



# City of Sonora



## AGENDA

### CITY COUNCIL CLOSED SESSION MEETING

City Hall First Floor Conference Room  
94 North Washington Street  
Sonora, CA 95370

June 18, 2018

CALL TO ORDER

4:00 PM

A. ROLL CALL

B. CITY CLERK'S REPORT ON AGENDA POSTING

C. PUBLIC COMMENT

*The public may address the City Council on any item on the closed session agenda before the Council adjourns to closed session. Speakers are limited to a five (5) minute presentation.*

D. ADJOURN INTO CLOSED SESSION

1. Public Employee Hiring - Pursuant to Government Code Section 54957
  - a. None
2. Public Employee Performance Evaluation -- Pursuant to Government Code Section 54957
  - a. City Administrator
3. Real Property Transactions -- Pursuant to Government Code Section 54956.8
  - a. None
4. Conference with Legal Counsel
  - a. Existing Litigation -- Pursuant to Government Code Section 54956.9(d)(1): Thane E. Suderman v. Sonora Police Department  
Tuolumne County Superior Court Case Number CV 61241

Kenneth A. Perkins v. Larry Cope; Tuolumne County Economic  
Development Authority Tuolumne County Superior Court Case Number  
CV 61630



# City of Sonora



## AGENDA

### CITY COUNCIL OPEN SESSION MEETING

City Hall Council Chambers  
94 North Washington Street  
Sonora, CA 95370

June 18, 2018

CALL TO ORDER  
PLEDGE OF ALLEGIANCE

5:00 PM

- A. ROLL CALL
- B. CITY CLERK'S REPORT ON AGENDA POSTING

- C. APPROVAL OF THE AGENDA

- D. PRESENTATIONS
  - 1. None

- 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. Approve the following meeting minutes:
  - a. City Council Closed Session Meeting of May 21 and June 4, 2018
  - b. City Council Open Session Meeting of May 21 and June 4, 2018
- 2. Approval to pay invoices of previously budgeted expenses on June 19, 2018

L. COMMUNICATIONS

1. None

M. COUNCIL MEMBER/DEPARTMENT HEAD REPORTS

N. ADJOURNMENT

1. To a continued meeting June 25, 2018 at 5 PM or another date and time as may be determined

*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, [tmiller@sonoraca.com](mailto:tmiller@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](http://www.sonoraca.com) listed under the agenda/minutes link on the Government page.*

**CITY OF SONORA ROLL SHEET AND AGENDA POSTING INFORMATION**

Meeting Date 6/18/18

OPEN REGULAR TO CLOSED  
CLOSED SESSION MEETING

At 4 pm on the 18<sup>th</sup> day of June, 2017, the Agenda for the City of Sonora Council Closed Session Meeting scheduled for today's date was posted in the display cabinet in front of City Hall for public view.

A Closed Session Meeting of the City Council for the City of Sonora was held this date in the City Hall Council Chambers with the following persons present:

Council Members:

Connie Williams, Mayor  
Jim Garaventa, Mayor Pro-Tem

Matt Hawkins  
Mark Plummer  
George Segarini

City Clerk

Marijane Cassinetta

Administrator:

Tim Miller

Attorney:

Douglas White/Nubia Goldstein

Also Present:

*Members of the public*

*- Comments by Mem of Pub on back of  
Reg session Roll sheet*

~~Closed 4 PM 6:15~~

# CITY OF SONORA ROLL SHEET AND AGENDA POSTING INFORMATION

Meeting Date 6/18/16

## REGULAR SESSION MEETING - COUNCIL CHAMBERS

At ~~5~~<sup>Noon</sup> m on the 15<sup>th</sup> day of June, 2016, the Agenda for the City of Sonora Council Meeting scheduled for today's date was posted in the display cabinet in front of City Hall for public view.

A Regular Meeting of the City Council for the City of Sonora was held this date in the City Hall Council Chambers with the following persons present:

### Council Members:

✓ Connie Williams, Mayor ✓

✓ Jim Garaventa, Mayor Pro-Tem

✓ Matt Hawkins ✓

✓ Mark Plummer ✓

✓ George Segarini ✓

### City Clerk

✓ Marijane Cassinetto ✓

### Administrator:

✓ Tim Miller ✓

### Interim City Engineer:

Gerard Fuccillo

### Attorney:

✓ Douglas White/Nubia Goldstein/Robin Baral ✓

### Public Works:

Tim Miller

### Administrative Services Director:

~~Jennifer Callaway~~

### Fire Chief:

✓ Aimee New

### Acting Police Chief:

✓ Turu VanderWiel

### Community Development Director:

✓ Rachelle Kellogg

~~Mayor & City President~~

(Posting time different for closed)

## Tuolumne County Business Outreach Program

Summary of Activity for Jan 16<sup>th</sup> – May 31<sup>st</sup>, 2018

### Sonora City Council Report – Monday, June 18<sup>th</sup>, 2018

The primary purpose for the TC Business Outreach program is to visit local business in Sonora and all communities in Tuolumne County to assess their individual needs and raise awareness of the various business resources available within the county to help meet those needs. In late 2017, Valley Sierra SBDC was awarded a contract through the TCEDA that allows for up to 150 hours to visit as many businesses as possible within Tuolumne County from Jan 1<sup>st</sup> – Jun 30<sup>th</sup>, 2018.

The program launched on Jan 16<sup>th</sup>, after a planning meeting between TCEDA and VSSBDC staff and consultants. The agreed strategy was to focus business visitation on the Greater Sonora area initially and then expand out to adjacent communities in early Spring. A tactical plan was developed to cover all targeted communities while minimizing any duplication of visits. The various business districts/areas in the county were divided up and assigned to SBDC Consultants/Staff soon after the initial Jan 16<sup>th</sup> planning meeting.

As of May 31<sup>st</sup>, SBDC consultants have visited a **total of 134** Tuolumne County businesses. 44 businesses visited were within Sonora city limits and 90 were outside of Sonora. Of the 90 businesses visited outside of Sonora, 39 were in Jamestown, 32 in Groveland, Big Oak Flat (2), Chinese Camp (1), East Sonora (14) and Columbia (2). Business visits and assessments are taking an average of 15-20 minutes each. The SBDC is on track to visit 70-80 additional businesses during the month of June, with at least 35 in the City of Sonora. Our goal is to complete a total of at least 200 business visits by June 30<sup>th</sup>.

SBDC consultants are regularly attending the Sonora Downtown Merchant meetings and attending mixers and other meetings with the TC Chamber and Groveland Chamber to promote and support the TC Business Outreach program. TCEDA and Sonora City staff, as well as SCORE, TC Chamber, Sonora Chamber and several community based business groups are helping to promote the TC Business Outreach program.

In April and May, SBDC consultants held follow up meetings with 12 businesses that requested consulting services during their initial outreach business visit. All follow up visits are covered under the regular SBDC program not charged to the TC Business Outreach budget. Several referrals were made to TCEDA, Mother Lode Job Training and City of Sonora for assistance based on other specific needs indicated during business visits.

May 10, 2018 scheduled meeting was cancelled due to no action items.

At the June 14th meeting the committee members in attendance (Connie Williams, Tim Miller, Darin Grossi and Sherri Brennan) had one action item. Approving the recipients of the Certificate of Appreciation Awards for July. The locations submitted by the Community Design and Marketing sub-committee included: 11 S Washington Street, 81 S Washington Street, 342 W Stockton Rd and 55 S Washington Street. The committee gave approval. The awards will be presented at the July 16th City Council meeting. Committee members Mark Plummer, Rachele Kellogg and John Gray were not present.

The committee received an update from committee member Williams regarding the dog waste station project. To date the TC Visitor's Bureau has stated they will donate \$1,000, the Sonora Chamber has stated they will donate \$300 and the TC Land Trust will be donating \$200 for a total of \$1,500. The Public Works Department will determine the locations for the dog waste stations.

#### Sub-Committee Reports:

##### -Community Design & Marketing Committee:

-Met May 15th & June 12th

-Nancy White presented the Distrx App that could possibly be used in conjunction with the walking tour that has been created

-Mr Miller shared that the old benches that had been repaired and newly powder coated would be

Placed this week and next week

-Mr Miller has been working with Waste Management and the County Solid Waste Division for More trash and recycle cans in historic Sonora

-City of Sonora website has been updated to make it easier for accessing Vision Sonora information

-Two designs have been created for new ADA accessibility into the park off of Green Street. The existing string lighting will be replaced with LED lighting in the near future

-The committee will be doing fall plantings in Grisby Park and the City Hall Planters in the fall

-Mr. Miller stated the parking way-finding signs to direct people to the city parking lots should be the next project for the Public Works Department to complete

-Finance, Transportation and Mobility Committee-no report

#### Committee Member Reports:

##### Tim Miller:

-Washington Street Safety Project will be coming to the Council on July 2nd

-The RFP selection for the design & environmentalals will be coming to the Council on June 16th

-The RFP for the Red Church Project will go out in about 30 days

-Been meeting with the County Probation Department regarding using the work release program for clean up in Historic DT Sonora. Committee member Brennan has been involved in this as well

-Stewart Street bathroom project first has to have roof work done before interior demolishing to create the new bathrooms

##### Darin Grossi:

-Shared that the pedestrian traffic counts for the crosswalks at Theall, Linoberg, Bradford and Jackson all qualified on Friday, April 27th and the crosswalks at Dodge and City Hall all qualified on Saturday, April 28th. Next step is to hear back from Caltrans based on that information.

-Shared info on Air Quality Funds, CMAC Funds and "O" Emissions State Requirements

Meeting was adjourned at 9:45am

June 18, 2018

To: Members of the Sonora City Council

I would like to express my gratitude toward Larry Cope for all the help in getting my business, FUNKY JUNK, up and running when I first moved to Sonora and for the continued support whenever I had questions or concerns regarding business issues. I have observed Mr. Cope all over town discussing issues with numerous Merchants and he has a broad understanding of the Tuolumne County Business Associations. To see his funding be taken away will be a true disservice to this community. Please step back and review the asset we have in this man. I believe that proper notice to all the Downtown Merchants would have been a good idea before taking up such a huge judgement.

Sincerely,

Micki Rucker

Funky Junk

71 S. Washington

Sonora, Ca. 95370

209 532-8555

209 761-2640

**EXHIBIT "B"**

**Page 1 of 1**



**SONORA CITY COUNCIL  
CITY OF SONORA  
MAY 21, 2018**

A Meeting of the City Council of the City of Sonora was opened this date in the Main Conference Room at City Hall, 94 North Washington Street, at 3:30 p.m. with the following Members present: Mayor Connie Williams, Mayor Pro-Tem Jim Garaventa, Councilmembers Matt Hawkins (present at 3:45 p.m.), Councilmember Mark Plummer, George Segarini; City Administrator Tim Miller; City Clerk Marijane Cassinetta; City Attorney Douglas White. Absent: City Clerk Marijane Cassinetta.

**CITY CLERK'S POSTING OF THE AGENDA**

In the absence of the City Clerk, Administrator Miller advised the Council that at 1 p.m. on the 18<sup>th</sup> day of May, 2018, the Agenda for the City of Sonora Council Meeting (*Closed Session*) was posted outside City Hall for public view.

**PUBLIC COMMENT**

None

**ADJOURN INTO CLOSED SESSION**

The Council adjourned into Closed Session at 3:31 p.m. for consideration of the following matters:

1. Public Employee Hiring - Pursuant to Government Code Section 54957
  - a. Police Chief
2. Public Employee Performance Evaluation - Pursuant to Government Code Section 54957
  - a. None
3. Real Property Transactions - Pursuant to Government Code Section 54956.8
  - a. None
4. Conference with Legal Counsel
  - a. Existing Litigation - Pursuant to Government Code Section 54956.9(d)(1): None
  - b. Anticipated Litigation - Significant Exposure to litigation pursuant to Government Code Section 54956.9(d)(2): Two Cases
  - c. Anticipated Litigation - Significant Exposure to litigation pursuant to Government Code Section 54956.9(e)(3): One claim
5. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6
  - a. Agency Designated Negotiator - Timothy A. Miller, City Administrator, Employee Organizations: SPOA, SEA and SFFA.

**CITY COUNCIL  
CITY OF SONORA  
MAY 21, 2018**

A Regular Meeting of the City Council of the City of Sonora was held this date in the Council Chambers at City Hall, 94 North Washington Street, at 5:00 p.m. The following members were present: Mayor Connie Williams, Mayor Pro-Tem Jim Garaventa, Councilmembers Matt Hawkins, Mark Plummer, George Segarini; City Administrator Tim Miller, City Attorney Douglas White, Police Chief Turu VanderWiel, Community Development Director Rachelle Kellogg. Absent: City Clerk Marijane Cassinetto, Interim Engineer Gerard Fuccillo.

**CITY CLERK'S REPORT ON POSTING OF AGENDA**

In the City Clerk's absence, Administrator Miller advised Council that at 1 p.m. on the 18th day of May, 2018, the Agenda for the City of Sonora Council Meeting scheduled for this date was posted outside City Hall for public view.

**APPROVAL OF THE AGENDA**

No changes.

**PRESENTATIONS**

- 1) Fire Chief introduced Jon Rock, Fire Captain and conducted the Swearing-In Ceremony.
- 2) Leon Casas presented information to the Council regarding services, activities and programs provided by the Tuolumne County Senior Center. He informed the Council that the Tuolumne County Senior Center is a nonprofit agency that relies on grants, fundraising and donations for funding. He stated that he anticipates a funding shortfall in next year's budget. He provided the Council with information regarding the upcoming "Saturday Night Fever" event to be held at Railtown 1897 on Saturday, August 25, 2018 and proceeds will benefit the Meals On Wheels Program.

**PUBLIC COMMENT**

Steve Stiles - Stated that he continues to request to purchase the City's right-of-way at the end of Yaney Street but he has not received a response back from the City. City Administrator, Tim Miller, stated he would contact them when a meeting is scheduled.

Member of the Public - discussed various issues related to the cleanliness of the historic district.

Nate Smith, Jus Brothers, discussed recent issues between the motorcycle club and the Sonora Police Department. He stated that they were willing to meet with the City to help resolve these issues. He extended an invitation to the Council and the

on or before May 11<sup>th</sup> and Ron Jensen was the only one who submitted an application. She stated that Ron is an excellent Planning Commissioner and recommended that the City Council approve his reappointment.

Mayor, Connie Williams, stated that the City did receive only the one application from Ron Jensen and as Mayor, she was exercising her right, with approval from Councilmembers, to reappoint Ron Jensen to the Planning Commission.

Member of the Public, stated that she felt Ron Jensen did a good job on the Planning Commission and was ok with his reappointment however she would like to see "new blood" on the Planning Commission.

Councilmember Segarini stated that he served with Ron Jensen on the Planning Commission and found him to be knowledgeable and fair.

Motion	Segarini
2 <sup>nd</sup>	Garaventa
Vote	5-0-0

Consideration to adopt Resolution No. 5-21-2018-A related to cannabis business license tax. City Attorney, Doug White, presented the staff report. He stated that, if approved by the City Council, the City would submit a ballot measure for the November 6, 2018 Statewide General Election authorizing the City to impose a business license tax on the gross receipts of cannabis businesses operating within the City of up to 15%. He stated that the proposed resolution must be approved by a 2/3rds vote of the Council. If approved, the City Council would have the option to impose the business license tax and adopt the actual tax rate by resolution. He stated that most cities have set the tax rate between 5 to 6%. The City would also establish penalties and fines to enforce the payment. He stated that he anticipates the City's cannabis businesses would be approved under the Development Agreement and Use Permit procedures established under the City's Cannabis Ordinance. The Development Agreement would establish the fees to be paid to the City and those businesses would not be subject to the business tax license fee. The proposed business license tax is a failsafe measure in case of a challenge to the use of Development Agreements or mandates that the City allow cannabis deliveries from businesses located outside of the City. If this were to happen, the business license tax would provide some local control.

Councilmember Plummer asked if the ballot measure required a supermajority vote.

City Attorney, Doug White, stated that it requires a simple majority.

Councilmember Segarini asked if the State can override the City and lower the maximum tax below the 15%.

asked for Councilmembers' consensus to direct staff to hold a public hearing regarding restricting smoking within Downtown Sonora.

Following some discussion, there was consensus among the Councilmembers to hold a public hearing regarding smoking within Downtown Sonora at a future meeting.

#### **ADJOURN**

There being no further business to come before the Council at this time, the Regular Session Meeting was adjourned at 7:15 p.m. to the next Regular Meeting on Monday, June 4, 2018, at 5:00 p.m. in the Council Chambers at City Hall.

#### **Minutes Subject To Council Approval**

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Marijane Cassinetto, City Clerk      Date

**Note:** The Minutes for the above Meeting were taken by the Community Development Director due to the absence of the Clerk, and formatted into final form by the Clerk.

**SONORA CITY COUNCIL  
CITY OF SONORA  
JUNE 4, 2018**

A Meeting of the City Council of the City of Sonora was opened this date in the Main Conference Room at City Hall, 94 North Washington Street, at 4:30 p.m. with the following Members present: Mayor Pro-Tem Jim Garaventa present at 4:35), Councilmembers Matt Hawkins, Councilmember Mark Plummer, George Segarini; City Administrator Tim Miller, City Clerk Marijane Cassinetto; City Attorney Douglas White. Absent: Mayor Connie Williams.

**CITY CLERK'S POSTING OF THE AGENDA**

City Clerk Cassinetto advised the Council that at 1:00 p.m. on the 1st day of June, 2018, the Agenda for the City of Sonora Council Meeting (**Closed Session**) was posted outside City Hall for public view.

**PUBLIC COMMENT**

None

**ADJOURN INTO CLOSED SESSION**

The City Clerk was excused from Closed Session. The Council adjourned into Closed Session at 4:32 p.m. for consideration of the following matters:

1. Public Employee Hiring - Pursuant to Government Code Section 54957
  - a. None
2. Public Employee Performance Evaluation - Pursuant to Government Code Section 54957
  - a. City Administrator
3. Real Property Transactions - Pursuant to Government Code Section 54956.8
  - a. None
4. Conference with Legal Counsel
  - a. Existing Litigation - Pursuant to Government Code Section 54956.9(d)(1): None
  - b. Anticipated Litigation - Significant Exposure to litigation pursuant to Government Code Section 54956.9(d)(2): No Cases
  - c. Anticipated Litigation - Significant Exposure to litigation pursuant to Government Code Section 54956.9(e)(3): No Claims
5. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6:
  - a. None

**CITY COUNCIL  
CITY OF SONORA  
JUNE 4, 2018**

A Regular Meeting of the City Council of the City of Sonora was held this date in the Council Chambers at City Hall, 94 North Washington Street, at 5:04 p.m. The following members were present: Mayor Pro-Tem Jim Garaventa, Councilmembers Matt Hawkins, Mark Plummer, George Segarini; City Administrator Tim Miller, City Clerk Marijane Cassinetto, City Attorney Douglas White, Fire Chief Aimee New, Police Chief Turu VanderWiel, Community Development Director Rachelle Kellogg. Absent: Mayor Connie Williams, Interim Engineer Gerard Fuccillo.

**CITY CLERK'S REPORT ON POSTING OF AGENDA**

City Clerk Cassinetto advised Council that at 1:00 p.m. on the 1st day of June, 2018, the Agenda for the City of Sonora Council Meeting scheduled for this date was posted outside City Hall for public view.

**APPROVAL OF THE AGENDA**

No changes.

**PRESENTATIONS**

**Proclamation Declaring June 15, 2018, as Elder Awareness Day.**

District Attorney Laura Kreig requested that the Council declare June 15, 2018, as Elder Awareness Day. She invited the Council and the public to attend the Annual World Elder Abuse Awareness Day free event which is being sponsored by the District Attorney's office along with several collaborators on June 13, 2018, from 8 a.m. to 4 p.m. at the Hotel & Conference Center at Black Oak Casino and Resort. Krieg reviewed statistics on elder abuse and what is being done locally and elsewhere to help prevent abuse, and thanked all Elder Abuse Task Force members.

The Mayor Pro-Tem asked for any public comment. A member of the public stated that she is very impressed with the Event, and encouraged Councilmembers to attend.

**MOTION by Councilmember Segarini, seconded by Councilmember Hawkins, and unanimously carried that the Council proclaim June 15, 2018, as Elder Awareness Day.**

**Introduction and Swearing In Police Chief Turu VanderWiel.** To a packed Chamber, Administrator Miller introduced Chief VanderWiel and reviewed his employment and achievement history. The Chief was sworn in by the City Clerk, congratulated by the Council, and his significant other, Jennifer, pinned his badge. Chief VanderWiel thanked the Council, all employees of the Police Department, and Staff, and gave a special thanks to his family commenting that, "It is quite an honor to be appointed."

Davis which will be televised on ESPN. Voss also commented that he is in favor of the City hiring additional Police Officers.

There was no further public comment, and upon **MOTION by Councilmember Plummer, second by Councilmember Hawkins, it was unanimously carried that the Council approves the request as presented.**

**Close Linoberg Street for Special Event/Authorize Possession and Consumption of Alcohol.** The Council considered the request by Nayland Chapell, owner of the Sonora Tap Room, to authorize closure of Linoberg Street for its second annual Summer Kick-Off event and for the possession and consumption of alcohol. Recommending conditional approval, Administrator Miller presented the request citing Ordinance No. 827 which provides for authority by the Council to grant approval to possess and consume alcohol at public parks, streets, etc. Miller reported that the event is being held on June 23, 2018, with street closure from 5 p.m. to 11 p.m. and event between the hours of 7 p.m. to 10 p.m., and he listed conditions for approval.

The Mayor Pro-Tem asked for any public comment. A member of the public opposed approval stating that it would violate the ABC License and also violate State law. Applicant Chappel commented that they have secured the additional license required, and it would not be in violation of the ABC License. Chappel reviewed event details stating that April's event was great. There was no further comment.

**MOTION by Councilmember Segarini, second by Councilmember Hawkins, and unanimously carried that Linoberg Street be closed for the event and possession and consumption of alcohol be allowed subject to the following conditions:**

- Obtain Special Event Permit for street closure
- Obtain the required ABC License
- Provide the required liability insurance
- Provide exit and no smoking signs fire extinguishers and occupancy limits as required by the Fire Department
- Provide security staffing at all entrance/exit location(s) as required by ABC
- Place "no alcohol beyond this point" signs at all exits as required by the Police Department
- Placer "road closed" and/or "detour" signs as directed by the Public Works Department
- Provide "fenced" enclosure as required by ABC and the Police Department

**Resolution No. 06-04-2018-A re Parking Restrictions for Mother Lode Fair.** The Council considered adoption of Resolution No. 06-04-2018-A approving temporary No Parking zones on certain City Streets to accommodate pedestrian, as well as vehicle traffic, associated

its adoption, only those jurisdictions that desired to use a different procurement process were required to obtain advance approval from the Federal Highways Administration and/or the Caltrans; with the recent policy changes even jurisdictions procuring the Chapter 10 policies and procedures must adopt this Chapter.

There was no public comment, and upon **MOTION by Councilmember Plummer, second by Councilmember Hawkins, it was unanimously carried that Resolution No. 06-04-2018-C be approved and adopted.**

**Fiscal Year 2019 Budget Workshop.** Administrator Miller presented the Budget report for FY 2019, covering the period July 1, 2018 through June 30, 2019. He reviewed General and Special Fund Revenues, Calpers Rates, FTEs for each Department, 2018 Carryover Projects and Capital Expenditures. A copy of said report is attached hereto as Exhibit "B" and included herein for and by reference. Miller reported that it is a status quo Budget with no changes in operations or staff. The Mayor Pro-Tem asked for any public comment.

Arthur Schmidt commented that there are not 10 Police Officers listed on the website; is he missing something? Administrator Miller explained that there are 6 Officers with 4 recruitments, and if hired, there will be 10. Miller commented that the City was not in a position to fill the Lieutenant position until the City had a Police Chief, and can now do that. Schmidt added that the City is "way behind the ball", we only have 6, and there should be 10. Councilmember Segarini said that the process takes considerable time to get them on board, and it is very frustrating. Attorney White said that his Firm represents 10 or 12 cities throughout California, and not a single one is fully staffed with their Police Officers, much of it being due to the current difficult climate for Police Officers.

A member of the public commented that there are no car charging stations in the City, and hopes that the City obtain grants to provide for installation.

There was no further public comment, and no direction to Staff to make changes, therefore the draft Budget will be brought back to the Council at its next Meeting on June 18, 2018.

#### **MONTHLY REPORTS**

None. No public comment.

#### **VISION SONORA COMMITTEE REPORT**

None. No public comment.

#### **COMMUNICATIONS**

None. No public comment.



# Petition to Restore Santa's Village to Courthouse Park

To Be Presented to the Sonora City Council on 6/4/2018

For decades Santa's Village has been held in Courthouse Park. In 2016 an exception had to be made due to renovations, and in 2017 the City experimented with placing Santa's Village in Coffill Park.

We call on the City Council of Sonora to return Santa's Village to its historic location in Courthouse Park for the 2018 holiday season and forward. Doing so will ensure everyone who visits or drives through our historic downtown will be able to easily see and experience its small-town charm.

We the undersigned demand that the City Council of Sonora return Santa's Village to its rightful place in Courthouse Park.

Name (Printed)	Phone Number	City/State	Signature
LEANNA SALAZAR	209 559 5448	SONORA, CA	Leanna Salazar
ANNETTE Chiara	209-743-0153	SONORA, CA	Annette Chiara
Colleen Meyers	209-536-1302	Sonora, CA	Colleen Meyers
HELEN DeGennaro	209 533 0915	SONORA	Helen DeGennaro
TOM DeGennaro	"	"	Tom DeGennaro
Lacey Thomas	591-3931	SONORA CA	Lacey Thomas
Melissa Medeiros	352-9103	sonora, CA	Melissa Medeiros
Taylor Grondell	532-7871	Sonora, CA	Taylor Grondell
MICHAEL TUTTLE	"	SONORA, CA	Michael Tuttle
Michelle Tuttle	532-9361	Sonora, CA	Michelle Tuttle
Susie Pehrman	928-3838	Tuolumne, CA	Susie Pehrman
PHIL VAN SWOOL	532-1133	Sonora, CA	Phil Van Swoll
Derek Nunes	677-7418	Sonora, CA	Derek Nunes
Sylvia White	984-9055	Jamestown	Sylvia White
Arnette Nelson	533 0360	Sonora	Arnette Nelson
Brenda J. Hix	928-3690	Tuolumne	Brenda J. Hix
Dee Egan	928-9191	SONORA	Dee Egan
Theresa Dyer	209 743 6671	Sonora	Theresa Dyer
Kathy M. Boone	209-984-3359	Jamestown	Kathy M. Boone
Ronald Knox	209-984-5832	Jamestown	Ronald Knox
Larry White	209-536-1631	Sonora	Larry White
Stephen Haigh	209 629-9266	Sonora, CA	Stephen Haigh
MARCELA A. VAN SWOLL	209 532 1133	SONORA, CA	Marcela A. Van Swoll
Andy Mayes	209 768 5875	Sonora, CA	Andy Mayes
Carolyn Coates	209 928-3380	Tuolumne	Carolyn Coates

For more information, inquiries, or additional pages please contact: Derek Nunes at dereknunes@msn.com

# Petition to Restore Santa's Village to Courthouse Park

To Be Presented to the Sonora City Council on 6/4/2018

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We the undersigned demand that the City Council of Sonora return Santa's Village to its rightful place in Courthouse Park.

Name (Printed)	Phone Number	City/State	Signature
CAROL NUNES	532-0272	SONORA CA	Carol Nunes
William NUNES	532-0272	SONORA CA	William Nunes
John Banks	945-331-1610	SONORA CA	John Banks
Jessie Caxton	209-890-9233	SONORA CA	Jessie Caxton
Tracey Wright	(209) 954-2086	SONORA CA	Tracey Wright
Cheyenne Garibay	209-355-3846	SONORA CA	Cheyenne Garibay
Michael Miller	209-352-9627	SONORA CA	Michael Miller
April Rains	209-1051-1095	TUWAIN HART	April Rains
Alycia (Raphael)	209) 591-0863		Alycia Raphael
PIRIE DUNNE BOLLERS Rigie Dunne Bollers	209.984-4409	JAMES TOWN CA	Rigie Dunne Bollers
Kristine C. Hedges	(209) 533-9191	SONORA	Kristine C. Hedges
DONNA SALAZAR	809-532-7871	SONORA	Donna Salazar
Danette Lampacher	209-352-6542	SONORA	Danette Lampacher
Ryan Walker	209-768-4685	SONORA	Ryan Walker
Tracey Lago Segala	(209) 736-9155	Angels Camp	Tracey Lago Segala
Ron Burchard	573 2417	Columbia	Ron Burchard
Dale Burchard	(209) 352-8880	Sonora	Dale Burchard
Cathy Sporellor	209-352-7588	Sonora	Cathy Sporellor
Travis Hoyle	209-352-7973	Sonoma CA	Travis Hoyle
Brian Fischer	1-859-593-0550	Sonoma CA	Brian Fischer
Tracey Hoyle	209 352-7971	Sonora CA	Tracey Hoyle
Dustin Banks	209 743-6444	Sonora, CA	Dustin Banks
Thomas Jay	209 728-2830	Murphys, CA	Thomas Jay
Aaron Billigmeier	209 743-1368	Sonora CA	Aaron Billigmeier

For more information, inquiries, or additional pages please contact: Derek Nunes at dereknunes@msn.com

# Petition to Restore Santa's Village to Courthouse Park

To Be Presented to the Sonora City Council on 6/4/2018

For decades Santa's Village has been held in Courthouse Park. In 2016 an exception had to be made due to renovations, and in 2017 the City experimented with placing Santa's Village in Coffill Park.

We call on the City Council of Sonora to return Santa's Village to its historic location in Courthouse Park for the 2018 holiday season and forward. Doing so will ensure everyone who visits or drives through our historic downtown will be able to easily see and experience its small-town charm.

We the undersigned demand that the City Council of Sonora return Santa's Village to its rightful place in Courthouse Park.

Name (Printed)	Phone Number	City/State	Signature
KIMBERLY ROE VILLAIN SIMPSON	984-3929	Sonora CA TWIN FALLS	[Signature]
Carol Malispina	694-8826	SONORA, CA	[Signature]
STACY VIRUS	743-7837	SONORA, CA	[Signature]
Corrina Lindblom	743-2700	SONORA, CA	[Signature]
Victoria Clanton	209-890-9109	Sonora, CA	[Signature]
Tyler Clanton	209-890-9909	Sonora, CA	[Signature]
Tiffany Phillips	530-8656	Gouldsbyville, CA	[Signature]
Simée Mues	310-720-2800	MURPHYS, CA	[Signature]
NATHAN MORSE	209-559-3883	SONORA, CA	[Signature]
Jonathan Wolf	209-743-5531	Sonora, CA	[Signature]
Mike Shaughnessy	209-890-0700	Tuolumne CA	[Signature]
Eileen H. DAMBACHER	532-4097	SONORA, CA	[Signature]
Dennis COX	530-351-5594	Sonora CA	[Signature]
Ryan Jansen	951-491-5257	Sonora, CA	[Signature]
Leslie Johnson	209-549-6316	Twain Harte, CA	[Signature]
KIM MERRIFEW	209-965-1410	FINCHES, CA	[Signature]
Suzanne Cruz	709-740-5025	SONORA, CA	[Signature]
Shaina Lane	209-352-2150	SONORA, CA	[Signature]
Mary Wonderly	209-928-1576	Tuolumne, CA	[Signature]
Bob Gilman	209-890-6508	Sonora, CA	[Signature]
HEATHER HENDERSON	209-206-3440	Tuolumne Ca	[Signature]

For more information, inquiries, or additional pages please contact: Derek Nunes at dereknunes@msn.com

**To Be Presented to the Sonora City Council on 6/4/2018**

**We the undersigned demand that the City Council of Sonora return Santa's Village to its rightful place in Courthouse Park.**

[illegible]

**EXHIBIT "A"** Page 7 of 7



	2016/17 Funded	2017/18 Funded	2018/19 Proposed	Comments
City Administrator	1.0	1.0	1.0	
City Attorney	0.2	0.0	0.0	(Contracted services)
Admin Serv Dir/Finance Dir	1.0	1.0	1.0	
Administrative Analyst	0.0	1.0	1.0	
Admin/Finance Assistant	2.0	1.0	1.0	
<b>Total Department FTEs</b>	<b>4.2</b>	<b>4.0</b>	<b>4.0</b>	
Community Development Director	1.0	1.0	1.0	
Community Development Specialist	1.0	1.0	1.0	
Special Programs Coordinator	1.0	1.0	1.0	
Building Inspector	0.0	0.0	0.0	
<b>Total Department FTEs</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	
Chief of Police	1.0	1.0	1.0	
Police Lieutenant	1.0	1.0	1.0	
Police Sergeant	2.0	2.0	2.0	
Police Officer	10.0	10.0	10.0	
Communications Dispatcher	5.0	5.0	5.0	
Police Records Technician	1.0	1.0	1.0	
<b>Total Department FTEs</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>	
Fire Chief	1.0	1.0	1.0	
Fire Captain	3.0	3.0	3.0	(1 Engineer relief /Safer grant)
Fire Engineer	3.0	3.0	3.0	
<b>Total Department FTEs</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	
Public Works Supervisor	1.0	1.0	1.0	
Public Works Specialist	4.0	4.0	3.0	(1 Assistant limited term)
Public Works Assistant	1.0	1.0	3.0	
Supervising Mechanic	1.0	1.0	1.0	
Equipment Mechanic	1.0	1.0	1.0	
Public Works/Building Inspector	0.0	0.0	0.0	
<b>Total Department FTEs</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</b>	
<b>Total City FTEs</b>	<b>42.2</b>	<b>42.0</b>	<b>43.0</b>	



## City of Sonora

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

*Ask Rachelle  
Attached to Res. 7*

**DATE:** June 18, 2018  
**TO:** Honorable Mayor and City Council Members  
**FROM:** Rachelle Kellogg, Community Development Director  
**SUBJECT:** Title VI Program

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### RECOMMENDATIONS:

City staff recommends that the City Council approve the following:

- 1) Resolution No. 06-18-2018-A, designating the City Administrator as the Title VI Coordinator and adopting the City of Sonora Title VI Program.

### DISCUSSION:

The City receives federal transportation funds through Caltrans and therefore it is subject to the requirements under Title VI of the Civil Rights Act of 1964 and its related statutes. Under Title VI, and its related statutes, no person shall, on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program, activity or service provided. Under these regulations, the City is also required to designate a Title VI Coordinator and adopt a Title VI Program. The proposed Title VI Program complies with the requirements included within Chapter 9 of the Caltrans' Local Assistance Procedures Manual.

*yes, attach*

# **Resolution Number: 06-18-2018-A**

## **A RESOLUTION OF THE CITY COUNCIL DESIGNATING THE CITY ADMINISTRATOR AS THE TITLE VI COORDINATOR AND ADOPTING THE CITY OF SONORA TITLE VI PROGRAM**

WHEREAS, the City of Sonora is a recipient of federal funding under the Federal Highway Administration (FHWA) and the US Department of Transportation (USDOT); and

WHEREAS, local agencies receiving funding through (FHWA) and (USDOT) are subject to Title VI and its related statutes; and

WHEREAS, under Title VI of the Civil Rights Act of 1964, and its related statutes, no person shall, on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program, activity, or service; and

WHEREAS, local agencies are required to designate a Title VI Coordinator and institute a Title VI Program in accordance with the Civil Rights Act of 1964 and related statutes; and

WHEREAS, the City of Sonora's Title VI Program has been prepared as per the requirements under Chapter 9 of the Caltrans' Local Assistance Procedures Manual;

NOW, THEREFORE, BE IT RESOLVED THAT THE SONORA CITY COUNCIL HEREBY designates the City Administrator as the Title VI Coordinator and adopts the City of Sonora Title VI Program.

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 18th day of June 2018, by the following vote:

AYES:

\_\_\_\_\_  
\_\_\_\_\_

NOES:

\_\_\_\_\_  
\_\_\_\_\_

ABSENT:

\_\_\_\_\_  
\_\_\_\_\_

Dated: June 18, 2018

\_\_\_\_\_  
Connie L. Williams, Mayor

ATTEST:

\_\_\_\_\_  
Marijane Cassinetto, City Clerk



# City of Sonora

## Title VI Program

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### INTRODUCTION

The purpose of the Title VI Program is to establish guidelines to effectively monitor and ensure that the City of Sonora is in compliance with Title VI of the Civil Rights Act of 1964 requirements. Title VI states that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance". All programs receiving financial assistance from the Federal Highway Administration (FHWA) and the US Department of Transportation (USDOT) are subject to Title VI and its related statutes.

### NONDISCRIMINATION POLICY STATEMENT

The City of Sonora is committed to creating and maintaining a municipal environment that is free of all forms of discrimination. The City of Sonora, under Title VI of the Civil Rights Act of 1964, and related statutes, ensures that no person in the City of Sonora shall, on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program, activity or service that it administers. The City of Sonora will take necessary preventive corrective and disciplinary actions to stem behavior that violates this Policy or the rights and privileges it is designed to protect.

To help ensure access to the City's programs, services and activities, the City will provide translations, reasonably modify policies and procedures, and provide auxiliary aids or alternative formats to persons with disabilities. For accommodations, translations or additional information contact the City's Title VI Coordinator.

### APPLICABILITY

This policy is applicable to all City of Sonora employees, members of the public and all contractors hired by the City of Sonora. Failure of a City of Sonora employee to follow this policy and procedure may subject such employee to disciplinary action up to and including employment termination.

### TITLE VI COMPLAINT PROCEDURE

Any individual, group of individuals, or entity who believes that any specific class of persons, to be subjected to discrimination prohibited under this Program by the City of Sonora may file a written complaint with the City's Title VI Coordinator.

The complaint should be submitted as soon as possible but no later than one hundred eighty (180) calendar days from the date of the alleged violation. The written complaint must include the following:

- Complainants' name, address and phone number;
- Date of the alleged discriminatory act;
- Detailed description of what occurred, including names and job titles of those individuals perceived as parties to the complaint;
- Basis of the complaint; and
- Be signed by the complainant or their representative

Individuals and organizations may also file a complaint with the following agencies:



City Administrator/Title VI Coordinator  
City of Sonora  
94 N. Washington Street  
Sonora, CA 95370  
(209) 532-4541

#### **TITLE VI TRAINING**

The City shall provide Title VI training for its managers, supervisors, and staff with frequent public contact every two years.

#### **LIMITED ENGLISH PROFICIENCY (LEP)**

The City shall perform an annual assessment to determine if modifications are needed to its programs, services and activities to ensure meaningful access by LEP persons, culminating in the development of a language access plan. LEP persons are those for whom English is not their primary language and have a limited ability to read, write, speak, or understand English. The City's assessment shall be based on the following factors:

- 1) The number or proportion of LEP persons eligible to be served or likely to be encountered.
- 2) The frequency of LEP contacts.
- 3) The nature and importance of the programs, services or activities provided.
- 4) The resources available for LEP persons.

#### **ENVIRONMENTAL JUSTICE REQUIREMENTS**

The City of Sonora shall integrate an environmental justice analysis into its National Environmental Protection Act (NEPA) documentation for construction projects. The City is not required to conduct environmental justice analysis for projects where NEPA documentation is not required.

#### **NOTICE TO THE PUBLIC**

To apprise member of the public of the protections against discrimination afforded to them under the City's Title VI Program, the City will post a copy of the adopted Title VI Program and Title VI information brochure on the City's website and at the Community Development Department. Copies will also be available at the Community Development Department's public counter.

***ADOPTED by Resolution 06-18-2018-A by the Sonora City Council at a meeting held on the 18th Day of June 2018.***

\_\_\_\_\_  
**Connie L. Williams, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Marijane Cassinotto, City Clerk**



## City of Sonora

Community Development Department  
94 N. Washington Street  
Sonora, CA 95370  
(209) 532-3508  
(209) 532-3511 *fax*  
[www.sonoraca.com](http://www.sonoraca.com)

### MEMORANDUM

**DATE:** June 18, 2018  
**TO:** Honorable Mayor and Council Members  
**FROM:** Rachelle Kellogg, Community Development Director  
**SUBJECT:** Stockton – Washington Corridor – Downtown Transit & Accessibility Improvement Project

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#### RECOMMENDATION:

City staff recommends that the City Council approve the following:

- 1) Resolution No. 06-18-2018-B, awarding the engineering services contract for the Stockton – Washington Corridor – Downtown Transit & Accessibility Improvement Project to Kimley-Horn and Associates, Inc. and authorizing the City Administrator to execute all agreements and documents related to the project.

#### BACKGROUND:

The City issued the first Request for Proposal (RFP) for the project's design engineering services on August 7, 2017. The scope of services under this RFP included engineering, field survey work, landscape and electrical design services, public outreach and environmental services/clearance to result in contract documents (plans, specifications and cost estimated) for the project and the appropriate environmental document to comply with NEPA and CEQA. The submittal deadline for proposals was September 11, 2017 and the City received one proposal from Kimley-Horn and Associates, Inc.

Following discussions with Caltrans regarding the justification requirements for sole source approval and discussions with Kimley-Horn related to their cost proposal, the City made a determination to re-advertise the contract in an attempt to receive additional proposals. On February 16, 2018, the City issued a new Request for Proposal for design engineering services with a proposal submittal deadline of March 19, 2018. The scope of services was revised to remove project environmental services/clearances and the associated studies, which will now be completed by the City's Contract Planner, Paula Daneluk, and funded through the TCTC. The City also revised the scope of services to more clearly define specific items within the RFP.

Both RFPs were sent directly, by email, to 64 firms and to two consultant network service providers who provided the information to their consultant network. The RFP's Notice of Availability was published/posted in the Union Democrat, The Record, Modesto Bee, City's website, and at City Hall. As with the first RFP, the City received only one proposal again from the firm Kimley-Horn and Associates, Inc.

**DISCUSSION:**

Kimley-Horn's proposal was evaluated and scored by Tim Miller, Darin Grossi and Rachelle Kellogg, Consultant Selection Committee, evaluating the consultant's understanding of the project scope of work, similar work experience, assigned staff qualifications, familiarity with federal and state requirements, financial responsibility, and technical ability. The Consultant Selection Committee also reviewed the consultant's cost proposal. The Committee met with John Pulliam and Daniel Carley with Kimley-Horn to discuss the project scope and schedule and to negotiate project costs. The Committee determined that they are qualified to perform the services required and that the assigned staff is fully aware of all applicable federal and state laws, regulations, design standards and specifications that are required to complete the project. Staff submitted, to Caltrans, the request for sole source and indirect cost rate approval. Both were approved and the City is now in a position to move forward with the award. Engineering services must be fully completed on or before April 1, 2019.

## **Resolution Number: 06-18-2018-B**

### **A RESOLUTION OF THE CITY COUNCIL AWARDING THE ENGINEERING SERVICES CONTRACT FOR THE STOCKTON – WASHINGTON CORRIDOR – DOWNTOWN TRANSIT & ACCESSIBILITY IMPROVEMENT PROJECT TO KIMLEY-HORN AND ASSOCIATES, INC. AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ALL AGREEMENTS AND DOCUMENTS RELATED TO THE PROJECT**

WHEREAS, the City of Sonora is a recipient of federal funding under the Federal Highway Administration (FHWA) for the Stockton – Washington Corridor – Downtown Transit & Accessibility Improvement Project; and

WHEREAS, the City has issued a Request for Proposal (RFP) for project engineering services and received one proposal from Kimley-Horn and Associates, Inc.; and

WHEREAS, the proposal has been evaluated by the Consultant Review Committee who has determined that the consultant is qualified to perform the services required and that the assigned staff is fully aware of all applicable federal and state laws, regulations, design standards and specifications that are required to complete the project; and

WHEREAS, the Consultant Review Committee has also reviewed the consultant's cost proposals and has completed negotiations; and

WHEREAS, the City has complied with all of the A&E procurement requirements included within Chapter 10 of the Caltrans' Local Assistance Procedural Manual;

NOW, THEREFORE, BE IT RESOLVED THAT THE SONORA CITY COUNCIL HEREBY awards the engineering services contract for the Stockton – Washington Corridor – Downtown Transit & Accessibility Improvement Project to Kimley-Horn and Associates, Inc. and authorizes the City Administrator to execute all agreements and documents related to the project.

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 18th day of June 2018, by the following vote:

AYES:

\_\_\_\_\_  
\_\_\_\_\_

NOES:

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

Dated: June 18, 2018

\_\_\_\_\_  
Connie L. Williams, Mayor

ATTEST:

\_\_\_\_\_  
Marijane Cassinetta, City Clerk

## **Scope of Services – Contract Final**

We have reviewed and based our proposed scope off of the scope provided in the RFP. We have augmented and expanded in those areas based on our project understanding.

The City has identified the following milestones:

- Milestone 1 – Completion of the City's selection of the preferred alternative
- Milestone 2 – Completion of the preliminary base plans (35%) for the project design
- Milestone 3 – 90% PS&E
- Milestone 4 – Completion of PS&E
- Milestone 5 – Completion of the Construction Bid Documents and Caltrans Authorization for Construction

The Kimley-Horn team's proposed Scope of Services includes the following key tasks:

1. Project Management and Coordination
2. Data Gathering
3. Alternatives Development and Public Outreach
4. Preliminary Engineering
5. Final PS&E

### ***Task 1. Project Management and Coordination***

Kimley-Horn assumes the management activities will last up to 7 months, ending on January 31, 2018. We understand the City desires to have PS&E completed by January 31, 2018, and our team will endeavor to meet that deadline. However there are numerous critical-path items that are not within our control, including reviews and actions by the City and Caltrans.

This task covers project management, attendance at project meetings, Caltrans coordination, and performance of quality control. It does not include project management services through construction. The management activities are as outlined in the following sub-task descriptions:

#### ***Sub-Task—Project Administration***

Kimley-Horn staff's administration efforts include initial development and maintenance of project schedule (Critical Path Method or equal), work plan, and processing timely invoices.

#### ***DELIVERABLES:***

- *Electronic copy of Project Schedule and Monthly Invoices*
- *Internal Project Files and Work Plan (retained at Kimley-Horn offices for up to 3 years)*
- *File correspondence, emails, and memos*

#### ***Sub-Task—Meetings***

Kimley-Horn will participate in monthly design coordination meetings. We assume the majority of these will be handled via conference call, with a total of five (5) in-person meetings, including the Kick-off meeting. Ahead of these meetings, we will develop short bullet-point agendas. In-person meetings will be held at the City offices.

We will take and distribute draft meeting minutes after each meeting for the City's review and comment/approval. City comments will be incorporated and final meeting minutes will be distributed to the City.

#### ***DELIVERABLE:***

- *Meeting agendas*
- *Electronic copy of meeting minutes (draft and final) Attendance at up to five (5) project meetings at the City*

#### ***Sub-Task—Coordination***

CCS will prepare an existing ground surface model from the survey with smooth contours and resolved triangulation. Developing Temporary Construction Easements (TCE), Right of Entry (ROE), or other right of way documents are not included in this task, but can be provided for additional fee.

**DELIVERABLES:**

- AutoCAD topographic base file
- Existing ground surface
- Right-of-Way information in AutoCAD

**Sub-Task—Geotechnical Evaluation and Report**

**Field Investigation**

Our subconsultant WRECO will conduct a field investigation for the proposed pavement sections and any underground utility relocation required for the Project. The following work will be performed:

- *Pay all fees and fill out a Caltrans Encroachment Permit for the drilling work within Caltrans right-of-way.*
- *Mark out the borings in white paint and call in USA North Utility Notification a minimum of 72 hours before the start of the field work.*
- *With traffic control in place, drill two soil borings using solid flight augers to completion depths of 10 feet below current grades. Because these are less than 15 feet deep, no boring permit from Tuolumne County is required. The existing asphalt concrete (AC) and any identified base material will be measured where penetrated with borings. All borings will be backfilled with lean cement, and the soil cuttings drummed and disposed of off-site. All penetrations in the asphalt within Caltrans right-of-way will be patched with SET45 dyed black and in the City's right-of-way with a minimum of 3 inches of permanent cold asphalt concrete.*
- *Sampling will be performed using driven split barrel samplers following the Standard Penetration Test (ASTM D1586). Bulk samples will be retrieved from the auger cuttings as the drilling advances.*
- *Recovered representative samples will be visually classified and tested to better determine the engineering characteristics of the soils. At this time the testing is anticipated to consist of Atterberg Limits, gradation, R-value, and optimum moisture content/maximum dry density (Modified Proctor). The actual test schedule will be prepared after the samples are collected.*

**Geotechnical Engineering Study**

Our subconsultant WRECO will prepare and perform a field investigation consisting of soil borings and test pits, as best determined by the final alignments and proposed construction requirements, to better define the subsurface conditions along the Project alignment. Recovered representative soil samples will be tested to determine the soil index properties, strength properties, and subgrade modulus for pavement design and any new or relocated underground utilities. Actual testing will be determined based upon the required demands and actual soil and rock samples recovered.

WRECO will prepare a Geotechnical Engineering Study, which will include a summary of the field investigation, laboratory testing, and design recommendations for the proposed Project. The study will provide the following information:

- *A discussion of the scope of work performed.*
- *A summary of the field investigation performed.*
- *A summary of the laboratory testing performed.*
- *A discussion of the idealized soil and rock profiles along the Project with engineering soil parameters.*

#### *Sub-Task—Utility Coordination*

Record base maps of the utility companies will be requested and we will notify the various agencies and request that if they plan to install new facilities within the project area that they coordinate with the City as soon as possible. We will incorporate the above ground and approximate underground facilities into our mapping.

Kimley-Horn will review record plans received from utilities and analyze utility data captured by the topographic surveys, to identify potential utility companies and conflicts with the proposed improvements, as well as identify high priority facilities as defined by Caltrans. We will create utility impacts exhibits, which identify areas of potential utility conflict or high priority facilities. We will work with identified utility companies and with the City to determine a strategy for dealing with utility conflicts, including adjustments, relocations, and protection in place, as required by the Local Assistance Procedures Manual (LAPM). We will prepare Notice to Owner letters, as needed, to comply with Caltrans utility relocation procedures for adjusting existing facilities to grade. We do not anticipate any utility relocations, only surface facility adjustments.

Depending on the existing facilities within the project area, potholing may be required to determine exact locations of crossing utility conflicts or high priority facilities (requirement by Caltrans Utility Certification and Right-of-Way Certification Exhibit 13-A when high priority facilities are present). Due to the uncertainty of needing potholing, this is not included in our scope or fee.

#### *DELIVERABLES:*

- *Documentation of Utility Coordination*

### ***Task 3. Alternative Development and Public Outreach***

#### *Sub-Task—Develop Concepts*

Kimley-Horn will build upon the concept developed as part of the Vision Sonora Plan, and create up to two (2) alternatives for improvements within the project limits. We assume one alternative will show concept improvements to Washington Street, and the other show concept improvements to Stockton Street. Both concepts will include modifications to the existing signalized intersection. These alternatives may also include options for landscape plant palette, hardscape materials, colors and textures, gateway feature variations, pedestrian and transit facilities and locations, and parking configurations.

We will provide landscape, hardscape, transit shelter, and gateway feature options, with the focus being enhancing the natural scenic beauty of the City of Sonora. Special effort will be made to use native plant selections that are appropriate to the project to represent an enduring, low water use and low maintenance landscape that respects the community and setting that surrounds the project. Hardscape materials will be selected to mimic and complement the local environment, also considering long-term maintenance.

This task includes preparing base sheets, and conceptual landscape and hardscape alternatives which can be used to collect public input. This task assumes one (1) round of non-conflicting comments will be addressed to produce the 35% design. Kimley-Horn will work with the City to identify the City's preferred alternative that will be presented at the public outreach meeting.

#### *DELIVERABLES:*

- *Concept design exhibits for up to two (2) alternatives*

#### *Sub-Task—Develop Concept Opinions of Probable Construction Cost Estimates*

Kimley-Horn will prepare a concept-level engineer's opinion of probable construction cost (OPCC) for each of the two alternatives.

#### *DELIVERABLES:*

- *Conceptual Opinions of probable construction cost estimates for up to two (2) alternatives*

<b>SHEET TYPE</b>	<b># OF SHEETS</b>
Title Sheet	1
General Notes, Legend, Abbreviations	1
Typical Cross Sections	1
Key Map/Hoz Control	1
Demolition Sheets	1
Roadway Plan and Profile	1
Intersection Plan	1
Construction Details	4
Transit Stop Details	1
Foundation Details	1
Utility Plans and Details	1
Temporary Water Pollution Control	1
Traffic Handling/Construction Staging	3
Construction Area Signs	1
Signage and Striping Plans and Details	2
Drainage Plans and profile	2
Drainage Details	1
Urban Design Cover, Landscape Qtys, and Details	2
Urban Design/Landscape Plans	1
Urban Design/Landscape Details	2
Irrigation Plans	1
Irrigation Details	2
Retaining Wall arch and structural design	2
Signal Plans (1 signals)	2
Lighting and Electrical Plans and Details	3
<b>TOTAL</b>	<b>39</b>

#### *Sub-Task—90% Roadway Design*

90% roadway design plans including title sheet, horizontal control, key map, plan and profiles, typical cross-sections and construction details will be updated and refined from the preliminary engineering (35% plans). We will prepare signing and pavement delineation plans. Plans will be prepared based on Caltrans standard pavement delineation details and signing will be based on the Manual of Uniform Traffic Control Devices—California Edition, modified as required per current published City standards.

Kimley-Horn will prepare Stage Construction, Traffic Handling, and Detour plans required for any long-term lane closures and any detours. The plans will be based on the Manual of Uniform Traffic Control Devices – California Edition and Caltrans Traffic Manual, modified as required per current published City requirements.

#### *Sub-Task—90% Signal, Lighting, and Electrical Plans*

Kimley-Horn will prepare 90% traffic signal, street lighting, and associated electrical plans. Traffic Signal design at the Stockton/Washington intersection will utilize the Caltrans 2015 Standard Plans and Standard Specifications. We will prepare electrical plans for the proposed lighting, security cameras, and electrical service stub out for the future NextBus signage.



the 90% plan submittal and project award, and bid items will be named using Caltrans standard bid item names.

**SUMMARY OF 90% DELIVERABLES:**

- *Three (3) half-size hard copies of 90% PS&E*
- *Six (6) full-size hard copies Final PS&E to Caltrans*
- *Encroachment Permit Application and PS&E Package Submitted to Caltrans*
- *Electronic versions of plans (PDF), specifications (Word), and OPCC (Excel)*
- *Draft Caltrans Encroachment Permit Application - City as Applicant*

**Sub-Tasks—Final PS&E Design Tasks (multiple)**

The Final design tasks include the preparation of the Final design (plans, specifications and estimate) for the Project. Kimley-Horn will coordinate the resolution of outstanding design issues and respond to one set of non-conflicting consolidated comments from the City and from Caltrans received on the 90% PS&E and submitting encroachment permit documents. We will submit the Final PS&E package to Caltrans for approval with the required revised documentation for the encroachment permit. We assume no design exceptions will be required for the design of the proposed improvements. Should design exceptions be unavoidable, Fact Sheets to Design Exceptions documents will need to be prepared and submitted to Caltrans; this work can be done for additional fee.

**SUMMARY OF FINAL DELIVERABLES:**

- *Three (3) full-size hard copies of Final PS&E to City of Sonora*
- *One (1) half-size hard copies of Final PS&E to City of Sonora*
- *Six (6) full-size hard copies Final PS&E to Caltrans*
- *Electronic versions of plans (PDF), specifications (Word), and Cost Estimate (Excel)*
- *Revised Encroachment Permit Application and PS&E Package Submitted to Caltrans*
- *Revised PS&E Package Submitted to Caltrans with Response to Caltrans Comments Matrix*

Task Name		Duration	Start	Finish	Predecessors	2019											
Task Name		Duration	Start	Finish	Predecessors	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan				
1	Kick-Off Meeting	1 day	Mon 6/25/18	Mon 6/25/18													
2	Data Gathering	30 days	Wed 6/27/18	Tue 8/7/18	1												
3	Alternatives Development and Public Outreach	30 days	Wed 7/18/18	Tue 8/28/18													
4	Alternatives Development	15 days	Wed 7/18/18	Tue 8/7/18													
5	Public Outreach Meeting #1	0 days	Tue 8/7/18	Tue 8/7/18	4												
6	Revise Alternatives	15 days	Wed 8/8/18	Tue 8/28/18	5												
7	Preliminary Engineering (35% PS&E)	20 days	Wed 8/29/18	Tue 9/25/18	6												
8	Public Outreach Meeting #2	0 days	Tue 9/25/18	Tue 9/25/18	7												
9	Final PS&E	55 days	Wed 9/26/18	Tue 12/11/18													
10	90% PS&E	20 days	Wed 9/26/18	Tue 10/23/18	8												
11	Submit Package for Caltrans Encroachment Permit	20 days	Wed 10/24/18	Tue 11/20/18	10												
12	City Review	10 days	Wed 10/24/18	Tue 11/6/18	10												
13	Final PS&E	15 days	Wed 11/21/18	Tue 12/11/18	11												
14	Submit Final Package for Caltrans Encroachment Permit	0 days	Tue 12/11/18	Tue 12/11/18	13												
15	City Council Meeting	0 days	Mon 12/17/18	Mon 12/17/18													
16	All Work Completed (Deadline)	0 days	Thu 1/31/19	Thu 1/31/19													

**Exhibit 10-H1 Cost Proposal**  
**Actual Cost-Plus-Fixed Fee or Lump Sum (Firm Fixed Price) Contracts**  
 (Design, Engineering and Environmental Studies)

Note: Mark-ups are Not Allowed

☒ Prime Consultant    ☐ Subconsultant    ☐ 2nd Tier Subconsultant
Consultant Kimley-Horn and Associates, Inc.Project No. \_\_\_\_\_ Contract No. \_\_\_\_\_ Date 6/7/2018**DIRECT LABOR**

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager	John Pulliam	136	\$76.94	\$ 10,463.84
Sr. Professional II	Frederk Venter	20	\$89.42	\$ 1,788.40
Sr. Professional II	Kevin Aguigui	4	\$87.50	\$ 350.00
Sr. Professional II	Jack Boda	5	\$93.76	\$ 468.80
Sr. Professional I	Sanjay Pandya	9	\$79.34	\$ 714.06
Sr. Professional II	Mike Hollingsworth	30	\$85.00	\$ 2,550.00
Professional II	Kwasi Akwabi	44	\$62.02	\$ 2,728.88
Professional I	Michael Madsen	21	\$56.74	\$ 1,191.54
Professional I	Prasanna Muthireddy	10	\$55.78	\$ 557.80
Professional I	Daniel Carley	243	\$53.86	\$ 13,087.98
Professional I	Matt Wages	116	\$51.46	\$ 5,969.36
Professional I	Randall Kopff	61	\$50.96	\$ 3,108.56
Professional I	Tyler Whaley	95	\$55.30	\$ 5,253.50
Professional	Sean Hays	105	\$41.12	\$ 4,317.60
Professional	Scott Shepahd	20	\$41.12	\$ 822.40
Professional	Joe Cogswell	109	\$37.28	\$ 4,063.52
Analyst	Akash Patel	229	\$32.94	\$ 7,543.26
Project Support	Kao Saeteurn	25	\$40.40	\$ 1,010.00
Project Support	Sharon Kamdar	20	\$54.82	\$ 1,096.40
Admin Support	Jeanne Schulz	29	\$24.04	\$ 697.16

**LABOR COSTS**

a) Subtotal Direct Labor Costs

\$ 67,783.06

b) Anticipated Salary I 12

\$ 2,033.49

c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]** \$ **69,816.55****INDIRECT COSTS**d) Fringe Benefits (Rate: 42.14%)

e) Total Fringe Benefits [(c) x (d)] \$ 29,420.69

f) FCCM (Rate: 0.51%)

g) Overhead [(c) x (f)] \$ 356.06

h) General and Administrative (Rate: 154.88%)

i) Gen &amp; Admin [(c) x (h)] \$ 108,131.88

5

j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ **137,908.63****FIXED FEE**k) **TOTAL FIXED FEE [(c) + (e) + (i) \* fixed fee 10%]** \$ **20,736.91****l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Travel (Mileage, Flights, etc.)			\$0.00	\$ 3,250.00
Reproduction			\$0.00	\$ 3,660.70
Traffic Counts (Quality Counts)			\$0.00	\$ 1,500.00

l) **TOTAL OTHER DIRECT COSTS** \$ **8,410.70****m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

Subconsultant 1:	California Construction Surveys (DBE)	\$ 13,789.30
Subconsultant 2:	WRECO (DBE)	\$ 19,177.28
Subconsultant 3:		\$
Subconsultant 4:		\$

(m) **TOTAL SUBCONSULTANTS' COSTS** \$ **32,966.58**(n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)]** \$ **41,377.28****TOTAL COST [(c) + (j) + (k) + (n)]** \$ **269,839.38**

## Exhibit 10-H1 Cost Proposal

Certification of Direct Costs:

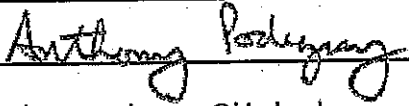
I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contracts
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Anthony Podegracz Title\*: Vice President  
Signature:  Date of Certification (mm/dd/yyyy): 6/7/2018  
Email: anthony.podegracz@kimley-horn.com Phone Number: 925-398-4840  
Address: 4637 Chabot Dr., Ste. 300, Pleasanton, CA 94588

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Engineering Design Services

## Tuolumne County Business Outreach Program

Summary of Activity for Jan 16<sup>th</sup> – May 31<sup>st</sup>, 2018

### Sonora City Council Report – Monday, June 18<sup>th</sup>, 2018

The primary purpose for the TC Business Outreach program is to visit local business in Sonora and all communities in Tuolumne County to assess their individual needs and raise awareness of the various business resources available within the county to help meet those needs. In late 2017, Valley Sierra SBDC was awarded a contract through the TCEDA that allows for up to 150 hours to visit as many businesses as possible within Tuolumne County from Jan 1<sup>st</sup> – Jun 30<sup>th</sup>, 2018.

The program launched on Jan 16<sup>th</sup>, after a planning meeting between TCEDA and VSSBDC staff and consultants. The agreed strategy was to focus business visitation on the Greater Sonora area initially and then expand out to adjacent communities in early Spring. A tactical plan was developed to cover all targeted communities while minimizing any duplication of visits. The various business districts/areas in the county were divided up and assigned to SBDC Consultants/Staff soon after the initial Jan 16<sup>th</sup> planning meeting.

As of May 31<sup>st</sup>, SBDC consultants have visited a **total of 134** Tuolumne County businesses. 44 businesses visited were within Sonora city limits and 90 were outside of Sonora. Of the 90 businesses visited outside of Sonora, 39 were in Jamestown, 32 in Groveland, Big Oak Flat (2), Chinese Camp (1), East Sonora (14) and Columbia (2). Business visits and assessments are taking an average of 15-20 minutes each. The SBDC is on track to visit 70-80 additional businesses during the month of June, with at least 35 in the City of Sonora. Our goal is to complete a total of at least 200 business visits by June 30<sup>th</sup>.

SBDC consultants are regularly attending the Sonora Downtown Merchant meetings and attending mixers and other meetings with the TC Chamber and Groveland Chamber to promote and support the TC Business Outreach program. TCEDA and Sonora City staff, as well as SCORE, TC Chamber, Sonora Chamber and several community based business groups are helping to promote the TC Business Outreach program.

In April and May, SBDC consultants held follow up meetings with 12 businesses that requested consulting services during their initial outreach business visit. All follow up visits are covered under the regular SBDC program not charged to the TC Business Outreach budget. Several referrals were made to TCEDA, Mother Lode Job Training and City of Sonora for assistance based on other specific needs indicated during business visits.

**May 10, 2018** scheduled meeting was cancelled due to no action items.

At the **June 14th** meeting the committee members in attendance (Connie Williams, Tim Miller, Darin Grossi and Sherri Brennan) had one action item. Approving the recipients of the Certificate of Appreciation Awards for July. The locations submitted by the Community Design and Marketing sub-committee included: 11 S Washington Street, 81 S Washington Street, 342 W Stockton Rd and 55 S Washington Street. The committee gave approval. The awards will be presented at the July 16th City Council meeting. Committee members Mark Plummer, Rachelle Kellogg and John Gray were not present.

The committee received an update from committee member Williams regarding the dog waste station project. To date the TC Visitor's Bureau has stated they will donate \$1,000, the Sonora Chamber has stated they will donate \$300 and the TC Land Trust will be donating \$200 for a total of \$1,500. The Public Works Department will determine the locations for the dog waste stations.

**Sub-Committee Reports:**

**-Community Design & Marketing Committee:**

-Met May 15th & June 12th

-Nancy White presented the Distrx App that could possibly be used in conjunction with the walking tour that has been created

~~-Mr Miller shared that the old benches that had been repaired and newly powder coated would be~~

Placed this week and next week

-Mr Miller has been working with Waste Management and the County Solid Waste Division for More trash and recycle cans in historic Sonora

-City of Sonora website has been updated to make it easier for accessing Vision Sonora information

-Two designs have been created for new ADA accessibility into the park off of Green Street. The existing string lighting will be replaced with LED lighting in the near future

-The committee will be doing fall plantings in Grisby Park and the City Hall Planters in the fall

-Mr. Miller stated the parking way-finding signs to direct people to the city parking lots should be the next project for the Public Works Department to complete

-Finance, Transportation and Mobility Committee-no report

**Committee Member Reports:**

**Tim Miller:**

-Washington Street Safety Project will be coming to the Council on July 2nd

-The RFP selection for the design & environmentalals will be coming to the Council on June 16th

-The RFP for the Red Church Project will go out in about 30 days

-Been meeting with the County Probation Department regarding using the work release program for clean up in Historic DT Sonora. Committee member Brennan has been involved in this as well

-Stewart Street bathroom project first has to have roof work done before interior demolishing to create the new bathrooms

**Darin Grossi:**

-Shared that the pedestrian traffic counts for the crosswalks at Theall, Linoberg, Bradford and Jackson all qualified on Friday, April 27th and the crosswalks at Dodge and City Hall all qualified on Saturday, April 28th. Next step is to hear back from Caltrans based on that information.

-Shared info on Air Quality Funds, CMAC Funds and "0" Emissions State Requirements

Meeting was adjourned at 9:45am

## SONORA CITY COUNCIL AGENDA REPORT

**MEETING DATE:** JUNE 18, 2018  
**TO:** CITY COUNCIL  
**FROM:** DOUGLAS L. WHITE, CITY ATTORNEY  
**SUBJECT:** APPROVING A FIFTH AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR CITY ADMINISTRATOR TIMOTHY A. MILLER AND THE CITY OF SONORA

*No vote by Connie 4-1*

### RECOMMENDATION:

Approving a Fifth Amendment to the Employment Agreement ("Fifth Amendment"), in a form approved by the City Attorney, for City Administrator Timothy A. Miller and authorizing and directing the Mayor to execute the Fifth Amendment on behalf of the City.

### BACKGROUND:

On January 18, 2011, the Sonora City Council approved the Employment Agreement ("Agreement") between the City of Sonora ("City") and Timothy A. Miller. Since that time, there have been four amendments to Mr. Miller's Employment Agreement, which were all approved by the Sonora City Council ("Council").

The First Amendment was approved by Council on August 1, 2011 and related to the Mr. Miller retirement. The amendment set forth a four percent (4%) decrease in the Employer Paid Member Contribution ("EPMC").

The Second Amendment was approved by Council on June 18, 2012 and granted Mr. Miller a five percent (5%) salary increase while he was performing the duties of the Public Works Director. The Second Amendment also provided Mr. Miller with a three percent (3%) Cost of Living Adjustment ("COLA") for 2013.<sup>1</sup> The Second Amendment also added health and life benefit coverage for the Mr. Miller's dependents and provided that Mr. Miller would pay the entire eight percent (8%) employee member contribution toward his retirement benefits.

The Third Amendment, which was approved by Council on July 1, 2013, amended the Employee Agreement to allow Mr. Miller the option to use his deferred compensation toward the purchase of retirement service credit.

The Fourth Amendment, which was approved by Council on March 20, 2017, amended the Employee Agreement to increase the amount of vacation and administrative leave Mr. Miller may sell back to the City from eighty (80) hours to two years leave, provided that Mr. Miller

<sup>1</sup> The City Administrator also received a two percent (2%) COLA in both 2016 and 2017. However, those adjustments were approved by resolution and were not included as formal amendments to the City Administrator's Employee Agreement.

## **OPTIONS**

1. Motion to adopt Resolution No. 06-18-2018-C approving the Fifth Amendment; or
2. Modify one or more terms contained in the Fifth Amendment.

## **ATTACHMENTS**

Fifth Amendment to the Agreement Between Timothy A. Miller and the City of Sonora for Employment of City Administrator

Resolution No. 06-18-2018-C approving the Fifth Amendment to the Agreement Between Timothy A. Miller and the City of Sonora for Employment of City Administrator



**RESOLUTION NO. 06-18-2018-C**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONORA APPROVING  
THE FIFTH AMENDMENT TO THE AGREEMENT BETWEEN TIMOTHY A.  
MILLER AND THE CITY OF SONORA FOR EMPLOYMENT OF CITY  
ADMINISTRATOR**

**WHEREAS**, the City of Sonora City Council ("City Council") desires to continue employment of Timothy A. Miller as the City Administrator; and

**WHEREAS**, on January 18, 2011, the City Council and Timothy A. Miller (collectively referred to as the "Parties") entered into an employment agreement ("Agreement"), which provided for the terms and conditions of employment for Timothy A. Miller as City Administrator; and

**WHEREAS**, on or around August 1, 2011, the City Council approved an amendment to the Agreement ("First Amendment"), which provided changes to the Agreement; and

**WHEREAS**, on or around June 18, 2012, the City Council approved a second amendment to the Agreement ("Second Amendment"), which provided additional changes to the Agreement; and

**WHEREAS**, on or around July 1, 2013, the City Council approved a third amendment to the Agreement ("Third Amendment"), which provided additional changes to the Agreement; and

**WHEREAS**, on or around March 20, 2017, the City Council approved a fourth amendment to the Agreement ("Fourth Amendment"), which provided additional changes to the Agreement; and

**WHEREAS**, the City and the City Administrator now wish to amend the Agreement again ("Fifth Amendment") to adjust the City Administrator salary by five percent (5%) during the time in which the City Administrator is performing the duties of the "Administrative Services Director," and also to increase the City Administrator's salary to provide a two percent (2%) Cost of Living Adjustment ("COLA"). Lastly, the Fifth Amendment will provide the City Administrator with the option to use up to four hundred and eighty hours (480) of accrued sick leave toward medical, dental, and/or vision premium costs following his retirement from City service.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council approves the Fifth Amendment, attached hereto as **Exhibit A** and authorizes the Mayor to execute and enter into the Agreement on behalf of the City.

# **FIFTH AMENDMENT TO AGREEMENT BETWEEN TIMOTHY A. MILLER AND THE CITY OF SONORA FOR EMPLOYMENT OF CITY ADMINISTRATOR**

**This Fifth Amendment** to the Agreement Between Timothy A. Miller and the City of Sonora for Employment of City Administrator ("Fifth Amendment") is made and entered into on this 18th day of June, 2018 ("Effective Date") by and between the City of Sonora ("City"), a California municipal corporation, and Timothy A. Miller ("Employee"), an individual. Each party to this Fourth Amendment may be referred to hereinafter as a "Party" or collectively as the "Parties". There are no other parties to this Fifth Amendment.

## **RECITALS**

A. On January 18, 2011, the Parties entered into the Agreement for Employment of the City Administrator ("Agreement"), which provides the terms and conditions of Employee's employment as City Administrator; and

B. The Parties amended the Agreement on August 1, 2011, ("First Amendment"), which provided changes to the Agreement; and

C. The Parties amended the Agreement on June 18, 2012 ("Second Amendment"), which provided additional changes to the Agreement; and

D. The Parties again amended the Agreement on July 1, 2013 ("Third Amendment"), which provided additional changes to the Agreement; and

E. The Parties again amended the Agreement on March 20, 2017 ("Fourth Amendment"), which provided additional changes to the Agreement; and

F. The Parties now desire to further amend the terms and conditions of the Agreement; and

G. Section 20 subsection F of the Agreement requires a written agreement executed by both Parties to amend or modify the Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants contained herein, the Parties agree as follows:

Section 5, "Salary", subsection A of the Agreement will be amended to include the following:

The City Administrator shall also be entitled to a five percent (5%) increase in salary during the time in which he performs the duties of the City's "Administrative Services Director." This salary increase shall be effective, retroactively, on January 13, 2018. The City acknowledges that the City Administrator has been performing the duties of the Administrative Services Director position since November 1, 2017 without additional compensation. Such 5% salary increase will be removed once a new Administrative Services Director begins employment with the City.

The City Administrator shall also be entitled to a two percent (2%) Cost of Living Adjustment (COLA) effective, retroactively, on January 13, 2018.

2. Section I Subsection C, "Sick Leave", of the Schedule of Benefits to the Agreement currently reads:

Employee shall be credited with six days or forty-eight (48) hours of sick leave on the effective date of this Agreement. Employee shall earn twelve days or ninety-six (96) hours of sick leave each year covered by this Agreement. Sick leave shall accrue at the rate of 3.962 hours per pay period. Accrual shall be unlimited. Employee may sell up to 60 days or four hundred and eighty (480) hours of sick leave upon separation from the City. At Employee's option, upon retirement, all or any unpaid portion of accrued sick leave may be reported to CalPERS to be incorporated in the Employee's Retirement Service Credit balance. Employee may use a maximum of twelve (12) days per fiscal year of sick leave accrual for the purpose of family sick leave.

Section I Subsection C, "Sick Leave", of the Schedule of Benefits will be amended to remove the first sentence which states:

Employee shall be credited with six days or forty-eight (48) hours of sick leave on the effective date of this Agreement.

Section I Subsection C, "Sick Leave", of the Schedule of Benefits will be further amended to remove the fourth sentence which states:

Employee may sell up to 60 days or four hundred and eighty (480) hours of sick leave upon separation from the City.

This sentence shall instead be replaced by:

Upon retirement from the City, the City Administrator may receive a payout of up to (1) four hundred and eighty (480) hours of accrued sick leave at his current hourly rate of pay and (2) up to an additional two hundred and forty (240) hours of accrued sick leave at fifty percent of his current hourly rate of pay. As an alternative, upon retirement from the City, the City Administrator may (1) obtain a payout of up to four hundred and eighty (480)

{CW058746.1}

which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

*[SIGNATURE PAGE TO FOLLOW]*

**EXHIBIT A  
AGREEMENT**

{CW058746.1}

# **FIFTH AMENDMENT TO AGREEMENT BETWEEN TIMOTHY A. MILLER AND THE CITY OF SONORA FOR EMPLOYMENT OF CITY ADMINISTRATOR**

**This Fifth Amendment** to the Agreement Between Timothy A. Miller and the City of Sonora for Employment of City Administrator ("Fifth Amendment") is made and entered into on this 18th day of June, 2018 ("Effective Date") by and between the City of Sonora ("City"), a California municipal corporation, and Timothy A. Miller ("Employee"), an individual. Each party to this Fourth Amendment may be referred to hereinafter as a "Party" or collectively as the "Parties". There are no other parties to this Fifth Amendment.

## **RECITALS**

A. On January 18, 2011, the Parties entered into the Agreement for Employment of the City Administrator ("Agreement"), which provides the terms and conditions of Employee's employment as City Administrator; and

B. The Parties amended the Agreement on August 1, 2011, ("First Amendment"), which provided changes to the Agreement; and

C. The Parties amended the Agreement on June 18, 2012 ("Second Amendment"), which provided additional changes to the Agreement; and

D. The Parties again amended the Agreement on July 1, 2013 ("Third Amendment"), which provided additional changes to the Agreement; and

E. The Parties again amended the Agreement on March 20, 2017 ("Fourth Amendment"), which provided additional changes to the Agreement; and

F. The Parties now desire to further amend the terms and conditions of the Agreement; and

G. Section 20 subsection F of the Agreement requires a written agreement executed by both Parties to amend or modify the Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants contained herein, the Parties agree as follows:

## **AGREEMENT**

**Section 1. Incorporation of Recitals.** The recitals set forth above are incorporated herein by this reference and made a part of the Fifth Amendment. However, in the event of any inconsistencies between the recitals and section 1 through 11 of the Fifth Amendment, section 1 through 11 will prevail.

**Section 2. Effect of Original Agreement.** Except as otherwise provided herein, all provisions, defined terms, and obligations in the Agreement, First Amendment, Second Amendment, Third Amendment, and Fourth Amendment will remain in full force and effect. The Parties agree that they continue to be bound by all terms of the Agreement, First Amendment, Second Amendment, Third Amendment, and Fourth Amendment except as modified by this Fifth Amendment. All capitalized terms used in this Fifth Amendment, which are not otherwise defined in this Fifth Amendment shall have the meanings given to such terms in the Agreement, First Amendment, Second Amendment, Third Amendment, and Fourth Amendment.

**Section 3. Definition of Agreement.** The Agreement, the First Amendment, Second Amendment, Third Amendment, and the Fourth Amendment collectively attached hereto as **Exhibit A**, with this Fifth Amendment collectively make and are defined together to collectively be the "Agreement".

### **Section 4. Amendments.**

1. **Section 5, "Salary", subsection A of the Agreement currently reads:**

City agrees to pay City Administrator for his services rendered pursuant hereto an initial annual base salary of \$135,000 payable in installments at the same time as other employees of the City are paid. In addition, City agrees, at its sole discretion, to increase said base salary and/or other benefits of City Administrator in such amounts and to such extent that the City Council may determine based upon an annual salary and performance review. [Pursuant to the First Amendment] The City Administrator shall be entitled to a five percent (5%) increase in salary while serving as "Public Works Director." This revision shall be effective with Pay Period 15, July 7, 2012. The City acknowledges that the City Administrator has been serving in this capacity since November 27, 2010 without additional compensation. The City Administrator shall be entitled to a three percent (3%) Cost of Living Adjustment (COLA) effective with Pay Period 2, January 5, 2013.

Section 5, "Salary", subsection A of the Agreement will be amended to include the following:

The City Administrator shall also be entitled to a five percent (5%) increase in salary during the time in which he performs the duties of the City's "Administrative Services Director." This salary increase shall be effective, retroactively, on January 13, 2018. The City acknowledges that the City Administrator has been performing the duties of the Administrative Services Director position since November 1, 2017 without additional compensation. Such 5% salary increase will be removed once a new Administrative Services Director begins employment with the City.

The City Administrator shall also be entitled to a two percent (2%) Cost of Living Adjustment (COLA) effective, retroactively, on January 13, 2018.

2. Section I Subsection C, "Sick Leave", of the Schedule of Benefits to the Agreement currently reads:

Employee shall be credited with six days or forty-eight (48) hours of sick leave on the effective date of this Agreement. Employee shall earn twelve days or ninety-six (96) hours of sick leave each year covered by this Agreement. Sick leave shall accrue at the rate of 3.962 hours per pay period. Accrual shall be unlimited. Employee may sell up to 60 days or four hundred and eighty (480) hours of sick leave upon separation from the City. At Employee's option, upon retirement, all or any unpaid portion of accrued sick leave may be reported to CalPERS to be incorporated in the Employee's Retirement Service Credit balance. Employee may use a maximum of twelve (12) days per fiscal year of sick leave accrual for the purpose of family sick leave.

Section I Subsection C, "Sick Leave", of the Schedule of Benefits will be amended to remove the first sentence which states:

Employee shall be credited with six days or forty-eight (48) hours of sick leave on the effective date of this Agreement.

Section I Subsection C, "Sick Leave", of the Schedule of Benefits will be further amended to remove the fourth sentence which states:

Employee may sell up to 60 days or four hundred and eighty (480) hours of sick leave upon separation from the City.

This sentence shall instead be replaced by:

Upon retirement from the City, the City Administrator may receive a payout of up to (1) four hundred and eighty (480) hours of accrued sick leave at his current hourly rate of pay and (2) up to an additional two hundred and forty (240) hours of accrued sick leave at fifty percent of his current hourly rate of pay. As an alternative, upon retirement from the City, the City Administrator may (1) obtain a payout of up to four hundred and eighty (480)

{CW058746.1}



hours of accrued sick leave at his current hourly rate of pay and (2) apply up to four hundred and eighty (480) hours of accrued sick leave at his current hourly rate of pay toward the monthly medical, dental, and/or vision premium costs which occur following the City Administrator effective service retirement date up through and including the date when the City Administrator becomes eligible for Medicare.

The rest of Section I Subsection C of the Schedule of Benefits shall remain the same.

**Section 5. Integrated Agreement.** The Agreement, as modified by this Fifth Amendment contains all of the agreements of the Parties and all previous understandings, negotiations and agreements are integrated into the Agreement.

**Section 6. Severability.** In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Fifth Amendment are declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Fifth Amendment, which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties herein.

**Section 7. Counterparts.** This Fourth Amendment may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall be deemed one and the same instrument.

**Section 8. Authority.** All Parties to this Fourth Amendment warrant and represent that they have the power and authority to enter into this Fourth Amendment and the names, titles and capacities herein stated on behalf of any entities, persons, states or firms represented or purported to be represented by such entities, persons, states or firms and that all former requirements necessary or required by the state or federal law in order to enter into this Fourth Amendment had been fully complied with.

**Section 9. Document Preparation.** This Fourth Amendment will not be construed against the Party preparing it but will be construed as if prepared by all Parties.

**Section 10. Advice of Legal Counsel.** Each Party acknowledges that it has reviewed this Fourth Amendment with its own legal counsel, and based upon the advice of that counsel, freely entered into this Fourth Amendment.

**Section 11. Attorney's Fees and Costs.** If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this Fourth Amendment, the prevailing Party shall be entitled to reasonable attorney's fees and costs,

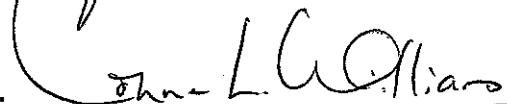
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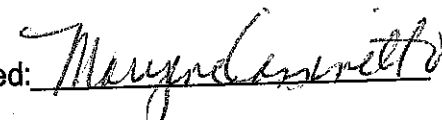
which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

*[SIGNATURE PAGE TO FOLLOW]*

**IN WITNESS WHEREOF**, this Fifth Amendment has been entered into by and between City and Employee as of the Effective Date.

**CITY OF SONORA,**  
a California Municipal Corporation

By:   
CONNIE L. WILLIAMS, Mayor

Date Signed: 

**Approved as to Form:**

By: \_\_\_\_\_  
Douglas L. White, City Attorney

Date Signed: \_\_\_\_\_

**EMPLOYEE**  
an individual

By: \_\_\_\_\_  
TIMOTHY A. MILLER, an individual

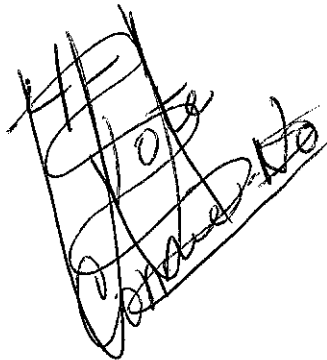
Date Signed: \_\_\_\_\_

**EXHIBIT A  
AGREEMENT**

{CW058746.1}




**City of Sonora**  
*"Queen of the Southern Mines"*  
94 North Washington Street  
Sonora, California 95370



**Area Code 209**  
Administrator..... 532-6115  
Administration..... 532-4541  
Finance..... 532-4541  
Building/Planning .. 532-3508  
Police..... 532-8143  
Fire..... 532-7432  
Public Works..... 532-2922  
Cemetery..... 532-4492  
Opera Hall..... 532-7725  
Special Programs .. 532-7725  
Redevelopment. . . 532-7725  
[www.sonoraca.com](http://www.sonoraca.com)

**MEETING DATE:** JUNE 18, 2018

**TO:** HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM:** TIMOTHY A. MILLER, CITY ADMINISTRATOR 

**SUBJECT:** ADOPTING A RESOLUTION APPROVING EMPLOYEE SALARY SCHEDULES

**RECOMMENDATION:**

Adopt Resolution No. 06-18-2018-D approving the employee salary schedules for Cost of Living and Salary Adjustments.

**BACKGROUND:**

Per California Public Employee's Retirement Law (PERL) Section 570.5 of the California Code of Regulations (CCR) Title 2 requires that City pay rates and ranges be approved by the City Council each time a modification is made.

To comply with the provisions of CCR Section 570.5, the Council last adopted resolution 02-21-2017 in February 2017. During the most recent negotiations with the City's three labor associations, Sonora Employees Association (SEA), Sonora Fire Fighters Association (SFFA), and Sonora Police Officers Association a two percent (2%) Cost of Living Adjustment effective the first full pay period in January 2018 was agreed upon.

In addition, with the Council adoption of the Compensation and Classification study, salary adjustments were implemented effective the first pay period in July 2018 for the Fire Captain and Fire Engineer of 2% and 1%, respectively (SFFA) and Public Works Supervisor and Supervising Mechanic of 2.5% (SEA).

The Cost of Living and Salary Adjustments approved by the Council for the City Administrator are reflected in the Sonora Management Employees Association (SMEA) schedule.

All of these changes will be reflected in the FY 2019 budget.

**SONORA EMPLOYEES' ASSOCIATION SALARY RANGE TABLE**  
**EFFECTIVE PAY PERIOD #3-2018 (01/13/18 - 01/26/18) PAY DAY 02/02/18 (COLA)**  
**EFFECTIVE PAY PERIOD #16-2018 (07/14/18 - 07/27/18) PAY DAY 08/03/18 (Salary Increase)**

0.00% Percentage to apply to all salaries  
 5.00% Percentage between steps  
 2.50% Percentage between grades  
 80 Hours worked bi-weekly

2.5% Longevity Pay After Ten (10) Years of Service, Then Every Five (5) Years Thereafter  
 2.5% Cert Pay (Up to a Maximum of 7.5% & Cannot Be MQ of Classification): Class B Commercial License; LS.A. Arborist; State of CA  
 Pest Control Advisors License; State of CA Pesticide Applicators; Caltrans Traffic Signal; Small Engine Mechanic, Fire Mechanic

**Step A Notes**

Classification  
 Finance Assistant/Community Development Specialist  
 Administrative Analyst  
 Public Works Assistant  
 Building Inspector/Public Works Supervisor/ Supervising Mechanic  
 Public Works Specialist II  
 Public Works Specialist/Equipment Mechanic  
 Special Programs Coordinator

Step A  
 \$19.54  
 \$28.25  
 \$17.40  
 \$21.60  
 \$19.54  
 \$19.54  
 \$17.40

Reflects 2.0% COLA on all positions and 2.5% Salary Increase for Public Works Supervisor and Supervising Mechanic

Range	% Adder	Step A 0%	Step B 5%	Step C 10%	Step D 15%	Step E 20%	Step F 25%
		Bi-Weekly	Hourly	Bi-Weekly	Hourly	Bi-Weekly	Hourly
1954	0.0%	\$1,563.20	\$19.54	\$1,641.60	\$20.52	\$1,720.00	\$21.50
2003	2.5%	\$1,607.40	\$20.03	\$1,682.40	\$21.03	\$1,764.00	\$22.03
2053	5.0%	\$1,642.40	\$20.53	\$1,724.80	\$21.56	\$1,811.20	\$22.64
2104	7.5%	\$1,683.20	\$21.04	\$1,767.20	\$22.09	\$1,855.20	\$23.19
2825	0.0%	\$2,260.00	\$28.25	\$2,372.80	\$29.66	\$2,491.20	\$31.14
2836	2.5%	\$2,316.80	\$28.96	\$2,432.80	\$30.41	\$2,556.40	\$31.99
1740	0.0%	\$1,392.00	\$17.40	\$1,461.60	\$18.27	\$1,534.40	\$19.18
1784	2.5%	\$1,427.20	\$17.84	\$1,498.40	\$18.73	\$1,573.60	\$19.67
2160	0.0%	\$1,728.00	\$21.60	\$1,814.40	\$22.68	\$1,904.80	\$23.81
2214	2.5%	\$1,771.20	\$22.14	\$1,860.00	\$23.23	\$1,952.80	\$24.41
2269	5.0%	\$1,815.20	\$22.69	\$1,905.60	\$23.82	\$2,000.80	\$25.01
2326	7.5%	\$1,860.80	\$23.26	\$1,953.60	\$24.42	\$2,051.20	\$25.64
2384	10.0%	\$1,907.20	\$23.84	\$2,002.40	\$25.03	\$2,102.40	\$26.28
2444	12.5%	\$1,955.20	\$24.44	\$2,052.80	\$25.66	\$2,155.20	\$26.94
2505	15.0%	\$2,004.00	\$25.05	\$2,104.00	\$26.30	\$2,209.60	\$27.62
2568	17.5%	\$2,054.40	\$25.68	\$2,156.80	\$26.96	\$2,264.80	\$28.31
1954	0.0%	\$1,563.20	\$19.54	\$1,641.60	\$20.52	\$1,720.00	\$21.50
2003	2.5%	\$1,607.40	\$20.03	\$1,682.40	\$21.03	\$1,764.00	\$22.03
2053	5.0%	\$1,642.40	\$20.53	\$1,724.80	\$21.56	\$1,811.20	\$22.64
2104	7.5%	\$1,683.20	\$21.04	\$1,767.20	\$22.09	\$1,855.20	\$23.19
1954	0.0%	\$1,563.20	\$19.54	\$1,641.60	\$20.52	\$1,720.00	\$21.50
2003	2.5%	\$1,607.40	\$20.03	\$1,682.40	\$21.03	\$1,764.00	\$22.03
2053	5.0%	\$1,642.40	\$20.53	\$1,724.80	\$21.56	\$1,811.20	\$22.64
2104	7.5%	\$1,683.20	\$21.04	\$1,767.20	\$22.09	\$1,855.20	\$23.19
2157	10.0%	\$1,725.60	\$21.57	\$1,812.00	\$22.68	\$1,902.40	\$23.78
2211	12.5%	\$1,768.80	\$22.11	\$1,857.60	\$23.27	\$1,950.40	\$24.38
2266	15.0%	\$1,812.80	\$22.66	\$1,903.20	\$23.79	\$1,998.40	\$24.98
1740	0.0%	\$1,392.00	\$17.40	\$1,461.60	\$18.27	\$1,534.40	\$19.18
1784	2.5%	\$1,427.20	\$17.84	\$1,498.40	\$18.73	\$1,573.60	\$19.67
1829	5.0%	\$1,463.20	\$18.29	\$1,536.00	\$19.20	\$1,612.80	\$20.16

# SONORA POLICE OFFICERS' ASSOCIATION SALARY RANGE TABLE

## EFFECTIVE PAY PERIOD #3-2018 (01/13/18 - 01/26/18) PAY DAY 02/02/18

2.5% Longevity Pay After 10 Years Of City Service, And Every Five Years Thereafter. Educational Degree Incentive: 2.5% for Associates /2.5% for Bachelors/2.5% for Masters (As Amended By Letter of Understanding from July 1, 2014 through June 30, 2015). Certificate Pay: 2.5% for Basic Cert (only if employment date is prior to July 1, 2013)/2.5% for Intermediate Cert/2.5% for Supervisory Cert (if in a supervisory position)/5.0% for Advanced Cert Assignments: 5.0% for Investigator/Computer Network Manager/Field Training Officer/Dispatch Field Training Officer/Traffic Officer

Percentage to apply to all salaries  
Percentage between steps  
Percentage between grades  
Hours worked bi-weekly

0.00%  
5.00%  
2.50%  
80

### Step A Notes

Classification  
Police Officer Recruit  
Police Officer  
Police Sergeant  
Dispatcher-Records Specialist Trainee  
Dispatcher-Records Specialist  
Police Records Technician

\$16.00  
\$25.77  
\$30.54  
\$17.78  
\$18.70  
\$22.93

Range	% Adder	Step A 0%		Step B 5%		Step C 10%		Step D 15%		Step E 20%		Step F 25%	
		Bi-Weekly	Hourly	Bi-Weekly	Hourly	Bi-Weekly	Hourly	Bi-Weekly	Hourly	Bi-Weekly	Hourly	Bi-Weekly	Hourly
Police Officer Recruit	0.0%	\$1,280.00	\$16.00										
Police Officer	0.0%	\$2,061.60	\$25.77	\$2,164.80	\$27.06	\$2,272.80	\$28.41	\$2,388.40	\$29.83	\$2,505.60	\$31.32	\$2,631.20	\$32.89
	2.5%	\$2,112.80	\$26.41	\$2,218.40	\$27.73	\$2,329.60	\$29.12	\$2,446.40	\$30.56	\$2,568.80	\$32.11	\$2,691.60	\$33.72
	5.0%	\$2,165.60	\$27.07	\$2,273.60	\$28.42	\$2,387.20	\$29.84	\$2,506.40	\$31.33	\$2,632.00	\$32.90	\$2,764.00	\$34.55
	7.5%	\$2,220.00	\$27.75	\$2,331.20	\$29.14	\$2,448.00	\$30.60	\$2,570.40	\$32.13	\$2,698.20	\$33.74	\$2,834.40	\$35.43
	10.0%	\$2,275.20	\$28.44	\$2,388.80	\$29.86	\$2,508.00	\$31.35	\$2,633.60	\$32.92	\$2,765.60	\$34.57	\$2,904.00	\$36.30
	12.5%	\$2,332.00	\$29.15	\$2,448.80	\$30.61	\$2,571.20	\$32.14	\$2,700.00	\$33.75	\$2,835.20	\$35.44	\$2,976.80	\$37.21
	15.0%	\$2,390.40	\$29.88	\$2,509.60	\$31.37	\$2,635.20	\$32.94	\$2,767.20	\$34.59	\$2,905.60	\$36.32	\$3,051.20	\$38.14
	17.5%	\$2,450.40	\$30.63	\$2,572.80	\$32.16	\$2,701.60	\$33.77	\$2,836.80	\$35.46	\$2,978.40	\$37.23	\$3,127.20	\$39.09
	20.0%	\$2,512.00	\$31.40	\$2,637.60	\$32.97	\$2,769.60	\$34.62	\$2,908.00	\$36.35	\$3,053.60	\$38.17	\$3,206.40	\$40.08
Police Sergeant	0.0%	\$2,443.20	\$30.54	\$2,565.60	\$32.07	\$2,693.60	\$33.67	\$2,828.00	\$35.35	\$2,969.60	\$37.12	\$3,118.40	\$38.98
	2.5%	\$2,504.00	\$31.30	\$2,629.60	\$32.87	\$2,760.80	\$34.51	\$2,899.20	\$36.24	\$3,044.00	\$38.05	\$3,196.00	\$39.95
	5.0%	\$2,566.40	\$32.08	\$2,694.40	\$33.68	\$2,828.80	\$35.36	\$2,970.40	\$37.13	\$3,119.20	\$38.99	\$3,275.20	\$40.94
	7.5%	\$2,630.40	\$32.88	\$2,761.60	\$34.57	\$2,900.00	\$36.25	\$3,044.80	\$38.06	\$3,196.80	\$39.96	\$3,356.80	\$41.96
	10.0%	\$2,696.00	\$33.70	\$2,831.20	\$35.39	\$2,972.80	\$37.16	\$3,121.60	\$39.02	\$3,277.60	\$40.97	\$3,441.60	\$43.02
	12.5%	\$2,763.20	\$34.54	\$2,901.60	\$36.27	\$3,046.40	\$38.08	\$3,198.40	\$39.98	\$3,358.40	\$41.98	\$3,526.40	\$44.08
	15.0%	\$2,832.00	\$35.40	\$2,973.60	\$37.17	\$3,122.40	\$39.03	\$3,278.40	\$40.98	\$3,442.40	\$43.03	\$3,614.40	\$45.18
	17.5%	\$2,903.20	\$36.29	\$3,048.00	\$38.10	\$3,200.80	\$40.01	\$3,360.80	\$42.01	\$3,528.80	\$44.11	\$3,705.60	\$46.32
	20.0%	\$2,976.00	\$37.20	\$3,124.80	\$39.06	\$3,280.80	\$41.01	\$3,444.80	\$43.06	\$3,616.80	\$45.21	\$3,797.60	\$47.47
Dispatcher-Records Specialist Trainee	0.0%	\$1,422.40	\$17.78	\$1,493.60	\$18.67	\$1,568.00	\$19.60	\$1,646.40	\$20.58	\$1,728.80	\$21.61	\$1,815.20	\$22.69
Dispatcher-Records Specialist	0.0%	\$1,496.00	\$18.70	\$1,571.20	\$19.64	\$1,649.60	\$20.62	\$1,732.00	\$21.65	\$1,818.40	\$22.73	\$1,909.60	\$23.87
	2.5%	\$1,533.60	\$19.17	\$1,610.40	\$20.13	\$1,691.20	\$21.14	\$1,776.00	\$22.20	\$1,864.80	\$23.31	\$1,958.40	\$24.48
	5.0%	\$1,572.00	\$19.65	\$1,650.40	\$20.63	\$1,732.80	\$21.66	\$1,819.20	\$22.74	\$1,910.40	\$23.88	\$2,005.60	\$25.07
	7.5%	\$1,611.20	\$20.14	\$1,692.00	\$21.15	\$1,776.80	\$22.21	\$1,865.60	\$23.32	\$1,959.20	\$24.49	\$2,056.80	\$25.71
	10.0%	\$1,651.20	\$20.64	\$1,733.60	\$21.67	\$1,820.00	\$22.75	\$1,911.20	\$23.89	\$2,006.40	\$25.08	\$2,106.40	\$26.33
Police Records Technician	0.0%	\$1,880.00	\$23.50										
	2.5%	\$1,927.20	\$24.09										
	5.0%	\$1,975.20	\$24.69										

# **PART-TIME/RELIEF/UNREPRESENTED EMPLOYEES SALARY RANGE TABLE** **EFFECTIVE PAY PERIOD #3-2018 (01/13/18 - 01/26/18) PAY DAY 02/02/18**

All these classifications are non-safety, except for Fire Investigator and Firearms Instructor, and are not formally represented by any City recognized association. Any cost of living increase is either defined in an employment agreement or under the City Policy "Consistency in Hourly Wage and Cost of Living Increases for Unrepresented Employees" adopted June 5, 2006 by the City Council. Fire Investigator and Firearms Instructor salary is based on the salary range for Police Officer, with corresponding certificate and educational pay. Fire Prevention Inspector is based on the current salary range for Fire Captain-Take bi-weekly wage and divide by 80.0 hours

Percentage to apply to all salaries  
 0.00%  
 Percentage between grades  
 2.50%  
 Percentage between steps  
 5.00%

Classification	Step A	Notes
Background Investigator	\$28.70	Cost of Living Increases Tied To Sonora Employees' Association (SEA)
Office Assistant	\$14.21	Cost of Living Increases Tied To Sonora Employees' Association (SEA)
Office Assistant/Accounting Tech.	\$19.49	Cost of Living Increases Tied To Sonora Employees' Association (SEA)
Building Inspector	\$21.07	Cost of Living Increases Tied To Sonora Employees' Association (SEA)
Police Administrative Services Officer	\$26.80	Cost of Living Increases Tied To Sonora Police Officers' Association (SPOA)
Community Service Officer	\$18.56	Cost of Living Increases Tied To Sonora Police Officers' Association (SPOA)
Fire Investigator (Safety)	\$25.77	Cost of Living Increases Tied To Sonora Police Officers' Association (SPOA)
Firearms Instructor (Safety)	\$25.77	Cost of Living Increases Tied To Sonora Police Officers' Association (SPOA)
Dispatcher-Records Specialist Trainee	\$17.78	Cost of Living Increases Tied To Sonora Police Officers' Association (SPOA)
Fire Prevention Inspector (Non-Safety)	\$18.16	Cost of Living Increases Tied To Sonora Fire Fighters' Association (SFFA)

Range	% Adder	Step A	Step B	Step C	Step D	Step E
Background Investigator	0.0%	\$28.70	\$30.14	\$31.65	\$33.23	\$34.89
Office Assistant	0.0%	\$14.21	\$14.92	\$15.67	\$16.45	\$17.27
Office Assistant/Accounting Tech.	0.0%	\$19.49	\$20.46	\$21.48	\$22.55	\$23.68
Building Inspector	0.0%	\$21.07	\$22.12	\$23.23	\$24.39	\$25.61
Police Administrative Services Officer	0.0%	\$26.80	\$28.14	\$29.55	\$31.03	\$32.58
Community Service Officer	0.0%	\$18.56	\$19.49	\$20.46	\$21.48	\$22.55
Fire Investigator (Safety)	0.0%	\$25.77	\$27.06	\$28.41	\$29.83	\$31.32
	2.5%	\$26.41	\$27.73	\$29.12	\$30.58	\$32.11
	5.0%	\$27.07	\$28.42	\$29.84	\$31.33	\$32.90
Firearms Instructor (Safety)	0.0%	\$25.77	\$27.06	\$28.41	\$29.83	\$31.32
Fire Prevention Inspector (Non-Safety)	0.0%	\$18.16	\$19.07	\$20.02	\$21.02	\$22.07
Dispatcher-Records Specialist Trainee	0.0%	\$17.78	\$18.67	\$19.60	\$20.58	\$21.61





## City of Sonora

*"Queen of the Southern Mines"*

94 North Washington Street  
Sonora, California 95370

### Area Code 209

Administrator . . . . . 532-6115  
Administration . . . . . 532-4541  
Finance . . . . . 532-4541  
Building/Planning . . 532-3508  
Police . . . . . 532-8143  
Fire . . . . . 532-7432  
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Cemetery . . . . . 532-4492  
Opera Hall . . . . . 532-7725  
Special Programs . . 532-7725  
Redevelopment. . . . 532-7725  
[www.sonoraca.com](http://www.sonoraca.com)

TO: Honorable Mayor and Council Members

FROM: Timothy A. Miller, City Administrator 

DATE: June 18, 2018

RE: FY 2019 Budget

### Discussion

Monday night staff will present the General Fund and Measure I operating expenditure budgets for the Administration, Community Development, Police, Fire and Public Works Departments. In addition to the expenditure summaries, the information includes a department summary, current year accomplishments, fiscal year goals, staffing and performance metrics, where applicable. The respective funds for each department are summarized below:

#### City Administration

- 201 – City Council and City Clerk
- 207 – City Administration
- 209 – Non Departmental

#### Community Development

- 205 – Building and Planning
- 202 – Successor Agency
- 208 – Opera Hall

#### Police Department

- 211 – General Fund
- 403 – Measure I

#### Fire Department

- 212 – General Fund
- 404 – Measure I

# City Administration

## DEPARTMENT PURPOSE

The City Administrator provides overall management, administration, and direction for the entire City organization, reporting to the full City Council. For budget purposes, the Administrative Services Department incorporates three key programs: City Council and Clerk, City Administration, and Non-Departmental.

The Administrative Services Department, including the City Attorney, identifies community issues and needs requiring legislative policy decisions and provides alternative solutions for Council consideration; assures that the Council's policies, programs, and priorities are effectively and efficiently implemented; prepares the City's budget with recommendations on the appropriate resources for Council action; provides research and information necessary for responsible decision making; fosters public awareness of municipal programs, services, and goals; responds to resident and other constituent inquiries by explaining City services and functions; and investigates problems and provides information and specialized assistance on more complex City issues. The Department is also directly responsible for oversight of legal services, human resources, finance, budgeting, purchasing, labor relations, management information systems, employee and retiree medical insurance, workers' compensation, safety programs, liability and property insurance, records management, customer service management, and other administrative support.

## BUDGET OVERVIEW

The FY 2018/19 Administrative Services Department revenue incorporates general fund revenues and reflects increases in Property Tax, Transient Occupancy Tax, and Sales Tax, all indicative of an improving economy.

The FY 2018/19 Administrative Services Department expenditure budget reflects obligated expenditure enhancements, including increases in benefit rates such as PERS as well as previously negotiated salary COLA increases.

During, FY 2018/19 the City Attorney will continue under a contractual arrangement and fees are included in operating expenditures rather than employee salaries and benefits.

**☞ CITY ADMINISTRATION ☞**  
**KEY PROGRAM GOALS**

<b>KEY PROGRAM GOALS FOR FY 2018-19</b>	
Employee Association Memorandum of Understanding Negotiations	Complete negotiations with the City's Management Employee Association. Continue negotiations with Sonora Fire Fighters Association and the Sonora Police Officers Association.
Fiscal Sustainability Plan	Work in collaboration with the Finance Committee to develop a long-range fiscal sustainability plan.
Finalize Management Staffing	Complete recruitments/staffing within the management classification, specifically the Administrative Services Director and Police Lieutenant positions.
City Engineer	Issue a Request for Proposal for City Engineer services, evaluate proposals and enter into an agreement for Professional services.
Sale of Surplus City Property	Continue to examine the sale of surplus City owned property, including the Fairview Lane houses.
Lease of City Property	Enter into new lease agreements for the School Street Lot and former Visitor's Bureau property.
Cannabis	Continue to coordinate with the City Attorney on the implementation of the commercial cannabis ordinance and pilot program.

# **CITY ADMINISTRATION**

## **CITY COUNCIL AND CLERK FUND 201**

### **PROGRAM PURPOSE**

The City Council is the elected legislative body that represents the residents and provides policy direction for the delivery of services and capital improvements for the City of Sonora. The City Council is comprised of five Council members, with the Mayor and Mayor Pro Tem appointed every two years by the Council. The City operates under a Council/Manager form of government that combines the policy leadership of elected officials with the managerial responsibility of an appointed City Administrator and appointed City Attorney reporting to the Council. With the professional support of City staff, the Mayor and City Council identify and adopt appropriate policy, program, and budget priorities for the City.

As an elected legislature, the Council's priorities reflect, through its regulatory and budgetary enactments, the aspirations of the residents of Sonora. These priorities are implicit in the programs adopted and set forth in the annual operating budget for the City of Sonora.

The City Clerk is also an elected position that serves the public by providing information and assistance related to City records, Council actions, Committees, and Commissions, public meetings, and elections.

### **BUDGET OVERVIEW**

The FY 2018/19 budget for the City Council and City Clerk has remained stable for both personnel and operational costs with a slight decrease in overall expenditures resulting from the City's change in health care providers.

# **City Administration**

## **CITY ADMINISTRATION FUND 207**

### **PROGRAM PURPOSE**

City Administration ensures that all City programs and services are provided effectively and efficiently. City Administration provides core services related to human resources, finance, administrative direction and leadership for all City Departments, programs, and services to ensure the community receives high quality services; oversee the City Council agenda process to provide comprehensive information and analysis to the City Council; provide support to all Council standing Committees, and facilitate associated projects and services; foster public awareness of, equitable access to, and engagement in municipal programs, services, and goals; and provide timely and accurate responses to constituent inquiries, concerns, and requests. Other key duties include providing direct staff assistance to the Mayor and City Council on special projects and day-to-day activities, and initiating new or special projects under the direction of the Council that enhance City government and community.

City Administration provides both finance and human resource services for the City. Finance services assure fiscal accountability to the Council and to the public by providing financial oversight and administering accounting functions for all of the City's funds and accounts; prepare the City's Annual Operating Budgets for fiscal and service accountability; coordinate the annual financial audit to verify that proper fiscal practices are maintained; administer the City's Business License, Accounts Payable, and Accounts Receivable functions; and overseeing the City's Purchasing to ensure proper practices are in place, and that fiscal and operational responsibility is upheld.

The Human Resource function manages recruitments and employee relations to attract, develop, and retain a quality workforce to provide high quality City services. This is accomplished by proving effective and efficient employee recruitment and retention, professional development, training, organizational development, compensation and classification administration, employee relations support, safety and workers' compensation administration, benefit administration, and policy and procedure development and administration. Employee relations activities emphasize proactive and preventive informal resolution of employee and management concerns. Staff is responsible for the development of Memoranda of Understanding (MOUs) with the City's four bargaining units, subject to Council direction and approval as well as administering payroll services.

# **City Administration**

## **NON-DEPARTMENTAL FUND 209 AND GENERAL FUND REVENUES**

### **PROGRAM PURPOSE**

Appropriated funds are provided in Non-Departmental to account for a variety of City services and activities not specifically attributable to individual Departments. Tax revenues, license and permit fees, and intergovernmental revenues are generated as a result of overall government operations. Non-Departmental retiree expenditures, City-wide organizational costs, City memberships, and joint-agency service agreements benefiting the entire City are also contained in Non-Departmental.

### **BUDGET OVERVIEW**

The majority of the City's general revenues are accounted for in the Non-Departmental Program. Current trends in some tax revenues indicate that the local economy is continuing to improve. The FY 2017/18 proposed General Fund budget assumes growth trends in economically sensitive revenue sources such as Property Tax, Transient Occupancy Tax, Franchise Fees, and Sales Tax. However, the City will continue to examine and align organizational services with projected revenue streams to improve and enhance efficiencies.

Overall, the expenditure budget reflects a slight decrease over the prior year.

# **Community Development Department**

## **DEPARTMENT PURPOSE**

The Community Development Department (CDD) works with elected and appointed officials, other Departments, and the community to guide the physical growth, development, and preservation of the City. Community development encompasses many aspects of the City and as such the Department oversees several programs and projects designed to benefit its residents and businesses. Department functions include planning, building, economic development, grants, and special programs.

## **BUDGET OVERVIEW**

The Department is supported by a combination of general fund revenue along with generated fees and grant funding. As grant funding decreases personnel costs will need to be absorbed by the general fund if current service levels are to be maintained. As new grants are obtained staff time for the implementation of grant programs and projects will be allocated to these grants as allowed under each funding source. The Department's operating costs remain status quo with the exception of the anticipated PERS increases.

The Department is currently working on two Vision Sonora projects, both in the design phase, with construction anticipated for FY 2019/20.

**COMMUNITY DEVELOPMENT DEPARTMENT**  
**KEY PROGRAM GOALS**

Activities	Key Projects
<b>Zoning Ordinance Updates</b>	Complete the minor revisions to the City's Title 17 Zoning Ordinance needed to finalize consistency with the amended 2020 General Plan. Complete revisions to the Zoning Ordinance related Accessory Dwelling Units and Design Review.
<b>Code Enforcement Ordinances</b>	Finalize Code Enforcement Ordinances updates for adoption.
<b>Sign Ordinance</b>	Update for adoption the City's Sign Ordinance
<b>Encroachment Permit</b>	Revise fees and evaluate current permit process for the City Encroachment Permits.
<b>Planning Fees</b>	Complete the fee study for the City's planning fees and recommend revisions to the City Council.
<b>Stewart Street Restroom Project</b>	Finalize renovation plans, bid the project, and complete construction.
<b>Stockton/Washington Project</b>	Complete the engineering, environmental review and final design phase of the project. Receive Caltrans' authorization for construction.
<b>City facilities Projects</b>	Complete repainting of the former Visitor's Bureau building.
<b>Special Event &amp; Activities</b>	Evaluate and implement ways to obtain/increase revenue during City events and activities.
<b>Opera Hall Rental Fees</b>	Evaluate current rental fees to determine feasibility of increasing fees.
<b>Homebuyers' Loan Program</b>	Fund a minimum of three loans through the Program.
<b>Red Church Pedestrian &amp; Circulation Improvement Project.</b>	Complete the engineering and final design phase of the project. Receive Caltrans' authorization for construction.
<b>Housing Element</b>	Prepare, adopt and receive HCD approval for the City's 1019 Housing Element.
<b>2020 Census Local Update</b>	Complete the Census Local Update of Census Addresses Operation for the City.
<b>New May Special Event</b>	Plan a new event that will coordinate with the opening of the Farmers Market and will replace the Spring Festival.



**COMMUNITY DEVELOPMENT DEPARTMENT**  
**PERFORMANCE INDICATORS AND MEASURES**

<b>Activity and Workload Highlights</b>	<b>2015/16 Actual</b>	<b>2016/17 Actual</b>	<b>2017/18 Estimated</b>	<b>2018/19 Budget</b>
Building Permits Issued - New Single Family	5	1	3	2
Building Permits Issued - Residential Addition/Alterations	47	67	39	40
Building Permits Issued - New Commercial	2	0	0	1
Building Permits Issued - Commercial Addition/Alteration	31	55	52	50
Building Permits Issued - Multi-Family	0	1	0	0
Building Permits Issued - Miscellaneous	94	118	125	100
Number of building plan checks completed	52	97	78	80
Number of inspections conducted	534	686	700	723
Number of code complaints responded to	2	5	4	5
Number of Encroachment Permits issued	40	23	36	40
Number of Rezoning Applications	2	4	1	1
Number of General Plan Amendments	1	1	1	1
Number of Design Review Applications	5	6	8	8
Number of Sign Design Review Applications	6	10	8	8
Number of Conditional Use Permit Applications	1	0	1	1
Number of Variance Applications	1	0	0	0
Number of Site Plan Review Applications	1	0	1	1
Number of Landscape Plan Applications	1	1	0	1
Number of Land Division Applications		1	1	1
Number of CDD Ordinances Adopted (excluding rezones)	2	0	5	8
Number of Miscellaneous Planning Applications	4	2	7	4
Number of Farmers Market Booth Spaces Rented	936	815	939	940
Number of Opera Hall days reserved	103	100	102	102
Number of Banner Applications	39	47	34	40

# **Community Development Department**

## **Building and Planning Fund 303 205**

### **PROGRAM PURPOSE**

The Community Development Department reviews plans, issues permits and inspects projects covering a variety of construction activities throughout the City. The Department also oversees all projects requiring planning and environmental review. The Sonora Planning Commission considers all applications for use permits, design review applications, development projects, land division maps, and site plans. All reviews and inspections are conducted based upon the California Building Codes, Sonora General Plan, Sonora Municipal Code and applicable State Laws. The Department also manages updates and revisions to the City's General Plan and Zoning Ordinance.

### **BUDGET OVERVIEW**

Building activity during Fiscal Year 2018/19 will include the completion of the Sonora Beer Garden project on Green Street. Building activity is expected to be strong in Fiscal Year 2018/19; however, the size of the projects will be smaller resulting in less permit revenue. Planning activity is anticipated to be the same as in Fiscal Year 2018/19; however, staff will be proposing a fee increase for planning permits which, if approved, will help to address the shortfall between project related revenue and expenses. The part-time Building Official/Inspector and Planner will continue to be contracted positions in the proposed budget.

# **Community Development Department**

## **Successor Agency to the former Sonora Redevelopment Agency Fund 303 202**

### **PROGRAM PURPOSE**

On December 29, 2011, the Supreme Court issued its final decision on the redevelopment dissolution litigation, upholding AB 1X 26, invalidating AB 1X 27, and essentially dissolving all redevelopment agencies throughout the State effective February 1, 2012. AB 1X 26 provides that successor agencies be designated as successor entities to the former redevelopment agencies, to oversee the wind down activities of the former redevelopment agencies. The City of Sonora elected to serve as the Successor Agency for the former Sonora Redevelopment Agency. City staff is responsible for all wind down activities including preparation of required documents and reports under the direction of the Successor Agency's Oversight Board and State Department of Finance.

### **BUDGET OVERVIEW**

The wind down of the former Sonora Redevelopment Agency will continue during Fiscal Year 2018/19. As the wind down continues less staff time will be allocated to this Fund which will need to be absorbed by the General Fund or other sources of City revenue.

# **Community Development Department**

## **OPERA HALL FUND 303 208**

### **PROGRAM PURPOSE**

The Sonora Opera Hall was originally constructed as a flour mill in 1879 but the mill burned down in 1885. It was subsequently reconstructed as the Sonora Opera Hall hosting balls, events, meetings, etc. However in 1896 the Opera Hall was closed and the building was converted to a carpenter shop. The building was eventually converted to automobile repair garage. In 1986 the City of Sonora acquired the building and rehabilitated it as a community center and rental facility. The Community Development Department oversees the Sonora Opera Hall facility.

### **BUDGET OVERVIEW**

The operating costs for the Sonora Opera Hall will be status quo for Fiscal Year 2018 except for the PERS increases. There are no capital improvements planned for FY 2018/19.

# **Police Department**

## **DEPARTMENT PURPOSE**

The Sonora Police Department provides police services to the City of Sonora. Through innovative thinking and goal setting, the Department is committed to delivering unparalleled service to the community. The Police Department will continue to strengthen community relationships and public trust while striving for excellence through employee development, self-discipline, and strong leadership.

The core services provided by the Police Department include responding to emergency and non-emergency calls for service; identification of criminal activity; dispatch services; investigation and prosecution of crimes; recruiting, hiring, and training of personnel; crime prevention and community outreach; traffic safety; maintenance of records, property, and evidence; and community problem solving.

The Police Department continues to build upon a strong police/community partnership through innovative Department and community programs, including the development of programs such as the Community Engagement Team, the Police Explorer program and Community Service Volunteers.

The Police Department is focused on community problem-solving. Individual officers and patrol teams are responsible for identifying problems and creating and implementing solutions to those problems. In furtherance of this effort, the Department continues to develop relationships with specific segments of our community such as the public and private schools, neighborhood watch groups, and local businesses. All field staff are trained in effective community based policing tactics and strategies to de-escalate and respond appropriately to field situations. All Police Department personnel are committed to these ideals and continue to make significant strides toward eradicating criminal activity and any conditions that have a detrimental impact on public safety.

## **BUDGET OVERVIEW**

This budget overview discusses the Police Department's focus for FY 2018/19, as well as its revenue and expenditure outlook.

The proposed FY 2018/19 departmental budget reflects a change in operating expenditures over the prior years adopted budget, which include reductions to staff vacancies; two of which are being filled by entry-level, Public Employee Pension Reform Act (PEPRA), employees. These savings will offset increased costs associated with Classic PERS contributions.

**☞ POLICE DEPARTMENT ☜**  
**FY 2017/2018 ACCOMPLISHMENTS**

Goals	Accomplishments
<b>Social Media Expansion</b>	Implemented steps to develop our Social Media program increasing community outreach, crime prevention and interaction with residents and community members. Our website now offers more information and resources; our Facebook has become more informative and interactive, and we have begun using Twitter for Public Service Announcements.
<b>Increase Accountability by filling vacant Management and Supervisor Positions</b>	The proactive approach to filling one Police Sergeant Position as soon as it was vacated ensured consistency in leadership and accountability within the department, as well as a consistency of delivering police services to the Sonora community.
<b>Department Reorganization</b>	A comprehensive reorganization of the department's organizational structure started with rebuilding our Code of Ethics, Mission Statement and Vision. Finalized the reorganization of departmental leadership and accountability model which identified the staffing resources necessary to manage all programs and functions.
<b>Continue Building Security Upgrade</b>	With phase 2 of a 5 phase security upgrade completed, efforts are being focussed on phase 3, which include bullet-proof glass in the Police Department Lobby and a modification to the customer service counter for ADA accommodations.
<b>Enhance ALICE Program</b>	With some movement in the department's staffing, a need to train new instructors was recognized to maintain consistency in this program which delivers valuable training to community schools and other groups. In February, the Police Department hosted a train-the-trainer event which expanded the programs reach and afforded certifications for two additional Police Department Trainers.
<b>Crime Prevention and National Night Out</b>	Another successful National Night Out event was held in August; this time focussing on community interaction and legitimizing our agency as a part of the community. Many of our activities this year were focussed on developing relations with local youth.
<b>Red Ribbon and ALICE Presentations</b>	Several members of our department participated in Red Ribbon week at Sonora Elementary School; providing students with information about dangerous drugs, cyber-bullying and stranger safety. Our designated ALICE instructor team partnered with outside agencies and provided instruction on safety measures for "active-shooter" and violent intruder situations.
<b>Explorer Post and Community Service Volunteers</b>	Our volunteer program continues to engage in many functions. They provide extra patrol services, assist sworn and support personnel in their duties, they put out and take down flags in downtown Sonora, provide parking for local events, assist with the Mother Lode Round-Up Parade and the Christmas Parade, assisted with providing crossing guard duties during the Mother Lode Fair, and help out with multiple school-related events. A reorganization of the volunteer group was initiated to develop leadership and accountability skills among the group.
<b>Field Training Program</b>	This Year year the Sonora Police Department's Field Training Program successfully trained four new employees. Officer A. Brandow, Officer (now Sergeant) C. Hankins, Officer L. Durham, and Sergeant T. Wertz. The training staff included Lieutenant (Now Chief) T. VanderWiel, Sgt. C. Rogers, Officer John Bowly and Officer B. Norris.
<b>Upgrade Electronic File Storage</b>	With an ever-increasing need for electronic file storage relating to audio-video recordings from body-worn cameras, our department entered into a contract with a secure cloud storage provider. The contract also allowed for equipment and tech-support upgrades for our cameras. This upgrade will save the city several thousand dollars in equipment costs alone over the years to come.
<b>Fill Vacant Positions</b>	The Police Department has continued to actively recruit to fill four full-time officer positions. We have adopted a more proactive approach to recruitment which included updated outreach methods, and technology-enhanced interview and testing options.
<b>Paperless Transition</b>	The Police Department has been exploring many ways to minimize the use of paper products, as well as minimizing the costs associated with paper and printing support needs. Many of our files that were traditionally maintained in "hard-copy" form is now being stored as electronic files. We are working with the District Attorney and the Probation Department to identify a way to share criminal reporting in an electronic format as well.
<b>Public Information Expansion</b>	Several members of the department have been identified to release information via our social media sites and to address press related inquiries from news reporting entities. This expansion improves our response time for press related questions and increases our legitimacy with the community by sharing information in a timely manner.

# **POLICE DEPARTMENT**

## **Summary of Department FTEs**

	2014/15	2015/16	2016/17	2017/18	2018/19
	Funded	Funded	Funded	Funded	Funded
<b>Police Department</b>					
Chief of Police	1.0	1.0	1.0	1.0	1.0
Police Lieutenant	0.0	0.0	1.0	1.0	1.0
Police Sergeant	2.0	2.0	2.0	2.0	2.0
Police Officer	10.0	10.0	10.0	10.0	10.0
Communications Dispatcher	5.0	5.0	5.0	5.0	5.0
Police Records Technician	1.0	1.0	1.0	1.0	1.0
<b>Total Department FTEs</b>	<b>19.0</b>	<b>19.0</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>

<b>Temporary Staff Hours</b>					
Administrative Assistant	600	600	0	0	0
Reserve Police Officer	0	1200	400	400	400
Background	180	270	180	180	180
IT	0	400	400	400	400
Fire Investigator	120	90	30	30	30
Firearms Instructor	0	200	192	192	192
School Resource Officer	0	0	768	768	768
Communications Dispatcher	1960	1960	1990	1990	1990
Community Service Officer	2040	3812	3320	3320	3320
<b>Total Annual Hours</b>	<b>4900</b>	<b>8532</b>	<b>7280</b>	<b>7280</b>	<b>7280</b>

# **Police Department**

## **POLICE GENERAL FUND OPERATING FUND 303**

### **PURPOSE**

The general fund provides the largest amount of unrestricted funds for the Departments operational needs. This fund supports the majority of the operational costs associated with community service at the law enforcement level. This budget has been established from the criteria for the programs and services the Department provides. These funds support the needs associated with salaries and benefit costs; training for sworn and non-sworn personnel; equipment purchasing and maintenance, and facility maintenance and repair.

### **BUDGET OVERVIEW**

The Department is currently recruiting for one vacant FT Officer position which will be supported under Fund 303. The Department is also exploring a USDA grant opportunity for the purchase of two new patrol vehicles. If awarded, there would be a need for a 25% contribution from the City to fulfill the grant obligation. The Department continues to have a need for increased training mandates and educational benefits; as well as a necessity to repair and upgrade computer and technology needs.



# **Police Department**

## **MEASURE I**

### **FUND 403**

#### **PROGRAM PURPOSE**

The Police Departments Measure I fund was established as a result of a sales tax increase which took effect January 1, 2005. In 2004 voters passed a special tax initiative for a ½% increase to sales tax within the city limits. The purpose of this initiative was to improve city services for residents, businesses, and visitors to the City of Sonora. The Police Department receives 60% of this revenue for the purpose of hiring additional law enforcement and support personnel; updating safety equipment, providing educational funding; replacing expired vehicles; and expanding Police facilities allowing for departmental growth.

#### **BUDGET OVERVIEW**

The FY 2018/19 Measure I budget includes a transfer of money to the CHP Grant program to continue funding for the City's COPS to Vets Officer. Measure I also funds a 1.0 FTE Sergeant position, an additional 1.0 FTE Officer, one 0.5 FTE CSO positions and 1.0 FTE Dispatch position. Further, Measure I shares funding for all benefit costs to the Department's employees, both sworn and civilian.

# **Fire Department**

## **DEPARTMENT PURPOSE**

The City of Sonora's Fire Department provides all-risk emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. Utilizing 1 engine, 1 aerial fire apparatus, 1 command vehicle, 1 utility vehicle, 2 reserve engines and one fire prevention vehicle, the fire department responds to over 1,800 emergency calls for service each year. It is the mission of the Sonora City Fire Department to serve and protect the community through public education, training, fire prevention, fire suppression, emergency rescue, disaster preparedness, mutual aid support, advances in modern technology and other services in order to minimize the loss of life and property, damage to the environment, and adverse economic impacts due to natural or man-made emergencies or events, while still preserving the City's historic character and charm.

## **BUDGET OVERVIEW**

During FY 2018/19, the Fire Department will continue to provide excellent customer service and make the best use of available resources. The department reduced its operating budget last year to assist with balancing the budget. The 2018/19 Budget will remain as close to the previous year with only a few minor changes. The Fire Department expects an increase in revenue to offset the costs of fire inspections, hazardous materials operating permits, burn permits, EOC rentals and miscellaneous other services.

**☞ FIRE DEPARTMENT ☞**

**KEY PROGRAM GOALS**

<b>Key Program Goals for FY 2018-19</b>	
<b>Training</b>	Complete Annual State and Federal required training; Ensure all members obtain on-going State Fire Marshal Training classes; Participate in Sonora High School "Every 15 minutes" program; Complete training for Fire Inspector II through State Fire Marshal Office; Host multi-company and jurisdictional training; Host State Fire Marshal classes Level 1 & 2.
<b>Prevention</b>	With award and acceptance for the AFG Prevention Grant the department hopes to complete 120 Annual commercial business inspections; Complete 300 defensible space inspections; Without the AFG Prevention Grant, the department will still conduct Commercial Business and Defensible Space inspections but the numbers will be reduced due to the reduction in personnel. Conduct and approve 40 Burn Permit inspections; Give school safety presentations to Elementary Schools; Hold Open House in September for Fire Prevention week.
<b>Operations</b>	Contract with Lexipol for Department policies and updates; Successfully obtain New Fire Engine through grants or other funding sources; Purchase new SCBA bottles to replace existing ones that expire in 2020.
<b>Finance</b>	Research and apply for grants to aid in purchasing a new Fire Engine; Research and apply for prevention grant to fill vacant prevention officer position to assist with business and defensible space inspections; Research and apply for equipment grants to replace and update aging equipment.

## **General Fund FUND 303 212**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department provides all-risk emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. The Department strives to work cooperatively with the community and surrounding fire agencies to address areas of needed improvement. The General Fund provides funding for 1 Fire Chief, 3 Fire Captains, and 1 part-time Office Assistant. The General Fund also provides the Fire Department's operating budget that oversees facility and equipment maintenance, mandated training costs, and general expenditures.

### **BUDGET OVERVIEW**

During FY 2018/19, the Fire Department will continue to provide excellent customer service and make the best use of available resources. The department's budget is essentially status quo, with operating expenditures and part-time hours being reduced to offset regular salary and benefit increases. Reductions include the position freeze of the part-time Fire Prevention Officer, reduction in training funds for full-time staff and incremental reductions in operating expenditures. The Fire Department expects an increase in revenue to off-set the costs to provide and issue fire inspections, hazardous materials operating permits, burn permits, EOC rentals and miscellaneous other services.

# **Fire Department**

## **MEASURE I FUND 404**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department provides all-risk emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. The Department strives to work cooperatively with the community and surrounding fire agencies to address areas of needed improvement. The Measure I Fund currently provides funding for 2 Full-time Fire Engineers, 9 Volunteer Firefighter positions (of which four are filled), increased stipends for Intern Firefighters and benefit increases for full-time employees. The SAFER grant ended in October 2017, which funded the third Fire Engineer position. The Department has reapplied for another SAFER grant to fund the position, but is looking at other funding options available. It is the goal of the Department to fund all three Fire Engineer positions as Full time.

### **BUDGET OVERVIEW**

During FY 2018/19, it is the goal of the department to maintain three Full-time Fire Engineer positions, and update safety equipment and supplies within the Measure I fund. This goal is in line with the expenditure plan for Measure I. The FY 2018/19 budget remains status quo with some transfers between accounts to assist with funding the third Fire Engineer position with part-time staffing.

# **Public Works Department**

## **DEPARTMENT PURPOSE**

The Public Works Department is responsible for maintaining the City's infrastructure and facilities including streets, storm drains, buildings, parks, parking lots and cemetery. In addition, this Department includes the budget for the City Engineer. The Department's goal is to provide the highest level of service with the staff and resources available. The Department strives to continually provide the level of service and safety deserved by the City, its residents and visitors and work with the community to identify and address areas of needed improvement.

## **BUDGET OVERVIEW**

The general fund provides the largest amount of unrestricted funds for the Departments operational needs. This fund supports the majority of the operational costs associated with the Department services. The balance of the Department's budget is from Measure I with the exception of direct charges to Sunrise Hills or other dedicated funds. This budget has been established based on the personnel, equipment and supply needs to deliver the services the Department provides.

The FY 2018/19 budget includes a limited duration, one-year Public Works Assistant Position. The Department currently in need of relief assistance to cover a staffing vacancy that exists due to an employee being out for an extended duration. This limited duration position will be a full-time, benefited position that is committed for a twelve-month duration. The Measure I fund has sufficient fund balance available to offset this cost so there is no budgeted general fund impact.

**PUBLIC WORKS DEPARTMENT**  
**KEY PROGRAM GOALS FOR FY 2018/19**

KEY GOALS FOR FY 2018-19	
<b>Streets</b>	Continue street repairs including pot holes and road failures. Contract for centerline striping of major streets as needed. Replace cross walk and stop bars striping as needed. Coordinate the installation of the second phase of the decorative street lights downtown with P G and E. Utilize SB1 Funds for street overlay project.
<b>Parks</b>	Add ADA access at Coffill Park.
<b>Parking Lots</b>	Assist with Grigsby Park and City Hall landscape improvements.
<b>Cemetery</b>	Evaluate options for maintenance and improvements at the Mount Shadow Cemetery.
<b>Facilities</b>	Repaint the Visitors Bureau building. Improve the drainage west of the building and repair the hallway flooring at the Fire Museum.
<b>Vision Sonora</b>	Complete the installation of the new trash cans and benches. Install new parking lot directional signage.

# Public Works Department

## General Fund: Public Works FUND 303 216

### PROGRAM PURPOSE

The Public Works Department is responsible for maintaining the City's infrastructure and facilities. Costs associated with buildings, parks, parking lots and the cemetery are in their respective programs. The purpose of this portion of the Public Works budget is to provide the funding the majority of the Departments personnel and operational costs. The remainder of these costs is allocated to Measure I or the specific Department programs.

### BUDGET OVERVIEW

The FY 2018/19 budget remains consistent with prior years staffing and cost allocations. The budgeted staffing includes a public works supervisor and supervising mechanic, three public works specialists and one public works assistant. There is a slight increase in salary and benefits due to a cost of living adjustment and higher PERS and health benefit rates. Overall, the Departments budget is slightly less than the prior fiscal year due to staffing transitions and reduced health benefits costs.

### SUMMARY OF REVENUES AND EXPENDITURES

	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed	2018/19 Proposed
<b>REVENUES</b>						
<i>Licenses and Permits</i>	2,775	3,125	2,060	3,000	2,120	
<i>Service Charges</i>	9,839	9,439	8,120	8,220	10,500	
<i>Other Revenues</i>	-	-	-	-	-	
<b>TOTAL REVENUES</b>	\$ 12,614	\$ 12,564	\$ 10,180	\$ 11,220	\$ 12,620	\$
<b>EXPENDITURES</b>						
<i>Salaries and Benefits</i>	\$ 501,261	\$ 520,099	\$ 532,966	\$ 545,494	\$ 578,255	\$ 562,848
<i>Operating Expenditures</i>	149,948	152,032	155,200	156,503	163,305	163,305
<i>Fixed Assets</i>						
<i>Internal Service Charges</i>	-	-	66,168	66,168	-	4,244
<b>TOTAL EXPENDITURES</b>	\$ 651,209	\$ 672,131	\$ 754,334	\$ 768,165	\$ 741,560	\$ 730,397



# **Public Works Department**

## **MEASURE I FUND 405**

### **PROGRAM PURPOSE**

The Public Works Department's Measure I fund was established as a result of a sales tax increase which took effect January 1, 2005. In 2004 voters passed a special tax initiative for a ½% increase to sales tax within the City limits. The purpose of this initiative was to improve city services for residents, businesses, and visitors to the City of Sonora. The Public Works Department receives 15% of this revenue for the purpose of hiring additional personnel; equipment and facility enhancements and infrastructure improvements.

### **BUDGET OVERVIEW**

The Measure I operating budget remains consistent with prior year's allocations although exhibits a slight reduction. However, the budgeted staffing, which typically includes an equipment mechanic and public works specialist, also includes a public works assistant position. The public works assistant position is a limited-duration, full-time position that is committed for a twelve-month period. The position is needed due to an extended employee absence. There is sufficient fund balance available to cover the cost of this one-year position.

Vision Sonora Report - April 12th, May 10th and June 14th, 2018

Submitted by Connie Williams, Vision Sonora Committee Chair

At the **April 12th** meeting the committee members in attendance (Connie Williams, Tim Miller, Rachelle Kellogg, Darin Grossi and Sherri Brennan) had one action item. Consideration of a recommendation to the City Council to direct Wood Rodgers, Inc. to prepare and submit an Active Transportation Program Grant Application for Cycle Four based upon the conceptual design presented for the Washington Street Improvement Project. Mr. Grossi stated the TC Transportation Council had conducted various types of public outreach for this project and what appears to be public consensus is bulb outs and lighted crosswalks. Much discussion took place. Mr. Grossi said he has met with Caltrans and they support the project 100%. However, the lighted crosswalks need to meet pedestrian count requirements. After much discussion, Ms Kellogg made the motion which was seconded by Connie Williams. Motion passed. Committee Members Mark Plummer and John Gray were not present at the meeting.

Sub-Committee Reports:

-Community Design and Marketing Committee:

- A bench was adopted in memory of former Mayor Ron Stearn by the Sonora Rotary Club
- Continued work on the E. Linoberg street conceptual design
- Vision Sonora Guest Editorial was written and submitted by Chair Connie Williams
- TC Land Trust has offered to work with the committee on dog waste stations

-Finance, Transportation & Mobility Committee - no report

Committee Member Reports:

-Ms. Kellogg stated the award for design and preliminary engineering for the Transit Project should be presented to the City Council by the end of May. The location of the transit facility will drive the project design.

Meeting was adjourned at 10am.

**May 10, 2018** scheduled meeting was cancelled due to no action items.

At the **June 14th** meeting the committee members in attendance (Connie Williams, Tim Miller, Darin Grossi and Sherri Brennan) had one action item. Approving the recipients of the Certificate of Appreciation Awards for July. The locations submitted by the Community Design and Marketing sub-committee included: 11 S Washington Street, 81 S Washington Street, 342 W Stockton Rd and 55 S Washington Street. The committee gave approval. The awards will be presented at the July 16th City Council meeting. Committee members Mark Plummer, Rachelle Kellogg and John Gray were not present.

The committee received an update from committee member Williams regarding the dog waste station project. To date the TC Visitor's Bureau has stated they will donate \$1,000, the Sonora Chamber has stated they will donate \$300 and the TC Land Trust will be donating \$200 for a total of \$1,500. The Public Works Department will determine the locations for the dog waste stations.

Sub-Committee Reports:

-Community Design & Marketing Committee:

- Met May 15th & June 12th
- Nancy White presented the Distrx App that could possibly be used in conjunction with the walking tour that has been created
- Mr Miller shared that the old benches that had been repaired and newly powder coated would be



## City of Sonora

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

### MEMORANDUM

Date: June 7, 2018  
To: Tim Miller, City Administrator  
From: Rachelle Kellogg, Community Development Director  
Subject: Staff Report for May 2018

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The following highlighted projects were undertaken by the Community Development Department during the month of May:

**STOCKTON – WASHINGTON TRANSIT PROJECT** – The Caltrans' Audit and Investigation Unit has completed review and approval of the consultants' Indirect Cost Rates allowing the City to move forward with closing negotiations and submitting the final contract documents to Caltrans for approval prior to City award. The City Council will be considering awarding the contract for engineering services to Kimley-Horn and Associates, Inc. at their meeting of June 18<sup>th</sup>. Staff also prepared the Caltrans required A&E Procurement Adoption and the Title VI Program for the City Council's consideration and approval.

**CODE ENFORCEMENT ORDINANCES** – Staff has received comments back from the City Attorney related to the draft code enforcement ordinances. The four proposed ordinances include the Administrative Remedies and Procedures for the Enforcement of Code Violations, Post Disaster Assessment, Property Maintenance Code, and Dangerous Building Code. These ordinances will replace the existing SMC Title 11, Administrative Procedures for the Enforcement, Imposition, Collection and Administrative Review of Penalties or Fines for Code Violations, due to issues related to its implementation and enforcement provisions. Once adopted staff will utilize these ordinances to assist with substandard buildings within the City. Staff will be addressing the Attorney's recommended changes to the documents and preparing them for review and consideration by the City Council.

**WEBSITE UPDATES** – To keep the City's website current and fresh the Special Programs Coordinator continually adds new articles about current activities related to the City as well as all upcoming events. Staff has also updated the Dagoon Gulch Trail page to reflect the current changes to the trail. Vision Sonora now has a direct link from the Home Page and this section is currently being revised to reflect the changes requested by the Community Design and Marketing Committee. The Energy Action Plan now has its own page and additional information will be added as provided by the Working Group.

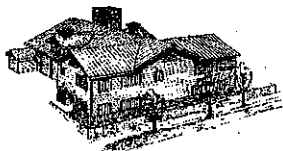
**PLANNING FEES** – Staff is currently preparing a fee study to evaluate increasing the Community Development Department's fees for planning related services. The current fees are far below the costs to the City for providing these services. Staff will be presenting the fee study, along with a staff recommendation for revised fees, to the City Council at a future meeting.

**BUILDING PERMIT ACTIVITY** – Building permit activity continues to be strong as we approach the end of Fiscal Year 2018. Most of the activity is related to smaller commercial and residential projects for tenant improvements, re-roofs, electrical/plumbing, etc. Additionally a permit was issued for a new home at the end of South Washington Street. Both the Outpatient Pavilion and Front Porch buildings were finalized allowing for occupancy of the buildings. Also near completion are the City's new juice bars, Jamba Juice in the Crossroads Shopping Center and Formosa in Downtown Sonora.

<b>MONTH OF MAY, 2018</b>	<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		<b>CITY OF SONORA 94 N. WASHINGTON ST. SONORA, CA 95370</b>	
<b>ACTIVITY REPORT</b>				
<b>NAME</b>	<b>LOCATION</b>	<b>TYPE</b>	<b>VALUATION</b>	<b>FEES</b>
<b>NEW RESIDENTIAL</b>		<b>TOTAL UNITS __ 0 __</b>		
<b>SUBTOTAL __ 0 __</b>				
<b>CDBG REHABS</b>		<b>TOTAL UNITS __ 0 __</b>		
<b>SUBTOTAL __ 0 __</b>				
<b>COMMERCIAL</b>		<b>TOTAL UNITS __ 0 __</b>		
<b>SUBTOTAL __ 0 __</b>				

ALTERATIONS & ADDITIONS		TOTAL UNITS __ 10 __		
Benites Enterprises LP	395 S. Washington St.	Remove ex. elect. fixtures & replace with recess LED can lights	\$2,000	\$124.25
Crossroads Enterprises LP	133 Old Wards Ferry Road	Fire Alarm Cell Upgrade	\$1,000	\$ 25.00
Affordable Properties	89 A&B Elm Street	Int. remodel; replace cabinets, countertops; minor repairs to elect.	\$20,000	\$383.25
Pamela Bowman	596 Morning Star Dr.	Install a 6.96 kw roof mount solar system	\$27,840	\$300.00
Suzanne Gayle	452 Morning Star Ct.	Install a 5.8 kw roof mount solar system	\$23,200	\$300.00
Jim & Bonnie Hamilton	229 Southgate Dr.	New Garage	\$33,042	\$497.47
Jose Luis Zarate	129 Snell Street	Construct retaining wall	\$3,000	\$162.86
Donald Green	104 S. Washington St	Tenant Imp. for Juice Bar	\$27,500	\$549.75
John Perrault	50 Hope Lane	Install a 9.72 kw roof mount solar system	\$30,000	\$371.50
Sonora 3 LLC	1191 Sanguinetti Road	Add 2 Fire Sprinkler heads to bldg..	\$1,900	\$ 91.20

<b>DEMOLITIONS</b>		<b>TOTAL UNITS __ 0 __</b>		
<b>NAME</b>	<b>LOCATION</b>	<b>TYPE</b>	<b>VALUATION</b>	<b>FEE</b>



**DATE:** June 12, 2018  
**TO:** Honorable Mayor and Council Members  
**FROM:** Aimee New, Fire Chief  
**SUBJECT:** Monthly Report May 2018 - Sonora Fire Department

**Emergency Incidents:**

1. Sonora City Fire units responded to 152 calls for service in May.
2. Sonora City units responded to emergency calls for service as follows:

131 Passenger Vehicle Fire	2
142 Brush, or brush and grass mixture fire	1
143 Grass fire	1
160 Special outside fire, other	1
321 EMS call Excluding vehicle accident	97
322 Vehicle accident with injuries	4
323 Motor vehicle/pedestrian accident (MV Ped)	1
324 Motor vehicle accident no injuries	4
441 Heat from short circuit (wiring), defect	1
500 Service Call, other	1
510 Person in distress, other	6
522 Water or steam leak	1
554 Assist invalid	4
611 Dispatched & canceled en route	16
622 No incident found on arrival at dispatch	4
631 Authorized controlled burn	3
651 Smoke scare, odor of smoke	2
701 False Alarm - Canceled enroute	1
711 Municipal alarm system, malicious false	1
745 Alarm system sounded, no fire-unintentional	1
<b>TOTAL</b>	<b>152</b>

3. Monthly dollar loss, resulting from fire: \$10,200.00
4. The average response time during the month of May: 4.01 minutes.

5. Training Summary Excluding Outside Training:

	Hours
<b>Administration</b>	
Fire Chief	37
Administrative Assistant	8
<b>Administration total hours</b>	<b>45</b>
<b>A-Shift</b>	
Captain Gregory	41.5
Engineer Piche	26
FF Burroughs	20.5
<b>A-Shift total hours</b>	<b>88</b>
<b>B-Shift</b>	
Captain Rock	11.5
Engineer Mandell	67
FF Vacant	
<b>B-Shift total hours</b>	<b>78.5</b>
<b>C-Shift</b>	
Captain Rhoades	50
Engineer Lunde	79
FF Figley	55.5
FF Austin	28
<b>C-Shift total hours</b>	<b>212.5</b>
<b>Relief/Volunteer</b>	
Relief Engineer Brassfield	3
Relief Engineer Kerrigan	.5
Volunteer FF Class (Leave of Absence)	2
Volunteer FF Espino	14.5
Volunteer FF Hagstrom (Leave of Absence)	0
Volunteer FF Mayo-Corallo	0
Volunteer FF Teran	15.25
Volunteer FF Woodson	0
Volunteer FF Hernandez	0
<b>Relief/Volunteer total hours</b>	<b>35.25</b>
<b>Department total Training Hours</b>	<b>459.25</b>




Emergency 911  
Business (209) 532-8143  
Fax (209) 532-4845  
Turu VanderWeil, Acting Chief of Police  
E-mail: tvanderweil@sonorapd.com

## SONORA POLICE DEPARTMENT

100 South Green Street  
Sonora, California 95370

*"Maintaining a Safe Community since 1851"*

TO: Honorable Mayor and Council Members  
FROM: Turu VanderWiel, Chief of Police   
DATE: June 18<sup>th</sup>, 2018  
RE: Monthly Report- Sonora Police Department

### MEMORANDUM

The attached information is for May 2018.

	May 2018	April 2018	May 2017
Total Incidents	1,332	1,204	1,462
Calls for Service	689	704	652
Officer Initiated	648	500	810
Total Arrests	70	57	78
Felony Arrests	11	11	15
Misd. Arrests	58	46	63
Total Reports	131	135	180
Parking Citations	94	48	160
Moving Citations	20	23	66
Domestic Violence	1	3	5
Collision Invest.	6	6	14
Animal Calls	50	35	50
Public Intox.	11	4	16
DUI Arrests	7	4	6
Total Phone Calls	2,793	2,151	3,811
Average Per Day	90	72	123
Vehicle Releases	9	6	16

## Area 1 Monthly Report May 2018

### Neighborhood Watch:

#### Elks Hill:

- No Report

#### Sonora Knowles:

- No Report

### Case(s) for Discussion

On Tuesday, May 15th, just before 10:30 a.m., the Sonora Police Department arrested 51-year-old Paul Charles Janetakos of Sonora for burglary and possession of stolen property. The arrest stemmed from an on-going investigation into a burglary of a Sonora City home. The crime was reported to police on May 6th when the victim discovered her stolen jewelry at a consignment store downtown. Officer Brandow, through her investigation, was able to identify Janetakos as the person who placed the stolen property on consignment as well as the person who had stolen it.

Janetakos was called in as a suspicious person on May 15th and ran from police when they attempted to make contact with him. He was apprehended after running from downtown Sonora to Stockton Road and subsequently was booked into the County Jail with a bail set at \$10,000.

On May 30, 2018, at about 7:45 pm, the Police Department responded to Rite Aid for a report of theft suspects fighting with store staff.

When units arrived on scene, one of the suspects was attempting to leave the area. Citizens who were in front of the store pointed to the female walking away and advised the Sergeant that she was involved in the incident. She was stopped and detained until the Sgt was able to determine what exactly occurred. She then was placed in the back of a patrol vehicle, uncuffed while the Sergeant dealt with the subjects who were fighting with store personnel.

As he was trying to take the second female into custody, Erika Hernandez had escaped from the patrol car and walked to the front of the store and attempted to push the Sergeant away from Ariana.

Ariana was forced to the ground and handcuffed. While attempting to have her sit in the back seat, she pulled her way to the Sergeant, attempted to push Erika from custody and kicked the Sergeant in the groin.

Two other females, one adult female, and one juvenile, approached and attempted to interfere with the arrest and only left when they heard the sound of approaching sirens from assisting outside agencies. Ariana was eventually detained in the back of a Sheriff's Department patrol car, which she subsequently kicked and caused damage to.

The Hernandez sisters were booked for robbery, felony obstruction of an officer, and attempted escape after arrest. The juvenile was cited and released for obstruction of justice and the other adult female was arrested taken into custody for obstruction of justice.

### Training:

- Sergeant Hankins attended a three-day Internal Affairs Investigations class in Fresno.



## ***Area 2 Monthly Report*** **MAY 2018**

### **Neighborhood Watch:**

#### **MYERS HILL:**

- No report

#### **N. STEWART:**

- No Report

### **Cases For discussion:**

18-574. On May 8, 2018, Officer Norris responded to 84 E. Church St. for a report of vandalism. This address had generated 32 calls for service from February 25, 2018 up to the time of this call. The neighbors in apartments A and B have been constantly arguing and doing things to disrupt each other's peace. It was found that Thomas Belcher threw a potted plant against the victim's vehicle causing about \$750.00 in damage. Belcher was seen throwing the plant by an independent witness. Belcher was arrested on a felony charge. Since this incident and arrest, there have only been 3 calls for service, and none since May 12, 2018. The landlord has been contacted and advised of the circumstances. We have been told the landlord is in the process of evicting both tenants.

18-613. On May 17, 2018, Sgt. Wertz responded to a possible stolen vehicle in the area of Shepherd St. and Church St. Kenneth Wilkerson was found to be in a vehicle he had borrowed, but never returned to the owner. Wilkerson was also driving under the influence of alcohol. He refused to submit to a chemical test, so a warrant was obtained to draw his blood. Wilkerson had several prior DUI's and was booked on a felony charge for DUI and vehicle theft.

### **Recruitments:**

- Our entry level officer applicant has completed his background investigation. He is slated to start the police academy in August. Our Vets to Cop candidate has completed his background investigation. He is slated to start the police academy in July. We are still recruiting for two open positions. We are looking to fill the open spots with lateral or pre-service candidates. An oral board will take place on June 13.

### **Field Training Program:**

- No one currently in field training.

**SONORA POLICE DEPARTMENT**

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**PATROL STATISTICS  
REPORTING PERIOD: MAY 2018**

06/07/2018

Statistic	Count
Total Incidents	1332
Calls for Service	689
Officer Initiated Incidents	643
Traffic Stops	46
Other OIA Incidents	597
Bus/Building checks	0
Veh/Ped Check	0
 Total Officer Reports	 131
Accident	5
Crime	33
Felony Arrest	6
General Information	38
Infraction Arrest	1
Juvenile Arrest	1
Misdemeanor Arrest	29
Warrant Arrest	17
Unclassified Reports	1
 Total Misdemeanor & Felony Arrests	 61
Misdemeanor Arrests	51
Felony Arrests	10
 Total Citations	 140
Animal/NOV	2
Infraction	1
Juvenile	2
Misdemeanor	18
Vehicle - Moving	20
Vehicle - Parked	94
Voided	3
 FIs	 3

**SONORA POLICE DEPARTMENT**

Page 1

**OFFICER CITATION COUNTS****MAY 2018**

06/07/2018

<b>Officer</b>	<b>No. of Cites</b>
Battle, Joel	42
Brandow, Ashley	9
Brickley, Thomas	5
Durham, Lance	6
Hankins, Curtis	7
Kennedy, Ashley	1
Logan, Charlotte	25
Mallon, Scott	8
Moran, Aaron	6
Norris, Brandon	2
Roberts, Robby	8
Townsend, Dennis	1
Weber, Erik	10
Wertz, Tim	4
Winningham, Gordon	6

**SONORA POLICE DEPARTMENT**

Page 1

**Incident Search Results****Date Between 5/1/2018 and 5/31/2018, Type Match Anywhere With animal**

06/07/2018

Date	Inc #	Type	Time	Location	Dispositio
05/01/2018	1805010028	ANIMAL	09:08:20	400 WOODS CREEK DR	Unable to Locate
05/01/2018	1805010036	ANIMAL	12:17:06	400 WOODS CREEK DR	Handled by Telephone
05/01/2018	1805010056	ANIMAL	21:25:08	613 S STEWART	Handled by Patrol (Cso/Aco/p
05/02/2018	1805020023	ANIMAL	10:52:41	N STEWART	Unable to Locate
05/02/2018	1805020025	ANIMAL	11:54:40	40 BULWER	Handled by Patrol (Cso/Aco/p
05/02/2018	1805020026	ANIMAL	12:17:38	417 S WASHINGTON	Report Taken
05/03/2018	1805030042	ANIMAL	17:39:46	209 BOURBON	Handled by Patrol (Cso/Aco/p
05/05/2018	1805050011	ANIMAL	11:08:00	584 MAPLE	Gone On Arrival
05/05/2018	1805050030	ANIMAL	18:22:41	270 BONANZA RD	Dog Pick Up to Tcac
05/06/2018	1805060015	ANIMAL	12:52:54	LINOBERG/S WASHINGTON	Warning (Cite/Verbal)
05/06/2018	1805060017	ANIMAL	13:00:08	1291 SANGUINETTI RD	Checks Ok
05/07/2018	1805070012	ANIMAL	08:42:48	750 MONO WY	Unable to Locate
05/07/2018	1805070020	ANIMAL	10:53:23	ROBLE DR	Handled by Patrol (Cso/Aco/p
05/07/2018	1805070022	ANIMAL	11:05:28	193 FAIRVIEW LN	Handled by Telephone
05/08/2018	1805080019	ANIMAL	14:21:02	515 HIGHWAY 49	Gone On Arrival
05/08/2018	1805080021	ANIMAL	15:04:13	120 OLD WARDS FERRY RD	Handled by Patrol (Cso/Aco/p
05/08/2018	1805080026	ANIMAL	17:10:04	MAPLE	Handled by Patrol (Cso/Aco/p
05/09/2018	1805090014	ANIMAL	12:01:43	1101 SANGUINETTI RD	Unable to Locate
05/09/2018	1805090027	ANIMAL	16:41:41	1071 MONO WY	Handled by Patrol (Cso/Aco/p
05/10/2018	1805100031	ANIMAL	19:50:10	OLD WARDS FERRY RD/SANGU	Handled by Patrol (Cso/Aco/p
05/11/2018	1805110012	ANIMAL	07:56:24	426 SNELL	Unable to Locate
05/11/2018	1805110018	ANIMAL	10:30:59	480 GREENLEY RD	Gone On Arrival
05/11/2018	1805110022	ANIMAL	11:37:56	480 GREENLEY RD	Cancelled
05/12/2018	1805120017	ANIMAL	09:59:47	400 WOODS CREEK DR	Handled by Patrol (Cso/Aco/p
05/13/2018	1805130017	ANIMAL	03:01:40	W STOCKTON ST	Handled by Patrol (Cso/Aco/p
05/13/2018	1805130021	ANIMAL	09:32:34	1291 SANGUINETTI RD	Unable to Locate
05/15/2018	1805150006	ANIMAL	09:47:18	350 S WASHINGTON	Handled by Patrol (Cso/Aco/p
05/15/2018	1805150008	ANIMAL	10:26:46	417 S WASHINGTON	Unable to Locate
05/16/2018	1805160029	ANIMAL	14:57:39	N STEWART/COWAN	Unable to Locate
05/17/2018	1805170026	ANIMAL	15:00:10	1101 SANGUINETTI RD	Gone On Arrival
05/18/2018	1805180021	ANIMAL	11:47:30	1101 SANGUINETTI RD	Handled by Patrol (Cso/Aco/p
05/18/2018	1805180025	ANIMAL	12:27:05	1101 SANGUINETTI RD	Checks Ok
05/18/2018	1805180029	ANIMAL	13:44:09	COLUMBIA WY/SHANGRI-LA L	Animal Pickup
05/19/2018	1805190021	ANIMAL	19:06:18	430 N WASHINGTON	Dog Pick Up to Tcac
05/21/2018	1805210030	ANIMAL	12:30:02	E LYONS	Animal Cite
05/21/2018	1805210048	ANIMAL	19:50:32	200 GREENLEY RD	Animal Pickup
05/22/2018	1805220013	ANIMAL	06:46:19	76 N WASHINGTON	Dog Pick Up to Tcac
05/22/2018	1805220033	ANIMAL	14:11:44	680 GUZZI LN	Report Taken
05/22/2018	1805220035	ANIMAL	14:56:44	440 S WASHINGTON	Dog Pick Up to Tcac
05/23/2018	1805230013	ANIMAL	10:50:00	400 WOODS CREEK DR	Report Taken
05/23/2018	1805230015	ANIMAL	11:16:48	665 S WASHINGTON	Checks Ok
05/24/2018	1805240025	ANIMAL	14:33:10	SANGUINETTI RD	Unable to Locate
05/24/2018	1805240026	ANIMAL	15:04:52	175 MCCORMICK DR	Handled by Telephone
05/25/2018	1805250014	ANIMAL	09:40:14	801 LYONS BALD MOUNTAIN	Report Taken



City Of Sonora  
Tuolumne County  
*"Queen of the Southern Mines"*  
94 N. Washington Street  
Sonora, CA 95370  
[www.sonoraca.com](http://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 18th, 2018  
**To:** Honorable Mayor and Members of the City Council  
**From:** Mike Lagomarsino, Public Works Supervisor  
**Subject:** Public Works Department Report for May, 2018

For the month of May 2018, the City of Sonora Public Works Department performed the following activities:

### Events

- Prepared for the Mother Lode Round up Parade and Rodeo by placing no parking, road closure, detour and advance-warning signs
- Assisted the Police Department with traffic control and street closures during the Round up Parade
- Performed early morning cleanup of streets, parking lots, and sidewalks following the Round up Parade
- Transferred Farmers Market equipment from the Opera Hall to a storage container at the Farmers Market lot for upcoming season
- Performed weeding and tree pruning; installed extra trashcans; and, added decorative mulch to landscape areas in the Farmers Market Lot for the upcoming season
- Deployed changeable message boards for the annual Green Waste program
- Installed seasonal banners on street light poles on Washington Street

### Streets and Sidewalks

- Repaired a trip hazard in sidewalk near Washington and Church Streets
- Performed cleanup of roadside curbs and pruning of vegetation for vehicle clearance on a section of Barretta Street between Livingston and Lyons Streets
- Performed roadside trash pickup and weed eating along various streets
- Repaired asphalt at various locations including Sheppard and Snell Streets; and, Lyons Bald Mountain and Hospital Roads

6/18/18

Kurt Clark  
EDA

4 PM

opened 5:00 PM Reg No action in closed Adj

A.

B.

C.

D.

Mark/MATT (MSD) App Agenda w/Change by  
Mayor Vis Son Rpt

E.

Lauri Lehmann Aia BB Host

Call Attn to Unfairness to TC Residents  
living in Tual Co. where County collects tax for  
the Air BB - in the City not set up like  
this - She cannot collect so it affects her profit  
→ Council talk to person at Co. regarding this  
Tyler Sommeret -- TCTC July 7 extend to  
weekend serving City, Jones, Col.

A free svs to all locals and visitors  
TCTCpd <sup>thru the</sup> Carbon tax created  
→ News vs by TCTA at Pinecrest

Weekends / holiday thru Summer bus to  
Pinecrest \$10 round trip \$5 Vets, Students,  
Family packages \$15/~~\$20~~ Seniors

F.

all details avail on web site

Consent Cal Geo/Mark No PC. (MSP)

G.

None

H.

None

1. New Bus Res 6-18-2018-A  
Rachelle <sup>Monies</sup> Fed Transp. # Title 6 Program  
and Coordinator Civil Rights Act 1962  
requirements Chap 9 Procedural Manual  
received by City Atty  
City Admin as coordinator  
Reviewed provisions and requirements  
Jim/Matt (MSP)

2. Kellogg Res 6-18-2018-B  
Rcd one proposal  
Sent to 64 ~~firms~~ firms  
and <sup>sent to</sup> consulting ~~agency~~ network service providers  
It was determined postm requirements  
that all requirements met  
Met all CalTrans requirements  
\$ 269,839.38 not to exceed - will come  
out of project fee \$

Paula  
City Planner will prepare EIR doc and  
obtaining necessary studies  
Kickoff mtg <sup>will be</sup> held 6/25  
7 mo to complete

GEO-time limit to get public involved?  
Rachelle w/in 30 days  
Connie - Tues Aug 7 Public Input mtg

P.C. None

Jim/~~Matt~~ Geo

Res -B

(MSP)

3. Res 6-18-2018-C

Nubia. Ortiz Agrat

2011

5th  
Amend

3 main provisions

- 5% salary increase retroactive increase
- 2% Cost of Living increase retro<sup>active</sup> to 1st pay period this year
- Option language mirrors  
has option to rec pay out  
up to \_\_\_\_\_ and up to additional  
hours \_\_\_\_\_
- Pay out provision mirrors what  
is included for Mgmt group

1,000 per mth increase, inc benefits  
No PC

Jim assured once here Ad m SOS Dtr

5% salary goes away -

Yes - cont. by Nubia

Matt/~~Matt~~ (MSP) 4-1

No: Connie

3. Res 6-18-2018-D Tim

2% cost of living

Staff rec to app

Geo/Jim (MSP)



TCEDA - Larry Cope

This is the way mtg was done  
Council Q's and  
answers provided  
between each Dept  
accomplishments, Goals as they  
apply

## 5. FY 2019 Operat. Budget Tim

Not asking for app tonight; still need to discuss the  
Special Funds and Capital Projects

- Accomplishments & Key Goals for current year
- Sales City Property
- Staffing - no changes - all funded

→ City Admin<sup>tration</sup> Budget Council at Clerk Feb 201  
funds and Operating Expenses  
w/in this Dept - Admin Fund 207  
- " " 209

→ Comm Development - accomplishments & Program Goals  
Staffing  
and funds w/in this Dept

~~Jan p 26 and 28 no H's~~  
→ Police Dept including Measure I funds <sup>Rev at Expense</sup>

→ Fire Dept

~~→ Public Works~~

→ Pub Works

P.C.

Ken Perkins - Impressed w/how many ~~things~~ <sup>demands</sup> City budget <sup>are met w/ small budget</sup>  
- Recommendation 102,000 expenditure for TCEDA

Not Fund TCEDA this year and use

\$ for things facing the City this year -  
Lack of revenue.

- Bd of Sups TCEDA "one of the best investments they have  
made" - County will infill \$ with ability to

- Sm business or Med size business - what would they do  
if they were asked to fund - What's happened with that investment

6:10 pm

Perkins

- He has to sue and is asking for performance results from an agency for the funding it rec's

Mark - Co. has no metrics - any measures for expense

Perkins - <sup>Not for County</sup> never responded regarding performance results - <sup>for economic growth</sup> ~~state metrics~~

Mark - Trade secrets seems a plausible argument  
What does Perkins have to say about this  
Why not private info

Perkins -  
Mark -

Nubia Agenda Item - general discussion on the Budget  
need to stay w/in that framework

6:15 Cindy Solinsky - <sup>business owner and teacher</sup> ~~the~~ TY to Turn dory amazing  
a job - Treats people w/respect.

- School Resource Officer - looking at what is happening nationally we need to be really mindful. The # of students that go to him is pretty amazing - Resource Officers stepped up and really helped them.

Schools Officer is very important  
and has seen the # of scary things that happens on

- ECDevCo. - Tremendous help to her <sup>Campus</sup>  
resources to her as business person  
avail thru ECDC very imp<sup>t</sup> to her bus success

John Williams - Sch Resource Officer - has anybody  
trachel to Sheriff to talk about sharing

Sch Sherri Brennan - have <sup>budget</sup> proposal for 2 CommSv's officers

Encourage discussion w/City to coordinate something like this

Matt 6:30 ~~left~~ chambers <sup>Returned at 6:33</sup>

Kurtis Clark

VS SBC  
providing

Vally Service Sm Bus Dev. Ctr = Important

to cont to support TCEDA

SBA Grant Funds

free business consulting for resources

\$17,000 requiring

and

\$ for \$ match

6:25 - TCEDA only direct source for this funding ↑  
City/Co getting good support for their investment  
check this word

Amelia Harrison Ex Dtr TC Chamber of Commerce

pls. keep TCEDA in Budget - Value is more  
than she ever thought - bringing businesses  
to the County so valuable.

Randy Harvelt - 2nd DIST - Purveyor of economic development  
TCEDA key player. <sup>Noted numerous</sup> <sup>and Sonoma</sup> Businesses in T.C. today because  
of <sup>Larry Cook and</sup> TCEDA services

Geo - Letter from Micki Rucker owner of Funky Junk  
TY to Larry for his being instrumental in her  
business. Taking funding away would be a  
huge disservice. Letter read into record EXA

two pages  
long term  
resident  
and business  
owner

Jim Hildreth - 100 <sup>with</sup> / Could it be possible develop  
its own EC developer \* How cost effective  
is extremely important. Be open to suggestions  
and consideration

No further PC.

Here

Info only.

Tim - still opportunity for more info, connects by the Council. Will later consider on direction regard continuance

Mark - "Conceptually the greatest idea, but you get what we measure"

only find this @ the 2016 allocation plus CPI adjusted inflation component until

1) low sit or 2) give measure - we need to know

Discussion between Geo and Mark regarding

Geo - Mark sit w/ Larry

Mark - A/O, "I like him" - it's not

Discussion between Geo & Mark

Geo - One of the top Econ Devel. business getters in this area of Calif

Mark - "I have been doing my homework". Business owners he has talked to said that Larry has been a tremendous help, but they didn't move here because of the EDC

Mark - Wants to see Metrics tied into EDC's performance

add insert here

6:48

Matt - he knows

This because buddies w/ everybody  
doesn't mean

Feedback he is getting from merchants and individual saying

"Buddies"

get this

Mark - Polled 12 businesses only 2 had

Contact w/ Cope

We need him to

"Still <sup>an</sup> Need to measure your environment"

## Classification of wheat

Clarification of what  
Jim - Intergral References represent?

Tim - Responded

Jim - Mixed feelings on EDA - still opport. to get measures

"Need to have a proposal on how City could/ could not do an equal job w/ the \$

"Not inclined at this point to pull funding unless specific program in place"

Connie - 2 things

1) School Resource Officer - there has got to be a way to come up w/

like Stack to have conv. w/ Sup Brennan  
or Stack and Archie talk to Short Dept

2) EOA a list of successes for the City and County and for a pay schedule EOA have a Finance Comm. Agent w/ EOA Bd on how to come up w/ metrics. which can be simple.

Prudent  
Council of  
to ~~be~~  
to  
discrim- by  
transaction  
w/ metrics

She's on EDA Board A list of successes for both the City and Co. # of jobs and pay schedule - has asked for this info to be given to the Board on reg basis

Transparency Very important

- EDA do a finance coman prior to preparing its budget

- L. Cope agendaize w/EDA Bd on how to come up w/Metrics - they can be simple metrics

- Approp. to discuss further until any c
- Ask Staff to have on-going discussion "Maybe a bigger event"

J. M. Rpts no pc

7:05 K. Vis Soc Rpt - Ex B Connie - written rpt

- May 10 Mtg cancelled

- 6/14 -

mj notes

(this did not include Rpt on 4/12 Mtg as she already gave this)

L. None

M. Rachelle - new Brochure for Dragon Gulch Trail  
- website has been updated

Matt Sat 6/9 6-Midnite Ride Along  
w/ P.D. New Officers doing really great.  
- attended Father's Day Fly-In

Mark - Concurrent that Fly-In was great

Jim - LATCO Mtg, Solid Waste Comm Mtg,  
Yes Ptshp Mtg, Mental Health First Aid

~~May~~

Carrie - May 28 attended Xia Heights Hero Event  
Sonora City Council "We Salute You  
as Heroes"

- attended LLE Trans Policy Comm Mtg  
in Sac

- " <sup>Elder</sup> ~~Out~~ Abuse Forum

- Ecor Dew Personnel a CSED Summit / Workshop  
Iron Stone Apr 26 \$25 inc lunch

- Son High Pool Open 1-4 pm M-F  
to Public 1-5 pm Sunday

Jim

N. Adj - Cont mtg for Budget  
cont to 6/25/18 5PM

Jim/Mark No P.C. MSP

Adj @ 7:25



① Plummer Discussion ensued between and Perkins. Atty Goldstein counselled the Council to ~~stay on discussion issues~~ <sup>limited to</sup> ~~only to~~ keep discussion ~~on the issue of~~ the Budget as agendaized;

② Plummer commented that the outpouring of support for L. Cope is almost w/o measure, and he thinks he's a great guy and a great man in his position. He said that conceptually ~~he thinks~~ economic dev is a great idea, but you get what you measure for and if faith and good feelings are all we are going on then we are not doing EDA any favors nor the entities that are supporting it. They cannot even know if they are going in the right direction if they are not making measurements. He's not talking about trade secrets or who might be coming, but what they've done in the past. [Plummer moved that the EDA only be funded at The 2016 <sup>Budget</sup> allocation + a CPE adjustment until <sup>(1) this</sup> lawsuit <sup>gets</sup> is closed and <sup>(2) they</sup> <sup>have</sup> ~~need~~ to start giving us <sup>or we need</sup> this; ~~and~~ have a frank ~~discuss~~ and open discussion where we can best spend our \$.]