



# City of Tulare

## Board of Public Utilities Commissioners

**President**  
Howard Stroman

**Vice President**  
Ray Fonseca

**Commissioners**  
Thomas Griesbach  
Renee Soto  
Tony Sozinho

*Agri-Center of the World*

## Agenda

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**Tulare Public Library & Council Chamber**  
491 North M Street, Tulare  
[www.tulare.ca.gov](http://www.tulare.ca.gov)

**Thursday, April 7, 2022**  
**4:00 p.m. – Regular Meeting**

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### Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

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### Attending Meetings

Regular Board of Public Utilities (BPU) Commissioners meetings are held on the first and third Thursdays of each month in the Council Chamber located in the Tulare Public Library at 491 North M Street, Tulare. Additional meetings of the BPU may be called as needed.

Documents related to items on the agenda are accessible on the City's website at [www.tulare.ca.gov](http://www.tulare.ca.gov) and available for viewing at the entrance of the Council Chamber.



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### Rules for Addressing the Commissioners

- Members of the public may address the BPU on matters within their jurisdiction.
- If you wish to address the BPU, please complete one of the pink speaker cards located at the entrance to the Council Chamber and provide to the Clerk.
- Persons wishing to address the BPU concerning an **agendized** item will be invited to address the BPU during the time that the BPU is considering that particular agenda item. Persons wishing to address the BPU concerning a **non-agendized** issue will be invited to address the BPU during the Citizen Comments portion of the meeting.
- When invited by the President to speak, please step up to the podium, state your name and city where you reside, and make your comments. Comments are limited to three minutes per speaker.

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**CALL TO ORDER REGULAR MEETING – 4:00 p.m.**

### PLEDGE OF ALLEGIANCE AND INVOCATION

**CITIZEN COMMENTS** - This is the time for citizens to comment on items on the Consent Calendar or within the jurisdiction of the Board. Comments related to General Business items will be heard at the time the item is discussed. The Board cannot legally discuss or take official action on citizen request items that are introduced tonight. Each speaker will be allowed **three minutes**, with a maximum time of 10 minutes per item, unless otherwise extended by the Board.

**COMMUNICATIONS** - No action will be taken on matters listed under Communications; however, the Board may direct staff to schedule issues raised during Communications for a future agenda.

**CONSENT CALENDAR** - All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

1. Approve minutes of March 15, 2022, regular meeting.
2. Accept the investments reports for February 2022.
3. Accept as complete the contract with United Field Services Corporation of Bakersfield, CA for the rehabilitation of Domestic Digesters No. 1 and 2 (Project WW0050) and authorized the Public Works Director to sign the Notice of Completion and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office.
4. **Adopt Resolution 2022-02** authorizing the surplus of the 670HP Waukesha engine (Co-Gen) powering a 450KW Reliance Generator located at the Wastewater Treatment Facility.

**GENERAL BUSINESS** - Comments related to General Business Items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Board.

1. Authorize the City Manager to execute a work order under the on-call GIS services contract with Geographic Technology Group, of Goldsboro, NC in the amount of \$495,136.00 for utility GIS data conversion; and Authorize the City Manager or designee to approve contract change orders in an amount not to exceed 5% (\$24,756.80) of the work order amount.

**ITEMS OF INTEREST** (may include City Council, Planning Commission, Mid-Kaweah GSA update) – GC 54954.2(a)(3)

## ADJOURN REGULAR MEETING

### Americans with Disabilities Act

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification from the City Clerk's Office at (559) 684-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

### AFFIDAVIT OF POSTING

State of California     }  
 County of Tulare       } ss.  
 City of Tulare           }

I, Melissa Hermann, Chief Deputy City Clerk for the City of Tulare, hereby certify, under penalty of perjury, that I caused the posting of this agenda before 4:00 p.m. on Thursday, March 31, 2022, at City Hall, 411 E. Kern Avenue, as well as on the City's website.

POSTED BY: Melissa Hermann, Chief Deputy City Clerk

**ACTION MINUTES  
BOARD OF PUBLIC UTILITIES COMMISSIONERS  
CITY OF TULARE**

**March 17, 2022**

**A regular meeting of the Board of Public Utilities Commissioners was held on Thursday, March 17, 2022, at 4:00 p.m. in the Tulare Public Library and Council Chamber located at 491 North M Street.**

**COMMISSIONERS PRESENT:** Howard Stroman, Ray Fonseca, Renee Soto, Tony Sozinho, Thomas Griesbach

**STAFF PRESENT:** Marc Mondell, Megan Dodd, Trisha Whitfield, Darlene Thompson, Michael Miller, Janice Avila, Andrew Bettencourt, Art Avila, Nick Bartsh, Tim Doyle, Eric Furtado, John Machado, Melissa Hermann

**CALL TO ORDER REGULAR MEETING**

President Stroman called the regular meeting to order at 4:00 p.m.

**PLEDGE OF ALLEGIANCE AND INVOCATION**

President Stroman led the Pledge of Allegiance and a moment of silence for the victims of war in Ukraine.

**CITIZEN COMMENTS** - Comments from the public are limited to items listed on the agenda (GC 54954.3a). Speakers will be allowed three minutes. Please begin your comments by stating and spelling your name and providing your city of residence.

There were no citizen comments.

**COMMUNICATIONS**

There were no communications.

**CONSENT CALENDAR**

**It was moved by Vice President Fonseca, seconded by Commissioner Soto, and unanimously carried that items on the Consent Calendar be approved as presented with the exception of item 3.**

- 1. Approve minutes of February 17, 2022 regular meeting and February 24, 2022 special joint session.**
- 2. Accept the investments reports for January 2022.**
- 3. Appointment of City Manager Marc Mondell as General Manager of the Board of Public Utilities Commissioners.** President Stroman pulled this item to provide comment. It was moved by Commissioner Griesbach, seconded by Vice President Fonseca, and unanimously carried to approve the item as presented.

4. **Accept the February 2022 Financial Status Report.**
5. **Receive the Public Works performance reports for February 2022**

**GENERAL BUSINESS**

1. **Support solicitation of proposals for the potential outsourcing of street sweeping services.** Public Works Director Trisha Whitfield provided a report for the Board’s review and consideration. Bill Shahan, CLOCEA, provided comment. Questions posed by the Board were responded to by staff. Following discussion, it was moved by Commissioner Sozinho, seconded by Vice President Fonseca, and unanimously carried to support solicitation of proposals for the potential outsourcing of street sweeping services.
2. **Award a contract to Holloway Environmental Solutions, LLC of Bakersfield, CA for management and disposal of biosolids from the Wastewater Treatment Plant at a cost of \$44 per wet ton for industrial solids and \$46 per wet ton for domestic solids.** Public Works Director Trisha Whitfield provided a report for the Board’s review and consideration. Questions posed by the Board were responded to by Ms. Whitfield and Jeff Rogers of Holloway Environmental Solutions. Following discussion, it was moved by Commissioner Soto, seconded by Commissioner Sozinho, and unanimously carried to approve the item as presented.

**ITEMS OF INTEREST**

Items of interest were discussed amongst the Board and staff.

**ADJOURN REGULAR MEETING**

President Stroman adjourned the regular meeting at 4:45 p.m.

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President of the Board of Public Utilities  
Commissioners of the City of Tulare

**ATTEST:**

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Secretary of the Board of  
Public Utilities Commissioners

**CITY OF TULARE  
SUMMARY TREASURER'S REPORT  
SUMMARY OF ALL INVESTMENTS  
FEBRUARY 28, 2022**

**AGENDA ITEM: Consent 2**

<u>TYPE OF INVESTMENT</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>	<u>CURRENT YIELD</u>	<u>BOOK VALUE % OF TOTAL</u>
UNRESTRICTED INVESTMENTS - SEE PAGE 2	189,650,460	184,141,709	0.735%	93.46%
RESTRICTED INVESTMENTS - SEE PAGE 3	13,266,439	13,266,439	N/A	6.54%
<b>TOTAL INVESTMENTS</b>	<u>202,916,899</u>	<u>197,408,148</u>	N/A	<u>100.00%</u>

Note: The City's financial statments will report market values, not book values, at June 30 each year.

I certify that this report reflects all City investments and complies with the investment policy of the City of Tulare as approved by City Council. Furthermore, I certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted expenditures for the next six months.

Presented to the City Council on March 14, 2022.

Presented to the Board of Public Utility Commissioners on March 14, 2022.

Respectfully submitted, Darlene J. Thompson, CPA, Finance Director/Treasurer



3-14-22  
Date

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**SUMMARY OF UNRESTRICTED INVESTMENTS**  
**FEBRUARY 28, 2022**

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	DATES:		INTEREST RATES:		BOOK VALUE	UNREALIZED	ESTIMATED	BOOK
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		PAR VALUE	MARKET VALUE	GAIN/(LOSS): THIS MONTH
Petty Cash	N/A	N/A	N/A	N/A	N/A	12,800	N/A	N/A	0.01%
		N/A	None			12,800	N/A	N/A	
Checking Account - City	Wells Fargo Bank	N/A	N/A	N/A	N/A	1,069,604	N/A	N/A	0.56%
		On Demand	None			1,069,604	N/A	N/A	
						Balance per bank is \$2,247,071			
Local Agency Investment Fund (LAIF)	State of California	Various	N/A	N/A	N/A	32,700,000	(83,741)	90,906	17.24%
		On Demand	0.278%		*	32,616,259	(61,973)	7,576	
<b>Sub-Total</b>			N/A	N/A		33,782,404	(83,741)	90,906	17.81%
			0.270%			33,698,663	(61,973)	7,576	
Fixed Income Investments	Various (See page 4-7)		N/A	N/A		Per BNY WTC			
Investments in Safekeeping With BNY Western Trust Company			0.840%			155,868,056	(5,425,010)	1,261,760	82.19%
						150,443,046	(4,195,939)	105,147	
<b>TOTAL UNRESTRICTED INVESTMENTS</b>			N/A	N/A		189,650,460	(5,508,751)	1,352,666	100.00%
			0.735%			184,141,709	(4,257,912)	112,722	

\* LAIF market values are based on the most currently available amortized cost information - December, 2021:

0.997439120

~ U/I = Unrestricted Investments

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**SUMMARY OF RESTRICTED INVESTMENTS**  
**FEBRUARY 28, 2022**

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	ACQUISITION DATE	MATURITY DATE	STATED INTEREST RATE	PAR VALUE	BOOK VALUE	MARKET VALUE	BALANCES AS-OF DATE	
<b>Bond Funds (All are Managed by U.S. Bank Trust Except LAIF):</b>									
2018 Lease Revenue and Refunding Bonds (Account No. 244938000)									
First American Govt Fd	U.S. Bank Trust	Various	On Demand	Various Reserve Fund	N/A	1,701,703	1,701,703	02-28-22	
						<u>1,701,703</u>	<u>1,701,703</u>		
2015 Sewer Revenue Refunding Bonds (Account No. 2615940000)									
First American Govt Fd	U.S. Bank Trust	Various	On Demand	Various	N/A	17	17	02-28-22	
Cash				N/A Reserve Fund	N/A	49,321	49,321	02-28-22	
Investment Repurchase GIC	Bayerische Landesbank	11-15-15	11-15-25	1.960% Reserve Fund	N/A	5,032,685	5,032,685	02-28-22	
						<u>5,082,023</u>	<u>5,082,023</u>		
2016 Sewer Revenue Refunding Bonds (Account No. 231687000)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	13	13	02-28-22	
						<u>13</u>	<u>13</u>		
2020 Sewer Revenue Refunding Bonds (Account No. 230396000)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	16,227	16,227	02-28-22	
						<u>16,227</u>	<u>16,227</u>		
2017 Water Revenue Bonds (Account No. 219189000)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	1	1	02-28-22	
						<u>1</u>	<u>1</u>		
2020 Water Revenue Bonds (Account No. 250953000)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	6,466,469	6,466,469	02-28-22	
						<u>6,466,469</u>	<u>6,466,469</u>		
2017 Successor Agency Tax Allocation Bonds - Series A & B (Account No. 24534600)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	3	3	02-28-22	
						<u>3</u>	<u>3</u>		
<b>TOTAL BOND FUNDS</b>						<u>13,266,439</u>	<u>13,266,439</u>		
<b>Restricted Insurance Deposits Managed by Fiscal Agents:</b>									
Workers' Comp. Fund	(61)	Various	N/A	N/A	Various	N/A	0	0 *	06-30-20
General Insurance Fund	(62)	Various	N/A	N/A	Various	N/A	0	0 *	06-30-20
							<u>0</u>	<u>0</u>	
* NOTE: Reported as information is made available.									
						* Adjusted annually.	<u>0</u>	<u>0</u>	
<b>TOTAL RESTRICTED INVESTMENTS</b>							<u>13,266,439</u>	<u>13,266,439</u>	
<i>Book Value % of Total Investments =</i>								<u>6.54%</u>	

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS**  
**FEBRUARY 28, 2022**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		PAR VALUE	BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD			GAIN/(LOSS): THIS MONTH	EARNINGS: ANNUAL THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS</u></b>									
			**				Per BNY WTC		
Federal Farm Credit Bks Funding Corp		06-17-20		0.580%	2,000,000	2,000,000	(44,580)	11,600	
	3133ELJ47	06-17-24	C	0.590%		1,955,420	(33,900)	967	
Federal National Mortgage Assn		08-25-20		0.520%	2,000,000	2,000,000	(66,080)	10,400	
	3136G4T52	02-25-25	C	0.540%		1,933,920	(52,440)	867	
Federal National Mortgage Assn		08-27-20		0.600%	2,000,000	2,000,000	(59,920)	12,000	
	3136G4U50	05-27-25	C	0.620%		1,940,080	(45,600)	1,000	
Federal Home Loan Mtg Corp		06-03-20		0.750%	2,000,000	2,000,000	(65,900)	15,000	
	3134GVVX3	05-28-25	C	0.780%		1,934,100	(51,740)	1,250	
Federal Home Loan Mtg Corp		06-10-20		0.700%	2,000,000	2,000,000	(59,300)	14,000	
	3134GVB56	06-10-25	C	0.720%		1,940,700	(49,080)	1,167	
Federal Home Loan Banks		06-24-20		0.750%	868,056	868,056	(23,160)	6,510	
	3130AJRE1	06-24-25	C	0.770%		844,896	(16,884)	543	
Federal Home Loan Mtg Corp		06-30-20		0.800%	2,000,000	2,000,000	(62,260)	16,000	
	3134GVT65	06-30-25	C	0.830%		1,937,740	(47,880)	1,333	
Federal National Mortgage Assn		07-15-20		0.730%	2,000,000	2,000,000	(65,120)	14,600	
	3136G4YU1	07-15-25	C	0.750%		1,934,880	(50,720)	1,217	
Federal National Mortgage Assn		08-26-20		0.500%	2,000,000	2,000,000	(82,980)	10,000	
	3136G42E2	08-26-25	C	0.520%		1,917,020	(68,800)	833	
Federal Home Loan Mtg Corp		09-30-20		0.500%	2,500,000	2,500,000	(113,725)	12,500	
	3134GWUE4	09-30-25	C	0.520%		2,386,275	(95,925)	1,042	
Federal Home Loan Mtg Corp		09-30-20		0.520%	2,500,000	2,500,000	(111,975)	13,000	
	3134GWUV6	09-30-25	C	0.540%		2,388,025	(94,125)	1,083	
Federal Home Loan Mtg Corp		10-02-20		0.550%	3,000,000	3,000,000	(131,700)	16,500	
	3134GWX43	10-02-25	C	0.580%		2,868,300	(110,250)	1,375	
Federal Home Loan Mtg Corp		10-15-20		0.550%	3,000,000	3,000,000	(133,170)	16,500	
	3134GWXX9	10-15-25	C	0.580%		2,866,830	(111,780)	1,375	

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**CITY OF TULARE  
SUMMARY TREASURER'S REPORT, CONTINUED  
FIXED INCOME INVESTMENTS, CONTINUED  
FEBRUARY 28, 2022**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS): THIS MONTH	EARNINGS: ANNUAL THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
						Per BNY WTC		
Federal Home Loan Mtg Corp								
	3134GWY34	10-15-20		0.530%	3,000,000	3,000,000	(134,790)	15,900
		10-15-25	C	0.550%		2,865,210	(113,580)	1,325
Federal National Mortgage Assn		10-20-20		0.580%	3,000,000	3,000,000	(130,770)	17,400
	3135G06A6	10-20-25	C	0.610%		2,869,230	(109,350)	1,450
Federal Farm Credit Bks Funding Corp		10-21-20		0.520%	2,500,000	2,500,000	(116,275)	13,000
	3133EMDZ2	10-21-25	C	0.550%		2,383,725	(97,950)	1,083
Federal Farm Credit Bks Funding Corp		10-22-20		0.530%	2,500,000	2,500,000	(112,625)	13,250
	3133EMEC2	10-22-25	C	0.560%		2,387,375	(94,825)	1,104
Federal Home Loan Mtg Corp		10-27-20		0.625%	3,000,000	3,000,000	(114,120)	18,750
	3134GW3X2	10-27-25	C	0.650%		2,885,880	(93,690)	1,563
Federal Home Loan Mtg Corp		10-28-20		0.600%	2,000,000	2,000,000	(77,900)	12,000
	3134GW3Z7	10-28-25	C	0.620%		1,922,100	(65,100)	1,000
Federal Home Loan Mtg Corp		10-29-20		0.570%	3,000,000	3,000,000	(132,660)	17,100
	3134GWZL3	10-29-25	C	0.600%		2,867,340	(111,210)	1,425
Federal Home Loan Mtg Corp		11-10-20		0.610%	3,000,000	3,000,000	(106,140)	18,300
	3134GW6S0	11-10-25	C	0.630%		2,893,860	(83,790)	1,525
Federal Home Loan Mtg Corp		11-12-20		0.600%	2,000,000	2,000,000	(71,560)	12,000
	3134GXAP9	11-12-25	C	0.620%		1,928,440	(56,700)	1,000
Federal Home Loan Mtg Corp		11-25-20		0.625%	3,000,000	3,000,000	(105,120)	18,750
	3134GXCSI	11-25-25	C	0.650%		2,894,880	(82,920)	1,563
Federal Home Loan Mtg Corp		11-30-20		0.650%	2,000,000	2,000,000	(86,600)	13,000
	3136GXFA7	11-26-25	C	0.680%		1,913,400	(54,420)	1,083
Federal Home Loan Mtg Corp		12-01-20		0.620%	1,500,000	1,500,000	(53,685)	9,300
	3134GXDM3	12-01-25	C	0.640%		1,446,315	(42,510)	775
Federal Farm Credit Bks Funding Corp		12-17-20		0.540%	2,500,000	2,500,000	(114,275)	13,500
	3133EMKT8	12-17-25	C	0.570%		2,385,725	(96,175)	1,125

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**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**FEBRUARY 28, 2022**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		PAR VALUE	GAIN/(LOSS): THIS MONTH LAST MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
			**			Per BNY WTC		
Federal Home Loan Mtg Corp		12-17-20		0.625%	2,000,000	2,000,000	(83,520)	12,500
	3134GXFV1	12-17-25	C	0.650%		1,916,480	(68,820)	1,042
Federal Home Loan Mtg Corp		12-23-20		0.700%	3,000,000	3,000,000	(119,250)	21,000
	3134GXHD9	12-23-25	C	0.730%		2,880,750	(97,080)	1,750
Federal Home Loan Mtg Corp		01-05-21		0.550%	2,500,000	2,500,000	(98,425)	13,750
	3134GXJX3	01-05-26	C	0.570%		2,401,575	(79,775)	1,146
Federal Home Loan Mtg Corp		01-07-21		0.520%	2,000,000	2,000,000	(80,900)	10,400
	3134GXJZ8	01-07-26	C	0.540%		1,919,100	(66,020)	867
Federal Home Loan Banks		01-22-21		0.625%	2,500,000	2,500,000	(118,175)	15,625
	3130AKQ74	01-22-26	C	0.660%		2,381,825	(74,925)	1,302
Federal Home Loan Mtg Corp		01-22-21		0.550%	2,500,000	2,500,000	(99,925)	13,750
	3134GXXJ2	01-22-26	C	0.570%		2,400,075	(81,350)	1,146
Federal Home Loan Banks		01-28-21		0.600%	2,000,000	2,000,000	(77,020)	12,000
	3130AKPC4	01-28-26	C	0.620%		1,922,980	(62,080)	1,000
Federal National Mortgage Asso.		01-28-21		0.550%	2,000,000	2,000,000	(80,380)	11,000
	3135G06R9	01-28-26	C	0.570%		1,919,620	(65,520)	917
Federal Home Loan Banks		02-17-21		0.625%	3,000,000	3,000,000	(119,430)	18,750
	3130AL3S1	02-17-26	C	0.650%		2,880,570	(96,810)	1,563
Federal Home Loan Banks		02-24-21		0.600%	3,000,000	3,000,000	(118,500)	18,000
	3130AKYU4	02-24-26	C	0.620%		2,881,500	(95,730)	1,500
Federal Home Loan Banks		02-25-21		0.625%	3,000,000	3,000,000	(114,990)	18,750
	3130ALCW2	02-25-26	C	0.650%		2,885,010	(92,190)	1,563
Federal Home Loan Banks		02-26-21		0.650%	3,000,000	3,000,000	(134,760)	19,500
	3130AKZ25	02-26-26	C	0.680%		2,865,240	(112,440)	1,625
Federal Home Loan Banks		03-10-21		0.800%	3,000,000	3,000,000	(129,330)	24,000
	3130ALFS8	03-10-26	C	0.840%		2,870,670	(107,820)	2,000

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**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**FEBRUARY 28, 2022**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		PAR VALUE	BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD			GAIN/(LOSS):	EARNINGS:
								THIS MONTH	ANNUAL
								LAST MONTH	THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>									
			**				Per BNY WTC		
Federal Home Loan Banks		03-30-21		1.030%	2,500,000	2,500,000		(66,075)	25,750
	3130ALKQ6	03-30-26	C	1.060%		2,433,925		(46,700)	2,146
Federal Home Loan Banks		04-22-21		1.100%	2,500,000	2,500,000		(62,225)	27,500
	3130ALXV1	04-22-26	C	1.130%		2,437,775		(42,825)	2,292
Federal Home Loan Banks		06-30-21		1.000%	3,000,000	3,000,000		(89,550)	30,000
	3130AMWU2	06-30-26	C	1.030%		2,910,450		(66,060)	2,500
Federal Home Loan Banks		07-13-21		1.020%	3,000,000	3,000,000		(88,710)	30,600
	3130AN2L3	07-13-26	C	1.050%		2,911,290		(65,070)	2,550
Federal Home Loan Banks		07-29-21		1.125%	3,000,000	3,000,000		(79,680)	33,750
	3130AN4R8	07-29-26	C	1.160%		2,920,320		(56,160)	2,813
Federal Home Loan Banks		08-24-21		1.050%	3,000,000	3,000,000		(110,580)	31,500
	3130ANFT2	08-24-26	C	1.090%		2,889,420		(55,440)	2,625
Federal Home Loan Banks		08-26-21		0.900%	2,500,000	2,500,000		(86,800)	22,500
	3130ANLZ1	08-26-26	C	0.930%		2,413,200		(67,350)	1,875
Federal Home Loan Banks		08-27-21		1.050%	2,500,000	2,500,000		(63,725)	26,250
	3130ANM56	08-27-26	C	1.080%		2,436,275		(44,125)	2,188
Federal Home Loan Banks		09-28-21		1.100%	3,000,000	3,000,000		(87,420)	33,000
	3130ANUX6	09-28-26	C	1.130%		2,912,580		(63,780)	2,750
Federal Home Loan Banks		09-28-21		0.900%	3,000,000	3,000,000		(107,640)	27,000
	3130ANXS4	09-28-26	C	0.930%		2,892,360		(84,000)	2,250
Federal Home Loan Banks		09-30-21		1.000%	3,000,000	3,000,000		(97,350)	30,000
	3130ANXU9	09-30-26	C	1.030%		2,902,650		(73,590)	2,500
Federal Home Loan Banks		09-30-21		0.950%	2,500,000	2,500,000		(85,475)	23,750
	3130ANYR5	09-30-26	C	0.980%		2,414,525		(65,675)	1,979
Federal Home Loan Banks		10-21-21		1.000%	2,500,000	2,500,000		(66,325)	25,000
	3130APCD5	10-21-26	C	1.030%		2,433,675		(48,850)	2,083

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**CITY OF TULARE  
SUMMARY TREASURER'S REPORT, CONTINUED  
FIXED INCOME INVESTMENTS, CONTINUED  
FEBRUARY 28, 2022**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		PAR VALUE	MARKET VALUE
							THIS MONTH	ANNUAL
							LAST MONTH	THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
			**			Per BNY WTC		
Federal Home Loan Bks		10-26-21		1.250%	3,000,000	3,000,000	(62,490)	37,500
	3130APJ55	10-26-26	C	1.280%		2,937,510	(39,390)	3,125
Federal Home Loan Bks		10-26-21		1.125%	3,000,000	3,000,000	(81,090)	33,750
	3130APJB2	10-26-26	C	1.160%		2,918,910	(57,150)	2,813
Federal Home Loan Bks		10-28-21		1.250%	3,000,000	3,000,000	(71,370)	37,500
	3130APDQ5	10-28-26	C	1.280%		2,928,630	(47,820)	3,125
Federal Home Loan Bks		10-28-21		1.100%	2,000,000	2,000,000	(59,740)	22,000
	3130APFQ3	10-28-26	C	1.130%		1,940,260	(43,840)	1,833
Federal Home Loan Bks		10-28-21		1.120%	2,000,000	2,000,000	(57,440)	22,400
	3130APFR1	10-28-26	C	1.150%		1,942,560	(41,560)	1,867
Federal Home Loan Bks		10-28-21		1.050%	2,000,000	2,000,000	(62,920)	21,000
	3130APFU4	10-28-26	C	1.080%		1,937,080	(46,980)	1,750
Federal Home Loan Bks		11-16-21		1.375%	2,500,000	2,500,000	(45,500)	34,375
	3130APLP8	11-16-26	C	1.400%		2,454,500	(26,550)	2,865
Federal Home Loan Bks		11-18-21		1.375%	3,000,000	3,000,000	(63,810)	41,250
	3130APNK7	11-18-26	C	1.400%		2,936,190	(40,740)	3,438
Federal Home Loan Bks		11-23-21		1.450%	3,000,000	3,000,000	(47,160)	43,500
	3130APPL3	11-23-26	C	1.470%		2,952,840	(25,140)	3,625
Federal Home Loan Bks		12-17-21		1.600%	2,000,000	2,000,000	(30,940)	32,000
	3130APXT7	12-17-26	C	1.630%		1,969,060	(15,240)	2,667
<b>TOTAL FIXED INCOME INVESTMENTS</b>				N/A	N/A	155,868,056	(5,425,010)	1,261,760
**All are in safekeeping with BNY Western Trust Company				0.840%		150,443,046	(4,195,939)	105,147

~ U/I = Unrestricted Investments

**CITY OF TULARE  
TREASURER'S EXECUTIVE SUMMARY  
FEBRUARY 28, 2022**

**CHANGES IN BALANCES AND YIELDS:**

CATEGORY	BOOK VALUE MARKET VALUE DIFFERENCE			AVERAGE STATED YIELD		
	FEBRUARY	JANUARY	CHANGE	FEBRUARY	JANUARY	CHANGE
Total Investments	202,916,899 <u>197,408,148</u> (5,508,751)	200,623,507 <u>196,356,632</u> (4,266,875)	2,293,392 <u>1,051,516</u> (1,241,876)	N/A	N/A	N/A
Unrestricted Investments	189,650,460 <u>184,141,709</u> (5,508,751)	184,686,159 <u>180,419,284</u> (4,266,875)	4,964,301 <u>3,722,425</u> (1,241,876)	0.735%	0.735%	0.000%
Restricted Investments	13,266,439 <u>13,266,439</u> 0	15,937,348 <u>15,937,348</u> 0	(2,670,909) <u>(2,670,909)</u> 0	N/A	N/A	N/A
Local Agency Investment Fund (LAIF)	32,700,000 <u>32,616,259</u> (83,741)	27,700,000 <u>27,629,064</u> (70,936)	5,000,000 <u>4,987,195</u> (12,805)	0.278%	0.234%	0.044%
Fixed Income Investments (Total)	155,868,056 <u>150,443,046</u> (5,425,010)	155,868,056 <u>151,672,117</u> (4,195,939)	0 <u>(1,229,071)</u> (1,229,071)	0.840%	0.830%	0.010%

**TRANSACTIONS (BOOK VALUE): \***

CATEGORY	PURCHASES	SALES / CALLS
Fixed Income Investments		Fixed Income Investments

0

0

**CITY OF TULARE**  
**INVESTMENTS BALANCE AND YIELD HISTORY FOR EIGHT MONTHS**  
**FEBRUARY 28, 2022**

BALANCES:	BOOK VALUE							
	MARKET VALUE							
CATEGORY	DIFFERENCE							
	DECEMBER 2021	NOVEMBER 2021	OCTOBER 2021	SEPTEMBER 2021	AUGUST 2021	JULY 2021	JUNE 2021	MAY 2021
Total Investments	197,621,228 <i>195,164,358</i> (2,456,870)	194,997,227 <i>192,850,876</i> (2,146,351)	198,161,172 <i>196,335,816</i> (1,825,356)	197,924,815 <i>197,065,106</i> (859,709)	194,391,231 <i>194,087,108</i> (304,123)	193,102,032 <i>192,861,324</i> (240,708)	185,651,009 <i>184,691,617</i> (959,392)	183,345,376 <i>182,620,695</i> (724,681)
Unrestricted Investments	182,033,535 <i>179,576,665</i> (2,456,870)	174,353,730 <i>172,207,379</i> (2,146,351)	182,573,270 <i>180,747,914</i> (1,825,356)	181,812,865 <i>180,953,156</i> (859,709)	177,618,184 <i>177,314,061</i> (304,123)	174,872,483 <i>174,631,775</i> (240,708)	168,878,084 <i>167,918,692</i> (959,392)	165,253,462 <i>164,528,781</i> (724,681)
Restricted Investments	15,587,693 <i>15,587,693</i> 0	17,643,497 <i>17,643,497</i> 0	15,587,902 <i>15,587,902</i> 0	16,111,950 <i>16,111,950</i> 0	16,773,047 <i>16,773,047</i> 0	18,229,549 <i>18,229,549</i> 0	16,772,925 <i>16,772,925</i> 0	18,091,914 <i>18,091,914</i> 0
Local Agency Investment Fund (LAIF)	24,200,000 <i>24,138,027</i> (61,973)	27,700,000 <i>27,629,064</i> (70,936)	36,500,000 <i>36,495,389</i> (4,611)	52,500,000 <i>52,493,367</i> (6,633)	58,500,000 <i>58,504,854</i> 4,854	55,500,000 <i>55,504,605</i> 4,605	48,700,000 <i>48,704,041</i> 4,041	27,200,000 <i>27,234,540</i> 34,540
Fixed Income Investments (Total)	155,868,056 <i>153,473,159</i> (2,394,897)	153,868,056 <i>151,724,042</i> (2,144,014)	145,368,057 <i>143,547,312</i> (1,820,745)	127,868,060 <i>127,014,984</i> (853,076)	116,368,066 <i>116,059,089</i> (308,977)	116,868,073 <i>116,622,760</i> (245,313)	115,368,141 <i>114,404,708</i> (963,433)	137,368,153 <i>136,608,932</i> (759,221)

**AVERAGE STATED YIELDS:**

Unrestricted Investments	0.731%	0.731%	0.655%	0.563%	0.523%	0.534%	0.540%	0.638%
Restricted Investments	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Local Agency Investment Fund (LAIF)	0.212%	0.212%	0.203%	0.206%	0.221%	0.221%	0.262%	0.315%
Fixed Income Investments (Total)	0.820%	0.820%	0.770%	0.720%	0.690%	0.690%	0.690%	0.710%

**CITY OF TULARE, CALIFORNIA  
BOARD OF PUBLIC UTILITIES COMMISSIONERS  
AGENDA ITEM TRANSMITTAL SHEET**

**Submitting Department:** Public Works – Wastewater Division

**For Board Meeting of:** April 7, 2022

**Documents Attached:**     Ordinance         Resolution         Other         None

---

**AGENDA ITEM:**

Accept as complete the contract with United Field Services Corporation of Bakersfield, CA for the rehabilitation of Domestic Digesters No. 1 and 2 (Project WW0050) and authorized the Public Works Director to sign the Notice of Completion and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder’s Office.

**IS PUBLIC HEARING REQUIRED:**  Yes     No

**BACKGROUND/EXPLANATION:**

On May 20, 2021 the Board awarded a contract to United Field Services Corporation (UFSC) of Bakersfield, CA in the amount of \$462,708.00 for the rehabilitation of Domestic Digesters No. 1 and 2. The scope of work for the project included cleaning, sandblasting, painting and restoration of the gas handling system in both digesters.

A summary of contract costs is as follows:

Original Contract Award:	\$ 462,708.00
Approved Contract Change Order No. 1:	\$ 84,500.00
Approved Contract Change Order No. 2:	\$ 181,772.47
Approved Contract Change Order No. 3:	<u>\$ 107,240.00</u>
Total Construction Contract Cost:	\$ 836,107.47

An explanation of the approved contract change orders:

- Contract Change Order No. 1 – upgrade of Tenemec coating specified in bid to single-coat material.
- Contract Change Order No. 2 – additional surface blasting and time to trowel on Mortarcrete base layer.
- Contract Change Order No. 3 – additional Mortarcrete.

All work required of UFSC under this contract has been completed in accordance with the approved plans and specifications. UFSC is required to provide a Maintenance Bond in an amount equal to 10% of the final contract amount prior to the Notice of Completion being sent to the County for recording.

**STAFF RECOMMENDATION:**

Accept as complete the contract with United Field Services Corporation of Bakersfield, CA for the rehabilitation of Domestic Digesters No. 1 and 2 (Project WW0050) and authorized the Public Works Director to sign the Notice of Completion and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office.

**CITY ATTORNEY REVIEW/COMMENTS:** Yes N/A

**IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED:** Yes No N/A

**FUNDING SOURCE/ACCOUNT NUMBER:**

WW0050 – Rehabilitation of Domestic Digester No. 1 and No. 2  
Fund 615 – Sewer Wastewater CIP Fund

**Submitted by:** Trisha Whitfield

**Title:** Public Works Director

**Date:** March 30, 2022

**City Manager Approval:** 



RECORDING REQUESTED BY:  
CITY OF TULARE

AND WHEN RECORDED MAIL TO:

City Clerk  
City of Tulare  
411 East Kern Avenue  
Tulare, CA 93274-4257

PURSUANT TO GOVERNMENT CODE SECTION 6103,  
NO RECORDING FEE REQUIRED.

## NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The City of Tulare, a Municipal Corporation, whose address is 411 East Kern Avenue, Tulare, California, is the owner of the real property, public works, or structure hereinafter described.
2. The nature of the title of the stated owner is: In fee
3. On the 7th day of April, 2022, a work of improvement on real property hereinafter described was completed pursuant to a contract to which Title 15 of Part 4 of Division 3 of the Civil Code applies.
4. The name of the Contractor who performed said work of improvements pursuant to such contract with the City of Tulare is United Field Services Corporation, whose address is 6906 Downing Avenue, Bakersfield, CA 93308. The surety on said contract is Nationwide Mutual Insurance Company, of Ohio.
5. The real property or public works or structure is described as follows:

Rehabilitation of Domestic Digester No. 1 and No. 2, located at the City of Tulare, Wastewater Treatment Plant, 1875 S. West Street, Project No. WW0050.

Dated: \_\_\_\_\_, 2022

CITY OF TULARE  
A Municipal Corporation,

By: \_\_\_\_\_  
Trisha Whitfield, Public Works Director

## VERIFICATION

I am the Public Works Director of the City of Tulare and am authorized to make this verification on behalf of the City. I have read the foregoing Notice of Completion, know the contents thereof, and believe it to be true and correct to the best of my knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2022 at Tulare, California.

By: \_\_\_\_\_  
Trisha Whitfield, Public Works Director

**AGENDA ITEM: Consent 4**

**CITY OF TULARE, CALIFORNIA  
BOARD OF PUBLIC UTILITIES COMMISSIONERS  
AGENDA ITEM TRANSMITTAL SHEET**

**Submitting Department:** Public Works – Wastewater Division

**For Board Meeting of:** April 7, 2022

**Documents Attached:**    Ordinance          Resolution          Other          None

---

**AGENDA ITEM:**

**Adopt Resolution 2022-02** authorizing the surplus of the 670HP Waukesha engine (Co-Gen) powering a 450KW Reliance Generator located at the Wastewater Treatment Facility.

**IS PUBLIC HEARING REQUIRED:**   Yes   No

**BACKGROUND/EXPLANATION:**

The 1991 Waukesha 670HP engine was built with the BVF (Bulk Volume Fermenter) project in 1992 to utilize the BVF biogas produced to generate electricity. In 2006, the City entered into a contract with Alliance Chico Energy to utilize the biogas to fuel four (4) fuel cells producing 1 MW of power in parallel with the Waukesha to produce electricity that supplied the Industrial/BVF area. This contract prioritized biogas to be sent to the fuel cells (136 SCFM) and in turn starved the Waukesha causing it to shut off intermittently. The last date the Waukesha ran was January 24, 2017. Without expensive retrofitting and the addition of catalytic converters to the Waukesha, it does not meet requirements of District Rule 4701 (Federally enforceable through Title V Permit), cannot be permitted by the San Joaquin Valley Air Pollution Control District, and will no longer be compliant in California.

In addition, the City entered into a contract with FCE (Fuel Cell Energy) in 2017 that obligated the City, primarily through the BVF, to supply substantially more biogas (480 SCFM) to the new fuel cells (2.8 MW). This made the need for the Waukesha obsolete since the biogas produced by the BVF cannot sustain both units, and per the City's contract with FCE, it would cost the City money when there is a production shortfall.

**STAFF RECOMMENDATION:**

**Adopt Resolution 2022-02** authorizing the surplus of the 670HP Waukesha engine (Co-Gen) powering a 450KW Reliance Generator located at the Wastewater Treatment Facility.

**CITY ATTORNEY REVIEW/COMMENTS:**   Yes   N/A

**IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED:**   Yes   No   N/A

**Submitted by:** John Machado

**Title:** Wastewater Plant Manager

**Date:** March 31, 2022

**City Manager Approval:** 

**RESOLUTION 2022-02**

**A RESOLUTION OF THE BOARD OF PUBLIC UTILITIES COMMISSIONERS OF THE CITY OF TULARE DECLARING CERTAIN PERSONAL PROPERTY TO BE SURPLUS AND AUTHORIZING ITS DISPOSITION**

**BE IT RESOLVED** by the Board of Public Utilities Commissioners of the City of Tulare, as follows, to wit:

**Section 1.** That certain property listed below, of which has been filed by the Purchasing Officer with the City Clerk, is hereby declared to be surplus property of the City of Tulare.

Surplus Item

1. 1991 670HP Waukesha Co-generation motor powering a 450KW Reliance generator.

**Section 2.** The Finance Director/Treasurer of the City of Tulare is hereby authorized to dispose of said property and deposit any funds received in the general and/or enterprise funds of the City of Tulare.

**PASSED, APPROVED, AND ADOPTED** this 7<sup>th</sup> day of April, 2022.

---

President of the Board of Public Utilities  
Commissioners of the City of Tulare

ATTEST:

STATE OF CALIFORNIA )  
COUNTY OF TULARE ) ss.  
CITY OF TULARE )

I, Marc Mondell, City Clerk of the City of Tulare, do hereby certify the foregoing is the full and true **Resolution 2022-02** passed and adopted by the Council of said city at a regular meeting held on **April 7, 2022**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Marc Mondell, City Clerk

By: Melissa Hermann, Chief Deputy City Clerk

**CITY OF TULARE, CALIFORNIA  
BOARD OF PUBLIC UTILITIES COMMISSIONERS  
AGENDA ITEM TRANSMITTAL SHEET**

**Submitting Department:** Information Technology

**For Board Meeting of:** April 7, 2022

**Documents Attached:** Ordinance Resolution Other None

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**AGENDA ITEM:**

Authorize the City Manager to execute a work order under the on-call GIS services contract with Geographic Technology Group, of Goldsboro, NC in the amount of \$495,136.00 for utility GIS data conversion; and Authorize the City Manager or designee to approve contract change orders in an amount not to exceed 5% (\$24,756.80) of the work order amount.

**IS PUBLIC HEARING REQUIRED:** Yes No

**BACKGROUND/EXPLANATION:**

As a part of the 2019-2024 Capital Improvement Plan (CIP) budget, Project WT0042 (now WT0050) was approved to create Geographic Information System (GIS) mapping of the City's utility infrastructure. The intent of this project is to establish a Geographic Information System that contains the best information that the City has access to in a digital format. This process will include pulling together detailed information from multiple sources (CAD drawings, existing GIS data points, as-built plan sets, aerial imagery etc.) and entering it into a standardized GIS data model.

Request for Qualifications for on-call GIS consulting services (RFQ 19-686) was issued on February 26, 2019. Eleven (11) firms submitted all the necessary information to be considered for inclusion in a list of pre-approved consultants to provide these services. The proposals were reviewed and rated in accordance with the consultant selection procedures identified in the RFQ, and the top two (2) firms were recommended for inclusion on the list of prequalified GIS consultants. On May 16, 2019, the Board of Public Utilities approved this list of two (2) consultants. Miller Spatial Services, LLC of Riverside, CA is included on the list of prequalified on-call GIS consultants and demonstrated in their proposal that they have the skills, expertise and resources available to meet the City's needs and timeframe to complete required GIS work.

On October 1, 2020, the Board of Public Utilities approved a contract with Miller Spatial to perform GIS data conversion services for Water, Sewer and Storm layers for a total cost of \$72,916. The vendor was planning to use off-shore labor to complete the project.

The intent of the approved scope of work with Miller Spatial was to first complete an identified area of the city as a "pilot," then the city would be split into two pieces and the city would receive deliverables for each section. The "pilot" section of the project area is where a significant amount of work would have to be done, setting the standards that will be used for

the generation of the information for the rest of the city. Shortly after BPU approval, staff met with Miller Spatial and provided required information to start the process of completing the pilot area. Initially, Miller Spatial communicated well, getting back with staff and scheduled different meetings with staff to discuss different aspects of the project. During this time, Miller Spatial did indicate that due to the pandemic, the project might take slightly longer than previously indicated. At this time, this was not surprising as everyone was grappling with impacts associated with the pandemic. A date of April 15<sup>th</sup> was agreed upon for the delivery of the pilot project.

Starting early March, Miller Spatial stopped returning phone calls, emails and voicemails. During this time, it was not uncommon for an individual to be out of contact for 14-days due to a COVID-19 infection. The weeks grew into months. The April 15<sup>th</sup> date came and went. Dozens of attempted phone calls, emails and voicemails went unanswered. On June 4, 2021, Information Technology staff reached out to the City Attorney to terminate the contract with Miller Spatial. On June 7, 2021, the City sent Miller Spatial a letter via certified mail to the address identified in the contract invoking Section V. B of the contract, Termination for Cause. The contract with Miller Spatial was terminated on June 22, 2021. This resulted in the cancellation of the purchase order that was issued to Miller Spatial.

Moving forward, staff went to the next vendor on the On-Call list, Geographic Technologies Group (GTG). GTG is the same vendor that developed the city's GIS plan, has performed some work with the City's SB2 Affordable Housing grant. They have produced quality work. By moving to the next vendor, staff is well aware that costs will significantly increase as the work will be performed within the United States, but will have a greater assurance of timely completion and will result in a high-quality end product.

City staff worked with GTG to develop a scope for the previously identified pilot area. The pilot proposal was reviewed and approved by both GIS Utility working group and GIS Governance Committee. The cost of the pilot area was a proposal with a not to exceed amount of \$25,000. On August 5, 2021, city staff held a kickoff meeting with GTG for the pilot area. On November 19, 2021 city staff received a draft of data for the identified pilot area. There were a few different issues that were identified when reviewing the information, but staff and GTG were able to work together to resolve the identified issues. Staff feels comfortable with GTG's ability to deliver on this project.

GTG has provided a fixed cost proposal to the City to digitize water, sewer and storm drain utilities for the City. The total proposal is for \$495,136.00. These funds are budgeted in project WT0050. This proposal has also been reviewed and approved by both the GIS Utility working group and the GIS Governance Committee.

**STAFF RECOMMENDATION:**

Authorize the City Manager to execute a work order under the on-call GIS services contract with Geographic Technology Group, of Goldsboro, NC in the amount of \$495,136.00 for utility GIS data conversion; and Authorize the City Manager or designee to approve contract change orders in an amount not to exceed 5% (\$24,756.80) of the work order amount.

**CITY ATTORNEY REVIEW/COMMENTS:**  Yes  No  N/A

**IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED:** Yes No N/A

**FUNDING SOURCE/ACCOUNT NUMBER:**

WT0050

**Submitted by:** Jason Bowling

**Title:** IT Manager

**Date:** March 31, 2022

**City Manager Approval:** 

# City of Tulare | CA

## Utility Data Conversion Project Proposal



**MAILING ADDRESS:**

*PO Box 10135  
Goldsboro, NC 27532*

**PHONE:** 919.222.1421

**FAX:** 919-429-4907



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TECHNOLOGIESGROUP®**

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Mr. Jason Bowling  
City of Tulare, CA  
Utility Data Conversion Project Proposal  
Geographic Technologies Group (GTG)

<b>Title:</b>	City of Tulare Utility Data Conversion Project
<b>Schedule:</b>	10 months
<b>Budget:</b>	Lump Sum Fee of \$495,136.00
<b>Project Team:</b>	David Holdstock, Jason Marshall, Rives Deuterman, Jonathan Welker, Jessy Beasley, Bryce Stevenosky, Lance Kanzigg, Zach Respass
<b>Rates:</b>	GIS Technician: \$78 hr. (Total \$394,056.00) GIS Analyst (QA): \$120 hr. (Total \$60,600.00) Project Manager: \$160 hr. (Total \$40,480.00)

The following is a proposed scope of services for a citywide utility data conversion. The recommended strategy is based on the successful completion of a pilot project completed in March 2022.

# Scope of Services

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## Pilot Project

The pilot project included five tasks:

**Task 1:** Developing a custom City of Tulare Utilities database design

**Task 2:** Georeferencing PDF As-Built drawings as needed

**Task 3:** Digitizing missing spatial features and populating missing attributes

**Task 4:** Verification of the utility network connectivity

**Task 5:** Delivering a complete and accurate water, sewer, and stormwater utility GIS network within the designated pilot project area

The objective of the pilot project was to identify the best approach and methodology to build an accurate water, sewer, and stormwater utility data model. The pilot project would also determine the level of effort and cost to complete a citywide utility data conversion.

**Deliverable:** Utility Pilot Project Results and City-wide Level of Effort Estimation

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- ◆ **Appendix A:** Utility project cost breakdown by utility, based on pilot results

# Proposed Citywide Utility Data Conversion Project

The proposed citywide utility data conversion project described below follows the guidelines developed during the pilot project. It includes the same five tasks:

## Task 1: Developing a Water, Sewer, and Stormwater Utilities Database Design

The scope of the pilot project included the creation of custom water, sewer, and stormwater utilities database design. This databases design is complete and will guide the citywide utility data conversion project.

**Deliverable:** A custom City of Tulare Utilities Database Design – Complete.

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- ◆ **Appendix B:** Proposed City of Tulare Utilities Databases Design

## Task 2: Georeferencing PDF As-Built Drawings

The City of Tulare has more than 650 PDF files containing engineering as-builts drawings. Each PDF has multiple pages that store important spatial and attribute information about the geometry and characteristics of the water, sewer, and stormwater utility infrastructure. Task 2 includes the georeferencing of engineering as-built drawings, as needed, to allow GIS technicians to view, examine, and manually update the GIS data.

**Deliverable:** Georeferenced engineering as-built PDF CAD drawings

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- ◆ **Appendix C:** A georeferenced engineering as-built PDF CAD drawing

## Task 3: Digitize Features and Add Attributes

This task will include the use of the engineering as-built drawings to manually digitize missing GIS utility assets (lines and points) and update GIS attribution. Additionally, every asset will have an “Install Date” and “As-Built Reference Field” populated from the date and file number written on the as-built drawings.

**Deliverable:** A spatially accurate, and fully attributed water, sewer, and stormwater GIS network

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#### Task 4: Verify Network Connectivity

This task will include the use of the Environmental Systems Research Institute (Esri) Data Reviewer and Geometric Network tools to confirm the integrity of the water, sewer, and stormwater utilities' network connectivity.

**Deliverable:** Verification of Network Connectivity in water, sewer, and stormwater utility networks

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- ◆ **Appendix D:** Stormwater Network Showing Asset Attribution and Flow Direction

#### Task 5: Delivery of a complete and accurate water, sewer, and stormwater utility GIS network.

The final task is the delivery of a spatially accurate, fully attributed, and connected water, sewer, and stormwater utility GIS digital network.

**Deliverable:** Geodatabase of City of Tulare Water, Sewer, and Stormwater GIS networks

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#### Project Management Duties and Expectations

- ◆ Kickoff Meeting and Presentation
- ◆ Regular weekly or bi-weekly standup project meetings with City of Tulare Project Stakeholders
- ◆ Weekly Progress Reports via Email
- ◆ On-call Availability by GTG to address questions
- ◆ Progress Tracking GIS Web Application – Accessible to City Stakeholders
- ◆ City of Tulare Engineering staff will be available to answer questions as needed

# Appendix A: Utility Project Cost Breakdown by Utility

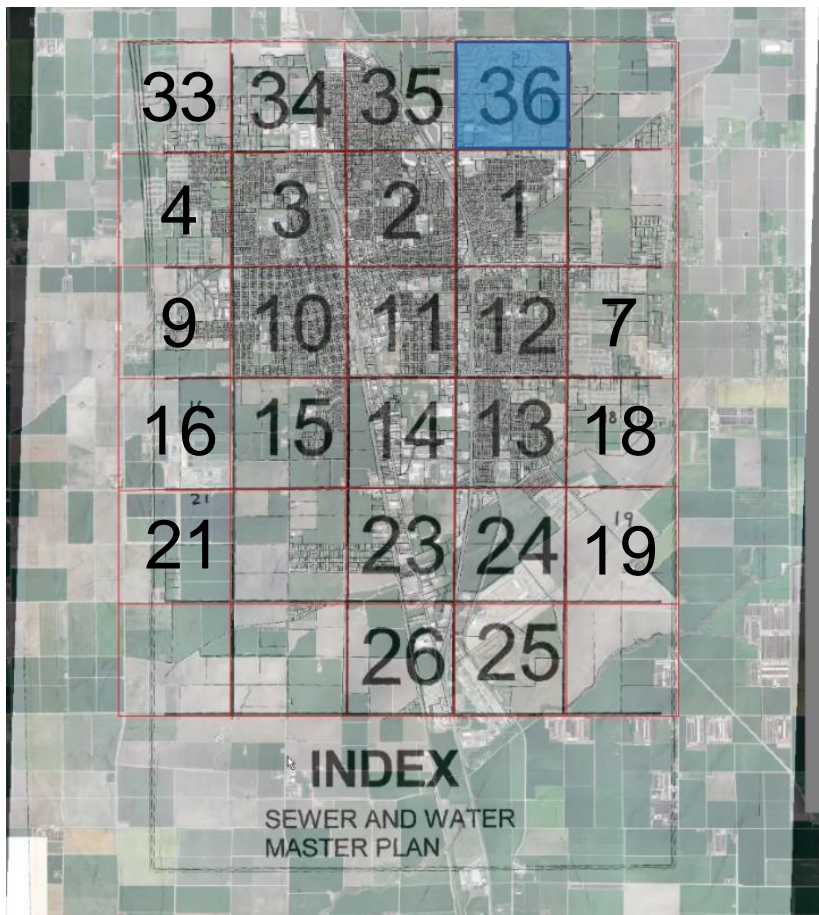
❖ Total Cost to the City of Tulare: \$495,136.00

❖ Approximate Cost Breakdown by Utility

- Water
  - \$159,618.00
- Sewer
  - \$166,496.00
- Stormwater
  - \$169,022.00

❖ Approximate Total Cost Per Map Page Grid:

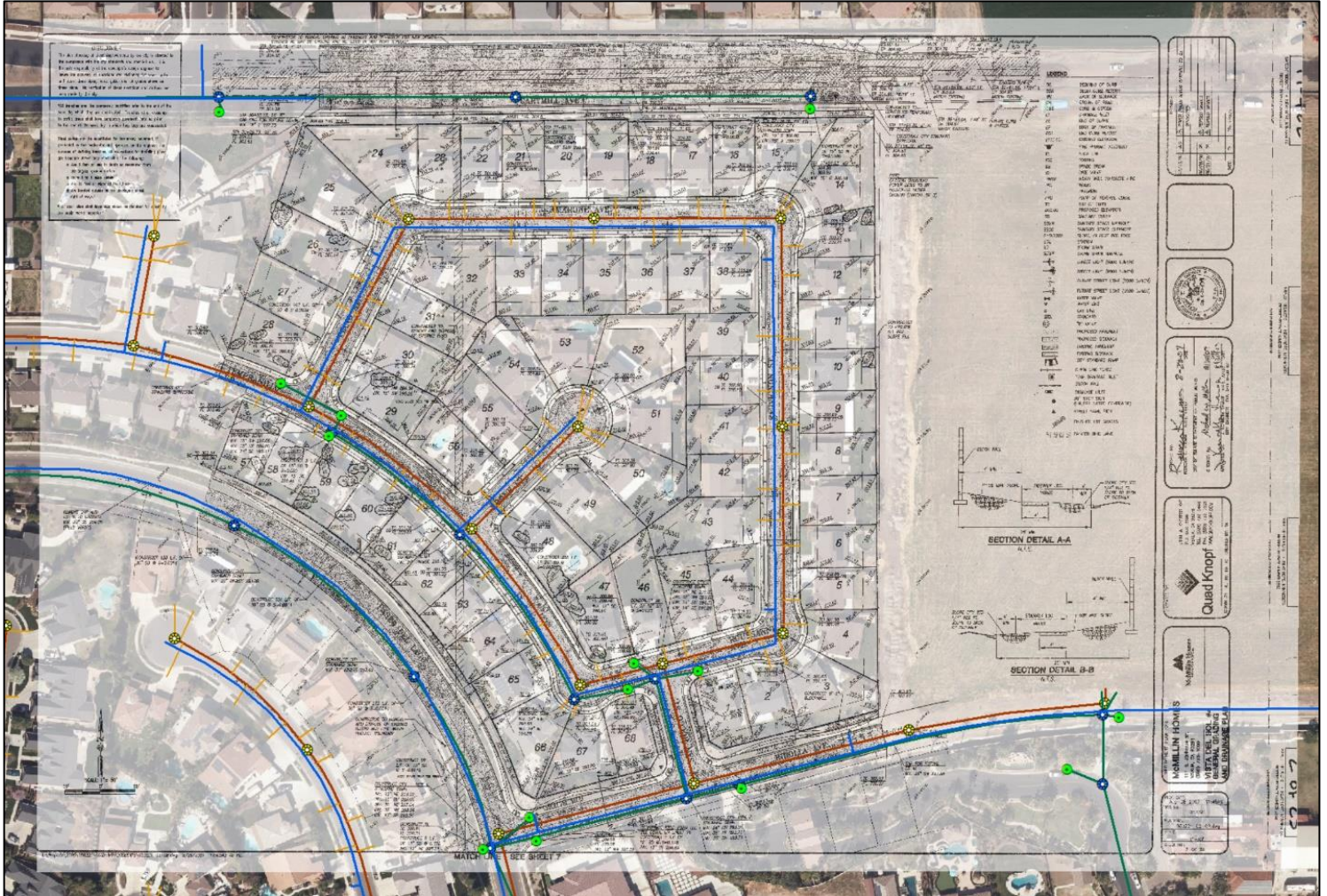
- 1 - \$41,566.50
- 2 - \$42,393.00
- 3 - \$41,889.80
- 4 - \$33,890.80
- 7 - \$28,576.90
- 9 - \$15,587.40
- 10 - \$50,422.90
- 11 - \$34,008.90
- 12 - \$42,156.80
- 13 - \$36,134.40
- 14 - \$14,997.00
- 15 - \$14,997.00
- 16 - \$6,494.70
- 18 - \$12,753.30
- 19 - \$2,007.50
- 21 - \$472.30
- 23 - \$4,959.60
- 24 - \$12,281.00
- 25 - \$3,188.30
- 26 - \$4,014.90
- 33 - \$1,180.90
- 34 - \$16,059.70
- 35 - \$26,569.40
- 36 - COMPLETE
- Utilities outside numbered map page grids - \$8,266.00



# Appendix B: Custom City of Tulare Utilities Database Design

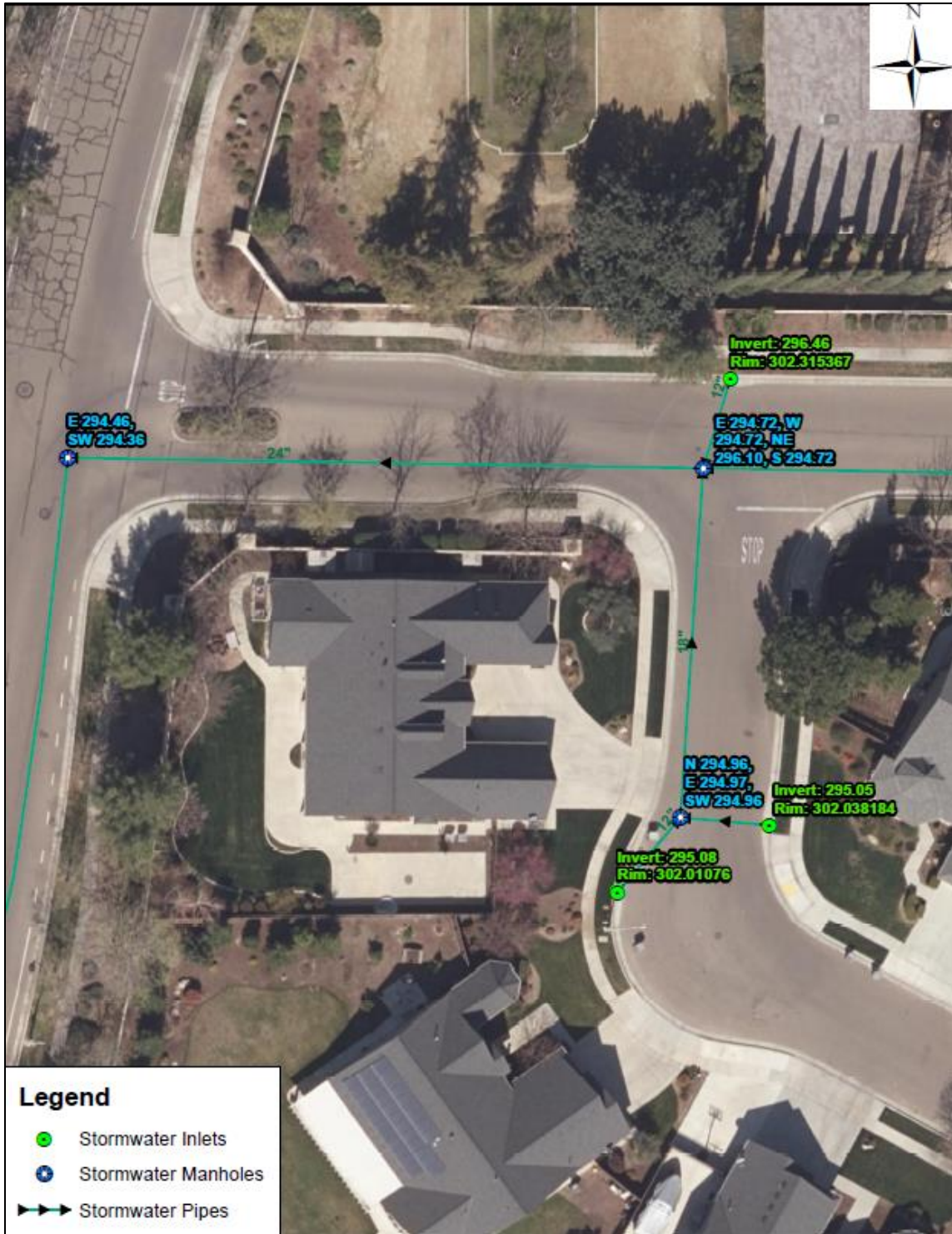
Water	Stormwater	Sanitary Sewer
<b>Hydrants</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>GPS Height</li> </ul>	<b>Inlets</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Type</li> <li>Invert Elevation</li> <li>Rim Elevation</li> </ul>	<b>Lift Stations</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Name</li> <li>Domestic/Industrial</li> <li>Invert Elevation</li> </ul>
<b>Blow-off Assemblies</b> <ul style="list-style-type: none"> <li>Asset ID</li> </ul>	<b>Lift Stations</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>GPS Height</li> </ul>	<b>Manholes</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Type</li> <li>Drop Manhole</li> <li>Invert Elevations</li> <li>Domestic/Industrial</li> <li>Cleanout</li> </ul>
<b>Wells</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Name</li> <li>Elevation</li> <li>Diameter</li> </ul>	<b>Manholes</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Type</li> <li>Invert Elevations</li> <li>GPS Height</li> </ul>	<b>Mains</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Material</li> <li>Diameter</li> <li>Upstream/Downstream Elevation</li> <li>Force Main</li> </ul>
<b>Valves</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Type</li> <li>Diameter</li> <li>GPS Height</li> </ul>	<b>Outfalls</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Invert Elevation</li> </ul>	<b>Laterals</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Material</li> <li>Diameter</li> <li>Domestic/Industrial</li> </ul>
<b>Mains</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Material</li> <li>Diameter</li> </ul>	<b>Basins</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>APN</li> <li>Type</li> <li>Land Use</li> <li>Acres</li> </ul>	
<b>Service Lines</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Material</li> <li>Diameter</li> </ul>	<b>Mains</b> <ul style="list-style-type: none"> <li>Asset ID</li> <li>Type</li> <li>Material</li> <li>Diameter</li> <li>Upstream/Downstream Elevation</li> </ul>	

# Appendix C: Example Georeferenced Engineering As-Built Drawing





# Appendix D: Example Stormwater Network with Attribution and Flow Direction



## 8 | Appendix D: Example Stormwater Network with Attribution and Flow Direction

City of Tulare | CA  
Utility Data Conversion Project Proposal



**GEOGRAPHIC  
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*Beyond Location Intelligence*



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