFFICER
EFFECTIVE JUNE 16, 2020

WHEREAS, the duties of the Community Service Officer have evolved and the current Job description no longer completely reflects actual duties: and

WHEREAS, the City Council of the City of Sonora desires to revise the Job Description of Community Service Officer to provide greater efficiencies within the Police Department; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonora does hereby approve the revised job description for the following positions:

Community Services Officer

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 June 2020, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

James M. Garaventa, Mayor

ATTEST: _____
Colette Such, City Clerk Pro-Tem

CITY OF SONORA
JOB DESCRIPTION

Adopted 12-04-2000/Amended 09-06-2005/Amended 09-02-2014

COMMUNITY SERVICE OFFICER

DEFINITION

Under general supervision from sworn and non-sworn police supervisory staff, performs a wide variety of non-sworn field and office law enforcement tasks.

DISTINGUISHING CHARACTERISTICS

This is a non-sworn, uniformed classification, responsible for taking reports; investigating non-injury traffic accidents; collecting and processing property and evidence; operating and maintaining the property/evidence room, photography, fingerprinting, crime prevention education, ~~coordinating Neighborhood Watch groups and activities~~, coordinating youth-related functions ~~such as the Children's Faire~~, interacting with the public, ~~including the making of various types of presentations~~, parking enforcement, traffic control, abandoned vehicle abatement, City code enforcement, animal control services, providing general support to Police Department staff, if so assigned, conducting thorough and objective background investigations of applicants to determine employment suitability, relief dispatching and other duties as assigned, not requiring sworn officer status.

ESSENTIAL JOB FUNCTIONS

Depending on assignment duties may include, but are not limited to the following:

- Patrols the City in a radio-equipped vehicle; answers calls for the non-hazardous incidences.
- Collects, receives, identifies, processes and stores evidence and property according to prescribed procedures; and prepares reports related to incidences.
- Interviews and/or photographs victims, complainants, and witnesses either in the field or in the office; gathers and preserves evidence for non-hazardous police reports by photographing/videotaping crime scenes, evidence and property.
- Processes crime scenes and evidence for fingerprints and other physical evidence; analyzes evidence and fingerprints.
- Fingerprints suspects, registrants, and applicants using the Live-Scan Fingerprint processing system.
- Answers questions from the public regarding police services; responds to inquiries regarding laws, City ordinances, and vehicle codes.
- Contacts the public to take a variety of reports, such as, but not limited to, lost/found property, animal related, non-injury traffic accidents, City code related, parking related, vandalism, and other non-violent crimes.
- Transports seized evidence and stolen and/or found property.

- Maintains contact with citizens regarding potential enforcement problems and preserves good relationships with the public.
- ~~Develops and implements a wide variety of crime prevention programs.~~
- ~~Organizes community members to participate in citywide programs.~~
- Contacts and cooperates with other law enforcement personnel in matters relating to providing police services.
- Serves as court and District Attorney liaison, assembles reports, maintains files, subpoenas, citations, logs, permits, and a variety of other documents; submits information to other agencies and departments as necessary.
- Processes court papers and serves subpoenas.
- Testifies in court.
- Enforces animal related law violations and regulations, including investigating complaints regarding animal welfare and nuisance, stray, uncontrolled, dangerous, wild, or diseased animals and dog bite.
- Explains local laws, codes, the filing of complaints, and ordinances relating to the care and control of animals and issues citations for violations of applicable regulations.
- Captures wild, stray, and unlicensed animals for impounding.
- Removes dead animals from public and private property and arranges for disposal.
- Transports injured animals to emergency veterinary facilities.
- ~~Destroys dangerous or grossly injured animals in the field and or arranges for destruction.~~
- Arranges for the transport and disposal of dead animals.
- Patrols City streets and roadways enforcing non-moving vehicle law violations and regulations, including the towing of abandoned vehicles, towing of vehicles found in violation of City parking ordinances and vehicle code offenses, removal of hazards, and issues parking citations.
- Chalk marks vehicle tires and issues citations for overtime and illegal parking.
- Signs off on traffic citations if "proof of correction" is provided.
- Directs and controls pedestrian and vehicular traffic at emergencies, special events, and other congested traffic situations.
- Conducts vehicle identification and registration inspections and corrections.
- Prepares reports on traffic violations, vehicle abatements, vehicle collisions, and other case reports.
- Observes and reports hazardous conditions, obstructions to traffic, and other emergencies.
- Learns, interprets and applies applicable laws, codes and regulations.
- Patrols City streets and roadways enforcing City code laws and regulations, including zoning, and issuing citations.
- Performs relief-dispatching duties, including, but not limited to, answering 911 emergency and non-emergency telephone calls.
- Enters and retrieves data from a variety of automated systems (e.g., CLETS, CAD/Records, etc.) following established formats; gathers information from these resources to complete and process various routine forms, records, statistical reports and applications; contacts individuals to obtain additional information as needed.

- Conducts thorough and complete background investigations according to department policies, applicable laws, and procedural requirements; reviews applications/personal history statements (and other documents, as required to determine suitability) for completeness and directs applicants to provide additional information if needed; obtains proper information release documents.
- Contacts and conducts investigative interviews of applicants, applicant personal references and applicant employment references; develops and pursues lines of inquiry.
- Gathers, verifies, and analyzes personal, professional, credit/financial, and educational documents; contacts other agencies, governments, and professional organizations to obtain and verify information.
- Prepares letters, reports and written summary of findings; analyzes investigation results and draws logical and objective conclusions; confers with hiring managers; makes recommendations regarding suitability for employment.
- Maintains records related to work performed.
- Performs other duties as assigned or required.

QUALIFICATIONS

Knowledge of:

- Basic principles, procedures and terminology used in law enforcement, animal control services, parking control, dispatch, and crime prevention.
- Basic interviewing methods and techniques.
- Knowledge of safe handling and care of animals.
- Modern office procedures and methods, including telephone answering and receptionist techniques, computer keyboard operation and CLETS.
- Correct English language usage, including spelling, grammar, and punctuation.
- Safe working practices.
- Techniques for effective interpersonal communications and conflict resolution.

Ability to:

- Learn, understand, interpret and apply pertinent laws, ordinances, and policies and procedures.
- Operate City vehicles, radios, and other specialized tools and equipment related to the duties being performed, such as cameras, a police radio, evidence kits, traffic control equipment, etc.
- Write citations.
- Identify, abate and remove abandoned vehicles.
- Develop, coordinate, implement and promote a variety of crime prevention programs and projects.
- Prepare and present educational, public information and related programs and presentations.
- Learn to operate the police department's computerized systems, including CLETS, Records Management, Computer Aided Dispatch and Office type programs.
- Answer police emergency telephone lines.
- Learn the criteria that determines an emergency or non-emergency.

- Observe accurately and remember faces, numbers, incidents, and locations.
- Gather information, prepare and maintain accurate and grammatically correct written reports and records and follow directions given by supervisory staff.
- Read maps and learn the City's geography.
- Handle, capture, and control animals humanely and effectively under stressful or emergency conditions.
- Assess animal behavior and make effective decisions regarding the handling, capturing, and destruction of animals.
- Exercise sound, independent judgment in decision making, within general policy guidelines.
- Think logically and act quickly, with ability to judge situations and people accurately.
- Deal with the public firmly, courteously and tactfully; be able to diffuse angry people and mediate conflict.
- Establish and maintain effective, cooperative working relationships with those contacted in the course of required duties.
- Communicate clearly, accurately, and concisely, both orally and in writing; understand and follow oral and written instructions.
- Remain calm and make rapid and sound independent judgements under stressful or emergency situations.
- Maintain confidentiality of information.

Education/Experience:

Any combination of education, experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

- Graduation from an accredited high school or possession of a GED.
- For Background Investigation duties, completion, or ability to complete, of a Peace Officers Standards and Training POST approved Background Investigator course preferred.

Additional Desirable Education/Experience:

- ~~Supplemental specialized training in criminology, police science or a related field.~~
- Some college course work.
- Some clerical or civilian law enforcement experience, including public contact.

Special Requirements:

- Must possess a valid Class C California Driver's License and have a good driving record.
- Must be able to work irregular hours, shift work, weekends, holidays, and overtime, as necessary. This includes being able to respond to emergency calls on a 24-hour basis.

WORKING CONDITIONS

Environmental Conditions

Depending on the specific assignment, the environmental conditions can consist of working:

- Outside in all types of weather conditions and during any shift, including occasional exposure to toxic or caustic chemicals.
- Outdoors traveling from site to site, either in a vehicle or on foot.
- Office environment.

Frequency of exposure to these environmental conditions depends on specific assignments.

Physical Conditions

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Depending on the specific assignment, the physical conditions can consist of:

- Frequent driving, walking, sitting, standing, talking and hearing.
- Frequent operation of a data entry device, writing, repetitive motion.
- Sustained posture in a seated position for prolonged periods of time while sitting in a chair or operating a vehicle.
- Frequent use of various communication devices, such as telephones, headsets, radios, etc.
- Frequent hearing of normal speech, hearing/talking on the telephone, talking in person.
- Constant decision-making, concentration, and public contact, public speaking, dealing with emergency situations.
- Occasional climbing or balancing, stooping, kneeling, crouching or crawling, pushing, pulling, bending, squatting, reaching, grasping.
- Occasional lifting and/or moving of up to 75-pounds of weight.
- Occasional exposure to dangerous persons, animals, firearms and noise.
- Specific vision abilities required by this classification include close vision, color vision, and the ability to adjust.

Frequency of physical conditions depends on specific assignments.

For duties pertaining to the Essential Job Function: *Performs relief dispatching duties, including, but not limited to, answering 911 emergency and non-emergency telephone calls*, refer to the City of Sonora Job Description for Police Clerk/Dispatcher.

For duties pertaining to the Essential Job Function: *Conducting thorough and objective background investigations of applicants to determine employment suitability* refer to the City of Sonora Job Description for Background Investigator.

COMMUNITY SERVICE OFFICER

DEFINITION

Under general supervision from sworn and non-sworn police supervisory staff, performs a wide variety of non-sworn field and office law enforcement tasks.

DISTINGUISHING CHARACTERISTICS

This is a non-sworn, uniformed classification, responsible for taking reports; investigating non-injury traffic accidents; collecting and processing property and evidence; operating and maintaining the property/evidence room, photography, fingerprinting, crime prevention education, coordinating youth-related functions, interacting with the public, parking enforcement, traffic control, abandoned vehicle abatement, City code enforcement, animal control services, providing general support to Police Department staff, if so assigned, conducting thorough and objective background investigations of applicants to determine employment suitability, relief dispatching and other duties as assigned, not requiring sworn officer status.

ESSENTIAL JOB FUNCTIONS

Depending on assignment, duties may include, but are not limited to the following:

- Patrols the City in a radio-equipped vehicle; answers calls for the non-hazardous incidences.
- Collects, receives, identifies, processes and stores evidence and property according to prescribed procedures; and prepares reports related to incidences.
- Interviews and/or photographs victims, complainants, and witnesses either in the field or in the office; gathers and preserves evidence for non-hazardous police reports by photographing/videotaping crime scenes, evidence and property.
- Processes crime scenes and evidence for fingerprints and other physical evidence; analyzes evidence and fingerprints.
- Fingerprints suspects, registrants, and applicants using the Live-Scan Fingerprint processing system.
- Answers questions from the public regarding police services; responds to inquiries regarding laws, City ordinances, and vehicle codes.
- Contacts the public to take a variety of reports, such as, but not limited to, lost/found property, animal related, non-injury traffic accidents, City code related, parking related, vandalism, and other non-violent crimes.
- Transports seized evidence and stolen and/or found property.

- Maintains contact with citizens regarding potential enforcement problems and preserves good relationships with the public.
- Contacts and cooperates with other law enforcement personnel in matters relating to providing police services.
- Serves as court and District Attorney liaison, assembles reports, maintains files, subpoenas, citations, logs, permits, and a variety of other documents; submits information to other agencies and departments as necessary.
- Processes court papers and serves subpoenas.
- Testifies in court.
- Enforces animal related law violations and regulations, including investigating complaints regarding animal welfare and nuisance, stray, uncontrolled, dangerous, wild, or diseased animals and dog bite.
- Explains local laws, codes, the filing of complaints, and ordinances relating to the care and control of animals and issues citations for violations of applicable regulations.
- Captures wild, stray, and unlicensed animals for impounding.
- Removes dead animals from public and private property and arranges for disposal.
- Transports injured animals to emergency veterinary facilities.
- Arranges for the transport and disposal of dead animals.
- Patrols City streets and roadways enforcing non-moving vehicle law violations and regulations, including the towing of abandoned vehicles, towing of vehicles found in violation of City parking ordinances and vehicle code offenses, removal of hazards, and issues parking citations.
- Chalk marks vehicle tires and issues citations for overtime and illegal parking.
- Signs off on traffic citations if "proof of correction" is provided.
- Directs and controls pedestrian and vehicular traffic at emergencies, special events, and other congested traffic situations.
- Conducts vehicle identification and registration inspections and corrections.
- Prepares reports on traffic violations, vehicle abatements, vehicle collisions, and other case reports.
- Observes and reports hazardous conditions, obstructions to traffic, and other emergencies.
- Learns, interprets and applies applicable laws, codes and regulations.
- Patrols City streets and roadways enforcing City code laws and regulations, including zoning, and issuing citations.
- Performs relief-dispatching duties, including, but not limited to, answering 911 emergency and non-emergency telephone calls.
- Enters and retrieves data from a variety of automated systems (e.g., CLETS, CAD/Records, etc.) following established formats; gathers information from these resources to complete and process various routine forms, records, statistical reports and applications; contacts individuals to obtain additional information as needed.
- Conducts thorough and complete background investigations according to department policies, applicable laws, and procedural requirements; reviews applications/personal history statements (and other documents, as required to determine suitability) for completeness and directs applicants to provide additional information if needed; obtains proper information release documents.

- Contacts and conducts investigative interviews of applicants, applicant personal references and applicant employment references; develops and pursues lines of inquiry.
- Gathers, verifies, and analyzes personal, professional, credit/financial, and educational documents; contacts other agencies, governments, and professional organizations to obtain and verify information.
- Prepares letters, reports and written summary of findings; analyzes investigation results and draws logical and objective conclusions; confers with hiring managers; makes recommendations regarding suitability for employment.
- Maintains records related to work performed.
- Performs other duties as assigned or required.

QUALIFICATIONS

Knowledge of:

- Modern office procedures and methods, including telephone answering and receptionist techniques, computer keyboard operation and CLETS.
- Correct English language usage, including spelling, grammar, and punctuation.
- Safe working practices.
- Techniques for effective interpersonal communications and conflict resolution.

Ability to:

- Learn basic principles, procedures and terminology used in law enforcement, animal control services, parking control, dispatch, and crime prevention.
- Learn basic interviewing methods and techniques.
- Gain knowledge of safe handling and care of animals.
- Learn, understand, interpret and apply pertinent laws, ordinances, and policies and procedures.
- Operate City vehicles, radios, and other specialized tools and equipment related to the duties being performed, such as cameras, a police radio, evidence kits, traffic control equipment, etc.
- Write citations.
- Identify, abate and remove abandoned vehicles.
- Develop, coordinate, implement and promote a variety of crime prevention programs and projects.
- Prepare and present educational, public information and related programs and presentations.
- Learn to operate the police department's computerized systems, including CLETS, Records Management, Computer Aided Dispatch and Office type programs.
- Answer police emergency telephone lines.
- Learn the criteria that determines an emergency or non-emergency.
- Observe accurately and remember faces, numbers, incidents, and locations.
- Gather information, prepare and maintain accurate and grammatically correct written reports and records and follow directions given by supervisory staff.
- Read maps and learn the City's geography.

- Handle, capture, and control animals humanely and effectively under stressful or emergency conditions.
- Assess animal behavior and make effective decisions regarding the handling, capturing, and destruction of animals.
- Exercise sound, independent judgment in decision making, within general policy guidelines.
- Think logically and act quickly, with ability to judge situations and people accurately.
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Education/Experience:

Any combination of education, experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

- Graduation from an accredited high school or possession of a GED.
- For Background Investigation duties, completion, or ability to complete, a Peace Officers Standards and Training POST approved Background Investigator course preferred.

Additional Desirable Education/Experience:

- Some college course work.
- Some clerical or civilian law enforcement experience, including public contact.

Special Requirements:

- Must possess a valid Class C California Driver's License and have a good driving record.
- Must be able to work irregular hours, shift work, weekends, holidays, and overtime, as necessary. This includes being able to respond to emergency calls on a 24-hour basis.

WORKING CONDITIONS

Environmental Conditions

Depending on the specific assignment, the environmental conditions can consist of working:

- Outside in all types of weather conditions and during any shift, including occasional exposure to toxic or caustic chemicals.
- Outdoors traveling from site to site, either in a vehicle or on foot.
- Office environment.

Frequency of exposure to these environmental conditions depends on specific assignments.

Physical Conditions

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- Frequent use of various communication devices, such as telephones, headsets, radios, etc.
- Frequent hearing of normal speech, hearing/talking on the telephone, talking in person.
- Constant decision-making, concentration, and public contact, public speaking, dealing with emergency situations.
- Occasional climbing or balancing, stooping, kneeling, crouching or crawling, pushing, pulling, bending, squatting, reaching, grasping.
- Occasional lifting and/or moving of up to 75-pounds of weight.
- Occasional exposure to dangerous persons, animals, firearms and noise.
- Specific vision abilities required by this classification include close vision, color vision, and the ability to adjust.

Frequency of physical conditions depends on specific assignments.

For duties pertaining to the Essential Job Function: *Performs relief dispatching duties, including, but not limited to, answering 911 emergency and non-emergency telephone calls*, refer to the City of Sonora Job Description for Police Clerk/Dispatcher.

For duties pertaining to the Essential Job Function: *Conducting thorough and objective background investigations of applicants to determine employment suitability* refer to the City of Sonora Job Description for Background Investigator.



CITY OF SONORA
CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2020
TO: CITY COUNCIL
FROM: RACHELLE KELLOGG, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: PLANNING COMMISSION APPOINTMENT

RECOMMENDATION:

- 1) Approve the Mayor's appointment of City resident Peter M. Ghiorso to serve as a Planning Commissioner on the City of Sonora Planning Commission.

DISCUSSION:

On July 1, 2020, the term of Commissioner Gary Anderson will expire. Gary has served on the Planning Commission since September 2, 2014 following the resignation of Commissioner George Segarini. Gary decided that he had put in his time and decided not to seek reappointment to the Planning Commission. Each Planning Commissioner serves a 4-year term. Notice of the pending vacancy was published in the Union Democrat on May 12, 2020. Those interested in serving on the Planning Commission were instructed to submit an Application by June 10, 2020. The Mayor received applications from Peter M. Ghiorso, Bess Levine, and Hank Russell.

Based upon the information provided by the applicant, City Staff recommends that the Mayor exercise his prescribed duties, with approval from City Council Members, to make the abovementioned appointment to the City of Sonora Planning Commission, effective July 1, 2020.

FISCAL IMPACT:

No fiscal impact to the General Fund.

ATTACHMENTS:

- 1) Commission Appointment Application – Peter M. Ghiorso
- 2) Commission Appointment Application – Bess Levine
- 3) Commission Appointment Application – Hank Russell

CITY OF SONORA

APPLICATION FOR COMMISSION/COMMITTEE APPOINTMENT

94 North Washington Street
Sonora, CA 95370
(209) 532-3508

Position Applying For: SONORA PLANNING
COMMISSION

Name: Peter M. Ghiorso

Residence Street Address: 170 Summit Ave

How long have you lived in the City of Sonora? 82 Years

Occupation: Retired Pharmacist

Do you have an existing City Business? Yes X No

If yes, Business Name: _____

Address: _____

Telephone #: Cell 780-773-5853 Residence 780-773-5853

Business _____ Fax _____

List any community organizations in which you have been or are currently involved with:

10+ YEARS SONORA Elementary Board, Grand Jury, ^{former} chairman - History
And Landmarks Committee - TCHS, current Board member - TCHS
current member 7-11 committee for DAME & property, member
Patent & Family Advisory Council - Adventist Health 2018-P.

Briefly describe the qualifications you possess which you feel would be an asset to the

Commission/Committee for which you are applying: BA - Stanford, PharmD

University of Southern Calif, USAR Veteran, Life community
College of Calif credential - Health & physical care services,
Retired pharmacist 32 years - 11 years as phcy Director of
SONORA community Hospital. many years experience with
TCHS. SONORA Resident for 80+ years. Ability to
understand the dynamics & workings of a Board of
An organization. I believe in the skills needed to serve.

- 1) Listening
- 2) Having knowledge of community issues
- 3) Being Fair & open minded
- 4) Being prepared
5. Ability to communicate
6. Analytical Ability
7. Relevant Experience

Briefly explain why you would like to serve on the Commission/Committee: due to the
CU-19 situation - some may be at A/C VRS Roads - 40% of
Tulame residents are over 65 - 39% of city dwellers
are moving to less densely populated areas - I feel that
I can contribute to help find solutions - I spent several years
in Colorado so am knowledgeable about cannibis - my
historical society background will give me the knowledge to
maintain the historical ambience of sonoma. I will try
to help create solutions to our homelss problem.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to this position. I understand that if I am appointed to a Commission where a Statement of Economic Interests Form 700 is required by State Law or Council Policy, I shall comply within thirty (30) calendar days of assuming office.

I hereby consent that this document is considered a public record and will be available to the public for review.

Steven Glenn Pham
Applicant's Signature

5-18-2020
Date

Applications must be submitted as required under the Public Notice advertising the vacancy on or before the required submittal date.

CITY OF SONORA

APPLICATION FOR COMMISSION/COMMITTEE APPOINTMENT

94 North Washington Street
Sonora, CA 95370
(209) 532-3508

Position Applying For: Planning Commission

Name: Bess Levine

Residence Street Address: 92 North Shepherd St.

How long have you lived in the City of Sonora? 24 years

Occupation: Student/retail

Do you have an existing City Business? ☐ Yes ☒ No

If yes, Business Name: _____

Address: _____

Telephone #: Cell 209-352-3741 Residence _____

Business _____ Fax _____

List any community organizations in which you have been or are currently involved with:

I was involved in the decent program at Columbia State Park when I was in high school. I am eager to get involved more with community organization

Briefly describe the qualifications you possess which you feel would be an asset to the

Commission/Committee for which you are applying: For years I have been interested in art, architecture, history, and the way these elements come together to create design. I studied human perception of visualizations at the collegiate level for a year. I have helped my mom develop design ideas for our businesses Servente's Saloon and Tar Flat Antiques. I believe I could offer a refined eye for recognizing design elements that correspond with downtown Sonora's visual theme. I believe that I could bring a modern take on historic visual elements while keeping the traditional sense of our town in mind

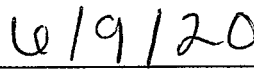
Briefly explain why you would like to serve on the Commission/Committee: Because I live and work downtown I get to walk these streets everyday, and admire the beauty of our town. As Sonora grows and changes I would love to be a part of what makes Sonora a wonderful place to live. I would be honored to help represent my generation in Sonora by helping to make decisions about the visual design of our town.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to this position. I understand that if I am appointed to a Commission where a Statement of Economic Interests Form 700 is required by State Law or Council Policy, I shall comply within thirty (30) calendar days of assuming office.

I hereby consent that this document is considered a public record and will be available to the public for review.



Applicant's Signature



Date

Applications must be submitted as required under the Public Notice advertising the vacancy on or before the required submittal date.

CITY OF SONORA

APPLICATION FOR COMMISSION/COMMITTEE APPOINTMENT

94 North Washington Street
Sonora, CA 95370
(209) 532-3508

Position Applying For: PLANNING COMMISSION

Name: HANK RUSSELL

Residence Street Address: 296 LYONS ST.

How long have you lived in the City of Sonora? 22 yrs.

Occupation: RETIRED

Do you have an existing City Business? ☐ Yes ☒ No

If yes, Business Name: _____

Address: _____

Telephone #: Cell 209-743-0034

Residence 533-8860

Business _____

Fax _____

533-1403

List any community organizations in which you have been or are currently involved with:

TCRC, TCTC, CITY COUNCIL

Briefly describe the qualifications you possess which you feel would be an asset to the

Commission/Committee for which you are applying: TWO TERMS AS MAYOR,


MBA. WORKED ON GENERAL PLAN REVISION.

Briefly explain why you would like to serve on the Commission/Committee: _____

I WOULD LIKE TO CONTINUE MY INVOLVEMENT WITH
THE CITY AND ITS STAFF.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to this position. I understand that if I am appointed to a Commission where a Statement of Economic Interests Form 700 is required by State Law or Council Policy, I shall comply within thirty (30) calendar days of assuming office.

I hereby consent that this document is considered a public record and will be available to the public for review.


Applicant's Signature

5-12-20
Date

Applications must be submitted as required under the Public Notice advertising the vacancy on or before the required submittal date.



City of Sonora

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

MEMORANDUM

Date: June 9, 2020
To: Honorable Mayor & Council Members
From: Rachelle Kellogg, Community Development Director
Subject: Staff Report for May 2020

The following highlighted projects were undertaken by the Community Development Department:

LEAP GRANT – Following consultation with program staff from the Department of Housing and Community Development. City staff began preparation of a grant application under the Local Early Action Planning Grant Program. The City is eligible to receive \$65,000 under the program. Funding is to be used for planning documents and process improvements that accelerate housing production and facilitate compliance with State housing laws.

DRAGOON GULCH TRAIL – Vegetation debris clean up and burning occurred during the month along the Summit Trail. The vegetation was originally cut by Baseline Crews during the winter months and staff wanted to remove it prior to going into the dry season. This will conclude vegetation/brush clearing along the trail until rain begins in the fall.

GENERATOR PROJECT – The City received \$217,551 in grant funds for Public Safety Power Shutoff preparation. The funding will be used for a backup generator at City Hall and new generators at the Fire Department and Police Department facilities. Staff is currently procuring an Electrical Engineer to prepare the electrical scope of work for City Hall. Once this is completed staff will obtain bids for the generator equipment and installation.

COVID BUSINESS ASSISTANCE – The Community Development Department staff is assisting City businesses with questions related to reopening their businesses under the Governor's COVID guidance. The Department is also assisting City restaurants with outdoor seating approval.

BUILDING/PLANNING ACTIVITY – With the lessening of COVID restrictions the Department has seen an increase in public requests both at the counter and by telephone. The tenant improvement plans for the Wilco project have been reviewed and we should be in a position to issue permits soon. Plans have also been submitted and are under review for the Bank of Stockton project on S. Washington Street.

MONTH OF MAY, 2020		COMMUNITY DEVELOPMENT DEPARTMENT		CITY OF SONORA 94 N. WASHINGTON ST. SONORA, CA 95370	
ACTIVITY REPORT					
NAME	LOCATION	TYPE	VALUATION	FEES	
NEW RESIDENTIAL		TOTAL UNITS __0__			
SUBTOTAL __0__					
CDBG REHABS		TOTAL UNITS __0__			
SUBTOTAL __0__					
COMMERCIAL		TOTAL UNITS __0__			
SUBTOTAL __0__					

ALTERATIONS & ADDITIONS		TOTAL UNITS __2__			
Casey & Breann Jones	1365 Shaws Flat Road	Renew permit to install siding on ex. residence	\$10,000	\$115.62	
Sonora Comm. Hospital	1000 Greenley Road	Install 648 KW grid tied solar PV carports	\$1,749,600	\$8,412.79	

DEMOLITIONS		TOTAL UNITS __0__			
NAME	LOCATION	TYPE	VALUATION	FEE	
SUBTOTAL __2__					
MISCELLANEOUS REPAIRS					
NUMBER OF PERMITS	VALUATION \$		FEE		
1	\$7,000		\$164.25		

TOTAL NUMBER OF PERMITS ISSUED	3
TOTAL VALUATION	\$1,749,600
SUB TOTAL OF PERMIT FEES COLLECTED	\$ 8,692.66
TOTAL FIRE DEPARTMENT FEES COLLECTED	\$ 180.00
TOTAL TRAFFIC FEES COLLECTED	\$ 3,724.00

TOTAL PUBLIC SAFETY FEES COLLECTED	\$ 0
TOTAL PARKS & RECREATION FEES COLLECTED	\$ 0
TOTAL FEES COLLECTED	\$ 8,872.66

FISCAL YEAR TO DATE

TOTAL NUMBER OF PERMITS ISSUED	222
TOTAL VALUATION	\$6,722,942
TOTAL FIRE DEPARTMENT FEES COLLECTED	\$5,590.00
TOTAL PUBLIC SAFETY FEES COLLECTED	\$0
TOTAL PARKS & RECREATION FEES COLLECTED	\$0
TOTAL TRAFFIC MITIGATION FEES COLLECTED	\$3,724.00
TOTAL PERMIT FEES COLLECTED	\$72,124.11



SONORA FIRE DEPARTMENT 201 S. Shepherd St. Sonora, CA 95370
209-532-7432 FAX 209-532-5936 e-mail sfd@sonoraca.com

DATE: June 15, 2020
TO: Honorable Mayor and Council Members
FROM: Aimee New, Fire Chief
SUBJECT: Monthly Report May 2020 - Sonora Fire Department

Emergency Incidents:

1. Sonora City Fire units responded to **131** calls for service in May.
2. Sonora City units responded to emergency calls for service as follows:

100 Fire, other	1
111 Building fire	3
118 Trash or rubbish fire, contained	2
143 Grass fire	1
311 Medical assist, assist EMS crew	1
321 EMS call Excluding vehicle accident	75
323 Motor vehicle/pedestrian accident (MV Ped)	1
324 Motor vehicle accident no injuries	6
412 Gas leak (natural gas or LPG)	1
500 Service Call, other	2
510 Person in distress, other	1
522 Water or steam leak	2
541 Animal problem	1
550 Public service assistance, other	4
551 Assist police or other governmental agency	1
554 Assist invalid	1
611 Dispatched & canceled en route	17
622 No incident found on arrival at dispatch	5
631 Authorized controlled burning	2
651 Smoke scare, odor of smoke	1
700 False alarm or false call, other	1
710 Malicious, mischievous false call, other	1
714 Central station, malicious false alarm	1
TOTAL	131
3. Monthly dollar loss, resulting from fire: **\$0000000**
4. The average response time during the month of May: **4.27 Minutes**

5. Training Summary Excluding Outside Training:

Administration	Hours
Fire Chief	7
Administrative Assistant	4
Administration total hours	11
A-Shift	
Captain Gregory	18
Engineer Piche	18
Intern FF Donnelly	20.5
A-Shift total hours	56.5
B-Shift	
Captain Rock	4
Engineer Mandell	8
B-Shift total hours	12
C-Shift	
Captain Rhoades	31
Relief Engineer	
Intern FF Maleske	25
C-Shift total hours	56
Relief/Volunteer	
Relief Engineer Kerrigan (LOA)	0
Relief Engineer Lunde	27
Relief Engineer Teran	8
Volunteer FF Benz (LOA)	0
Volunteer FF Peterson	0
Volunteer FF Wheeler	21.5
Volunteer FF Bock	16
Volunteer FF Woodson	9
Relief/Volunteer total hours	81.5
Department total Training Hours	217



CITY OF SONORA
CITY COUNCIL AGENDA REPORT

DATE: JUNE 15th, 2020
TO: CITY COUNCIL
FROM: TURU VANDERWIEL, CHIEF OF POLICE *CAI*
SUBJECT: MONTHLY REPORT – SONORA POLICE DEPARTMENT

RECOMMENDATION:

There is no action required on this item.

DISCUSSION:

The attached summarizes activities for May 2020.

	May 2020	Apr 2020	May 2019
Total Incidents	1,876	1,863	1,517
Calls for Service	697	628	687
Officer Initiated	1,179	1,235	830
Total Arrests	71	66	46
Felony Arrests	18	12	10
Misd. Arrests	53	54	36
Total Reports	131	118	131
Parking Citations	2	7	42
Moving Citations	34	20	19
Domestic Violence	4	5	4
Collision Incidents	23	17	25
Collision Invest.	12	8	11
Animal Calls	43	23	41
Public Intox. / UID	11	8	7

	May 2020	Apr 2020	May 2019
DUI Arrests	5	2	5
Total Phone Calls	1,860/171	1,895/163	2,486
Average Per Day	60	67	80
Vehicle Releases	5	7	10

The months of April and May reflect a significant drop in parking citations, which is a result of modified enforcement practices and reduced staffing due to COVID-19.

FISCAL IMPACT:

There is no fiscal impact to the General Fund.

ATTACHMENTS:

1. Beat/Area Crimes
2. Area 1 Report
3. Area 2 Report
4. Patrol Statistics

BEAT 1

Violent Crimes:

- 1 Felony Domestic Violence w/ False Imprisonment (Arrest Made)
- 1 Felony Battery w/ Serious Bodily Injury (Arrest Made)
- 1 Felony Attempted Assault w/ Deadly Weapon; not firearm (Arrest Made)
- 1 Felony Assault w/ Deadly Weapon; not firearm (Arrest Made)
- 1 Misdemeanor Battery on Peace Officers (2 Victims) (Arrest Made)
- 3 Misdemeanor Domestic Violence (Arrests Made)
- 1 Felony Robbery from Business (No Arrest Made)

Burglaries / Other Larceny:

- 1 Reported Stolen Vehicle (stolen in April) (Recovered by Sonora Area CHP)
- 1 Felony Arson During State of Emergency (Arrest Made)
- 1 Attempted Burglary from Business (No Arrest Made)
- 3 Business Burglaries (Shoplifting) (Arrests Made)
- 2 Petty Thefts (Shoplifting) (1 Arrest Made)
- 1 Attempted Theft From Vehicle (Arrest Made)
- 1 Theft From Business (No Arrest Made)

BEAT 2

Violent Crimes:

Burglaries / Other Larceny:

- 1 Felony Arson During State of Emergency (Arrest Made)
- 1 Theft of Vehicle Parts (No Arrest Made)

05/01/2020 -05/31/2020

Area 1 Monthly Report May 2020

Neighborhood Watch:

Elks Hill:

- No report

Sonora Knowles:

- No Report

Case(s) for Discussion:

20-572. Anthony Clarke-Garcia, Transient of Sonora, Was arrested for assault with Great Bodily Injury. On Saturday May 9th at about 8:45 am. Our Officers were dispatched to a fight at the Roadway Inn between a step-father and a son. The fight between the two had ended prior to the officer's arrival.

The investigating officer interviewed all parties involved and discovered that Clark-Garcia had shoved his mother during an argument. When Clark-Garcia's step-father tried to intervene, a physical altercation between the two broke out. During the fight, Clark-Garcia allegedly choked his 44-year-old step-father until he lost consciousness.

Clarke-Garcia was booked at the Tuolumne County Jail for felony battery and is being held on \$50,000 bail.

20-611. Tyler Schuster, Transient out of Sonora, was arrested for committing arson during the State of Emergency. On Monday May 18th about 3:42 p.m. One of our officers was dispatched to the Regal Cinemas for a report of a male causing a disturbance in the area. While enroute to the area the Officer was advised of a dumpster fire in the same area. Local's reported the fire and gave a description of a subject who was wearing dark clothing who had lit the fire.

Schuster was found in the area and matched the description of the responsible. During the investigation Schuster admitted to lighting a piece of cardboard on fire because he was cold and wet. Methamphetamine was also found in Schuster's Possession.

Schuster was booked into the Tuolumne County Jail for causing a fire during the State of Emergency and possession of a controlled substance. Due to this fire being the second fire Schuster had started in less than a month a bail enhancement was approved by Honorable K. Segerstrom. He was booked into the with a \$100,000.00 bail.

20-582. Adam Knight, Transient of Sonora, arrested for felony resisting arrest and being drunk in public.

On May 11th at about 11:30 a.m. our officers responded to the Crossroads Shopping center for a male who appeared to be stumbling around and was described as being intoxicated. A male subject was later found lying in a planter box. The subject was identified as Adam Knight, but when officers attempted to check on his well-being, Knight became verbally aggressive. He then stood up and began advancing toward the officers, ignoring their commands to stay seated.

When the officers attempted to restrain Knight, he began violently resisting, which caused them to force him to the ground in an attempt to gain control. Knight continued to resist while kicking at and attempting to head-butt the arresting officers. Once Knight was finally in restraints, he spit at the officers trying to secure him in the patrol car.

Knight was ultimately arrested for public intoxication and battery on a peace officer. Due to the level of violence Knight used attempting to prevent the officers from arresting him, he was also charged with felony resisting arrest.

Explorers and Community Service Volunteers:

- Both the Explorers and Community Service Volunteers provide great service to our agency and the community. They have put in hundreds of hours of volunteer time for the Police Department.
- Explorer meetings and involvement have been limited due to Covid-19.

Contract/Reserve Officers:

- Reserve Officer Danny Duffy was limited as well due to Covid-19.

Dispatch:

- We have one part-time Dispatch position open. No one is in the CTO Training Program at this time.

Respectfully Submitted

Sgt. Tim Wertz

Area 2 Monthly Report MAY 2020

Neighborhood Watch:

MYERS HILL:

- No updated activity.

N. STEWART:

- No updated activity.

HIGHLANDS VIEW:

- Inactive.

Cases For discussion:

20-614- On May 19th, at about 8 pm, the Police Department received a 911 call regarding a male subject starting a fire near one of the gas pumps at the 76 Station on South Washington Street. Officers quickly arrived on scene and detained Levi Coon, who matched the description given by the anonymous caller. During the investigation, officers learned that prior to lighting the fire, Coon had been in the area of the gas station yelling at people. It is alleged that Coon pulled a piece of vegetation from a nearby planter and began lighting it on fire near a gas pump. Witnesses also said that Coon added a cigarette box to the flame and lit that on fire as well. A citizen ran over and stomped out the flames. Coon was arrested for committing arson during a state of emergency and was booked at the Tuolumne County Jail on \$50,000 bail.

20-661- On May 29th, at about 1 pm, our office responded to the 100 block of Snell St. for a reported shooting. Upon arrival, Officers contacted 18-year-old Brenton Heddon-Boner in the area. After investigating and gathering witness statements, it was determined that Heddon-Boner had allegedly tried to sell concentrated cannibis oil to a subject in a vehicle. The subject in the vehicle took the concentrated cannibis oil and drove away without paying for it. Heddon-Boner pulled out a loaded .45 caliber handgun and fired one round at the vehicle. Luckily no injuries were reported as a result of the shooting. Heddon-Boner was found to be in possession of almost 228g of concentrated cannabis oil that was pre-packaged for sales. Heddon-Boner attempted to hide the firearm in his near-by home before trying to flee the scene. A friend of Heddon-Boner, 20-year-old Nicholas Eckstein of Sonora, saw where Heddon-Boner hid the fire arm. Eckstein later moved the firearm and hid it in the residence to avoid being found. Officers later located the firearm and collected it from the scene. Heddon-Boner was arrested for shooting at an occupied vehicle, unlawful discharge of a firearm, carrying an unregistered concealed firearm, carrying a loaded firearm in public, concealing evidence, and possession of marijuana for sale. Heddon-Boner was transported to the Tuolumne County Jail was booked on \$100,000 bail. Eckstein was booked on the charge of being an accessory to a crime for his role in attempting to hide the firearm. Eckstein was released from custody due to the \$0 bail rule due to COVID-19.

Recruitments:

- 1 SRO part-time position open funded by a grant from DOJ.

Training:

- No training due to COVID-19 recommendations.

Field Training Program:

- Officer Bowen is in phase 3 of training with Officer Mallon.
- Officer Paulsen is in phase 2 of training with Officer Weber.


Community/Special Events:

- All of the community events were put on hold due to COVID-19 recommendations.

Range:

- The next range training is scheduled in July.

Respectfully Submitted,



Sgt. Curtis Hankins

**SONORA POLICE DEPARTMENT**

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**PATROL STATISTICS
REPORTING PERIOD: MAY 2020**

06/08/2020

Statistic	Count
Total Incidents	1876
Calls for Service	697
Officer Initiated Incidents	1179
Traffic Stops	97
Other OIA Incidents	1082
Bus/Building checks	0
Veh/Ped Check	0
 Total Officer Reports	 131
Accident	12
Crime	24
Felony Arrest	11
General Information	32
Infraction Arrest	1
Juvenile Arrest	1
Misdemeanor Arrest	41
Warrant Arrest	8
Unclassified Reports	1
 Total Misdemeanor & Felony Arrests	 71
Misdemeanor Arrests	53
Felony Arrests	18
 Total Citations	 74
Felony	4
Infraction	3
Juvenile	1
Misdemeanor	28
Vehicle - Moving	34
Vehicle - Parked	2
Voided	1
Unclassified	1
 FIs	 5



City of Sonora
Tuolumne County
"Queen of the Southern Mines"
94 N. Washington Street
Sonora, CA 95370
www.sonoraca.com

Area Code 209

Administration/City Clerk.....	532-4541
City Administrator	532-6115
Finance	532-6331
Human Resources	588-8946
Public Works	532-2922
Cemetery.....	532-4492
Community Development	532-3508
Opera Hall/Special Programs	532-7725
Police.....	532-8143
Fire	532-7432

Administration/HR Fax Number: 532-2738

MEMORANDUM

Date: Meeting of June 15th, 2020

To: Honorable Mayor and Members of the City Council

From: Mike Lagomarsino, Public Works Supervisor

Subject: Public Works Department Report for May 2020

For the month of May 2020, the City of Sonora Public Works Department performed the following activities:

Events

- Placed event banner on Washington Street.
- Transferred Farmers Market supplies from Opera Hall to storage container.
- Held forklift Certification Training.
- Put out Farmers Market no parking signs.

Streets

- Loaded and hauled three pay piles in City.
- Repaired and straightened damaged traffic signal located at Washington St and Stockton Rd Intersection.
- Repaired two trip hazards on the sidewalk on South Washington St.
- Removed the graffiti on the stop sign at Washington St and Gold St.
- Spent several days pot holing on numerous City Streets.
- Performed sign clearance pruning throughout City.
- Removal of hand piles throughout City.
- Blew and cleaned off sidewalks on Washington Street.
- Replaced damaged informational sign on Mono Way at Sanguinetti Rd.
- Replaced damaged no parking signs on Hope Ln.
- Started prepping Toby Street for paving damaged portion of Street.

Facilities

- Made repairs to light fixture at the Sonora Police Department.
- Replaced damaged and hazardous dock bumpers at the Public Works Yard.

- Fabricated and installed Handicap ramp in Council Chambers at City Hall.
- Installed sneeze guards at counters at City Hall and City Police Department.
- Installed several no trespassing signs at Opera Hall.
- Fabricated/installed lock on storage container for Police Department located at the City Fire Department.
- Pruned trees and ivy on the front of City Hall.

Parks/Landscapes/Parking Lots

- Graffiti removal at Rotary Park and Grigsby Park.
- Restriped parking spaces at all City parking facilities/lots.
- Continued with annual weed abatement spray program in City Parks, Landscapes, and Cemeteries.
- Continued making repairs to City Landscape irrigation systems.
- Pruned trees and shrubs in Coffill Park.
- Repaired drinking fountain in dug out at Rotary Park Baseball facility.
- Tree trimming in landscapes at Fire Department, Mehun Lot, and along sidewalk on Mono Way.
- Made patch repairs to playground surface at Rotary Park.
- Pruned several trees in the Snell Street Parking lot.
- Repaired drinking fountain plumbing access panel located in the women's restroom at Rotary Park.

Cemetery

- Prepared required monthly reports, installed headstones, checked messages daily and returned phone calls.
- Filled several sunken plot sites at Mountain Shadow Cemetery.

Miscellaneous

- Performed routine daily and monthly activities included regular checking of parks and landscape areas for maintenance needs and safety concerns, garbage collection at City facilities, cleaning and stocking City rest rooms, opening of gate to Dragoon Trail parking lot, and routine maintenance of City vehicles and participation on assigned committees, weekly mowing of lawns at Mt Shadow Cemetery and Rotary Park, weekly sweeping of City Streets.