



City of Tulare

City Council Meeting Agenda

Councilmembers
Terry A. Sayre, Mayor
Patrick Isherwood, Vice Mayor
Jose Sigala
Stephen C. Harrell
Dennis A. Mederos

Tulare Public Library & Council Chamber
491 North M Street, Tulare CA 93274
www.tulare.ca.gov

Tuesday, November 5, 2024
6:30 p.m. Special Meeting
7:00 p.m. Regular Meeting

Mission Statement

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

Regular City Council meetings are held on the first and third Tuesdays of the month in the Council Chamber located in the Tulare Public Library at 491 North M Street, Tulare, subject to cancellation. Additional meetings of the City Council may be called as needed.

Members of the public may attend meetings in person or access the meeting live via YouTube. For those that wish to provide public comment while not physically in attendance, you may call **(559) 366-1849** during Public Comment. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting.

Members of the public may address the City Council on matters within the jurisdiction of the City of Tulare. A person desiring to address the City Council is encouraged to complete a public comment card and provide to the city clerk prior to the start of the meeting. Comments are limited to three minutes per speaker unless extended by the Council. Depending upon the extent of the agenda and number of persons desiring to speak on an issue, the mayor may, at the beginning of the item, limit the time for individual comments. When invited by the mayor to speak, please approach the lectern and begin your comments by stating your name and city of residence.

- All remarks shall be addressed to the Council as a body and not to any member thereof.
- No person, other than the City Council and person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the City Council, without the permission of the mayor.
- No question shall be asked of a councilmember or a member of City staff except through the mayor.
- Questions and comments from the public shall be limited to the subject under consideration, except for those items introduced under Public Comment.
- No person shall engage in disorderly or boisterous conduct which disturb, disrupt, impede, or otherwise render the orderly conduct of the meeting infeasible. Persons engaging in such conduct may be subject to ejection of the meeting pursuant to Government Code Sections 54954.3 and 54957.95.

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 ensure accessibility to the meeting.

City of Tulare YouTube Channel: <https://www.youtube.com/@cityoftulare3805>

Documents related to items on the agenda are accessible on the City's website at www.tulare.ca.gov. Copies are also available for public inspection at the City Clerk's Office located at City Hall, 411 E. Kern Avenue, Second Floor, during normal business hours.



6:30 p.m. Special Meeting

NOTICE IS HEREBY GIVEN that a special meeting of the City Council of the City of Tulare is hereby called pursuant to section 54956 of the California Government Code.

1. **CALL TO ORDER**
2. **PUBLIC COMMENT PERTAINING TO CLOSED SESSION ITEMS** - Comments are limited to items to be discussed in closed session. Speaker will be allowed three minutes each per item. For those that wish to provide public comment while not physically in attendance, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting.
3. **RECESS TO CLOSED SESSION TO DISCUSS THE FOLLOWING**
 - 3.1 **Conference with Labor Negotiators (Gov. Code § 54957.6)**
Agency Designated Representatives: City Manager Mondell, Assistant City Manager McDonnell, City Attorney Zamora, Human Resources Director Oneal
Employee Organization(s): Tulare Police Officers Union (TPOU)
4. **RECONVENE FROM CLOSED SESSION**
5. **CLOSED SESSION REPORT** - This is the time for Council to publicly report specified closed session action and the vote taken on those actions, if any.
6. **ADJOURNMENT**

7:00 p.m. Regular Meeting

7. **CALL TO ORDER**
8. **PLEDGE OF ALLEGIANCE AND INVOCATION**
9. **PUBLIC COMMENT** - Members of the public wishing to comment on any item not appearing on the agenda may address the City Council at this time. State law prevents Council from acting on any matter not on the agenda; however, your comments may be referred to staff for follow up. This is also the time for the public to comment on items listed under the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing and General Business items will be heard at the time those items are discussed. In fairness to all who wish to speak, public comment is limited to a total of fifteen minutes with each speaker allowed three minutes, unless otherwise extended by Council. Please begin your comments by stating your name and providing your city of residence. For those that wish to provide public comment while viewing the meeting online, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting.
10. **COMMUNICATIONS** - Communications are to be submitted to the City Manager's Office ten days prior to a Council meeting to be considered for this section of the agenda. No action will be taken on matters listed under Communications; however, the Council may direct staff to schedule issues raised during Communications for a future meeting.
11. **COUNCIL REPORTS AND ITEMS OF INTEREST**

12. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered by the Council to be routine and will be enacted in one motion without discussion. If discussion is desired, that item may be removed and considered separately.
- 12.1 **Waive the reading of ordinances and approve reading by title only.**
Recommended Action: Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.
- 12.2 **Approval of City Council Meeting Minutes.**
Recommended Action: Approve the minutes of the special and/or regular meeting of October 15, 2024. [M. Hermann]
- 12.3 **Professional Services Agreement with TJKM Transportation Consultants.**
Recommended Action: Authorize the City Manager to sign a contract with TJKM Transportation Consultants in the amount not to exceed \$219,901 for professional consulting services associated with the preparation of an Active Transportation Plan. [S. Sopp]
- 12.4 **Conflict of Interest Code Update.**
Recommended Action: Adopt a resolution updating the City of Tulare's Conflict of Interest Code. [M. Hermann]
- 12.5 **Citizens Option for Public Safety 2024/2025 Program Funds.**
Recommended Action: Adopt a resolution approving the acceptance and appropriation of Citizens Option for Public Safety (COPS) 2024/2025 Program funds from the State of California in the amount of \$109,333 to be used to fund one police officer position. [F. Ynclan]
- 12.6 **Cartmill Avenue Irrevocable Offer of Dedication.**
Recommended Action: Adopt a resolution accepting a portion of the Irrevocable Offer to dedicate real property along the south side of Cartmill Avenue east of Akers Street (also known as Gem Street) that was offered to the City of Tulare across Parcel 1 of Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder; direct the City Clerk to cause a certified copy of the resolution accepting the Irrevocable Offer of Dedication to be recorded in the Office of the Tulare County Recorder; and authorize the City Manager or his designee to sign a Certificate of Acceptance for the same. [M. Miller]
- 12.7 **Approve 2025 Health Insurance Rates.**
Recommended Action: Approve the 2025 health insurance rates to remain the same as recommended by the City Manager. [S. Oneal]
- 12.8 **Cartmill Avenue and De La Vina Street Traffic Signal Oversize Agreement.**
Recommended Action: Authorize the City Manager to execute an oversize construction reimbursement agreement with Presido JJR Kensington II 100, LLC, a Delaware Limited Liability Company, for construction costs associated with Phases 3 and 4 of the Kensington Estates subdivision that are eligible for reimbursement in accordance with Chapter 8.64 of the Municipal Code, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager; authorize a transfer from the Streets & Traffic Signals Development Impact Fee Fund (Fund 230) to the General Fund (Fund 001) of \$233,818; authorize the establishment of \$508,300 appropriation in the General Fund Oversize Liability – Principal (001-4320-8206) account for the payment of the reimbursement attributable to new growth; and authorize the use of \$274,482 of General Fund fund balance for payment of the remainder of the reimbursement. [M. Miller]

12.9 Notice of Completion - Little Caesars Commercial Development.

Recommended Action: Accept as complete the required public works improvements for the Little Caesars commercial development located at 920 S Mooney Boulevard, Tulare, CA 93274, authorize the City Engineer to sign a Notice of Completion (NOC), and direct the City Clerk to file the NOC with the Tulare County Recorder's Office. [M. Miller]

13. GENERAL BUSINESS - Comments related to General Business items are limited to three minutes per speaker, for a maximum of thirty minutes per item, unless otherwise extended by Council. For those that wish to provide public comment while viewing the meeting online, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting.

13.1 Presentation of Revised City Logo.

Recommended Action: Receive a presentation on the revised City logo and provide direction thereto. [T. Myers]

14. FUTURE AGENDA ITEMS**14.1 Request for All-Way Stop at Inyo Avenue and O Street.**

Recommended Action: Direct staff to add to a future agenda or take no action.
Submitted by: Councilmember Harrell

14.2 Cost Reimbursement for Parades and Events.

Recommended Action: Direct staff to add to a future agenda or take no action.
Submitted by: Councilmember Mederos

15. STAFF UPDATES**16. RECESS TO CLOSED SESSION TO DISCUSS THE FOLLOWING****16.1 Public Employee Performance Evaluation (Gov. Code § 54957)**

Title: City Manager

17. RECONVENE FROM CLOSED SESSION

18. CLOSED SESSION REPORT - This is the time for Council to publicly report specified closed session action and the vote taken on those actions, if any.

19. ADJOURNMENT

The next regularly scheduled meeting of the Tulare City Council is Tuesday, November 19, 2024, at 7:00 p.m. in the Council Chamber, 491 North M Street, Tulare.

AFFIDAVIT OF POSTING AGENDA

I hereby certify, in conformance with Government Code Sections 54954.2 and 54956, this agenda was posted in the kiosk at the front of City Hall, 411 E. Kern Avenue, as well as on the City of Tulare's website (www.tulare.ca.gov).

POSTED: Thursday, October 31, 2024


Melissa Herrmann, Chief Deputy City Clerk



To: Mayor and City Council Members
From: Marc Mondell, City Manager
Subject: November 5, 2024 Agenda Memo
Date: October 31, 2024

Time estimates are provided as part of the Council's effort to manage its time at Council meetings. Listed times are estimates only and are subject to change at any time, including while the meeting is in progress. The Council, by consensus, reserves the right to use more or less time on any item, to change the order of items, and/or to continue items to another meeting. Items may be heard before or after the time estimated on the agenda. This may occur to best manage the time at a meeting or to adapt to the participation of the public.

6:30 p.m. Special Meeting

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENT PERTAINING TO CLOSED SESSION ITEMS** - Comments are limited to items to be discussed in closed session. Speaker will be allowed three minutes each per item. For those that wish to provide public comment while not physically in attendance, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting.
- 3. RECESS TO CLOSED SESSION TO DISCUSS THE FOLLOWING**
 - 3.1 Conference with Labor Negotiators (Gov. Code § 54957.6)**
Agency Designated Representatives: City Manager Mondell, Assistant City Manager McDonnell, City Attorney Zamora, Human Resources Director Oneal
Employee Organization(s): Tulare Police Officers Union (TPOU)

- 4. RECONVENE FROM CLOSED SESSION**
- 5. CLOSED SESSION REPORT** - This is the time for Council to publicly report specified closed session action and the vote taken on those actions, if any.
- 6. ADJOURNMENT**

7:00 p.m. Regular Meeting

- 7. CALL TO ORDER**
- 8. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 9. PUBLIC COMMENT** - Members of the public wishing to comment on any item not appearing on the agenda may address the City Council at this time. State law prevents Council from acting on any matter not on the agenda; however, your comments may be referred to staff for follow up. This is also the time for the public to comment on items listed under the Consent Calendar or to request an item from the

Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing and General Business items will be heard at the time those items are discussed. In fairness to all who wish to speak, public comment is limited to a total of fifteen minutes with each speaker allowed three minutes, unless otherwise extended by Council. Please begin your comments by stating your name and providing your city of residence. For those that wish to provide public comment while viewing the meeting online, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting. [Time Estimate: 7:05 p.m.]

10. **COMMUNICATIONS** - Communications are to be submitted to the City Manager's Office ten days prior to a Council meeting to be considered for this section of the agenda. No action will be taken on matters listed under Communications; however, the Council may direct staff to schedule issues raised during Communications for a future meeting. [Time Estimate: 7:20 p.m.]
11. **COUNCIL REPORTS AND ITEMS OF INTEREST** [Time Estimate: 7:20 p.m.]
12. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered by the Council to be routine and will be enacted in one motion without discussion. If discussion is desired, that item may be removed and considered separately. [Time Estimate: 7:25 p.m.]
 - 12.1 **Waive the reading of ordinances and approve reading by title only.**
Recommended Action: Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.
 - 12.2 **Approval of City Council Meeting Minutes.**
Recommended Action: Approve the minutes of the special and/or regular meeting of October 15, 2024. [M. Hermann]
 - 12.3 **Professional Services Agreement with TJKM Transportation Consultants.**
Recommended Action: Authorize the City Manager to sign a contract with TJKM Transportation Consultants in the amount not to exceed \$219,901 for professional consulting services associated with the preparation of an Active Transportation Plan. [S. Sopp]

Summary: The Tulare County Association of Governments (TCAG) has committed to provide the City of Tulare with \$200,000 for the preparation of an Active Transportation Plan (ATP). With funding secured, the City's Community Development Department issued a request for proposals (RFP) for qualified consulting firms to assist the City in the preparation of an ATP.

Seven consulting firms submitted proposals by the deadline, with the top five being interviewed as well. TJKM Transportation Consultants scored the highest and is the preferred firm selected by City staff. TJKM Transportation Consultants has proposed to perform the necessary work for \$219,901. The proposed cost is in line with industry standards and is within range of the expected cost by City staff.

Fiscal Impact & Funding Source(s): The Tulare County Association of Governments (TCAG) has committed to provide the City of Tulare with \$200,000 for the preparation of an Active Transportation Plan. The remaining \$19,901 will be funded with the Community Development Department's existing Professional Services budget. No additional funding beyond what has already been allocated within the Community Development Department's existing budget is anticipated.

Legal Review: The professional services agreement has been reviewed by the City Attorney's office.

Alternative Action: 1) Approve with changes; 2) Deny; or 3) Table. TCAG has been holding funding while City staff worked to issue an RFP and select a consultant. Failure to select a consultant and move forward could result in the repurposing of those funds.

12.4 Conflict of Interest Code Update.

Recommended Action: Adopt a resolution updating the City of Tulare's Conflict of Interest Code. [M. Hermann]

Summary: The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells the public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (FPPC Form 700).

An amended conflict of interest code has been prepared with changes in the City's designated positions and disclosure categories, reflecting recent classification changes, deletions, or additions for positions that may have decision making authority or influence in recommendations for contracts for the purchase of goods and/or services.

Fiscal Impact & Funding Source(s): There is no fiscal impact associated with this action.

Legal Review: This item was reviewed and approved by the City Attorney.

Alternative Action: 1) Approve with changes; 2) Deny; or 3) Table.

12.5 Citizens Option for Public Safety 2024/2025 Program Funds.

Recommended Action: Adopt a resolution approving the acceptance and appropriation of Citizens Option for Public Safety (COPS) 2024/2025 Program funds from the State of California in the amount of \$109,333 to be used to fund one police officer position. [F. Ynclan]

Summary: Since 1997, the California State Budget Act has included allocations to counties and cities for the COPS program. This funding is intended to fill the need for additional resources at the local level to ensure public safety. Funds must supplement existing services and cannot be used to supplant any existing funds. The funds cannot be used for administrative overhead costs in excess of ½ percent of the total allocation. The allocation may not be used to fund the costs of any capital project or construction project that does not directly support frontline law enforcement. Each city is required to deposit the funds into a separate Supplemental Law Enforcement Services Fund so that these funds are not intermingled with General Fund dollars.

The 2023/2024 COPS award for Tulare is in the amount of \$109,333. Staff proposes to use the COPS funds to supplement one police officer position.

Fiscal Impact & Funding Source(s): 033 COPS State Grant

Legal Review: This item does not require legal review.

Alternative Action: 1) Approve with changes; 2) Deny; or 3) Table.

12.6 Cartmill Avenue Irrevocable Offer of Dedication.

Recommended Action: Adopt a resolution accepting a portion of the Irrevocable Offer to dedicate real property along the south side of Cartmill Avenue east of Akers Street (also known as Gem Street) that was offered to the City of Tulare across Parcel 1 of Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder; direct the City Clerk to cause a certified copy of the resolution accepting the

Irrevocable Offer of Dedication to be recorded in the Office of the Tulare County Recorder; and authorize the City Manager or his designee to sign a Certificate of Acceptance for the same. [M. Miller]

Summary: Parcel Map No. 5020, filed by property owners Robert W. Wagner, Successor Trustee of Sub Trust A of the Lanting Family Trust and Rutherford Investment Properties, LLC, created eight parcels along the south side of Cartmill Avenue between the Akers Street alignment (a.k.a., Gem Street) and Rutherford Street. An Irrevocable Offer of Dedication in favor of the City of Tulare was provided on the parcel map along the Cartmill Avenue frontage of Parcels 1 and 2 of that map. A portion of the irrevocable offer across for Parcel 1 was accepted by City Council on February 5, 2013 through Resolution No. 13-06 to facilitate the improvements of CIP Project EN0073 - Cartmill Avenue Improvements. It is now necessary to accept an additional portion of the Irrevocable Offer across Parcel 1 to facilitate the installation of Southern California Edison utility improvements that will serve development at the southwest corner of Cartmill Avenue and Akers Street.

Fiscal Impact & Funding Source(s): There is no fiscal impact associated with this action.

Legal Review: The City Attorney will review the proposed resolution prior to its recordation.

Alternative Action: 1) Approve with changes - Staff would work to implement any changes directed by Council. Minor changes would have minimal impact on construction cost and schedule; 2) Deny - Denial of the requested Irrevocable Offer acceptance would require SCE to come up with an alternate means of serving property at the southwest corner of Cartmill Avenue and Akers Street, resulting in significant impacts to construction cost and schedule; or 3) Table - Tabling the item to accept a portion of the Irrevocable Offer could have a significant impact on construction cost and schedule.

12.7 Approve 2025 Health Insurance Rates.

Recommended Action: Approve the 2025 health insurance rates to remain the same as recommended by the City Manager. [S. Oneal]

Summary: The City of Tulare offers health, dental, and vision insurance as employee benefits. These benefits are part of a self-insured plan that includes fixed costs and the projection of claims based on experience wherein the City takes on the risk associated with paying future medical claims versus a fully insured plan that retains those risks. The City's self-insured plan mitigates that financial risk through "stop loss" insurance that is included in the total fixed costs for any claims over \$175,000. The benefit of a self-insured plan is that you only pay for the services/prescriptions rendered/received. The fixed and projected costs include the following:

Fixed Cost

- Stop Loss Coverage Premium: This provides insurance against any high or unusual claims made in the calendar year.
- HNAS Admin Fee: This includes basic care management, consolidated billing, COBRA, etc.
- BSC Network Access: This fee is the amount the City pays to have access to and receive contract benefit rates for Blue Shield.
- IPM Rx Admin Fee: This is the fee to administer the City's pharmaceutical plan.
- Delta Dental: This fee pays for the administration of the plan.
- PCORI Fees: An excise tax that applies to health insurance policies and self-insured health plans.

Projected Claims

- Medical Claims
- Prescription Claims
- Dental Claims

Burnham is the City’s health insurance broker who currently administers this plan and performs calculations to set proposed rates based upon the estimated fixed cost and projections of claims for the next plan year. Overall, the estimated fixed costs are increasing 3.5% and claims are estimated to increase by 7.9%. However, the City is currently collecting \$4,393,668.96 through City (65%) and employee (35%) contributions and total cost of the estimated plan is \$4,109,838.48. Estimated revenue collected exceeds anticipated plan costs by approximately \$284,000.

Although, there is not an apparent need to increase rates to cover costs this year, Burnham is mindful of softening future huge increases by making progressive rate increases to avoid a large increase in the future. In making these recommendations, Burnham reviews levels of reserves, claims experiences, and takes into consideration the last time rates were increased.

The City last increased rates in 2021. From 2021-2025, the City has experienced a drop in claims expenses and a relatively stable fixed renewal rate. The overall fluctuation of fixed and claim renewal rates during this time offset one another and support maintaining rates as currently set. The below table reflects Burnhams’ calculated cost for this timeframe:

	2019	2020	2021	2022	2023	2024
Fixed Costs	\$ 566,053	\$ 619,488	\$ 751,781	\$ 675,639	\$ 703,451	\$ 704,010
Paid Claims	\$3,956,062	\$3,983,889	\$4,365,571	\$3,766,307	\$4,044,459	\$3,162,089
TOTAL PLAN COSTS	\$4,522,115	\$4,603,377	\$5,117,352	\$4,441,946	\$4,747,910	\$3,866,099
<i>Change</i>		1.79%	11.16%	-13.19%	6.80%	-18.58%

The audited financials from fiscal year 2023 reflect a fund balance of \$5,596,439 in the Employee Welfare Account. The City has also had several good years of claims experience that have helped stabilize rates. These factors influenced Burnham’s recommendation to the Health Insurance Committee regarding setting rates for the plans and Burnham was comfortable with the revenue/expenses currently set.

After calculations are performed, Burnham meets with the City’s established Health Insurance Committee whose members are charged with reviewing and recommending rates to the City Manager. The City Manager then makes recommendation to the City Council. Based on the above, it was the unanimous recommendation by the Health Insurance Committee to recommend to the City Manager that health insurance rates remain the same for calendar year 2025.

Fiscal Impact & Funding Source(s): The City’s contribution to this plan is an estimated \$2,855,884 and is allocated across the funds. The contribution was already included in this year’s budget for January through June. July through December contributions will be included in next year’s proposed budget. No additional funding is necessary.

Legal Review: This item has been reviewed by the City Attorney.

Alternative Action: 1) Approve with changes; 2) Deny; or 3) Table.

12.8 Cartmill Avenue and De La Vina Street Traffic Signal Oversize Agreement.

Recommended Action: Authorize the City Manager to execute an oversize construction reimbursement agreement with Presido JJR Kensington II 100, LLC, a Delaware Limited Liability Company, for construction costs associated with Phases 3 and 4 of the Kensington Estates subdivision that are eligible for reimbursement in accordance with Chapter 8.64 of the Municipal Code, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager; authorize a transfer from the Streets & Traffic Signals Development Impact Fee Fund (Fund 230) to the General Fund (Fund 001) of \$233,818; authorize the establishment of \$508,300 appropriation in the General Fund Oversize Liability – Principal (001-4320-8206) account for the payment of the reimbursement attributable to new growth; and authorize the use of \$274,482 of General Fund fund balance for payment of the remainder of the reimbursement. [M. Miller]

Summary: As part of development of Phases 3 and 4 of the Kensington Estates subdivision located on the northwest corner of Cartmill Avenue and Mooney Boulevard, Presido JJR Kensington II 100, LLC was required to install offsite oversized street improvements. These included, but were not limited to, the following:

- Traffic signal improvements at the intersection of Cartmill Avenue and De La Vina Street.

Costs associated with supplemental size and capacity are eligible for oversized construction reimbursement in accordance with Chapter 8.64 of the Municipal Code. The attached oversized construction reimbursement agreement identifies the work completed by the Developer that is reimbursable under the City's oversize reimbursement procedures and specifies that the City will reimburse the developer for their expenditures plus accrued interest as funding becomes available through the City's development impact fee program.

The proposed oversized construction reimbursement agreement is included with this submittal as Attachment 1. Should Council provide its authorization to do so, the final agreement will be executed by both parties.

Fiscal Impact & Funding Source(s): Sufficient fund balance exists in the Streets & Traffic Signals Development Impact Fee Fund to accommodate the transfer of \$233,818 to the General Fund to cover new development's share of the cost of oversize reimbursement. And sufficient fund balance exists in General Fund to appropriate \$274,482 to cover the remainder of the reimbursement attributable to existing development.

Fund 230 (DIF - Local Street & Traffic Signals)	\$233,818
Fund 001 (General Fund – Fund Balance)	\$274,482

Legal Review: The standard format used in preparing the oversized construction reimbursement agreement has been reviewed and approved as to form by the City Attorney.

Alternative Action: 1) Approve with changes - No impact; 2) Deny - The City entered into a preliminary oversize agreement with the developer prior to start of construction for the work described. Per the provisions of the fee mitigation act, failing to reimburse the Developer for improvements required by the City to address impacts above and beyond those directly attributable to the development could result in litigation. Additionally, the developer may avoid undertaking future projects within the City limits; or 3) Table - A delay in the City's approval of the oversize agreement could delay oversize reimbursement payments to the Developer and incur additional interest charges to the City.

12.9 Notice of Completion - Little Caesars Commercial Development.

Recommended Action: Accept as complete the required public works improvements for the Little Caesars commercial development located at 920 S Mooney Boulevard, Tulare, CA 93274, authorize the City Engineer to sign a Notice of Completion (NOC), and direct the City Clerk to file the NOC with the Tulare County Recorder's Office. [M. Miller]

Summary: The conditions of approval for the Little Caesars commercial development located along the east side of Mooney Boulevard north of Bardsley Avenue (920 S. Mooney Boulevard) required the developer, Gussan Shedid, to make improvements to the project's Mooney Boulevard frontage. These improvements include street paving, median island construction, curb and gutter, sidewalk, a driveway approach, and street lighting. The developer has completed construction of these public works improvements in accordance with the approved plans and specifications. City Council acceptance of the public improvements and recordation of a Notice of Completion is required to close out the project. A portion of the public works improvements constructed are eligible for reimbursement through the City's oversize construction reimbursement policies. City Council will be asked to consider approval of an oversize construction reimbursement agreement for this project as a separate agenda item.

Fiscal Impact & Funding Source(s): There is no fiscal impact associated with this action.

Legal Review: The Notice of Completion template used by the City has been reviewed and approved as to form by the City Attorney.

Alternative Action: 1) Approve with changes - No impact; 2) Deny - Denying acceptance of the public work improvements and the NOC would prevent the City and developer from subsequently entering into an oversize construction reimbursement agreement in accordance with Chapter 8.64 of the Municipal Code; or 3) Table - Delaying acceptance of the public work improvements and the NOC would postpone Council's consideration of an oversize construction reimbursement agreement with the Developer for oversized improvements constructed as part of his project.

13. GENERAL BUSINESS - Comments related to General Business items are limited to three minutes per speaker, for a maximum of thirty minutes per item, unless otherwise extended by Council. For those that wish to provide public comment while viewing the meeting online, you may call (559) 366-1849. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute the device used for viewing the meeting. [Time Estimate: 7:35 p.m.]

13.1 Presentation of Revised City Logo.

Recommended Action: Receive a presentation on the revised City logo and provide direction thereto. [T. Myers]

Summary: The City of Tulare has an existing logo developed in the mid-1990's that has become outdated and irrelevant. In light of the ever-increasing economic development activity occurring with the City, it is the appropriate timing for the City to rebrand it's identity through the creation of a new logo and marketing tagline.

In December 2023, City of Tulare issued a Request for Proposal seeking a qualified consulting firm(s) to create a logo redesign for the City coupled with separate RFP for production of marketing materials utilizing new logo/brand.

MIG was ranked as the preferred consultant having experience as a multidisciplinary planning and design firm offering services including branding, marketing, communications strategies, graphic design, multimedia services and media relations.

City staff and the consultant worked with an advisory committee of local individuals who represent a cross-section of industry sectors (e.g., for profit, non-profit, etc.) to guide the creation of a new logo.

The committee and the consultant created and refined a series of logos over the past several months, which were presented to the City Council on August 6, 2024 and October 1, 2024. After receiving a presentation by MIG and staff; input from the public and Council discussion, the Council narrowed it down to three potential options and directed staff and the Consultant to revise the options and return to them for further consideration.

Following the October 1, 2024 City Council meeting, City Council voted to select Option 3 (attached) as the City's new logo, with the modification to the train iconography.

Fiscal Impact & Funding Source(s): There is no fiscal impact associated with this action.

Legal Review: This item does not require legal review.

Alternative Action: 1) Approve a revised logo; 2) Direct the Consultant to make further revisions; 3) Deny; or 4) Table.

14. FUTURE AGENDA ITEMS - NONE SUBMITTED [Time Estimate: 8:00 p.m.]

14.1 Request for All-Way Stop at Inyo Avenue and O Street.

Recommended Action: Direct staff to add to a future agenda or take no action.

Submitted by: Councilmember Harrell

14.2 Cost Reimbursement for Parades and Events.

Recommended Action: Direct staff to add to a future agenda or take no action.

Submitted by: Councilmember Mederos

15. STAFF UPDATES [Time Estimate: 8:10 p.m.]

16. RECESS TO CLOSED SESSION TO DISCUSS THE FOLLOWING [Time Estimate: 8:15 p.m.]

16.1 Public Employee Performance Evaluation (Gov. Code § 54957)

Title: Specify position title of employee being reviewed

17. RECONVENE FROM CLOSED SESSION [Time Estimate: 8:45 p.m.]

18. CLOSED SESSION REPORT - This is the time for Council to publicly report specified closed session action and the vote taken on those actions, if any.

19. ADJOURNMENT [Time Estimate: 8:45 p.m.]

The next regularly scheduled meeting of the Tulare City Council is Tuesday, November 19, 2024, at 7:00 p.m. in the Council Chamber, 491 North M Street, Tulare.

**CITY OF TULARE
CITY COUNCIL MEETING MINUTES**

**Tulare Public Library & Council Chamber
491 North M Street, Tulare**

**Tuesday, October 15, 2024
7:00 p.m. Regular Meeting**

Proper notice of this meeting was given pursuant to Government Code Section 54954.2.

COUNCIL PRESENT: Mayor Terry A. Sayre
Vice Mayor Patrick Isherwood
Councilmember Jose Sigala
Councilmember Stephen C. Harrell
Councilmember Dennis A. Mederos

STAFF PRESENT: City Manager Marc Mondell; City Attorney Mario U. Zamora; Chief Deputy City Clerk Melissa Hermann; Assistant City Manager Josh McDonnell; Chief Financial Officer Mark Roberts; City Engineer Michael Miller; Public Works Director Trisha Whitfield; Police Captain Jerod Boatman; Fire Chief Michael Ott; Human Resources Director Shonna Oneal; Community Development Director Mario Anaya; Executive Director of Economic Development and Redevelopment Traci Myers; Chief Technology Officer Jason Bowling; Assistant Community Services Director Brian Beck; Administrative Assistant Tiffany Connelley; Senior Community Maintenance Worker Carlos Soto

1. CALL TO ORDER

Mayor Sayre called to order the regular meeting of the City Council at 7:00 p.m. in the Council Chamber located at 491 North M Street.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Sigala led the Pledge of Allegiance, and an invocation was given by Joshua Mateine, Pastor of Unchained Church.

3. PROCLAMATIONS & RECOGNITIONS

3.1 Proclamation for Fire Prevention Month, October 2024. Councilmember Harrell read and presented a proclamation to members of the Tulare Fire Department proclaiming October 2024 as Fire Prevention Month.

3.2 Proclamation for Support Your Local Chamber of Commerce Day, October 16, 2024. Councilmember Mederos read and presented a proclamation to representatives of the Tulare Chamber of Commerce proclaiming October 16, 2024 as Support Your Local Chamber of Commerce Day.

4. PUBLIC COMMENT

Mike Cosenza of California League of California Employees Association (CLOCEA) addressed the Council regarding the labor negotiations process, expressing appreciation for staff's efforts in the process. Mr. Cosenza also expressed concern that there was an unwillingness to consider longevity pay for the group. City Manager Mondell provided a response thereto, providing clarification regarding Mr. Cosenza's comments.

5. COMMUNICATIONS

City Manager Mondell advised there were no communications.

6. COUNCIL REPORTS AND ITEMS OF INTEREST

Council reported out on recent events and discussed items of interest.

7. CONSENT CALENDAR

Item 7.5 was removed from the Consent Calendar to be discussed and voted upon separately.

It was moved by Councilmember Sigala, seconded by Councilmember Harrell, and unanimously carried to approve the items on the Consent Calendar as presented except for item 7.5.

7.1 Waive the reading of ordinances and approve reading by title only.

Recommended Action: Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

7.2 Approval of City Council Meeting Minutes.

Recommended Action: Approve the minutes of the special and/or regular meeting of October 1, 2024. [M. Hermann]

7.3 Easement Agreement with Uchita Management Company, LLC.

Recommended Action: Authorize the City Manager to execute an Easement Agreement with Uchita Management Company, LLC for storm drain conveyance and retention facilities related to Phases 1 thru 3 of the Cottonwood Estates subdivision. [M. Miller]

7.4 Change Voluntary Benefit Provider from Chimienti to American Fidelity.

Recommended Action: Authorize the City Manager to execute a Service Exchange Agreement with American Fidelity enhancing access to better voluntary benefits for City employees subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager. [S. Oneal]

7.6 Professional Services Agreement with Baker Tilly.

Recommended Action: Adopt a resolution approving the establishment of a professional services agreement with the firm Baker Tilly to prepare the City's Consolidated Plan for fiscal years 2025-2029, an Analysis of Impediments to Fair Housing Choice, and other related reports; and authorize the City Manager or designee to execute the agreement between the City of Tulare and Baker Tilly, subject only to minor conforming or clarifying changes acceptable to the City Attorney and City Manager. [G. Avitia]

7.7 Notice of Completion - EN0091 Elliott Tract Improvements Project.

Recommended Action: Accept as complete the contract with Dawson-Mauldin, LLC. of Selma, CA for work on Project EN0091 - Elliott Tract Improvements, a street and utility improvement project on Los Angeles Street and Santa Clara Street between Bardsley Avenue and Inyo Avenue; authorize the City Engineer to sign the Notice of Completion; and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office. [M. Miller]

7.8 Notice of Completion - EN0092 Pratt-Mefford-Choice Tract Improvements Project.

Recommended Action: Accept as complete the contract with Dawson-Mauldin, LLC. of Selma, CA for work on Project EN0092 - Pratt-Mefford-Choice Tract Improvements, a street and utility improvement project on Pratt Street between Inyo Avenue and Bardsley Avenue; authorize the City Engineer to sign the Notice of Completion; and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office. [M. Miller]

- 7.9 Cardiac Monitor/Defibrillators and Chest Compression Machines Purchase.**
Recommended Action: Approve the purchase of three LifePak15 cardiac monitor/defibrillators and four Lucas Automated Chest Compression Machines (ACCM) Systems in the amount of \$295,991.33. [M. Ott]
- 7.10 Designating Intersections as All-Way Stop Intersections.**
Recommended Action: Adopt a resolution designating the intersections of Kern Avenue at L Street and Kern Avenue at N Street as all-way stop intersections and authorizing the installation of corresponding stop controls. [M. Miller]

ITEM(S) PULLED FROM CONSENT CALENDAR

- 7.5 CLOCEA, Miscellaneous Mid-Manager, and Department Head Group Salary and Benefit Negotiated Changes.**
Recommended Action: Adopt a Memorandum of Understanding (MOU) with California League of California Employees Association (CLOCEA) for the period beginning July 1, 2024 to June 30, 2027; and authorize salary changes by approving the amended salary schedule for CLOCEA, Miscellaneous Mid-Manager Group, and Department Head Group. [S. Oneal]
Public Comment: Mike Cosenza of CLOCEA advised that the contract was approved with almost 89% in favor. Mr. Cosenza stated that the 11% that voted no did so because longevity pay was not offered.
Council Action: Council removed this item for discussion following comments made by the public in regard to this item. Councilmember Sigala expressed that he supports longevity pay and inquired if it could be included in the contract. City Attorney Zamora advised that the contract was already approved by CLOCEA, so it could not be changed at this time. Following discussion, it was moved by Vice Mayor Isherwood, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

8. GENERAL BUSINESS

- 8.1 Rotary Club Flagpole Donation.**
Recommended Action: Accept a \$10,000 donation from the Tulare Rotary Club to assist with the costs associated with the installation of flag poles as part of City Project PK0033 – Zumwalt Park Renovation.
Presented By: City Engineer Michael Miller
Public Comment: There were no public comments.
Council Action: Ken Espinosa from the Tulare Rotary Club presented a \$10,000 check to the City. In return, Mayor Sayre presented a certificate to the Tulare Rotary Club for their generous donation. It was moved by Councilmember Sigala, seconded by Councilmember Mederos, and unanimously carried to approve the item as presented.
- 8.2 Workers' Compensation Carve Out Program.**
Recommended Action: Adopt a resolution approving the Labor Management Workers' Compensation Alternative Dispute Resolution (ADR) Agreement between the City of Tulare (City) and the Tulare Professional Firefighters Association Non-Management and Management Group (TPFA).
Presented By: Human Resources Director Shonna Oneal; Attorney John Ferrone
Public Comment: There were no public comments.
Council Action: Councilmember Mederos inquired as to why this same program is not being offered to all employees. Human Resources Director Oneal stated that this type of program is available to all classifications of employees within the City. Ms. Oneal advised that conversations regarding this program have been initiated with other bargaining units, but conversations have not concluded at this time. City Manager Mondell advised that this program was not introduced to CLOCEA during their negotiations as they were not ready

to tackle this item yet as there were many other issues to work through. Following discussion, it was moved by Councilmember Mederos, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

8.3 Pilot Program for the Community Toolshed & Bye Bye Mattress.

Recommended Action: Approve a 1-year pilot program for the Community Tool Shed and Bye Bye Mattress, to be run and operated by the Community Maintenance team of the Office of Safety, Compliance and Facilities.

Presented By: Administrative Assistant Tiffany Connelley; Senior Community Maintenance Worker Carlos Soto

Public Comment: There were no public comments.

Council Action: Councilmember Sigala inquired if there would be a way for councilmembers to sponsor the mattress program. Councilmember Mederos stated this would be a great program that would not only help within the City of Tulare but also in the country where many tend to dispose of mattresses on private property. Councilmember Sigala advised that he is willing to commit \$5,000 of his remaining ARPA funds if possible. Assistant City Manager McDonnell advised that staff would look into this. It was moved by Councilmember Mederos, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

9. FUTURE AGENDA ITEMS - NONE SUBMITTED

10. STAFF UPDATES

Staff provided updates on department activities.

11. ADJOURNMENT

Seeing no further business to discuss, Mayor Sayre adjourned the regular meeting at 8:21 p.m.

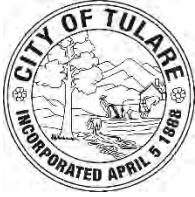
These meeting minutes were approved by the Council on November 5, 2024.

Terry A. Sayre, President of the Council and
Ex-Officio Mayor

ATTEST:

Marc Mondell, City Clerk

By Melissa Hermann, Chief Deputy City Clerk



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 12.3
Consent

Department: Community Development - Planning

Submitted by: Steven Sopp, Principal Planner

Agenda Title: Professional Services Agreement with TJKM Transportation Consultants

RECOMMENDED ACTION

Authorize the City Manager to sign a contract with TJKM Transportation Consultants in the amount not to exceed \$219,901 for professional consulting services associated with the preparation of an Active Transportation Plan.

SUMMARY

The Tulare County Association of Governments (TCAG) has committed to provide the City of Tulare with \$200,000 for the preparation of an Active Transportation Plan (ATP). With funding secured, the City's Community Development Department issued a request for proposals (RFP) for qualified consulting firms to assist the City in the preparation of an ATP.

Seven consulting firms submitted proposals by the deadline, with the top five being interviewed as well. TJKM Transportation Consultants scored the highest and is the preferred firm selected by City staff. TJKM Transportation Consultants has proposed to perform the necessary work for \$219,901. The proposed cost is in line with industry standards and is within range of the expected cost by City staff.

FISCAL IMPACT & FUNDING SOURCES

The Tulare County Association of Governments (TCAG) has committed to provide the City of Tulare with \$200,000 for the preparation of an Active Transportation Plan. The remaining \$19,901 will be funded with the Community Development Department's existing Professional Services budget. No additional funding beyond what has already been allocated within the Community Development Department's existing budget is anticipated.

LEGAL REVIEW

The professional services agreement has been reviewed by the City Attorney's office.

ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

TCAG has been holding funding while City staff worked to issue an RFP and select a consultant. Failure to select a consultant and move forward could result in the repurposing of those funds.

ATTACHMENTS

1. Professional Services Agreement
2. Request for Proposals

Reviewed/Approved: 



CITY OF TULARE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) entered into this 5th day of November 2024, by and between **TJKM Transportation Consultants** (“CONSULTANT”), and the **City of Tulare** (“CITY”).

WITNESSETH

WHEREAS, the CITY is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, the CITY has the desire to secure certain technical and professional services to assist the City in [Description of Project], and hereinafter referred to as the "PROJECT"; and

WHEREAS, the CONSULTANT represents it is qualified and willing to provide such services pursuant to terms and conditions of this Agreement:

NOW, THEREFORE, BE IT AGREED, by and between the CONSULTANT and the CITY as follows:

1. SERVICES TO BE PERFORMED BY THE CONSULTANT

A. Authorized Scope of Work

The CITY agrees to pay for services described in **Exhibit “A” [Scope of Services]** - attached hereto and incorporated herein by this reference.

B. Additional Services

Incidental work related to the PROJECT and not provided for in Exhibit "A" may be needed during the performance of this Agreement. The rate for such additional service shall be “on call” services and based upon an hourly rate as set forth on CONSULTANT’S 2024 compensation rates.

Such additional services shall not be performed by CONSULTANT without the express written consent of CITY.

2. **COMPENSATION**

A. Total Compensation

CONSULTANT agrees to perform the services as described in **Exhibit “B” – Fee Proposal & Compensation Rates** - plus rates or fee alternatives for additional services to be performed as mutually agreed upon between CITY and CONSULTANT. Any additional services other than those provided for in Exhibit “A” will be performed on an “on-call” basis and these additional services will be billed on an hourly rate based upon CONSULTANT’S 2024 compensation rates.

B. Invoicing & Payment

As sole compensation for the performance of the services, the City will pay Consultant a consulting rate for each service classified as provided for in Exhibit “B” attached hereto. Any expenses incurred by Consultant in performing the services will be the sole responsibility of Consultant unless other arrangements are made before such expenses are incurred. Consultant will invoice the City on a monthly basis. The City will pay each such invoice no later than thirty (30) days after its receipt.

3. **AUTHORIZED REPRESENTATIVE**

The [City Staff Project Manager], or his/her Designee shall represent the CITY in all matters pertaining to the services to be rendered under this Agreement, except where approval of the City Council of the City of Tulare is specifically required.

4. **TERMINATION**

The CITY or the CONSULTANT may terminate this Agreement at any time by giving written notice of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. In such event, all finished and unfinished documents and other materials shall, at the option of the CITY, become its property. If this Agreement is terminated by the CITY as provided for herein, the CONSULTANT shall be paid for the tasks (as set forth in Exhibit “B”) satisfactorily completed prior to the date of termination, and in the amounts set forth herein, including CONSULTANT'S reasonable costs associated with the termination itself if termination effectuated by CITY, less deduction, if any, to the CITY for damages suffered as a result of the CONSULTANT'S failure to comply with the terms of this Agreement, if such is the case or cause of termination.

5. **INTEREST OF OFFICIALS AND THE CONSULTANT**

A. No officer, member, or employee of the CITY or another public official of the governing body of the locality or localities in which the work, pursuant to this Agreement is being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the aforesaid work shall:

1. Participate in any decision relating to this Agreement which effects his or her personal interest or the interest of any corporation, partnership, or association in which he or she has, directly or indirectly, any interest; or
 2. Have any interest, direct or indirect, in this Agreement or the proceeds thereof during his or her tenure or for one year thereafter.
- B. The CONSULTANT hereby covenants that they have, at the time of the execution of this Agreement, no interest, and that they shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this Agreement. The CONSULTANT further covenants that in the performance of this work, no person having such interest shall be employed.

The CONSULTANT warrants, by execution of this Agreement, that no personnel agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting *bonafide* established commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warrant, the CITY shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement without liability, or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

6. SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties. The CONSULTANT shall not assign, delegate or transfer the rights and duties under this Agreement or any part thereof, without the prior written consent of the CITY.

7. INDEPENDENT CONTRACTOR

In the performance of the services herein provided for, the CONSULTANT shall be, and is, an independent contractor and is not an agent or employee of the CITY. The CONSULTANT has and shall retain the right to exercise full control and supervision of all persons assisting the CONSULTANT in the performance of said services hereunder. The CONSULTANT shall be solely responsible for all matters relating to the payment of its employees including compliance with social security and income tax withholding and all other regulations governing such matters.

8. SPECIFICATIONS

All specifications, manuals, standards, etc., either attached to this Agreement or incorporated by reference, are binding as to the performance of the work specified in this Agreement unless they are changed by written amendment to this Agreement modified in writing to incorporate such changes.

9. PUBLICATION

No report, information, or other data given or prepared or assembled by the CONSULTANT pursuant to this Agreement, shall be made available to any individual or organization by the CONSULTANT without the prior written approval of the CITY. Notwithstanding the foregoing, however, the CONSULTANT shall not be required to protect to hold in confidence any confidential information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with law; or (3) must be disclosed in connection with any legal proceedings.

10. COPYRIGHTS

The CONSULTANT shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the material for government or public purposes.

11. INDEMNIFICATION AND INSURANCE

A. As respects acts, errors or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless the CITY, its officers, employees, and the CITY'S designated volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly out of CONSULTANT'S negligent acts, errors or omissions in the performance of his/her professional services under the terms of this contract.

As respects all acts or omissions which do not arise directly out of the performance of professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at the CITY's option), and hold harmless CITY, its employees, agents, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature caused in whole or in part by any negligent act or omission of the CONSULTANT, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the CITY.

- B. Without limiting the CITY's right to indemnification, it is agreed that CONSULTANT shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:
- i. Workers' Compensation Insurance with statutory limits, and employer's liability insurance with limits of not less than One Million Dollars (\$1,000,000) per accident.
 - ii. Commercial General Liability Insurance, including coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Broad Form Property Damage (if applicable), Independent Contractors' Liability (if applicable), in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.
 - iii. Professional Liability Insurance coverage, including contractual liability, in an amount not less than One Million Dollars (\$1,000,000), and CONSULTANT shall maintain such coverage for at least four (4) years from the termination of this Agreement; and during this four (4) year period, CONSULTANT shall use CONSULTANT'S best efforts to ensure that there is no change of the retroactive date on this insurance coverage.
 - iv. Comprehensive Auto Liability coverage, including (as applicable) owned, non-owned and hired autos in an amount of not less than One Million Dollars (\$1,000,000) per occurrence, combined single limit, written on an occurrence form.
- C. Each insurance policy required by this Agreement shall contain the following clauses:
- "This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice has been given to the City Manager. "It is agreed that any insurance maintained by the CITY shall apply in excess of and not contribute with insurance provided by this policy."

Each insurance policy required by this Agreement, excepting policies for workers' compensation and professional liability, shall contain the following clause:

"The City, its officers, agents, employees, representatives and volunteers are added as additional insureds as respects operations and activities of, or on behalf of, the named insured, performed under contract with the City."

- D. Upon CITY's request or immediately prior to initiation of any work under this contract, (whichever comes first), CONSULTANT shall deliver to the CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Also, within thirty (30) days of CITY'S request, CONSULTANT shall provide to the CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by the CITY, it shall be CONSULTANT'S responsibility to see that the CITY receives documentation acceptable to the CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. Also, the CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.
- E. In addition to any other remedies, the CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, the CITY may, at its sole option:
1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
 2. Order CONSULTANT to stop work under this Agreement and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof.
 3. Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies the CITY may have and is not the exclusive remedy for CONSULTANT'S failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT'S or its subcontractor's performance of the work covered under this Agreement.

12. OWNERSHIP OF DOCUMENTS

All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with

access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY.

13. NOTICES

Notice shall be sufficient hereunder if personally served upon the City Manager of the CITY or an officer or principal of the CONSULTANT, or if sent via the United States Postal Service, postage prepaid, addressed as follows:

TJKM Transportation Consultants

Ruta Jariwala, PE, TE
Vice President
4305 Hacienda Drive, Suite 550
Pleasanton, CA 94588

City of Tulare

Melissa Hermann
Chief Deputy City Clerk
411 E. Kern Avenue
Tulare, CA 93274

14. JURISDICTION & CHOICE OF LAW

This Agreement shall be administered and interpreted under the laws of the State Of California. Jurisdiction of litigation arising from this Agreement shall be venued in the State of California, Tulare County Superior Court. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said law, but the remainder of the Agreement shall be in full force and effect.

15. INTEGRATION

This Agreement represents the entire understanding of the CITY and the CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the CONSULTANT.

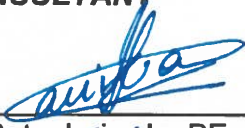
16. MISCELLANEOUS PROVISIONS

- A. CONSULTANT covenants that they presently have no interest, and shall not have any interest, direct or indirect, which would conflict in any manner with performance of service required hereunder.
- B. CONSULTANT will not discriminate against any employee, or applicant for employment, because of race, color, religion, sex, marital status, or national origin. CONSULTANT will act to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, marital status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

C. For the purposes of this agreement electronic signature facsimile shall be deemed the same as an original signature, and may be executed in multiple parts.

IN WITNESS WHEREOF, this Agreement is executed on the day and year first above written.

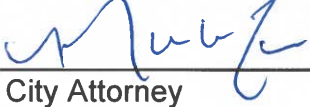
CONSULTANT

By:  _____
Ruta Jariwala, PE, TE
Vice President

CITY OF TULARE

By: _____
MARC MONDELL,
City Manager

APPROVED AS TO FORM

By:  _____
City Attorney

Proposal for the
City of Tulare
Active Transportation Plan

Exhibit 'A'



RFP25-807

August 30, 2024





August 30, 2024

City of Tulare
Community & Economic Development Department
411 E. Kern Avenue
Tulare, CA 93277
ATTN: Steven Sopp, Principal Planner

Subject: Proposal for the Active Transportation Plan

Dear Mr. Sopp:

TJKM Transportation Consultants (TJKM) is pleased to submit our Proposal for the Active Transportation Plan for the City of Tulare.

We are confident that the TJKM Team will meet the City's goals and objectives for this project, all while exceeding your expectations within budget and on schedule. TJKM is a mobility planning, operations, and transportation engineering firm that provides professional services throughout California, Texas, and Florida. For 50 years, more than 3,500 satisfied clients have entrusted TJKM with their critical work. We strive to develop policies and implement projects that benefit multimodal transportation, reduce vehicle miles traveled, improve travel times, and cut down Greenhouse Gas emissions.

TJKM understands that the City of Tulare is seeking a qualified consulting firm to develop an Active Transportation Plan. We know that the City provides for and supports opportunities for its residents to have healthier lifestyles, safer and extensive multimodal networks in order to reduce energy dependence, and create and foster vibrant neighborhoods and harmonious regional connections. At TJKM, we look at your community's unique needs to design safe and efficient transportation alternatives that meet the needs of all users. The goal being to integrate all modes to achieve safer and more accessible communities. TJKM conducts Active Transportation Plan projects that enhance the accessibility and safe accommodation of bicycle, pedestrian, and public transportation modes.

TJKM commits to the City a dedicated, multi-disciplinary staff of seasoned, experienced experts who have demonstrated capabilities to meet the technical, managerial, and schedule challenges to be encountered. The team offered by TJKM is not only unparalleled in each of these areas, but has the creativity to develop innovative design approaches to meet any of the City's project goals.

TJKM will create a tailored approach that encompasses several factors that are unique to Tulare. We will incorporate elements such as the safety needs of the corridors, socio-economic data sets, addressing concerns and providing sensible options for disadvantaged neighborhoods, and the transportation network's role in local economic competitiveness. Upon completion of the project, the City of Tulare will have an implementable Active Transportation Plan that will respond to and benefit all residents and users of the transportation system. **In the last three years, our proposed team members for the project have assisted our clients in securing more than \$100M under various grants, including \$18M of Active Transportation Plan funds for the City of Dinuba.**

Mr. Mark Doty is our proposed Project Manager. He has over 18 years of experience in both the private and public sector with the majority of that time served as a planner or director for major cities.



Mr. Doty is an accomplished senior-level planner and project manager with broad stakeholder, community and government relation expertise, team leadership, strategic development, and media outreach experience in the public and private sectors. Among the many initiatives and projects Mark has worked on include; Local Road Safety Plans, Active Transportation Plans, stakeholder and other community outreach, parking management, wayfinding signage, downtown place making, economic development fund review and administration, historic designation, code writing and review.

He has worked on the Active Transportation Plan's for the Cities of Fresno and Exeter as well as many similar projects that meet the City's requirements for this project.

As Vice President of the firm, I am authorized to bind TJKM to a contract and you have my personal assurance that all the resources necessary to address your needs will be made available and ready to perform when the opportunity arises.

During the proposal process, please feel free to contact Mr. Doty at (214) 533-9647 or via email at mdoty@tjkm.com. Our corporate office is located at 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588.

We look forward to hearing from you regarding further steps in the consultant selection process.

Thank you for considering TJKM for this project.

Sincerely,

TJKM Transportation Consultants

Ruta Jariwala, PE, TE, Vice President

CONTENTS

Firm Experience & Qualifications.....	1
Firm Overview.....	1
Previous Experience.....	3
Similar Experience.....	4
Staff Location.....	10
Understanding of the Project.....	11
Project Understanding.....	11
Potential Issues & Solutions.....	11
Surface Transportation.....	12
Project Management.....	13
Project Manager.....	13
Project Personnel.....	15
TJKM Team.....	15
Key Staff Qualifications.....	15
Resumes.....	16
References.....	25
Subcontracting.....	28
Methodology.....	29
Approach.....	29
Work Plan.....	30
Schedule.....	39
Project Management Plan.....	40
Conflict of Interest.....	42
Project Costs.....	43
Signature.....	44
Title VI of the Civil Rights Act of 1964.....	45
Equal Employment Opportunity.....	46

FIRM EXPERIENCE & QUALIFICATIONS



*Proposal for the City of Tulare
Active Transportation Plan*

TJKM Transportation Consultants (TJKM) is pleased to submit our Proposal for the Active Transportation Plan for the City of Tulare.

FIRM EXPERIENCE & QUALIFICATIONS

Firm Overview



TJKM, is a mobility planning, operations, and transportation engineering firm with offices in California, Texas, and Florida. For 50 years, more than 3,500 satisfied clients have entrusted TJKM with their critical work. We serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM has been involved in more than 8,000 transportation projects throughout California, and averages about 240 new projects each year.

Our project managers, engineers, and planners have “hands on” experience and understand the latest requirements, technologies, trends, and standards. Our experience with local agency processes keeps projects moving faster; and know-how from thousands of engagements helps us to complete projects on time and within budget.

As specialists in complete streets, multimodal transportation planning, traffic operations, traffic engineering, Intelligent Transportation Systems, public outreach, and transit, the TJKM Team offers the diverse experience needed to successfully deliver an Active Transportation Plan (ATP) for the City of Tulare. TJKM commits a dedicated, multi-disciplinary staff of seasoned, experienced experts who have demonstrated capabilities to meet the technical, managerial, and scheduling challenges associated of this project. We can confidently state that our key staff will be fully available for this contract from beginning to end. The TJKM Team is not only unparalleled in each of these areas, but has the creativity to develop innovative approaches to meet this project’s challenges.

TJKM is a Disadvantaged Business Enterprise (DBE) #40772 and Small Business Enterprise (SBE) #38780.

EXPERTISE

Active Transportation Plan

At TJKM, we look at each community’s unique needs to design safe and efficient transportation alternatives that meet the needs of all users. The goal being to integrate all modes to achieve safer and more accessible communities. TJKM conducts projects that enhance the accessibility and safe accommodation of bicycle, pedestrian, and public transportation modes.



Local Road Safety Plans

TJKM has extensive experience in developing safety programs and viable safety projects for small, medium, and large cities and counties. TJKM’s team has successfully completed over 50 Local Roadway Safety Plans (LRSPs) for cities of varying sizes and each with their own unique set of dynamics along with multi-jurisdictional LRSPs. Very similar to Safety Action Plans, the goal of a LRSP is to improve the overall safety performance of a transportation network by carefully *assessing, identifying, and analyzing possible safety risks, and ways to mitigate or eliminate them.*

Our team is currently conducting LRSPs for the Counties of Santa Cruz and Santa Clara. Our team is also helping Cities of Cupertino, Concord, and Livermore to wrap up their Vision Zero and Safety Action Plan.



Community Outreach

TJKM has a combined total experience of about 70 years in the area of stakeholder engagement, including involvement in many meetings and hearings involving substantial areas of conflict among the participants. On any given week, it is common for many of TJKM's staff to attend, present, and answer project questions at city council or planning commission meetings or at transportation committee meetings related to our specific projects. We are comfortable in this setting and skilled in presenting technical content clearly and concisely for a non-technical audience. TJKM regularly works with stakeholders committees and groups. We have successfully conducted virtual and in person Community and Stakeholder Engagement meetings on the Safety Projects we have successfully delivered.

We value a diversity of views by promoting public engagement and feedback. TJKM specializes in a variety of community outreach methods and strategies to assist our plans and clients, including public workshops, focus groups, hosting walking/biking tours, development of project websites for announcements and to elicit feedback, consent building, pop-up events and tactical urbanism, and intercept and online surveys. Our team utilizes unique insights from our experience to proactively identify and address potential concerns. Building on those prior lessons learned, we work closely with stakeholders to develop alternatives that meet safety and mobility goals while supporting a community-building approach that is inclusive and responsive.

Collision Data

TJKM has collected and completed accurate collision data for multiple jurisdictions. TJKM has obtained and consolidated the latest 10 years of collision data from Transportation Injury Mapping System (TIMS), the Statewide Integrated Transportation Records System (SWITRS), and any locally maintained collision databases. These sources have been cross-referenced to ensure that all available collision data is captured. In addition, TJKM, as needed, referenced supplemental information from City records, such as complaint database, local police reports, if available.

Multimodal Planning & Design

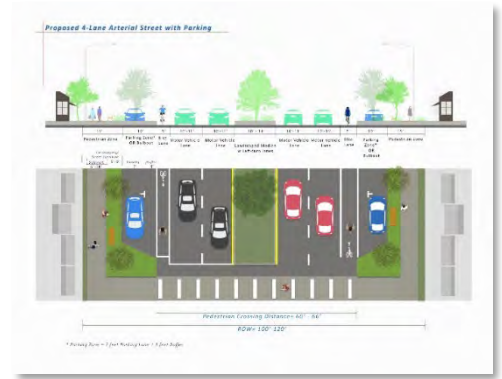
TJKM has incorporated bike and pedestrian planning and design in many of its projects. TJKM has prepared trail designs, and trail/roadway intersection designs, along with elaborate Class II bicycle facilities along major streets and at intersections. Based on the individual project, TJKM frequently inventories existing bicycle and pedestrian volumes as a part of multimodal planning studies and design projects, analyzes impacts, develops recommendations and alternatives, conducts outreach, and prepares deliverables.



Bicycle & Pedestrian

At TJKM, we look at each community's unique needs to design safe and efficient transportation alternatives that meet the needs of all users. The goal being to integrate all modes to achieve safer and more accessible communities.

TJKM has prepared preliminary designs and traffic operations studies for transportation projects that enhance the accessibility and safe accommodation of bicycle, pedestrian, and public transportation modes on roadways. These projects are consistent with the objectives of Complete Streets, which the National Complete Streets Coalition defines as facilities that "are designed and operated to enable safe access for all users".



Previous Experience

For 50 years, nearly 85 percent of our clients are repeat clients. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective on every assignment is to provide the most cost-effective product that meets the specific needs and criteria of each client within the planned schedule and budget. Below is a list of projects we have worked on that is similar to your project.

- Active Transportation Plan, City of Exeter
- Citywide Active Transportation Plan, City of Fresno
- Active Transportation Plan, City of Patterson
- Safe Route to School Cedro Lane Improvements Active Transportation Plan Grant Application Cycle 2, City of Walnut Creek
- Active Transportation Plan, City of Scotts Valley
- Greater Downtown Active Transportation Plan, City of Stockton
- Pedestrian & Bicyclist Safety & Connectivity Study, Dinuba
- Active Transportation Plan Cycle 5, City of Dinuba
- Greater Downtown Active Transportation Plan, City of Stockton
- Active Transportation Plan Grant Application Cycle 3, City of Walnut Creek
- Millbrae Avenue Bicycle Pedestrian Overcrossing Bridge Active Transportation Plan Cycle 4, City of Millbrae



Similar Experience

The proposed TJKM Team have experience successfully fulfilling similar projects. Below are examples of some of the previous projects that are currently in progress or have been completed by your proposed Project Manager and Key Staff.

ACTIVE TRANSPORTATION PLAN, EXETER | 2023-2024 | \$40K

Reference: Eddie Wendt | City of Exeter | 137 North F Street, Exeter, CA 93221 | (559) 804-9988 | ewendt@exetercityhall.com

Key Staff: Ruta Jariwala • Principal-In-Charge | Mark Doty • Project Manager | Nayan Amin • QA/QC | Rutvij Patel • Task Lead



TJKM developed an Active Transportation Plan for the City of Exeter. Using the existing Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan, TJKM tasks included: existing conditions review, identifying and updating pedestrian and bicycle projects and costs, Safe Routes to Schools projects, other non-motorized transportation modes, gathering and reviewing public input, and developing a draft and final report. As part of the project scope, TJKM also prepared a Caltrans ATP Cycle 7 project application that was submitted in June 2024 for consideration. The final report will be reviewed by Exeter City Council in August 2024 and will be adopted in September 2024.

CITYWIDE ACTIVE TRANSPORTATION PLAN UPDATE, FRESNO | 2023-ONGOING | \$400K

Reference: Jill Gormley, TE | City of Fresno – Department of Public Works | 2600 Fresno Street, 4th Floor, Room 4016, Fresno, CA 93721 | (559) 621-8728 | Jill.gormley@fresno.gov

Key Staff: Nayan Amin • Principal-In-Charge & QA/QC | Ruta Jariwala • Project Manager | Mark Doty • Task Lead | Rutvij Patel • Task Lead



The City of Fresno is updating the 2017 Active Transportation Plan to evaluate the current plan and update accordingly. The City of Fresno's current plans and policies, provides for, and supports opportunities for its residents to have healthier lifestyles, safer and extensive multimodal networks. Safe and efficient multimodal network is envisioned to reduce energy dependence; create and foster vibrant neighborhoods; and provides seamless and harmonious regional connections.

Using the 2017 ATP, 2021 General Plan, Local Road Safety Plan, as well as other policies, programs and other relevant activities, TJKM will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The TJKM Team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, a robust public outreach program, Safe Routes to School toolbox, and develop conceptual plans for potential projects.

CITYWIDE ACTIVE TRANSPORTATION PLAN, PATTERSON | 2020-2021 | \$99K

Reference: Tiffany Rodriguez | City of Patterson | 1 Plaza Circle, Patterson, CA 95363 | (209) 895-8075 |

tirodriguez@ci.patterson.ca.us

Key Staff: Ruta Jariwala • Principal-In-Charge



TJKM prepared a Bicycle and Pedestrian Master Plan for the City of Patterson in a citywide process that included community engagement, development of design concepts, and improvement recommendations that responded to the input from the community and implementing and overseeing agencies.

Core components of the Plan included:

- An overall framework plan depicting the City's future cycling and walking network
- Identification of pedestrian and bicycle network deficiencies and development of implementable improvement options
- Design tools for improvements
- Conceptual designs for short-term and long-term improvements suitable for future Capital Improvement Program funding programming and grant applications
- A phasing plan and grant-focused funding strategy for prioritized projects, programs, and action steps



ACTIVE TRANSPORTATION PLAN, SCOTTS VALLEY | 2019-2020 | \$25K

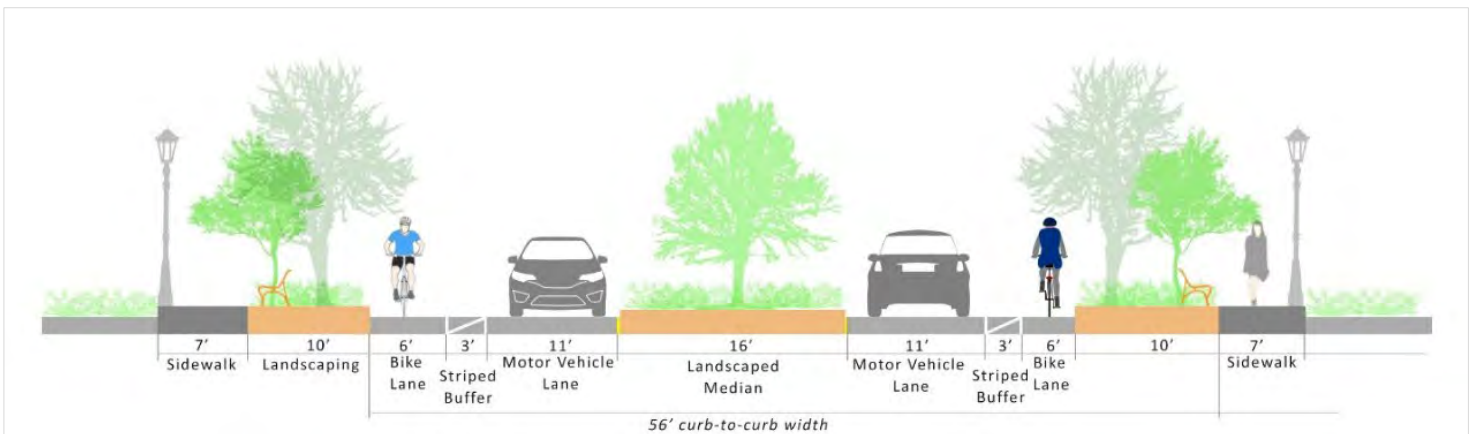
Reference: Ecology Action of Santa Cruz | 877 Cedar Street, Santa Cruz, CA 95060 | (831) 426-5925 | info@ecoact.org

Key Staff: Nayan Amin • Principal-In-Charge | Ruta Jariwala • Project Manager



TJKM assisted Ecology Action and the City of Scotts Valley with strategic tasks focusing on successful completion and implementation of the city's ATP. The ATP was a partnership between the City of Scotts Valley and nonprofits Ecology Action and Bike Santa Cruz County, funded through a Caltrans Sustainable Communities Transportation Planning Grant.

The ATP describes current conditions, list barriers to active transportation, and recommends infrastructure and non-infrastructure solutions that promote statewide goals of reducing greenhouse gas emissions while fostering livable communities, healthy transportation, and public involvement in transportation planning. Public input was gathered through outreach events including a community meeting led by TJKM and online comments. The outreach process defined the community's vision of a sustainable pedestrian and bike-friendly city, and identified key concerns and barriers to non-motorized travel. The ATP guides future improvements and secure grant funding. The planning team developed a detailed set of projects to enhance citywide mobility.



ACTIVE TRANSPORTATION PLAN CYCLE 5 APPLICATION & CONCEPTS, DINUBA | 2020 | \$39K

Reference: Ismael Hernandez | City of Madera (Formerly City of Dinuba) | 1030 S. Gateway Drive, Madera, CA 93637 | (559) 661-5466 | ihernandez@madera.gov

Key Staff: Nayan Amin • Principal-In-Charge | Rutvij Patel • Project Manager



TJKM, as part of City of Dinuba On-Call, was awarded the Task Order to develop grant applications for the Active Transportation Program. The City identified six project locations they would like to pursue for grant funding. The projects are along:

1. Alta Avenue
2. El Monte Way
3. Tulare Street
4. Kamm Avenue
5. Crawford Avenue
6. Euclid Avenue



All the projects were similar since they involved enhancements to a disadvantage community by improving pedestrian and bicyclist circulation. All projects considered sidewalk in-fill, pedestrian crossing improvements, parking edge line striping, and installation of bike lane facilities. TJKM worked with City of Dinuba to develop applications for all six projects and submitted them for review.

The City of Dinuba was awarded a total of \$18 million under Active Transportation Program grant to implement the project.

PEDESTRIAN & BICYCLIST SAFETY & CONNECTIVITY STUDY, DINUBA | 2018-2019 | \$157K

Reference: Ismael Hernandez | City of Madera (Formerly City of Dinuba) | 1030 S. Gateway Drive, Madera, CA 93637 | (559) 661-5466 | ihernandez@madera.gov

Key Staff: Nayan Amin • Project Manager | Ruta Jariwala • Task Lead | Rutvij Patel • Project Engineer



The City selected TJKM to provide planning and engineering services to complete the Dinuba Pedestrian and Bicyclist Safety and Connectivity Study. The objective was to conduct a comprehensive analysis of safety concerns, travel patterns, and infrastructure to improve walking and bicycling for its residents. TJKM conducted an assessment of conditions by obtaining and reviewing relevant existing data, studies, and reports related to active transportation policies and guidance; reviewed existing transportation infrastructure and connectivity for gaps and deficiencies, as well as barriers to safe routes to school; and examined data available from Statewide Integrated Traffic Records System and the Police Department.

Extensive public participation was conducted through the hosting of Stakeholder Advisory Group meetings, community meetings, City Council meetings, development of an interactive project website to engage the community to submit ideas, concerns, priorities, and desired facility and streetscape elements. A walking/bicycling tour was conducted as part of public outreach process. TJKM developed a Needs and Demand Analysis, which assessed needs for enhancement, mobility, and safety for all modes of transportation. The assessment addressed the:

- Physical attributes of existing facilities
- Potential for vehicle trip reductions and air quality benefits
- Potential for increased walking and bicycle usage
- Needs of all users of the corridor

The assessment also identified opportunities for improvement for all modes of transportation, identify gaps and deficiencies within the existing system, and suggested locations where improvements should be prioritized. The project also involved the development of a Neighborhood Traffic Calming Program and a Complete Streets Policy. Based on the work completed for the project, **the City applied for funding under the Caltrans Highway Safety Improvement Program and received \$1.6 million funds** to implement the recommendations.

LOCAL ROAD SAFETY PLAN, TULARE COUNTY | 2021-2022 | \$79K

Reference: Julian Sanchez | County of Tulare | 5961 South Mooney Boulevard, Visalia, CA 93277 | (559) 624-7148 | jsanchez@tularecounty.ca.gov

Key Staff: Ruta Jariwala • Principal-In-Charge | Rutvij Patel • Task Lead



TJKM assisted the County of Tulare in preparing their Local Road Safety Plan in the unincorporated parts of Tulare County to identify and address traffic safety issues. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E’s strategies, a countermeasure toolbox, and safety projects. Two stakeholder meetings were conducted to receive feedback and comments and a project website with an interactive map tool was developed and utilized to gather community input. The final report was submitted to the County in August 2022.

Staff Location

TJKM has offices located in Pleasanton, San Jose, Fresno, Sacramento, Inglewood, and Santa Rosa, California; Austin, Texas; and Tampa, Florida. Listed in the table are the staff from the Organization Chart and the office locations where they work.

Name & Role	Pleasanton	San Jose	Southern California
Ruta Jariwala, Principal-In-Charge & QA/QC	X	X	
Mark Doty, Project Manager			X
Rutvij Patel, Task Lead		X	
Pranav Happa, Task Lead	X		
Andrew Dickinson, Support Staff		X	
Devyani Padubidri, Support Staff	X		
Grishma Pandya, Support Staff		X	
Talha Majeed, Support Staff		X	

UNDERSTANDING OF THE PROJECT



*Proposal for the City of Tulare
Active Transportation Plan*

UNDERSTANDING OF THE PROJECT

Project Understanding

TJKM understands that the City of Tulare is seeking professional services to develop an Active Transportation Plan (Plan). We know that the City of Tulare, through current plans and policies provides for, and supports opportunities for its residents to have healthier lifestyles and safer and extensive multimodal networks. A safe and efficient multimodal network is envisioned to reduce energy dependence, create, and foster vibrant neighborhoods, and provides seamless and harmonious regional connections.

Using the current General Plan, other policies, programs and other relevant activities, TJKM will build upon the previous success that Tulare has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all ages and abilities standards and objectives. The TJKM Team will propose improvements as part of this Plan and identify the available funding source for effective implementation.

Tulare is recognized for its prior efforts and policies and TJKM looks forward to working with the City on developing a Plan that is equitable, educational, inclusive, and integrated.

Potential Issues & Solutions

There are several key issues we anticipate to encounter during the development of the Plan for City of Tulare. These challenges include inadequate infrastructure, community advocacy for disadvantaged residents, traffic related safety concerns for pedestrians and bicyclists, land use and zoning issues, and connectivity gaps. However, as the development of the Plan progresses it will become apparent how these issues can be addressed through the comprehensive safety assessment, collaborative input, and outreach efforts with the community. The findings and recommendations from the Plan will provide a strong foundation for actions and improvements the City can undertake to accomplish the stated goals with emphasis on safety, operations, and health for all modes of transportation.

During the public engagement and feedback process of the Plan, it will become apparent that not everyone has the same goals or vision for active transportation in Tulare. Instead of trying to suppress this conflict, TJKM embraces the diversity of opinion and strives to identify those areas of contention early in the process so that even if consensus cannot be reached, at least everyone involved will feel that they have been heard and their opinion considered. TJKM will work closely with the community to develop alternatives that meet safety and mobility goals while supporting a community-building approach that is inclusive and responsive.

With the support and buy-in from local government officials and transportation agencies, transforming Tulare into a safer community for all roadway users by providing a coherent network that seamlessly interlinks neighborhoods, parks, and commercial areas, will promote a more accessible and environmentally sensitive integrated cityscape for all residents and visitors.

TJKM is confident that through this process of advocacy, safety enhancements, community engagement, policy evolution, and strategic connectivity, the Plan for the City of Tulare will serve well a community dedicated to the principles of active, safe, and sustainable transportation.

Surface Transportation

Active Transportation

At TJKM, we look at each community's unique needs to design safe and efficient transportation alternatives that meet the needs of all users. The goal being to integrate all modes to achieve safer and more accessible communities. TJKM conducts projects that enhance the accessibility and safe accommodation of bicycle, pedestrian, and public transportation modes.



Traffic Circulation

TJKM has extensive experience in crafting and implementing neighborhood and circulation studies that take into account existing traffic count data in order to develop various short-term and long-term strategies to improve traffic impacts on existing traffic circulation and other multimodal uses. TJKM often performs operational studies to develop measures that will improve traffic flow on arterials that perform either undesirably or inefficiently. Generally, these traffic operations are evaluated through a level-of-service process.

Multimodal Planning & Design

TJKM has incorporated bike and pedestrian planning and design in many of its projects. TJKM has prepared trail designs, and trail/roadway intersection designs, along with elaborate Class II bicycle facilities along major streets and at intersections. Based on the individual project, TJKM frequently inventories existing bicycle and pedestrian volumes as a part of multimodal planning studies and design projects, analyzes impacts, develops recommendations and alternatives, conducts outreach, and prepares deliverables.



Pedestrian & Bicycle Access & Safety Studies

TJKM has completed studies for bicycle and pedestrian access and Safety studies throughout California. Our team members have developed bicycle and pedestrian safety programs for more than 30 local jurisdictions. The TJKM Team has all the requisite technical experience that is required to complete any project successfully. Our team members have worked extensively with Caltrans, local municipalities and agencies, Congestion Management Agencies, Counties, and private developers for Bicycle and Pedestrian Studies. Our staff members have worked on numerous projects requiring coordination between different agencies across jurisdictional boundaries.

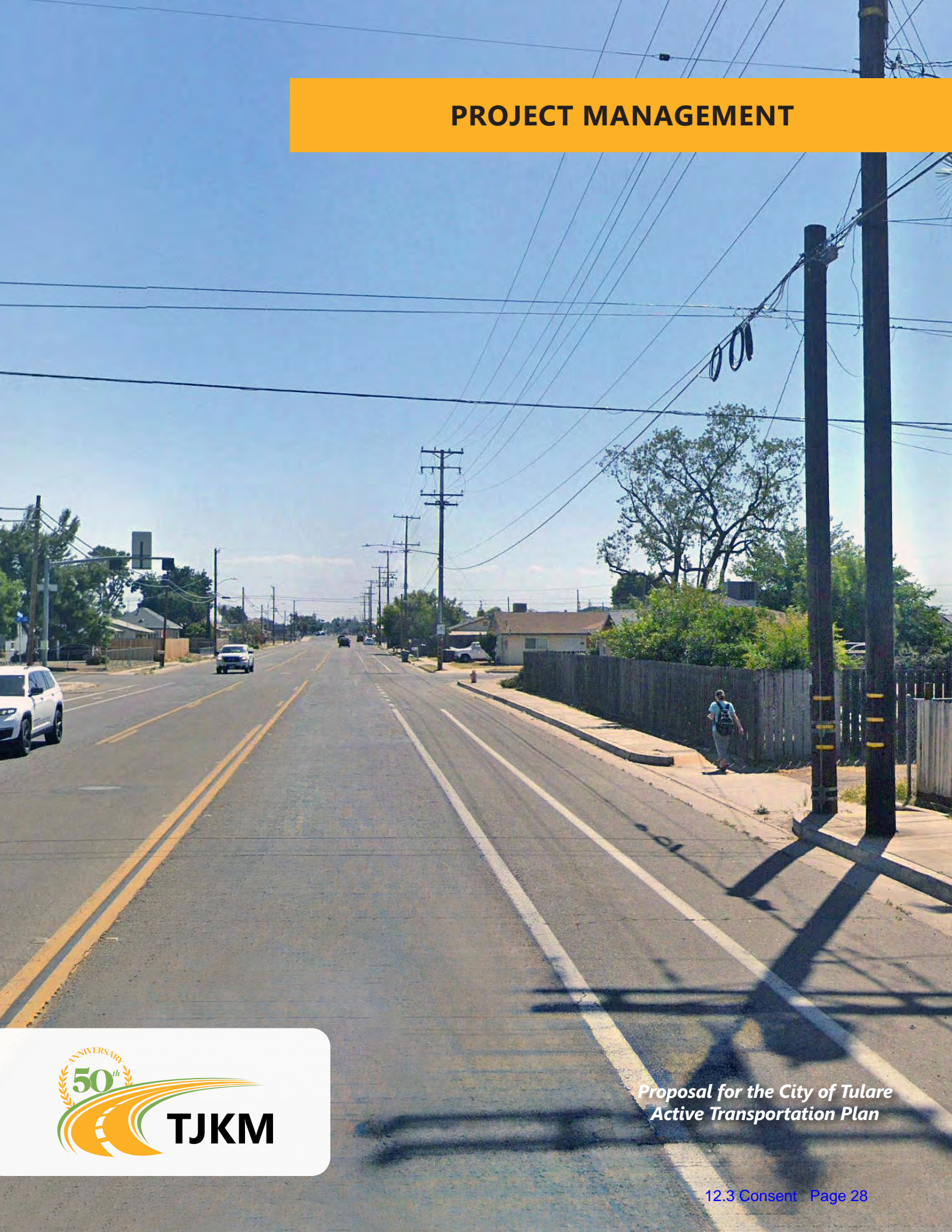


Bicycle & Pedestrian Facilities Design

TJKM prepares plans for various alternative pedestrian and bicycle facilities as part of intersection improvement projects and streetscape projects. TJKM has designed pedestrian safety and bicycle gap closure projects that involve installation of Class II, III, and IV bicycle facilities. A lot of the work involves installation of a pedestrian safety device to improve the safety at each crossing. This ranges from Static warning signs to Rectangular Rapid Flashing Beacons and pedestrian hybrid beacons. This typically entails the preparation of a full set of electrical drawings, signage, and striping PS&E.



PROJECT MANAGEMENT



*Proposal for the City of Tulare
Active Transportation Plan*

PROJECT MANAGEMENT

Our proposed Project Manager will be made available to the City of Tulare as needed for the duration of the Professional Services Agreement. He will not be removed or replaced without prior written approval from the City.

Project Manager

MARK DOTY



Registration: N/A

Education: B.A., Architecture, Texas Tech University, Lubbock, TX

Our proposed Project Manager is Mr. Mark Doty. He has over 18 years of experience in both the private and public sector with the majority of that time served as a planner or director for major cities in North Texas.

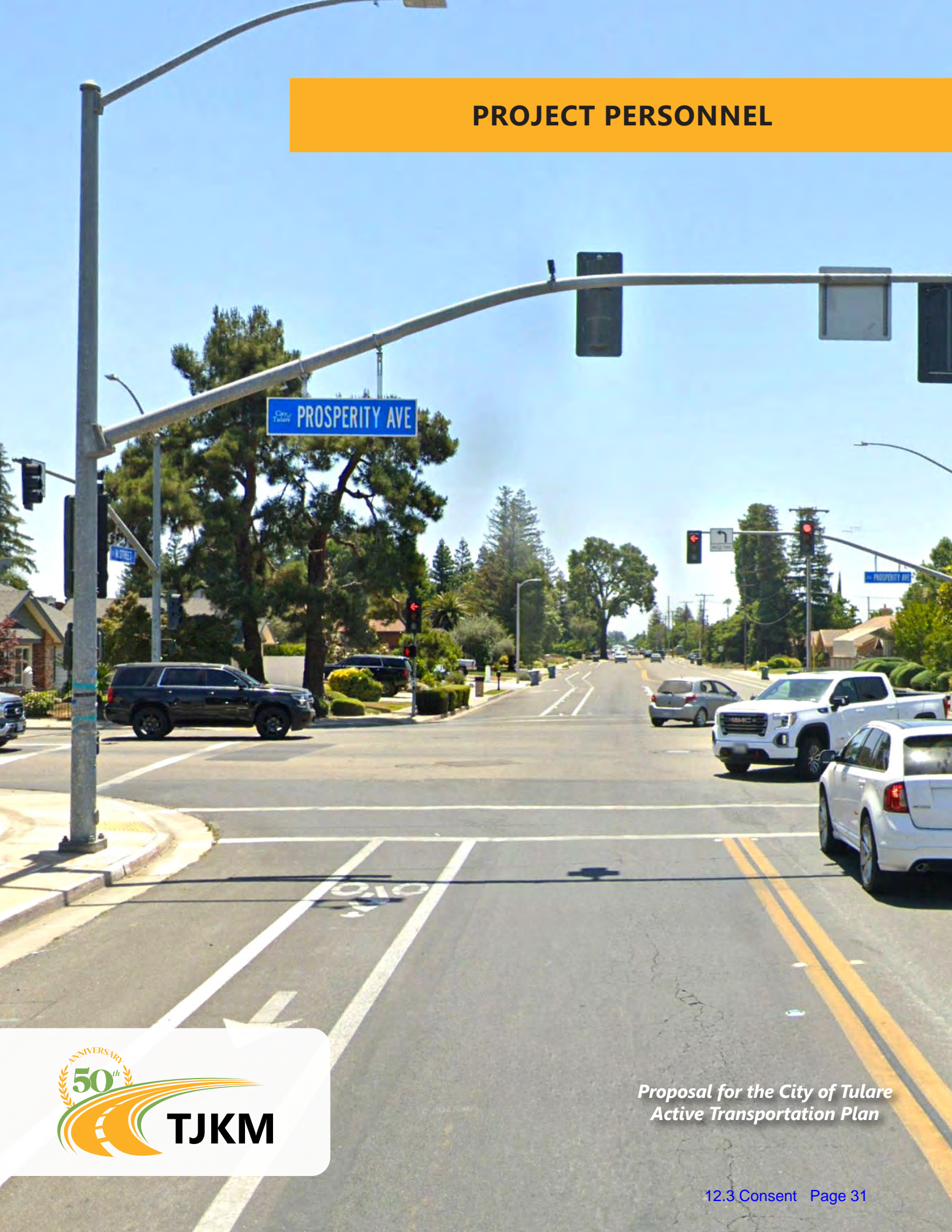
Mr. Doty is an accomplished senior-level planner and project manager with broad stakeholder, community and government relation expertise, team leadership, strategic development and media outreach experience in the public and private sectors. Among the many initiatives and projects Mark has worked on include; monthly commission and board meetings, stakeholder and other community outreach, parking management, wayfinding signage, impact fee studies, downtown place making, economic development fund review and administration, historic designation, code writing and review.

Relevant Projects:

- **Active Transportation Plan, Exeter, CA:** Task Lead. The team developed an Active Transportation Plan for the City. Tasks included: existing conditions review, identifying and updating pedestrian and bicycle projects and costs, Safe Routes to Schools projects, other non-motorized transportation modes, gathering and reviewing public input, and developing a draft and final report. As part of the project scope, TJKM also prepared a Caltrans ATP Cycle 7 project application.
- **Citywide Active Transportation Plan, Fresno, CA:** Task Lead. The team is preparing an update to the City Active Transportation Plan. We will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, conduct community outreach including two Pop-Up demonstration projects, and develop conceptual plans for potential projects.
- **Vision Zero Action Plan, Dinuba, CA:** Task Lead assisting the City to develop a Vision Zero Plan to enhance safety and operations. The Plan includes: assessment of existing policies, programs, and practices; formation of a Vision Zero Task Force; communicating data and information to the public on social media and on the City's website; conducting Bicycle Rodeos for students to practice and develop bicycle handling skills; providing project recommendations after collecting information from community engagement and stakeholder workgroups; collection of collision data and analysis, implementable actions and performance measures; developing educational material for transportation system users of all ages; coordinating with the city to identify most at-risk population and working with local police and EMS departments; and creating a Draft Vision Zero Plan to be presented to the Council for Adoption.
- **Local Road Safety Plan, Santa Cruz County, CA:** Deputy Project Manager assisting Santa Cruz County in developing a Countywide Local Road Safety Plan. The Santa Cruz County LRSP will be a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 5 E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short-term, near-term, and long-term implementation.

- **Local Roadway Safety Plan, Pico Rivera, CA:** Task Lead assisted in the preparation of the City of Pico Rivera's Local Roadway Safety Plan. Tasks included; system review, stakeholder/public outreach, collision analysis, emphasis areas, countermeasure selection, safety projects, and final Local Roadway Safety Plan. TJKM prepared two Highway Safety Improvement Program Cycle 11 applications on behalf of the City that were awarded in March 2023. The plan was adopted by City Council in June 2023.
- **Local Road Safety Plan, Gridley, CA:** Deputy Project Manager assisting the City of Gridley in developing a Local Road Safety Plan. The Gridley Local Road Safety Plan will be a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 5 E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short-term, near-term, and long-term implementation.
- **Local Road Safety Plan, Pittsburg, CA:** Task Lead that assisted the City of Pittsburg in developing a Local Road Safety Plan. The Pittsburg Local Road Safety Plan will be a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 4 E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short-term, near-term, and long-term implementation.
- **Local Road Safety Plan, Albany, CA:** Task Lead. Assisted the City of Albany in developing a Local Road Safety Plan. The Albany Local Road Safety Plan is a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 4 E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short-term, near-term, and long-term implementation.
- **Local Roadway Safety Plan, Orinda, CA:** Task Lead. Assisted the City of Orinda in preparing its first Local Roadway Safety Plan. Tasks included document review, collision analysis, emphasis area identification, countermeasure selection, traffic calming toolkit, and safety project development. In addition to this, stakeholder outreach and the development of an interactive map input tool was included.

PROJECT PERSONNEL

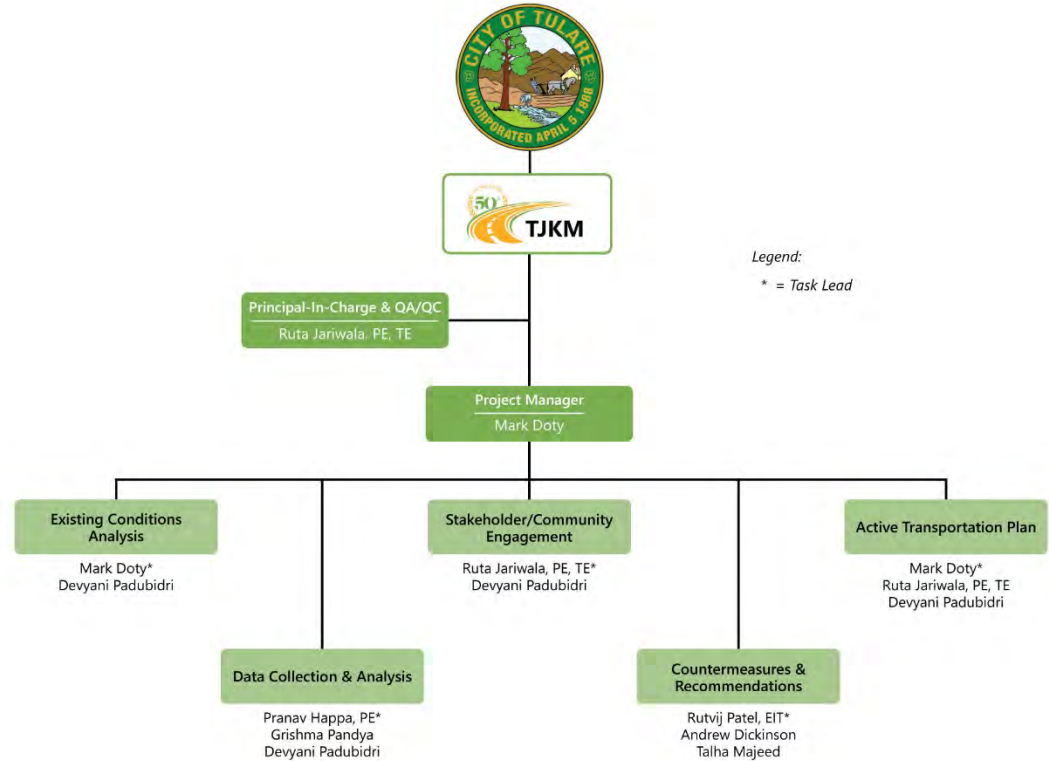


*Proposal for the City of Tulare
Active Transportation Plan*

PROJECT PERSONNEL

TJKM Team

Our Team Organization Chart illustrates our proven “chain of command” for performance on similar projects. Work performed will be conducted under the direct supervision/direction of Ms. Ruta Jariwala, PE, TE, Principal-In-Charge and QA/QC Manager; and Mr. Mark Doty, Project Manager. Work will be conducted under the direct supervision/direction of our Project Manager. Mr. Doty will be responsible for overall coordination on this contract, maintaining the effectiveness and efficiency of the work, schedule, and will be the point of contact ensuring the work products are to the satisfaction of the City and stakeholders. He will be responsible for day-to-day coordination and activities. Our proposed key personnel will be made available to the City of Tulare as needed for the duration of the Professional Services Agreement. No person assigned will be removed or replaced without prior written approval from the City.



Key Staff Qualifications

Below are the qualifications for all proposed professional personnel assigned to this project including a summary of similar work each person has performed.

Name, Role, Years of Experience	Licenses (if any)	Qualifications & Experience
Ruta Jariwala, PE, TE Principal-In-Charge & QA/QC 24 Years of Experience	CA CE C73840 CA TE TR2465 TX CE 135281	<ul style="list-style-type: none"> Active Transportation Plan, Cities of Exeter, Scotts Valley, Stockton Citywide Active Transportation Plan, Cities of Fresno, Patterson Active Transportation Program Cycle 5 Applications & Concepts, Dinuba Pedestrian & Bicycle Safety & Connectivity Study, Dinuba Local Road Safety Plan, Tulare County Riggin Avenue and Road 76 Signal PS&E, Tulare County Tulare CAG Long Range Transit Plan, Tulare County
Mark Doty Project Manager 18 Years of Experience	N/A	<ul style="list-style-type: none"> Active Transportation Plan, Exeter Citywide Active Transportation Plan Update, Fresno Local Roadway Safety Plan, Cities of Pico Rivera, Pittsburg, Gridley Vision Zero Action Plan, Cities of Dinuba, Livermore, Cupertino, South Lake Tahoe Local Road Safety Plan, Santa Cruz County
Pranav Happa, PE Data Collection & Analysis Task Lead 18 Years of Experience	TX CE 119973	<ul style="list-style-type: none"> Citywide Active Transportation Plan, Cities of Fresno, Patterson Vision Zero Action Plan, Cities of Dinuba, Livermore, Cupertino, South Lake Tahoe Local Roads Safety Plan, Cities of Yorba Linda, Glendale, Pico Rivera Local Road Safety Plan, Tulare County



Name, Role, Years of Experience	Licenses (if any)	Qualifications & Experience
Rutvij Patel, EIT Countermeasures & Recommendations Task Lead 17 Years of Experience	CA EIT 154117	<ul style="list-style-type: none"> ▪ Active Transportation Plan, Exeter ▪ Citywide Active Transportation Plan, Cities of Fresno, Patterson ▪ Local Road Safety Plan, Tulare County ▪ Pedestrian & Bicycle Safety & Connectivity Study, Dinuba ▪ Local Roads Safety Plan, Cities of Yorba Linda, Glendale, Pico Rivera ▪ Neighborhood Traffic Calming Program & Complete Streets Policy, Dinuba ▪ Riggin Avenue and Road 76 Signal PS&E, Tulare County

Resumes

Resumes for each proposed personnel are on the following pages. The resume for the Project Manager has been provided in the Project Management section of this proposal.

RUTA JARIWALA, PE, TE | PRINCIPAL-IN-CHARGE & QA/QC MANAGER



Registration: CA CE 73840 | CA TE 2465 | TX CE 135281

Education: M.S., Civil Engineering, San Jose State University, San Jose, CA | B.S., Civil Engineering, Bombay University, Mumbai, Maharashtra, India

Ms. Jariwala has 24 years of professional experience in the areas of traffic operations, transportation planning, freeway and arterial management studies, signal coordination, traffic signal systems, traffic impact studies/environmental impact reports and ITS planning, design and construction oversight.

She has extensive experience in macro and microscopic model development and application for analysis of traffic operations for express lane studies as well as multimodal operations, pedestrian, bicyclists, and traffic safety studies.

Relevant Projects:

- **Active Transportation Plan, Exeter, CA:** Principal-In-Charge. The team developed an ATP for the City. Tasks included: existing conditions review, identifying and updating pedestrian and bicycle projects and costs, Safe Routes to Schools projects, other non-motorized transportation modes, gathering and reviewing public input, and developing a draft and final report. As part of the project scope, TJKM also prepared a Caltrans ATP Cycle 7 project application.
- **Citywide Active Transportation Plan, Fresno, CA:** Project Manager. The team is preparing an update to the City ATP. We will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, conduct community outreach including two Pop-Up demonstration projects, and develop conceptual plans for potential projects.
- **Citywide Active Transportation Plan, Patterson, CA:** Principal-In-Charge. Core components of the plan included: An overall framework plan depicting the City’s future cycling and walking network; Identification of pedestrian and bicycle network deficiencies, and development of implementable improvement options; Design tools for improvements; Conceptual designs for short-term and long-term improvements suitable for future CIP funding programming and grant applications; and A phasing plan and grant-focused funding strategy for prioritized projects, programs and action steps.
- **Active Transportation Plan, Scotts Valley, CA:** Project Manager. The plan describes current conditions, list barriers to active transportation, and recommends infrastructure and non-infrastructure solutions which promote statewide goals of reducing greenhouse gas emissions while fostering livable communities, healthy transportation, and public involvement in transportation planning. Public input was gathered through outreach events including a community meeting led by TJKM and online comments. The plan guides future improvements and secure grant funding. The planning team developed detailed projects to enhance citywide mobility.
- **Pedestrian & Bicyclist Safety & Connectivity Study, Dinuba, CA:** Task Lead. Conducted an assessment of existing conditions; reviewed existing multimodal transportation infrastructure and connectivity for gaps and deficiencies, as

well as barriers to safe routes to school; and examined crash data available from SWITRS and the Dinuba Police Department and developed countermeasures that enhance safety and mobility for all travel modes. Extensive public participation was provided, including a walking/bicycling tour and an online survey. The project also involved the development of a neighborhood traffic calming program and a complete streets policy.

- **Local Roadway Safety Plan, Tulare County, CA:** Principal-In-Charge. Assisted the County in preparing their LRSP in the unincorporated parts of Tulare County to identify and address traffic safety issues. Tasks included a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects. Two stakeholder meetings were conducted and a project website with an interactive map tool was developed and utilized.
- **Greater Downtown Active Transportation Plan, Stockton, CA:** Task Lead. Retained to perform professional services for Existing Conditions Traffic Analysis for the City of Stockton Greater Downtown ATP. Twelve study intersections were selected for the project within the study area. As part of the project, evaluated under existing conditions 12 study intersections during the weekday a.m. and p.m. peak periods. TJKM collected relevant data such as traffic volume and existing travel demand model data, details on newly constructed transportation improvements, and data on proposed development and transportation projects as it relates to this project. Attended monthly PDT meetings with City staff members and project stakeholders as well as project workshops.
- **State Route 156 Multimodal Enhancement Study, San Benito County, CA:** Principal-In-Charge. The team is preparing a multi-modal study of the SR 156 corridor. Tasks include: document review, conceptual designs/photo simulations, developing cost estimates, and a feasible implementation plan to implement improvements along SR 156. The project also includes a robust public outreach campaign with community workshops, mobile pop-up workshops, and an online mapping survey.
- **Citywide Multimodal Improvement Study, Hayward, CA:** Deputy Project Manager. Assisted the City to prepare a Citywide Intersection Study to address existing and future congestion and enhance operations for all modes of transportation throughout the City. Conducted a comprehensive outreach approach geared in part to addressing potential concerns on the part of both the development community and City leaders. The team examined about 100 intersections and 15 roadway segments for the project. She used land use information from the General Plan to determine the amount of growth expected, and conducted a thorough study of needed roadway improvements, led the preparation of the CIP document. TJKM also prepared conceptual layouts for the recommended improvements.
- **Citywide Multimodal Improvement Plan, Mountain View, CA:** QA/QC Manager and Task Lead. The Team was responsible for development of an Area-wide Multimodal Improvement Plan. As Task Lead, assisted the City in developing an Area-wide Multimodal Improvement Plan. More than 50 study intersections and 50 roadway segments were evaluated as part of the study to identify deficiencies, and improvements to enhance operations for all modes of transportation. The Plan also helped reduce VMT/GHG and helped to meet mode shift goals. As a part of the project the team also assisted in preparing conceptual layouts for the recommended improvements.
- **Safe Streets & Roads for All Vision Zero Action Plan, Dinuba:** Task Lead assisting the City to develop a Vision Zero Plan to enhance safety and operations. The Plan includes: assessment of existing policies, programs, and practices; formation of a Vision Zero Task Force; communicating data and information to the public on social media and on the City's website; conducting Bicycle Rodeos for students to practice and develop bicycle handling skills; providing project recommendations after collecting information from community engagement and stakeholder workgroups; collection of collision data and analysis, implementable actions and performance measures; developing educational material for transportation system users of all ages; coordinating with the city to identify most at-risk population and working with local police and EMS departments; and creating a Draft Vision Zero Plan to be presented to the Council for Adoption.
- **Active Transportation Program Cycle 5 Applications & Concepts, Dinuba, CA:** Project Manager. Project Manager. As part of our On-Call, TJKM was awarded a Task Order to develop grant applications for the ATP. The City identified six project locations they would like to pursue for grant funding. All projects are similar since they involve enhancements to a disadvantaged community by improving pedestrian and bicyclist circulation. All projects consider sidewalk in-fill, pedestrian crossing improvements, parking edge line striping, and installation of bike lane facilities. TJKM worked with the City to develop applications for all six projects and submitted them for review.

PRANAV HAPPA, PE | DATA COLLECTION & ANALYSIS TASK LEAD

Registration: TX 119973 (Civil) | TxDOT Pre-Certified, ESN 23644

Education: M.S., Civil Engineering, University of Texas at Arlington, Texas | B.E., Civil Engineering, Gujarat University, Gujarat, India



Mr. Happa has more than 18 years of transportation planning/engineering experience, and specializes in subarea and corridor planning, feasibility study, major investment grade study, traffic engineering study and traffic signal timing study. His technical skills include travel demand forecast modeling, travel demand surveys, Geographic Information System, transportation planning and analysis, micro-simulation analysis and highway capacity analysis. Mr. Happa specializes in Traffic and Revenue Study, travel demand modeling using TransCAD and Cube. He also specializes in traffic operations analysis using VISSIM, and Synchro/SimTraffic.

Relevant Projects:

- **Citywide Active Transportation Plan, Fresno, CA:** Task Lead. The team is preparing an update to the City Active Transportation Plan. We will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, conduct community outreach including two Pop-Up demonstration projects, and develop conceptual plans for potential projects.
- **Citywide Active Transportation Plan, Patterson, CA:** Task Lead. The team prepared a citywide bicycle and pedestrian master plan. Core components of the plan included: An overall framework plan depicting the City's future cycling and walking network; Identification of pedestrian and bicycle network deficiencies, and development of implementable improvement options; Design tools for improvements; Conceptual designs for short and long-term improvements suitable for future CIP funding programming and grant applications; and A phasing plan and grant-focused funding strategy for prioritized projects, programs and action steps.
- **Local Roadway Safety Plan, Glendale, CA:** Task Lead on TJKM Team who assisting the City of Glendale in developing a Local Roadway Safety Plan. The Glendale Local Roadway Safety Plan is a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 4E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short-term, near-term, and long-term implementation. As part of the project, TJKM prepared and submitted four Highway Safety Improvement Program applications for Cycle 11 on behalf of the City in September 2022. Based on the submitted applications the TJKM Team helped the City to secure \$6.5M in Highway Safety Improvement Program Grant funding.
- **Local Roadway Safety Plan, Tulare County, CA:** Task Lead. The team assisted the County of Tulare in preparing their Local Roadway Safety Plan in the unincorporated parts of Tulare County to identify and address traffic safety issues. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects. Two stakeholder meetings were conducted and a project website with an interactive map tool was developed and utilized.
- **Vision Zero Action Plan, Dinuba, CA:** Task Lead assisting the City to develop a Vision Zero Plan to enhance safety and operations. The Vision Zero Plan includes: assessment of existing policies, programs, and practices; formation of a Vision Zero Task Force; communicating data and information to the public on social media and on the City's website; conducting Bicycle Rodeos for students to practice and develop bicycle handling skills; providing project recommendations after collecting information from community engagement and stakeholder workgroups; collection of collision data and analysis, implementable actions and performance measures; developing educational material for transportation system users of all ages; coordinating with the city to identify most at-risk population and working with local police and EMS departments; and creating a Draft Vision Zero Plan to be presented to the Council for Adoption.

- **Local Road Safety Plan, Yorba Linda, CA:** Task Lead assisted the City of Yorba Linda in preparing their Local Road Safety Plan to identify and address traffic safety issues on Yorba Linda streets. Tasks on this project included a review of the transportation system, systemic collision analysis, identification of the top 10 high risk intersections and 10 roadway segments, emphasis areas with 4 E's strategies, a countermeasure toolbox, and safety projects. Also prepared two Highway Safety Improvement Program Cycle 11 grant applications on behalf of the City.
- **Vision Zero Plan, Livermore, CA:** Task Lead. Assisted the City to develop Vision Zero Plan (VZP) to enhance safety and operations for all modes of transportation of all ages. The overarching goal is to provide for a safe and secure transportation system for all users while eliminating traffic fatalities from the transportation infrastructure within the city. The VZP includes: assessment of existing policies, programs, and practices; formation of a Stakeholder Advisory Group; communicating data and information to the public on social media and on the city's website; providing project recommendations after collecting information from community engagement and stakeholder workgroups; collection of collision data and analysis, implementable and equitable solutions and performance measures; developing educational material for transportation system users of all ages; coordinating with the city to identify most at-risk population and working with local police and Emergency Medical Services (EMS) departments; and creating a Final VZP to be presented to the Council for Adoption.
- **State Route 91 Transmodeler Microsimulation Model Toll Operations Upgrade, Orange County, CA:** Project Planner assisted the Orange County Transportation Authority (OCTA) who has developed a Caliper TransModeler microsimulation model for the State Route 91 (91 Model) between State Route 57 and Interstate 15. As part of this project, the 91 Model was upgraded to account for existing and planned managed lane operations.
- **Local Roadway Safety Plan, Pico Rivera, CA:** Task Lead assisted in the preparation of the City of Pico Rivera's Local Roadway Safety Plan. Tasks included; system review, stakeholder/public outreach, collision analysis, emphasis areas, countermeasure selection, safety projects, and final Local Roadway Safety Plan. TJKM prepared two Highway Safety Improvement Program Cycle 11 applications on behalf of the City that were awarded in March 2023.

RUTVIJ PATEL, EIT | COUNTERMEASURES & RECOMMENDATIONS TASK LEAD



Registration: CA EIT 154117

Education: B.S., Civil Engineering, San Jose State University, San Jose, CA

Mr. Patel has 17 years of professional experience in transportation/traffic engineering and design. He has provided support on traffic impact studies, highway operation analysis, signal coordination projects, and highway design plans, specifications and estimates (PS&E) packages. Mr. Patel has worked on various electrical design projects which include street lighting, traffic signal, and intelligent transportation system design plans, as well as the preparation of traffic handling, signage, and striping plans.

Mr. Patel has worked with various jurisdictions in the San Francisco Bay Area, Tri-Valley, Central Valley, and Northern California and is very familiar with their different standards and requirements. This knowledge often leads to minimal need for plan check comments during the design phase. For all projects, Mr. Patel has developed project estimates, specifications to accompany the full plan set. He has met with clients for comment review meetings, assisted cities on answering contractor Requests for Information (RFIs) on design work, and have met with them onsite to resolve any design questions.

Relevant Projects:

- **Citywide Active Transportation Plan, Fresno, CA:** Task Lead. The team is preparing an update to the City Active Transportation Plan. We will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, conduct community outreach including two Pop-Up demonstration projects, and develop conceptual plans for potential projects.
- **Citywide Active Transportation Plan, Patterson, CA:** Task Lead. The team prepared a citywide bicycle and pedestrian master plan. Core components of the plan included: An overall framework plan depicting the City's future cycling and walking network; Identification of pedestrian and bicycle network deficiencies, and development of implementable improvement options; Design tools for improvements; Conceptual designs for short and long-term improvements suitable for future CIP funding programming and grant applications; and A phasing plan and grant-focused funding strategy for prioritized projects, programs and action steps.
- **Local Roadway Safety Plan, Glendale, CA:** Project Engineer on TJKM Team who assisting the City of Glendale in developing a LRSP. The Glendale LRSP is a living document including systemic safety analysis, identification of high-risk roadway segments and intersections, emphasis areas and 4E's strategies, a countermeasure toolbox, and priority safety projects viable to be phased in short, near, and long-term implementation. As part of the project, TJKM prepared and submitted four Highway Safety Improvement Program applications for Cycle 11 on behalf of the City in September 2022. Based on the submitted applications the TJKM Team helped the City to secure \$6.5M in Highway Safety Improvement Program Grant funding.
- **Local Road Safety Plan, Yorba Linda, CA:** Task Lead. Assisted the City of Yorba Linda in preparing their LRSP to identify and address traffic safety issues on Yorba Linda streets. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high-risk intersections and roadway segments, emphasis areas with 4 E's strategies, a countermeasure toolbox, and safety projects. The final report was reviewed and accepted by City Council in September 2022.
- **Local Roadway Safety Plan, Pico Rivera, CA:** Task Lead on team which assisted the City of Pico Rivera in developing a LRSP. The City's LRSP aims to reduce KSI collisions through a prioritized list of improvements that can enhance safety on roadways. This Plan summarizes collisions that occurred in Pico Rivera, identifies high-injury locations, and recommends countermeasures at each high-risk locations. A set of six safety projects were created for the high-risk intersections and roadway segments. The federal grant funding (\$5 million) was awarded to two of these projects through the Highway Safety Improvement Program in March 2023.

- **Riggin Avenue & Road 76 Signal PS&E, Tulare County, CA:** Project Manager who provided design services for installation of new signal at Riggin Avenue and Road 76. The work involved coordinating with prime consultant to acquire civil improvement plans. Preparing a full set of construction documents including PS&E for the new signal installation. TJKM also coordinated with utility lead to identify point of service for new signal and for tie into the nearby street lighting system.
- **Active Transportation Plan, Exeter, CA:** Task Lead. The team developed an Active Transportation Plan for the City. Tasks included: existing conditions review, identifying and updating pedestrian and bicycle projects and costs, Safe Routes to Schools projects, other non-motorized transportation modes, gathering and reviewing public input, and developing a draft and final report. As part of the project scope, TJKM also prepared a Caltrans ATP Cycle 7 project application.
- **Pedestrian & Bicyclist Safety & Connectivity Study, Dinuba, CA:** Project Engineer on the team providing services to complete the Dinuba Pedestrian and Bicyclist Safety and Connectivity Study. Assessment of existing conditions were conducted; existing multimodal transportation infrastructure and connectivity for gaps and deficiencies, as well as barriers to safe routes to school were reviewed; and crash data available from SWITRS and the Dinuba Police Department were examined and the team developed countermeasures that enhance safety and mobility for all travel modes. Extensive public participation is planned, including a walking/bicycling tour and online survey. The project also involved the development of a neighborhood traffic calming program and a complete streets policy.
- **Local Roadway Safety Plan, Tulare County, CA:** Task Lead. Assisted the County of Tulare in preparing their LRSP in the unincorporated parts of Tulare County to identify and address traffic safety issues. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects. Two stakeholder meetings were conducted and a project website with an interactive map tool was developed and utilized.
- **Neighborhood Traffic Calming Program & Complete Streets Policy, Dinuba, CA:** Project Engineer assisting the City with the development of their first Neighborhood Traffic Calming Program (NTCP) and Complete Streets Policy. The NTCP aims to provide a well-defined toolbox to effectively utilize the most appropriate traffic calming solutions with proper community outreach and collaboration. Key tasks of this plan are: Development of a Traffic Calming Toolbox; Policies and guidelines for application of each strategy in the toolbox; Develop necessary forms and educational documents to establish community support; and Traffic calming involves strategies and physical measures to reduce vehicular speeds and cut-through traffic, thus improving safety for all travel modes.
- **State Route 233 Chowchilla Multimodal Corridor Plan, Madera County, CA:** Task Lead. Developed recommendations, developed implementation plan, conducted truck route and signage study.
- **Midtown Fresno School Area Multimodal Interconnectivity, Fresno, CA:** Project Manager. Overseeing the preparation of PS&E for the installation of new traffic signals, countdown head and crosswalks near Anthony Elementary (Blackstone and Webster), Heaton Elementary (McKinley and San Pablo) and Muir Elementary (Dennett and Palm). Sidewalk ramp installation at Glenn and Webster and accessible pedestrian signal upgrades at McKinley and Van Ness. The project will also include ADA compliant ramp upgrades at all intersections.

ANDREW DICKINSON | SUPPORT STAFF



Registration: N/A

Education: B.S., Civil Engineering, San Jose State University, San Jose, CA

Mr. Dickinson has eight years of professional experience in transportation engineering and design. He specializes in preparing plans, specifications and estimates for Signal, ITS, Signage, Striping and Traffic Handling projects. Mr. Dickinson now specializes in managing projects and provides high level of quality in taking a project from planning phase, design and to end of construction.

Relevant Projects:

- **Citywide Active Transportation Plan, Patterson, CA:** Project Engineering. The team prepared a citywide bicycle and pedestrian master plan. Core components of the plan included: An overall framework plan depicting the City's future cycling and walking network; Identification of pedestrian and bicycle network deficiencies, and development of implementable improvement options; Design tools for improvements; Conceptual designs for short and long-term improvements suitable for future CIP funding programming and grant applications; and A phasing plan and grant-focused funding strategy for prioritized projects, programs and action steps.
- **Pedestrian & Bicyclist Safety & Connectivity Study, Dinuba, CA:** Project Engineer on the team providing services to complete the Dinuba Pedestrian and Bicyclist Safety and Connectivity Study. Assessment of existing conditions were conducted; existing multimodal transportation infrastructure and connectivity for gaps and deficiencies, as well as barriers to safe routes to school were reviewed; and crash data available from SWITRS and the Dinuba Police Department were examined and the team developed countermeasures that enhance safety and mobility for all travel modes. Extensive public participation is planned, including a walking/bicycling tour and online survey. The project also involved the development of a neighborhood traffic calming program and a complete streets policy.
- **State Route 233 Chowchilla Multimodal Corridor Plan, Madera County, CA:** Task Lead. Provided stakeholder coordination, developed public participation/outreach plan, evaluated existing conditions and developed recommendations, developed implementation plan, conducted truck route and signage study, conducted and developed downtown core study/master plan, and prepared presentation/report. This project is a two-phase Corridor Planning Study/Downtown Master Plan of State Route 233/Robertson Boulevard from State Route 152 to Road 19 with an emphasis in the Downtown Chowchilla area. The project was funded by Senate Bill 1 (SB 1) Sustainable Communities Planning Grant Program.
- **Safe Routes to School 2015, Sunnyvale, CA:** Assistant Project Engineer assisted with designing the Plans, Specifications, & Estimates for Citywide pedestrian improvements at 60 signalized and unsignalized intersections. The Team designed the improvements recommended and prepared the E-76 documentation for National Environmental Policy Act environmental clearance.
- **Pedestrian & Bicyclist Improvements along 1st Street, Gilroy, CA:** Assistant Project Engineer assisting with designing the conceptual layouts and tech memo for the pedestrian and bicycle improvements throughout the 1st Street corridor.
- **Sunnyvale-Saratoga Road Traffic Signal, Bicycle & Pedestrian Safety Project, Sunnyvale, CA:** Assistant Project Engineer that assisted with designing the Plans, Specifications, & Estimates for bicycle and pedestrian safety enhancements at the intersection of Sunnyvale-Saratoga Road and Mathilda Avenue/Talisman intersections. Tasks include assisting in preparing the signal modification, signage and striping plans, and assisting the City with preparing E-76 forms and documentation and assisting with the National Environmental Policy Act clearance documentation.

DEVYANI PADUBIDRI | SUPPORT STAFF



Registration: N/A

Education: Masters of Community Planning, University of Cincinnati, Cincinnati, OH | Bachelors of Architecture, Visvevaraya Technological University, India

Ms. Padubidri has over five years of experience in the field of planning and transportation. With an experience in a wide range of transportation projects, Ms. Padubidri has worked on multimodal, Congestion Management, Corridor Studies, Travel Demand Management and Parking. Her skill set includes data and visualization software knowledge, including Adobe Creative Suite, Esri, Trans CAD and AutoCAD. Ms. Padubidri's background in design gives her a unique perspective to help communities visualize opportunities. Passionate about creating an environmentally responsible transportation system her interest lies in Active Transportation, Pedestrian-Bicycle studies, Transit, Parking Studies, and Safety Plans.

Relevant Projects:

- **Martin Avenue & Walsh Avenue Corridor Bike Planning Project, Santa Clara, CA:** Transportation Planner assisting the City with corridor analysis and Class VI bicycle facility design and improvements by conducting studies, analysis, and community engagement to improve bicycle facilities along two corridors in the City.
- **Vision Zero & Action Plan, Cupertino, CA:** Transportation Planner. Assisting the City to develop a VZAP to enhance safety and operations for all modes of transportation of all ages. The scope of work includes: development of a Vision Zero policy, formation of stakeholder advisory group; public outreach; collision data collection and analysis; identification of Vision Zero countermeasures; development of policies and programs; development of a Capital Improvement List for the Action Plan and Action Plan Strategy; development of educational and enforcement programs; proposed text for a General Plan update; and a draft and final VZAP.
- **Waco MPO Comprehensive Safety Action Plan, Waco, TX:** Project Engineer. Assisting the City and Waco MPO to prepare the CASP. The CASP will include planned projects that would provide a path to Vision Zero by proactively identifying and addressing potential safety hazards, enhancing the overall safety of the mobility space, and ultimately reducing fatalities, injuries, and crashes. By developing and prioritizing specific plans to enhance safety, CSAPs will contribute to the reduction and elimination of serious injury and fatal crashes while increasing overall public awareness and increasing access to valuable future funding opportunities.

GRISHMA PANDYA | SUPPORT STAFF



Registration: N/A

Education: B. Arch, Mumbai University, Mumbai, Maharashtra, India | M.S. Urban & Regional Planning, San Jose State University, CA

Ms. Pandya has four years of experience in Urban and Transportation Planning. She is an enthusiastic and dedicated planner, who is passionate about contributing to the development of sustainable and vibrant communities through thoughtful urban planning and efficient transportation systems. With a strong professional and educational foundation, she has a desire to make a positive impact and aims to translate complex data and concepts into compelling visuals that enhance public understanding and support informed decision-making.

Relevant Projects:

- **Active Transportation Plan, Fresno, CA:** Assistant Transportation Planner. Preparing Basemaps for the City's Active Transportation Plan.
- **CMAQ Grant Writing, Modesto, CA:** Assistant Transportation Planner. Assisting with preparing grant writing package on behalf of the City. Calculating the Air Quality and impacts of the selected projects and preparing CMAQ grant application.
- **Update/Expand Local Roadway Safety Plan, Mendocino County, CA:** Assistant Transportation Planner. Assisting with preparing presentation and documents for MCOG to check the SS4A Grant Eligibility Criteria. Providing MCOG all

the necessary recommendations for Grant Writing. Assisting in preparing the updates for LRSP.

- **461 French Camp Road Transportation Impact Analysis, Stockton, CA:** Assistant Transportation Planner. Assisting with conducting a transportation impact analysis for the proposed commercial development along French Camp Road. The proposed development will be located immediately north of French Camp Road and west of Interstate 5.
- **RCC Campus Traffic Impact Study, Oakley, CA:** Assistant Transportation Planner. Assisting with conducting a transportation impact analysis for the proposed mixed-used development within the City.
- **Bethel Estuary Estates, Contra Costa County, CA:** Assistant Transportation Planner. Assisting with conducting a transportation impact analysis for the proposed residential development located between Wells Road and Sandmound Boulevard and east of Bethel Island Road.
- **Hacienda Village, Sunnyvale, CA:** Assistant Transportation Planner. Assisted in preparing TDM Plan for a mixed- used development. Report preparation and analyzing on going TDM guidelines of City of Sunnyvale and identify the best practicable Strategies for TDM Plan for permit approval.

TALHA MAJEED | SUPPORT STAFF



Registration: N/A

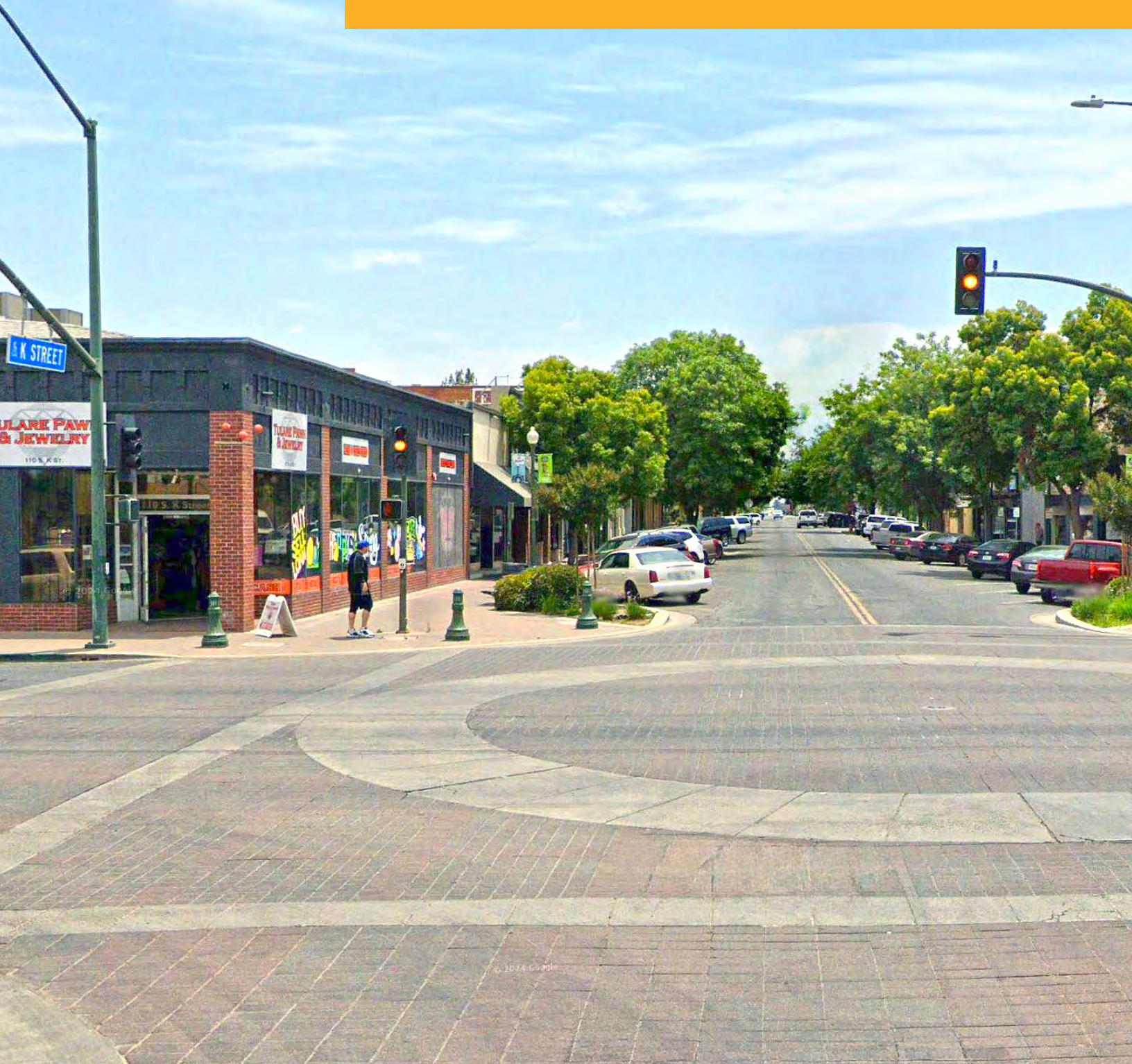
Education: M.S., Transportation Engineering, San Jose State University, San Jose, CA | B.S., Civil Engineering, University of Sargodha, Sargodha, Pakistan | DAE., Civil Engineering, Construction Technology Training Institute, Islamabad, Pakistan

Mr. Talha has five years of experience in Transportation Engineering and Design. He excelled in diverse projects, from signal design to LRSP and Road Striping plans. Proficient in CAD design and drafting, his work reflects precision and innovation. Committed to quality and eager to learn, Mr. Talha is on a promising trajectory in the dynamic realm of transportation engineering. Moreover, Mr. Talha's experience extends across various jurisdictions in California, providing a comprehensive understanding of their standards. This familiarity minimizes errors and reduces the need for follow-ups, ensuring a streamlined and efficient project workflow.

Relevant Projects:

- **Victor & Cypress Avenue Active Transportation Project, Redding, CA:** Assistant Transportation Engineer assisting with preparation of PS&E for signal modification, signage and striping, and street lighting plans. Signal modification plans were prepared for two intersections along the corridor including one signal that will be completely removed for installation of a roundabout. Signing and Striping plans involve installing new bike lanes across the 1.5-mile corridor and an all new bike trail and pedestrian bridge.
- **Local Roadway Safety Plan, Gridley, CA:** Assistant Transportation Engineer assisted with the cost estimate, preparing analyzer, and preparing concepts for the LRSP, which analyzes traffic collisions on the City's roadways, develops Emphasis Areas, recommends countermeasures, and develops safety projects.
- **Local Road Safety Plan, Livermore, CA:** Assistant Transportation Engineer that assisted with the cost estimate, preparing analyzer, preparing concepts, and completing the Field investigation for the City in developing a LRSP. The project had public and stakeholder outreach in order to gather public input with regard to traffic safety concerns the citizen encounters on a daily basis.
- **VTA Countywide Local Roadway Safety Plan, Santa Clara County, CA:** Assistant Transportation Engineer that assisted with the cost estimate, preparing analyzer, and preparing concepts for developing the County Wide, LRSP.
- **On-Call Consulting Services, Eureka, CA:** Support Staff. This contract has led to two task orders:
Myrtle Avenue Design Concepts-- Preparing the concepts for three intersections. These concepts include designs for a bicycle facility to safely move through the intersection.
Traffic Signal Retiming - Development of optimized signal timing plans for 27 intersections. Review existing signal timing parameters using peak period turning movement counts for vehicles, pedestrians, and bicycles. Develop optimized signal-timing plans at the study intersections. Four GPS travel time surveys for the "Before Study" using floating car method at the study corridor determined from turning movement counts for the study scenarios.

REFERENCES



*Proposal for the City of Tulare
Active Transportation Plan*

REFERENCES

Nearly 85 percent of our clients are repeat clients. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective on every assignment is to provide the most cost-effective product that meets the specific needs and criteria of each client within the planned schedule and budget. We encourage the City of Tulare to contact our references to learn about our performance. We are confident that you will be pleased with what our clients have to say about us. Below are projects where the TJKM Team has performed similar services.

ACTIVE TRANSPORTATION PLAN, EXETER | 2023-2024 | \$40K

Reference: Eddie Wendt | City of Exeter | 137 North F Street, Exeter, CA 93221 | (559) 804-9988 | ewendt@exetercityhall.com

Key Staff: Ruta Jariwala • Principal-In-Charge | Mark Doty • Project Manager | Nayan Amin • QA/QC | Rutvij Patel • Task Lead



TJKM developed an Active Transportation Plan for the City of Exeter. Using the existing Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan, TJKM tasks included: existing conditions review, identifying and updating pedestrian and bicycle projects and costs, Safe Routes to Schools projects, other non-motorized transportation modes, gathering and reviewing public input, and developing a draft and final report. As part of the project scope, TJKM also prepared a Caltrans ATP Cycle 7 project application that was submitted in June 2024 for consideration. The final report will be reviewed by Exeter City Council in September 2024.

CITYWIDE ACTIVE TRANSPORTATION PLAN UPDATE, FRESNO | 2023-ONGOING | \$400K

Reference: Jill Gormley, TE | City of Fresno – Department of Public Works | 2600 Fresno Street, 4th Floor, Room 4016, Fresno, CA 93721 | (559) 621-8728 | Jill.gormley@fresno.gov

Key Staff: Nayan Amin • Principal-In-Charge & QA/QC | Ruta Jariwala • Project Manager | Mark Doty • Task Lead | Rutvij Patel • Task Lead



The City of Fresno is updating the 2017 Active Transportation Plan to evaluate the current plan and update accordingly. The City of Fresno's current plans and policies, provides for, and supports opportunities for its residents to have healthier lifestyles, safer and extensive multimodal networks. Safe and efficient multimodal network is envisioned to reduce energy dependence; create and foster vibrant neighborhoods; and provides seamless and harmonious regional connections.

Using the 2017 ATP, 2021 General Plan, Local Road Safety Plan, as well as other policies, programs and other relevant activities, TJKM will build upon the previous success that Fresno has experienced through the enforcement of these plans and policies as well as enhancement to critical pedestrian and bicycle infrastructure to adhere to all Ages and Abilities standards and objectives. The TJKM Team will also develop strategies and identify opportunities to improve safety and connectivity, develop a safety education program, a robust public outreach program, Safe Routes to School toolbox, and develop conceptual plans for potential projects.

CITYWIDE ACTIVE TRANSPORTATION PLAN, PATTERSON | 2020-2021 | \$99K

Reference: Tiffany Rodriguez | City of Patterson | 1 Plaza Circle, Patterson, CA 95363 | (209) 895-8075 | tirodriguez@ci.patterson.ca.us

Key Staff: Ruta Jariwala • Principal-In-Charge | Pranav Happa • Task Lead | Rutvij Patel • Task Lead



TJKM prepared a Bicycle and Pedestrian Master Plan for the City of Patterson in a citywide process that included community engagement, development of design concepts, and improvement recommendations that responded to the input from the community and implementing and overseeing agencies.

Core components of the Plan included:

- An overall framework plan depicting the City's future cycling and walking network
- Identification of pedestrian and bicycle network deficiencies and development of implementable improvement options
- Design tools for improvements
- Conceptual designs for short-term and long-term improvements suitable for future Capital Improvement Program funding programming and grant applications
- A phasing plan and grant-focused funding strategy for prioritized projects, programs, and action steps



SUBCONTRACTING



*Proposal for the City of Tulare
Active Transportation Plan*

SUBCONTRACTING

TJKM does not anticipate the use of subconsultants. However, if additional expertise is needed for a specific assignment, we will draw upon our trusted relationships with firms specializing in required areas. We will consult with the City and obtain approval prior to any use of subconsultant services.

METHODOLOGY



*Proposal for the City of Tulare
Active Transportation Plan*

METHODOLOGY

Approach

The Plan will serve as a mechanism to identify and prioritize active transportation infrastructure improvements, establish performance metric-driven policies and goals, establish strategies to enhance and maintain active transportation safety, better position the City to compete for future grant funding opportunities, and encourage and promote walking, rolling, and bicycling as a feasible form of transportation throughout Tulare for all ages and abilities. We will work closely with City staff to develop planning and design projects that reflects the unique environment in Tulare. We are familiar with several active transportation initiatives in the City of Tulare, having led projects like Tulare County Local Road Safety Plan. This on-the-ground knowledge will allow us to ‘hit-the-ground-running’ and help streamline the development of the Plan. The Plan will also be developed in a manner that refines and builds upon the goals and policies established in the City of Tulare’s General Plan, Bicycle and Trail Master Plan, and any other applicable plans. Based on our extensive experience working on similar projects, the TJKM Team will proceed in developing the Plan taking into consideration the Six “E’s” – Engineering, Encouragement, Education, Enforcement, Equity, and Evaluation. The involvement of the community in the development of the Plan is critical to its success. Our proposed approach key highlights for developing the Plan are summarized briefly below:

Implementation Focus Plan: Implementation tools are a key outcome of this plan to allow Tulare to quickly move forward with identified project and program needs. These include updated policies and goals with performance metrics so future actions and decision-making support the vision of active transportation. TJKM’s engineering team will play a key role in the implementation work, resulting in implementable projects with realistic generalized planning-level cost estimates.

Community Values: We understand from our past experience on similar projects the community’s concerns with quality of life and traffic impacts. We will build on our experience through our community outreach process that will help us identify concerns, build consensus for desired community attributes, and allow our team to incorporate the values of the community into the alternatives. We will utilize our time with community members to discuss their thoughts on what makes this community different from other communities in the region. Is it the people, the architectural character, the history, or perhaps something else that makes it special? By documenting the existing conditions, we can communicate with the community and Stakeholders and allow them to respond to what they feel most strongly represents their community. The feedback received will be utilized to develop a responsive plan that reflects the community’s spirit and develop a Plan that represents character and identity unique to the community.

Innovative Solutions: The Plan will balance technical considerations and safety for all modes of transportation with good design and complete streets principles. Our team of innovators works to balance current and local standards with new developing approaches. Our team will draw from our history in bicycle/pedestrian planning, land use and economic analysis, innovation to assist in developing alternatives that are feasible. We will utilize current local and national best practices, treatment selection tools, and other methods to evaluate a range of solutions including standard and innovative solutions. We will identify which solutions are included in state and federal guidelines and identify jurisdictions that have successfully implemented.

Building On Prior Planning Efforts: Tulare has a rich history of planning and design project initiatives that provide a strong foundation for creating a connected active transportation network. These previous efforts offer valuable insights and resources that can be leveraged to enhance and expand the City’s active transportation infrastructure. By building on these established plans, Tulare can efficiently progress towards a comprehensive network that meets the community’s mobility needs and sustainability goals.

Creating a Comprehensive Network of Low-Stress Facilities: At TJKM, we recognize that developing a truly comprehensive active transportation network requires designing facilities that are low-stress, safe, and comfortable for individuals of all ages and abilities. Our approach focuses on creating an environment where everyone—from children to seniors (ages 8 to 80)—can travel confidently and securely. We also see a significant opportunity to enhance recreational activities by providing safe and comfortable connections to trails, encouraging more people to engage in outdoor activities. By prioritizing low-stress routes, we aim to make active transportation an attractive and viable option for the entire Tulare community.

Core components of the Plan will include:

- An overall framework plan depicting the City’s future cycling and pedestrian network
- Identification of network deficiencies and development of implementable improvement options
- Design tools for improvements
- Conceptual designs for short-term and long-term projects suitable for future Capital Improvement Program funding programming and grant applications
- A phasing plan and funding strategy for prioritized projects, programs, and action steps

Our team of highly skilled, visionary, and dedicated transportation professionals are continuously engaged in improving access and enhancing safety for bicyclists, motorists, pedestrians, transit users, and persons with disabilities. TJKM regularly leads meetings, hearings, and workshops involving substantial areas of conflict among the participants. We are very comfortable in this setting and value a diversity of views by promoting public engagement and feedback. TJKM specializes in a variety of community outreach methods and strategies to assist our plans and clients, including public workshops, focus groups, hosting walking/biking tours, development of project websites for announcements and to solicit feedback, and intercept and online surveys.

Work Plan

The Work Plan TJKM proposes builds on the Request for Proposal and has been expanded based on our extensive experience developing other ATPs, ATP updates, as well as other multimodal projects throughout California.

TASK 1. PROJECT PLANNING & COORDINATION

Subtask 1.1 Kick-Off Meeting

Within a week of notice-to-proceed, the TJKM Team will facilitate a Kick-Off Meeting with City representatives to:

- Discuss project goals and objectives
- Finalize project schedule and identify key milestones
- Discuss and confirm critical data needs and data sharing protocol
- Discuss and identify potential Stakeholders
- Discuss invoicing and progress updates
- Discuss other relevant information



Subtask 1.2 Project Coordination

Throughout the project, the TJKM Team expects ongoing emails and conference calls with the City’s Project Manager to keep the project on track and meet City’s expectations during the creation of the Plan. We will facilitate up to 12 virtual monthly meetings to ensure the project is on track and within budget. TJKM will also maintain all agendas, meeting notes, and action items through a Google doc that will be a living document throughout the life of project to provide an open and up-to-date communication platform. We anticipate each meeting to last 30 minutes or less.

Task 1 Deliverables:

- ✓ *Kick-Off Meeting; agenda; presentation and handouts; minutes and action items; Project schedule and budget breakdown*
- ✓ *Monthly Project Management Status Meetings; Meeting Agendas; Project Status Reports; Meeting Minutes and Action Items maintained in Google Doc; and Monthly Status Report and Invoice*
- ✓ *Up to 12 Virtual Monthly Meetings; Meeting Agendas; Project Status Reports; and Meeting Minutes and Action Items maintained in Google Doc*

TASK 2. PUBLIC OUTREACH & DATA GATHERING

Subtask 2.1 Public Engagement Plan

Public engagement is essential to the success of the Plan. It is also a vital component in grant applications. Public input is also beneficial to the development of projects and strategies.

The TJKM Team, along with City staff and utilizing prior community engagement and Street Story feedback, will develop a comprehensive Public Engagement Plan (PEP) to ensure additional robust public engagement that will include branding and messaging to reach not only existing users and stakeholders, but also those from underserved portions of the community that may be unaware of existing opportunities available to them.

Important components of the PEP will include: goals of the PEP, identify key audiences to reach within the City, and strategies (meetings, advertising, and other efforts), to reach these audiences. TJKM will continue to update the engagement strategy as the planning process continues, update the lists of stakeholders and other participants as well as identifying additional activities as needed to support the Plan.

Subtask 2.2 Public Outreach

Upon agreement with City staff and Community Development Director, TJKM will implement public outreach including pop-up events, community workshops, and a community walking audit.

TJKM proposes to facilitate at least two in-person or virtual community workshops that might yield additional input, suggestions, and excitement for the Plan. We will work closely with City staff on scheduling and reserving venues for the events. We will prepare workshop materials, including but not limited to agenda, sign-in sheets, PowerPoint presentations, large exhibits, handouts, and notifications (in the form of emails, flyers, social media posts, postcards, etc.).

TJKM also initially proposes to conduct two pop-up events at school, high activity centers, and/or community/neighborhood events to increase engagement regarding active transportation that might yield additional input, suggestions, and excitement for the Plan. TJKM also proposes to organize one community walk and one community bike ride as part of the community outreach. Organized walking or biking tours are 'public meetings in the field' that can involve elected officials, City staff, advocates, interested residents, visitors, and others (including potential funding partners or media). By gaining a user perspective of key issues and routes, these tours promote a shared stakeholder experience that informs and improves ongoing decision-making. It is not uncommon for our tours to be considered the "highlight" of the planning process and to lead to recommendations in the Plan for more regularly organized community rides/walks.

TJKM will work with the City staff to determine the timing and route of the tours so they will be most beneficial to the planning process. If requested, participants may convene indoors afterward to further discuss or confirm issues identified during the tour. Highlights and discussion from the tour, recorded through notes, map graphics and digital photos, will be summarized in the Community Involvement and Engagement Summary and included as part of the Plan.

TJKM will work with City staff to carry out the events and other public outreach tools as determined. We will work closely with City staff on scheduling and reserving venues for the events. We will prepare workshop materials, including but not limited to agenda, sign-in sheets, PowerPoint presentations, large exhibits, handouts, and notifications (in the form of emails, flyers, social media posts, postcards, etc.). All of these events and outreach components will be finalized with the City before implementation.

Subtask 2.3 Project Website & Online Mapping Tool

For this task, TJKM will develop a project website with a customized URL. The website will consist of the following:

- Project overview
- Progress update and public drafts
- Upcoming events
- Interactive map input
- ArcGIS Online Map Series

An online mapping tool will be an efficient way to engage the public early in the process, both to communicate project objectives and to elicit feedback on specific issues, trip types, and destinations that should be considered for prioritization. The results of the mapping tool will be integrated into early analysis and help inform future deliverables and may include the development of an email contact list for project updates. We suggest that the City posts the mapping tool link along with the project website information on the City's website, Facebook page, or Nextdoor to increase public awareness of the project.

TJKM has an experienced graphic and social media team that will generate required materials for distribution along with suggested paths for unique outreach with emphasis on the transportation plan and opportunities for engagement.

Along with flyers and mailers, other potential outreach opportunities such as pop-up events tied to existing community gatherings or outreach to local user groups and other interested stakeholders not normally involved with decision making.

However, TJKM is aware that existing and potential users of the Plan may not have internet access; therefore, a mailer will be designed for City distribution that includes a description of the project as well as other information pertaining to the project scope and schedule. All public engagement materials, including the project website, will be provided in English and Spanish.

Subtask 2.4 Community Involvement & Engagement Summary

At the conclusion of the data gathering portion of the project, TJKM will provide a summary of public engagement with special emphasis on accomplishments with key stakeholders including the school district and underserved portions of the community.

Task 2 Deliverables:

- ✓ *Public Engagement Plan (Draft and Final Technical Memorandum)*
- ✓ *Attendance and Facilitation of two in-person or virtual Community Workshops*
- ✓ *Hold two Pop-up Events (collateral for outreach events, including agendas, displays, presentations, layouts/maps, graphics, fact sheets, flyers, meeting notices and/or other materials in English and Spanish)*
- ✓ *One community bike tour and one community walking tour*
- ✓ *Outreach Materials (print and online)*
- ✓ *Website/Interactive Map tool*
- ✓ *Map Tool Results Report, and Mailing list*

TASK 3. COMMUNITY NEEDS ASSESSMENT-USER ANALYSIS

Subtask 3.1 Plan Review

The purpose of this task is to ensure the ATP vision and goals are aligned with prior planning efforts. TJKM will first collect and review documents pertaining to or referencing bike, pedestrian, or transportation improvements. The City planning effort and documents that will be reviewed by TJKM include at minimum: TJKM will summarize these in a Technical Memorandum, which will also include the following:

- General Plan (Updated 2014)
- Pedestrian and Bicycle Trail Master Plan
- Any other applicable Community Plans, Neighborhood Plans, and Specific Plans
- Tulare County Local Road Safety Plan
- Relevant transit and active transportation education and encouragement programs
- National Association of City Transportation Officials
- American Association of State Highway and Transportation Officials
- California Manual on Uniform Traffic Control Devices
- Examples of other relevant state, regional, and countywide bicycle, pedestrian, and transportation plans (determined by local agency input), and a matrix to identify common themes
- Regional Transportation Plans

Subtask 3.2 Vision, Goals, & Objectives

Based on assessment of existing programs, policies, and other relevant documents and input from City staff, TJKM will develop a Plan Vision, Goals, and Objectives memorandum at the onset of the project. The Safe System approach, which strives to shift responsibility away from individual road users and approaches safety from multiple angles, incorporating street designs that promotes safe speeds, accounts for potential human error, and includes education and enforcement efforts will be used in the establishment of the Plan Vision, Goals, and Objectives. Impacts on pedestrian and bicycle travel in the future will also be a part of the Vision, Goals, and Objectives. TJKM will revise the memo based on one set of internally consistent client comments and include final changes in the Draft Plan.

Subtask 3.3 Existing Conditions & Base Maps

TJKM, with assistance from the City, will compile and organize available information on existing conditions for the project area such as demographics, traffic volumes, state route planning and construction plans, aerial and base maps, and existing bicycle and pedestrian facilities. TJKM will then prepare a series of base maps for design and analysis work that can be easily understood by the public for use at meetings and the public events. Available data will also be collected and verified with desktop review. TJKM will share the final map (with all GIS shape files) with the City.

Subtask 3.4 Gap Analysis

Demand Analysis

Based on the data collected, including existing and proposed land use, relevant planned documents, data analyzed, and evaluation of planned networks, the TJKM Team and the City will identify on-street bikeway facilities and pedestrian projects located on local roads within public right of way and consider opportunities to advance strategic implementation based on the deficiencies and gap within the transportation infrastructure for all modes of transportation. Improvement options will also include transit upgrades and bicycle and pedestrian connections to improve access to transit. Based on this information and the analysis of existing conditions, input from the Stakeholders, City staff, and the online survey, TJKM will prepare a Needs Assessment Report proposing priority projects, policies, and strategies that meet the needs and objectives of the ATP.

TJKM will develop a GIS map of the existing bicycle, pedestrian, and trails facilities as well as key items such as land use data and collision analysis.

Data Collection

TJKM will first collect data in the following areas:

- **Collision Data:** TJKM will obtain the latest five years of bicycle and pedestrian collision data from the Transportation Injury Mapping System (TIMS) and the Statewide Integrated Traffic Records System (SWITRS) for cross-checking. We will reference supplemental information from City, such as complaint database, if available. Our team is already familiar with collision patterns in Tulare through our work on the existing LRSP.
- **Geographic Information System (GIS) Data:** Through various sources including the City, County, and others, TJKM will collect GIS shapefiles relevant to the project.
- **As-Built:** We will collect As-Built drawings from the City of Tulare to evaluate the feasibility of planned improvements and proposed improvements.
- **Field Observation:** As needed, TJKM will conduct field reconnaissance for verifying roadway configurations and infrastructure deficiencies and opportunities for improvements. This will occur at targeted locations identified by the existing conditions analysis and confirmed with the City.



Existing Conditions Analysis

TJKM will leverage our expertise in traffic calming, complete streets, active transportation, traffic operations, and active transportation to conduct five key analyses:

1. **Collision Analysis:** We will conduct an analysis of bicycle and pedestrian involved collisions within the City for the most recent five years of data. In this, we will highlight prominent collision trends and map all bicycle/pedestrian involved injury collisions. We will calculate crash rates and identify locations that are experiencing high rates of bicycle and pedestrian collisions.
2. **Mode Share and Travel Patterns:** The TJKM Team will collect origin-destination trip data for pedestrian and bike activity from the City of Tulare or any other agency, if available. If data is unavailable, data for Bicycle and pedestrian trips will be collected from the Origin-Destination (OD) big data source platforms like Streetlight or STRAVA as an optional task. This OD data will be used to determine the length of trips and trip purpose. Trip purpose could be going to work, going shopping, or even just going home. This kind of data gives us an idea about people's mode and travel preferences and identifies existing routes that could benefit from improved walk and bike infrastructure. Based on our experience origin-destination trip data allows to measure bicycle and pedestrian traffic to get a holistic view of bike and pedestrian traffic on all road type, from bike lanes to trail, and assist in evaluation, prioritization, and communicating the most impactful active transportation projects that make streets safer and more accessible. It also helps to evaluate active transportation investments and measure their impacts.
3. **Review Key Destinations:** Our team will review key destinations within the City of Tulare to identify facilities, wayfinding, and other policies that can promote and support active transportation travel. This will be factored into the project selection in identifying where "low hanging fruit" projects may be implemented or where projects will have the most impact on improving active transportation within Tulare.
4. **Socio-Economic Data:** A socio-demographic and land use analysis related to the need, demand, and potential for biking (e.g. vehicle ownership, gender, age, etc.) will be developed.
5. **Planned Networks Evaluation:** Our team will evaluate the planned networks for feasibility, including the implementation of any previously planned bike lanes or other pedestrian improvements.

All of these analyses will be used to identify high priority areas where the improvements will have the most impact on safety, equity, addressing latent demand, as well as providing seamless connections to transit and ensure access to community centers.

To this end, TJKM will produce a GIS maps showing the roadway segments and intersections based on crash rate, and overlay this map onto the results of the LTS analysis, key destinations, and socio-economic data. This map will be used as a tool to identify potential improvements in future tasks. All of this information will be compiled into an Existing Conditions Summary Technical Memorandum.

Equity Analysis

TJKM will conduct an Equity analysis that focuses on transportation equity. The goal of this analysis will be to determine limitations to accessibility to transportation from specific racial, socioeconomic, and geographic groups within the study area. Information from the Environmental Protection Agency’s Environmental Justice Screening and Mapping Tool will help determine specific target areas with limitations to socio- economic mobility. This tool uses 13 environmental indicators, seven socio-economic indicators, 13 environmental justice indexes, and 13 supplemental indexes. TJKM will integrate these indicators into the analytical platform that integrates this information along with additional traffic safety and environmental factors, both built and natural.

As part of this task, the TJKM Team will develop and assess regional transportation indicators that easily measure transportation barriers in the City and/or potential structural inequalities that different population groups may face. These indicators will include, at minimum accessibility, connectivity effectiveness, environment, health, mobility, safety, level of community engagement; and other equity indicators, as required.

The TJKM Team will develop a “scorecard” consistent with the Center for Transportation Equity, Decisions, and Dollars Transportation Equity Scorecard to screen and prioritize projects (in later tasks) that advance equity and safety based on the following six categories:

1. Access to Opportunity
2. Health and Environment
3. Safety and Emergency Evacuation
4. Affordability
5. Mobility
6. Burdens

GIS mapping indicating those particular neighborhoods considered disadvantaged in Tulare and how proposal ATP projects will benefit or impact those communities based on these indicators will also be included.

Level of Traffic Stress Analysis

TJKM will conduct a Level of Traffic Stress (LTS) analysis on Tulare roadways to determine where high stress roadways exist, and identify opportunities to either lower LTS on these roadways, or provide low stress connections across them. LTS can be a powerful tool to identify low stress routes throughout a city that are comfortable for bicyclist of all ages and abilities.

TJKM will use these analyses to identify the following:

- New trail opportunities along creeks/water features, existing irrigation canal alignments that have been undergrounded or will require undergrounding upon development, other infrastructure rights-of-way, or adjacent to public street rights-of-way.
- Gaps in existing bicycle networks, intersection crossing needs, and other conflict points.
- Gaps in pedestrian networks, such as sidewalk gaps, crossing needs in areas of pedestrian activities or at crossings of streets and other public rights-of-way.
- Priorities in route choice and how specific project improvements improve overall bicycle mobility based on specific user groups and their preferences.
- Potential enhancements to existing trails and bicycle and pedestrian facilities to meet design and/or Americans with Disabilities Act (ADA) standards.
- Needs for supporting bicycle facilities, such as bicycle parking, repair stations or other facilities.

TJKM will produce a series of maps, tables, and narrative that describe gaps and needs, developing a chapter for the plan that synthesizes this information into critical needs and gaps that can be addressed by the City.

Task 3 Deliverables:

- ✓ Existing Documents and Policies Summary (Technical Memorandum); Existing Conditions Summary (Technical Memorandum)
- ✓ GIS Base maps
- ✓ Data Collection Memo (Technical Memorandum)
- ✓ Existing Conditions Analysis Memo (Technical Memorandum)
- ✓ Project Mapping, tables and narrative as required

TASK 4. DEVELOPMENT & IMPLEMENTATION OF THE ACTIVE TRANSPORTATION PLAN

Subtask 4.1 Design Guidelines

TJKM will review existing design standards and based on the review will develop design guidelines that will be included as an Appendix to the Plan outlining design standards and guidelines for transportation improvements and required dimensions for different land use applications, bicycle facilities, roadway classifications, green infrastructure applications, wayfinding treatments, Safe Streets and Roads for All standard, and other general design standards to guide implementation of the Plan in the future.

The Consultant will develop design guidelines to reflect changes in best practices and in coordination with the City's policies. The Consultant will consult the FHWA Small Town and Rural Multimodal Networks Guide (STAR) as well as Caltrans Highway Design Manuals and Design Information Bulletins, and 2010 ADA Standards for Accessible Design as well as existing design standards currently adopted by the City. The design guidelines will be a standalone document. Design guidelines will include the following:

- Bikeway, trail, and sidewalk recommended widths
- Bikeway and trail intersection guidance
- Bicycle detection recommendations
- Striping and signing recommendations
- Bicycle parking recommendations by land use type
- Pedestrian improvement standards, accessibility issues, and crosswalk Prioritization Policy
- Traffic calming and control devices for universal access

To develop these guidelines, this document will rely heavily upon context-sensitive, people-centric, equitable approaches and the sound application of engineering judgement and urban design principles. The document will avoid prescriptive requirements or mandated responses to numerical values, and instead encourage "imagineering" and innovative creation of place. This will complement the specific concept designs for priority projects and the general streetscape concepts that will be developed and serve to ensure any project affecting the circulation network is based on guidelines that are rooted in safety and equity for all modes. The Design Guidelines will include guidelines and requirements for public and private project design to instill transparency in the development process.



Subtask 4.2 Bicycle & Pedestrian Network Recommendations

As an interdisciplinary transportation planning and design firm, TJKM is uniquely positioned to find a balance among the City's mobility goals and challenges and its commitment to maintaining a natural aesthetic through a pragmatic design that are meaningful yet sustainable within Tulare's existing framework.

The TJKM Team will develop a ranked list of proposed bicycle and pedestrian projects and improvements identified as part of the various analysis conducted and community feedback and comment. Along with a matrix formula that relates the list to plan goals and objectives, proposed improvements will be presented graphically on maps.

Local and regional bikeways (e.g., Class I/II/III/IV facilities), pedestrian spot improvements (e.g., sidewalk infill, crossing enhancements), support facilities (e.g., short- and long-term bike parking and trailheads), and future studies (e.g., trail feasibility studies, bike share feasibility studies, signal timing enhancements, and other improvements requiring further analysis) will all be considered and integrated as part of these network recommendations.

Subtask 4.3 Order of Magnitude Cost Estimates

Under this task, our team will develop cost estimates for capital improvement projects and maintenance related to improvements for all modes of transportation. Cost estimates will be developed based on industry standards and recent bids received by the City of Tulare, and current costs, and will be escalated for future years by applying inflation factor to develop costs in five year increments.

Subtask 4.4 Project Prioritization

TJKM will utilize the existing conditions and collision analysis and public input to develop non-infrastructure active transportation and active transportation network recommendations. The TJKM Team will develop a ranked list of proposed roadway improvements within the City of Tulare for all modes of transportation, including the all ages and abilities network, in order to enhance safety and connectivity. Along with a matrix formula that relates the list to plan goals and objectives, proposed improvements will be presented graphically on maps, and through plans/sections of potential high priority projects and illustrative concepts. The TJKM Team will also develop strategies and identify opportunities to enhance safety, connectivity, enforcement, education, and evaluation for all modes of transportation.

As an interdisciplinary transportation planning and design firm, TJKM is uniquely positioned to find a balance among the City's mobility goals and challenges and its commitment to maintaining a natural aesthetic through a pragmatic design that are meaningful yet sustainable within Tulare's existing framework.

The checklist will notate the context, plan history, and community outreach process, in addition to describing existing and desired future cycling and walking conditions, to make Tulare streets even more complete for all modes of transportations and friendlier for walking and bicycling.

Subtask 4.5 Funding Analysis & Needs

TJKM will evaluate and rank recommended projects based on the established criteria and develop guidance for implementation. The TJKM Team will develop high-level cost estimates for each project. Once the networks and cost estimates have been prioritized, an Implementation Plan, will be created to be used with applicable agencies and for the City of Tulare to comment and approve. TJKM will craft a Technical Memorandum that will refine concepts, collate, and expand the summary memoranda from previous tasks into a coherent set up recommendations for review. An implementation matrix will be created to be used with applicable agencies and for the City of Tulare to comment and approve.

TJKM will create a Funding Source Matrix to identify local, regional, state, and federal resources along with sustainable and 'green' revenue sources to help Tulare achieve its ATP improvements. The Funding Source Matrix will be structured to provide short-term, medium-term, and long-term strategies and those funding opportunities likely to be associated with those strategies. TJKM's expertise with grant writing, scheduling deadlines, and winning grants for other municipalities will ensure Tulare has the best opportunity for funding success.

Task 4 Deliverables:

- ✓ *Administrative Draft Exhibits of the Design Guidelines*
- ✓ *Final Exhibits of the Design Guidelines*
- ✓ *Cost Estimates;*
- ✓ *Bicycle and Pedestrian Network Recommendations (Technical Memorandum)*
- ✓ *Order of Magnitude Cost Estimates*
- ✓ *Prioritization of Projects Technical Memorandum*
- ✓ *Implementation and Funding Plan*

TASK 5. DRAFT & FINAL PLAN

Subtask 5.1 Prepare Administrative Draft Plan

TJKM will refine, collate, and expand a summary memorandum from earlier tasks into a Draft Plan for review and feedback by City staff, with edits and clarifications made recorded and a summary of responses and changes notated.



Subtask 5.2 Prepare Public Review of Draft Plan

Based off those comments and edits, TJKM will also work with City staff to forward the Draft Plan for review by any Stakeholders and the public as well as other relevant agencies and jurisdictions, and if necessary, facilitate and attend a meeting of agency representatives. The Draft Plan will also be posted on the project website for public review and comment for a period of one month.

Subtask 5.3 City Council Presentation

Taking any comments and feedback from the public review on the Plan, as well as guidance from City staff, TJKM will revise the public draft prepare the final draft of the City of Tulare Active Transportation Plan for Tulare City Council for approval and adoption.

Subtask 5.4 Final Draft and Plan Submission

Based off the activities noted above, a Final Plan will be prepared and TJKM will print and ship up to three hard copies of the final plan to the City, and will deliver an electronic copy to the City.

Task 5 Deliverables:

- ✓ *Draft Plan (PDF, tracked Word Document, and other needed electric formats)*
- ✓ *Final Draft Plan (PDF, tracked Word Document, and other needed electric formats)*
- ✓ *Final Plan (PDF, tracked Word Document, and other needed electric formats)*
- ✓ *All project files, supporting technical data, reports, and documentation, and compilation of comments received and responses*
- ✓ *Presentation slides*
- ✓ *Attendance at one City Council meeting*
- ✓ *Three hard copies of the Final Plan to the City, and one electronic copy shipped to the City*

Schedule

Our proposed team is an experienced team with specific strengths in each of the areas required to deliver this project on schedule and within budget to the satisfaction of the City of Tulare. Our proposed team has a proven track record of successful similar projects and is dedicated to providing high-quality products. With our available resources and experience, TJKM is equipped to provide the level of responsiveness required by the City of Tulare, all while providing professional and quality services. We have developed an individualized approach for each task that, combined with an active project management and team-oriented approach, will ensure the delivery of timely, high-quality services. The personnel listed in our organization chart are available to work on the project for the entire duration of the project. Our proposed staff has the availability to accept and complete this key project on schedule and within budget.

TJKM proposes to complete this project in accordance with the schedule shown below. The TJKM Team will prepare a detailed schedule and submit to City of Tulare at the Kick-Off Meeting.



Project Management Plan

The TJKM Project Management Plan that will be used on these projects is based on proven management, lessons learned and administrative systems developed to enhance communication among the City of Tulare, the TJKM Project Manager and team members, and other affected agencies. This management approach has been used successfully on numerous projects throughout California. The TJKM Project Management Plan has the following elements:

WORK PLAN

It is a TJKM policy to prepare a Work Plan for all projects, large and small. Upon receipt of a Notice-to-Proceed, we will prepare, in consultation with the City and other local jurisdictions, an overall project work plan that includes detailed work elements for each team specialty. A TJKM work plan typically includes: definition of the project purpose; task objectives; scope of services; staffing; coordination requirements; deliverables; budget; schedule; and monitoring and reporting procedures.

COORDINATION & COMMUNICATION

Frequent and effective communication between the City, other local jurisdictions, and the TJKM Team is needed to maintain the project schedule and ensure a quality product. The key to our success is an integrated team approach. Our goal is "no surprises" and a partnership that has common understanding and expectations every step of the way. Mr. Doty will maintain close communication with the City's Project Manager by personal contact, telephone, written communications, and meetings. Our Project Manager strongly believes in the necessity and benefit of scheduled monthly progress meetings. Mr. Doty, as well as other key team members, will meet with the City's Project Manager monthly to discuss project issues, status, schedule, budget, and invoicing items. This will ensure that our "no surprises" goal is maintained and the City is thoroughly aware of all aspects of the project.

The TJKM Team will maintain regular contact with City staff to ensure clear communication on project tasks, products, meetings, and schedule. Specifically, we will:

- Hold scheduled conference calls to review project status and discuss key issues. During these calls we will discuss various project deliverables including workshop agendas, workshop summaries, proposed alternatives, preferred alternative, Draft Plan, and Final Plan documents.
- Participate in additional calls and meet with City staff, as needed at key stages during the planning effort to review key ideas, products, deliverables, project status and overall project direction and budget.



- Manage all aspects of the project to maintain project schedule and budget, maintain continuous liaison with the City and other stakeholders.
- Prepare and submit monthly progress status updates to the City. The reports will include progress of work; status of public involvement; updated project schedule; information/decisions required to maintain schedule and complete deliverables; problems encountered that may affect schedule; budget or work products and anticipated work products for the following month.

COST CONTROL

Control of project costs will be accomplished by monitoring on a task level basis. This detailed task level will roll up into milestone summaries and a project summary. Our cost accounting system is a "live" database that the project manager can access to determine the financial status of the project at any time. Cost control reporting to TJKM's Project Manager will be implemented through the invoicing process. Progress reports will also be included to relay information on project progress and critical issues.

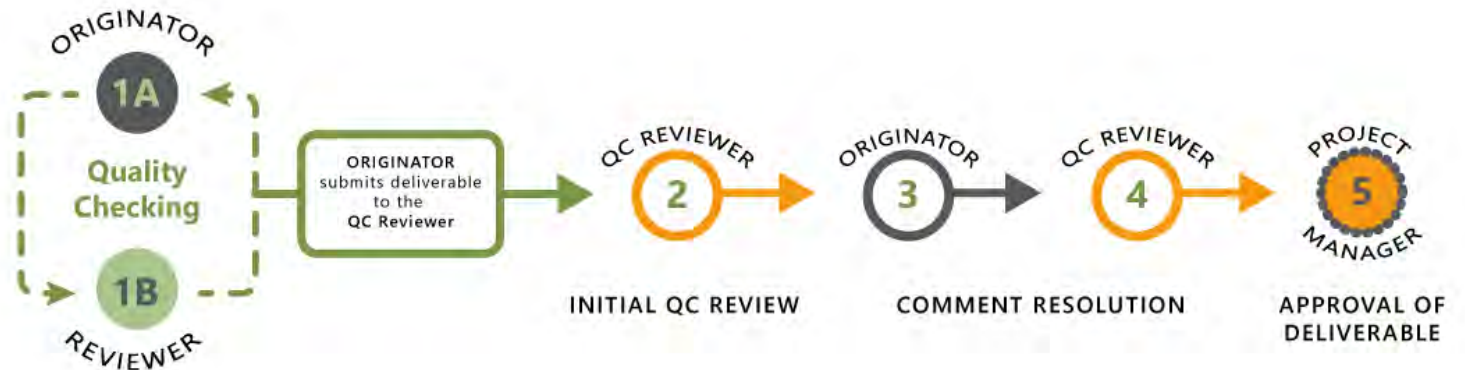


SCHEDULE CONTROL

Establishing a schedule that meets the project objectives is relatively easy. Maintaining this schedule during changing project priorities, unforeseen conditions, public consensus building, etc., is a challenge. The project work scope will be broken down by function and separated into defined tasks. Tasks will be linked logically and will be sufficiently detailed to allow for realistic representation of the project. Project progress will also be monitored by percent complete for each task.

QUALITY CONTROL

TJKM's Quality Assurance Procedures are utilized throughout the life of the Project. Quality Control starts at the proposal and scope definition stage and continues through the completion of all assignments. To assure that errors, omissions and ambiguities in submittals and drawings are limited to an absolute minimum, the responsibilities for technical review, peer review/coordination checking, and technical audit functions are assigned to the appropriate TJKM Team members. TJKM's approach integrates the work of our subconsultants into the quality control system through the use of established procedures and our peer review/independent checking capability augmented with technical audits.



CONFLICT OF INTEREST



*Proposal for the City of Tulare
Active Transportation Plan*

CONFLICT OF INTEREST

TJKM is not aware of any financial, business, or other relationship with the City or any member of the City staff that would have an impact on the outcome of this project. Furthermore, we are not aware that any of our clients, nor our subconsultants' clients have a financial interest in the outcome of this project.

PROJECT COSTS



*Proposal for the City of Tulare
Active Transportation Plan*

PROJECT COSTS

TJKM truly understands the importance of good project management. We use state-of-the-art technology and software to maintain superior quality control, to control costs, and to maximize the efficiency of resource utilization. Our proposed Project Manager, Mr. Doty, will utilize a number of project management tools to ensure budget and schedule compliance, including:

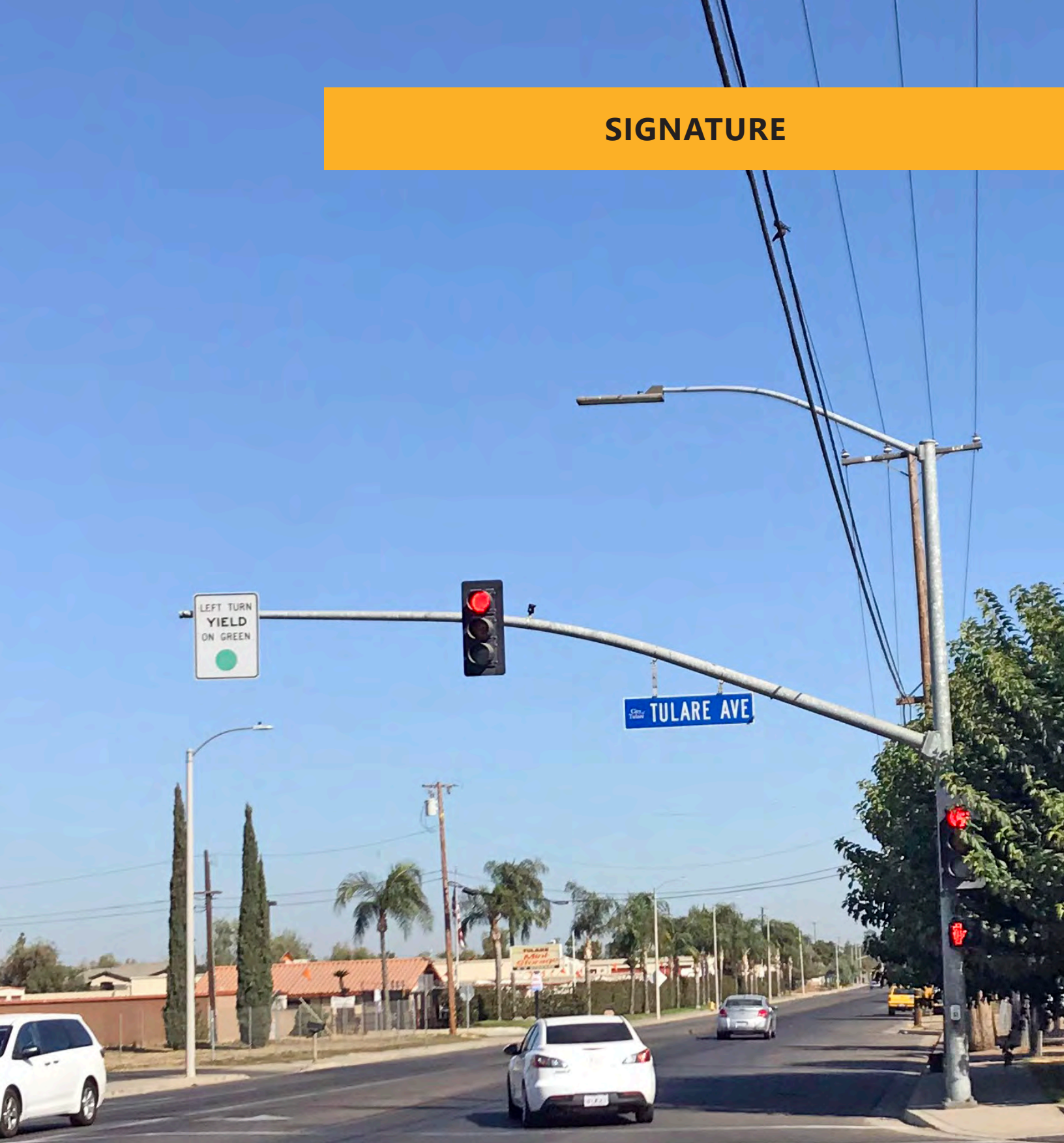
- Internal Kick-Off Meeting with the project team to review goals of the project, to identify deadlines for deliverables, and to assign tasks for each staff member.
- Weekly meetings to maintain communication with the project team and to review anticipated hours necessary for completing project work.
- Weekly status reviews of billing system report to track labor and cost expenditures, ensuring budget compliance.
- Regular monthly reports provided to the City of Tulare’s Project Manager discussing progress and any outstanding issues or concerns, allowing for an open line of communication.
- Documentation of work performed to date in a status report accompanying each invoice, at the City’s request.

Timeliness and quality are essential to maintaining good business relationships and a solid reputation. TJKM is committed to preparing high quality deliverables for our clients, while maintaining schedule and budget compliance, and to meeting deadlines that will be associated with this contract. Below is our cost.

Task	TJKM Transportation Consultants										Total Hours by Task	Total Cost
	Ruta Jariwala	Mark Doty	Rutvij Patel	Pranav Happa	Andrew Dickinson	Talha Majeed	Devyani Padubidri	Grishma Pandya	Erika Totanes			
	PIC & QA/QC	Project Manager	Task Lead	Task Lead	Support Staff/ Project Manager	Assistant Transportation Engineer	Assistant Transportation Planner		Graphics Designer			
Billing Rate	\$286.55	\$208.38	\$245.49	\$127.14	\$172.22	\$101.95	\$108.49	\$96.42	\$99.32			
Task 1 Project Planning & Coordination	10	26	0	0	0	0	26	0	0	62	\$ 11,104	
Kick-Off Meeting	2	2					2			6	\$ 1,207	
Project Coordination	8	24					24			56	\$ 9,897	
Task 2 Public Outreach & Data Gathering	28	88	0	0	0	0	120	56	24	316	\$ 47,163	
Public Engagement Plan	2	8					24			34	\$ 4,844	
Public Outreach	24	56					56	56	24	216	\$ 32,405	
Project Website & Online Mapping Tool	1	16					24			41	\$ 6,224	
Community Involvement & Engagement Summary	1	8					16			25	\$ 3,689	
Task 3 Community Needs Assessment-Use Analysis	4	14	16	80	56	56	104	80	0	410	\$ 52,513	
Plan Review	1	2					24			27	\$ 3,307	
Vision, Goals, & Objectives	1	2					16	16		35	\$ 3,982	
Existing Conditions & Base Maps	1	2	8	8	24	24	32	32		131	\$ 16,822	
Gap Analysis	1	8	8	72	32	32	32	32		217	\$ 28,402	
Task 4 Development & Implementation of the Active Transportation Plan	4	40	20	0	144	144	160	24	24	560	\$ 75,928	
Design Guidelines	1	8	8		24	24	32	24	24	145	\$ 18,667	
Bicycle & Pedestrian Network Recommendations	1	8	4		32	32	32			109	\$ 15,181	
Order of Magnitude Cost Estimates	1	8	4		32	32	32			109	\$ 15,181	
Project Prioritization	1	8	4		32	32	32			109	\$ 15,181	
Funding Analysis & Needs		8			24	24	32			88	\$ 11,719	
Task 5 Draft & Final Plan	8	40	0	0	0	0	96	0	72	216	\$ 28,193	
Prepare Administrative Draft Plan	2	16					32		24	74	\$ 9,762	
Prepare Public Review of Draft Plan	2	8					16		16	42	\$ 5,565	
City Council Presentation	2	8					16		0	26	\$ 3,976	
Final Draft & Plan Submission	2	8					32		32	74	\$ 8,890	
Sub-Total	54	208	36	80	200	200	506	160	120	1564	\$ 214,901	
Other Direct Costs												
Travel Costs												\$ 3,000
Printing & Miscellaneous												\$ 2,000
Total												\$ 219,901



SIGNATURE



*Proposal for the City of Tulare
Active Transportation Plan*

SIGNATURE

As Vice President of the firm, I am authorized to bind TJKM to a contract and you have my personal assurance that all the resources necessary to address your needs will be made available and ready to perform when the opportunity arises.

This proposal shall remain valid for a minimum of 90 days from the date of submittal. TJKM is a C Corporation registered in California.

You can reach me by phone at (408) 421-0768 or via email at rjariwala@tjkm.com. Mailed correspondence can be sent to 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588. During the proposal process you can reach our proposed Project Manager Mr. Doty by phone at (214) 533-9647 or via email at mdoty@tjkm.com.

We look forward to hearing from you regarding further steps in the consultant selection process.

Thank you for considering TJKM for this project.

Sincerely,

TJKM Transportation Consultants



Ruta Jariwala, PE, TE, Vice President

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

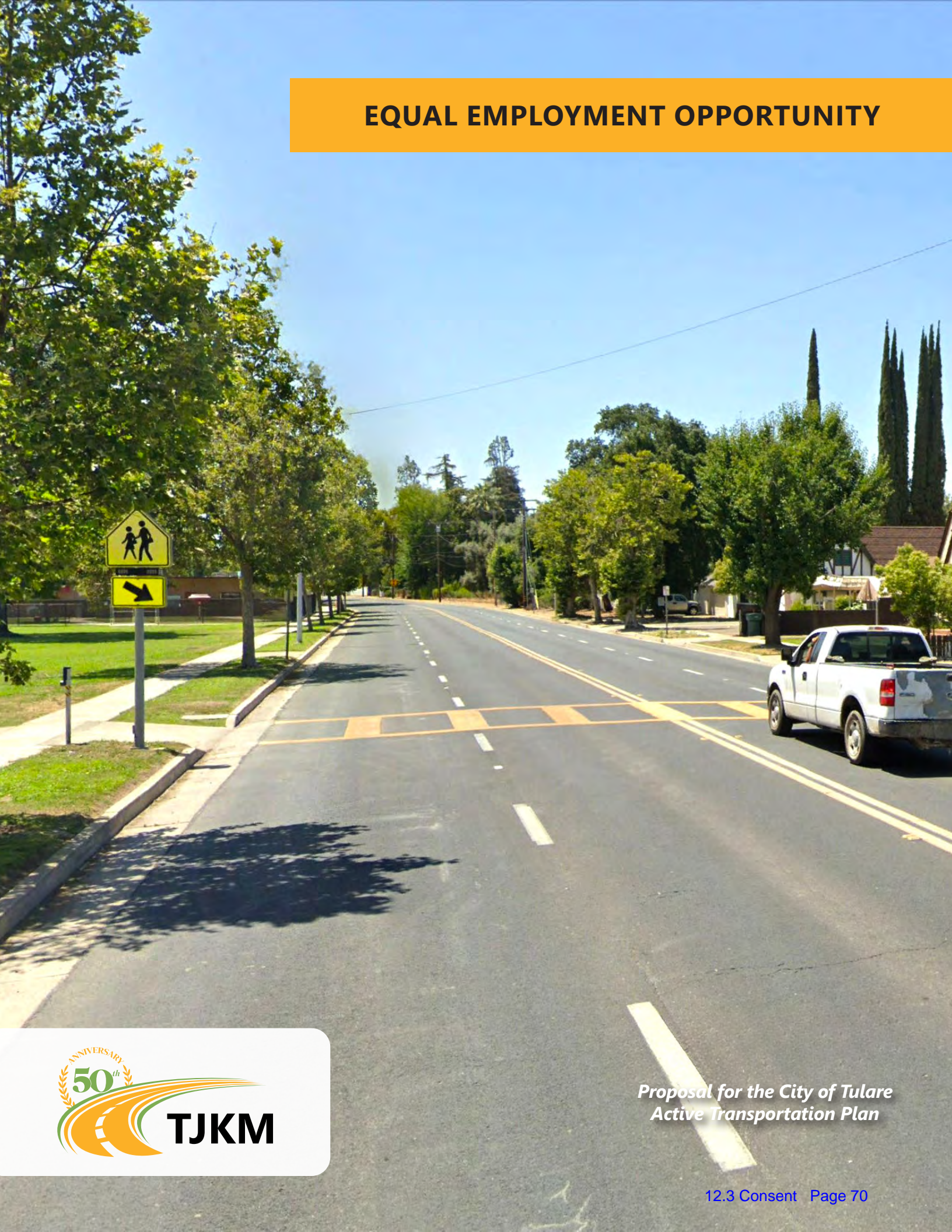


*Proposal for the City of Tulare
Active Transportation Plan*

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

TJKM agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (49 USC 2000d) and the regulations of the U.S. Department of Transportation issued there under in 49 CFR Part 21.

EQUAL EMPLOYMENT OPPORTUNITY



*Proposal for the City of Tulare
Active Transportation Plan*

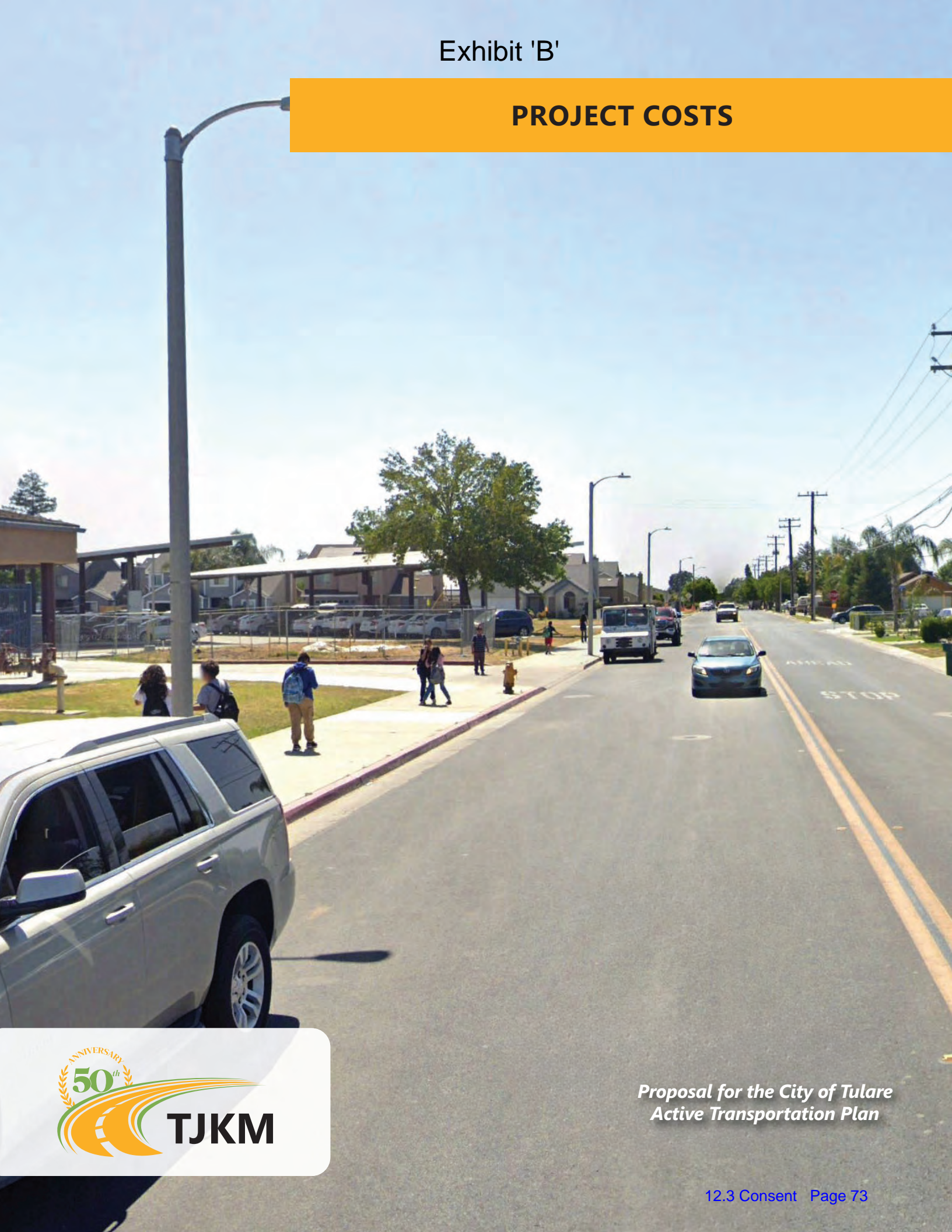
EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of any contract, TJKM does not discriminate against any employee or applicant for employment due to race, color, age, creed, sex, or national origin for actions including, but not limited to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.



CALIFORNIA | FLORIDA | TEXAS
Corporate Office 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588
925.463.0611 | www.TJKM.com

PROJECT COSTS



*Proposal for the City of Tulare
Active Transportation Plan*

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Total												\$ 219,901



July 29, 2024

RFP25-807

Request for Proposals

for

the City of Tulare Active Transportation Plan

from the

City of Tulare

411 E. Kern Avenue

Tulare, California 93274



Due: **5:00 p.m. Friday, August 30, 2024**

Phone: 559-684-4216

Contact: Steven Sopp

Email: ssopp@tulare.ca.gov

Web: www.tulare.ca.gov

I. Introduction to the Request for Proposals (RFP)

The City of Tulare Community Development Department, Planning Division, is requesting proposals from qualified consultants for the preparation of the City of Tulare Active Transportation Plan. The objective of this RFP is to select a qualified consultant to enter into an agreement to perform the work described below. A joint venture of firms or a single firm for all or part of the tasks described is acceptable to accomplish the anticipated Scope of Services outlined in Attachment A.

The City of Tulare, California is located in Tulare County. Tulare has an estimated population of 70,693 residents. The City of Tulare Active Transportation Plan will propose comprehensive, citywide strategies to improve circulation and access to bicycle and pedestrian facilities throughout the community. Principle objectives and deliverables include a needs assessment via public outreach and evaluation of technical data, development of a list of projects with associated design concepts, and the creation of a plan for funding and implementation.

The City of Tulare last prepared a Pedestrian and Bicycle Trail Master Plan in 2005. Subsequently, significant growth, development, the adoption of a comprehensive General Plan Update in 2014, and the passing of time have all eroded the value of the 2005 plan. Existing infrastructure features various bicycle and pedestrian improvements, trails, and infrastructure throughout the city with a significant feature including the Santa Fe Trail which provides the most significant bicycle and pedestrian access, allowing residents to traverse the city east to west. As the city continues to grow, the movement of pedestrians, cyclists and vehicular traffic across Tulare is hindered by significant constraints. The city is physically divided by several major rail and automotive corridors, including the Union Pacific freight line State Route (SR)-99, and SR-137 which run north and south and restrict or challenge east / west pedestrian and bicyclist mobility, in addition to SR-137 running east and west through the city. There are also a limited number of safe bicycle and residential routes from residential areas to school sites, and significant gaps exist in existing routes and infrastructure.

Some of the goals for this project include: a system of safe and interconnected vehicular, pedestrian, and bicycle transportation infrastructure that offers better city-wide circulation, with a particular focus on school access; improved access to recreational spaces; improved access to the city's downtown district as well as commercial centers throughout the city; exploring bicycle and pedestrian amenities within the downtown district and commercial areas, such as enhanced street- side pedestrian amenities. It is also the city's goal to identify future bicycle and pedestrian amenities to be developed within the city's Urban Development Boundary that will be brought within the city's limits as development occurs.

II. Scope of Services

Attachment A identifies the Scope of Services.

III. Selection Timeline

July 29, 2024	Distribution of Request for Proposals
August 16, 2024	Deadline for Written inquiries/questions
August 30, 2024	Proposals Due to City of Tulare by 5:00 PM
September 9 – 20, 2024	Interviews (potential)
September 20, 2024	Consultant selection by City of Tulare (estimated)
October 15, 2024	Finalize Contract (estimated)
October 31, 2025	Project Completion Date

IV. Budget & Consultant Administration Responsibilities

1. **Working meetings:** Schedule and coordinate all necessary working meetings with City of Tulare, Planning Division staff and any other necessary participants.
2. **Budget and Schedule:** The total amount budgeted for the project is \$220,000. Project completion date is October 31, 2025.
3. **Invoices and progress reports:** Invoices and accompanying progress reports shall be submitted monthly. All invoices shall include a description of work completed, including the percent completed for each project task, and the hourly rate and expenditures for each employee or subcontractor. Direct expenses shall include receipts or an acceptable form of backup.

V. Proposal Requirements

1. **Firm experience and qualifications:** Prospective consultants shall provide a summary description of the firm's overall qualifications for this project and previous experience on similar or related engagements. Qualifications and examples of previous related experience/projects should be included for the project manager and each of the key project staff proposed for the project. For each employee that works on this project (except support or clerical), the proposal must list the location of the office that the employee works. Failure to provide the requested information may disqualify a proposal. (15 page maximum)
2. **Understanding of the Project:** Prospective consultants shall include a narrative introducing the consultant's understanding of the project and project issues. Demonstration of expertise in surface transportation should be included here. (15 pages maximum)
3. **Project Management:** Prospective consultants shall designate by name the project manager to be employed. The selected consultant shall not substitute the project manager without prior approval by the City of Tulare Community Development Director. (3 page maximum)
4. **Project Personnel:** Prospective consultants shall describe the qualifications of all professional personnel assigned to this project, including a summary of similar work or studies each member has performed and a resume of each professional. Project personnel changes require that City of Tulare Community Development Director is notified by Project Manager. (10 page maximum)
5. **References:** Prospective consultants shall provide names and contact information for three clients for whom the prospective consultant has performed technical and management assignments of similar complexity to that proposed in this request. At least two references shall be provided for projects on which the proposed and named project manager has worked. Up to one may exclusively include a project on which the proposed professional personnel for this project with the most hours assigned participated in. Full points cannot be awarded for past projects in which the proposed project manager or primary professional assigned did not participate. This could necessitate projects references outside of the work of the proposing firm. A brief summary statement for each assignment shall be provided. (5 page maximum)

6. Subcontracting: If subcontractors are used, prospective consultants must submit a description of each person, firm, and the work to be done by each subcontractor. The City of Tulare Community Development Director must approve all subcontractors and no work may be subcontracted nor the subcontractor changed without the prior approval of the City of Tulare Community Development Director. (5 page maximum)
7. Methodology: Prospective consultants shall describe the approach to the project and specific techniques that will be used. The schedule should be included in this section. Content in this section is to be determined by consultant. Reviewers will be assessing, among other things, consultant's outreach methodology along with active transportation system assessment and active transportation design expertise. (20 page maximum)
8. Conflict of Interest: Prospective consultants shall disclose any financial, business, or other relationship with the City of Tulare or any of its officers or officials that may have an impact on the outcome of the project. The prospective consultant shall also list current clients who may have a financial interest in the outcome of the project.
9. Project Costs: Prospective consultants shall include a cost proposal section or exhibit demonstrating the total cost of the work solicited under this RFP, by task. For each task, estimated costs should be broken down. Cost proposals shall detail all direct and indirect costs to be incurred for the project, broken down by task, and shall include the labor rates.
10. Signature: The proposal and accompanying certifications shall be signed by an official (or officials, as applicable) authorized to bind the consultant and shall contain a statement to the effect that the proposal is a firm offer for a 90-day period. The proposal shall also provide the following information: type of business entity (i.e. corporation, California limited partnership, etc.) and whether the business entity is registered to do business in California; and name, title, address, and telephone number of individuals with authority to negotiate and contractually bind the company.
11. Title VI of the Civil Rights Act of 1964: The contractor agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (49 USC 2000d) and the regulations of the U.S. Department of Transportation issued there under in 49 CFR Part 21.
12. Equal Employment Opportunity: In connection with the performance of this contract, the contractor shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

VI. Scoring Criteria, Submission, and Selection

1. **Selection of Successful Consultant:** Selection of the successful consultant will be based on information provided in response to the Request for Proposals, information provided by former clients of the consultant for whom work of a similar scope has been done, interviews, if conducted, and consideration of any exceptions taken to the RFP or taken to the proposed contract terms and conditions. Proposals submitted by each consultant will be evaluated separately based on how well each proposal meets the scoring criteria listed below. If a high number of proposals are received, the City of Tulare reserves the right to interview consultant teams with the higher proposal scores. The City of Tulare also reserves the right to select a consultant without interviews, if very few or only one consultant submit a responsive proposal.

Scoring Criteria	Points
Comprehension of Project	10
Thoroughness of Proposal	10
Meeting the Project Objectives	25
Project Delivery Time	5
Qualifications and Experience	25
References	15
Reasonableness of Cost	5
Clarity of Presentation (Interview)	5
<hr/>	
Subtotal	100

2. **Contract Award:** The selected consultant will execute a contract with the City of Tulare after consultant selection approval. The official selection of the consultant, if any, is anticipated to be made by the City of Tulare on or around **Monday, September 20, 2024**. This date could be earlier if a consultant with a satisfactory proposal is selected without conducting interview as described in the prior section “Selection of Successful Consultant.” Unsuccessful proposals will be notified in writing.
3. **Modification or Withdrawal of Proposals:** Any proposal received prior to the due date and time specified may be withdrawn or modified by written request of the consultant. However, to be considered, the final modified proposal must be received by the date and time specified above. All verbal modifications of these conditions or provisions are void and ineffective for proposal evaluation purposes. Only written changes issued to consultants by the City of Tulare Community Development Director are authorized and binding.
4. **Selection Process:** All proposals submitted in response to this request will be screened by a selection committee using the provided scoring criteria. Proposal opening does not constitute the awarding of a contract. The contract is not in force until it is awarded by the City of Tulare City Council and executed by the City of Tulare.

a. The City of Tulare may, during the evaluation process, request from any applicant additional information that the City of Tulare deems necessary to determine the applicant's ability to perform the required services. If such information is requested, the applicant shall be permitted three (3) working days to submit the information requested.

b. The City of Tulare reserves the right to select the applicant(s) that in its sole judgment best meets the needs of the City of Tulare. The lowest proposed cost is not the sole criterion for recommending a contract award. The City of Tulare reserves the right to reject any and all proposals and/or negotiate with another party or any other party directly.

c. The City of Tulare reserves the right to conduct interviews. Consultants who will be interviewed will be notified on or near **September 6, 2024**, for interviews on or around **September 9 – September 20, 2024**. The City of Tulare prefers to conduct any interview in-person but will facilitate via Teams or another electronic medium upon request.

5. Rejection of Proposals: Failure to meet the requirements of the Request for Proposals will be cause for rejection of the proposal. The City of Tulare may reject any proposal if it is conditional, incomplete, contains irregularities, or has inordinately high or low costs. The City of Tulare reserves the right to reject any and all proposals without cause. The City of Tulare may waive an immaterial deviation in a proposal when it determines that waiving a requirement is in the best interest of the City of Tulare. Waiver of an immaterial deviation shall in no way modify the Request for Proposals documents or excuse the applicant from full compliance with the contract requirements, if the applicant is awarded the contract.
6. Public Record: All proposals submitted in response to this RFP shall become the exclusive property of the City of Tulare. At such time as the selection committee recommends a proposal to the City of Tulare City Council and such recommendation appears on the City Council's agenda, all proposals submitted in response to this RFP shall become a matter of public record and shall be regarded as public records. If there are any trade or proprietary secrets included by the consultant, the consultant may provide a different copy of the proposal that would be acceptable to release to the public.
7. Method of Payment: Payment to the selected consultant will be made upon successful completion of project tasks as invoiced by the consultant. Pre-award expenses shall not be allowed. Cash advances will not be available.

VII. Other Conditions

1. **Reservation of Right to Withdraw RFP and/or Not Award Contract:** The City of Tulare reserves the right to amend or withdraw this RFP at any time without prior notice. Revisions to the RFP, if any, will be emailed to all consultants to whom the original RFP was distributed in addition to posting online with the notice of the RFP. Furthermore, The City of Tulare makes no representations that any agreement will be awarded to any consultant responding to this RFP. The City of Tulare expressly reserves the right to reject any and all proposals in response to this RFP without indicating any reasons for such rejection.
2. **City of Tulare Property:** All data, documents and other information provided to the City of Tulare by the Contractor shall become property of the City of Tulare.
3. **Pre-Contractual Expenses Not Allowed:** The City of Tulare shall not, in any event, be liable for any pre-contractual expenses incurred by any consultant. Pre-contractual expenses are defined as expenses incurred by prospective consultants such as:
 - a. Preparing and submitting a proposal in response to this RFP
 - b. Negotiating with the City of Tulare on any matter related to this RFP, proposal and/or contractual agreement
 - c. Any other expenses incurred by the consultant prior to the date of a Notice to Proceed.

VIII. Proposal Submittal

Interested firms are invited to submit an electronic copy (PDF format) of their proposal to ssopp@tulare.ca.gov and three (3) hard copies of their proposals to the following address:

City of Tulare
Community & Economic Development Department
411 E. Kern Avenue
Tulare, CA 93277
ATTN: Steven Sopp, Principal Planner

Proposals will be accepted until Friday, August 30, 2024, at 5:00 PM (PST).

IX. Questions

Questions should be directed to Steven Sopp at ssopp@tulare.ca.gov. All questions must be submitted in writing by **5:00 p.m. on August 30, 2024**. Questions and responses will be posted in writing on the City of Tulare website. Please check <https://www.tulare.ca.gov/government/departments/community-development/planning> regularly for amendments or additional information on this RFP. Consultants that are considering responding to this RFP are forbidden from contacting members of the City of Tulare to discuss their proposal. Failure to comply with this requirement may cause your proposal to be denied without review.

Attachments: Attachments A and B are attached herein.

Attachment A Scope of Services
Attachment B Sample City of Tulare Professional Services Agreement

ATTACHMENT A

SCOPE OF SERVICES

Task 1: Project Planning & Coordination

Kick-off Meeting

The Consultant Team will plan and facilitate a project kick-off meeting to clarify the project scope, background, expectations, and measures of success. The Consultant Team will prepare the agenda and meeting notes. Recommended objectives for the kick-off meeting include:

- Establish communication channels and protocols
- Review project objectives
- Refine project work plan and schedule
- Identify known preliminary issues
- Develop list of background data/plans to request and review

Project Coordination

Throughout the project, there will be ongoing coordination between the Consultant Team and the City of Tulare Staff. The Consultant Project Manager will be in regular communication with the City Project Manager – including email, phone, and written communications to keep the City apprised of progress. The Consultant's overall project management services will include:

- General project management. The Consultant will administer the project contract, coordinate personnel, prepare and maintain the project schedule and budget, and prepare invoicing.
- Quality assurance and quality control. Each submittal will be reviewed by the Principal-in-Charge and a copy editor to see that the City quality standards are met. The Consultant should demonstrate that they will utilize senior level staff for all submittal reviews, and clearly communicate project requirements to the entire project team so all team members understand the project expectations.
- Project schedule. The Consultant shall prepare and maintain a project schedule throughout the life of the project. The schedule will be used as a tool to manage the project and updated as the specific milestones are achieved.
- The Consultant will coordinate regular project update calls and meetings to review project status and schedule milestone updates.
- Monthly progress reports.
- Meeting notes.

Task 1 Deliverables:

- Kick-off meeting (agenda, goals, agreements, and schedules) and meeting notes
- Project update calls
- Monthly progress reports

Task 2 Public Outreach & Data Gathering

As the City of Tulare considers making improvements to its active transportation infrastructure, it is critical to involve citizens and stakeholders in the process.

Public Engagement Plan

City of Tulare Planning staff are currently working with Caltrans and the Tulare Elementary School District to solicit public input and engagement. The City will be utilizing Street Story, a community engagement tool that allows residents, community groups and agencies to collect information about transportation crashes, near-misses, general hazards and safe location to travel. It is anticipated that this community engagement and preliminary feedback will be available prior to the kick-off of any work by the Consultant for the plan, and Street Story can be used as a public engagement and data collection tool by city staff and the consultant team.

Utilizing the prior community engagement and Street Story feedback, the consultant will develop a detailed Public Engagement Plan (PEP) that describes what additional public outreach is necessary in order to prepare a well-informed Active Transportation Plan that involves citizens and stakeholders in the process and reflects the needs and desires of the community. This PEP will propose events or other public outreach tools such as pop-up events, community workshops, a community walking audit, public outreach signage, a project website or other online engagement. The PEP will propose a schedule and key considerations for each event. This document will describe (1) the goals of the engagement effort, (2) the key audiences to reach within the City, and (3) the strategies (meetings, advertising, and other efforts), to reach these audiences. The Consultant will continue to update the engagement strategy as the planning process continues, updating lists of stakeholders and other participants as well as identifying additional activities as needed to support the Plan. All public input will be captured and summarized in a chapter of the Plan.

Public Outreach

The Consultant will provide the PEP to City staff and schedule and facilitate a meeting between the Consultant Team and City staff to discuss the recommendations of the PEP. Subject to the review and approval of the City of Tulare's Community Development Director that the PEP sufficiently meets the public outreach needs of the community, the Consultant Team as the lead will work with City staff to carry out the events and other public outreach tools identified by the PEP throughout the ATP Plan development process.

Community Involvement & Engagement Summary

At the conclusion of the data gathering portion of the project, the Consultant will provide a summary of public engagement with special emphasis on accomplishments with key stakeholders including the school district and underserved portions of the community.

Task 2 Deliverables:

- Final Public Engagement Plan describing goals of the outreach and proposed events
- Schedule and facilitate meeting to discuss recommendations of the PEP with City Staff
- Work as lead to work with City staff to carry out the events and other tools identified by the PEP
- Public engagement summary

Task 3 Community Needs Assessment-User Analysis

Through this task, the Consultant will focus on understanding where the biggest needs and the biggest opportunities may be for providing more comfortable and connected bicycle and pedestrian networks. More specifically, the Consultant Team will focus on the following sub tasks:

Plan Review

The Consultant will review relevant plans, policies, and reports that pertain to active transportation in the City and region to allow for consistency. At the onset of the project, the Consultant will work with the City to finalize a list of plans / documents / policies to be reviewed. The Consultant will submit a data request memo to City staff, to request all available plans, policies, and regulations which may have any effect on the development of the plan and recommendations. Following the review of the documents, The Consultant Team will develop a summary of plans and how they pertain to the development and implementation of bicycle and pedestrian recommendations in the Plan.

Vision, Goals, and Objectives

Based on review of existing plans and input from City staff, the Consultant will develop a vision statement for the draft plan. The vision will be a broad and inspirational statement that presents the desired impact on pedestrian and bicycle travel in the future. Goals, policies, and action statements will be developed to support the vision statement. The Consultant will develop a memo that will be the foundation of this section of the plan. The Consultant will revise the memo based on one set of internally consistent client comments and include final changes in the Draft Active Transportation Plan.

Existing Conditions and Base Maps

The Consultant will work with the City to compile and organize available information on existing conditions for the project area such as demographics, traffic volumes, state route planning and construction plans, aerial and base maps, and existing bicycle and pedestrian facilities. The Consultant will then prepare a series of base maps for design and analysis work that can be easily understood by the public for use at meetings and the public events. Available data will also be collected and verified with desktop review. The Consultant will share the final map (with all GIS shape files) with the City.

Gap Analysis

The Consultant will conduct a detailed assessment of gaps and needs of on- and off-street bicycle facilities, and pedestrian facilities. This assessment will quantify factors that impact walking and bicycling activity, locate network gaps as potential projects, and identify key pedestrian and bicycling areas based on demand and supply variables. Analysis under this task shall include:

- Demand Analysis (Land Use Analysis). The Consultant will use data about existing and proposed land use, trips, and others to identify where there is high demand for biking and walking in Tulare. This will consider access to transit, schools, work, commercial destinations, trail heads, and others. The Consultant will provide memo summarizing results.
- Safety Analysis (Collision Analysis): the Consultant will conduct an analysis of safety issues in Tulare. The Consultant will use the latest five years of vehicular, bicycle, and pedestrian collisions using the Statewide Integrated Traffic Records System (SWITRS) and Transportation Injury Mapping System (TIMS) to develop maps that illustrate bicycle and pedestrian collision locations based on severity. High injury corridors and intersections will

be identified for special consideration in the recommendations section of the plan update. The Consultant will work with the city to perform high level audits to identify safety concerns at high-collision locations.

- Equity Analysis: The Consultant will map demographic information city-wide to understand specific conditions related to low income, minority households, and households without access to a motor vehicle in the study area. This information can be used to identify programmatic strategies to support students, families, and schools with limited capacity and resources, and in the project prioritization phase to focus resources in areas that have been traditionally less well served by city infrastructure.
- Level of Traffic Stress Analysis: The Consultant will assess the Level of Traffic Stress (LTS) on the existing bikeway facilities using available data including number of vehicle travel lanes, existing bicycle facilities, and intersection controls. Gaps in the network will be identified in terms of user comfort, identifying where a segment drops below the desired level of traffic stress and implications for ridership. This task will look at:
 - o Accessibility of regional destinations
 - o Potential new facility requirements (in excess of existing and planned facilities)
 - o Existing barriers to bicycle access

The Consultant will use these analyses to identify:

- New trail opportunities along creeks/water features, existing irrigation canal alignments that have been undergrounded or will require undergrounding upon development, other infrastructure rights-of-way, or adjacent to public street rights-of-way.
- Gaps in existing bicycle networks, intersection crossing needs, and other conflict points,
- Gaps in pedestrian networks, such as sidewalk gaps, crossing needs in areas of pedestrian activities or at crossings of streets and other public rights-of-way.
- Priorities in route choice and how specific project improvements improve overall bicycle mobility based on specific user groups and their preferences.
- Potential enhancements to existing trails and bicycle and pedestrian facilities to meet design and/or Americans with Disabilities Act (ADA) standards, and
- Needs for supporting bicycle facilities, such as bicycle parking, repair stations or other facilities.

The Consultant will produce a series of maps, tables, and narrative that describe gaps and needs, developing a chapter for the plan that synthesize this information into critical needs and gaps that can be addressed by the city.

The Consultant will develop an Existing Conditions Memo that includes deliverables from Task 3.

Task 3 Deliverables:

- Map identifying opportunities and barriers
- Vision, goals, and objectives
- Base map files (GIS format and with all shape files)
- Existing Conditions Memo

Task 4 Development and Implementation of the Active Transportation Plan

This task will provide the City of Tulare with a list of projects, a method to prioritize projects, and identification of funding sources to support future projects. The outcome will be a plan which prioritizes locations and specific improvements for streets, sidewalks, and intersections that support all users.

Design Guidelines

The Consultant will develop design guidelines to reflect changes in best practices and in coordination with the City's policies. The Consultant will consult the FHWA Small Town and Rural Multimodal Networks Guide (STAR) as well as Caltrans Highway Design Manuals and Design Information Bulletins, and 2010 ADA Standards for Accessible Design as well as existing design standards currently adopted by the City. The design guidelines will be a standalone document. The Consultant will develop and revise the design guidelines based on one set of internally consistent client comments. Design guidelines will include the following:

- Bikeway, trail, and sidewalk recommended widths
- Bikeway and trail intersection guidance
- Bicycle detection recommendations
- Striping and signing recommendations
- Bicycle parking recommendations by land use type
- Pedestrian improvement standards, accessibility issues, and crosswalk Prioritization Policy
- Traffic calming and control devices for universal access

The Consultant will develop a set of design guidelines tailored to the unique context of the City of Tulare, using images and information on local infrastructure that provides the City with a resource to implement ongoing bicycle and pedestrian design solutions as part of project opportunities that arise from other projects such as new development or regular street resurfacing.

Bicycle and Pedestrian Network Recommendations

The Consultant will develop pedestrian and bicycle network recommendations. The networks will be developed with a variety of users in mind (school children, commuters, elderly and disabled adults, and recreational users), and enhance local non-motorized connections. The Consultant team will prepare maps depicting existing, funded, and proposed bicycle and pedestrian projects. We will also produce a project list. Each listed project will include the project name, proposed facility type, segment endpoints and segment length. Recommendations will be categorized by facility type and may include:

- Local and regional bikeways (e.g., Class I/II/III/IV facilities)
- Pedestrian spot improvements (e.g., sidewalk infill, crossing enhancements)
- Support facilities (e.g., short- and long-term bike parking and trailheads)
- Future studies (e.g., trail feasibility studies, bike share feasibility studies, signal timing enhancements, and other improvements requiring further analysis)

Order Of Magnitude Cost Estimates

Based on the draft network recommendations, the Consultant will develop planning-level order of magnitude cost ranges for the bicycle and pedestrian network improvements. Order of magnitude cost estimates will include a range of cost to provide decision makers and the public with an indication of the potential order of magnitude of costs when considering recommendations. Orders of magnitude will be based on the latest unit costs used in Tulare and nearby communities.

Project Prioritization

The Consultant will develop a Project Prioritization matrix that will allow the city to rank the proposed projects. The Consultant will develop an initial set of evaluation criteria to be reviewed by the City. The evaluation criteria will be used to measure the relative urgency and priority of each recommended bicycle and pedestrian improvement. Project evaluation criteria may include:

- Public Support
- Safety
- Connectivity
- Transit Support
- Quality
- Feasibility

The Consultant will also identify projects that will require additional review and studies (ex. feasibility, traffic study, ROW needs, etc.). This will help the City identify both priorities and appropriate methods for implementation, including relevant funding sources. The implementation strategy will include general development guidelines for conditioning future development to implement projects identified in this Plan as the opportunity arises.

Funding Analysis and Needs

As part of this task, The Consultant will provide an implementation strategy that identifies potential funding opportunities – including local, regional, statewide, and federal funding – and applies them to each project. The Consultant will compile existing conditions data to help meet the grant application requirements of various federal and state grant programs regularly used to fund nonmotorized improvement projects, as identified in the funding portion of the Active Transportation Plan, to include, but not limited to, the Highway Safety Improvement Program (HSIP), Active Transportation Program (ATP), and Office of Traffic Safety (OTS) grant program. The Consultant will create a funding opportunity matrix to match project recommendations with eligible funding sources.

Task 4 Deliverables:

- Citywide design guidelines for the development of active transportation facilities
- Proposed bicycle and pedestrian network improvements
- Planning level cost estimates for proposed active transportation improvements
- Prioritized project list, including maps and tables that capture the top feasible priorities for the City
- Project recommendations and implementation memo

Task 5 Draft and Final Plan

Prepare Administrative Draft Plan

The Consultant will prepare and circulate an administrative draft plan for review by City staff. The Plan will be comprised of content drafted and approved in the working memos from previous tasks, including conceptual designs, recommendations and standards for improved road safety and operations, pedestrian, bicycle and transit facilities, and enhanced streetscapes. It will identify a network of routes that can be retrofitted in stages over time as part of the City capital improvement program, or as grants, and other funding sources are attained as well as required of development as development occurs. The document will also contain a record of the outreach process, proposed timing, and prioritization for implementation of the recommendations, and potential funding sources and strategies. City staff will compile and organize comments for response and provide direction for the first round of revisions.

Prepare Public Review of Draft Plan

The Consultant will revise the administrative draft based on one set of internally consistent City comments and produce the public draft of the City of Tulare Active Transportation Plan. The DRAFT plan will be posted on the project website for public comment for a period of one (1) month.

City Council Presentation

The Consultant will revise the public draft based on public feedback on the DRAFT plan and guidance from City staff and prepare the final draft of the City of Tulare Active Transportation Plan. The Consultant will present the final draft to the Tulare City Council for approval and adoption.

Final Draft and Plan Submission

The Consultant will finalize the document and transmit electronic source files. The Consultant will print and ship up to three (3) hard copies of the final plan to the City, and will deliver one (1) electronic copy to the City.

Task 5 Deliverables:

- Administrative draft plan
- Public draft plan
- Presentation of the final draft to City Council for approval and adoption
- Final draft (including electronic source files and one electronic copy)
- Print and ship up to three (3) hardcopies of the final draft

ATTACHMENT B

SAMPLE CITY OF TULARE PROFESSIONAL SERVICES AGREEMENT



CITY OF TULARE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) entered into this _____ day of _____ 2024, by and between _____ (“CONSULTANT”), and the **City of Tulare** (“CITY”).

WITNESSETH

WHEREAS, the CITY is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, the CITY has the desire to secure certain technical and professional services to assist the City in [Description of Project], and hereinafter referred to as the "PROJECT"; and

WHEREAS, the CONSULTANT represents it is qualified and willing to provide such services pursuant to terms and conditions of this Agreement:

NOW, THEREFORE, BE IT AGREED, by and between the CONSULTANT and the CITY as follows:

1. SERVICES TO BE PERFORMED BY THE CONSULTANT

A. Authorized Scope of Work

The CITY agrees to pay for services described in **Exhibit “A” [Scope of Services]** - attached hereto and incorporated herein by this reference.

B. Additional Services

Incidental work related to the PROJECT and not provided for in Exhibit "A" may be needed during the performance of this Agreement. The rate for such additional service shall be “on call” services and based upon an hourly rate as set forth on CONSULTANT’S 2024 compensation rates.

Such additional services shall not be performed by CONSULTANT without the express written consent of CITY.

2. **COMPENSATION**

A. Total Compensation

CONSULTANT agrees to perform the services as described in **Exhibit “B” – Fee Proposal & Compensation Rates** - plus rates or fee alternatives for additional services to be performed as mutually agreed upon between CITY and CONSULTANT. Any additional services other than those provided for in Exhibit “A” will be performed on an “on-call” basis and these additional services will be billed on an hourly rate based upon CONSULTANT’S 2024 compensation rates.

B. Invoicing & Payment

As sole compensation for the performance of the services, the City will pay Consultant a consulting rate for each service classified as provided for in Exhibit “B” attached hereto. Any expenses incurred by Consultant in performing the services will be the sole responsibility of Consultant unless other arrangements are made before such expenses are incurred. Consultant will invoice the City on a monthly basis. The City will pay each such invoice no later than thirty (30) days after its receipt.

3. **AUTHORIZED REPRESENTATIVE**

The [City Staff Project Manager], or his/her Designee shall represent the CITY in all matters pertaining to the services to be rendered under this Agreement, except where approval of the City Council of the City of Tulare is specifically required.

4. **TERMINATION**

The CITY or the CONSULTANT may terminate this Agreement at any time by giving written notice of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. In such event, all finished and unfinished documents and other materials shall, at the option of the CITY, become its property. If this Agreement is terminated by the CITY as provided for herein, the CONSULTANT shall be paid for the tasks (as set forth in Exhibit “B”) satisfactorily completed prior to the date of termination, and in the amounts set forth herein, including CONSULTANT'S reasonable costs associated with the termination itself if termination effectuated by CITY, less deduction, if any, to the CITY for damages suffered as a result of the CONSULTANT'S failure to comply with the terms of this Agreement, if such is the case or cause of termination.

5. **INTEREST OF OFFICIALS AND THE CONSULTANT**

A. No officer, member, or employee of the CITY or another public official of the governing body of the locality or localities in which the work, pursuant to this Agreement is being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the aforesaid work shall:

1. Participate in any decision relating to this Agreement which effects his or her personal interest or the interest of any corporation, partnership, or association in which he or she has, directly or indirectly, any interest; or
 2. Have any interest, direct or indirect, in this Agreement or the proceeds thereof during his or her tenure or for one year thereafter.
- B. The CONSULTANT hereby covenants that they have, at the time of the execution of this Agreement, no interest, and that they shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this Agreement. The CONSULTANT further covenants that in the performance of this work, no person having such interest shall be employed.

The CONSULTANT warrants, by execution of this Agreement, that no personnel agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting *bonafide* established commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warrant, the CITY shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement without liability, or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

6. SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties. The CONSULTANT shall not assign, delegate or transfer the rights and duties under this Agreement or any part thereof, without the prior written consent of the CITY.

7. INDEPENDENT CONTRACTOR

In the performance of the services herein provided for, the CONSULTANT shall be, and is, an independent contractor and is not an agent or employee of the CITY. The CONSULTANT has and shall retain the right to exercise full control and supervision of all persons assisting the CONSULTANT in the performance of said services hereunder. The CONSULTANT shall be solely responsible for all matters relating to the payment of its employees including compliance with social security and income tax withholding and all other regulations governing such matters.

8. SPECIFICATIONS

All specifications, manuals, standards, etc., either attached to this Agreement or incorporated by reference, are binding as to the performance of the work specified in this Agreement unless they are changed by written amendment to this Agreement modified in writing to incorporate such changes.

9. PUBLICATION

No report, information, or other data given or prepared or assembled by the CONSULTANT pursuant to this Agreement, shall be made available to any individual or organization by the CONSULTANT without the prior written approval of the CITY. Notwithstanding the foregoing, however, the CONSULTANT shall not be required to protect to hold in confidence any confidential information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with law; or (3) must be disclosed in connection with any legal proceedings.

10. COPYRIGHTS

The CONSULTANT shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the material for government or public purposes.

11. INDEMNIFICATION AND INSURANCE

A. As respects acts, errors or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless the CITY, its officers, employees, and the CITY'S designated volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly out of CONSULTANT'S negligent acts, errors or omissions in the performance of his/her professional services under the terms of this contract.

As respects all acts or omissions which do not arise directly out of the performance of professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at the CITY's option), and hold harmless CITY, its employees, agents, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature caused in whole or in part by any negligent act or omission of the CONSULTANT, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the CITY.

- B. Without limiting the CITY's right to indemnification, it is agreed that CONSULTANT shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:
- i. Workers' Compensation Insurance with statutory limits, and employer's liability insurance with limits of not less than One Million Dollars (\$1,000,000) per accident.
 - ii. Commercial General Liability Insurance, including coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Broad Form Property Damage (if applicable), Independent Contractors' Liability (if applicable), in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.
 - iii. Professional Liability Insurance coverage, including contractual liability, in an amount not less than One Million Dollars (\$1,000,000), and CONSULTANT shall maintain such coverage for at least four (4) years from the termination of this Agreement; and during this four (4) year period, CONSULTANT shall use CONSULTANT'S best efforts to ensure that there is no change of the retroactive date on this insurance coverage.
 - iv. Comprehensive Auto Liability coverage, including (as applicable) owned, non-owned and hired autos in an amount of not less than One Million Dollars (\$1,000,000) per occurrence, combined single limit, written on an occurrence form.

- C. Each insurance policy required by this Agreement shall contain the following clauses:
- "This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice has been given to the City Manager. "It is agreed that any insurance maintained by the CITY shall apply in excess of and not contribute with insurance provided by this policy."

Each insurance policy required by this Agreement, excepting policies for workers' compensation and professional liability, shall contain the following clause:

"The City, its officers, agents, employees, representatives and volunteers are added as additional insureds as respects operations and activities of, or on behalf of, the named insured, performed under contract with the City."

- D. Upon CITY's request or immediately prior to initiation of any work under this contract, (whichever comes first), CONSULTANT shall deliver to the CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Also, within thirty (30) days of CITY'S request, CONSULTANT shall provide to the CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by the CITY, it shall be CONSULTANT'S responsibility to see that the CITY receives documentation acceptable to the CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. Also, the CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.
- E. In addition to any other remedies, the CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, the CITY may, at its sole option:
1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
 2. Order CONSULTANT to stop work under this Agreement and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof.
 3. Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies the CITY may have and is not the exclusive remedy for CONSULTANT'S failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT'S or its subcontractor's performance of the work covered under this Agreement.

12. OWNERSHIP OF DOCUMENTS

All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with

access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY.

13. NOTICES

Notice shall be sufficient hereunder if personally served upon the City Manager of the CITY or an officer or principal of the CONSULTANT, or if sent via the United States Postal Service, postage prepaid, addressed as follows:

Consultant

City of Tulare
Melissa Hermann
Chief Deputy City Clerk
411 E. Kern Avenue
Tulare, CA 93274

14. JURISDICTION & CHOICE OF LAW

This Agreement shall be administered and interpreted under the laws of the State Of California. Jurisdiction of litigation arising from this Agreement shall be venued in the State of California, Tulare County Superior Court. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said law, but the remainder of the Agreement shall be in full force and effect.

15. INTEGRATION

This Agreement represents the entire understanding of the CITY and the CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the CONSULTANT.

16. MISCELLANEOUS PROVISIONS

- A. CONSULTANT covenants that they presently have no interest, and shall not have any interest, direct or indirect, which would conflict in any manner with performance of service required hereunder.
- B. CONSULTANT will not discriminate against any employee, or applicant for employment, because of race, color, religion, sex, marital status, or national origin. CONSULTANT will act to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, marital status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

C. For the purposes of this agreement electronic signature facsimile shall be deemed the same as an original signature, and may be executed in multiple parts.

IN WITNESS WHEREOF, this Agreement is executed on the day and year first above written.

CONSULTANT

By: _____

CITY OF TULARE

By: _____
MARC MONDELL,
City Manager

APPROVED AS TO FORM

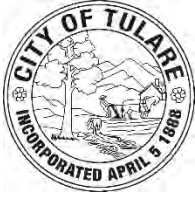
By: _____
City Attorney

EXHIBIT A
Scope of Services

TEMPLATE

EXHIBIT B
Schedule of Fees

TEMPLATE



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 12.4
Consent

Department: City Manager
Submitted by: Melissa Hermann, Chief Deputy City Clerk
Agenda Title: Conflict of Interest Code Update

RECOMMENDED ACTION

Adopt a resolution updating the City of Tulare's Conflict of Interest Code.

SUMMARY

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells the public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (FPPC Form 700).

An amended conflict of interest code has been prepared with changes in the City's designated positions and disclosure categories, reflecting recent classification changes, deletions, or additions for positions that may have decision making authority or influence in recommendations for contracts for the purchase of goods and/or services.

FISCAL IMPACT & FUNDING SOURCES

There is no fiscal impact associated with this action.

LEGAL REVIEW

This item was reviewed and approved by the City Attorney.

ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

ATTACHMENTS

1. Resolution

Reviewed/Approved: 

RESOLUTION 2024-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULARE
AMENDING THE CONFLICT OF INTEREST CODE FOR DESIGNATED POSITIONS AND
DISCLOSURE CATEGORIES**

WHEREAS, pursuant to California Government Code, Title 9 (Political Reform), Chapter 7 (Conflict of Interest), Article 3, Section 87300, every agency shall adopt and promulgate a conflict of interest code pursuant to the provisions of this article; and

WHEREAS, each even-numbered year, every local agency which has adopted a conflict of interest code shall review its conflict of interest code and, if any change in its code is necessitated by changed circumstances, submit an amended conflict of interest code to the code reviewing body; and

WHEREAS, the City Council of the City of Tulare is the code reviewing body for the City of Tulare.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tulare, as follows:

Section 1. The City of Tulare's Conflict of Interest Code is hereby amended to include the addition and/or deletion of certain designated positions and disclosure categories, as more specifically set forth in Exhibit A hereto attached.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Tulare this 5th day of November 2024, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Terry A. Sayre, President of the Council and
Ex-Officio Mayor

ATTEST:

Marc Mondell, City Clerk

By Melissa Hermann, Chief Deputy City Clerk

City of Tulare Conflict of Interest Code

Section 1. Authority

Government Code Section 87300 requires state and local government agencies to adopt and promulgate a Conflict of Interest Code.

Section 2. Purpose

The purpose of the City of Tulare Conflict of Interest Code is to incorporate by reference the terms of Section 18730 of the California Code of Regulations pertaining to Conflict of Interest Codes.

Section 3. Code Reviewing Body

The City Council of the City of Tulare shall be the Code Reviewing Body for the City of Tulare Conflict of Interest Code.

Section 4. Filing Officer

The City Clerk of the City of Tulare shall be the Filing Officer for the City of Tulare Conflict of Interest Code. All persons occupying designated positions shall file Statements of Economic Interest with the City Clerk. Upon receipt of the statements for 87200 filers, the City Clerk shall make and retain copies and forward the originals to the Fair Political Practices Commission. All other statements will be retained by the City Clerk.

The City Clerk shall make statements available for public inspection and reproduction, shall retain all statements pursuant to State Law, and shall perform all other duties and responsibilities of the Filing Officer pursuant to State Law.

Section 5. Code Administrator

The City Manager, or designee, shall be the Code Administrator for the City of Tulare Conflict of Interest Code.

The Code Administrator may promulgate further rules and regulations, which are not inconsistent with the Code, the Political Reform Act, or any regulation of the Fair Political Practices Commission, to administer the Conflict of Interest Code, including non-substantive alterations to the Code.

Non-substantive alterations shall be limited to the following:

- A. The reclassification or renaming of previously designated positions.
- B. The deletion of a position for which the classification has been abolished.
- C. Definitional or operational provisions in conformity to a statutory amendment, a regulation of the Fair Political Practices Commission, or a decision of a Court of competent jurisdiction.

Section 6. Section 18730 of the California Code of Regulations

The Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendment to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices

designating positions and establishing disclosure categories shall constitute the City of Tulare Conflict of Interest Code.

Section 7. Disclosure Categories

Such persons holding designated positions shall report economic interests as set forth in Appendix 1.

Section 8. Designated Positions

The positions listed in Appendix 2 are Designated Positions. Officers and employees holding those positions are Designated Positions and are deemed to make or participate in the making of decisions which may foreseeably have a material effect on a financial interest. Consultants may be Designated Positions as determined by the Code Administrator.

The members of the City Council, City Manager, City Attorney, City Treasurer, members of the Planning Commission, or other public officials who manage public investments, and candidates for any offices at election, are required to file Statements of Economic Interest pursuant to Government Code Section 87200 et seq.

Section 9. Ethics Training

In accordance with California Government Code Section 53235, local agency officials employed by local agencies that provide any type of compensation, salary, or stipend to a member of a legislative body, or provides reimbursement for actual and necessary expenses incurred by a member of a legislative body in the performance of official duties, shall receive training in ethics.

Local agency official means: (1) any member of a local agency legislative body or any elected local agency official who received any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties; and (2) any employee designated by a local agency legislative body to receive the required ethics training.

Local agency officials are required to receive the required ethics training no later than one year from the first day of service with the local agency. Thereafter, each local agency official shall receive the required ethics training at least once every two years.

Local agency officials that complete the required ethics training must provide the certificate of completion to the City Clerk. The certificate shall include the date completed and the entity that provided the training. Certificates are retained for a minimum of five years and are public records subject to disclosure under the California Public Records Act.

All employees holding designated positions, as provided in Appendix 2 of this document, shall receive ethics training within the first year of assuming said position and every two years thereafter. The City Clerk shall provide notification to employees holding designated positions regarding this requirement. Employees must provide proof of completion to the City Clerk. The City Clerk shall keep a log of employees that have and have not satisfied this requirement.

APPENDIX 1 – Disclosure Categories

Category 1. Investments or Interests in Real Property

All investments or interests in real property in excess of \$2,000 held by the designated employee, or commissioner, the employee or commissioner's spouse, registered domestic partner or dependent children located in whole or in part within the City of Tulare or within a two-mile radius of the boundaries of the City of Tulare, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is greater than \$2,000.00.

Included within this disclosure category is any pro rata share of interests in real property of any business entity or trust in which the designated employee, or commissioner, the employee or commissioner's spouse, registered domestic partner or dependent children, owns directly, indirectly, or beneficially, a 10 percent interest or greater.

An "interest in real property" does not include the principal residence of the designated employee or commissioner making the disclosure unless all or part of that residence is used for business purposes and claimed as a business deduction on the designated employee or commissioner's income tax return.

Category 2. Interests in Entities Contracted or May Be Contracted

Investments in or income from any business entity which, within the last two years, has contracted, or in the future may foreseeably contract, with the City of Tulare to provide services, supplies, materials, or equipment to the City.

Investments include: (1) any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership interest or other ownership interest; (2) a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse or dependent children, owns, directly, indirectly, or beneficially, a 10 percent interest or greater.

Investment does not include: (1) a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government agency; (2) assets whose fair market value is less than \$2,000.00.

Category 3. Interests in Entities Contracted/Subcontracted for Building Construction or Design

Investments in or income from business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within the City. Investments include interest described in Category 2.

Category 4. Interests in Entities Dealing with Real Property

Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the City. Investments include interest described in Category 2.

APPENDIX 2 – Designated Positions

Designated Positions	Disclosure Category
Accountant	2
Administration Analyst	2
Animal Services Manager	2
Assistant City Manager	1,2,3,4
Assistant Finance Director	1,2,3,4

Designated Positions	Disclosure Category
Assistant Public Works Director	1,2,3,4
Associate Planner (Assistant Planner)	2
Budget Finance Manager	2
Building Inspector I/II	1,3,4
Chief Building Official	1,2,3,4
Chief Deputy City Clerk	2
Chief Technology Officer	1,2,3,4
City Engineer	1,2,3,4
City Planner	1,2,3,4
Community Development Director	1,2,3,4
Community Services Director	1,2,3,4
Computer System Analyst	1,2,3,4
Construction Coordinator	2
Consultants*	1,2
Environmental Compliance Inspector	2
Executive Director of Economic Development & Redevelopment	1,2,3,4
Facilities and Airport Maintenance Manager	2
Fire Captain	2
Fire Chief	1,2,3,4
Fire Division Chief	2
Fire Inspector/Senior Fire Inspector	2
Fire Marshal	2
Fleet Maintenance Superintendent	2
GIS Systems Analyst	2
Housing and Grants Manager	2
Housing and Grants Specialist	2
Human Resources Director	2
Librarian	2
Library Manager	2
Management Analyst	2
Parks Maintenance Manager	2
Police Captain	1,2,3,4
Police Chief	1,2,3,4
Police Lieutenant	2

Designated Positions	Disclosure Category
Police Records Manager	2
Police Sergeant	2
Principal Planner	2
Project Manager	2
Public Works Director	1,2,3,4
Public Works Inspector	1,2,3,4
Safety, Compliance and Facilities Officer	1,2,3,4
Safety Coordinator	2
Senior Civil Engineer	2
Senior Management Analyst	2
Senior Project Manager	1,2,3,4
Solid Waste Manager	2
Street Manager	2
Utility Billing Manager	2
Wastewater Treatment Plant Manager	2
Wastewater Treatment Plant Superintendent	2
Water and Wastewater Utility Collections Manager	2

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The City Manager or designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and based upon that description, a statement of the extent of disclosure requirements. The City Manager or designee determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. (Government Code Section 81008)

Boards, Commissions, Committees, and/or Agencies	Disclosure Category
Board of Public Utilities	1,2,3,4
Library Board	2
Parks and Recreation Commission	2

Mandatory Filers pursuant to Government Code Section 87200	Disclosure Category
City Council	1,2,3,4
Planning Commissioners	1,2,3,4
City Manager	1,2,3,4

Mandatory Filers pursuant to Government Code Section 87200

Disclosure Category

City Attorney

1,2,3,4

Chief Financial Officer (Finance Director/Treasurer)

1,2,3,4

City Council Candidates

1,2,3,4



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 12.5
Consent

Department: Police

Submitted by: Police Chief Fred Ynclan

Agenda Title: Citizens Option for Public Safety 2024/2025 Program Funds

RECOMMENDED ACTION

Adopt a resolution approving the acceptance and appropriation of Citizens Option for Public Safety (COPS) 2024/2025 Program funds from the State of California in the amount of \$109,333 to be used to fund one police officer position.

SUMMARY

Since 1997, the California State Budget Act has included allocations to counties and cities for the COPS program. This funding is intended to fill the need for additional resources at the local level to ensure public safety. Funds must supplement existing services and cannot be used to supplant any existing funds. The funds cannot be used for administrative overhead costs in excess of ½ percent of the total allocation. The allocation may not be used to fund the costs of any capital project or construction project that does not directly support frontline law enforcement. Each city is required to deposit the funds into a separate Supplemental Law Enforcement Services Fund so that these funds are not intermingled with General Fund dollars.

The 2023/2024 COPS award for Tulare is in the amount of \$109,333. Staff proposes to use the COPS funds to supplement one police officer position.

FISCAL IMPACT & FUNDING SOURCES

033 COPS State Grant

LEGAL REVIEW

This item does not require legal review.

ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

ATTACHMENTS

1. Allocation Letter
2. Resolution

Reviewed/Approved: 



September 12, 2024

Honorable Malia M. Cohen
State Controller
3301 C Street
Sacramento, CA 95816

Attention: Evelyn Calderon-Yee, Chief
Bureau of Payments, Local Government Programs and Services Division,
State Controller's Office

Dear Controller Cohen:

Pursuant to Government Code section 30029.05, subdivision (e), paragraph (2), the Department of Finance respectfully submits the attached (Attachments I and II) percentages for the 2024-25 allocation of \$214,200,000 in Citizens' Option for Public Safety (COPS) and Juvenile Justice Crime Prevention Act (JJCPA) funds deposited in the Enhancing Law Enforcement Activities Subaccount (ELEAS) in the Law Enforcement Services Account within the Local Revenue Fund 2011.

Pursuant to Government Code section 30061, subdivisions (b) and (g), subsequent to the allocation described in Section 29552, subdivision (d), 47.08727192 percent of the remaining funds deposited in the ELEAS for the COPS (23.54363596 percent) and JJCPA (23.54363596 percent) programs are to be allocated, according to the relative population for each county and city, as follows:

- (1) 5.15 percent to county sheriffs for county jail construction and operation (\$11,031,300).
- (2) 5.15 percent to district attorneys for criminal prosecution (\$11,031,300).
- (3) 50 percent to counties to implement a comprehensive multi-agency juvenile justice plan (\$107,100,000).
- (4) 39.7 percent to counties and cities for front-line law enforcement (\$85,037,400).

Please note that the by-county percentages for the first three allocations above: (1) county jail construction and operation, (2) district attorney criminal prosecution, and (3) multi-agency juvenile justice plans, are specified on Attachment I and the by-county/city percentages for the fourth allocation, front-line law enforcement, are identified on Attachment II.

Pursuant to Government Code section 30061, subdivision (b), paragraph (3), each law enforcement jurisdiction receiving front-line law enforcement funding is to receive a

minimum grant of \$100,000. The percentages included in Attachment II are calculated in a manner that provides for a minimum grant allocation of \$100,000 to each law enforcement jurisdiction listed in Attachment II.

Also note that the allocations shown on Attachments I and II may be slightly different from the final allocations made by the State Controller's Office due to rounding.

If you have any questions, or need additional information, please call Patrick Plant, Staff Finance Budget Analyst, at (916) 445-8913.

Sincerely,



AMY JARVIS
Program Budget Manager

Attachment

cc: Natalie Sidarous, Chief, Local Government Programs and Services Division, State Controller's Office
Anne Kato, Assistant Chief, Local Government Programs and Services Division, State Controller's Office
Melma Dizon, Manager, Local Apportionments Section, Local Government Programs and Services Division, State Controller's Office
Mr. Ou Saelee, Supervisor, Local Apportionments Section, Local Government Programs and Services Division, State Controller's Office
Kathleen Howard, Executive Director, Board of State and Community Corrections

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Alameda	1,641,869	\$2,794,874	3.28664121%
Alameda	78,071	\$120,563	0.14177611%
Albany	20,325	\$100,000	0.11759532%
Berkeley	125,327	\$193,539	0.22759250%
Dublin	72,917	\$112,604	0.13241650%
Emeryville	13,314	\$100,000	0.11759532%
Fremont	229,250	\$354,024	0.41631556%
Hayward	159,770	\$246,728	0.29014062%
Livermore	84,828	\$130,997	0.15404675%
Newark	46,635	\$100,000	0.11759532%
Oakland	425,093	\$656,458	0.77196437%
Piedmont	10,782	\$100,000	0.11759532%
Pleasanton	75,960	\$117,303	0.13794255%
San Leandro	87,098	\$134,503	0.15816904%
Union City	66,432	\$102,589	0.12063981%
Unincorporated	146,067	\$225,567	0.26525612%
Alpine	1,179	\$100,000	0.11759532%
Amador	39,611	\$600,000	0.70557192%
Amador	193	\$100,000	0.11759532%
lone	8,856	\$100,000	0.11759532%
Jackson	4,867	\$100,000	0.11759532%
Plymouth	1,061	\$100,000	0.11759532%
Sutter Creek	2,553	\$100,000	0.11759532%
Unincorporated	22,081	\$100,000	0.11759532%
Butte	205,928	\$669,235	0.78698906%
Biggs	1,853	\$100,000	0.11759532%
Chico	109,589	\$169,235	0.19901246%
Gridley	6,935	\$100,000	0.11759532%
Oroville	18,129	\$100,000	0.11759532%
Paradise	10,691	\$100,000	0.11759532%
Unincorporated	58,731	\$100,000	0.11759532%
Calaveras	44,842	\$200,000	0.23519064%
Angels City	3,587	\$100,000	0.11759532%
Unincorporated	41,255	\$100,000	0.11759532%
Colusa	21,743	\$300,000	0.35278596%
Colusa	6,447	\$100,000	0.11759532%
Williams	5,528	\$100,000	0.11759532%
Unincorporated	9,768	\$100,000	0.11759532%
Contra Costa	1,146,626	\$2,560,160	3.01062825%
Antioch	115,632	\$178,567	0.20998648%
Brentwood	64,811	\$100,086	0.11769609%
Clayton	10,683	\$100,000	0.11759532%
Concord	121,513	\$187,649	0.22066632%
Danville	42,567	\$100,000	0.11759532%
El Cerrito	25,700	\$100,000	0.11759532%
Hercules	26,063	\$100,000	0.11759532%
Lafayette	24,808	\$100,000	0.11759532%
Martinez	36,439	\$100,000	0.11759532%
Moraga	16,784	\$100,000	0.11759532%
Oakley	45,736	\$100,000	0.11759532%
Orinda	19,191	\$100,000	0.11759532%
Pinole	18,192	\$100,000	0.11759532%
Pittsburg	75,085	\$115,952	0.13635356%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Pleasant Hill	33,352	\$100,000	0.11759532%
Richmond	112,735	\$174,093	0.20472556%
San Pablo	31,088	\$100,000	0.11759532%
San Ramon	82,525	\$127,441	0.14986452%
Walnut Creek	69,433	\$107,223	0.12608959%
Unincorporated	174,289	\$269,149	0.31650697%
Kensington Police Department	0	\$100,000	0.11759532%
Del Norte	26,345	\$200,000	0.23519064%
Crescent City	5,564	\$100,000	0.11759532%
Unincorporated	20,781	\$100,000	0.11759532%
El Dorado	188,583	\$442,841	0.52076042%
Placerville	10,540	\$100,000	0.11759532%
South Lake Tahoe	20,790	\$100,000	0.11759532%
Unincorporated	157,253	\$242,841	0.28556978%
Fresno	1,017,431	\$2,584,036	3.03870527%
Clovis	126,133	\$194,783	0.22905619%
Coalinga	17,107	\$100,000	0.11759532%
Firebaugh	8,415	\$100,000	0.11759532%
Fowler	7,367	\$100,000	0.11759532%
Fresno	546,971	\$844,671	0.99329352%
Huron	6,348	\$100,000	0.11759532%
Kerman	17,256	\$100,000	0.11759532%
Kingsburg	13,042	\$100,000	0.11759532%
Mendota	12,531	\$100,000	0.11759532%
Orange Cove	9,516	\$100,000	0.11759532%
Parlier	14,368	\$100,000	0.11759532%
Reedley	25,653	\$100,000	0.11759532%
Sanger	26,357	\$100,000	0.11759532%
San Joaquin	3,616	\$100,000	0.11759532%
Selma	24,371	\$100,000	0.11759532%
Unincorporated	158,380	\$244,582	0.28761640%
Glenn	28,736	\$300,000	0.35278596%
Orland	8,537	\$100,000	0.11759532%
Willows	6,321	\$100,000	0.11759532%
Unincorporated	13,878	\$100,000	0.11759532%
Humboldt	133,100	\$808,510	0.95076955%
Arcata	18,540	\$100,000	0.11759532%
Blue Lake	1,149	\$100,000	0.11759532%
Eureka	26,073	\$100,000	0.11759532%
Ferndale	1,356	\$100,000	0.11759532%
Fortuna	12,181	\$100,000	0.11759532%
Rio Dell	3,241	\$100,000	0.11759532%
Trinidad	294	\$100,000	0.11759532%
Unincorporated	70,266	\$108,510	0.12760231%
Imperial	182,881	\$800,000	0.94076256%
Brawley	28,345	\$100,000	0.11759532%
Calexico	39,262	\$100,000	0.11759532%
Calipatria	6,342	\$100,000	0.11759532%
El Centro	44,952	\$100,000	0.11759532%
Holtville	5,583	\$100,000	0.11759532%
Imperial	22,141	\$100,000	0.11759532%
Westmorland	2,050	\$100,000	0.11759532%
Unincorporated	34,206	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Inyo	18,856	\$200,000	0.23519064%
Bishop	3,848	\$100,000	0.11759532%
Unincorporated	15,008	\$100,000	0.11759532%
Kern	910,300	\$2,303,965	2.70935469%
Arvin	19,651	\$100,000	0.11759532%
Bakersfield	411,109	\$634,863	0.74656957%
California City	13,079	\$100,000	0.11759532%
Delano	52,484	\$100,000	0.11759532%
Maricopa	1,004	\$100,000	0.11759532%
McFarland	13,965	\$100,000	0.11759532%
Ridgecrest	27,940	\$100,000	0.11759532%
Shafter	22,226	\$100,000	0.11759532%
Taft	6,953	\$100,000	0.11759532%
Tehachapi	11,092	\$100,000	0.11759532%
Wasco	27,028	\$100,000	0.11759532%
Unincorporated	303,769	\$469,101	0.55164128%
Bear Valley Community Services District	0	\$100,000	0.11759532%
Stallion Springs Community Services District	0	\$100,000	0.11759532%
Kings	152,627	\$500,000	0.58797660%
Avenal	13,981	\$100,000	0.11759532%
Corcoran	21,633	\$100,000	0.11759532%
Hanford	59,286	\$100,000	0.11759532%
Lemoore	26,855	\$100,000	0.11759532%
Unincorporated	30,872	\$100,000	0.11759532%
Lake	67,001	\$300,000	0.35278596%
Clearlake	16,553	\$100,000	0.11759532%
Lakeport	4,982	\$100,000	0.11759532%
Unincorporated	45,466	\$100,000	0.11759532%
Lassen	28,197	\$200,000	0.23519064%
Susanville	11,639	\$100,000	0.11759532%
Unincorporated	16,558	\$100,000	0.11759532%
Los Angeles	9,824,091	\$18,600,669	21.87351489%
Agoura Hills	19,841	\$100,000	0.11759532%
Alhambra	81,811	\$126,338	0.14856791%
Arcadia	55,783	\$100,000	0.11759532%
Artesia	16,019	\$100,000	0.11759532%
Avalon	3,313	\$100,000	0.11759532%
Azusa	49,420	\$100,000	0.11759532%
Baldwin Park	70,660	\$109,118	0.12831781%
Bell	33,301	\$100,000	0.11759532%
Bellflower	76,990	\$118,893	0.13981302%
Bell Gardens	38,381	\$100,000	0.11759532%
Beverly Hills	31,806	\$100,000	0.11759532%
Bradbury	898	\$100,000	0.11759532%
Burbank	105,603	\$163,080	0.19177393%
Calabasas	22,742	\$100,000	0.11759532%
Carson	91,924	\$141,955	0.16693301%
Cerritos	47,806	\$100,000	0.11759532%
Claremont	37,686	\$100,000	0.11759532%
Commerce	12,124	\$100,000	0.11759532%
Compton	93,671	\$144,653	0.17010554%
Covina	50,485	\$100,000	0.11759532%
Cudahy	22,210	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Culver City	40,213	\$100,000	0.11759532%
Diamond Bar	53,335	\$100,000	0.11759532%
Downey	111,493	\$172,175	0.20247010%
Duarte	23,656	\$100,000	0.11759532%
El Monte	106,786	\$164,906	0.19392224%
El Segundo	16,964	\$100,000	0.11759532%
Gardena	60,028	\$100,000	0.11759532%
Glendale	191,586	\$295,861	0.34791814%
Glendora	51,209	\$100,000	0.11759532%
Hawaiian Gardens	13,560	\$100,000	0.11759532%
Hawthorne	85,566	\$132,137	0.15538695%
Hermosa Beach	19,088	\$100,000	0.11759532%
Hidden Hills	1,727	\$100,000	0.11759532%
Huntington Park	53,219	\$100,000	0.11759532%
Industry	426	\$100,000	0.11759532%
Inglewood	106,065	\$163,793	0.19261291%
Irwindale	1,499	\$100,000	0.11759532%
La Canada Flintridge	20,048	\$100,000	0.11759532%
La Habra Heights	5,488	\$100,000	0.11759532%
Lakewood	80,162	\$123,792	0.14557334%
La Mirada	48,077	\$100,000	0.11759532%
Lancaster	172,631	\$266,589	0.31349606%
La Puente	37,459	\$100,000	0.11759532%
La Verne	31,697	\$100,000	0.11759532%
Lawndale	30,855	\$100,000	0.11759532%
Lomita	20,320	\$100,000	0.11759532%
Long Beach	458,813	\$708,531	0.83319953%
Los Angeles	3,814,318	\$5,890,337	6.92675979%
Lynwood	66,271	\$102,340	0.12034743%
Malibu	10,621	\$100,000	0.11759532%
Manhattan Beach	34,195	\$100,000	0.11759532%
Maywood	24,451	\$100,000	0.11759532%
Monrovia	38,087	\$100,000	0.11759532%
Montebello	61,930	\$100,000	0.11759532%
Monterey Park	59,347	\$100,000	0.11759532%
Norwalk	101,172	\$156,237	0.18372728%
Palmdale	166,055	\$256,434	0.30155412%
Palos Verdes Estates	12,974	\$100,000	0.11759532%
Paramount	52,153	\$100,000	0.11759532%
Pasadena	139,692	\$215,722	0.25367919%
Pico Rivera	60,820	\$100,000	0.11759532%
Pomona	152,166	\$234,985	0.27633184%
Rancho Palos Verdes	40,919	\$100,000	0.11759532%
Redondo Beach	68,239	\$105,379	0.12392130%
Rolling Hills	1,677	\$100,000	0.11759532%
Rolling Hills Estates	8,534	\$100,000	0.11759532%
Rosemead	50,541	\$100,000	0.11759532%
San Dimas	33,920	\$100,000	0.11759532%
San Fernando	23,643	\$100,000	0.11759532%
San Gabriel	38,613	\$100,000	0.11759532%
San Marino	12,379	\$100,000	0.11759532%
Santa Clarita	230,428	\$355,843	0.41845480%
Santa Fe Springs	18,640	\$100,000	0.11759532%
Santa Monica	92,912	\$143,481	0.16872720%
Sierra Madre	10,909	\$100,000	0.11759532%
Signal Hill	11,448	\$100,000	0.11759532%
South El Monte	19,441	\$100,000	0.11759532%
South Gate	92,729	\$143,199	0.16839488%
South Pasadena	26,270	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Temple City	35,975	\$100,000	0.11759532%
Torrance	142,910	\$220,692	0.25952304%
Vernon	205	\$100,000	0.11759532%
Walnut	27,867	\$100,000	0.11759532%
West Covina	109,105	\$168,488	0.19813352%
West Hollywood	35,075	\$100,000	0.11759532%
Westlake Village	7,902	\$100,000	0.11759532%
Whittier	87,527	\$135,165	0.15894810%
Unincorporated	997,587	\$1,540,544	1.81160739%
Madera	159,328	\$316,812	0.37255659%
Chowchilla	18,930	\$100,000	0.11759532%
Madera	66,560	\$102,787	0.12087225%
Unincorporated	73,838	\$114,026	0.13408902%
Marin	252,844	\$1,202,184	1.41371254%
Belvedere	2,043	\$100,000	0.11759532%
Corte Madera	9,882	\$100,000	0.11759532%
Fairfax	7,371	\$100,000	0.11759532%
Larkspur	12,655	\$100,000	0.11759532%
Mill Valley	13,635	\$100,000	0.11759532%
Novato	51,140	\$100,000	0.11759532%
Ross	2,272	\$100,000	0.11759532%
San Anselmo	12,426	\$100,000	0.11759532%
San Rafael	59,585	\$100,000	0.11759532%
Sausalito	6,856	\$100,000	0.11759532%
Tiburon	8,809	\$100,000	0.11759532%
Unincorporated	66,170	\$102,184	0.12016402%
Mariposa	16,966	\$100,000	0.11759532%
Mendocino	89,476	\$500,000	0.58797660%
Fort Bragg	7,179	\$100,000	0.11759532%
Point Arena	445	\$100,000	0.11759532%
Ukiah	16,108	\$100,000	0.11759532%
Willits	4,830	\$100,000	0.11759532%
Unincorporated	60,914	\$100,000	0.11759532%
Merced	287,303	\$782,033	0.91963438%
Atwater	31,397	\$100,000	0.11759532%
Dos Palos	5,633	\$100,000	0.11759532%
Gustine	5,936	\$100,000	0.11759532%
Livingston	14,286	\$100,000	0.11759532%
Los Banos	47,419	\$100,000	0.11759532%
Merced	91,837	\$141,821	0.16677502%
Unincorporated	90,795	\$140,212	0.16488276%
Modoc	8,484	\$200,000	0.23519064%
Alturas	2,659	\$100,000	0.11759532%
Unincorporated	5,825	\$100,000	0.11759532%
Mono	12,861	\$200,000	0.23519064%
Mammoth Lakes	7,110	\$100,000	0.11759532%
Unincorporated	5,751	\$100,000	0.11759532%
Monterey	437,614	\$1,512,893	1.77909141%
Carmel-by-the-Sea	3,122	\$100,000	0.11759532%
Del Rey Oaks	1,569	\$100,000	0.11759532%
Gonzales	8,466	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Greenfield	20,561	\$100,000	0.11759532%
King City	14,216	\$100,000	0.11759532%
Marina	22,695	\$100,000	0.11759532%
Monterey	27,106	\$100,000	0.11759532%
Pacific Grove	14,966	\$100,000	0.11759532%
Salinas	162,037	\$250,229	0.29425747%
Sand City	379	\$100,000	0.11759532%
Seaside	30,197	\$100,000	0.11759532%
Soledad	26,966	\$100,000	0.11759532%
Unincorporated	105,334	\$162,664	0.19128542%
Napa	135,029	\$619,178	0.72812376%
American Canyon	21,758	\$100,000	0.11759532%
Calistoga	5,142	\$100,000	0.11759532%
Napa	77,174	\$119,178	0.14014716%
St Helena	5,314	\$100,000	0.11759532%
Yountville	2,781	\$100,000	0.11759532%
Unincorporated	22,860	\$100,000	0.11759532%
Nevada	100,177	\$402,929	0.47382528%
Grass Valley	13,400	\$100,000	0.11759532%
Nevada City	3,347	\$100,000	0.11759532%
Truckee	16,778	\$100,000	0.11759532%
Unincorporated	66,652	\$102,929	0.12103932%
Orange	3,150,835	\$5,647,131	6.64076208%
Aliso Viejo	50,068	\$100,000	0.11759532%
Anaheim	340,160	\$525,299	0.61772694%
Brea	47,725	\$100,000	0.11759532%
Buena Park	82,689	\$127,694	0.15016235%
Costa Mesa	109,423	\$168,979	0.19871101%
Cypress	49,345	\$100,000	0.11759532%
Dana Point	32,596	\$100,000	0.11759532%
Fountain Valley	56,333	\$100,000	0.11759532%
Fullerton	140,311	\$216,678	0.25480328%
Garden Grove	171,024	\$264,107	0.31057777%
Huntington Beach	192,503	\$297,277	0.34958340%
Irvine	314,550	\$485,750	0.57121946%
Laguna Beach	22,449	\$100,000	0.11759532%
Laguna Hills	30,315	\$100,000	0.11759532%
Laguna Niguel	64,291	\$100,000	0.11759532%
Laguna Woods	17,148	\$100,000	0.11759532%
La Habra	60,901	\$100,000	0.11759532%
Lake Forest	86,917	\$134,223	0.15784035%
La Palma	15,071	\$100,000	0.11759532%
Los Alamitos	11,947	\$100,000	0.11759532%
Mission Viejo	91,304	\$140,998	0.16580709%
Newport Beach	82,419	\$127,277	0.14967203%
Orange	138,621	\$214,068	0.25173426%
Placentia	52,226	\$100,000	0.11759532%
Rancho Santa Margarita	46,305	\$100,000	0.11759532%
San Clemente	62,297	\$100,000	0.11759532%
San Juan Capistrano	34,992	\$100,000	0.11759532%
Santa Ana	310,797	\$479,955	0.56440405%
Seal Beach	24,350	\$100,000	0.11759532%
Stanton	40,297	\$100,000	0.11759532%
Tustin	78,844	\$121,756	0.14317987%
Villa Park	5,705	\$100,000	0.11759532%
Westminster	89,490	\$138,197	0.16251289%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Yorba Linda	66,087	\$102,056	0.12001329%
Unincorporated	131,335	\$202,817	0.23850296%
Placer	412,844	\$921,664	1.08383338%
Auburn	13,218	\$100,000	0.11759532%
Colfax	1,988	\$100,000	0.11759532%
Lincoln	53,231	\$100,000	0.11759532%
Loomis	6,601	\$100,000	0.11759532%
Rocklin	71,609	\$110,584	0.13004118%
Roseville	154,329	\$238,326	0.28025982%
Unincorporated	111,868	\$172,754	0.20315110%
Plumas	18,841	\$200,000	0.23519064%
Portola	2,075	\$100,000	0.11759532%
Unincorporated	16,766	\$100,000	0.11759532%
Riverside	2,442,378	\$4,562,160	5.36488691%
Banning	31,213	\$100,000	0.11759532%
Beaumont	57,416	\$100,000	0.11759532%
Blythe	17,378	\$100,000	0.11759532%
Calimesa	10,867	\$100,000	0.11759532%
Canyon Lake	10,832	\$100,000	0.11759532%
Cathedral City	50,911	\$100,000	0.11759532%
Coachella	43,173	\$100,000	0.11759532%
Corona	156,615	\$241,856	0.28441118%
Desert Hot Springs	32,654	\$100,000	0.11759532%
Eastvale	68,884	\$106,376	0.12509261%
Hemet	89,663	\$138,464	0.16282706%
Indian Wells	4,797	\$100,000	0.11759532%
Indio	90,680	\$140,034	0.16467392%
Jurupa Valley	104,721	\$161,718	0.19017222%
Lake Elsinore	71,452	\$110,341	0.12975607%
La Quinta	38,370	\$100,000	0.11759532%
Menifee	111,560	\$172,279	0.20259177%
Moreno Valley	207,146	\$319,889	0.37617493%
Murrieta	109,177	\$168,599	0.19826427%
Norco	25,068	\$100,000	0.11759532%
Palm Desert	50,889	\$100,000	0.11759532%
Palm Springs	43,791	\$100,000	0.11759532%
Perris	79,311	\$122,478	0.14402793%
Rancho Mirage	16,992	\$100,000	0.11759532%
Riverside	316,690	\$489,055	0.57510567%
San Jacinto	53,538	\$100,000	0.11759532%
Temecula	108,700	\$167,862	0.19739804%
Wildomar	36,327	\$100,000	0.11759532%
Unincorporated	403,563	\$623,210	0.73286612%
Sacramento	1,578,938	\$2,597,303	3.05430711%
Citrus Heights	85,554	\$132,118	0.15536515%
Elk Grove	178,679	\$275,929	0.32447917%
Folsom	88,023	\$135,931	0.15984883%
Galt	25,785	\$100,000	0.11759532%
Isleton	767	\$100,000	0.11759532%
Rancho Cordova	82,109	\$126,798	0.14910907%
Sacramento	520,407	\$803,649	0.94505358%
Unincorporated	597,614	\$922,877	1.08526067%
San Benito	65,853	\$300,000	0.35278596%
Hollister	42,872	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

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San Juan Bautista	2,032	\$100,000	0.11759532%
Unincorporated	20,949	\$100,000	0.11759532%
San Bernardino	2,181,433	\$4,021,003	4.72851150%
Adelanto	36,131	\$100,000	0.11759532%
Apple Valley	74,322	\$114,773	0.13496796%
Barstow	24,669	\$100,000	0.11759532%
Big Bear Lake	4,958	\$100,000	0.11759532%
Chino	92,585	\$142,976	0.16813338%
Chino Hills	76,414	\$118,004	0.13876701%
Colton	52,778	\$100,000	0.11759532%
Fontana	214,223	\$330,818	0.38902669%
Grand Terrace	12,771	\$100,000	0.11759532%
Hesperia	100,087	\$154,561	0.18175693%
Highland	55,676	\$100,000	0.11759532%
Loma Linda	24,965	\$100,000	0.11759532%
Montclair	37,211	\$100,000	0.11759532%
Needles	4,769	\$100,000	0.11759532%
Ontario	181,224	\$279,859	0.32910086%
Rancho Cucamonga	173,316	\$267,647	0.31474001%
Redlands	72,696	\$112,262	0.13201516%
Rialto	103,097	\$159,210	0.18722306%
San Bernardino	226,541	\$349,841	0.41139605%
Twentynine Palms	25,346	\$100,000	0.11759532%
Upland	78,285	\$120,893	0.14216473%
Victorville	138,202	\$213,421	0.25097336%
Yucaipa	53,810	\$100,000	0.11759532%
Yucca Valley	21,594	\$100,000	0.11759532%
Unincorporated	295,763	\$456,738	0.53710246%
San Diego	3,291,101	\$5,494,399	6.46115601%
Carlsbad	114,319	\$176,539	0.20760209%
Chula Vista	278,247	\$429,689	0.50529359%
Coronado	21,589	\$100,000	0.11759532%
Del Mar	3,919	\$100,000	0.11759532%
El Cajon	104,180	\$160,882	0.18918977%
Encinitas	61,028	\$100,000	0.11759532%
Escondido	150,002	\$231,644	0.27240204%
Imperial Beach	26,096	\$100,000	0.11759532%
La Mesa	60,620	\$100,000	0.11759532%
Lemon Grove	27,568	\$100,000	0.11759532%
National City	58,555	\$100,000	0.11759532%
Oceanside	171,483	\$264,816	0.31141131%
Poway	49,273	\$100,000	0.11759532%
San Diego	1,385,379	\$2,139,399	2.51583354%
San Marcos	95,998	\$148,247	0.17433135%
Santee	59,195	\$100,000	0.11759532%
Solana Beach	12,887	\$100,000	0.11759532%
Vista	99,723	\$153,999	0.18109591%
Unincorporated	511,040	\$789,184	0.92804321%
San Francisco	843,071	\$1,301,929	1.53100798%
San Joaquin	791,408	\$1,486,119	1.74760657%
Escalon	7,249	\$100,000	0.11759532%
Lathrop	37,033	\$100,000	0.11759532%
Lodi	66,492	\$102,682	0.12074877%
Manteca	90,917	\$140,400	0.16510431%
Ripon	15,741	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Stockton	317,204	\$489,849	0.57603909%
Tracy	96,609	\$149,190	0.17544092%
Mountain House	28,063	\$100,000	0.11759532%
Unincorporated	132,100	\$203,998	0.23989220%
San Luis Obispo	278,469	\$885,421	1.04121308%
Arroyo Grande	17,941	\$100,000	0.11759532%
Atascadero	30,279	\$100,000	0.11759532%
El Paso de Robles	30,907	\$100,000	0.11759532%
Grover Beach	12,481	\$100,000	0.11759532%
Morro Bay	10,261	\$100,000	0.11759532%
Pismo Beach	7,846	\$100,000	0.11759532%
San Luis Obispo	48,684	\$100,000	0.11759532%
Unincorporated	120,070	\$185,421	0.21804584%
San Mateo	741,565	\$2,342,701	2.75490620%
Atherton	6,976	\$100,000	0.11759532%
Belmont	26,931	\$100,000	0.11759532%
Brisbane	4,661	\$100,000	0.11759532%
Burlingame	30,513	\$100,000	0.11759532%
Colma	1,410	\$100,000	0.11759532%
Daly City	101,458	\$156,679	0.18424665%
East Palo Alto	29,078	\$100,000	0.11759532%
Foster City	32,581	\$100,000	0.11759532%
Half Moon Bay	11,238	\$100,000	0.11759532%
Hillsborough	11,116	\$100,000	0.11759532%
Menlo Park	33,140	\$100,000	0.11759532%
Millbrae	23,093	\$100,000	0.11759532%
Pacifica	37,062	\$100,000	0.11759532%
Portola Valley	4,249	\$100,000	0.11759532%
Redwood City	81,863	\$126,419	0.14866234%
San Bruno	42,152	\$100,000	0.11759532%
San Carlos	29,420	\$100,000	0.11759532%
San Mateo	103,352	\$159,603	0.18768613%
South San Francisco	64,601	\$100,000	0.11759532%
Woodside	5,133	\$100,000	0.11759532%
Unincorporated	61,538	\$100,000	0.11759532%
Broadmoor Police Protection District	0	\$100,000	0.11759532%
Santa Barbara	443,623	\$1,118,018	1.31473647%
Buellton	4,970	\$100,000	0.11759532%
Carpinteria	12,744	\$100,000	0.11759532%
Goleta	32,515	\$100,000	0.11759532%
Guadalupe	8,676	\$100,000	0.11759532%
Lompoc	43,610	\$100,000	0.11759532%
Santa Barbara	85,679	\$132,312	0.15559215%
Santa Maria	110,608	\$170,809	0.20086295%
Solvang	5,663	\$100,000	0.11759532%
Unincorporated	139,158	\$214,898	0.25270945%
Santa Clara	1,903,198	\$3,348,985	3.93825007%
Campbell	43,095	\$100,000	0.11759532%
Cupertino	59,471	\$100,000	0.11759532%
Gilroy	61,033	\$100,000	0.11759532%
Los Altos	31,255	\$100,000	0.11759532%
Los Altos Hills	8,476	\$100,000	0.11759532%
Los Gatos	33,230	\$100,000	0.11759532%
Milpitas	81,773	\$126,280	0.14849890%
Monte Sereno	3,582	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

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Morgan Hill	46,384	\$100,000	0.11759532%
Mountain View	86,535	\$133,633	0.15714664%
Palo Alto	67,973	\$104,969	0.12343825%
San Jose	969,491	\$1,497,156	1.76058535%
Santa Clara	132,048	\$203,918	0.23979776%
Saratoga	30,819	\$100,000	0.11759532%
Sunnyvale	157,566	\$243,324	0.28613818%
Unincorporated	90,467	\$139,705	0.16428711%
Santa Cruz	262,572	\$596,819	0.70183094%
Capitola	9,497	\$100,000	0.11759532%
Santa Cruz	62,776	\$100,000	0.11759532%
Scotts Valley	11,816	\$100,000	0.11759532%
Watsonville	51,032	\$100,000	0.11759532%
Unincorporated	127,451	\$196,819	0.23144966%
Shasta	179,195	\$444,182	0.52233669%
Anderson	10,943	\$100,000	0.11759532%
Redding	92,446	\$142,762	0.16788095%
Shasta Lake	10,131	\$100,000	0.11759532%
Unincorporated	65,675	\$101,420	0.11926510%
Sierra	3,171	\$200,000	0.23519064%
Loyalton	724	\$100,000	0.11759532%
Unincorporated	2,447	\$100,000	0.11759532%
Siskiyou	43,409	\$1,100,000	1.29354852%
Dorris	836	\$100,000	0.11759532%
Dunsmuir	1,651	\$100,000	0.11759532%
Etna	665	\$100,000	0.11759532%
Fort Jones	674	\$100,000	0.11759532%
Montague	1,199	\$100,000	0.11759532%
Mount Shasta	3,203	\$100,000	0.11759532%
Tulelake	870	\$100,000	0.11759532%
Weed	2,710	\$100,000	0.11759532%
Yreka	7,805	\$100,000	0.11759532%
Unincorporated	23,796	\$100,000	0.11759532%
Lake Shastina Community Services District	0	\$100,000	0.11759532%
Solano	446,426	\$1,031,337	1.21280407%
Benicia	26,033	\$100,000	0.11759532%
Dixon	19,403	\$100,000	0.11759532%
Fairfield	120,339	\$185,836	0.21853435%
Rio Vista	10,004	\$100,000	0.11759532%
Suisun City	28,840	\$100,000	0.11759532%
Vacaville	102,173	\$157,783	0.18554508%
Vallejo	121,558	\$187,718	0.22074804%
Unincorporated	18,076	\$100,000	0.11759532%
Sonoma	478,152	\$1,272,032	1.49585058%
Cloverdale	8,710	\$100,000	0.11759532%
Cotati	7,303	\$100,000	0.11759532%
Healdsburg	10,985	\$100,000	0.11759532%
Petaluma	58,445	\$100,000	0.11759532%
Rohnert Park	43,821	\$100,000	0.11759532%
Santa Rosa	174,890	\$270,077	0.31759838%
Sebastopol	7,295	\$100,000	0.11759532%
Sonoma	10,532	\$100,000	0.11759532%
Windsor	25,394	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

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Unincorporated	130,777	\$201,955	0.23748964%
Stanislaus	548,744	\$1,314,124	1.54534808%
Ceres	49,319	\$100,000	0.11759532%
Hughson	7,711	\$100,000	0.11759532%
Modesto	217,862	\$336,438	0.39563508%
Newman	12,121	\$100,000	0.11759532%
Oakdale	23,008	\$100,000	0.11759532%
Patterson	24,790	\$100,000	0.11759532%
Riverbank	25,006	\$100,000	0.11759532%
Turlock	71,273	\$110,065	0.12943101%
Waterford	9,110	\$100,000	0.11759532%
Unincorporated	108,544	\$167,621	0.19711475%
Sutter	100,110	\$308,494	0.36277479%
Live Oak	9,668	\$100,000	0.11759532%
Yuba City	70,256	\$108,494	0.12758415%
Unincorporated	20,186	\$100,000	0.11759532%
Tehama	64,308	\$400,000	0.47038128%
Corning	8,076	\$100,000	0.11759532%
Red Bluff	14,300	\$100,000	0.11759532%
Tehama	422	\$100,000	0.11759532%
Unincorporated	41,510	\$100,000	0.11759532%
Trinity	15,915	\$100,000	0.11759532%
Tulare	478,918	\$1,139,874	1.34043818%
Dinuba	25,573	\$100,000	0.11759532%
Exeter	10,179	\$100,000	0.11759532%
Farmersville	10,327	\$100,000	0.11759532%
Lindsay	12,594	\$100,000	0.11759532%
Porterville	62,934	\$100,000	0.11759532%
Tulare	70,799	\$109,333	0.12857023%
Visalia	144,532	\$223,196	0.26246858%
Woodlake	7,713	\$100,000	0.11759532%
Unincorporated	134,267	\$207,345	0.24382745%
Tuolumne	54,407	\$200,000	0.23519064%
Sonora	5,132	\$100,000	0.11759532%
Unincorporated	49,275	\$100,000	0.11759532%
Ventura	823,863	\$1,599,341	1.88075038%
Camarillo	69,014	\$106,576	0.12532869%
Fillmore	17,061	\$100,000	0.11759532%
Moorpark	35,114	\$100,000	0.11759532%
Ojai	7,533	\$100,000	0.11759532%
Oxnard	197,536	\$305,049	0.35872328%
Port Hueneme	20,916	\$100,000	0.11759532%
San Buenaventura	107,569	\$166,116	0.19534416%
Santa Paula	31,355	\$100,000	0.11759532%
Simi Valley	124,029	\$191,534	0.22523535%
Thousand Oaks	122,643	\$189,394	0.22271838%
Unincorporated	91,093	\$140,672	0.16542392%
Yolo	221,666	\$500,461	0.58851865%
Davis	65,054	\$100,461	0.11813737%
West Sacramento	54,278	\$100,000	0.11759532%
Winters	7,587	\$100,000	0.11759532%

**2024-25 Enhancing Law Enforcement Activities Subaccount
Citizens' Option for Public Safety
Front-line Law Enforcement Allocation for 2024-25**

City/County	City/County Population Estimates 1/1/2024	Projected Allocations by City/County	Percent of Allocation by City/County
Woodland	60,672	\$100,000	0.11759532%
Unincorporated	34,075	\$100,000	0.11759532%
Yuba	83,721	\$303,583	0.35699994%
Marysville	12,752	\$100,000	0.11759532%
Wheatland	3,893	\$100,000	0.11759532%
Unincorporated	67,076	\$103,583	0.12180930%
CALIFORNIA TOTAL	39,128,162	\$85,037,400	100.00000000%
CALIFORNIA CITY TOTAL	32,834,405	\$73,387,657	86.30044797%

RESOLUTION 2024-XX

**A RESOLUTION OF THE COUNCIL OF THE CITY OF TULARE
AUTHORIZING THE ACCEPTANCE AND APPROPRIATION OF CITIZENS' OPTION FOR
PUBLIC SAFETY (COPS) FUNDS FROM THE STATE OF CALIFORNIA**

WHEREAS, the State of California has appropriated monies for the Citizens' Option for Public Safety (COPS) program and for juvenile justice programs specified pursuant to the Juvenile Justice Crime Prevention Act (JJCPA); and

WHEREAS, the State Controller is required to allocate the COPS and JJCPA funds to each county that has established a Supplemental Law Enforcement Services Fund (SLESF); and

WHEREAS, the County of Tulare has established a Supplemental Law Enforcement Services Fund; and

WHEREAS, State law requires the County Auditor to allocate a certain percentage of the monies received from the State Controller to the cities within the county in accordance with the relative population of the cities; and

WHEREAS, the City of Tulare is entitled to \$109,333 for frontline law enforcement purposes; and

WHEREAS, the Tulare Police Chief has submitted to the City Council a request that the funds, which the City will receive under the allocation, be used to supplement one police officer position; and

WHEREAS, the Fiscal Year 2025 Budget included the anticipation of using the COPS funds as part of the Police Department's budget.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Tulare, as follows:

Section 1. The City of Tulare hereby accepts the allocation of \$109,333 from the State of California Citizens' Option for Public Safety (COPS) Program funds and the City Manager, or designee, is hereby authorized to execute all necessary documents pertinent to such grant.

Section 2. The funds which the City will receive are hereby appropriated towards the salary and benefits of one police officer position.

PASSED, APPROVED, AND ADOPTED by the Council of the City of Tulare this 5th day of November 2024, by the following vote:

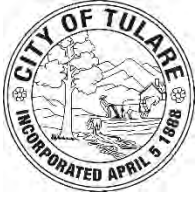
Ayes:
Noes:
Absent:
Abstain:

Terry A. Sayre, President of the Council and
Ex-Officio Mayor

ATTEST:

Marc Mondell, City Clerk

By Melissa Hermann, Chief Deputy City Clerk



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 12.6
Consent

Department: Engineering Services - Engineering

Submitted by: Michael Miller, City Engineer

Agenda Title: Cartmill Avenue Irrevocable Offer of Dedication

RECOMMENDED ACTION

Adopt a resolution accepting a portion of the Irrevocable Offer to dedicate real property along the south side of Cartmill Avenue east of Akers Street (also known as Gem Street) that was offered to the City of Tulare across Parcel 1 of Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder; direct the City Clerk to cause a certified copy of the resolution accepting the Irrevocable Offer of Dedication to be recorded in the Office of the Tulare County Recorder; and authorize the City Manager or his designee to sign a Certificate of Acceptance for the same.

SUMMARY

Parcel Map No. 5020, filed by property owners Robert W. Wagner, Successor Trustee of Sub Trust A of the Lanting Family Trust and Rutherford Investment Properties, LLC, created eight parcels along the south side of Cartmill Avenue between the Akers Street alignment (a.k.a., Gem Street) and Rutherford Street. An Irrevocable Offer of Dedication in favor of the City of Tulare was provided on the parcel map along the Cartmill Avenue frontage of Parcels 1 and 2 of that map. A portion of the irrevocable offer across for Parcel 1 was accepted by City Council on February 5, 2013 through Resolution No. 13-06 to facilitate the improvements of CIP Project EN0073 - Cartmill Avenue Improvements. It is now necessary to accept an additional portion of the Irrevocable Offer across Parcel 1 to facilitate the installation of Southern California Edison utility improvements that will serve development at the southwest corner of Cartmill Avenue and Akers Street.

FISCAL IMPACT & FUNDING SOURCE(S)

There is no additional fiscal impact associated with this action.

LEGAL REVIEW

The City Attorney will review the proposed resolution prior to its recordation.

ALTERNATIVE ACTION

1. Approve with changes. Staff would work to implement any changes directed by Council. Minor changes would have minimal impact on construction cost and schedule.
2. Deny. Denial of the requested Irrevocable Offer acceptance would require SCE to come up with an alternate means of serving property at the southwest corner of Cartmill Avenue and Akers Street, resulting in significant impacts to construction cost and schedule.
3. Table. Tabling the item to accept a portion of the Irrevocable Offer could have a significant impact on construction cost and schedule.

ATTACHMENTS

1. Parcel Map No. 5020
2. Resolution No. 13-06
3. Resolution
4. Certificate of Acceptance

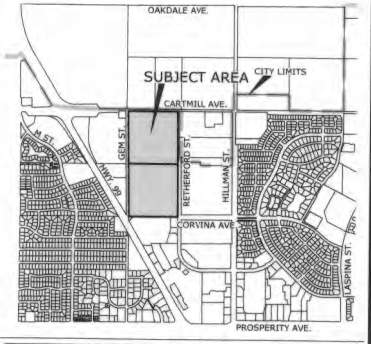
Reviewed/Approved: 

PARCEL MAP NO. 5020

BEING A DIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 35, TOWNSHIP 19 SOUTH, RANGE 24 EAST, MOUNT Diablo BASE AND MERIDIAN, SITUATED IN THE CITY OF TULARE, COUNTY OF TULARE, STATE OF CALIFORNIA.

BY: 4 CREEKS INC.
1150 NORTH CHINOWTH, STE B
VISALIA, CA 93291
(559) 688-3032

FOR: BETHEL ASSEMBLY OF GOD
216 NORTH M STREET
TULARE, CA 93274
(559) 688-7545



VICINITY MAP

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY MADE AND COMPLETE AS SHOWN IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF BETHEL ASSEMBLY OF GOD ON FEBRUARY 1, 2010. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED. THE MONUMENTS NOT YET SET, WILL BE SET AS INDICATED WITHIN ONE YEAR OF THE RECORDING OF THIS MAP.

RANDY D WASHNOK P.L.S. #163 DATE 12/23/10
EXPIRES 12/31/12

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP, THAT THE SUBDIVISION SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND MY APPROVED ALTERATIONS THEREOF, AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL, OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH. I FURTHER CERTIFY THAT ALL REQUIRED OFFSITE AND ONSITE IMPROVEMENTS HAVE EITHER ALREADY BEEN INSTALLED, HAVE BEEN DEFERRED UNTIL FUTURE DEVELOPMENT, OR ADEQUATE BONDS OR OTHER SUFFICIENT SURETIES HAVE BEEN PROVIDED.

MICHAEL WINTHLOCK R.C.E. 43166 DATE 12/23/10
CITY ENGINEER EXPIRES 3-31-12

BOARD OF SUPERVISOR'S STATEMENT

I, JEAN N. ROUSSEAU, COUNTY ADMINISTRATIVE OFFICER/CLERK OF THE BOARD OF SUPERVISORS OF THE COUNTY OF TULARE, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT THE SAID BOARD OF SUPERVISORS HAS APPROVED THE PROVISIONS MADE FOR THE PAYMENT OF TAXES AS PROVIDED IN DIVISION 2 OF TITLE 7 OF THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA.

DATED THIS 23rd DAY OF December, 2010
JEAN N. ROUSSEAU, COUNTY ADMINISTRATIVE OFFICER/
CLERK OF THE BOARD OF SUPERVISORS

BY: *Rosemary Lyburne*
DEPUTY



RECORDER'S STATEMENT

DOCUMENT NO. 2010-0025582 FEE PAID \$200
FILED THIS 31st DAY OF DECEMBER 10, AT 8:00 AM.

IN BOOK 51 OF PARCEL MAPS AT PAGE 26 TULARE COUNTY RECORDS.

GREGORY B. MARDACOSTE
TULARE COUNTY ASSESSOR/CLERK-RECORDS

BY: *Pete Baruel*
DEPUTY

1150 N. CHINOWTH ST., STE. B
P.O. BOX 7985
VISALIA, CA 93291
TEL: 559.802.3052
FAX: 559.802.3215



OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE LEGAL OWNERS OF, OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE BOUNDARIES OF THE SUBDIVISION SHOWN ON THIS MAP, AND THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID PROPERTY, AND WE CONSENT TO THE MAKING AND FILING OF SAID SUBDIVISION MAP AS SHOWN WITHIN THE BOLD BORDER LINES HEREIN. WE HEREBY OFFER TO DEDICATE AND DO HEREBY DEDICATE THE FOLLOWING AS SHOWN WITHIN THE BOUNDARIES OF THE MAP HEREOF, FOR THE SPECIFIED PURPOSES:
1. PUBLIC EASEMENTS FOR STORM WATER PURPOSES TO THE CITY OF TULARE.
2. PUBLIC EASEMENTS FOR THE INSTALLATION AND MAINTENANCE OF GAS LINES AND CONDUITS FOR ELECTRIC, CABLE TELEVISION AND TELEPHONE SERVICES, TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO, AS SHOWN HEREON AND DESIGNATED AS "UTILITY PUBLIC UTILITY EASEMENT".
WE ALSO HEREBY DEDICATE IRREVOCABLE OFFERS FOR STREET RIGHT OF WAY DEDICATIONS SHOWN ON THIS MAP.
1. RIGHT OF WAY FOR RETHERSFORD STREET, CORVINA AVENUE, AND GEM STREET.

ROBERT W. WAGNER, SUCCESSOR TRUSTEE OF SUB TRUST 7 OF THE LANTANA FAMILY TRUST
Robert W. Wagner Trustee
THOMAS A. JAMES, A CALIFORNIA LIMITED LIABILITY COMPANY
Thomas A. James

ADDITIONAL OWNER'S STATEMENT

RECORDED CONCURRENTLY AS FILE NO. 2010-0025583 RECORDED ON Dec. 31, 2010, IN THE OFFICE OF THE COUNTY RECORDER PER SECTIONS 96435.1 AND 96435.2 OF THE SUBDIVISION MAP ACT.

STATE OF CALIFORNIA/COUNTY OF TULARE
ON 12-22-2010 BEFORE ME, *R. Chambers notary public Robert W. Wagner* PERSONALLY APPEARED

PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/IT HEY EXECUTED THE SAME IN HIS/HER/ITHEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/ITHEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

SIGNATURE: *[Signature]* PRINT NAME: *R. Chambers*
MY COMMISSION EXPIRES: *8-21-2012* COMMISSION NO: *1807279*

PRINCIPAL PLACE OF BUSINESS: *Tulare* COUNTY

ADDITIONAL OWNER'S STATEMENT

RECORDED CONCURRENTLY AS FILE NO. 2010-0025584 RECORDED ON Dec. 31, 2010, IN THE OFFICE OF THE COUNTY RECORDER PER SECTIONS 96435.1 AND 96435.2 OF THE SUBDIVISION MAP ACT.

STATE OF CALIFORNIA/COUNTY OF TULARE
ON 12-22-2010 BEFORE ME, *R. Chambers notary public Thomas A. James* PERSONALLY APPEARED

PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/IT HEY EXECUTED THE SAME IN HIS/HER/ITHEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/ITHEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

SIGNATURE: *[Signature]* PRINT NAME: *R. Chambers*
MY COMMISSION EXPIRES: *8-21-2012* COMMISSION NO: *1807279*

PRINCIPAL PLACE OF BUSINESS: *Tulare* COUNTY

LEGEND

- ▲ FOUND AND ACCEPTED MONUMENT AS DESCRIBED
- SET BY [BOOK/PAGE] (P.L.S. # [])
- RECORD DATA PER PARCEL MAP NO. 4883 RECORDED IN BOOK 50 OF PARCEL MAPS AT PAGE 54, TCR (OR CALCULATED THEREFROM)
- RECORD DATA PER PARCEL MAP NO. 4783 RECORDED IN BOOK 46 OF PARCEL MAPS AT PAGE 11, TCR (OR CALCULATED THEREFROM)
- RECORD DATA PER RECORD OF SURVEY RECORDED IN BOOK 21 OF LICENSED SURVEYS AT PAGE 52, TCR (OR CALCULATED THEREFROM)
- RECORD DATA PER PARCEL MAP NO. 4784 RECORDED IN BOOK 48 OF PARCEL MAPS AT PAGE 14, TCR (OR CALCULATED THEREFROM)
- LINE INDICATES PARCEL MAP LIMITS
- * SYMBOL DENOTES DIMENSION FOR STORM WATER IN FAVOR OF THE CITY OF TULARE (PER THIS MAP)

EASEMENTS OF RECORD NOT PLOTTABLE

PER TITLE REPORT PREPARED BY CHICAGO TITLE CO. DATED 8/19/2010, AS ORDER NO. 10-421701-CU

AN EASEMENT FOR A WATER DITCH IN FAVOR OF CHARLES S. ROBY, RECORDED 11/6/1904, IN BOOK 123, PG. 83, OF DEEDS, O.R.

AN EASEMENT FOR ROAD PURPOSES RECORDED AS INST. NO. 236, IN BOOK 144 OF DEEDS DATED 5/19/14, O.R.

BASIS OF BEARINGS

THE SOUTH LINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 35-1924 BEING N89°57'49" E PER P.A. NO. 4863, AS RECORDED IN BK. 60 OF PARCEL MAPS, AT PG. 98, TCR.

CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE CAREFULLY EXAMINED THIS MAP AND AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT, PURSUANT TO THE PROVISIONS OF THE SUBDIVISION MAP ACT.

J. Kenneth Ramage 12/23/10
J. KENNETH RAMAGE R.C.E. 22423 DATE
CITY SURVEYOR EXPIRES 6-30-11

CITY CLERK'S STATEMENT

THIS IS TO CERTIFY THAT AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TULARE HELD ON THE 22nd DAY OF December, 2010, AN ORDER WAS DULY AND REGULARLY MADE AND ENTERED APPROVING THIS MAP AND SUBDIVISION AND ANNOUNCING THE 30' FOOT STORM DRAIN EASEMENT, AND ACCEPTING, SUBJECT TO IMPROVEMENTS, ON BEHALF OF THE PUBLIC, PUBLIC EASEMENTS FOR STORM WATER PURPOSES, PUBLIC UTILITY EASEMENTS, AND THE OFFER OF DEDICATION SHOWN AS IRREVOCABLE OFFERS OF DEDICATION IN FEE IS REFLECTED AND WILL HEREAFTER REMAIN IRREVOCABLE OFFERS OF DEDICATION UNTIL ACCEPTED BY A SEPARATE RESOLUTION BY CITY COUNCIL AS SHOWN ON THIS MAP.

WITNESS MY HAND AND OFFICIAL SEAL OF THE CITY OF TULARE, THIS 22nd DAY OF December, 2010.

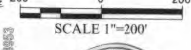
DARREL L. PYLE, CITY CLERK

[Signature]
ROXANNE YODER, CHIEF DEPUTY CITY CLERK

PLANNING COMMISSION'S STATEMENT

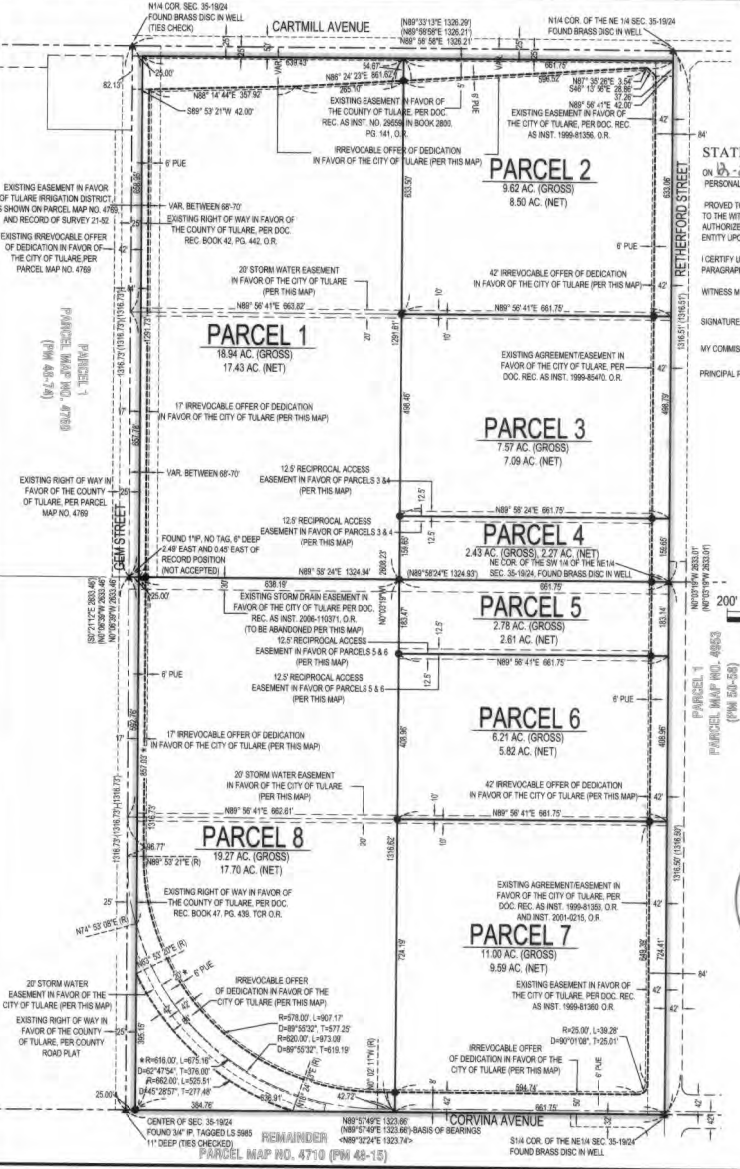
I HEREBY CERTIFY ON BEHALF OF THE PARCEL MAP COMMITTEE THAT THIS PARCEL MAP CONFORMS TO APPROVED TENTATIVE PARCEL MAP NUMBER 2010-PM-03 THIS 23rd DAY OF December, 2010.

Mark S. Kielly
MARK S. KIELLY, DIRECTOR OF BUILDING AND PLANNING



RIGHT TO FARM NOTICE

IN ACCORDANCE WITH SECTION 16, 16.6 OF THE CITY OF TULARE ORDINANCE CODE, AND AS A CONDITION OF APPROVAL OF THE ABOVE REFERENCED PARCEL MAP, SUBDIVISION MAP OR USE PERMIT, THE OWNERS HEREBY ACKNOWLEDGE THAT:
IF THE PROPERTY IN WHICH YOU ARE TAKING AN INTEREST IS LOCATED AN INTEREST IS LOCATED ON AGRICULTURAL LANDS OR OPERATIONS, OR IS INCLUDED WITHIN AN AREA ZONED FOR AGRICULTURAL PURPOSES, YOU MAY BE SUBJECT TO INCONVENIENCES OR DISCOMFORT ARISING FROM SUCH OPERATIONS INCLUDING BUT NOT LIMITED TO: NOISE, ODORS, FLAMES, DUST, SMOKE, INSECTS, OPERATIONS OF MACHINERY (INCLUDING AIRCRAFT) DURING ANY 24 HOUR PERIOD, STORAGE AND DISPOSAL OF MANURE, AND THE APPLICATION OF OR RESIDUES OF CHEMICAL FERTILIZERS, SOIL AMENDMENTS, HERBICIDES AND PESTICIDES. ONE OR MORE OF THE INCONVENIENCES DESCRIBED HEREIN MAY OCCUR AS A RESULT OF ANY SUCH AGRICULTURAL OPERATION WHICH IS IN CONFORMANCE WITH EXISTING LAWS AND REGULATIONS AND ACCEPTED CUSTOMS AND STANDARDS. IF YOU LIVE ADJACENT TO AN AGRICULTURAL OPERATION, YOU SHOULD BE PREPARED TO ACCEPT SUCH INCONVENIENCES AND DISCOMFORT AS A NORMAL AND NECESSARY ASPECT OF LIVING IN A CITY WITH A STRONG RURAL CHARACTER AND AN ACTIVE AGRICULTURAL SECTOR IN THE REGION.



REMAINDER
PARCEL MAP NO. 4710 (P.M. 48-13)

REMAINDER
PARCEL MAP NO. 4710 (P.M. 48-13)

REMAINDER
PARCEL MAP NO. 4710 (P.M. 48-13)



2013-0009218

Recorded
Official Records
County of
Tulare
ROLAND P. HILL
Clerk Recorder

REC FEE

0.00

08:01AM 12-Feb-2013 LC
Page 1 of 4

4

RECORDING REQUESTED BY:
City of Tulare

WHEN RECORDED MAIL TO:
City Clerk
City of Tulare
411 East Kern Avenue
Tulare, CA 93274-4257

[Handwritten signature]

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

RESOLUTION NO. 13-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULARE ACCEPTING A PORTION OF THE IRREVOCABLE OFFER OF DEDICATION ACROSS PARCEL 1 OF PARCEL MAP NO. 5020 FILED ON DECEMBER 31, 2010 IN BOOK 51 OF PARCEL MAPS AT PAGE 26 IN THE OFFICE OF THE TULARE COUNTY RECORDER.

WHEREAS, Robert W. Wagner, Successor Trustee of Sub Trust A of the Lanting Family Trust and Rutherford Investment Properties, LLC, a California limited liability company, made an Irrevocable Offer to dedicate real property across the Cartmill Avenue frontage of Parcel 1 on Parcel Map No. 5020 filed on December 31, 2010 in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder; and

WHEREAS, the City Council of the City of Tulare, at their meeting of December 21, 2010, acknowledged said Irrevocable Offer of Dedication; and

WHEREAS, at 8:00 a.m., on December 31, 2010, said Irrevocable Offer of Dedication was recorded in the Official Records of the County of Tulare; and

WHEREAS, said Irrevocable Offer of Dedication is located along the south side of Cartmill Avenue between Gem Street and Retherford Street; and

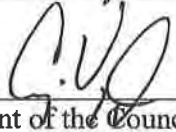
WHEREAS, said Irrevocable Offer of Dedication will be used for the reconstruction of the State Route 99 at Cartmill Avenue Interchange.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Tulare does herewith:

////

1. Accept a portion, consisting of 22,686 square feet as shown on the attached Exhibit "A" and Exhibit "B", of the Irrevocable Offer to dedicate real property across the Cartmill Avenue frontage of Parcel 1 that was offered for dedication on Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder.

PASSED, ADOPTED, AND APPROVED this 5th day of February, 2013.


V. J. J. President of the Council and Ex-Officio Mayor of the City of Tulare

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

I, Don Dorman, City Clerk of the City of Tulare, certify the foregoing is the full and true Resolution 13-06 passed and adopted by the Council of the City of Tulare at a regular meeting held on February 5, 2013, by the following vote:

Aye(s) SKIP Barwick, Shea Gavin, Carla Jones, Craig Vejuoda

Noe(s) NA Absent Abstention(s) David Maceo

Dated: 2/5/2013

DON DORMAN, CITY CLERK

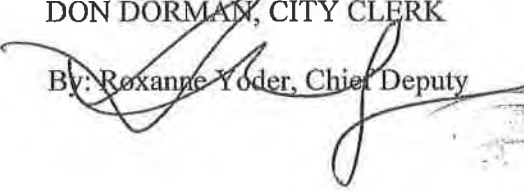
By:  Roxanne Yoder, Chief Deputy



EXHIBIT "A"

Parcel 86931-1

That portion of the real property delineated as an Irrevocable Offer of Dedication on that certain Parcel Map No. 5020, filed on December 31, 2010 as Document No. 2010-0083582, in Book 51 of Parcel Maps, at Page 26, Tulare County Records, lying within the West half of the Northeast quarter of Section 35, Township 19 South, Range 24 East, M.D.B.&M., in the County of Tulare, State of California, described as follows:

COMMENCING at the quarter corner common to said Section 35 and 26, thence along the North-South centerline of said Section 35, South 00°21'17" East 30.00 feet to the South right of way line of Cartmill Ave, said point being the **POINT OF BEGINNING**; thence leaving said centerline, North 89°44'19" East 664.34 feet to a point on the East line of Parcel 1 of said Parcel Map No. 5020; thence along said East line, South 00°18'03" East 6.33 feet to the beginning of a non-tangent curve concave to the South, having a radius of 2,973.00 feet, and a radial bearing of North 04°23'21" West; thence leaving said East line, 112.91 feet Westerly along said curve through a central angle of 02°10'33"; thence South 83°26'06" West 277.08 feet to the beginning of a non-tangent curve concave to the North, having a radius of 3,353.34 feet, and a radial bearing of South 06°28'55" East; thence 188.37 feet Westerly along said curve through a central angle of 03°13'07" to the beginning of a non-tangent curve concave to the North, having a radius of 3,039.28 feet, and a radial bearing of South 01°52'37" East; thence 88.69 feet Westerly along said curve through a central angle of 01°40'19" to a point on North-South centerline of said Section 35; thence along said centerline, North 00°21'17" West 58.36 feet to the **POINT OF BEGINNING**.

Said description contains 22,686 square feet (0.521 acres) more or less.

All distances and areas shown hereon are grid distances. Bearings are on NAD 83, California Coordinate System, Zone 4, Epoch 1991.35. Divide by 0.99995464 to obtain ground distances.

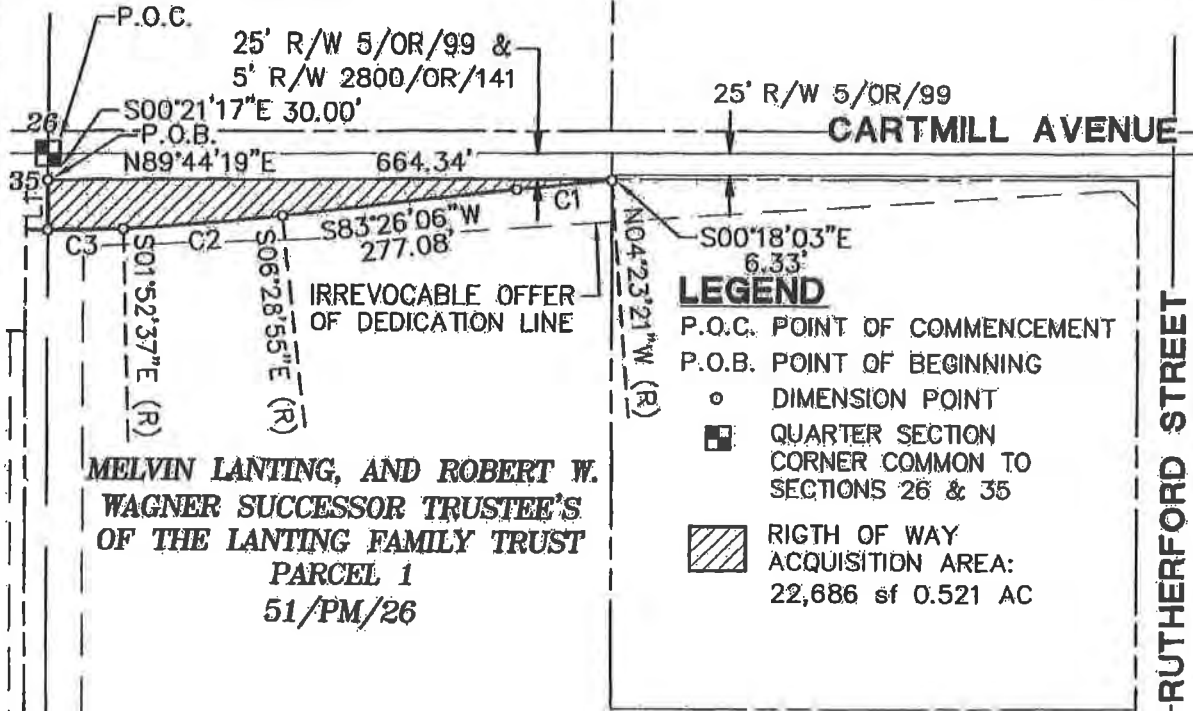
This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors Act.

 1-18-13
David Gutierrez LS 8852 Date



EXHIBIT 'B'

PORTION OF THE W 1/2 OF THE NE 1/4 OF SECTION 35, T. 19 S. R.
24 E. M.D.B. & M.



LINE TABLE

LINE	BEARING	LENGTH
L1	N 00°21'17" W	58.36'

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH
C1	2°10'33"	2973.00'	112.91'
C2	3°13'07"	3353.34'	188.37'
C3	1°40'19"	3039.28'	88.69'

SCALE: 1" = 200'

David Gutierrez 1-18-13
DAVID GUTIERREZ PLS 8852 DATE



LANTING FAMILY TRUST

CARTMILL AVE./ ROUTE 99 INTERCHANGE

RIGHT OF WAY ACQUISITION PARCEL 86931-1

RECORDING REQUESTED BY:

City of Tulare

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.**

RESOLUTION 2024-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULARE ACCEPTING A PORTION OF THE IRREVOCABLE OFFER OF DEDICATION ACROSS PACEL 1 ON MAP NO. 5020 FILED ON DECEMBER 31, 2010 IN BOOK 51 OF PARCEL MAPS AT PAGE 26 IN THE OFFICE OF THE TULARE COUNTY RECORDER

WHEREAS, Robert W. Wagner, Successor Trustee of Sub Trust A of the Lanting Family Trust and Rutherford Investment Properties, LLC, a California limited liability company, made an Irrevocable Offer to Dedicate real property across the Cartmill Avenue frontage of Parcel 1 on Parcel Map No. 5020 filed on December 31, 2010 in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder; and

WHEREAS, the City Council of the City of Tulare, at their meeting on December 21, 2010, acknowledged said Irrevocable Offer of Dedication; and

WHEREAS, at 8:00 a.m., on December 31, 2010, said Irrevocable Offer of Dedication was recorded in the Office Records of the County of Tulare; and

WHEREAS, said Irrevocable Offer of Dedication is located along Cartmill Avenue between Akers Street (also known as Gem Street) and Retherford Street; and

WHEREAS, a portion of said Irrevocable Offer of Dedication is now required to accommodate the installation of dry utilities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tulare, as follows:

Section 1. Accept a portion of the Irrevocable Offer of Dedication as shown on the attached Exhibit A and Exhibit B of real property across the Cartmill Avenue frontage of Parcel 1 that was offered for dedication on Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Tulare this 5th day of November 2024, by the following vote:

- Ayes:
- Noes:
- Absent:
- Abstain:

Terry A. Sayre, President of the Council and
Ex-Officio Mayor

ATTEST:

Marc Mondell, City Clerk

By Melissa Hermann, Chief Deputy City Clerk

EXHIBIT A
RIGHT OF WAY DEDICATION

That portion of the real property designated as an Irrevocable Offer of Dedication on that certain Parcel Map No. 5020, filed December 31, 2010 as Document No. 2010-0083582, in Book 51 of Parcel Maps, at Page 26, Tulare County Records, lying within the West half of the Northeast quarter of Section 35, Township 19 South, Range 24 East, Mount Diablo Base and Meridian, in the City of Tulare, County of Tulare, State of California, described as follows:

Commencing at the North quarter corner of said Section 35;

Thence South $0^{\circ} 06' 39''$ East, along the West line of the Northeast quarter of said Section 35, a distance of 88.36 feet to the Southwest corner of the land described a Parcel 86931-1, and accepted by the City of Tulare, in City of Tulare Resolution No. 13-06, recorded February 12, 2013 as Document No. 2013-0009218, of Official Records;

Thence Easterly along the South line of that land accepted by said Resolution, 42.00 feet along a non-tangent curve, concave to the North, with a radius of 3039.28 feet, having a central angle of $0^{\circ} 47' 30''$, and a beginning radial that bears North $0^{\circ} 02' 42''$ East, to the True Point of Beginning;

Thence continuing along the South line of that land accepted by said Resolution the following four (4) courses:

1. Easterly 46.68 feet along a tangent curve, concave to the North, with a radius of 3039.28 feet, and a central angle of $0^{\circ} 52' 48''$, and a beginning radial hat bears North $0^{\circ} 45' 10''$ West;
2. Easterly 188.38 feet along a non-tangent curve, concave to the North, with a radius 3353.34 feet, and a central angle of $3^{\circ} 13' 07''$, and a beginning radial of North $3^{\circ} 01' 09''$ West;
3. North $83^{\circ} 40' 45''$ East, 277.08 feet;
4. Easterly 113.00 feet along a tangent curve, concave to the South, with a radius of 2973.00 feet, and a central angle of $2^{\circ} 10' 40''$, to the East line of Parcel 1 of said Parcel Map No. 5020;

Thence South $0^{\circ} 03' 19''$ East along said East line a distance of 3.24 feet;

Thence Westerly 90.49 feet along a non-tangent curve, concave to the South, with a radius of 3000.00 feet, having a central angle of $1^{\circ} 43' 42''$, and a beginning radial that bears South $4^{\circ} 35' 33''$ East;

Thence South $83^{\circ} 40' 45''$ West, 337.91 feet;

Thence Westerly 196.83 feet along a tangent curve, concave to the North, with a radius of 2000.00 feet, and a central angle of $5^{\circ} 38' 20''$, to the East right-of-way line of Gem Street;

Thence North $0^{\circ} 06' 39''$ West, along the East right-of-way line of Gem Street, a distance of 4.08 feet, to the True Point of Beginning;

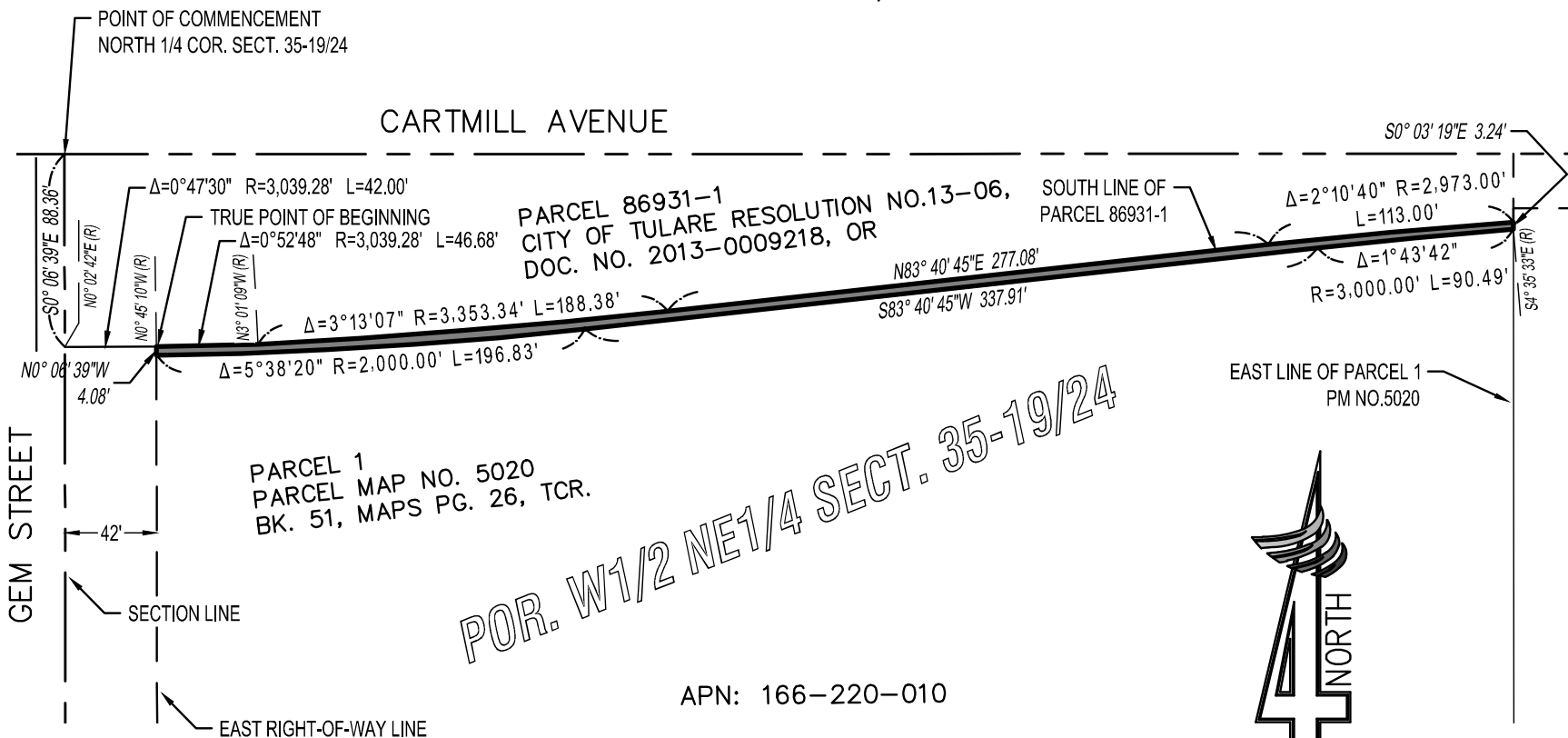
Containing approximately 2542 sf.



10/24/2024

EXHIBIT B

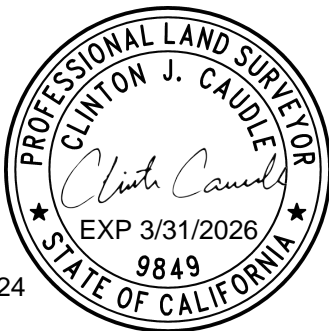
RIGHT OF WAY ACQUISITION AREA CITY OF TULARE, CA



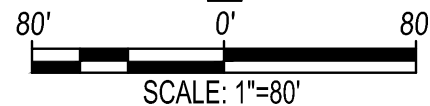
POR. W1/2 NE1/4 SECT. 35-19/24

PARCEL 1
PARCEL MAP NO. 5020
BK. 51, MAPS PG. 26, TCR.

APN: 166-220-010



10/24/2024

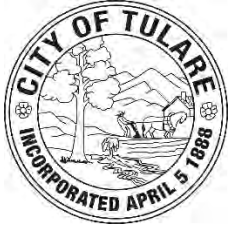


PREPARED BY:



4CREEKS

324 S. SANTA FE, STE. A
VISALIA, CA 93292
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OFFICE OF THE CITY CLERK

CERTIFICATE OF ACCEPTANCE

THIS IS TO CERTIFY that the interest in real property conveyed by the **Irrevocable Offer of Dedication** in fee by Parcel Map No. 5020 filed on December 31, 2010, in Book 51 of Parcel Maps at Page 26 in the Office of the Tulare County Recorder, from **Robert W. Wagner, Successor Trustee of Sub Trust A of the Lanting Family Trust and Rutherford Investment Properties, LLC, a California limited liability company**, to the City of Tulare, Municipal Corporation of the State of California, was duly accepted by the City Council of the City of Tulare on **November 5, 2024**, and by the same order of the City Council of the City of Tulare, the City Manager was authorized to execute this Certificate of Acceptance to be recorded with the **Irrevocable Offer of Dedication**.

CITY OF TULARE

By: _____
Marc Mondell, City Manager

ATTEST:

Melissa Hermann, Chief Deputy City Clerk



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 12.7
Consent

Department: Human Resources

Submitted by: Shonna Oneal, Human Resources Director

Agenda Title: Approve 2025 Health Insurance Rates

RECOMMENDED ACTION

Approve the 2025 health insurance rates to remain the same as recommended by the City Manager.

SUMMARY

The City of Tulare offers health, dental, and vision insurance as employee benefits. These benefits are part of a self-insured plan that includes fixed costs and the projection of claims based on experience wherein the City takes on the risk associated with paying future medical claims versus a fully insured plan that retains those risks. The City's self-insured plan mitigates that financial risk through "stop loss" insurance that is included in the total fixed costs for any claims over \$175,000. The benefit of a self-insured plan is that you only pay for the services/prescriptions rendered/received. The fixed and projected costs include the following:

Fixed Cost

- Stop Loss Coverage Premium: This provides insurance against any high or unusual claims made in the calendar year.
- HNAS Admin Fee: This includes basic care management, consolidated billing, COBRA, etc.
- BSC Network Access: This fee is the amount the City pays to have access to and receive contract benefit rates for Blue Shield.
- IPM Rx Admin Fee: This is the fee to administer the City's pharmaceutical plan.
- Delta Dental: This fee pays for the administration of the plan.
- PCORI Fees: An excise tax that applies to health insurance policies and self-insured health plans.

Projected Claims

- Medical Claims
- Prescription Claims
- Dental Claims

Burnham is the City's health insurance broker who currently administers this plan and performs calculations to set proposed rates based upon the estimated fixed cost and projections of claims for the next plan year. Overall, the estimated fixed costs are increasing 3.5% and claims are estimated to increase by 7.9%. However, the City is currently collecting \$4,393,668.96 through City (65%) and employee (35%) contributions and total cost of the estimated plan is \$4,109,838.48. Estimated revenue collected exceeds anticipated plan costs by approximately \$284,000.

Although, there is not an apparent need to increase rates to cover costs this year, Burnham is mindful of softening future huge increases by making progressive rate increases to avoid a large increase in the future. In making these recommendations, Burnham reviews levels of reserves, claims experiences, and takes into consideration the last time rates were increased.

The City last increased rates in 2021. From 2021-2025, the City has experienced a drop in claims expenses and a relatively stable fixed renewal rate. The overall fluctuation of fixed and claim renewal

rates during this time offset one another and support maintaining rates as currently set. The below table reflects Burnhams' calculated cost for this timeframe:

	2019	2020	2021	2022	2023	2024
Fixed Costs	\$ 566,053	\$ 619,488	\$ 751,781	\$ 675,639	\$ 703,451	\$ 704,010
Paid Claims	\$3,956,062	\$3,983,889	\$4,365,571	\$3,766,307	\$4,044,459	\$3,162,089
TOTAL PLAN COSTS	\$4,522,115	\$4,603,377	\$5,117,352	\$4,441,946	\$4,747,910	\$3,866,099
<i>Change</i>		1.79%	11.16%	-13.19%	6.80%	-18.58%

The audited financials from fiscal year 2023 reflect a fund balance of \$5,596,439 in the Employee Welfare Account. The City has also had several good years of claims experience that have helped stabilize rates. These factors influenced Burnham's recommendation to the Health Insurance Committee regarding setting rates for the plans and Burnham was comfortable with the revenue/expenses currently set.

After calculations are performed, Burnham meets with the City's established Health Insurance Committee whose members are charged with reviewing and recommending rates to the City Manager. The City Manager then makes recommendation to the City Council. Based on the above, it was the unanimous recommendation by the Health Insurance Committee to recommend to the City Manager that health insurance rates remain the same for calendar year 2025.

FISCAL IMPACT & FUNDING SOURCE(S)

The City's contribution to this plan is an estimated \$2,855,884 and is allocated across the funds. The contribution was already included in this year's budget for January through June. July through December contributions will be included in next year's proposed budget. No additional funding is necessary.

LEGAL REVIEW

This item has been reviewed by the City Attorney.

ALTERNATIVE ACTION

1. Approve
2. Deny
3. Table

ATTACHMENTS

1. City of Tulare Self-Funded Medical/RX Projection & Rate Calculations

Reviewed/Approved: 

City of Tulare
Self Funded Medical/Rx Projection
January 1, 2025

	Single	2 Party	Family	Total Members
Medical/Rx Enrollment	154	48	138	340
Dental Enrollment	175	54	135	364

Current: \$175k Specific Deductible w/HealthNow Administrative Services, US Fire Stop Loss and IPM PBM				
	Single	Two Party	Family	Annual Totals
US Fire Specific (\$175k Med/Rx; Paid)	\$ 46.35	\$ 131.02	\$ 131.02	\$ 378,091
US Fire Aggregate (Paid; w/Rx)	\$ 6.78	\$ 6.78	\$ 6.78	\$ 27,662
HNAS Admin (Basic Comp Care Mgmt/Telemedicine incl. BH/COBRA/Consolidated Billing)	\$ 25.20	\$ 25.20	\$ 25.20	\$ 102,816
BSC Network Access (BSC Case Mgmt)	\$ 24.01	\$ 24.01	\$ 24.01	\$ 97,961
IPM Rx Admin Fee	\$ 3.40	\$ 3.40	\$ 3.40	\$ 35,006
Delta Dental Dental Admin	\$ 13.67	\$ 13.67	\$ 13.67	\$ 59,711
PCORI Fee (\$3.22PMPY)	\$ 0.68	\$ 0.68	\$ 0.68	\$ 2,763
Total Fixed Costs	\$ 120.09	\$ 204.76	\$ 204.76	\$ 704,010
Projected Paid Claims - Medical (Using actual YTD)	\$ 440.66	\$ 440.66	\$ 440.66	\$ 1,797,878
Projected Paid Claims - Rx (Using actual YTD)	\$ 244.96	\$ 244.96	\$ 244.96	\$ 999,457
Projected Paid Claims - Dental (Using actual YTD)	\$ 83.51	\$ 83.51	\$ 83.51	\$ 364,755
	\$ 769.13	\$ 769.13	\$ 769.13	\$ 3,162,089
Total Estimated Projected Plan Cost	\$ 889.21	\$ 973.88	\$ 973.88	\$ 3,866,099
Aggregate Factor (Med/Rx Only)	\$ 639.77	\$ 1,925.73	\$ 1,925.73	\$ 5,480,524

*2 lasered claimants - \$200,000 and \$275,000 (removed claims exposure as neither have met 50% of stop loss in 2024)

Renewal: \$175k Specific Deductible w/HealthNow Administrative Services, US Fire Stop Loss and IPM PBM					
	Single	Two Party	Family	Annual Totals	% Change
US Fire Specific (\$175k Med/Rx; Paid)	\$ 57.55	\$ 134.45	\$ 134.45	\$ 406,445	7.5%
US Fire Aggregate (Paid; w/Rx)	\$ 4.00	\$ 4.00	\$ 4.00	\$ 16,320	-41.0%
HNAS Admin (Basic Comp Care Mgmt/Telemedicine incl. BH/COBRA/Consolidated Billing)	\$ 26.11	\$ 26.11	\$ 26.11	\$ 106,529	3.6%
BSC Network Access (BSC Case Mgmt)	\$ 24.97	\$ 24.97	\$ 24.97	\$ 101,878	4.0%
IPM Rx Admin Fee	\$ 3.40	\$ 3.40	\$ 3.40	\$ 35,006	0.0%
Delta Dental Dental Admin	\$ 13.67	\$ 13.67	\$ 13.67	\$ 59,711	0.0%
PCORI Fee (\$3.38PMPY)	\$ 0.71	\$ 0.71	\$ 0.71	\$ 2,900	5.0%
Total Fixed Costs	\$ 130.41	\$ 207.31	\$ 207.31	\$ 728,788	3.5%
Projected Paid Claims - Medical	\$ 470.28	\$ 470.28	\$ 470.28	\$ 1,918,724	6.7%
Projected Paid Claims - Rx	\$ 271.44	\$ 271.44	\$ 271.44	\$ 1,107,462	10.8%
Projected Paid Claims - Dental	\$ 87.99	\$ 87.99	\$ 87.99	\$ 384,337	5.4%
	\$ 829.70	\$ 829.70	\$ 829.70	\$ 3,410,523	7.9%
Total Estimated Projected Plan Cost	\$ 960.11	\$ 1,037.01	\$ 1,037.01	\$ 4,139,311	7.1%
Aggregate Factor (Med/Rx Only)	\$ 627.58	\$ 1,780.38	\$ 1,780.38	\$ 5,133,576	-6.3%

Option 1: \$175k Specific Deductible w/HealthNow Administrative Services, PanAmerican Stop Loss and IPM PBM					
	Single	Two Party	Family	Annual Totals	% Change
PanAmerican Specific (\$175k Med/Rx; 24/12)	\$ 53.65	\$ 124.98	\$ 124.98	\$ 378,101	0.0%
PanAmerican Aggregate (24/12; w/Rx)	\$ 6.00	\$ 6.00	\$ 6.00	\$ 24,480	-11.5%
HNAS Admin (Basic Comp Care Mgmt/Telemedicine incl. BH/COBRA/Consolidated Billing)	\$ 26.11	\$ 26.11	\$ 26.11	\$ 106,529	3.6%
BSC Network Access (BSC Case Mgmt)	\$ 24.97	\$ 24.97	\$ 24.97	\$ 101,878	4.0%
IPM Rx Admin Fee	\$ 3.40	\$ 3.40	\$ 3.40	\$ 35,006	0.0%
Delta Dental Dental Admin	\$ 13.67	\$ 13.67	\$ 13.67	\$ 59,711	0.0%
PCORI Fee	\$ 0.71	\$ 0.71	\$ 0.71	\$ 2,900	5.0%
Total Fixed Costs	\$ 128.51	\$ 199.84	\$ 199.84	\$ 708,604	0.7%
Projected Paid Claims - Medical	\$ 470.28	\$ 470.28	\$ 470.28	\$ 1,918,724	6.7%
Projected Paid Claims - Rx	\$ 271.44	\$ 271.44	\$ 271.44	\$ 1,107,462	10.8%
Projected Paid Claims - Dental	\$ 87.99	\$ 87.99	\$ 87.99	\$ 384,337	5.4%
	\$ 829.70	\$ 829.70	\$ 829.70	\$ 3,410,523	7.9%
Total Estimated Projected Plan Cost	\$ 958.21	\$ 1,029.54	\$ 1,029.54	\$ 4,119,127	6.5%
Aggregate Factor (Med/Rx Only)	\$ 660.17	\$ 1,874.58	\$ 1,874.58	\$ 5,404,057	-1.4%

City of Tulare
Self Funded Medical/Rx Projection
January 1, 2025

	Single	2 Party	Family	Total Members
Medical/Rx Enrollment	154	48	138	340
Dental Enrollment	175	54	135	364

Current: \$175k Specific Deductible w/HealthNow Administrative Services, US Fire Stop Loss and IPM PBM					
	Single	Two Party	Family	Annual Totals	
US Fire Specific (\$175k Med/Rx; Paid)	\$ 46.35	\$ 131.02	\$ 131.02	\$	378,091
US Fire Aggregate (Paid; w/Rx)	\$ 6.78	\$ 6.78	\$ 6.78	\$	27,662
HNAS Admin (Basic Comp Care Mgmt/Telemedicine incl. BH/COBRA/Consolidated Billing)	\$ 25.20	\$ 25.20	\$ 25.20	\$	102,816
BSC Network Access (BSC Case Mgmt)	\$ 24.01	\$ 24.01	\$ 24.01	\$	97,961
IPM Rx Admin Fee	\$ 3.40	\$ 3.40	\$ 3.40	\$	35,006
Delta Dental Dental Admin	\$ 13.67	\$ 13.67	\$ 13.67	\$	59,711
PCORI Fee (\$3.22PMPY)	\$ 0.68	\$ 0.68	\$ 0.68	\$	2,763
Total Fixed Costs	\$ 120.09	\$ 204.76	\$ 204.76	\$	704,010
Projected Paid Claims - Medical (Using actual YTD)	\$ 440.66	\$ 440.66	\$ 440.66	\$	1,797,878
Projected Paid Claims - Rx (Using actual YTD)	\$ 244.96	\$ 244.96	\$ 244.96	\$	999,457
Projected Paid Claims - Dental (Using actual YTD)	\$ 83.51	\$ 83.51	\$ 83.51	\$	364,755
	\$ 769.13	\$ 769.13	\$ 769.13	\$	3,162,089
Total Estimated Projected Plan Cost	\$ 889.21	\$ 973.88	\$ 973.88	\$	3,866,099
Aggregate Factor (Med/Rx Only)	\$ 639.77	\$ 1,925.73	\$ 1,925.73	\$	5,480,524

*2 lasered claimants - \$200,000 and \$275,000 (removed claims exposure as neither have met 50% of stop loss in 2024)

Option 2: \$185k Specific Deductible w/HealthNow Administrative Services, US Fire Stop Loss and IPM PBM						
	Single	Two Party	Family	Annual Totals		% Change
US Fire Specific (\$185k Med/Rx; Paid)	\$ 47.14	\$ 124.16	\$ 124.16	\$	364,240	-3.7%
US Fire Aggregate (Paid; w/Rx)	\$ 6.09	\$ 6.09	\$ 6.09	\$	24,847	-10.2%
HNAS Admin (Basic Comp Care Mgmt/Telemedicine incl. BH/COBRA/Consolidated Billing)	\$ 26.11	\$ 26.11	\$ 26.11	\$	106,529	3.6%
BSC Network Access (BSC Case Mgmt)	\$ 24.97	\$ 24.97	\$ 24.97	\$	101,878	4.0%
IPM Rx Admin Fee	\$ 3.40	\$ 3.40	\$ 3.40	\$	35,006	0.0%
Delta Dental Dental Admin	\$ 13.67	\$ 13.67	\$ 13.67	\$	59,711	0.0%
PCORI Fee	\$ 0.71	\$ 0.71	\$ 0.71	\$	2,900	5.0%
Total Fixed Costs	\$ 122.09	\$ 199.11	\$ 199.11	\$	695,110	-1.3%
Projected Paid Claims - Medical	\$ 470.28	\$ 470.28	\$ 470.28	\$	1,918,724	6.7%
Projected Paid Claims - Rx	\$ 271.44	\$ 271.44	\$ 271.44	\$	1,107,462	10.8%
Projected Paid Claims - Dental	\$ 87.99	\$ 87.99	\$ 87.99	\$	384,337	5.4%
	\$ 829.70	\$ 829.70	\$ 829.70	\$	3,410,523	7.9%
Total Estimated Projected Plan Cost	\$ 951.79	\$ 1,028.81	\$ 1,028.81	\$	4,105,634	6.2%
Aggregate Factor (Med/Rx Only)	\$ 702.20	\$ 1,960.42	\$ 1,960.42	\$	5,673,323	3.5%

CITY OF TULARE
MEDICAL, DENTAL AND VISION BLENDED RATE COMPARISON
 1/1/2025

ACTIVE EMPLOYEE MEDICAL, DENTAL and VISION BLENDED RATES

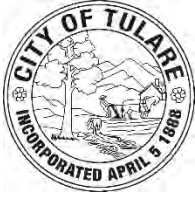
Enrollment	43		80	
	EE Only	Family		
BSC \$1000 DED PLAN	\$533.41	\$1,173.65	\$22,936.63	\$93,892.00
DELTA DENTAL	\$59.26	\$129.91	\$2,548.18	\$10,392.80
VSP VISION	\$5.96	\$14.70		
TOTAL	\$598.63	\$1,318.26		
Enrollment	53		47	
	EE Only	Family		
BSC \$500 DED PLAN	\$598.54	\$1,316.86	\$31,722.62	\$61,892.42
DELTA DENTAL	\$59.26	\$129.91	\$3,140.78	\$6,105.77
VSP VISION	\$5.96	\$14.70		
TOTAL	\$663.76	\$1,461.47		
Enrollment	35		39	
	EE Only	Family		
BSC \$0 DED PLAN	\$620.46	\$1,365.13	\$21,716.10	\$53,240.07
DELTA DENTAL	\$59.26	\$129.91	\$2,074.10	\$5,066.49
VSP VISION	\$5.96	\$14.70		
TOTAL	\$685.68	\$1,509.74		
Enrollment	14		13	
	EE Only	Family		
BSC \$0 DED EPO PLAN	\$592.37	\$1,303.61	\$8,293.18	\$16,946.93
DELTA DENTAL	\$59.26	\$129.91	\$829.64	\$1,688.83
VSP VISION	\$5.96	\$14.70		
TOTAL	\$657.59	\$1,448.22		

\$93,261.23 \$249,225.31
 \$4,109,838.48

PRE-65 RETIREE MEDICAL, DENTAL and VISION BLENDED RATES

Enrollment	4		0		0	
	EE Only	EE + 1	FAMILY			
BSC \$1000 DED PLAN	\$1,089.73	\$2,179.78	\$3,051.49	\$4,359		
DELTA DENTAL	\$65.37	\$130.49	\$182.83	\$261		
VSP VISION	\$5.96	\$9.27	\$14.70			
TOTAL	\$1,161.06	\$2,319.54	\$3,249.02			
Enrollment	3		1		0	
	EE Only	EE + 1	Family			
BSC \$500 DED PLAN	\$1,196.17	\$2,392.68	\$3,349.56	\$5,981		
DELTA DENTAL	\$65.37	\$130.49	\$182.83	\$327		
VSP VISION	\$5.96	\$9.27	\$14.70			
TOTAL	\$1,267.50	\$2,532.44	\$3,547.09			
Enrollment	0		0		0	
	EE Only	EE + 1	Family			
BSC \$0 DED PLAN	\$1,252.52	\$2,505.40	\$3,507.34	\$0		
DELTA DENTAL	\$65.37	\$130.49	\$182.83	\$0		
VSP VISION	\$5.96	\$9.27	\$14.70			
TOTAL	\$1,323.85	\$2,645.16	\$3,704.87			
Enrollment	5		5		0	
	EE Only	EE + 1	Family			
BSC \$3000 DED PLAN	\$782.89	\$1,566.12	\$2,192.36	\$11,745		
DELTA DENTAL	\$65.37	\$130.49	\$182.83	\$979		
VSP VISION	\$5.96	\$9.27	\$14.70			
TOTAL	\$854.22	\$1,705.88	\$2,389.89			
Enrollment	0		0		0	
	EE Only	EE + 1	Family			
BSC \$0 DED EPO PLAN	\$1,353.94	\$2,993.60	\$4,220.17	\$0		
DELTA DENTAL	\$65.37	\$130.49	\$182.83	\$0		
VSP VISION	\$5.96	\$9.27	\$14.70			
TOTAL	\$1,425.27	\$3,133.36	\$4,417.70			

\$283,830
 \$4,393,668.96



Staff Report

Meeting: City Council
Date: November 5, 2024

Department: Engineering Services - Engineering
Submitted by: Michael Miller, City Engineer
Agenda Title: Cartmill Avenue and De La Vina Street Traffic Signal Oversize Agreement

RECOMMENDED ACTION

Authorize the City Manager to execute an oversize construction reimbursement agreement with Presido JJR Kensington II 100, LLC, a Delaware Limited Liability Company, for construction costs associated with Phases 3 and 4 of the Kensington Estates subdivision that are eligible for reimbursement in accordance with Chapter 8.64 of the Municipal Code, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager; authorize a transfer from the Streets & Traffic Signals Development Impact Fee Fund (Fund 230) to the General Fund (Fund 001) of \$233,818; authorize the establishment of \$508,300 appropriation in the General Fund Oversize Liability – Principal (001-4320-8206) account for the payment of the reimbursement attributable to new growth; and authorize the use of \$274,482 of General Fund fund balance for payment of the remainder of the reimbursement.

SUMMARY

As part of development of Phases 3 and 4 of the Kensington Estates subdivision located on the northwest corner of Cartmill Avenue and Mooney Boulevard, Presido JJR Kensington II 100, LLC was required to install offsite oversized street improvements. These included, but were not limited to, the following:

- Traffic signal improvements at the intersection of Cartmill Avenue and De La Vina Street.

Costs associated with supplemental size and capacity are eligible for oversized construction reimbursement in accordance with Chapter 8.64 of the Municipal Code. The attached oversized construction reimbursement agreement identifies the work completed by the Developer that is reimbursable under the City's oversize reimbursement procedures and specifies that the City will reimburse the developer for their expenditures plus accrued interest as funding becomes available through the City's development impact fee program.

The proposed oversized construction reimbursement agreement is included with this submittal as Attachment 1. Should Council provide its authorization to do so, the final agreement will be executed by both parties.

FISCAL IMPACT & FUNDING SOURCE(S)

Sufficient fund balance exists in the Streets & Traffic Signals Development Impact Fee Fund to accommodate the transfer of \$233,818 to the General Fund to cover new development's share of the cost of oversize reimbursement. And sufficient fund balance exists in General Fund to appropriate \$274,482 to cover the remainder of the reimbursement attributable to existing development.

Fund 230 (DIF - Local Street & Traffic Signals)	\$233,818
Fund 001 (General Fund – Fund Balance)	\$274,482

LEGAL REVIEW

The standard format used in preparing the oversized construction reimbursement agreement has been reviewed and approved as to form by the City Attorney.

ALTERNATIVE ACTION

1. Approve with changes – No impact.

2. Deny – The City entered into a preliminary oversize agreement with the developer prior to start of construction for the work described. Per the provisions of the fee mitigation act, failing to reimburse the Developer for improvements required by the City to address impacts above and beyond those directly attributable to the development could result in litigation. Additionally, the developer may avoid undertaking future projects within the City limits.
3. Table – A delay in the City’s approval of the oversize agreement could delay oversize reimbursement payments to the Developer and incur additional interest charges to the City.

ATTACHMENTS

1. De La Vina Street Traffic Signal Oversize Construction Reimbursement Agreement

Reviewed/Approved: 

OVERSIZED CONSTRUCTION REIMBURSEMENT AGREEMENT

This Agreement is entered into this _____ day of _____, 2024, by and between the **CITY OF TULARE**, hereinafter referred to as the "CITY", and **Presidio JJR Kensington II 100, LLC., a Delaware Limited Liability Company**, hereinafter referred to as "DEVELOPER".

W I T N E S S E T H

WHEREAS, said DEVELOPER has installed traffic signal improvements of a supplemental size, capacity, number, or length and/or excessive right of way as required by the CITY as a condition of a development or extension of city facilities for **Kensington Estates Subdivision Phase 3 and 4**; and

WHEREAS, the provisions of Chapter 8.64 of Title 8 of the City Code of Tulare requires in the event that sewer, water, storm drain or street improvements are installed by a developer or an applicant or right of way is dedicated which contain oversize, the CITY shall enter into a reimbursement agreement for oversize construction; and

WHEREAS, the DEVELOPER has submitted all anticipated oversized costs to the CITY for review, approval and inclusion into the reimbursement agreement prior to the start of construction; and

WHEREAS, oversize shall be based on the actual cost of installation or the appraised value of right of way. In addition, reimbursement shall be limited to the additional material and equipment costs where a difference of pipe size is involved or for excessive right of way dedications shall be limited to the fair market value based on the zoning at the time the right of way is acquired or first specified as a condition of development approval if applicable, whichever comes first, and land values at the time of acceptance. Further, the costs of engineering, staking, compaction tests, and all fees paid to the city, county or state shall be excluded, except for that portion of the inspection fees attributable to the oversized portion; and

WHEREAS, The CITY shall pay pursuant to Section 66486 of the Government Code an amount attributable to interest on the oversize.

NOW, THEREFORE, be it agreed, by and between the CITY and DEVELOPER as follows:

I. Oversize improvements installed and/or excessive right of way dedicated by the DEVELOPER and their principal costs less any credits given the DEVELOPER against fees due the CITY for installation of these improvements and/or excessive right of way

dedicated are as follows:

STREET FACILITIES

Description	Quantity	Unit Measure	Unit Price	Oversize Cost
De La Vina Street Traffic Signal	1	EA	\$508,300.00	\$508,300.00
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total Street Facilities Oversize =				\$508,300.00
Less Development Impact Fee Credits Issued To Date =				\$0.00
Principal Due To Developer =				\$508,300.00

II. The CITY shall pay interest on the remaining principal at a variable rate compounded annually. The interest rate for each calendar year shall be equal to the average annual Local Agency Investment Fund (LAIF) rate of return on City of Tulare investments from the previous calendar year. Interest for a portion of a year shall be prorated to the nearest month and shall commence from the acceptance date on the notice of completion.

III. Reimbursements are to be made by mail to the DEVELOPER at the following address:

Presidio JJR Kensington II 100, LLC
 A Delaware Limited Liability Company
 5607 Avenida de Los Robles
 Visalia, CA 93720
 Attention: Joseph Leal

IV. The DEVELOPER shall not transfer the rights to reimbursements without the express written consent of the CITY after having submitted a signed and notarized written request for said transfer to the City Engineer.

V. This Agreement represents the entire understanding of the CITY and the DEVELOPER as to those matters contained herein. No prior oral or written

understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the DEVELOPER.

VI. If any section, subsection, paragraph, sentence, clause, or phrase of this Agreement is held to be unconstitutional or invalid or ineffective by any Court or tribunal of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Agreement, or any part thereof.

IN WITNESS WHEREOF, this Agreement is executed on the date and year first above written.

CITY OF TULARE
A Municipal Corporation
"CITY"

Presidio JJR Kensington II 100, LLC
A Delaware Limited Liability Company
"DEVELOPER"

By: _____
Marc Mondell, City Manager

By: _____

Name: Joseph Leal

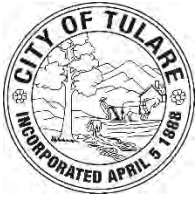
Title: President

ATTEST:

Chief Deputy City Clerk and Clerk of
the Council of the City of Tulare

APPROVED AS TO FORM:

City Attorney



Staff Report

Meeting: City Council

Date: November 5, 2024

**Item #: 12.9
Consent**

Department: Engineering Services - Engineering

Submitted by: Michael Miller, City Engineer

Agenda Title: Notice of Completion - Little Caesars Commercial Development

RECOMMENDED ACTION

Accept as complete the required public works improvements for the Little Caesars commercial development located at 920 S Mooney Boulevard, Tulare, CA 93274, authorize the City Engineer to sign a Notice of Completion (NOC), and direct the City Clerk to file the NOC with the Tulare County Recorder's Office.

SUMMARY

The conditions of approval for the Little Caesars commercial development located along the east side of Mooney Boulevard north of Bardsley Avenue (920 S. Mooney Boulevard) required the developer, Gussan Shedid, to make improvements to the project's Mooney Boulevard frontage. These improvements include street paving, median island construction, curb and gutter, sidewalk, a driveway approach, and street lighting. The developer has completed construction of these public works improvements in accordance with the approved plans and specifications. City Council acceptance of the public improvements and recordation of a Notice of Completion is required to close out the project. A portion of the public works improvements constructed are eligible for reimbursement through the City's oversize construction reimbursement policies. City Council will be asked to consider approval of an oversize construction reimbursement agreement for this project as a separate agenda item.

FISCAL IMPACT & FUNDING SOURCE(S)

There is no fiscal impact associated with this action.

LEGAL REVIEW

The Notice of Completion template used by the City has been reviewed and approved as to form by the City Attorney.

ALTERNATIVE ACTION

1. Approve with changes – No impact.
2. Deny - Denying acceptance of the public work improvements and the NOC would prevent the City and developer from subsequently entering into an oversize construction reimbursement agreement in accordance with Chapter 8.64 of the Municipal Code.
3. Table – Delaying acceptance of the public work improvements and the NOC would postpone Council's consideration of an oversize construction reimbursement agreement with the Developer for oversized improvements constructed as part of his project.

ATTACHMENTS

1. Notice of Completion

Reviewed/Approved: 

RECORDING REQUESTED BY:

City of Tulare

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, 93274, 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 September 27, 2024, a work of improvement on real property hereinafter described was completed by Gussan Shedid, the developer of record, whose address is 23555 Rickard Road, Bend OR 97702.
- 5. The real property or public work or structure is described as follows:

Construction of median island improvements in Mooney Boulevard, Mooney Boulevard paving, Mooney Boulevard pavement markings, curb and gutter, drive approach, sidewalk, and streetlight installation.
- 6. The public works improvements were accepted as complete by the City Council of the City of Tulare on November 5, 2024.

Dated: _____

**CITY OF TULARE
A Municipal Corporation,**

By: _____
Michael W. Miller, City Engineer

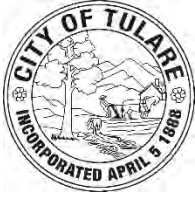
VERIFICATION:

I am the City Engineer 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 _____, 2024 at Tulare, California.

By: _____
Michael W. Miller, City Engineer



Staff Report

Meeting: City Council

Date: November 5, 2024

Item #: 13.1
General Business

Department: Economic Development & Redevelopment

Submitted by: Traci Myers, Executive Director Economic Development & Redevelopment

Agenda Title: Presentation of Revised City Logo

RECOMMENDED ACTION

Receive a presentation on the revised City logo and provide direction thereto.

SUMMARY

The City of Tulare has an existing logo developed in the mid-1990's that has become outdated and irrelevant. In light of the ever-increasing economic development activity occurring with the City, it is the appropriate timing for the City to rebrand it's identity through the creation of a new logo and marketing tagline.

In December 2023, City of Tulare issued a Request for Proposal seeking a qualified consulting firm(s) to create a logo redesign for the City coupled with separate RFP for production of marketing materials utilizing new logo/brand.

MIG was ranked as the preferred consultant having experience as a multidisciplinary planning and design firm offering services including branding, marketing, communications strategies, graphic design, multimedia services and media relations.

City staff and the consultant worked with an advisory committee of local individuals who represent a cross-section of industry sectors (e.g., for profit, non-profit, etc.) to guide the creation of a new logo.

The committee and the consultant created and refined a series of logos over the past several months, which were presented to the City Council on August 6, 2024 and October 1, 2024. After receiving a presentation by MIG and staff; input from the public and Council discussion, the Council narrowed it down to three potential options and directed staff and the Consultant to revise the options and return to them for further consideration.

Following the October 1, 2024 City Council meeting, City Council voted to select Option 3 (attached) as the City's new logo, with the modification to the train iconography.

FISCAL IMPACT & FUNDING SOURCES

There is no fiscal impact associated with this action.

LEGAL REVIEW

This item does not require legal review.

ALTERNATIVE ACTION

1. Approve a revised logo;
2. Direct the Consultant to make further revisions;
3. Deny; or
4. Table.

ATTACHMENTS

1. Original Logo Designs presented October 1, 2024

2. Revised Logo Design following Council direction

Reviewed/Approved: 



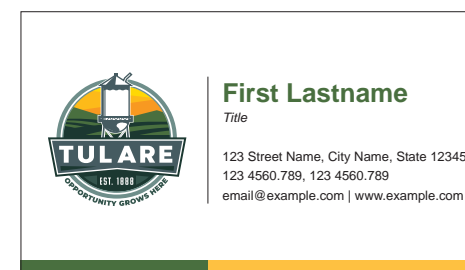


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email@example.com, www.example.com



First Lastname

Title
123 Street Name, City Name, State 12345
123.456.7890 | email@example.com | www.example.com





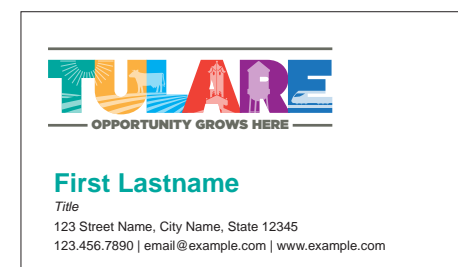


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City of Tulare

Agri-Center of the World

COUNCIL ITEM REQUEST FORM

The Council Item Request Form is for members of the City Council to submit written requests to the City Clerk's Office for inclusion of an item on a future City Council meeting agenda. At the meeting where the initial written request is heard, discussion shall be limited to whether the item should be added to an agenda and a date, not the merit of the item. A majority vote of the City Council is required for the item to be added to a future Council meeting agenda for action. No more than 10 items may be submitted collectively for consideration by all councilmembers at any regular meeting of the Council, and in that regard, no individual councilmember may submit more than three items for consideration at any regular meeting of the Council. In the event more than 10 items are submitted collectively, no more than two items shall be accepted for consideration from any one councilmember.

NAME OF REQUESTING COUNCILMEMBER	TODAY'S DATE	AGENDA DATE
Stephen C. Harrell	Oct. 11, 2024	November 5, 2024
ITEM TITLE		
Request for direction from council to have the traffic committee reconsider the need for an all way stop at Inyo and "O" St.		
BRIEF DESCRIPTION/BACKGROUND INFORMATION OF ITEM		
<p>This issue has come before council before and the traffic committee has felt the requeste was not warranted. Today around noon we had a three vehicle injury collision at the intersection. We made "M" and Merritt an all way stop and now are considering all way stops at Kern and "L" as well as "N" apparently because of the proximity to Zumwalt Park. The intersection of Inyo and "O" St. is a block from the park and will be impacted by concert traffic as well.</p> <p>This intersection became an issue when Union High School asked to close Kern for the safety of high school students crossing the street as well as boarding buses. This action pushed traffic South to Inyo that now deals with students driving to school and going home creating increased traffic congestion at an off set intersection.</p> <p>The severity of this latest collision was evidenced by vehicle debris being thrown against the house on the N/E corner as well as in the yard of the next house East.</p> <p>I ask council to support having the traffic committee revisit this intersection and compare this intersection needs to "M" and Merritt and Kern and "L" and "N".</p>		
<p>STEPHEN C. HARRELL</p>		



City of Tulare

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NAME OF REQUESTING COUNCILMEMBER Dennis A. Mederos	TODAY’S DATE 10/10/2024	AGENDA DATE 11/5/2024
ITEM TITLE Review and Action regarding cost reimbursement for parades and events in which the City expends funds		
BRIEF DESCRIPTION/BACKGROUND INFORMATION OF ITEM The City has a policy that requires cost reimbursement for parades and events that are organized and conducted by various groups. This request is to review this policy as it relates to events and parades that occur as a result of a national holiday. An example of this is the annual MLK walk that will be held 1/20/2025. Exceptions should be narrow but are warranted under certain circumstances. I am requesting a consensus of Council to support placing this matter on a future Agenda for discussion and action		