



AGENDA

**CITY COUNCIL OF THE CITY OF MORENO VALLEY
MORENO VALLEY COMMUNITY SERVICES DISTRICT
CITY AS SUCCESSOR AGENCY FOR THE
COMMUNITY REDEVELOPMENT AGENCY OF
THE CITY OF MORENO VALLEY
MORENO VALLEY HOUSING AUTHORITY
MORENO VALLEY PUBLIC FINANCING AUTHORITY
BOARD OF LIBRARY TRUSTEES**

February 20, 2024

REGULAR MEETING – 6:00 PM

City Council Study Sessions

Second Tuesday of each month – 6:00 p.m.

City Council Meetings

Special Presentations – 5:30 P.M.

First & Third Tuesday of each month – 6:00 p.m.

City Council Closed Sessions

Will be scheduled as needed at 4:30 p.m.

City Hall Council Chamber – 14177 Frederick Street

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, in compliance with the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the ADA Coordinator, at 951.413.3350 at least 72 hours before the meeting. The 72-hour notification will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Ulises Cabrera, Mayor

Cheylynda Barnard, Mayor Pro Tem
Edward A. Delgado, Council Member

Elena Baca-Santa Cruz, Council Member
David Marquez, Council Member

AGENDA
CITY COUNCIL OF THE CITY OF MORENO VALLEY
February 20, 2024

CALL TO ORDER - 5:30 PM

SPECIAL PRESENTATIONS

1. International Mother Language Day Proclamation

**AGENDA
JOINT MEETING OF THE
CITY COUNCIL OF THE CITY OF MORENO VALLEY
MORENO VALLEY COMMUNITY SERVICES DISTRICT
CITY AS SUCCESSOR AGENCY FOR THE
COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF MORENO VALLEY
MORENO VALLEY HOUSING AUTHORITY
MORENO VALLEY PUBLIC FINANCING AUTHORITY
AND THE BOARD OF LIBRARY TRUSTEES**

***THE CITY COUNCIL RECEIVES A SEPARATE STIPEND FOR CSD
MEETINGS***

**REGULAR MEETING – 6:00 PM
FEBRUARY 20, 2024**

A. CALL TO ORDER

Joint Meeting of the City Council, Community Services District, City as Successor Agency for the Community Redevelopment Agency, Housing Authority and the Board of Library Trustees - actions taken at the Joint Meeting are those of the Agency indicated on each Agenda item.

B. PLEDGE OF ALLEGIANCE

**C. INVOCATION - PASTOR FESTUS ANWULI FROM CHRIST DOMINION
MINISTRIES INTERNATIONAL**

D. ROLL CALL

E. MOTIONS TO EXCUSE ABSENCES

F. STAFF INTRODUCTIONS

G. APPROVAL OF ORDER OF AGENDA

H. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Speakers shall have a total of three minutes to comment on any matters not on the agenda.

Comments must pertain to matters within the subject matter jurisdiction of the City Council and/or Affiliated Boards.

I. JOINT CONSENT CALENDARS

Speakers have a total of three minutes to comment on all matters on the Joint Consent Calendar which are not pulled for separate discussion by the City Council and/or Affiliated Boards.

Any member of the City Council or Affiliated Boards may pull an item from the Joint Consent Calendar for discussion purposes, prior to approval of the Joint Consent Calendar.

After any requested discussion involving any given Consent item has taken place, all Consent items may be approved with one motion.

I.1. MINUTES - CITY COUNCIL - CLOSED SESSION - FEB 6, 2024 4:30 PM

Recommendation: Approve as submitted.

I.2. MINUTES - CITY COUNCIL - REGULAR MEETING - FEB 6, 2024 6:00 PM

Recommendation: Approve as submitted.

I.3. COUNCIL DISCRETIONARY EXPENDITURE REPORTS FOR FISCAL YEAR 2023/2024 FROM JULY 1, 2023 THROUGH JANUARY 31, 2024. (Report of: City Clerk)

Recommendation:

1. Receive and file the Fiscal Year 2023/2024 Council Discretionary Expenditure Report for July 1, 2023 through January 31, 2024.

I.4. COUNCIL TRAINING & TRAVEL EXPENDITURE REPORTS FOR FISCAL YEAR 2023-2024 (Report of: City Clerk)

Recommendation:

1. Receive and file the Training & Travel Authorization Forms for the month of January 2024.

I.5. APPOINT A VOTING DELEGATE AND ALTERNATE DELEGATE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) 2024 ANNUAL GENERAL ASSEMBLY (Mayor Ulises Cabrera -Delegate, Mayor Pro Tem Cheylynda Barnard- Alternate) (Report of: City Clerk)

Recommendations:

1. Appoint a Delegate, Mayor Ulises Cabrera, and an Alternate, Mayor Pro Tem Cheylynda Barnard, to the Southern California Association of Governments (SCAG) Annual General Assembly on May 2, 2024.
2. Direct staff to submit the names to SCAG.

I.6. LIST OF PERSONNEL CHANGES (Report of: City Manager)

Recommendation:

1. Ratify the list of personnel changes as described.

I.7. RECEIPT OF QUARTERLY INVESTMENT REPORT - QUARTER ENDED DECEMBER 31, 2023 (Report of: Financial & Management Services)

Recommendation:

1. Receive and file the Quarterly Investment Report for quarter ended December 31, 2023, in compliance with the City's Investment Policy.

I.8. AUTHORIZE PARTNERSHIP CERTIFICATION AGREEMENT BETWEEN THE NATIONAL PARK SERVICE & CITY OF MORENO VALLEY (Report of: Parks & Community Services)

Recommendation: That the City Council and CSD:

1. Authorize the Partnership Certification Agreement between the National Park Service U.S. Department of the Interior and the of City of Moreno Valley.

I.9. AUTHORIZATION TO AWARD A PROFESSIONAL CONSULTANT SERVICES AGREEMENT TO TKE ENGINEERING INC. FOR THE REDLANDS BOULEVARD AND LOCUST AVENUE TRAFFIC SIGNAL (PROJECT NO 808 0040) (Report of: Public Works)

Recommendations:

1. Award an Agreement for Professional Consultant Services to TKE Engineering, Inc. to provide traffic engineering services for the Redlands Boulevard and Locust Avenue Traffic Signal Project; and
2. Authorize the City Manager to execute an Agreement for Professional Consultant Services with TKE Engineering, Inc. in the amount of \$117,800, subject to the approval of the City Attorney; and
3. Authorize the issuance of a Purchase Order for TKE Engineering, Inc. in the amount of \$117,800 when the Agreement has been signed by all parties using the Development Impact Fees (DIF) Traffic Signals Fund (Fund 3302); and
4. Authorize the City Manager to execute any subsequent Amendments to the Agreement with TKE Engineering, Inc., subject to the approval of the City Attorney.

I.10. PEN20-0075 (TR 31590) – EXECUTE A QUITCLAIM DEED TRANSFERRING THE CITY'S TITLE INTEREST IN A STORM DRAIN EASEMENT TO THE RIVERSIDE COUNTY FLOOD CONTROL AND

WATER CONSERVATION DISTRICT; DEVELOPER – D.R. HORTON, LOS ANGELES HOLDING COMPANY, INC. (Report of: Public Works)

Recommendations:

1. Authorize the City Manager to execute a Quitclaim Deed transferring all rights, title, and interest in and to the storm drain easement recorded on Tract Map 31590, recorded in Map Book 478, Pages 81 through 88 inclusive, in the Official Records of Riverside County, California, to the Riverside County Flood Control and Water Conservation District.
2. Direct the City Clerk to forward the signed Quitclaim Deed to the Riverside County Flood Control and Water Conservation District for further processing and recordation.

I.11. ACCEPT CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT (Report of: Public Works)

Recommendations:

1. Accept and approve the Sustainable Transportation Planning Grant Awards between California Department of Transportation (Caltrans) and the City of Moreno Valley (City) for the Transportation Demand Management (TDM) Plan in the amount of \$120,000 (Fund 2301) with a city local match of \$15,547; and
2. Authorize the Public Works Director/City Engineer to execute the Restricted Grant Agreement and any subsequent amendments, subject to the approval of the City Attorney; and
3. Authorize a budget adjustment as set forth in the Fiscal Impact section of this report.

I.12. AUTHORIZATION TO AWARD A PROFESSIONAL CONSULTANT SERVICES AGREEMENT TO WILLDAN ENGINEERING FOR THE MORENO VALLEY ROADWAY SAFETY IMPROVEMENTS IN THREE AREAS (PROJECT NO 810 0022) (Report of: Public Works)

Recommendations:

1. Award an Agreement for Professional Consultant Services to Willdan Engineering to provide traffic engineering services for the Moreno Valley Roadway Safety Improvements in Three Areas Project; and
2. Authorize the City Manager to execute an Agreement for Professional Consultant Services with Willdan Engineering in the amount of \$481,700, subject to the approval of the City Attorney; and
3. Authorize the issuance of a Purchase Order for Willdan Engineering in

the amount of \$481,700 when the Agreement has been signed by all parties using SS4A Grant funding and the State Gas Tax Fund (Funds 2301 and 2000); and

4. Authorize the City Manager to execute any subsequent Amendments to the Agreement with Willdan Engineering, subject to the approval of the City Attorney.

J. PUBLIC HEARINGS

Public testimony on each Public Hearing item shall be limited to three minutes per speaker and must pertain to the subject under consideration. Those wishing to testify are encouraged to complete and submit a GOLDENROD speaker slip to the City Clerk Staff.

- J.1. PUBLIC HEARING TO DESIGNATE FUTURE ANNEXATION AREA FOR COMMUNITY FACILITIES DISTRICT 2023-01 (PUBLIC SAFETY SERVICES) (ORDINANCE NO. __) (Report of: Financial & Management Services)

Recommendations: That the City Council:

1. Conduct the Public Hearing for the designation of the Future Annexation Area for City of Moreno Valley Community Facilities District No. 2023-01 (Public Safety Services).
2. Approve Ordinance No. __, an Ordinance of the City Council of the City of Moreno Valley, California, Providing for Future Annexation of Territory for the City of Moreno Valley Community Facilities District No. 2023-01 (Public Safety Services).

K. GENERAL BUSINESS

Public comment on each General Business item shall be limited to three minutes per speaker and must pertain to the subject under consideration.

Those wishing to speak are encouraged to complete and submit a BLUE speaker slip to the City Clerk Staff.

- K.1. PROPOSED COMMERCIAL VEHICLE PARKING ON EUCALYPTUS AVENUE (Report of: Public Works)

Traffic Safety Commission Recommendation:

The Traffic Safety Commission recommends approval of the addition of the designated commercial vehicle parking on the northside of Eucalyptus Avenue, west of Aldi Place, for Commercial Vehicle Parking.

- K.2. COMPANION ORDINANCE AND RESOLUTION CHANGING THE SCOPE OF THE MAYOR'S AND COUNCIL MEMBERS' ROLES, DUTIES AND RESPONSIBILITIES (Report of: City Attorney)

RECOMMENDED ACTION

1. Introduce and subsequently adopt the Ordinance [next in order] approving changes to the Mayor's Role, Duties and Responsibilities; and
2. Adopt the companion Resolution [next in order] approving changes to the various policies affecting the role, duties and responsibilities of the City Council, which includes the Mayor, and the administration of certain City activities and business matters.

- K.3. CITY CLERK'S ANNUAL SALARY ADJUSTMENT (Report of: City Clerk)

Recommendation:

1. That the City Council approve a 5 percent increase to the City Clerk's annual salary, commencing July 1, 2023 as offered by the City Council and accepted by the City Clerk.

L. REGIONAL COMMISSION/COMMITTEE/BOARD REPORTS

- L.1. REGIONAL COMMISSION/COMMITTEE/BOARD

(Informational Oral Presentation - not for Council action)

March Joint Powers Commission (JPC)

Riverside County Habitat Conservation Agency Board of Directors (RCHCA)

Riverside County Transportation Commission (RCTC)

Riverside Transit Agency Board of Directors (RTA)

Western Riverside Council of Governments Executive Committee (WRCOG)

Western Riverside County Regional Conservation Authority Board of Directors (RCA)

School District/City Joint Task Force

M. EMPLOYEE ASSOCIATION REPORTS

N. CITY MANAGER'S REPORT

(Informational Oral Presentation - not for Council action)

O. CITY COUNCIL CLOSING COMMENTS

Individual Council Member comments shall be limited to five minutes

P. ADJOURNMENT

PUBLIC INSPECTION

The contents of the agenda packet are available for public inspection on the City's website at www.moval.org and in the City Clerk's office at 14177 Frederick Street during normal business hours.

Any written information related to an open session agenda item that is known by the City to have been distributed to all or a majority of the City Council less than 72 hours prior to this meeting will be made available for public inspection on the City's website at www.moval.org and in the City Clerk's office at 14177 Frederick Street during normal business hours.

CERTIFICATION

I, Jane Halstead, City Clerk of the City of Moreno Valley, California, certify that 72 hours prior to this Regular Meeting, the City Council Agenda was posted on the City's website at: www.moval.org and in the following three public places pursuant to City of Moreno Valley Resolution No. 2007-40:

City Hall, City of Moreno Valley
14177 Frederick Street

Moreno Valley Library
25480 Alessandro Boulevard

Moreno Valley Senior/Community Center
25075 Fir Avenue

Jane Halstead, CMC
City Clerk

Date Posted: 2/15/2024

**MINUTES
CITY COUNCIL OF THE CITY OF MORENO VALLEY
MORENO VALLEY COMMUNITY SERVICES DISTRICT
CITY AS SUCCESSOR AGENCY FOR THE
COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF MORENO VALLEY
MORENO VALLEY PUBLIC FINANCING AUTHORITY
MORENO VALLEY HOUSING AUTHORITY**

**CLOSED SESSION – 4:30 PM
February 6, 2024**

CALL TO ORDER

The Closed Session of the City Council of the City of Moreno Valley, Moreno Valley Community Services District, City as Successor Agency for the Community Redevelopment Agency of the City of Moreno Valley, Housing Authority, and the Moreno Valley Public Financing Authority was called to order at 4:32 p.m. by Mayor Cabrera in the Council Chamber located at 14177 Frederick Street, Moreno Valley, California.

Mayor Cabrera announced that the City Council receives a separate stipend for CSD meetings.

ROLL CALL

Council:	Ulises Cabrera	Mayor
	Ed Delgado	Council Member
	David Marquez	Council Member
	Cheylynda Barnard	Mayor Pro Tem
	Elena Baca-Santa Cruz	Council Member

PUBLIC COMMENTS ON MATTERS ON THE AGENDA ONLY

Mayor Cabrera opened the public comments portion of the meeting for items listed on the agenda only. There being no members of the public to come forward to speak, he closed the public comments.

Minutes Acceptance: Minutes of Feb 6, 2024 4:30 PM (JOINT CONSENT CALENDARS)

CLOSED SESSION

City Attorney Steven Quintanilla announced that the City Council would recess to Closed Session to discuss the items as listed on the agenda and that he does not anticipate there to be a post Closed Session announcement.

A CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant Government Code Section 54956.9(d)(1)
Case name unspecified since disclosure may jeopardize existing settlement negotiations

B CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Case name unspecified since disclosure may jeopardize existing settlement negotiations

C CONFERENCE WITH LEGAL COUNSEL POTENTIAL INITIATION OF LITIGATION

Pursuant to Government Code Section 54956(d)(4) (1 Potential Case)

D CONFERENCE WITH LABOR NEGOTIATOR REGARDING UNREPRESENTED EMPLOYEE

Pursuant to Government Code Section 54957.6(a)
City Representative(s): Steve B. Quintanilla, City Attorney
Unrepresented Employee: Jane Halstead, City Clerk

Mayor Cabrera recessed the City Council to the City Manager's Conference Room, second floor, City Hall, for their Closed Session at 4:34 p.m.

Mayor Cabrera reconvened the City Council in the Council Chamber from their Closed Session at 5:40 p.m.

REPORT OF ACTION FROM CLOSED SESSION, IF ANY, BY CITY ATTORNEY

City Attorney Steven Quintanilla announced that there was no reportable action taken in Closed Session.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Cabrera adjourned the meeting at 5:40 p.m.

Submitted by:

Jane Halstead, CMC
City Clerk
Secretary, Moreno Valley Community Services District
Secretary, City as Successor Agency for the Community
Redevelopment Agency of the City of Moreno Valley
Secretary, Moreno Valley Housing Authority
Secretary, Board of Library Trustees
Secretary, Public Financing Authority

Approved by:

Ulises Cabrera
Mayor
City of Moreno Valley
President, Moreno Valley Community Services District
Chairperson, City as Successor Agency for the Community
Redevelopment Agency of the City of Moreno Valley
Chairperson, Moreno Valley Housing Authority
Chairperson, Board of Library Trustees
Chairperson, Public Financing Authority

Minutes Acceptance: Minutes of Feb 6, 2024 4:30 PM (JOINT CONSENT CALENDARS)

**MINUTES
CITY COUNCIL REGULAR MEETING OF THE CITY OF MORENO VALLEY
February 6, 2024**

CALL TO ORDER - 5:40 PM

SPECIAL PRESENTATIONS

- 1. Proclamation - February is Black History Month**
- 2. Proclamation - January is Safe Surrender Awareness Month**

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

**MINUTES
JOINT MEETING OF THE
CITY COUNCIL OF THE CITY OF MORENO VALLEY
MORENO VALLEY COMMUNITY SERVICES DISTRICT
CITY AS SUCCESSOR AGENCY FOR THE
COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF MORENO VALLEY
MORENO VALLEY HOUSING AUTHORITY
MORENO VALLEY PUBLIC FINANCING AUTHORITY
BOARD OF LIBRARY TRUSTEES**

**REGULAR MEETING – 6:00 PM
February 6, 2024**

A. CALL TO ORDER

The Joint Meeting of the City Council, Community Services District, City as Successor Agency for the Community Redevelopment Agency of the City of Moreno Valley, Moreno Valley Housing Authority, Moreno Valley Public Financing Authority and the Board of Library Trustees was called to order at 6:05 p.m. by Mayor Cabrera in the Council Chamber located at 14177 Frederick Street.

Mayor Cabrera announced that the City Council receives a separate stipend for CSD meetings.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Delgado.

C. INVOCATION - PASTOR JOHN VELASQUEZ FROM DISCOVERY CHRISTIAN

The invocation was given by Pastor John Velasquez from Discovery Christian Church.

D. ROLL CALL

Council:	Ulises Cabrera	Mayor
	Cheylynda Barnard	Mayor Pro Tem
	Elena Baca-Santa Cruz	Council Member
	Ed Delgado	Council Member
	David Marquez	Council Member

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

E. MOTIONS TO EXCUSE ABSENCES

None.

F. STAFF INTRODUCTIONS

Staff:	Jane Halstead	Manager of the Office of the Mayor and City Council/City Clerk
	Patty Rodriguez	Senior Deputy City Clerk
	Steven Quintanilla	City Attorney
	Mike Lee	City Manager
	Brian Mohan	Assistant City Manager, City Treasurer
	Sean Kelleher	Acting Assistant City Manager/Community Development Director
	Launa Jimenez	Chief Financial Officer
	Melissa Walker	Public Works Director/City Engineer
	Jeremy Bubnick	Parks and Community Services Director
	Robert Cardenas	Human Resources Director
	Cruz Esparza	Economic Development Director
	Tim Brause	Lieutenant
	Jesse Park	Fire Chief

G. APPROVAL OF ORDER OF AGENDA

Motion made by Council Member Delgado and seconded by Council Member Marquez to approve the order of the agenda.

Motion passed by a vote of 5-0, with Council Member Baca-Santa Cruz, Council Member Delgado, Council Member Marquez, Mayor Pro Tem Barnard, and Mayor Cabrera voting yes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Delgado, Council Member
SECONDER:	David Marquez, Council Member
AYES:	Cabrera, Delgado, Marquez, Barnard, Baca-Santa Cruz

H. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Benjamin Shuler

- 1. Gratitude.

Richard Bolter

- 1. Collaboration.

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

Fred Banuelos

1. Taxes.

Seth Cox

1. Burned Building Debris.

Bob Palomarez

1. Concerns, history.

Pete Bleckert

1. Heroic Anecdote.

Louise Palomarez

1. Concerns, Critical of Mayor and Council Member Marquez.

Christopher Baca

1. Community Events.

Roy Bleckert

1. Critical Comments.

I. JOINT CONSENT CALENDARS

Mayor Cabrera asked the Council if they had any items they would like removed for questions or separate action.

Council Member Marquez had questions regarding I.7.

Lt. Brause responded to Council Member Marquez's inquiries.

With no further questions, public comment was heard.

Roy Bleckert (I.3)

1. Concerns.

Mayor Cabrera entertained a motion.

Motion made by Council Member Marquez and seconded by Council Member Delgado to approve the consent calendar.

Motion passed by a vote of 5-0, with Council Member Baca-Santa Cruz, Council Member Delgado, Council Member Marquez, Mayor Pro Tem

Barnard, and Mayor Cabrera voting yes.

RESULT: APPROVED [UNANIMOUS]
MOVER: David Marquez, Council Member
SECONDER: Ed Delgado, Council Member
AYES: Cabrera, Delgado, Marquez, Barnard, Baca-Santa Cruz

- I.1. ORDINANCES - READING BY TITLE ONLY - THE MOTION TO ADOPT AN ORDINANCE LISTED ON THE CONSENT CALENDAR INCLUDES WAIVER OF FULL READING OF THE ORDINANCE.

Recommendation:

1. Waived reading of all Ordinances.
- I.2. CITY COUNCIL - REGULAR MEETING - JAN 16, 2024 6:00 PM

Recommendation:

1. Approved as submitted.
- I.3. PAYMENT REGISTER - DECEMBER 2023 (Report of: Financial & Management Services)

Recommendation:

1. Received and filed the Payment Register.
- I.4. FISCAL YEAR 2023/24 MID-YEAR OPERATING & CIP BUDGET REVIEW AND APPROVAL OF THE MID-YEAR OPERATING & CIP BUDGET AMENDMENTS (Report of: City Manager)

Recommendations: That the City Council:

1. Received and filed the Fiscal Year (FY) 2023/24 Mid-Year Operating Budget Review.
2. Received and filed the Fiscal Year (FY) 2023/24 Mid-Year CIP Budget Review.
3. Adopted Resolution No. 2024-04. A Resolution of the City Council of the City of Moreno Valley, California, adopting the revised operating and CIP budgets for Fiscal Year 2023/24.
4. Approved the Moreno Valley Community Foundation Budget.

Recommendations: That the CSD:

1. Adopted Resolution No. CSD 2024-08. A Resolution of the Moreno Valley Community Services District of the City of Moreno Valley, California, adopting the revised operating and CIP budgets for Fiscal Year 2023/24.

Recommendations: That the HA:

1. Adopted Resolution No. HA 2024-01. A Resolution of the Moreno Valley Housing Authority of the City of Moreno Valley, California, adopting the revised operating and CIP budgets for Fiscal Year 2023/24.

Recommendations: That the MVCF

1. Adopted Resolution No. MVCF 2024-01. A Resolution of the Moreno Valley Community Foundation of the City of Moreno Valley, adopting the revised operating and CIP budgets for Fiscal Year 2023/24.

- I.5. PURSUANT TO LANDOWNER PETITIONS, ANNEX CERTAIN PARCELS INTO COMMUNITY FACILITIES DISTRICT NO. 2021-01 (PARKS MAINTENANCE) - AMENDMENT NOS. 103, 138, 139, 140 and 142 (RESO. NOS. CSD 2024-09 to CSD 2024-13) (Report of: Financial & Management Services)

Recommendation:

1. Adopted Resolution No. CSD 2024-09, a Resolution of the Board for the Moreno Valley Community Services District of the City of Moreno Valley, California, ordering the annexation of territory to City of Moreno Valley Community Facilities District No. 2021-01 (Parks Maintenance) and approving the amended map for said District (Amendment No. 103) (Marcos Rincon Bravo located at 11684 Lyrebird Ct.).
2. Adopted Resolution No. CSD 2024-10, a Resolution of the Board for the Moreno Valley Community Services District of the City of Moreno Valley, California, ordering the annexation of territory to City of Moreno Valley Community Facilities District No. 2021-01 (Parks Maintenance) and approving the amended map for said District (Amendment No. 138) (Aaron Garcia Rodriguez and Antonio Garcia, located at 22753 Featherbrook Ct.).
3. Adopted Resolution No. CSD 2024-11, a Resolution of the Board for the Moreno Valley Community Services District of the City of Moreno Valley, California, ordering the annexation of territory to City of Moreno Valley Community Facilities District No. 2021-01 (Parks Maintenance) and approving the amended map for said District

(Amendment No. 139) (Crystal Irene Dowdy, located at 24166 Radwell Dr.).

4. Adopted Resolution No. CSD 2024-12, a Resolution of the Board for the Moreno Valley Community Services District of the City of Moreno Valley, California, ordering the annexation of territory to City of Moreno Valley Community Facilities District No. 2021-01 (Parks Maintenance) and approving the amended map for said District (Amendment No. 140) (Banuelos UTD 12/13/2004, Ruben C. and Rafaela Banuelos, located at 12636 Broadleaf Ln.).
5. Adopted Resolution No. CSD 2024-13, a Resolution of the Board for the Moreno Valley Community Services District of the City of Moreno Valley, California, ordering the annexation of territory to City of Moreno Valley Community Facilities District No. 2021-01 (Parks Maintenance) and approving the amended map for said District (Amendment No. 142) (Melissa and Marisol Carranza, located on the northside of Eucalyptus Ave. between Indian St. and Perris Blvd.).

- I.6. SECOND AMENDMENT WITH VB RUN, LLC, A DELAWARE LIMITED LIABILITY COMPANY, FOR EXTENSION OF THE TELECOMMUNICATIONS LICENSE AGREEMENT WITH LICENSEE AND ALLOW LICENSEE TO SUB-LEASE TO NATIONAL BROADBAND CARRIERS FOR A SEPARATE REVENUE SHARE PER THE TERMS OF THE AGREEMENT (Report of: Parks & Community Services)

Recommendations: That the City Council and CSD:

1. Authorized the City Manager\Executive Director of the Moreno Valley Community Services District and or it's designee to execute the Second Amendment to the Telecommunications Lease Agreement with VB RUN, LLC, a Delaware limited liability company, to extend the renewal terms with the Licensee, VB Run LLC, for an additional 5 years at the beginning rates of \$3,543.93 per month for rent and \$100.00 per month for the maintenance fee, each to be adjusted annually by CPI or 3%, whichever is greater, per the terms of the 2nd Amendment, and;
2. Allowed Licensee to sublicense\sublease to any applicable Sublicensees\Subtenants, upon written request to the City of Moreno Valley ("City")/Moreno Valley Community Services District ("CSD") ("Licensor"), in return for a separate revenue share of rents at a rate of fifty percent (50%) of the rents collected by Licensee payable to the City\CSD for use of Improvements at the existing cell facility located on the property at 15115 Indian Street, Moreno Valley, CA 92551, known as John F. Kennedy Park; and,

3. Approved the City Manager\Executive Director of the Moreno Valley Community Services District and or it's designee to submit necessary budget adjustments as applicable.

I.7. ACCEPTANCE OF THE TOBACCO LAW ENFORCEMENT GRANT PROGRAM AWARD, MEMORANDUM OF UNDERSTANDING AND RESOLUTION NO. 2024-05 (Report of: Police Department)

Recommendations:

1. Accepted the Tobacco Law Enforcement Grant Program grant award in the amount of \$123,850 for overtime costs to conduct tobacco enforcement operations in Fiscal Years 2025/26 and 2026/27.
2. Authorized the Chief Financial Officer to appropriate \$123,850 as revenue and expense per fiscal year in Fund (2300) beginning in Fiscal Year 2024/25 and carrying over program budget over the grant period.
3. Approved the Memorandum of Understanding between the City of Moreno Valley and the Department of Justice regarding the Tobacco Law Enforcement Grant Program award.
4. Adopted Resolution No. 2024-05 a Resolution of the City Council of the City of Moreno Valley, California, authorizing the City Manager to execute the agreement with the State of California Department of Justice.

J. PUBLIC HEARINGS - NONE

K. GENERAL BUSINESS

K.1. REVIEW AND CONSIDER THE ART COMMISSION'S APPROVAL OF PUBLIC ART REQUEST FOR FUNDING APPLICATION - MARYAM CROGMAN MURAL LIBRARY (Report of: Parks & Community Services)

Art Commission's Recommendations: That the City Council:

1. Received and filed the artist presentation; and
2. Reviewed and considered the Art Commission's approval of Public Art Request for Funding Application from Maryam Crogman for the creation and installation of a 1,674 square foot mural "MoVal Reads" at the Moreno Valley Main Branch Library; and
3. Authorized Executive Director and or its designee to enter into an

agreement for services with the approved applicant and submit a budget adjustment request to utilize funding from DIF Public Art Fund 2916.

Parks and Community Services Director Jeremy Bubnick provided a brief report and introduced the applicant, Maryam Crogman.

Presentation given by Maryam Crogman.

City Council asked questions of the applicant.

Maryam Crogman responded to all Council's inquiries.

With no further questions from Council, public comments were heard.

Pete Bleckert

1. Concerns.

Bob Palomarez

1. Concerns.

Roy Bleckert

1. Concerns.

Louise Palomarez

1. Concerns.

With the conclusion of public comments, Mayor Cabrera called for Council deliberation.

The City Council deliberated on the item.

With the conclusion of Council deliberation, Mayor Cabrera made a motion.

Motion made by Mayor Cabrera and seconded by Council Member Marquez to approve the public art request for funding application from Maryam Crogman.

Motion passed by a vote of 4-1, with Council Member Delgado, Council Member Marquez, Mayor Pro Tem Barnard, Mayor Cabrera voting yes, and Council Member Baca-Santa Cruz voting no.

RESULT: APPROVED [4 TO 1]
MOVER: Ulises Cabrera, Mayor
SECONDER: David Marquez, Council Member
AYES: Ulises Cabrera, Ed Delgado, David Marquez, Cheylynda Barnard
NAYS: Elena Baca-Santa Cruz

K.2. REVIEW AND CONSIDER THE ART COMMISSION'S APPROVAL OF PUBLIC ART REQUEST FOR FUNDING APPLICATION - PATRICK BARWINSKI AR ANIMATION FOR CRC MURAL (Report of: Parks & Community Services)

Art Commission’s Recommendations: That the City Council:

1. Received and filed the artist presentation; and
2. Reviewed and considered the Art Commission’s approval of Public Art Request for Funding Application from Patrick Barwinski for the inclusion of AR Animation effects on the previously approved 2,835 square foot mural at the Moreno Valley Conference & Recreation Center (CRC); and
3. Authorized Executive Director and or its designee to enter into an agreement for services with the approved applicant and submit a budget adjustment request to utilize funding from DIF Public Art Fund 2916.

Parks and Community Services Director provided a brief report and introduced the applicant, Patrick Barwinski.

Presentation given by Patrick Barwinski.

With the conclusion of the presentation, Mayor Cabrera opened the floor for Council questions of staff.

Council asked questions of the applicant.

Patrick Barwinski responded to all Council's questions.

With no further Council questions, public comments were heard.

Pete Bleckert

1. Critical Comments.

Roy Bleckert

1. Critical Comments.

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

Martin Cabrera

- 1. Leadership Comments.

Val Stewart

- 1. Support Project.

With the conclusion of public comment, Mayor Cabrera opened the floor for Council deliberation.

The City Council deliberated on the item.

With the conclusion of Council deliberation, Mayor Cabrera entertained a motion.

Motion made by Council Member Delgado and seconded by Mayor Pro Tem Barnard to approve the public art request for funding application from Patrick Barwinski.

Motion passed by a vote of 5-0, with Council Member Baca-Santa Cruz, Council Member Delgado, Council Member Marquez, Mayor Pro Tem Barnard, and Mayor Cabrera voting yes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Delgado, Council Member
SECONDER:	Cheylynda Barnard, Mayor Pro Tem
AYES:	Cabrera, Delgado, Marquez, Barnard, Baca-Santa Cruz

Mayor Cabrera called for Council recess at 7:44 pm.

The City Council meeting resumed at 7:52 pm.

K.3. MAYOR'S ROLE, DUTIES, AND RESPONSIBILITIES (Report of: City Attorney)

Recommendation:

- 1. That the City Council take whatever action it deems necessary and appropriate.

City Attorney Steven Quintanilla provided the staff report.

With the conclusion of the staff report, Mayor Cabrera opened the floor for Council questions of staff.

City Council asked questions of staff.

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

City Attorney Steven Quintanilla and Assistant City Manager Brian Mohan responded to Council's inquiries.

With the conclusion of Council questions, Mayor Cabrera called for public comments to be heard.

Christopher Baca

1. Concerns.

Roy Bleckert

1. Concerns.

Louise Palomarez

1. Critical of Mayor Cabrera.

Bob Palomarez

1. Critical of Mayor Cabrera.

Pete Bleckert

1. Critical of Mayor Cabrera.

Martin Cabrera

1. Support Council.

With the conclusion of public comment, Mayor Cabrera opened the floor to Council deliberation.

The City Council deliberated on the item.

Council Member Baca-Santa Cruz left the dais at 8:41 pm.

Mayor Cabrera called for Council recess at 8:43 pm.

The City Council meeting resumed at 8:45 pm.

Council Member Baca-Santa Cruz returned to the dais at 8:46 pm.

With the conclusion of Council deliberation, Mayor Cabrera made a motion.

Motion made by Mayor Cabrera and seconded by Council Member Delgado to direct staff to bring back a revised Ordinance, based on the items that were discussed, to the next regularly scheduled City

Council meeting.

Motion passed by a vote of 4-0-1, with Council Member Baca-Santa Cruz, Council Member Delgado, Mayor Pro Tem Barnard, Mayor Cabrera voting yes, and Council Member Marquez abstaining.

Council Member Baca-Santa Cruz left the meeting at 8:47 pm.

RESULT:	APPROVED [4 TO 0]
MOVER:	Ulises Cabrera, Mayor
SECONDER:	Ed Delgado, Council Member
AYES:	Ulises Cabrera, Ed Delgado, Cheylynda Barnard, Elena Baca-Santa Cruz
ABSTAIN:	David Marquez

L. REGIONAL COMMISSION/COMMITTEE/BOARD REPORTS

L.1. REGIONAL COMMISSION/COMMITTEE/BOARD

March Joint Powers Commission (JPC)

None.

Riverside County Habitat Conservation Agency Board of Directors (RCHCA)

None.

Riverside County Transportation Commission (RCTC)

None.

Riverside Transit Agency Board of Directors (RTA)

Mayor Pro Tem Barnard reported the following:

The Board heard a presentation of the potential regional vehicle miles traveled (VMT) mitigation program.

The Board authorized award of an agreement to Creative Bus Sales for the purchase of 25 StarTrans Senator II buses for Dial-a-Ride operations and an agreement with A-Z Bus Sales, Inc. for the purchase of 25 Ford Transit vans for Dial-a-Ride operations under the CalACT/MBTA vehicle cooperative purchasing agreement.

Western Riverside Council of Governments Executive Committee (WRCOG)

Minutes Acceptance: Minutes of Feb 6, 2024 6:00 PM (JOINT CONSENT CALENDARS)

None.

Western Riverside County Regional Conservation Authority Board of Directors (RCA)

None.

School District/City Joint Task Force

None.

M. EMPLOYEE ASSOCIATION REPORTS

None.

N. CITY MANAGER'S REPORT

1. Community Day of Service
2. Free Dump Day
3. Job Fair

O. CITY COUNCIL CLOSING COMMENTS

Council Member Marquez

1. Ribbon Cutting for Moreno Beach Bridge.
2. Monterey League of California Cities.

Council Member Marquez left the meeting at 8:52 pm.

Council Member Delgado

1. Community Event.
2. State of the District.
3. League of California Cities.

Mayor Pro Tem Barnard

1. Thanked speakers.
2. State of the District.

Staff was directed to look into the possibility of creating an ad hoc committee regarding homelessness, separate from the current homelessness task force, to be brought back to the March 5, 2024 City Council meeting. The item was supported by Mayor Pro Tem Barnard and Mayor Cabrera.

Mayor Cabrera

1. Black History Month event.
2. Community Day of Service.
3. Contract classes at the CRC.
4. Ride along with Riverside County Sheriff's Office.
5. Moreno Valley Chamber Installation.
6. US Conference of Mayors.

P. ADJOURNMENT

There being no further business to come before the City Council, Mayor Cabrera adjourned the meeting at 9:06 PM.

Submitted by:

Jane Halstead, CMC
 City Clerk
 Secretary, Moreno Valley Community Services District
 Secretary, City as Successor Agency for the Community
 Redevelopment Agency of the City of Moreno Valley
 Secretary, Moreno Valley Housing Authority
 Secretary, Board of Library Trustees
 Secretary, Public Financing Authority

Approved by:

Ulises Cabrera
 Mayor
 City of Moreno Valley
 President, Moreno Valley Community Services District
 Chairperson, City as Successor Agency for the Community
 Redevelopment Agency of the City of Moreno Valley
 Chairperson, Moreno Valley Housing Authority
 Chairperson, Board of Library Trustees
 Chairperson, Public Financing Authority



Report to City Council

TO: Mayor and City Council

FROM: Jane Halstead, CMC, City Clerk

AGENDA DATE: February 20, 2024

TITLE: COUNCIL DISCRETIONARY EXPENDITURE REPORTS FOR FISCAL YEAR 2023/2024 FROM JULY 1, 2023 THROUGH JANUARY 31, 2024.

RECOMMENDED ACTION

Recommendation:

1. Receive and file the Fiscal Year 2023/2024 Council Discretionary Expenditure Report for July 1, 2023 through January 31, 2024.

SUMMARY

This staff report is prepared at the request of the City Council to provide transparency with respect to the expenditure of City funds from City Council Discretionary Expenditure Accounts. These reports are for each Council Member's year to date expenditures for Fiscal Year 2023/2024, for July 1, 2023 through January 31, 2024. Each Council District receives an annual budget allocation of \$3,000 and the Mayor receives an annual budget allocation of \$6,000.

With the adoption of the current fiscal year budget and pursuant to Resolution No. 2023-24, unused monies from Fiscal Year 2022/2023 will be carried over to the current Fiscal Year as approved by the City Manager.

The expenditure reports are included routinely in the City Council agenda as an additional means of distributing reports on activities to the Council and public. The reports are to be posted to the City's website following Council approval. The monthly reports provide unaudited information and are reconciled to the City's general ledger. Following the end of the Fiscal Year, the financial information shall be reviewed as part of the City's independent financial audit.

NOTIFICATION

Posting of the agenda as required by the Brown Act.

PREPARATION OF STAFF REPORT

Prepared By:
Jasmin Rivera
Executive Assistant to the Mayor and Council Office

Department Head Approval:
Jane Halstead
City Clerk

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. FY 23-24 Expenditure Report Sheet

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:22 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:48 AM



MAYOR ULISES CABRERA

Fiscal Year 2023/2024 Council Discretionary Expenditures
 Accounts: 1010-10-01-10015-620130 Mayor Discretionary
 1010-10-01-10015-620131 Mayor Discretionary - Carryover
 July 1, 2023 – January 31, 2024

Date	Amount	Description
7/25/2023	\$ 1,000.00	Kids Youth Mentorship Services Inc. Back-to-School Backpack Giveaway Event
7/31/2023	\$ 102.59	Senior Center Community Engagement Consumables
7/31/2023	\$ 75.00	We Walk by Faith Not by Sight Event
8/25/2023	\$ 300.00	StreetBeat Ave. Records and Moreno Valley Mall Christmas Toy Drive
9/08/2023	\$ 300.00	Diamond Girls Softball Association
9/30/2023	\$ 50.00	CIELO Inland Empire Community Foundation Celebration Brunch
10/10/2023	\$ 300.00	Move & Groove for Health Event - Venue Sponsorship
10/31/2023	\$ 250.00	Kama Burton / Loving Me 1st 8th Annual Girls Conference Sponsorship
10/31/2023	\$ 229.95	Inland Empire Labor Council COPE Gala
11/9/2023	\$ 250.00	Victory Outreach Stop the Violence Event Sponsorship
11/30/2023	\$ 20.00	1st Annual Color Fun Run - Ticket Purchase
12/13/2023	\$ 550.00	Box Springs PTA - Family Community and Leadership In Action Event
11/30/2023	\$ 450.00	Council of Mexican Federations In North America (COFEM) - Immigration Services Resource Fair
1/24/2024	\$ 150.00	Donation for Black History Month Celebration - Moreno Valley Senior Center

\$ 4,027.54 TOTAL Council Discretionary Expenditures for FY 23/24

\$ 6,000.00 FY 23/24 Adopted Budget Amount

\$ 10.00 FY 22/23 Carryover Budget Amount

\$ 6,010.00 FY 23/24 Amended Budget Amount

\$ 1,982.46 FY 23/24 Budget Amount Remaining

Source: Unaudited financial data from the City's accounting records.
 Updated as of: 2/7/2024



COUNCIL DISTRICT 1 ELENA BACA-SANTA CRUZ

Fiscal Year 2023/2024 Council Discretionary Expenditures
Accounts: 1010-10-01-10011-620111 District 1 Discretionary
1010-10-01-10011-620116 District 1 Discretionary - Carryover
July 1, 2023 – January 31, 2024

Date	Amount	Description
No expenditures to report for July 2023		
8/04/2023	\$ 250.00	Diamond Girls Softball Association Team Contribution: Queen Kobras
8/15/2023	\$ 300.00	Diamond Girls Softball Association Team Contribution: Cyclones
9/30/2023	\$ 75.00	We Walk by Faith Not by Sight Event
9/30/2023	\$ 187.25	District 1 Towngate Community Meeting – Venue Rental
No expenditures to report for October 2023		
11/9/2023	\$ 200.00	Canyon Springs High School Band & Pageantry Boosters
No expenditures to report for December 2023		
No expenditures to report for January 2024		

\$ 1,012.25 TOTAL Council Discretionary Expenditures for FY 23/24

\$ 3,000.00 FY 23/24 Adopted Budget Amount

\$ 2,539.00 FY 22/23 Carryover Budget Amount

\$ 5,539.00 FY 23/24 Amended Budget Amount

\$ 4,526.75 FY 23/24 Budget Amount Remaining

Source: Unaudited financial data from the City's accounting records.
Updated as of: 2/7/2024

Attachment: FY 23-24 Expenditure Report Sheet (6541 : COUNCIL DISCRETIONARY EXPENDITURE REPORTS FOR FISCAL YEAR 2023/2024)



COUNCIL DISTRICT 2 EDWARD A. DELGADO

Fiscal Year 2023/2024 Council Discretionary Expenditures
Accounts: 1010-10-01-10012-620112 District 2 Discretionary
1010-10-01-10012-620117 District 2 Discretionary - Carryover
July 1, 2023 – January 31, 2024

Date	Amount	Description
No expenditures to report for July 2023		
No expenditures to report for August 2023		
No expenditures to report for September 2023		
10/10/2023	\$ 300.00	Move & Groove for Health Event - Venue Sponsorship
10/20/2023	\$ 121.00	Trailseekers of Moreno Valley Equestrian Center Event - Venue Sponsorship
11/9/2023	\$ 200.00	Canyon Springs High School Band & Pageantry Boosters
11/27/2023	\$ 122.00	Moreno Valley Elks Lodge Sponsorship
11/29/2023	\$ 500.00	Calvary Chapel Cheerleading Team Sponsorship
12/22/2023	\$ 500.00	Power Speaks Louder Sponsorship
1/23/2024	\$ 500.00	Canyon Springs High School Baseball Booster

\$ 2,243.00 TOTAL Council Discretionary Expenditures for FY 23/24

\$ 3,000.00 FY 23/24 Adopted Budget Amount

\$ 648.00 FY 22/23 Carryover Budget Amount

\$ 3,648.00 FY 23/24 Amended Budget Amount

\$ 1,405.00 FY 23/24 Budget Amount Remaining

Source: Unaudited financial data from the City's accounting records.
Updated as of: 2/7/2024

Attachment: FY 23-24 Expenditure Report Sheet (6541 : COUNCIL DISCRETIONARY EXPENDITURE REPORTS FOR FISCAL YEAR 2023/2024)



COUNCIL DISTRICT 3 DAVID MARQUEZ

Fiscal Year 2023/2024 Council Discretionary Expenditures
Accounts: 1010-10-01-10013-620113 District 3 Discretionary
1010-10-01-10013-620118 District 3 Discretionary - Carryover
July 1, 2023 – January 31, 2024

Date	Amount	Description
		No expenditures to report for July 2023
8/04/2023	\$ 500.00	Diamond Girls Softball Association Team Contribution: Ice Queens
		No expenditures to report for September 2023
		No expenditures to report for October 2023
11/15/2023	\$ 500.00	Student of the Month Program Sponsorship
12/31/2023	\$ 1,000.00	Valley View High School Pep Squad
		No expenditures to report for January 2024

\$ 2,000.00 TOTAL Council Discretionary Expenditures for FY 23/24

\$ 3,000.00 FY 23/24 Adopted Budget Amount

\$ 6,461.00 FY 22/23 Carryover Budget Amount

\$ 9,461.00 FY 23/24 Amended Budget Amount

\$ 7,461.00 FY 23/24 Budget Amount Remaining

Source: Unaudited financial data from the City's accounting records.
Updated as of: 2/7/2024



MAYOR PRO TEM CHEYLYNDA BARNARD

Fiscal Year 2023/2024 Council Discretionary Expenditures
Accounts: 1010-10-01-10014-620114 District 4 Discretionary
1010-10-01-10014-620119 District 4 Discretionary - Carryover
July 1, 2023 – January 31, 2024

Date	Amount	Description
7/31/2023	\$ 100.00	Rancho Verde High School Cheer
7/31/2023	\$ 134.86	District 4 Community Engagement Consumables
8/15/2023	\$ 200.00	Diamond Girls Softball Association Team Contribution: Ice Queens
8/15/2023	\$ 13.27	District 4 Community Engagement Refreshments
8/17/2023	\$ 23.70	District 4 Community Engagement Consumables
8/18/2023	\$ 200.00	Diamond Girls Softball Association Team Contribution: Cyclones
		No expenditures to report for September 2023
		No expenditures to report for October 2023
		No expenditures to report for November 2023
		No expenditures to report for December 2023
		No expenditures to report for January 2024

\$ 671.83 TOTAL Council Discretionary Expenditures for FY 23/24

\$ 3,000.00 FY 23/24 Adopted Budget Amount

\$ 1,332.00 FY 22/23 Carryover Budget Amount

\$ 4,332.00 FY 23/24 Amended Budget Amount

\$ 3,660.17 FY 23/24 Budget Amount Remaining

Source: Unaudited financial data from the City's accounting records.
Updated as of: 2/7/2024

Attachment: FY 23-24 Expenditure Report Sheet (6541 : COUNCIL DISCRETIONARY EXPENDITURE REPORTS FOR FISCAL YEAR 2023/2024)



Report to City Council

TO: Mayor and City Council

FROM: Jane Halstead, CMC, City Clerk

AGENDA DATE: February 20, 2024

TITLE: COUNCIL TRAINING & TRAVEL EXPENDITURE REPORTS FOR FISCAL YEAR 2023-2024

RECOMMENDED ACTION

Recommendation:

1. Receive and file the Training & Travel Authorization Forms for the month of January 2024.

SUMMARY

This staff report is prepared at the request of the City Council to provide transparency with respect to the expenditure of City funds used for City Council Training and Travel. Each Council District receives an annual budget allocation of \$4,000 and the Mayor receives an annual budget allocation of \$12,000.

On September 5, 2023, the City Council approved the revision of policy #3.06; to incorporate additional transparency requirements for the reporting of the travel and training forms.

The training and travel forms provide unaudited information and are reconciled to the City's general ledger. Following the end of the Fiscal Year, the financial information shall be reviewed as part of the City's independent financial audit.

No City Council training or travel expenditure activity to report for October 2023.

No City Council training or travel expenditure activity to report for November 2023.

No City Council training or travel expenditure activity to report for December 2023.

Travel packets for January 2024: Mayor Cabrera, Council Member Delgado, and Council Member Marquez.

FISCAL IMPACT

No Fiscal Impact as all funds are budgeted within the Fiscal Year 2023/2024 annual budget.

PREPARATION OF STAFF REPORT

Prepared By:
Name Jasmin Rivera
Title Executive Assistant to the Mayor and Council Office

Department Head Approval:
Name Jane Halstead
Title City Clerk

Concurred By:
Name
Title

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024
- 2. Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024
- 3. Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024

APPROVALS

Budget Officer Approval	<u> ✓ Approved </u>	2/13/24 5:15 PM
City Attorney Approval	<u> ✓ Approved </u>	

City Manager Approval

✓ Approved

2/13/24 5:33 PM



Travel Authorization & Expense Reporting Form

I.4.a

Instructions: **Prior to any** travel, complete **Part I** of this form to have travel and anticipated expenses approved. Submit a copy of this approved form with each payment expense submitted. **Upon returning** from travel, complete **Part II** of this form to confirm total expenses including any approved adjustments. Submit form to Accounts Payable within **15 days** of the travel end date. **Always use the most up-to-date Travel Form located on the City's Intranet**

Part I - Travel Authorization	<input checked="" type="checkbox"/> <u>[Signature]</u>	Employee Signature	<input checked="" type="checkbox"/> <u>[Signature]</u>	Immediate Supervisor Signature
--------------------------------------	--	---------------------------	--	---------------------------------------

Name: Ulises Cabrera	Purpose of Trip: U.S. Conference of Mayors 92nd Winter Meeting
Job Title: Mayor	Destination: Capital Hilton, 1001 16th Street, Out of State <input checked="" type="checkbox"/>
Division: City Council	<i>Enter below the departing date and time then the return date and time. Per diem travel days will automatically be calculated.</i>

GL Org Set(s) 110015620510	% Split 100%	Split Total Equals 100%	Departure Date & Time: 1/16/24 10:57 AM	<i>Example:</i> 1/2/18 7:30 A.
			Return Date & Time: 1/19/24 7:00 AM	<i>Example:</i> 1/2/18 5:30 P.

Expense Type	Account #	Description of Expenses	Amount	CAL-Card <input checked="" type="checkbox"/> If Yr
Registration:	(620510)	US Conference of Mayors - Registration	\$1,500.00	<input checked="" type="checkbox"/>
Lodging :	(620510)	Hyatt Place/Capital Hilton	\$988.00	<input checked="" type="checkbox"/>
Mileage:	(620510)	Miles: X Rate: \$0.655		<input type="checkbox"/>
Airfare:	(620510)	United Airlines ONT-DFW-DCA	\$346.59	<input checked="" type="checkbox"/>
*Per Diem:	(620510)	Washington, D.C	\$79	<input type="checkbox"/> Check box to decline Per Diem, whereby actual receipts must be submitted
Total Travel Days (Enter # of Days) >>>			4	
<i>*To receive per diem, travel must include an overnight stay. Per diem on first and last day are to be calculated at 75% of daily per diem rate.</i>			Total Per Diem:	\$246.88
Misc. Other:	(620510)			<input type="checkbox"/>
Business Meals:	(620510)			<input type="checkbox"/>

Division Manager Approval	Date	Total Anticipated Expenses:	\$3,081.47
X <u>[Signature]</u>	X 1/4/2024	City Manager Approval (as required)	Date
Department Head Approval	Date	X <u>[Signature]</u>	X 1/8/2024
X <u>[Signature]</u>	X 1/4/24		

Part II - Expense Reporting (Please check the appropriate box below and provide details)

No adjustments are necessary. Anticipated expenses match actual expenses incurred.

Advance **payments exceeded** the actual expenses incurred. Attached is my receipt as evidence of reimbursement to the City. (Explain below, use negative numbers)

Actual **expenses exceeded** the anticipated original request. Additional funds are required as listed below.

Expense Details	Expenditure Code	Amount	CAL-Card
Lyft Receipts, Ontario Airport Parking	620510	\$ 322.41	<input type="checkbox"/>
Delta DCA - LAS, Flight	620510	\$ 463.60	<input checked="" type="checkbox"/>
Post-Trip	110015620510	\$ 3,867.48	
Employee Signature: X <u>[Signature]</u>	GL Org Set		
Date: 1-8-24 Ext.	Split Totals:		

Division Manager Approval	Date	Final Total Expenses:	\$3,867.48
X <u>[Signature]</u>	X 2/8/2024	City Manager Approval (as required)	Date
Department Head Approval	Date	X <u>[Signature]</u>	X 2/11/24
X <u>[Signature]</u>	X 2/8/24		



Per Diem Worksheet

Travel Destination:	Washington, D.C
	(City, State)
	4
	(# of Days)
Total Travel Days:	
Per Diem Rate:	\$79.00
	(Daily M&IE Rate)

Breakdown

<u>Travel Days</u>	<u>Rate</u>
First Day <input type="checkbox"/> Check if you began travel after 12:00PM (Noon)	\$59.25
Travel Days	\$158.00
Last Day <input checked="" type="checkbox"/> Check if you ended travel before 12:00PM (Noon)	\$29.63
Total Per Diem	\$246.88

Patrick Killion

From: American Airlines <no-reply@info.email.aa.com>
Sent: Wednesday, January 3, 2024 5:33 PM
To: City Clerk
Subject: Your trip confirmation (ONT - DCA)

Follow Up Flag: Follow up
Flag Status: Flagged

Warning: External Email – Watch for Email Red Flags!



Issued: January 4, 2024

Your trip confirmation and receipt

We charged \$346.59 to your card ending in 1014 for your ticket purchase.

You can check in via the American app 24 hours before your flight and get your mobile boarding pass.

Record Locator: HMYPCX

Tuesday, January 16, 2024

 **ONT**
 Ontario
10:57 AM

AA 2044 

 **DFW**
 Dallas/Fort Worth
3:49 PM

Seat: 26C
 Class: **Economy (G)**
 Meals: **Refreshment**

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL

DFW

Dallas/Fort Worth
5:13 PM

AA 472

DCA

Washington Reagan
8:59 PM

Seat: 22C
Class: **Economy (G)**
Meals: **Refreshment**

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Earn 15,000 bonus miles

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Your purchase

Ulises Cabrera

[Join the AAdvantage® Program](#)

New ticket (0012104448677)	\$346.59
[\$299.53 + Taxes & carrier-imposed fees \$47.06]	

Total cost	\$346.59
-------------------	-----------------

Your payment

Visa (ending 1014)	\$346.59
--------------------	----------

Total paid	\$346.59
-------------------	-----------------

Bag information

Checked Bag (Airport)

ONT - DCA

1st bag \$30.00

2nd bag \$40.00

Checked Bag (Online*)

ONT - DCA

1st bag \$30.00

2nd bag \$40.00

ONT - DCA

Maximum dimensions: 62 inches or 158 centimeters calculated as (length + width + height)

Maximum weight: 50 pounds or 23 kilograms

For information regarding American Airlines checked baggage policies, please visit: [Bag and optional fees](#)

Bag fees apply at each Check-in location. Additional allowances and/or discounts may apply. [Bag and optional fees](#)

If your flight is operated by a partner airline, see the [other airline's](#) website for carry-on and checked bag policies.

*Online payment available beginning 24 hours (and up to 4 hours) before departure.

Carry-on bags

1st carry-on Includes purse, briefcase, laptop bag, or similar item that must fit under the seat in front of you.

2nd carry-on Maximum dimensions not to exceed: 22" long x 14" wide x 9" tall (56 x 35 x 23 cm).



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Additional Services are subject to credit card approval at time of ticketing. Additional Services may appear on multiple accompanied documents as a matter of reference.

If you have purchased a NON-REFUNDABLE fare, the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. Once canceled, your refund will be processed automatically. [Refunds](#).

Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our [Airport Information](#) page.

The policy for traveling with Emotional Support and Service animals has changed. Visit [Traveling with Service Animals](#) for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

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Air Transportation, whether it is domestic or international (including domestic portions of international journeys), is subject to the individual terms of the transporting air carriers, which are herein incorporated by reference and made part of the contract of carriage. Other carriers on which you may be ticketed may have different conditions of carriage. International air transportation, including the carrier's liability, may also be governed by applicable tariffs on file with the U.S. and other governments and by the Warsaw Convention, as amended, or by the Montreal Convention. Incorporated terms may include, but are not restricted to: 1. Rules and limits on liability for personal injury or death, 2. Rules and limits on liability for baggage, including fragile or perishable goods, and availability of excess valuation charges, 3. Claim restrictions, including time periods in which passengers must file a claim or bring an action against the air carrier, 4. Rights on the air carrier to change terms of the contract, 5. Rules on reconfirmation of reservations, check-in times and refusal to carry, 6. Rights of the air carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of alternate air carriers or aircraft and rerouting.

You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage link below.

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Patrick Killion

From: Hyatt Hotels <no-reply@t1.hpe-esp.hyatt.com>
Sent: Friday, December 29, 2023 8:36 AM
To: City Clerk Staff_DG
Subject: Hyatt Place Washington DC/White House - Confirmation - ULISES CABRERA - 16-Jan-2024 - 55556960

Warning: External Email – Watch for Email Red Flags!

Your reservation is confirmed.

Customer Service



Reservation Confirmation

Confirmation Number: #55556960

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Hyatt Place Washington DC/White House

 1522 K Street, NW
Washington, DC 20005, US

 +1 202 830 1900

Check-In

Checkout

Date: Tuesday, 16-Jan-2024

Time: 03:00 PM

Date: Wednesday, 17-Jan-2024

Time: 12:00 PM

Safety first, wellbeing always

Hyatt's Global Care & Cleanliness Commitment focuses on the safety and wellbeing of our guests and colleagues and builds on our existing rigorous safety and cleanliness protocols.

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Stretch your points even further by combining points plus cash to book a room or suite.

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Manage your Stay

We look forward to welcoming you to our hotel. Please let us know if there is anything we can do to help you make the most of your time away.

 **Modify Reservation**

 **Add Reservation**

 **Cancel Reservation**


 **Customer Service**


Contact us any time you need

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Experience the wonders of cities across South America. From Brazil to Colombia, Peru and more, immerse yourself in the local culture while enjoying the comforts and luxury of Hyatt hotels and resorts.

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Reservation Details

Note from Hyatt Place Washington DC/White House

THANK YOU FOR CHOOSING HYATT PLACE. WE CAN'T WAIT TO SEE YOU!

Guest Name: ULISES CABRERA

Number of Adults: 1

Number of Children: 0

Room(s) Booked: 1

Room Type: KING NO SFBD

Room Description:

Hyatt Grand Bed:Free WiFi 280 sqft:42in TV

Nightly Rate per Room:

January 16 - 280.00 US DOLLARS

Type of Rate: PAWS & THE CITY

Rate Information:Dog toy:Treats:Bowl:Dog bed:Pet fee:Courtesy bags Package with Inclusions-possible partial point and tier credit

Additional Tax, Fees and Service Charges:

OCCUPANCY TAX: 4.450%

CITY TAX: 10.500%

CANCELLATION POLICY:

11:59PM HOTEL TIME 2 DAYS BFR ARRIV OR PAY 1 NIGHT FEE /CCARD RQRD

Reservations confirmed or changed by World of Hyatt Explorist or Globalist members can be cancelled until 11:59 pm the day before arrival, when the hotel's cancellation period stated above

Patrick Killion

From: The US Conference of Mayors Team <info@cvent.com>
Sent: Friday, December 29, 2023 8:21 AM
To: City Clerk Staff_DG
Subject: Hotel Reservation Acknowledgement

Warning: External Email – Watch for Email Red Flags!



THE UNITED STATES CONFERENCE OF MAYORS

Dear Ulises,

Welcome to Washington for the 92nd Winter Meeting.

Thank you for making your hotel reservation on Dec 29, 2023 for 92nd Winter Meeting being held in Washington, DC, over the dates of Jan 17, 2024 - Jan 19, 2024.

All reservation changes can be made at the event website by [clicking here](#), or by calling 888-296-2967/301-570-0800 (International).

Reservation Information	
Acknowledgement Number:	AV6CEWD0
Your hotel:	Capital Hilton
Check-in:	Jan 17, 2024
Check-out:	Jan 19, 2024
Room type:	1 Queen Bed Deluxe Room
Guests per room:	1
Guest name:	Ulises Cabrera
Share with:	Ulises Cabrera
Requests:	
Guarantee method:	Credit Card

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL

Nightly Rates:	<table border="1"> <thead> <tr> <th>Date</th> <th>Guests</th> <th>Status</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Jan 17, 2024</td> <td>1</td> <td>Confirmed</td> <td>333.00</td> </tr> <tr> <td>Jan 18, 2024</td> <td>1</td> <td>Confirmed</td> <td>333.00</td> </tr> </tbody> </table>	Date	Guests	Status	Rate	Jan 17, 2024	1	Confirmed	333.00	Jan 18, 2024	1	Confirmed	333.00
Date	Guests	Status	Rate										
Jan 17, 2024	1	Confirmed	333.00										
Jan 18, 2024	1	Confirmed	333.00										
Additional Person Charges:	<table border="1"> <thead> <tr> <th colspan="2">Additional Guest Rate</th> </tr> </thead> <tbody> <tr> <td>Second Guest</td> <td>0.00</td> </tr> <tr> <td>Third Guest</td> <td>25.00</td> </tr> </tbody> </table>	Additional Guest Rate		Second Guest	0.00	Third Guest	25.00						
Additional Guest Rate													
Second Guest	0.00												
Third Guest	25.00												
Total Room Charge:	<p>666.00</p> <p>Room Rates shown do not include 14.95% Room Tax Per Night (subject to change). Total charges presented on the website will include all room fees and taxes.</p>												
Cancellation Policy:	Cancellations made within 72 hours of arrival will forfeit one night's room and tax.												
Hotel Information													
Hotel Name:	Capital Hilton												
Address:	1001 16th Street NW Washington, DC 20036												
Weather:	View the Weather Forecast												

A kind note about calling the hotel "just to be sure"

Please do not call your hotel "to be sure" until after Jan 16, 2024. Please understand that processing your reservations from the Housing Bureau into the Hotel system will take a few days. Rest assured that if you have received a confirmation number already from the Housing Bureau, the hotel will honor your booking. Thank you for your consideration.

After Jan 16, 2024, all reservation changes can be made by contacting the hotel directly at 202-393-1000. Passkey, its reservation system and/or their agents act only in the capacity of agent for all customers in all matters pertaining to hotel reservations, and as such are not responsible for guaranteed hotel rooms, damages, expenses, inconveniences or damage to any person or property from any cause whatsoever.

The United States Conference of Mayors
1620 I "Eye" St. NW, 4th Floor. Washington, DC - 20006

Patrick Killion

From: Julia Weyland <meetings@usmayors.org>
Sent: Friday, December 29, 2023 8:07 AM
To: City Clerk Staff_DG
Subject: Registration Confirmed - 92nd Winter Meeting

Warning: External Email – Watch for Email Red Flags!



Dear Ulises,

Your registration has been confirmed. Please save this email for future reference.

Event: 92nd Winter Meeting

Attending: Ulises Cabrera

Number in Party: 1

Date: January 17, 2024 - January 19, 2024

Confirmation Number: WCNLMWNWS6M

Registration Information

Ulises Cabrera
Event Registration

Sessions

January 17, 2024

- 7:45 AM - 9:00 AM Council on Metro Economies and the New American City
Mayors Water Council
- 8:00 AM - 9:00 AM First-Time Attendee Mayors Session
- 9:15 AM - 10:15 AM Wednesday Morning Plenary Session

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL

10:45 AM - 11:45 AM	<p>AAPI Alliance Meeting: Empowering AAPI Voices in Your City</p> <p>Environmental Mandates: What Mayors Need to Know</p> <p>International Affairs Update and Partnerships</p> <p>Serving Veterans Through Partnerships with Federal, Local, and Private Officials</p> <p>Strategies for Alleviating Poverty and Enhancing Citywide Well-Being</p>
12:45 PM - 2:15 PM	Opening Plenary Luncheon
2:30 PM - 3:30 PM	<p>Elective Pay Tax Incentives for Clean Energy Investment</p> <p>Homelessness: Next Steps</p> <p>Making AI Work for Mayors</p> <p>Reducing Gun Violence in Our Cities</p>
3:45 PM - 4:45 PM	<p>Identifying Resources to Implement Your Climate Action Plans</p> <p>Latino Alliance</p> <p>Leading Cities Toward Recovery: Mayoral Strategies in the Opioid Crisis</p>
5:15 PM - 6:30 PM	Interference in the 2024 Elections: What Mayors Need to Know & What They Can Do
6:30 PM - 8:00 PM	Opening Reception
January 18, 2024	
8:00 AM - 9:00 AM	<p>Economic Growth and Economic Mobility in Cities</p> <p>How Libraries Can Help Your Small Businesses</p> <p>LGBTQ Alliance Meeting</p> <p>Local Infrastructure Hub: Update On Key Bipartisan Infrastructure Law Programs</p> <p>Partnering with Universities</p>
9:30 AM - 11:00 AM	Mayors and Business Leaders Plenary Session
11:30 AM - 12:30 PM	<p>Empowering Sustainable Communities: Infrastructure Projects Fueling Real Results</p> <p>Managing the Fire Risks of Lithium Batteries</p> <p>Tackling Behavioral Health Worker Shortages and Supporting Workplace Mental Health</p>

1:00 PM - 2:30 PM	Using BEAD to Transform Wireless Broadband Infrastructure Childhood Obesity
	Prevention/Environmental Health & Sustainability Plenary Lunch
3:00 PM - 4:00 PM	Addressing Worker Shortages and Building Pathways to Infrastructure Careers Affordable Housing and Celebrating 50 Years of CDBG
	Current Issues in Policing P3 Task Force Meeting
4:15 PM - 5:15 PM	Changing the Game: New Opportunities Through Infrastructure and Partnerships Combating Antisemitism, Islamophobia, and Other Forms of Hate and Extremism MICD: Arts, Urban Design, and Mental Health
7:00 PM - 9:30 PM	Welcome to Washington, DC Reception at TBA Embassy
9:30 PM - 11:30 PM	Late Night Event

[You can view or modify your registration by clicking here.](#)

Do you still need to request a hotel reservation? Please [click here.](#)

NOTE: If you are with the Workforce Development Council and have hotel reservation questions please contact kverge@usmayors.org.

We look forward to seeing you at the 92nd Winter Meeting this January.



If you no longer want to receive emails from United States Conference of Mayors, please [Opt-Out](#)

Your payment for the 92nd Winter Meeting event has been successfully processed. Please save this email for your records.

Transaction Information

Item	Transaction Information	Quantity	Amount
Event Registration		1	\$1,500.00
	Transaction Total		\$1,500.00

Registration Confirmation Number: WCNLMWNWS6M

[View your registration](#)

If you have any questions about this transaction or email, please contact Julia Weyland directly at meetings@usmayors.org.



**The 92nd
Winter Meeting
of
The United States
Conference of
Mayors**



**January 17-19, 2024
Washington, DC
Capital Hilton Hotel**

DRAFT AGENDA
(As of 01/05/24)

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



**The United States Conference of Mayors
92nd Winter Meeting**

January 17-19, 2024
Capital Hilton Hotel
Washington, DC

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Priorities and Opportunities	4

DAILY SCHEDULE

Tuesday, January 16 (Pre-Conference)	5
Wednesday, January 17	7
Thursday, January 18	19
Friday, January 19	32

Workforce Development Council (WDC)	36
The USCM Presidents	38
The USCM Leadership	40



Key Information for Attendees

Participation

Unless otherwise noted, all plenary sessions, committee meetings, council meetings, best practice forums, and social events are open to all mayors and other officially registered attendees.

Registration

Registration will be open:

- Tuesday, January 16: 12:00 p.m. - 7:00 p.m.
- Wednesday, January 17: 7:00 a.m. - 6:00 p.m.
- Thursday, January 18: 7:00 a.m. - 6:00 p.m.
- Friday, January 19: 7:00 a.m. - 2:00 p.m.

Badges and Lanyards

The badge provided to you upon check-in is the official identification for admission to all events at the 92nd Winter Meeting. It is required that all delegates, participants, and guests wear their registration badges to enter all sessions, meeting areas, and social events. The color-coded lanyard supplied must also be worn with the badge at all times. Failure to wear the badge and lanyard for viewing by security may cause inconvenience to participants. There will be a \$50 fee for the replacement of lost badges. Photo ID will be required upon check-in to pick up your badge.

Lanyard Color Code

BLUE	MEMBER MAYOR
RED	SERVICE CITY MEMBER MAYOR
YELLOW	NON-MEMBER MAYOR
BLACK	USCM PLATINUM PARTNER, BUSINESS COUNCIL, or SPONSOR
SILVER	USCM STAFF
GREEN	PRESS
LIGHT BLUE	USCM SPEAKER; ALLIED COUNCIL; REGISTRANT SPOUSE, PARTNER, or CHILD

Media Coverage

Unless otherwise noted, all plenary sessions, committee meetings, council meetings, and best practice forums are open to credentialed press registrants. All social/evening events are CLOSED to press registrants.

All plenary sessions are streamed live on YouTube, Twitter, and Facebook.

The hashtag for the meeting is #MayorsDC24

Press Opportunities with Strauss Media

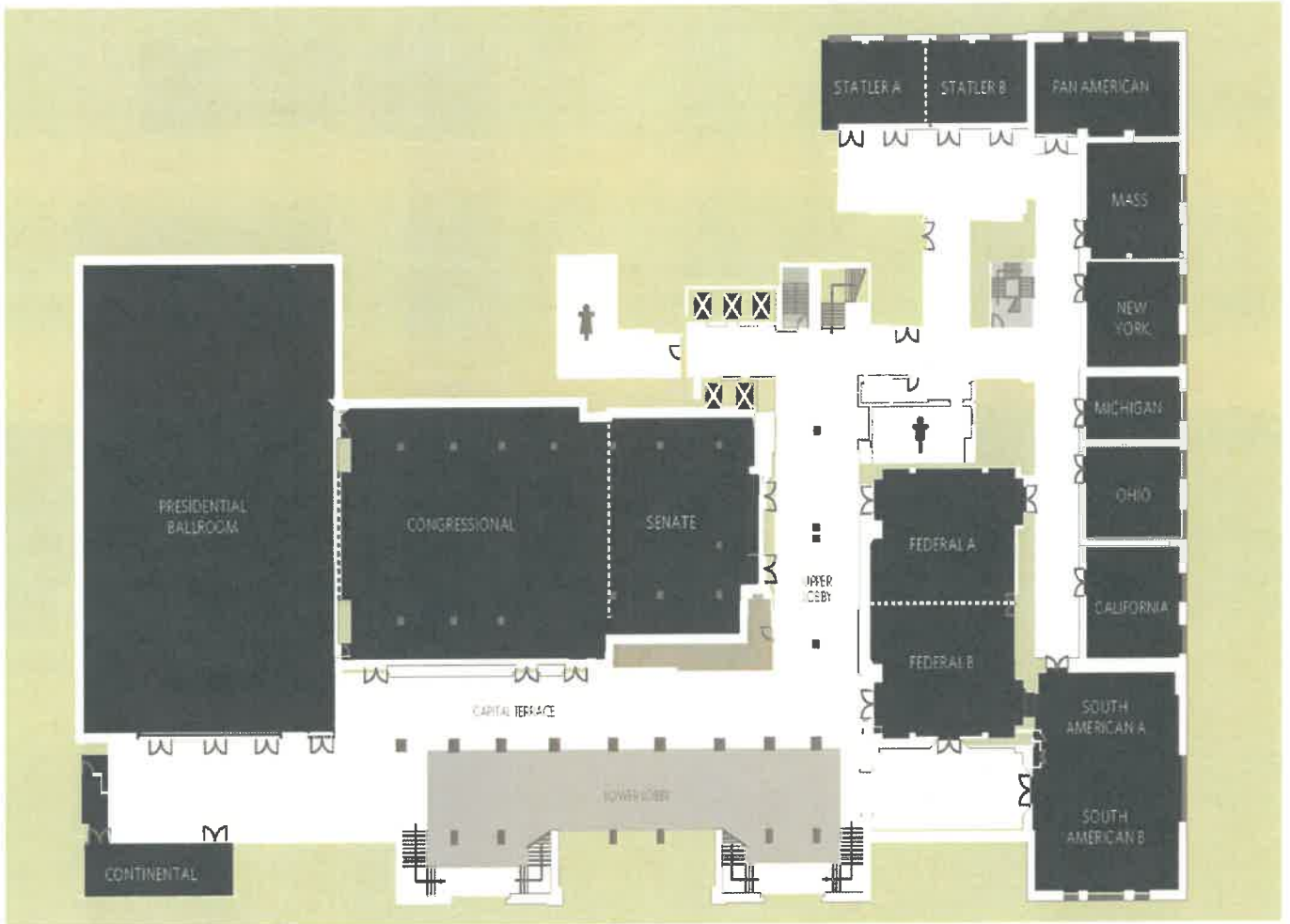
We are pleased to once again welcome our radio booking partner, Strauss Media Strategies. This year, the Strauss team will be working for the duration of the Meeting out of the Potomac Room from the hours of 6:30 a.m. – 5:30 p.m. ET. If you are interested in being booked on your local radio stations back home to convey the work you're doing as mayors and to promote all that you're learning at the Winter Meeting to make your cities stronger, please email them at uscm@straussmedia.com or feel free to stop by the Potomac Room while they are there and let them know of your interest.

Mobile App

Download the official mobile app to view the agenda, attending mayors, and more. You can find it at usmayors.org/app. Available on the App Store and Google Play.



CAPITAL HILTON — 2nd FLOOR ROOM MAP



Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



Priorities and Opportunities

Under the leadership of the 81st President of the United States Conference of Mayors Reno Mayor Hillary Schieve, key priorities to be discussed will include — but not be limited to — the surging mental health crisis, public safety, housing and homelessness, technology and innovation, workforce development, and infrastructure investment. Other priorities and opportunities include:

1. Direct engagement with White House, Cabinet, and Agency officials, Congressional leaders, and key policy and thought leaders. Confirmed speakers include Secretary of State Antony Blinken (Friday Morning), Secretary of Transportation Pete Buttigieg (Friday Morning), and Secretary of Education Dr. Miguel A. Cardona (Thursday Morning).
2. A review of legislative priorities for the remainder of the 118th Congress.
3. A continued focus on the preemption of local authority by state legislatures across the country, a growing trend that is restricting mayors' abilities to do their jobs, keep their residents safe, and protect their rights.
4. The continued implementation of historic legislation passed by the 117th Congress and signed into law by President Biden:
 - The American Rescue Plan Act (ARPA) — \$65.1 Billion for ALL Cities and added Flexibility Bill
 - The Bipartisan Infrastructure Law — \$1.2 Trillion over 10 Years
 - The Bipartisan CHIPS and Science Act — \$280 billion over 10 years
 - The Bipartisan Safer Communities Act — \$13 billion to bolster public safety programs
 - The Inflation Reduction Act — the largest climate investment in U.S. history.
5. A Pre-Conference open to all meeting attendees on Women Small Business Owners and Entrepreneurs on Tuesday, January 16, from 2:00 p.m. - 4:15 p.m.
6. An important Mayors-Only Session on Wednesday, January 17, from 5:15 p.m. - 6:30 p.m.
7. Direct engagement with hundreds of mayors from across the country on the biggest issues impacting cities of all sizes.
8. Networking opportunities with our Platinum Partners and Mayors Business Council members.
9. A number of exciting USCM evening events open to all meeting attendees, including an Opening Reception at the Capital Hilton Hotel on Wednesday starting at 6:30 p.m., a Welcome to Washington, DC Reception at the British Embassy on Thursday starting at 7:00 p.m., and a Late-Night Reception at the Capital Hilton on Thursday starting at 9:30 p.m. More details on these events will be shared soon.



TUESDAY, JANUARY 16

Registration

12:00 p.m. - 7:00 p.m.
Lobby, First Floor

Pre-Conference on Women Small Business Owners and Entrepreneurs

(Open to All Conference Attendees)
2:00 p.m. - 4:15 p.m.
Presidential Ballroom

Welcome and Opening Remarks

2:00 p.m. - 2:15 p.m.

Welcome HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

TOM COCHRAN
CEO and Executive Director
The United States Conference of Mayors

Lead Like a Woman: Navigating Obstacles to Small-Business Ownership

2:15 p.m. - 2:30 p.m.

Presiding KATHY SHEEHAN
Mayor of Albany
Chair, Women Mayors Leadership Alliance of the United States Conference of Mayors

Remarks ELIZABETH H. SHULER
President
AFL-CIO

Breaking Barriers: Empowering Women Entrepreneurs and Small Business Owners

2:30 p.m. - 3:00 p.m.

Moderator ACQUANETTA WARREN
Mayor of Fontana
Vice Chair, Women Mayors Leadership Alliance of The United States Conference of Mayors

Discussants REGINA ROMERO
Mayor of Tucson

TBA

BRYAN K. BARNETT
Mayor of Rochester Hills, MI
Past President, The United States Conference of Mayors



Draft Agenda as of 01/05/24

TUESDAY, JANUARY 16

Strategies for Building and Supporting Women Entrepreneurs & Business-Owners

3:00 p.m. - 3:30 p.m.

Moderator ELIZABETH B. KAUTZ
Mayor of Burnsville
Chair, Small Business and Entrepreneurship Task Force
Past President, The United States Conference of Mayors

Discussants PAIGE G. COGNETTI (Internal Note: Recent ARPA investment in small business development.)
Mayor of Scranton

KIRK WATSON (Internal Note: Austin Women Entrepreneurs Task Force.)
Mayor of Austin

Empowering Diverse Small Business Ownership: A Look at Capitalization and Resources

3:30 p.m. - 4:00 p.m.

Moderator ROBY SCHAPIRA
Director of Small Business Diverse Customer Segments and Senior Vice President
Wells Fargo

Discussants RON NIRENBERG
Mayor of San Antonio

TBA

JANE CASTOR
Mayor of Tampa

Closing

4:00 p.m. - 4:15 p.m.

Remarks HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



WEDNESDAY, JANUARY 17

Registration

7:00 a.m. - 6:00 p.m.
Lobby, First Floor

Optional Breakfast Available

7:00 a.m. - 8:00 a.m.
No Program
Presidential Ballroom

Council on Metro Economies and the New American City

8:00 a.m. - 9:00 a.m.
South American

Chair ANDREW J. GINTHER
Mayor of Columbus
Vice President, The United States Conference of Mayors

Vice Chairs MIKE DUGGAN
Mayor of Detroit

SATYA RHODES-CONWAY
Mayor of Madison

Remarks *US Metro Economy 2024 Forecast*
JAMES DIFFLEY
Executive Director
S&P Global Market Intelligence

State and Local Fiscal Recovery Program Update
VERONICA SOTO
Director, Office of Recovery Programs
United States Department of the Treasury

TBA

Mayors Water Council

8:00 a.m. - 9:00 a.m.
Senate

Co-Chair DEBORAH ROBERTSON
Mayor of Rialto

Discussion *EPA's Proposed Final Lead and Copper Rule Improvement: What Cities Need to Prepare*
STEVE VIA
Director, Federal Relations
American Water Works Association

ALAN ROBERSON
Executive Director
Association of State Drinking Water Administrators



WEDNESDAY, JANUARY 17

Discussion *PFAS in Public Water Systems – EPA’s Second Monitoring Data Release*
CHAD SEIDEL
President, Corona Environmental Consulting
Water & Health Advisory Council

DAVID CHOATE
Vice President for Engineering
American Water

CHRISTINA MURYN
Mayor of Findlay

Discussion *Water’s Digital Future*
KENDRA MORRIS
President, North East Region
Veolia Water North America

Discussion *EPA’s Water Regulatory Program 2024: Update*
JAMIE PIZIALI
Municipal Ombudsman
United States Environmental Protection Agency

First-Time Attendee Mayors Session

8:00 a.m. - 9:00 a.m.

Federal

Is this your first United States Conference of Mayors meeting? Then this session is for you! Come hear from our leadership and other active mayors to get the most out of the organization. Also, feel free to stop by our information booth anytime during the conference. Details on page 3.

Remarks HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Remarks ANDREW J. GINTHER
Mayor of Columbus, OH
Vice President, The United States Conference of Mayors

Remarks DAVID HOLT
Mayor of Oklahoma City
Second Vice President, The United States Conference of Mayors

Remarks TOM COCHRAN
CEO & Executive Director
The United States Conference of Mayors

Remarks NAN WHALEY
Director of Membership
The United States Conference of Mayors



WEDNESDAY, JANUARY 17

Wednesday Morning Plenary Session

9:15 a.m. - 10:30 a.m.
Presidential Ballroom

Program will begin at 9:15 a.m.

Presiding HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Remarks TBA

Discussion *The New Wave of Artificial Intelligence and Cities*

Moderator HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Panelists SUSAN GONZALES
Founder & CEO
AlandYou

MARC BECKMAN
Executive in Residence and Adjunct Associate Professor
NYU Stern

Discussion *Searching for Smarter Cities & Sustainable Communities with Artificial Intelligence*

Moderator ANDREW J. GINTHER
Mayor of Columbus, OH
Vice President, The United States Conference of Mayors

Discussant PRABHAKAR RAGHAVAN
Senior Vice President
Google

Remarks KIMBERLY DOWDELL
President
American Institute of Architects

Remarks TBA



WEDNESDAY, JANUARY 17

AAPI Alliance Meeting: Empowering AAPI Voices in Your City

10:45 a.m. - 11:45 a.m.
California

Moderator LILY MEI
Mayor of Fremont
Chair, AAPI Alliance

Remarks TBA

Empowering Cities: Strategies for Alleviating Poverty

10:45 a.m. - 11:45 a.m.
Pan American

Moderator LEVAR STONEY
Mayor of Richmond, VA
Chair, Children, Health and Human Services Standing Committee

Remarks *Using Data to Change the Narrative on Poverty*
RHONDA VONSHAY SHARPE, Ph.D.
Executive Director
WISER, Inc.

SHARON PARROTT
Executive Director
Center on Budget and Policy Priorities

SHAWYN PATTERSON-HOWARD
Mayor of Mount Vernon
Vice Chair, Equity
Children, Health and Human Services Standing Committee



WEDNESDAY, JANUARY 17

Environmental Mandates: What Mayors Need to Know

10:45 a.m. - 11:45 a.m.

Federal

Moderator MARY LOU PAULY
Mayor of Issaquah

Remarks *Newly Proposed Rule to Remove Drinking Water Lead Pipes*
BRIAN REDDER
Manager of Regulatory and Scientific Affairs
Association of Metropolitan Water Agencies

Discussion *PFAS - New Drinking Water Standards*
DANENE SORACE
Mayor of Lancaster, PA

KIM NORTON
Mayor of Rochester, MN

Remarks *PFAS - Local Government's Potential Superfund Liability*
SEAN MCGINNIS
Partner
CO2EFFICIENT

JOE BROWN
Professional Staff Member
United States Senate Committee on Environment and Public Works

Remarks *Potential New Clean Air Regulations for Large Waste to Energy Facilities*
Malcolm Seymour
Attorney
Foster Garvey PC

International Affairs Update and Partnerships

10:45 a.m. - 11:45 a.m.

South American

Moderator MURIEL BOWSER
Mayor of Washington, DC
Chair, International Affairs Standing Committee

Remarks *Mayors in Climate Action: Subnational Engagements at COP28*
NINA HACHIGIAN
Ambassador, Subnational Unit
United States Department of State

Update on Ukraine
JAMES O'BRIEN
Assistant Secretary for European and Eurasian Affairs
United States Department of State

Remarks LIZ SCHRAYER
CEO
U.S. Global Leadership Coalition (USGLC)



WEDNESDAY, JANUARY 17

Serving Veterans Through Partnerships with Federal, Local, and Private Officials

10:45 a.m. - 11:45 a.m.

Senate

Our nation’s veterans continue to face numerous challenges as they make the transition from military service into local communities. Panelists will discuss how cities are partnering with government and private agencies to address these challenges as veterans transition back into our cities.

- Moderator* JIM ROSS
Mayor of Arlington, TX
Chair, Veterans Affairs Task Force

- Remarks* JAMES D. RODRIGUEZ
Assistant Secretary for Veterans' Employment and Training Service
United States Department of Labor

- ZANETA I. ADAMS
Deputy Assistant Secretary for Intergovernmental Affairs
United States Department of Veterans Affairs

- MICHAEL R. ODLE
Director
DOD/VA Collaboration Office
United States Department of Defense

- RAY MILANO
Veterans Business Outreach Center Program Director
United States Small Business Administration

- YEMI MOBOLADE
Mayor of Colorado Springs

- MONA DEXTER
Vice President, Military and Veterans Affairs
Comcast NBCUniversal

Opening Press Conference

11:45 a.m. - 12:30 p.m.

Statler B

Remarks by USCM Officers

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



WEDNESDAY, JANUARY 17

Opening Plenary Lunch

12:45 p.m. - 2:15 p.m.
Presidential Ballroom

The program will begin at 1:00 p.m.

Presiding HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Greetings MURIEL BOWSER
Mayor of the District of Columbia

Video Introduction TOM COCHRAN
CEO and Executive Director
The United States Conference of Mayors

Video TBA

Address HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Discussion TBA

Remarks ROBERT SCHAPIRA
Director of Small Business Diverse Customer Segments – Senior Vice President
Wells Fargo
USCM Platinum Partner

Panel *Establishing the Airbnb Housing Affordability Coalition (HAC)*

Moderator JAY CARNEY
Global Head of Policy and Communications
Airbnb

STEPHANIE RAWLINGS-BLAKE
Chair, HAC

LEVAR STONEY
Mayor of Richmond, VA

JOHN GILES
Mayor of Mesa

Remarks TBA



WEDNESDAY, JANUARY 17

Elective Pay Tax Incentives for Clean Energy Investment

2:30 p.m. - 3:30 p.m.

Pan American

This session will provide timely information on the clean energy programs administered by the Department of Energy’s Office of Infrastructure and Treasury’s guidance on accessing and using the tax incentives and direct pay (cash rebates) associated with the Inflation Reduction Act. Investments in public infrastructure, one of the largest expenditure categories for local government, is a huge and developing market for integrating clean energy projects. Cities are engaging in dialogue with the existing community of developers and investors to identify strategies to produce local clean energy projects using direct pay, bonus credits, and transferability of incentives.

Moderator DANIEL J. RICKENMANN
Mayor of Columbia, SC
Chair, Energy Standing Committee

Remarks TBA

Remarks BEVERLY WESTLE
Managing Director
EIP Ventures, LLC

Homelessness: Next Steps

2:30 p.m. - 3:30 p.m.

Federal

This session will build on the Los Angeles Homelessness Meeting held in November where mayors suggested several policy initiatives that will reduce homelessness.

Moderator TBA

Making AI Work for Mayors

2:30 p.m. - 3:30 p.m.

South American

Moderator BRUCE HARRELL
Mayor of Seattle
Chair, Technology and Innovation Standing Committee

Remarks TBA

Remarks *How Cities Are Beginning to Use AI*
MATT MAHAN
Mayor of San Jose



WEDNESDAY, JANUARY 17

Reducing Gun Violence in Our Cities

2:30 p.m. - 3:30 p.m.

Senate

The session will feature top federal officials discussing federal policies and funding intended to help cities reduce gun violence and successful strategies in cities.

Moderator **QUINTON LUCAS**
Mayor of Kansas City, MO
Chair, Criminal and Social Justice Standing Committee

Remarks **AMY SOLOMON**
Assistant Attorney General for the Office of Justice Programs
United States Department of Justice

STEVEN M. DETTELBACH
Director
Bureau of Alcohol, Tobacco, Firearms and Explosives
United States Department of Justice

TBA
Office of Gun Violence Prevention
The White House

Discussion

Advancing Women Officers in Local Law Enforcement

3:45 p.m. - 4:45 p.m.

Pan American

This session is being presented by the Women Mayors Leadership Alliance of The United States Conference of Mayor. Women are severely underrepresented in the policing and public safety sector - with only 12% of sworn officers and 3% of police leadership in the U.S being women. The 30x30 Initiative is working with cities across the nation to advance the representation and experience of women in policing agencies. Panelists will discuss their work to increase the number of women in this sector as well as ways they are improving recruiting practices and establishing community partnerships.

Moderator **KATHY SHEEHAN**
Mayor of Albany
Chair, The Women’s Leadership Alliance of The United States Conference of Mayors

ACQUANETTA WARREN
Mayor of Fontana
Vice Chair, The Women’s Leadership Alliance of The United States Conference of Mayors

Remarks **JANE CASTOR**
Mayor of Tampa

Remarks **MAUREEN QUINN MCGOUGH**
Co-Founder, 30x30 Initiative
Chief of Strategic Initiatives, Policing Project at New York University

Remarks **GANESHA MARTIN**
Vice President of Public Policy and Community Affairs
Mark43



WEDNESDAY, JANUARY 17

Remarks KARHLTON F. MOORE
Director
Bureau of Justice Assistance
United States Department of Justice

Remarks KEVIN DAVIS
Chief of Police
Fairfax County Police Department (VA)

Discussion

Identifying Resources to Implement Your Climate Action Plans

3:45 p.m. - 4:45 p.m.

Statler

Moderators BARBARA BUFFALOE
Mayor of Columbia, MO
Chair, Environment Standing Committee

ERIN MENDENHALL
Mayor of Salt Lake City
Chair, Alliance for a Sustainable Future

Remarks TBA

Remarks *Navigating Direct Pay in Your Community*
BILL ABOLT
Vice President
AECOM

DAVID YAROS
US Tax Sustainability, Climate and Equity Co-leader
Principle, Deloitte Tax LLP

Remarks TBA

Latino Alliance Meeting

3:45 p.m. - 4:45 p.m.

Senate

Moderator REGINA ROMERO
Mayor of Tucson
Chair, USCM Latino Alliance

Remarks TOM PEREZ
Senior Advisor and Assistant to the President and
Director of the White House Office of Intergovernmental Affairs
The White House

Remarks TBA



WEDNESDAY, JANUARY 17

Opioid Epidemic: Evidence-Informed Mayoral Strategies

3:45 p.m. - 4:45 p.m.
South American

Moderator SHAWYN PATTERSON-HOWARD
Mayor of Mount Vernon
Vice Chair, Equity
Children, Health and Human Services Standing Committee

Remarks CASSIE FRANKLIN
Mayor of Everett

Remarks DARRELL STEINBERG
Mayor of Sacramento
Vice Chair, Mental Health
Children, Health and Human Services Standing Committee

Remarks *Addressing Substance Use Disorders (SUDs) with Scalable Partnerships and Poolable Resources*
TED WHEELER
Mayor of Portland, OR

Remarks TODD GLORIA
Mayor of San Diego

Mayors-Only Session: Interference in the 2024 Elections: What Mayors Need to Know and What They Can Do (Closed)

5:15 p.m. - 6:30 p.m.
Federal

Moderator CHARLES RAMSEY
Advisor, The United States Conference of Mayors
Former Police Chief in Washington, DC and Philadelphia

Remarks PAUL ABBATE
Deputy Director
Federal Bureau of Investigation
United States Department of Justice

BRANDON WALES
Executive Director
Cybersecurity and Infrastructure Security Agency
United States Department of Homeland Security

TBA

MARY B. MCCORD
Executive Director and Visiting Professor of Law
Institute for Constitutional Advocacy and Protection
Georgetown University Law Center

Discussion



Draft Agenda as of 01/05/24

WEDNESDAY, JANUARY 17

OPENING RECEPTION: Capital Hilton Hotel

6:30 p.m. - 8:00 p.m.

Presidential Ballroom

All 92nd Winter Meeting participants are invited.

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



THURSDAY, JANUARY 18

Registration

7:00 a.m. - 6:00 p.m.
Lobby, First Floor

Optional Breakfast Available

7:00 a.m. - 8:00 a.m.
No Program
Presidential Ballroom

Economic Growth and Economic Mobility in Cities

8:00 a.m. - 9:00 a.m.
Statler

This session will focus on resources available to help cities promote economic growth and economic mobility for all residents. Panelists will discuss how cities are partnering with federal agencies to increase economic growth that generate more business and job opportunities for local communities.

Moderator PAIGE COGNETTI
Mayor of Scranton
Chair, Metro Economies Standing Committee

Remarks TIM KELLER
Mayor of Albuquerque
Vice Chair, Metro Economies Standing Committee

ALEJANDRA Y. CASTILLIO
Assistant Secretary of Commerce for Economic Development
United States Department of Commerce

NOEL POYO
Deputy Assistant Secretary for Community Economic Development
United States Department of the Treasury

How Libraries Can Help Your Small Businesses

8:00 a.m. - 9:00 a.m.
Pan American

Moderator ELIZABETH B. KAUTZ
Mayor of Burnsville
Chair, Small Business and Entrepreneurship Task Force

Remarks LOU MOSCA
Chief Operating Officer
American Management Services
USCM Platinum Partner

JAMES TAKESHITA
Public Policy Associate
American Library Association



THURSDAY, JANUARY 18

LGBTQ Alliance Meeting

8:00 a.m. - 9:00 a.m.

Senate

- Moderators*
 - TODD GLORIA
Mayor of San Diego
Co-Chair
 - SATYA RHODES-CONWAY
Mayor of Madison, WI
Co-Chair
- Remarks*
 - JODEE WINTERHOF
Senior Vice President, Policy and Political Affairs
Human Rights Campaign
 - CATHRYN OAKLEY
State Legislative Director and Senior Counsel
Human Rights Campaign

Discussion

Local Infrastructure Hub: Update on Department of Transportation Bipartisan Infrastructure Law Programs

8:00 a.m. - 9:00 a.m.

Federal

- Moderator*
 - BYRON BROWN
Mayor of Buffalo
- Remarks*
 - JAIME LAVIN
Senior Director, Government Innovation
Bloomberg Philanthropies
- Remarks*
 - POLLY TROTTEBERG
Deputy Secretary
United States Department of Transportation

Partnering with Universities

8:00 a.m. - 9:00 a.m.

South American

- Moderator*
 - LEIRION GAYLOR BAIRD
Mayor of Lincoln
Co-Chair, Mayors and Universities Task Force
- Remarks*
 - DR. SETHURAMAN PANCHANATHAN
Director
US National Science Foundation



THURSDAY, JANUARY 18

DAN CORREA
CEO
Federation of American Scientists

LEE IGEL
Clinical Professor
NYU School of Professional Studies

ELIZABETH A. HAAS
Adjunct Instructor
School of Professional Studies
New York University

Mayors and Business Leaders Plenary Session

9:30 a.m. - 11:00 a.m.
Presidential Ballroom

Speaking program will begin at 9:30 a.m.

Presiding HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Greetings TOM COCHRAN
CEO and Executive Director
The United States Conference of Mayors

Greetings CHARLES HALES
Urban Planning Cross Sector Director
HDR
Co-Chair, Mayors Business Council Steering Committee

Remarks ISAAC REYES
Senior Vice President, Risk & Government Affairs
Target Corporation
USCM Platinum Partner

Announcement NAME TBA
Title TBA
Comcast Communications

Remarks *Importance of Addressing Loneliness and Social Isolation*
THE HONORABLE CHRIS MURPHY
United States Senate (CT)

Panel *Inclusivity in Design – A New Model for Sustainable Communities*

As Starbucks leverages its growing footprint to meet the evolving needs of the people and communities it serves, new purpose-defined stores will create more sustainable, inclusive, and accessible community spaces. Get a sneak peek about how these designs will further strengthen communities, create welcoming environments, and better represent your cities.



THURSDAY, JANUARY 18

Moderator AJ JONES
Executive Vice President & Chief Communications Officer, Public Affairs
Starbucks Coffee Company
Title Sponsor

Panelists FRANCIS X. SUAREZ
Mayor of Miami
Past President, The United States Conference of Mayors

Others TBA

Remarks THE HONORABLE MIGUEL CARDONA
Secretary
United States Department of Education

Remarks TBA

Empowering Resilient Communities: Infrastructure Projects Fueling Real Results

11:30 a.m. - 12:30 p.m.
Location TBD

This session features mayors sharing valuable insights from their infrastructure development efforts, bolstered by new federal funding opportunities for cities, regions, and states, and partnerships with the private sector. It also considers how these commitments increase sustainable economic growth, expand mobility options, foster new technology deployment, promote greater regional cooperation, and/or support workforce development and local manufacturing. Presenters will delve into lessons learned from such infrastructure modernization initiatives and how they advance climate, inclusivity, sustainability, and other local goals.

Moderator BRIE SACHSE
Vice President & Head of U.S. Government Affairs
Siemens

Remarks JUSTIN BIBB
Mayor of Cleveland

BUDDY DYER
Mayor of Orlando

TISHAURA O. JONES
Mayor of St. Louis

QUINTON LUCAS
Mayor of Kansas City, MO

MATTIE PARKER
Mayor of Fort Worth



THURSDAY, JANUARY 18

Managing the Fire Risks of Lithium Batteries (Working Title)

11:30 a.m. - 12:30 p.m.

Location TBD

Recent reports of increased incidents of lithium-ion battery related fires raise the level of concern and highlight the need for action. These fires, largely associated with e-mobility devices, have resulted in serious injuries and deaths.

This session is designed to raise awareness with mayors on the hazards of lithium-ion batteries, and offer recommendations for city residents on proper usage, storage, and recycling. Representatives from the UL enterprise (UL Research Institutes, UL Standards & Engagement, and UL Solutions) will brief mayors on the dangers of lithium-ion batteries and the best practices for developing sound policies to ensure that lithium-ion batteries used in e-mobility devices on the market comply with recognized safety standards.

Moderator CHRIS CRAMER, Ph.D.
Senior Vice President and Chief Research Officer
UL Research Institutes

Remarks LAURA KAVANAGH
Commissioner
New York City Fire Department (NYFD)

Discussion *Fire Safety*
STEVE KERBER, Ph.D.
Vice President & Executive Director, Fire Safety Research Institute
UL Research Institutes

Discussion *Thermal Runaway, Storage and Recycling*
JUDY JEEVARAJAN
Vice President and Executive Director
Corporate Fellow – William Henry Merrill Society, Electrochemical Safety Research Institute (ESRI)
UL Research Institutes

Discussion *Status of Standards*
GEORGE BORASE, Ph.D.
Vice President, Standards Development
UL Standards & Engagement

Discussion MEGHAN HOUSEWRIGHT
Global Government Affairs Lead, Safety & Security
UL Solutions

Remarks JOHN S. BUTLER
Fire Chief
Fairfax County Fire & Rescue Department (VA)
President of the International Association of Fire Chiefs

Tackling Behavioral Health Worker Shortages and Supporting Workplace Mental Health

11:30 a.m. - 12:30 p.m.

Senate

Behavioral and mental health worker shortages are critical issues in cities. This session will feature mayoral efforts to effectively address these workforce shortages, provide workplace mental health supports and promote inclusivity in the workplace.



THURSDAY, JANUARY 18

Moderator TARYN WILLIAMS
Assistant Secretary for Disability Employment Policy
United States Department of Labor

Remarks *Tackling Behavioral Health Worker Shortages through the Tacoma Behavioral Health Consortium*
VICTORIA WOODARDS
Mayor of Tacoma

Remarks *Helping Those Who Help Others: The Coral Springs Behavioral Health Assistance Program*
SCOTT BROOK
Mayor of Coral Springs

Remarks *Making a Positive, Lasting Impact on the Mental Health of Your Community's Workforce*
TIMOTHY CLEMENT
Vice President of Federal Government Affairs
Mental Health America

Discussion

Using BEAD to Transform Wireless Broadband Infrastructure

11:30 a.m. - 12:30 p.m.
Location TBD

This discussion will bring together technical experts and state and local policymakers to discuss the current status of the BEAD program and ways cities can collaborate with their respective state broadband offices throughout the program, including during the challenge process. The panel will also explore how leading wireless technologies like 5G can help overcome broadband connectivity challenges, enhance public services, and drive economic growth in cities. In particular, the panel will review the benefits and tradeoffs of deploying 5G fixed wireless access technology as a reliable, cost-effective alternative to fiber deployments for states and territories that may not have sufficient BEAD funding to reach all unserved and underserved locations with fiber.

Moderator REX RICHARDSON
Mayor of Long Beach

Remarks *Cities and the Broadband Equity, Access, and Deployment (BEAD) Program*
ALAN DAVIDSON
Assistant Secretary of Commerce for Communications and Information and NTIA Administrator
United States Department of Commerce

NAME TBA
Title TBA
Qualcomm



THURSDAY, JANUARY 18

Childhood Obesity Prevention/Environmental Health & Sustainability Plenary Lunch

1:00 p.m. - 2:30 p.m.

Presidential Ballroom

Sponsored by the American Beverage Association

Speaking program will begin at 1:10 p.m.

Presiding HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Presentation 2024 Childhood Obesity Prevention/Environmental Health and Sustainability Awards
KEVIN KEANE
President & CEO
American Beverage Association, American Beverage Foundation for a Healthy America
USCM Platinum Partner

Remarks TBA

Remarks CHAD JESTER
Vice President Corporate Citizenship
President, Nationwide Foundation
Nationwide Retirement Solutions
USCM Platinum Partner

Remarks TBA

Remarks CHIP ROGERS
President & CEO
American Hotel & Lodging Association

Remarks *Covering All of Our Bases - PLAY BALL 2024*
TONY REAGINS
Chief Baseball Development Officer
Major League Baseball
USCM Platinum Partner

Panel TBA

This discussion comes is being presented by the Women Mayors Leadership Alliance of The United States Conference of Mayor.

Moderator KATHY SHEEHAN
Mayor of Albany
Chair, Women Mayors Leadership Alliance of the United States Conference of Mayors

Panelists LATOYA CANTRELL
Mayor of New Orleans

DONNA DEEGAN
Mayor of Jacksonville

Remarks TBA



THURSDAY, JANUARY 18

Addressing Worker Shortages and Building Pathways to Infrastructure Careers

3:00 p.m. - 4:00 p.m.
South American

Across the country there is high demand for skilled labor as well as a shortage of skilled workers - particularly in the infrastructure and manufacturing sectors. Mayors must lead the way in addressing these workforce shortages to ensure sustainable economic growth in their communities. This session will focus on mayoral leadership in building successful career pathway programs, particularly those that attract young talent, and explore successful efforts to promote career opportunities in these industries.

Presiding KATE GALLEGO
Mayor of Phoenix
Chair, Jobs, Education, and the Workforce Standing Committee

Remarks MARTIN J. WALSH
Executive Director
National Hockey League Players' Association
Former United States Secretary of Labor

Talent Development and Innovation in the Aviation Industry: Creating a Career Pipeline of Youth and Underserved Populations
Speaker TBA

Creating Pathways and Unlocking Career Success
AMY LOYD
Assistant Secretary for Career, Technical, and Adult Education
United States Department of Education

Affordable Housing and Celebrating 50 Years of CDBG

3:00 p.m. - 4:00 p.m.
Statler

This session will look at efforts to provide more affordable housing and discuss the planning efforts to celebrate the 50th Anniversary of the Community Development Block Grant (CDGG).

Moderator WADE KAPSZUKIEWICZ
Mayor of Toledo
Chair, Community Development and Housing Standing Committee

Remarks LEVAR STONEY
Mayor of Richmond, VA

TIM KELLER
Mayor of Albuquerque

REX RICHARDSON
Mayor of Long Beach

KIMBERLY MCCLAIN
Assistant Secretary for Congressional and Intergovernmental Relations
United States Department of Housing and Urban Development



THURSDAY, JANUARY 18

MARION MOLLEGEN MCFADDEN
Principal Deputy Assistant Secretary for Community Planning and Development
United States Department of Housing and Urban Development

VICKI WATSON
Executive Director
National Community Development Association (NCDA)

Current Issues in Policing

3:00 p.m. - 4:00 p.m.

Federal

This session will focus on police recruitment and retention, the role the police can play in addressing homelessness, and current crime trends in cities.

Moderators MATTIE PARKER
Mayor of Fort Worth
Chair, Mayors and Police Chiefs Task Force

BRETT P. SMILEY
Mayor of Providence
Vice Chair, Mayors and Police Chiefs Task Force

Remarks CHUCK WEXLER
Executive Director
Police Executive Research Forum

HUGH T. CLEMENTS, JR.
Director
COPS Office
United States Department of Justice

TBA

THOMAS ABT
Senior Fellow, Council on Criminal Justice
Founding Director, Center for the Study and Practice of Violence Reduction
University of Maryland

TBA

Discussion

Equity, Education, & Advocacy: Partnering for Successful Outcomes

3:00 p.m. - 4:00 p.m.

Senate

Learn how the Justice40 Initiative can help cities to deliver both infrastructure and equity, and how the programs can be leveraged through public-private partnerships to generate maximum value. Additional topics covered include: upcoming P3 Institute sessions, partnering to close the digital divide, and an update on funding and federal initiatives.

Moderator ANDRE DICKENS
Mayor of Atlanta
Chair, Public-Private Partnerships Task Force



THURSDAY, JANUARY 18

Remarks LISA BUGLIONE
 Executive Director
 AIAI

SCOTT WOODS
 President, Public-Private Partnerships
 Ready.net

TBA

MARSHALL MACOMBER
 Policy Advisor
 AIAI

Combating Antisemitism, Islamophobia, and Other Forms of Hate and Extremism

4:15 p.m. - 5:15 p.m.

Federal

Moderators DAVID HOLT
 Mayor of Oklahoma City
 Second Vice President, The United States Conference of Mayors

RON NIRENBERG
 Mayor of San Antonio
 Chair, Mayors and Business Leaders Center for Compassionate and Equitable Cities

Remarks *The Current Threat and Effective Responses*
 TBD
 Center on Extremism
 ADL

COLETTE COLEMAN
 Vice Provost for Student Affairs and Dean of Students
 The George Washington University

MIRO WEINBERGER
 Mayor of Burlington, VT

The Federal Response
 VANITA GUPTA
 Associate Attorney General
 United States Department of Justice

TBA

Resources and Assistance Available to Mayors

MELANIE MARON PELL
 Chief Field Operations Officer
 American Jewish Committee



THURSDAY, JANUARY 18

RYAN GREER
President
Bedrock

Discussion

MICD: Arts, Urban Design, and Mental Health

4:15 p.m. - 5:15 p.m.
Pan American

Moderator HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Introduction TRINITY SIMONS WAGNER
Executive Director, Mayors' Institute on City Design
National Endowment for the Arts and The United States Conference of Mayors

Remarks ERIKA EITLAND, PhD
Director, Human Experience Lab
Perkins and Will

TASHA GOLDEN, PhD
Director, International Arts + Mind Lab
Johns Hopkins Medicine

P3s: Federal Funds & Your City's Priorities - Building Generational Wealth

4:15 p.m. - 5:15 p.m.
Senate

A continued conversation of how the P3 model can be used to leverage federal funds and address city priorities. Hear from a panel of private sector leaders and federal officials about innovative approaches and partnerships cities can consider.

Moderator ANDRE DICKENS
Mayor of Atlanta
Chair, Public-Private Partnerships Task Force

Remarks DAVID GILFORD
Head of Policy
Sidewalk Infrastructure Partners

ADEWALE O. ADEYEMO
Deputy Secretary of Treasury
United States Department of Treasury

CHRISTOPHER COES
Assistant Secretary for Transportation
United States Department of Transportation



THURSDAY, JANUARY 18

Women's Health and Reproductive Rights: City Strategies

4:15 p.m. - 5:15 p.m.
Pan American

Moderator ELIZABETH B. KAUTZ
Mayor of Burnsville
Past President
Co-Chair, Women's Health and Reproductive Rights Task Force

REGINA ROMERO
Mayor of Tucson
Co-Chair, Women's Health and Reproductive Rights Task Force

Remarks MAYA RUPERT, J.D
Senior Advisor
Center for Reproductive Rights

Remarks CHRIS LOVE
Senior Associate
Planned Parenthood of Arizona

Remarks MELANIE FONTES RAINER
Director of the Office for Civil Rights
United States Department of Health and Human Services

**Community Leaders of America (CLA) | Forum for Community Leaders (FCL)
Republican Mayor Forum Reception (Closed to Press)**

5:30 p.m. - 6:30 p.m.
PJ Clarke's (1600 K Street, NW)

Chair JOSEPH C. BORELLI
Councilmember
New York City

Democratic Mayors Association Meeting (Closed to Press)

5:30 p.m. - 6:30 p.m.
Location TBD

President LEVAR STONEY
Mayor of Richmond, VA



THURSDAY, JANUARY 18

Welcome to Washington, DC Reception with the British Embassy

7:00 p.m. - 9:00 p.m.
British Ambassador’s Residence
3100 Massachusetts Avenue NW, Washington, D.C., 20008

Hosted by:
Her Excellency Dame Karen Pierce DCMG, British Ambassador to the USA
The Honorable Muriel Bowser, Mayor of the District of Columbia
The Honorable Hillary Schieve, Mayor of Reno and President, The United States Conference of Mayors

7:10 p.m. - Official Welcoming Remarks

Buses will depart from the Capital Hilton beginning at 6:30 p.m.; and will be available for return at the conclusion of the event.

All 92nd Winter Meeting participants are invited.

LATE-NIGHT EVENT: Celebrating The Sound of D.C.

9:30 p.m. - 11:30 p.m.
Presidential Ballroom

Go-Go is the sound of D.C. – a fusion of funk, blues, soul, and salsa, that originated in the nation’s capital in the 60’s and 70’s.

This evening’s lineup includes award-winning television and radio personality **EZ Street**, and features **Black Alley** – one of DC’s hottest go-go bands.

Black Alley’s genre-bending sound, combines hip-hop, rock, and go-go. Black Alley has performed at the Grammys and The White House and has shared the stage with Erykah Badu, Jill Scott, Common, Rob Garza, Wale, Living Colour, and many others.

All 92nd Winter Meeting participants are invited.

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL



FRIDAY, JANUARY 19

Registration

7:00 a.m. - 2:15 p.m.
Lobby, First Floor

Optional Breakfast Available

7:00 a.m. - 8:00 a.m.
No Program
Presidential Ballroom

A Changing Transportation Landscape in a Post-Pandemic Era

7:45 a.m. - 8:45 a.m.
Federal

This session features a broad review of the effects of the COVID-19 pandemic on U.S. cities, followed by several assessments on how changing travel demand and other conditions continue to impact key transportation areas, notably aviation, intercity passenger rail, public transit, and street/highway safety. A panel of mayors and Amtrak’s Chief Executive Officer will discuss this changing transportation landscape, reviewing actions mayors can take to mitigate the effects of the pandemic on their cities and regions.

Moderator JAMES HOVLAND
Mayor of Edina
Chair, Transportation Standing Committee

Presentation *How the COVID-19 Pandemic Impacted America’s Cities*
THOMAS FISHER
Professor and Director, Minnesota Design Center
College of Design, University of Minnesota – Twin Cities

Remarks

Street Safety
JAMES HOVLAND
Mayor of Edina

Public Transit
TRAVIS STOVALL
Mayor of Gresham

Aviation
KIRK WATSON
Mayor of Austin

Intercity Passenger Rail
CHRIS KOOS
Mayor of Normal

STEPHEN J. GARDNER
Chief Executive Officer
Amtrak

NICOLE BUCICH
Vice President, Network Development
Amtrak

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542) : COUNCIL TRAINING & TRAVEL



Draft Agenda as of 01/05/24

FRIDAY, JANUARY 19

Current Issues in Immigration

7:45 a.m. - 8:45 a.m.

South American

- Moderators* JOHN GILES
Mayor of Mesa
Chair, Immigration Reform Task Force

- TODD GLORIA
Mayor of San Diego
Vice Chair for Border Policy, Criminal and Social Justice Standing Committee

- REGINA ROMERO
Mayor of Tucson
Chair, Latino Alliance

Remarks TBA

Discussion

Small Cities, Same Issues

7:45 a.m. - 8:45 a.m.

Senate

- Moderators* CHRIS BARNETT
Mayor of Orion Township, MI

- TIMOTHY C. MCDONOUGH
Mayor of Hope Township, NJ

Remarks TBA



FRIDAY, JANUARY 19

Honoring Leadership in the Arts Plenary Session

9:00 a.m. - 11:00 a.m.

Presidential Ballroom

Hosted by The United States Conference of Mayors and Americans for the Arts

Program will begin at 9:15 a.m.

Presiding JUSTIN BIBB
Mayor of Cleveland
Chair, Tourism, Arts, Parks, Entertainment, and Sports Standing Committee

Presentations 2024 National Award for Local Arts Leadership

HONEY BELL-BEY
Poet, Author, and Advocate

Discussion JENNIFER COLEMAN
Program Director, Creative Culture and Arts
George Gund Foundation

TONY SIAS
President and CEO
Karamu House

ASAD RAZA
Artistic Director
Front International Triennial

NOLEN V. BIVENS
President and CEO
Americans for the Arts

Fireside Chat HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

THE HONORABLE ANTONY BLINKEN
Secretary
United States Department of State

Panel Promoting Bipartisanship

Moderator ANDREW J. GINTHER
Mayor of Columbus, OH
Vice President, The United States Conference of Mayors

Panelists TBA

Announcement 2024 Dollarwise Mayors Economic Mobility Awards



FRIDAY, JANUARY 19

Discussion TBA

Remarks THE HONORABLE PETE BUTTIGIEG
Secretary
United States Department of Transportation

The United States Conference of Mayors Executive Committee (Closed)

11:15 a.m. - 12:30 p.m.
California

Friday Plenary Lunch

12:30 p.m. - 1:45 p.m.
Presidential Ballroom

Speaking program will begin at 12:45 p.m.

Presiding HILLARY SCHIEVE
Mayor of Reno
President, The United States Conference of Mayors

Discussion TBA

Discussion *Combating Hate and Extremism in America*

Moderator TISHAURA O. JONES
Mayor of St. Louis

Panelists MARC MORIAL
President
National Urban League

TED DEUTCH
Chief Executive Officer
American Jewish Committee (AJC)
Former Member of Congress (FL) 2010-2022



FRIDAY, JANUARY 19



WORKFORCE DEVELOPMENT COUNCIL (WDC)

The Workforce Development Council is an affiliate organization of The United States Conference of Mayors.

WEDNESDAY, JANUARY 17

Workforce Development Council Board/Winter Meeting

8:00 a.m. - 3:45 p.m.

The Astor Ballroom, The St. Regis Hotel

Presiding TAMARA ATKINSON
Chief Executive Officer
Workforce Solutions Capital Area
WDC President

WDC Peer-to-Peer Best Practice: Commercial Drone Training Program
10:00 a.m. - 10:30 a.m.

Remarks THEODORE R. GREEN
Mayor of East Orange

LADONNA JOHNS
Manager, Mayor's Office of Employment & Training
City of East Orange

ANTOINETTE DISMUKES
Mayor's Office of Employment and Training
Community Resource Specialist and
Program Lead for the City of East Orange Commercial Drone Training Program

KELVIN KING
Chief Executive Officer
Alpha Drones USA, Inc, and
Captain, United Airlines
A321 NYC

WDC Peer-to-Peer Best Practice: Successful Interagency Collaborations and Special Training Initiatives to Address Homelessness
10:30 a.m. - 11:00 a.m.

Remarks CAVALIER JOHNSON
Mayor of Milwaukee

CHYTANIA BROWN
President & CEO
Employ Milwaukee



THURSDAY, JANUARY 18

Workforce Development Council Winter Meeting

8:00 a.m. - 4:00 p.m.

St. Regis Hotel Ballroom

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL





Date of Purchase: Jan 18, 2024

Flight Receipt for Washington-Reagan National, DC to Las Vegas, NV

PASSENGER INFORMATION

ULISES CABRERA

Confirmation Number: GERVAK
Ticket Number: 0062204230986

FLIGHT INFORMATION

Date and Flight	Status	Class	Seat/Cabin
DCA>ATL Fri 19Jan2024 DL 507	OPEN	Q	30C
ATL>LAS Fri 19Jan2024 DL 2530	OPEN	Q	22C

DETAILED CHARGES

Air Transportation Charges

Base Fare: \$408.37 USD

Taxes, Fees & Charges:

United States - September 11th Security Fee(Passenger Civil Aviation Security Service Fee) (AY)	\$5.60 USD
United States - Transportation Tax (US)	\$30.63 USD
United States - Passenger Facility Charge (XF)	\$9.00 USD
United States - Flight Segment Tax (ZP)	\$10.00 USD

Total Price: \$463.60 USD

Paid with Visa *****1014

KEY OF TERMS

- Arrival date different than departure date
 ** - Check-in required
 ***- Multiple meals
 *S\$ - Multiple seats
 AR - Arrives
 B - Breakfast
 C - Bagels / Beverages

F - Food available for purchase
 L - Lunch
 LV - Departs
 M - Movie
 R - Refreshments, complimentary
 S - Snack
 T - Cold meal

D - Dinner

V - Snacks for sale

Check your flight information online at delta.com or call the Delta Flightline at 800.325.1999.

Baggage and check-in requirements vary by airport and airline, so please check with the operating carrier on your ticket.

Please review Delta's [check-in requirements](#) and [baggage guidelines for details](#).

You must be checked in and at the gate at least 15 minutes before your scheduled departure time for travel inside the United States.

You must be checked in and at the gate at least 45 minutes before your scheduled departure time for international travel.

For tips on flying safely with laptops, cell phones, and other battery-powered devices, please visit [Flying safely government guild](#).

Do you have comments about service? Please [email](#) us to share them.

NON-REFUNDABLE / CHANGE FEE

When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply and are displayed in the sections below.

This ticket is non-refundable unless issued at a fully refundable fare. Any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

All Preferred, Delta Comfort+™, First Class, and Delta One seat purchases are Nonrefundable.

Terms & Conditions

Air transportation on Delta and the Delta Connection® carriers is subject to Delta's [conditions of carriage](#). They include terms governing for example:

- [Limits on our liability](#) for personal injury or death of passengers, and for loss, damage or delay of goods and baggage.
- [Claim restrictions](#) including time periods within which you must file a claim or bring action against us.
- Our right to [change terms](#) of the contract.
- [Check-in requirements](#) and other rules established when we may [refuse carriage](#).
- Our rights and limits of our liability for [delay of failure to perform service](#), including schedule change, substitution of alternative air carriers or aircraft, and rerouting.
- Our policy on [overbooking flights](#), and your rights if we deny you boarding due to an oversold flight.

These terms are incorporated by reference into our contract with you. You may view these [conditions of carriage](#) on delta.com, or by requesting a copy from Delta.

You have received this email because you elected to receive your Electronic Ticket receipt sent to you via email. If you would like to take advantage of other Delta email programs featuring special fare, promotions, information and flight updates, please visit [Delta News & Special Offers](#) or [Delta notifications](#).

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Patrick Killion

From: Ulises Cabrera <ulises1995@gmail.com>
Sent: Tuesday, January 23, 2024 6:09 PM
To: Jasmin Rivera
Cc: Patrick Killion; Jane Halstead
Subject: Fwd: Your ride with Beyan on January 19

Follow Up Flag: Follow up
Flag Status: Flagged

Warning: External Email – Watch for Email Red Flags!

Ulises Cabrera

----- Forwarded message -----

From: Lyft Receipts <no-reply@lyftmail.com>
Date: Sat, Jan 20, 2024, 12:42 AM
Subject: Your ride with Beyan on January 19
To: <ulises1995@gmail.com>



JANUARY 19, 2024 AT 5:33 PM

Thanks for riding with Beyan!

100% of tips go to drivers. [Add a tip](#)

Lyft fare (5.07mi, 16m 3s)	\$33.02
DC City Fee	\$1.97

Visa *0054

\$34.99

You've already paid for this ride.

This total may not match the charge on your account statement. The payment for this ride might be combined with any other rides you took on January 19, 2024. Keep in mind that the cost of this ride and the total charge may not reflect refunds, credits, or other changes.

Attachment: Mayor Cabrera - TAF - United States Conference of Mayors 92nd Winter Meeting 2024 (6542 : COUNCIL TRAINING & TRAVEL

Patrick Killion

From: Ulises Cabrera <ulises1995@gmail.com>
Sent: Tuesday, January 23, 2024 6:09 PM
To: Jasmin Rivera
Cc: Patrick Killion; Jane Halstead
Subject: Fwd: Your ride with Ihab on January 17

Follow Up Flag: Follow up
Flag Status: Flagged

Warning: External Email – Watch for Email Red Flags!

Ulises Cabrera

----- Forwarded message -----

From: Lyft Receipts <no-reply@lyftmail.com>
Date: Wed, Jan 17, 2024, 10:09 PM
Subject: Your ride with Ihab on January 17
To: <ulises1995@gmail.com>



JANUARY 17, 2024 AT 12:23 AM

Thanks for riding with Ihab!

100% of tips go to drivers. [Add a tip](#)

Lyft fare (28.53mi, 39m 16s)	\$96.99
Priority Pickup Upgrade	\$10.43

Visa *0054

\$107.42

You've already paid for this ride.

This total may not match the charge on your account statement. The payment for this ride might be combined with any other rides you took on January 17, 2024. Keep in mind that the cost of this ride and the total charge may not reflect refunds, credits, or other changes.

ONTARIO AIRPORT
 LOT 4
 RECEIPT A45
 OUT: 21.01.24 16:48
 AMOUNT: \$ 180.00
 CC-DATA:
 VISA
 XXXXXXXXXXXXX3295
 XXXXX 201
 AUTH. CODE 05285



Travel Authorization & Expense Reporting Form

I.4.b

Instructions: Prior to travel or training, complete Part I to have anticipated expenses approved. Submit a copy of this approved form with each payment expense submitted. Complete Part II to confirm total travel expenses including any approved adjustments. If paid with a procurement card, submit a copy of this approved form with the appropriate bank statement, otherwise submit to Accounts Payable within 15 days of the travel end date.

Part I - Travel Authorization	Pre-Trip Employee Signature <i>Edward Delgado</i>	Pre-Trip Supervisor Signature (where applicable)
--------------------------------------	--	--

Name: Edward Delgado		Purpose of Trip: League of Ca Cities 2024 Mayor & Council Academy	
Job Title: Mayor Pro Tem		Destination: Monterey, CA	Out of State? <input type="checkbox"/>
Division: Council		Enter below the departing date and time then the return date and time. Per diem travel days will automatically be calculated.	
Business Unit(s)	% Split	Departure Date & Time:	Example: 1/23/24 12:00 AM
010.11110.6221	100%	Return Date & Time:	Example: 1/26/24 12:00 AM
Split Total Equals		100%	

Expense Type	Account #	Description of Expenses	Amount	CAL-Card If Yes?
Registration:	(6221)	Registration Fee	\$675.00	<input checked="" type="checkbox"/>
Lodging :	(6221)	Monterey Marriott	\$979.80	<input checked="" type="checkbox"/>
Mileage:	(6221)	Miles: X Rate: \$0.555		
Airfare:	(6221)	Southwest	\$190.40	<input checked="" type="checkbox"/>
*Per Diem:	(6221)		\$71.00	
Total Travel Days (Enter # of Days) >>>			3.0	<input checked="" type="checkbox"/>

*To receive per diem, travel must include an overnight stay. Per diem on first and last day are to be calculated at 75% of daily per diem rate. = Total Per Diem: **-\$177.50**

Misc. Other: (6221)	<input type="checkbox"/>
Business Meals: (6221)	<input type="checkbox"/>

Division Manager Approval	Date	Total Anticipated Expenses:	\$1,845.20
X <i>Juan R</i>	X 1/2/2024	City Manager Approval (as required)	Date
Department Head Approval	Date		
X <i>Jane Halstead</i>	X 1/2/24		

Part II - Expense Reporting (Please check the appropriate box below and provide details)

- No adjustments are necessary. Anticipated expenses match actual expenses incurred.
- Advance **payments exceeded** the actual expenses incurred. Attached is my receipt as evidence of reimbursement to the City. (Explain below, **use negative numbers**)
- Actual **expenses exceeded** the anticipated original request. Additional funds are required as listed below.

Expense Details	Expenditure Code	Amount	CAL-Card?
Receipts received in place of Per Diem	10-01-10012-620510	\$21.85	<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Post-Trip I certify that this document is a true and accurate record of travel expenses for official City business.	Employee Signature: <i>Edward Delgado</i>	Business Unit Split	010.11110.6221	\$1,867.05
	Date: 2/5/24	Ext. x3005	Totals:	



Final Total Expenses: \$1,867.05			
Division Manager Approval	Date	City Manager Approval (as required)	Date
X <i>Juan R</i>	X 2/6/2024		
Department Head Approval	Date		
X <i>Jane Halstead</i>	X 2/7/24		

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &

Council Member Delgado

2024 Mayors & Council Members Academy Monterey | Travel Information Sheet
 Tuesday, January 23 - Friday, January 26

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542) : COUNCIL TRAINING &

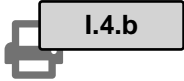
<p>DEPARTING FLIGHT 01/23/2024 10:25 AM</p>	<p>DEPARTS: Ontario International Airport AT: 10:25 AM</p> <p><i>Estimated Travel Time: 1 hour 20 minutes (80 min)</i></p> <p>ARRIVES: San Jose International Airport AT: 11:45 AM</p>	<p>ONT ✈️ SJC <i>Southwest Airlines</i></p> <p>Flight # 2060 Ticket # 5262237504865 Rapid Rewards # 22522485182 Confirmation # 4O2ABJ</p>
<p>HOTEL CHECK-IN 01/23/2024 4:00 PM</p>	<p>Check in Date: Tuesday, January 23, 2024 Check in Time : 4:00 PM</p> <p>Hotel: Monterey Marriott Confirmation Number: 87613470 Room # XXX Type: 1 Room (1 King Bed, City View, Guest Room)</p>	 <p>MARRIOTT MONTEREY MARRIOTT 350 Calle Principle, Monterey, CA 93940 (831) 649 - 4234</p>
<p>HOTEL CHECK-OUT 01/23/2024 12:00 PM</p>	<p>Check out Date: Friday, January 26, 2024 Check out Time : 12:00 PM</p> <p>Hotel: Monterey Marriott Confirmation Number: 87613470 Room # XXX Type: 1 Room (1 King Bed, City View, Guest Room)</p>	
<p>GROOME TRANSPORTATION 01/23 - 01/26</p>	<p>Pick-Up Date: Tuesday, January 23, 2024 Pick-Up Time: 12:30 PM</p> <p>Pick-Up Location: San Jose International Airport Drop-Off Location: Monterey Shuttle Station</p> <hr/> <p>Pick-Up Date: Friday, January 26, 2024 Pick-Up Time: 6:30 AM</p> <p>Pick-Up Location: Monterey Shuttle Station Drop-Off Location: San Jose International Airport</p>	 <p>GROOME transportation</p> <p>5 Justin Ct, Monterey, CA 93940 (831) 373 - 7777</p>

2024 Mayors & Council Members Academy Monterey

January 24 - January 26

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &

Thank you for your purchase!



Order SC-C-972524-VW6S6

Date of purchase: 11/3/2023
Payment: Credit Card **** 0982
Bill To: Gomez, Sonia
Gift Card: -
PO #:

Bill To Address

Sonia Gomez
15670 Perris Blvd
Moreno Valley,CA 92551-4612

Invoice	Product	Price per unit	Quantity	Discount	Taxes	Charge
INV-09442-K4M0H7	Member City Officials and City Staff - Delgado, Edward	\$675.00	1	\$0.00	\$0.00	\$675.00
Total Charges						\$675.00
Sales Tax						\$0.00
Order Total						\$675.00
Gift Card						\$0.00
Previous Payments						\$0.00
Payment						\$675.00
Balance Due						\$0.00

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &

Thank you for your purchase!

I.4.b

Order SC-C-972524-VW6S6

Date of purchase: 11/3/2023

Payment: Credit Card **** 0982

Bill To: Gomez, Sonia

Gift Card: -

PO #:

Bill To Address

Sonia Gomez

15670 Perris Blvd

Moreno Valley,CA 92551-4612

Invoice	Product	Price per unit	Quantity	Discount	Taxes	Charge
INV-09442-K4M0H7	Member City Officials and City Staff - Delgado, Edward	\$675.00	1	\$0.00	\$0.00	\$675.00
Total Charges						\$675.00
Sales Tax						\$0.00
Order Total						\$675.00
Gift Card						\$0.00
Previous Payments						\$0.00
Payment						\$675.00
Balance Due						\$0.00

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &

Eduardo Bautista




From: City Clerk
Sent: Friday, January 5, 2024 11:34 AM
To: Edward A. Delgado - Council Member - District 2
Cc: City Clerk Staff_DG
Subject: RE: Confirmation and Transportation Options for Your Trip to San Jose




Council Member Delgado,

Certainly, your shuttle service has been purchased for the LOCC Academy in Monterrey.

[Manage Reservations](#) [Account Login / Join](#)

Receipt

GW16700874 Tuesday Jan 23, 2024		
 San Jose Airport (SJC) 1701 Airport Blvd, San Jose, CA		Scheduled Shuttle Pickup at 12:30 pm \$48.00
↓		
 *Monterey Shuttle Station Monterey Shuttle Station - Calle Principal, Monterey, CA	1 	

GW16700882 Friday Jan 26, 2024		
 *Monterey Shuttle Station Monterey Shuttle Station - Calle Principal, Monterey, CA		Scheduled Shuttle Pickup at 6:30 am \$48.00
↓		
 San Jose Airport (SJC) 1701 Airport Blvd, San Jose, CA	Flight Southwest 2623 10:00 am 1 	

Edward Delgado
951-906-2830
951-413-3008
cityclerkstaff@moval.org



Total \$96.00

We are available should you have any questions or concerns. Additionally, the shuttle receipt has been placed within the travel appointment on your calendar.

Thank you,

City Clerk
City Clerk
City Clerk's Office
City of Moreno Valley
p: 951.413.3001 | e: cityclerk@moval.org w: www.moval.org
14177 Frederick St., Moreno Valley, CA, 92553

From: Edward A. Delgado - Council Member - District 2 <edd@moval.org>
Sent: Friday, January 5, 2024 10:48 AM
To: City Clerk <cityclerk@moval.org>

Your Reservation Details

Print | Email | Add to calendar



JAN 23 - 26

Ontario/LA, CA to San Jose, CA

Confirmation # **402ABJ**

DAY OF TRAVEL CONTACT INFORMATION
Email: cityclerk@moval.org

PASSENGERS	EST. POINTS	EXTRAS	FARE
Edward A Delgado Rapid Rewards® Acct # 22522485182 Ticket # 5262237504865	+ 4,447 PTS		Anytime

Departing 1/23/24 Tuesday

DEPARTS 10:25 AM **ONT**
Ontario/LA, CA - ONT

Nonstop

ARRIVES 11:45 AM **SJC**
San Jose, CA - SJC

FLIGHT **2060**
SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

TRAVEL TIME
1 hr 20 min

Returning 1/26/24 Friday

DEPARTS 1:25 PM **SJC**
San Jose, CA - SJC

Nonstop

FLIGHT **2623**
SCHEDULED AIRCRAFT
Boeing 737-800
Subject to change

TRAVEL TIME
1 hr 15 min

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &



ARRIVES

2:40 PM

ONT

Ontario/LA, CA - ONT

TRAVEL TIME
1hr 15min



Upgrade to
Business Select
Get A1-A15 boarding

I.4.b

Icon legend

- WiFi available
- Live TV available
- EarlyBird Check-In[®]

Helpful Information:

- These times are subject to change.
- Flight Schedules and aircraft remain subject to change per the Contract of Carriage.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards[®] points, your point balance may not immediately update in your account.

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &



Payment Authorization Request:

Please complete this payment authorization form to allow the third-party expenses outlined below to be charged to your credit/debit card.

[Click here to open Marriott Privacy Center](#)

Guest Information

Confirmation Number: _____ Arrival Date: _____ Departure Date: _____

Guest Name: _____

Company Name: _____

Phone Number: _____

Address: _____

City, State, Zip: _____

Relation to Cardholder: Relative Friend Business Associate Other: _____
(if applicable)

Rate Information and Approved Charges:

All Charges	Room & Tax	Telephone (LD)	Telephone (Local)	Restaurant
Room Service	Valet/Laundry	Parking	HS Internet Access	Movies
Event/Catering/Banquet Charges				
Other: _____				

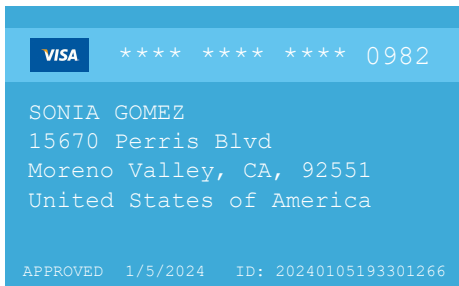
Currency type: _____

Charges must not exceed _____ for the entire stay/event

Room Rate: _____ Taxes: _____ Total Daily Rate: _____ Number of Nights: _____

Comments/Special Requests:

Payment Information:



Cardholder Phone Number: _____

Acceptance and eSignature:

I authorize the hotel mentioned above to charge payment for all charges as indicated in the Rate Information and Approved Charges section of this form by processing a charge to the credit/debit card listed above. I confirm that all guests listed above are age 18 or older. I am the authorized signer for the payment information attached.

Cardholder Signature: Sonia Gomez
cityclerk@moval.org

Date: 01/05/2024

Stay Details

STAY DATES

Tue Jan 23, 2024 – Fri Jan 26, 2024

Room(s): 1

Adult(s): 2



Monterey Marriott

350 Calle Principal Monterey California 93940 USA

Phone: +1 831-649-4234

#87613470

Edward Delgado, thank you for your reservation. Your reservation is guaranteed to your *Visa* card. An email with this information has been sent to cityclerkdesk@moval.org. We look forward to greeting you soon.

Your receipt for hotel stays may be automatically sent to the email address associated with your reservation. If you prefer, you may request a paper copy at the front desk when you check in. [Learn how to change your email address.](#)

No room preferences were selected.

Summary of Charges

Room Type: 1 King Bed, City View, Guest Room

Flexible Rate

1 room(s) for 3 night(s)

Prices in USD

Tuesday, January 23, 2024	249.00
Wednesday, January 24, 2024	299.00
Thursday, January 25, 2024	299.00

Total cash rate	847.00
Convention / Tourism Fee	15.75
Convention / Tourism Fee	35.15

Estimated government taxes and fees

101.64

Total Stay

999.54 USD

Cancellation Policy

You may cancel your reservation for no charge before 11:59 PM local hotel time on January 20, 2024 (3 day[s] before arrival).

Please note that we will assess a fee of 278.88 USD if you must cancel after this deadline.



*Schedule subject to change.
Speaker names will be added as they are confirmed.*

Wednesday, Jan. 24

8:00 a.m.-5:00 p.m.

Registration Open

9:00-11:00 a.m.

Harassment Prevention Training for Supervisors and Officials (AB 1661)

Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once the session begins.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661 and SB 396.

Speakers: Emily Gifford, Associate Attorney, Richards, Watson, Gershon
Amy Greyson, Senior Attorney, Richards Watson Gershon

11:30 a.m.- 12:30 p.m.

Your Cal Cities and How To Use It

As a city official, you are the League of California Cities. Meet the Cal Cities leadership team and learn about the organization's mission and structure, the advocacy and educational tools Cal Cities provides, and how you can get the most out of your membership.

Welcome and Introductions: Melissa Hunt, President, Mayors and Council Members Department and Council Member, Anderson

Moderator: Jennifer Whiting, Director of Education and Member Services, League of California Cities

Speakers: Carolyn Coleman, Executive Director and CEO, League of California Cities

Daniel Parra, President, League of California Cities and Mayor, Fowler

12:30-1:45 p.m.

Networking Luncheon

2:00-3:30 p.m.

Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

3:45-5:15 p.m.

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such as the Brown Act and the Public Records Act, and laws pertaining to conflicts of interest.

Moderator: Kuldip Thusu, Second Vice President, Mayors and Council Members Department and Council Member, City of Dinuba

Speakers: Thomas B. Brown, Of Counsel, Burke Williams & Sorensen LLP
Joseph Montes, Partner, Burke, Williams & Sorensen LLP

Thursday, Jan. 25

7:30 a.m.-5:00 p.m.

Registration Open

7:30-9:00 a.m.

Networking Breakfast

9:00 -10:15 a.m.

Policy Role in Land Use Planning

Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Moderator: Susannah Meyer, Immediate Past President, Mayors and Council Members Department and Vice Mayor, Brentwood

Speakers: Eric A. Nelson, Planning Commissioner, City of Dana Point
Mark Teague, Managing Principal, PlaceWorks

10:30 a.m.-12:00 p.m.

Effective Advocacy and Key City Issues

Meet the League of California Cities' legislative team and learn about the 2024 Cal Cities Action Agenda, legislative calendar, and trending issues in the Legislature. The Cal Cities team will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Moderator: Jason Rhine, Director of Legislative Affairs, League of California Cities

Speakers: Bismarck Obando, Director of Public Affairs, League of California Cities
Caroline Cirrincione, Legislative Representative, League of California Cities
Damon Conklin, Legislative Representative, League of California Cities
Johnnie Piña, Legislative Representative, League of California Cities
Melissa Sparks-Kranz, Legislative Representative, League of California Cities
Ben Triffo, Legislative Representative, League of California Cities
Jolena Voorhis, Legislative Representative, League of California Cities

12:00-1:15 p.m.

Networking Lunch

1:30-3:00 p.m.

Social Media / Digital Communications and Civic Engagement

With constant advancements in social media over the last several years, it can be hard to keep up with the “do's and don'ts” of every platform. Moreover, as misinformation increases, elected officials need to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Moderator: Debbie S. Baker, First Vice President, Mayors and Council Members Department and Mayor, La Palma

Speakers: Daphne M. Anneet, Partner, Burke, Williams & Sorensen, LLP
Brandon Castillo, Partner, BCFS

3:15-4:45 p.m.

Financial Responsibilities, City Revenues Workshop (Part 1)

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance

of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Speakers: Michael Coleman, Fiscal Policy Advisor, CaliforniaCityFinance.com
Christina Turner, City Manager, Morgan Hill

5:00-6:00 p.m.

Networking Reception

Planned with the Cal Cities Partners

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions.

Friday, Jan. 26

7:15-11:00 a.m.

Registration Open

7:15-8:15 a.m.

Networking Breakfast

8:15-9:45 a.m.

Financial Responsibilities, City Revenues Workshop (Part 2)

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Closing Remarks: Debbie S. Baker, First Vice President, Mayors and Council Members Department and Mayor, La Palma

Speakers: Michael Coleman, Fiscal Policy Advisor, CaliforniaCityFinance.com
Christina Turner, City Manager, Morgan Hill

10:15 a.m.-12:15 p.m.

Understanding Public Service Ethics Laws and Principles (AB 1234)

Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once the session begins.

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a

public servant. Join a panel of experts as they help navigate the ethics laws and principles.

Speaker: Frank Splendorio, Partner, Best Best & Krieger LLP

Valet parking, fee: 40 USD daily, Off-site parking, fee: 24 USD daily

Rate Rules:

Cancelling Your Reservation

You may cancel your reservation for no charge before 11:59 PM local hotel time on January 20, 2024 (3 day[s] before arrival). Please note that we will assess a fee of 278.88 USD if you must cancel after this deadline.

Modifying Your Reservation

Please note that a change in the length or dates of your reservation may result in a rate change.

From: [Jane Halstead](#)
To: [Edward A. Delgado - Council Member - District 2](#)
Cc: [Jasmin Rivera: City Clerk Staff DG](#)
Subject: RE: Receipt from MAIDO JAPANESE CATERING
Date: Wednesday, January 24, 2024 9:16:52 AM
Attachments: [image002.png](#)

Received. Thank you,

Jane

Jane Halstead

Manager of the Office of Mayor and City Council/City Clerk
City Clerk's Office
City of Moreno Valley

p: 951.413.3010 | e: janeh@moval.org w: www.moval.org
14177 Frederick St., Moreno Valley, CA, 92553

From: Edward A. Delgado - Council Member - District 2 <edd@moval.org>
Sent: Wednesday, January 24, 2024 9:00 AM
To: Jane Halstead <janeh@moval.org>
Subject: Fwd: Receipt from MAIDO JAPANESE CATERING

Just one receipt via email.

Sent from my iPhone

Begin forwarded message:

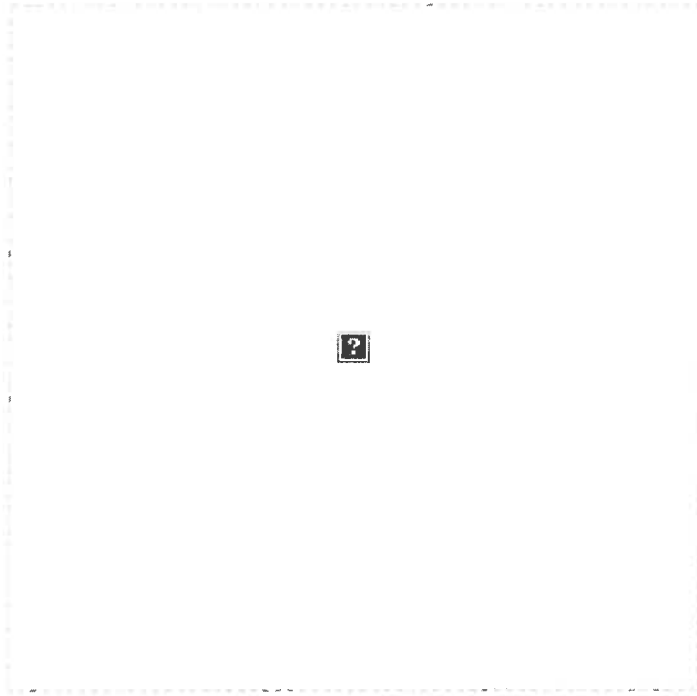
Edward A. Delgado - Council Member - District 2
Council Member - District 2
City Council
City of Moreno Valley

p: 951.413.3008 | e: edd@moval.org w: www.moval.org
14177 Frederick St., Moreno Valley, CA, 92553

From: MAIDO JAPANESE CATERING <messenger@messaging.squareup.com>
Date: January 23, 2024 at 6:38:49 PM PST
To: "Edward A. Delgado - Council Member - District 2" <edd@moval.org>
Subject: Receipt from MAIDO JAPANESE CATERING
Reply-To: MAIDO JAPANESE CATERING via Square
<CAESKBIAGhpyX29peXRzd3Nna3F6ZnFua2ZqeTR0aXJrZiIlZGlhbG9ndWUiIDDLWV3+7h2Lntla7d5rt15D7gHvsQ/H4nS95LqeOIVp@reply2.squareup.com>

Warning: External Email – Watch for Email Red Flags!

Attachment: Council Member Delgado - TAF - League of Cal Cities New Mayor & Council Members Academy 2024 (6542 : COUNCIL TRAINING &



Let MAIDO JAPANESE CATERING know how your experience was

\$21.85

Large Rice Bowl	\$14.00
Custom Amount	\$5.00

Purchase Subtotal	\$19.00
Tip	\$2.85

Total	\$21.85
--------------	----------------

Per Policy 3.06, Dinner Reimbursement will not exceed: \$44.50

MAIDO JAPANESE CATERING

(831) 915-9559



MasterCard 1753 (Chip)

A DELGADO II

Jan 23

2024 at

6:38

PM

#XLMi

Auth

code:

664376

AID: A0000000041010

Signature Verified

Thank you!

Arigato!

Run your own business?

Start using Square and process \$1,000 in sales for free.

Get Started with  Get Started with Square

Square Just Got More Rewarding

Your favorite businesses may send you news and rewards via Square.

[Learn more and update preferences.](#)



Receipt Settings

[Not your receipt?](#)

[Manage preferences](#)

[Report message to Square](#)

© 2024 Square [Privacy Policy](#)

1955 Broadway, Suite 600

Oakland, CA 94612



Travel Authorization & Expense Reporting Form

I.4.c

Instructions: Prior to travel or training, complete Part I to have anticipated expenses approved. Submit a copy of this approved form with each payment expense submitted. Complete Part II to confirm total travel expenses including any approved adjustments. If paid with a procurement card, submit a copy of this approved form with the appropriate bank statement, otherwise submit to Accounts Payable within 15 days of the travel end date.

Part I - Travel Authorization	Pre-Trip Employee Signature <i>[Signature]</i>	Pre-Trip Supervisor Signature (where applicable)
--------------------------------------	---	--

Name: David Marquez		Purpose of Trip: League of Ca Cities 2024 Mayor & Council Academy	
Job Title: Council Member		Destination: Monterey, CA	Out of State? <input type="checkbox"/>
Division: Council		<i>Enter below the departing date and time then the return date and time. Per diem travel days will automatically be calculated.</i>	
Business Unit(s)	% Split	Departure Date & Time:	Example: 1/2/03 7:30 AM
010.11110.6221	100%	1/23/24 12:00 AM	
	Split Total Equals	Return Date & Time:	Example: 1/2/03 5:30 PM
	100%	1/26/24 12:00 AM	

Expense Type	Account #	Description of Expenses	Amount	CAL-Card? If Yes:
Registration:	(6221)	Registration Fee	\$675.00	<input checked="" type="checkbox"/>
Lodging:	(6221)	Monterey Marriott	\$979.80	<input checked="" type="checkbox"/>
Mileage:	(6221)	Miles: X Rate: \$0.555		
Airfare:	(6221)	Southwest	\$190.40	<input checked="" type="checkbox"/>
*Per Diem:	(6221)		\$71.00	<input checked="" type="checkbox"/>
Total Travel Days (Enter # of Days) >>>			3.0	

*To receive per diem, travel must include an overnight stay. Per diem on first and last day are to be calculated at 75% of daily per diem rate. = Total Per Diem: ~~\$177.50~~

Misc. Other: (6221)	<input type="checkbox"/>
Business Meals: (6221)	<input type="checkbox"/>

Division Manager Approval	Date	Total Anticipated Expenses:	\$1,845.20
X <i>[Signature]</i>	X 1/2/24	City Manager Approval (as required)	Date
Department Head Approval	Date		
X <i>[Signature]</i>	X 1/2/24	X	X

Part II - Expense Reporting (Please check the appropriate box below and provide details)

- No adjustments are necessary. Anticipated expenses match actual expenses incurred.
- Advance payments exceeded the actual expenses incurred. Attached is my receipt as evidence of reimbursement to the City. (Explain below, use negative numbers)
- Actual expenses exceeded the anticipated original request. Additional funds are required as listed below.

Expense Details	Expenditure Code	Amount	CAL-Card?
Receipts received in place of Per Diem	10-01-10013-620510	\$270.30	<input type="checkbox"/>

Post-Trip I certify that this document is a true and accurate record of travel expenses for official City business.	Employee Signature: <i>[Signature]</i>	Business Unit Split: 010.11110.6221	\$2,115.50
	Date: _____	Ext. x3005	Totals:

Final Total Expenses: \$2,115.50			
Division Manager Approval	Date	City Manager Approval (as required)	Date
X <i>[Signature]</i>	X 2/6/24		
Department Head Approval	Date		
X <i>[Signature]</i>	X 2/7/24	X	X



Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542) : COUNCIL TRAINING &

Council Member Marquez

2024 Mayors & Council Members Academy Monterey | Travel Information Sheet

Tuesday, January 23 - Friday, January 26

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

<p>DEPARTING FLIGHT</p> <p>01/23/2024 04:15 PM</p>	<p>DEPARTS: Ontario International Airport AT: 04:15 PM</p> <p><i>Estimated Travel Time: 1 hour 20 minutes (80 min)</i></p> <p>ARRIVES: San Jose International Airport AT: 05:35 PM</p>	<p>ONT ✈️ SJC <i>Southwest Airlines</i></p> <p>Flight # 1648 Ticket # 5262234062109 Rapid Rewards # 20819045704 Confirmation # 2HONDV</p>
<p>HOTEL CHECK-IN</p> <p>01/23/2024 4:00 PM</p>	<p>Check in Date: Tuesday, January 23, 2024 Check in Time : 4:00 PM Check Out Time: 12:00 PM</p> <p>Hotel: Monterey Marriott</p> <p>Confirmation Number: 87600814 Room # XXX Type: 1 Room (1 King Bed, City View, Guest Room)</p>	 <p>MARRIOTT MONTEREY MARRIOTT 350 Calle Principle, Monterey, CA 93940 (831) 649 - 4234</p>
<p>GROOME TRANSPORTATION</p>	<p>Pick-Up Date: Tuesday, January 23, 2024 Pick-Up Time: 6:45 PM</p> <p>Pick-Up Location: San Jose International Airport Drop-Off Location: Monterey Shuttle Station</p> <p>Confirmation Ticket: GW16625766</p> <p>Pick-Up Date: Friday, January 26, 2024 Pick-Up Time: 12:45 PM</p> <p>Pick-Up Location: Monterey Shuttle Station Drop-Off Location: San Jose International Airport</p> <p>Confirmation Ticket: GW16625774</p>	 <p>GROOME transportation 5 Justin Ct, Monterey, CA 93940 (831) 373 - 7777</p>

2024 Mayors & Council Members Academy Monterey

January 24 - January 26

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

Your Reservation Details

Print | Email | Add to calendar



JAN 23 - 26

Ontario/LA, CA to San Jose, CA

Confirmation # **2HONDV**

DAY OF TRAVEL CONTACT INFORMATION
Email: cityclerk@moval.org

PASSENGERS	EST. POINTS	EXTRAS	FARE
David Marquez Rapid Rewards® Acct # 20819045704 Ticket # 5262234062109	+ 4,220 PTS	—	Business Select

Departing 1/23/24 Tuesday

DEPARTS 4:15 PM **ONT**
Ontario/LA, CA - ONT

Nonstop

ARRIVES 5:35 PM **SJC**
San Jose, CA - SJC

FLIGHT **1648**
SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

TRAVEL TIME
1 hr 20 min

Returning 1/26/24 Friday

DEPARTS 5:10 PM **SJC**
San Jose, CA - SJC

Nonstop

FLIGHT **4684**
SCHEDULED AIRCRAFT
Boeing 737-800
Subject to change

TRAVEL TIME
1 hr 15 min

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &



ARRIVES

6:25 PM

ONT

Ontario/LA, CA - ONT

TRAVEL TIME
1hr 15min

I.4.c

Icon legend



WiFi available



Live TV available

Helpful Information:

- These times are subject to change.
- Flight Schedules and aircraft remain subject to change per the Contract of Carriage.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards® points, your point balance may not immediately update in your account.

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

Eduardo Bautista




From: City Clerk
Sent: Wednesday, January 3, 2024 11:36 AM
To: David Marquez
Cc: City Clerk
Subject: RE: Confirmation and Transportation Options for Your Trip to San Jose

Council Member Marquez,




Please be advised, your shuttle service has been purchased for the LOCC Academy in Monterrey.

Receipt


GW16625766
Tuesday Jan 23, 2024

 San Jose Airport (SJC) 1701 Airport Blvd, San Jose, CA			
↓			
 *Monterey Shuttle Station Monterey Shuttle Station - Calle Principal	Flight Southwest 1648 B 5:35 pm	1 	Scheduled Shuttle Pickup at 6:45 pm \$55.20

GW16625774
Friday Jan 26, 2024

 *Monterey Shuttle Station Monterey Shuttle Station - Calle Principal			
↓			
 San Jose Airport (SJC) 1701 Airport Blvd, San Jose, CA	Flight Southwest 4684 B 5:10 pm	1 	Scheduled Shuttle Pickup at 12:45 pm \$55.20

David Marquez
951-567-3678
davidma@moval.org

 Ending in 1014
Expires 08 / 2027

Total \$110.40

The Shuttle will be available to pick you up from San Jose Airport at 6:45pm and take you to the Monterey/Marriot Shuttle Station.

After the event, the shuttle will be available at 12:45 to take you back to San Jose Airport for your 5:10pm flight.

If you have any questions, please let us know. The Shuttle Receipts has been placed within the travel appointment.

Best,

City Clerk
City Clerk
City Clerk's Office
City of Moreno Valley
p: 951.413.3001 | e: cityclerk@moval.org w: www.moval.org
14177 Frederick St., Moreno Valley, CA, 92553

From: David Marquez <davidma@moval.org>
Sent: Wednesday, January 3, 2024 10:46 AM

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

Thank you for your purchase!

I.4.c

Order SC-C-972524-KVSO0

Date of purchase: 11/3/2023

Payment: Credit Card **** 0982

Bill To: Gomez, Sonia

Gift Card: -

PO #:

Bill To Address

Sonia Gomez

15670 Perris Blvd

Moreno Valley,CA 92551-4612

Invoice	Product	Price per unit	Quantity	Discount	Taxes	Charge
INV-09444-K8Y2W4	Member City Officials and City Staff - Marquez, David	\$675.00	1	\$0.00	\$0.00	\$675.00

Total Charges	\$675.00
Sales Tax	\$0.00
Order Total	\$675.00
Gift Card	\$0.00
Previous Payments	\$0.00
Payment	\$675.00
Balance Due	\$0.00

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

Stay Details

STAY DATES

Tue Jan 23, 2024 – Fri Jan 26, 2024

Room(s): 1

Adult(s): 2



Monterey Marriott

350 Calle Principal Monterey California 93940 USA

Phone: +1 831-649-4234

#87600814

David Marquez, thank you for your reservation. Your reservation is guaranteed to your *Visa* card. An email with this information has been sent to **cityclerk@moval.org**. We look forward to greeting you soon.

Your receipt for hotel stays may be automatically sent to the email address associated with your reservation. If you prefer, you may request a paper copy at the front desk when you check in. [Learn how to change your email address.](#)

No room preferences were selected.

Summary of Charges

Room Type: 1 King Bed, City View, Guest Room

Member Flexible Rate

1 room(s) for 3 night(s)

Prices in USD

Tuesday, January 23, 2024	244.00
Wednesday, January 24, 2024	293.00
Thursday, January 25, 2024	293.00

Total cash rate	830.00
Convention / Tourism Fee	15.75
Convention / Tourism Fee	34.45

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

Estimated government taxes and fees

99.60

Total Stay

979.80 USD

Cancellation Policy

You may cancel your reservation for no charge before 11:59 PM local hotel time on January 20, 2024 (3 day[s] before arrival).

Please note that we will assess a fee of 273.28 USD if you must cancel after this deadline.



Payment Authorization Request:

Please complete this payment authorization form to allow the third-party expenses outlined below to be charged to your credit/debit card.

[Click here to open Marriott Privacy Center](#)

Guest Information

Confirmation Number: _____ Arrival Date: _____ Departure Date: _____

Guest Name: _____

Company Name: _____

Phone Number: _____

Address: _____

City, State, Zip: _____

Relation to Cardholder: Relative Friend Business Associate Other: _____
(if applicable)

Rate Information and Approved Charges:

All Charges	Room & Tax	Telephone (LD)	Telephone (Local)	Restaurant
Room Service	Valet/Laundry	Parking	HS Internet Access	Movies
Event/Catering/Banquet Charges				
Other: _____				

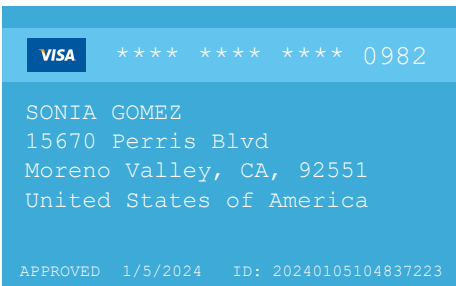
Currency type: _____

Charges must not exceed _____ for the entire stay/event

Room Rate: _____ Taxes: _____ Total Daily Rate: _____ Number of Nights: _____

Comments/Special Requests:

Payment Information:



Cardholder Phone Number: _____

Acceptance and eSignature:

I authorize the hotel mentioned above to charge payment for all charges as indicated in the Rate Information and Approved Charges section of this form by processing a charge to the credit/debit card listed above. I confirm that all guests listed above are age 18 or older. I am the authorized signer for the payment information attached.

Cardholder Signature: Sonia Gomez
cityclerk@moval.org

Date: 01/05/2024



*Schedule subject to change.
Speaker names will be added as they are confirmed.*

Wednesday, Jan. 24

8:00 a.m.-5:00 p.m.

Registration Open

9:00-11:00 a.m.

Harassment Prevention Training for Supervisors and Officials (AB 1661)

Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once the session begins.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661 and SB 396.

Speakers: Emily Gifford, Associate Attorney, Richards, Watson, Gershon
Amy Greyson, Senior Attorney, Richards Watson Gershon

11:30 a.m.- 12:30 p.m.

Your Cal Cities and How To Use It

As a city official, you are the League of California Cities. Meet the Cal Cities leadership team and learn about the organization's mission and structure, the advocacy and educational tools Cal Cities provides, and how you can get the most out of your membership.

Welcome and Introductions: Melissa Hunt, President, Mayors and Council Members Department and Council Member, Anderson

Moderator: Jennifer Whiting, Director of Education and Member Services, League of California Cities

Speakers: Carolyn Coleman, Executive Director and CEO, League of California Cities

Daniel Parra, President, League of California Cities and Mayor, Fowler

12:30-1:45 p.m.

Networking Luncheon

2:00-3:30 p.m.

Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

3:45-5:15 p.m.

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such as the Brown Act and the Public Records Act, and laws pertaining to conflicts of interest.

Moderator: Kuldip Thusu, Second Vice President, Mayors and Council Members Department and Council Member, City of Dinuba

Speakers: Thomas B. Brown, Of Counsel, Burke Williams & Sorensen LLP
Joseph Montes, Partner, Burke, Williams & Sorensen LLP

Thursday, Jan. 25

7:30 a.m.-5:00 p.m.

Registration Open

7:30-9:00 a.m.

Networking Breakfast

9:00 -10:15 a.m.

Policy Role in Land Use Planning

Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Moderator: Susannah Meyer, Immediate Past President, Mayors and Council Members Department and Vice Mayor, Brentwood

Speakers: Eric A. Nelson, Planning Commissioner, City of Dana Point
Mark Teague, Managing Principal, PlaceWorks

10:30 a.m.-12:00 p.m.

Effective Advocacy and Key City Issues

Meet the League of California Cities' legislative team and learn about the 2024 Cal Cities Action Agenda, legislative calendar, and trending issues in the Legislature. The Cal Cities team will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Moderator: Jason Rhine, Director of Legislative Affairs, League of California Cities

Speakers: Bismarck Obando, Director of Public Affairs, League of California Cities
Caroline Cirrincione, Legislative Representative, League of California Cities
Damon Conklin, Legislative Representative, League of California Cities
Johnnie Piña, Legislative Representative, League of California Cities
Melissa Sparks-Kranz, Legislative Representative, League of California Cities
Ben Triffo, Legislative Representative, League of California Cities
Jolena Voorhis, Legislative Representative, League of California Cities

12:00-1:15 p.m.

Networking Lunch

1:30-3:00 p.m.

Social Media / Digital Communications and Civic Engagement

With constant advancements in social media over the last several years, it can be hard to keep up with the "do's and don'ts" of every platform. Moreover, as misinformation increases, elected officials need to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Moderator: Debbie S. Baker, First Vice President, Mayors and Council Members Department and Mayor, La Palma

Speakers: Daphne M. Anneet, Partner, Burke, Williams & Sorensen, LLP
Brandon Castillo, Partner, BCFS

3:15-4:45 p.m.

Financial Responsibilities, City Revenues Workshop (Part 1)

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance

of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Speakers: Michael Coleman, Fiscal Policy Advisor, CaliforniaCityFinance.com
Christina Turner, City Manager, Morgan Hill

5:00-6:00 p.m.

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Planned with the Cal Cities Partners

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions.

Friday, Jan. 26

7:15-11:00 a.m.

Registration Open

7:15-8:15 a.m.

Networking Breakfast

8:15-9:45 a.m.

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Speakers: Michael Coleman, Fiscal Policy Advisor, CaliforniaCityFinance.com
Christina Turner, City Manager, Morgan Hill

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public servant. Join a panel of experts as they help navigate the ethics laws and principles.

Speaker: Frank Splendorio, Partner, Best Best & Krieger LLP

ONTARIO AIRPORT
LOT 4
RECEIPT A42
OUT: 26.01.24 18:40
AMOUNT: \$ 96.00
CC-DATA: '
CREDITCARD DS
XXXXXXXXXX4463
XXXXX 201
AUTH. CODE 02616



MONTEREY MARRIOTT

**** FIN + FIELD ****

113264 ANGELICA 1

CHK 4223 TBL 112/2
GST 1

23 Jan'24 8:00 PM

1 BAJA TACOS 19.00
1 CAESAR SALAD 14.00
~~27.00~~

Per Policy 3.06, Lunch Reimbursement will not exceed: \$23.56

Subtotal: ~~\$60.00~~
Tax: ~~\$5.09~~

9:23 PM
TOTAL DUE: ~~\$65.09~~

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &

LALLA mills OCEANSIDE

1/24/24, 7:54 PM Ticket: 7014
 Server: Guillermo A
 Dining Room Table 25
 Seat 1 & 2
 Invoice: 240124-07-7014

	15.00
	12.00
1 Macademia Crusted Halibut	25.00
1 Cedar Planked Salmon	32.00
Subtotal	94.00
Sales Tax (9.25%)	8.70
Total	102.70

Suggested Tips
 18%=16.92 20%=18.80 25%=23.50

DINNER

Thank You For Visiting Us!

© 2024 Heartland Payment Systems

Per Policy 3.06, Dinner Reimbursement will not exceed: \$44.50



Chick-fil-A Ontario International Airport
80737
2900 E Airport Dr, Ontario, CA 91761

Server: Emma D Dave
Check #564 1/23/24 3:16 PM
Ordered:

Spicy Sandwich \$7.35
MD Coke \$3.58

Subtotal \$10.93
Tax ~~\$0.95~~
Total **\$11.88**

Input Type C (EMV Chip Read)
VISA DEBIT xxxxxxxx4883

Transaction Type Sale
Authorization Approved
Approval Code 091618
Payment ID TJqPL7yNCts0
Application ID A0000000031010
Application Label VISA DEBIT
Terminal ID
Card #

Per Policy 3.06, Lunch Reimbursement will not exceed: \$23.56



***** CREDIT CARD VOUCHER *****

MONTEREY MARRIOTT
MONTEREY, CA
**** FIN + FIELD ***
26 Jan'24 9:48 AM

Check: CHK 4720
Table: 42/1
Server: 263537 Matt
Card Type: Discover
Acct Num: XXXXXXXXXXXX4463
Auth Code: 02679Q

Amount : \$32.78

Per Policy 3.06, Breakfast Reimbursement
will not exceed: \$15.71

GRATUITY \$ _____

TOTAL \$ _____

SIGNATURE _____

BREAKFAST

please leave signed copy
with your server



***** CREDIT CARD VOUCHER *****

MONTEREY MARRIOTT
MONTEREY, CA
**** FIN + FIELD ***
25 Jan'24 8:16 PM

Check: CHK 4618
Table: 110/1
Server: 237427 CONNOR
Card Type: Discover
Acct Num: XXXXXXXXXXXX4463
Auth Code: 02588Q

Amount: \$62.13

Per Policy 3.06, Dinner Reimbursement will not exceed: \$44.50

GRATUITY \$
TOTAL \$ 62.13
SIGNATURE [Signature]

DINNER
please leave signed copy
with your server



CHICK-FIL-A
SAN JOSE MINETA INTL AIRPORT

484804 Britanni

CHK 1636 GST 1
JAN26'24 2:53PM

TO GO

1 SLD MARKET CHIX	12.18
DRS ITALIAN LT	
1 LG SODA FTN L	3.62
SPRITE	

SUBTOTAL	15.80
TAX	1.48
AMOUNT PAID	17.28
AT02637Q XXX4463	
DISCOVER_CC	17.28
--484804 Closed JAN26 02:54PM---	

Per Policy 3.06, Lunch Reimbursement will not exceed: \$23.56

TO SHARE YOUR EXPERIENCE.

STOREID: SJCCFA01

Your order number is: 1636

FIN + FIELD

***** CREDIT CARD VOUCHER *****

MONTEREY MARRIOTT
MONTEREY, CA
**** FIN + FIELD ***
25 Jan'24 8:38 AM

Check: CHK 4569
Table: 51/1
Server: 218963 ARNEL
Card Type: Discover
Acct Num: XXXXXXXXXXXX4463
Auth Code: 02594Q

Amount: \$13.66

Per Policy 3.06, Breakfast Reimbursement
will not exceed: \$15.71

GRATUITY \$ _____

TOTAL \$ _____

SIGNATURE _____

please leave signed copy
with your server



MARRIOTT

MONTEREY MARRIOTT
**** FIN + FIELD ****
218963 ARNEL

CHK 4569 TBL 51/1
GST 1
25 Jan'24 8:35 AM

1 SIDE BFST PTATO 4.00
DONT MAKE
1 SIDE TWO EGG 5.00
SCRAMBL
DONT MAKE
1 FIN + FIELD COFFEE 3.50

Subtotal: \$12.50
Tax: \$1.16

8:35 AM
TOTAL DUE: \$13.66

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY _____ 2.50

TOTAL \$16.16

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE _____



**** CREDIT CARD VOUCHER ****

MONTEREY MARRIOTT
MONTEREY, CA
**** FIN + FIELD ***
24 Jan'24 8:30 AM

Check: CHK 4290
Table: 1/5
Server: 88903 ERNESTINE
Card Type: Discover
Acct Num: XXXXXXXXXXXX4463
Auth Code: 02483Q

Amount :

\$23.27

GRATUITY \$ _____

TOTAL \$ _____

SIGNATURE _____

please leave signed copy
with your server



MONTEREY MARRIOTT
 **** FIN + FIELD ****
 88903 ERNESTINE

 CHK 4290 TBL 1/5
 GST 1
 24 Jan'24 8:03 AM

1 CRUNCHY FRENCH TOAST 18.00
 1 TALL COFFEE 3.30

Subtotal: \$21.30
 Tax: \$1.97

8:03 AM
 TOTAL DUE: \$23.27

Per Policy 3.06, Breakfast will not exceed: \$15.71

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY 3.50

TOTAL _____

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE *[Signature]*

Council Member	David Marquez (District #3)	Column1
----------------	------------------------------------	---------

Trip Title	League of California Cities 2024 Mayor & Council Academy
Location & Date	Monterey, CA (01/23/2024 - 01/26/2024)

Date	Receipt Description	Amount
26-Jan	Ontario Airport Parking	\$96.00
23-Jan	Lunch at Monterey Marriot	\$ 23.56
24-Jan	Fish for Dinner	\$ 32.00
23-Jan	Chick-Fil-A Lunch at Ontario Airport	\$ 11.88
26-Jan	Fin + Field Breakfast at Monterey Marriot	\$ 15.71
25-Jan	Fin + Field Dinner at Monterey Marriot	\$ 44.50
26-Jan	Chick-Fil-A Lunch at San Jose Airport	\$ 17.28
25-Jan	Fin + Field Breakfast at Monterey Marriot	\$ 13.66
24-Jan	Fin + Field Breakfast at Monterey Marriot	\$ 15.71
Total		\$ 270.30

Attachment: Council Member Marquez - TAF - League of Cal Cities New Mayors and City Council Academy 2024 (6542 : COUNCIL TRAINING &



Report to City Council

TO: Mayor and City Council

FROM: Jane Halstead, CMC, City Clerk

AGENDA DATE: February 20, 2024

TITLE: APPOINT A VOTING DELEGATE AND ALTERNATE DELEGATE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) 2024 ANNUAL GENERAL ASSEMBLY (MAYOR ULISES CABRERA -DELEGATE, MAYOR PRO TEM CHEYLYNDA BARNARD- ALTERNATE)

RECOMMENDED ACTION

Recommendations:

That the City Council:

1. Appoint a Delegate, Mayor Ulises Cabrera, and an Alternate, Mayor Pro Tem Cheylynda Barnard, to the Southern California Association of Governments (SCAG) Annual General Assembly on May 2, 2024.
2. Direct staff to submit the names to SCAG.

SUMMARY/DISCUSSION

The Southern California Association of Governments (SCAG) 2024 Regional Conference and General Assembly is scheduled for Thursday, May 2, 2024. At this meeting, the SCAG membership will consider and take action on resolutions and/or bylaws that establish SCAG policy.

An important part of the Regional Conference is the conducting of the Annual Business at the General Assembly. The City must designate a voting delegate and an alternate, one of whom may vote in the event that the designated voting delegate is unable to serve. Designation of a voting delegate must be done by City Council action.

SCAG has requested attending cities to submit a Minute Excerpt of the Council action appointing the City’s voting delegate and alternate.

Staff recommends that Council by motion vote to appoint a delegate and an alternate.

FISCAL IMPACT

The fiscal impact of this SCAG Conference is unknown at this time.

NOTIFICATION

Publication of the agenda.

CITY COUNCIL GOALS

Advocacy. Develop cooperative intergovernmental relationships and be a forceful advocate of City policies, objectives, and goals to appropriate external governments, agencies and corporations.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

None

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/13/24 12:59 PM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/13/24 5:35 PM



Report to City Council

TO: Mayor and City Council

FROM: Brian Mohan, Assistant City Manager

AGENDA DATE: February 20, 2024

TITLE: LIST OF PERSONNEL CHANGES

RECOMMENDED ACTION

Recommendation:

1. Ratify the list of personnel changes as described.

DISCUSSION

The attached list of personnel changes scheduled since the last City Council meeting is presented for City Council ratification.

Staffing of City positions ensures assignment of highly qualified and trained personnel to achieve Momentum MoVal priorities, objectives, and initiatives.

FISCAL IMPACT

All position changes are consistent with appropriations previously approved by the City Council.

PREPARATION OF STAFF REPORT

Prepared By:
Serina Contreras
Executive Assistant

Department Head Approval:
Brian Mohan
Assistant City Manager

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. Personnel Changes for Staff Report_2.20.24

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:07 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:53 AM

City of Moreno Valley
Personnel Changes- 1/1/24- 1/31/24
February 20, 2024

New Hires

Jennifer Brown, Sr Human Resources Analyst, Human Resources

Kevin Carranza, Lead Parks Maintenance Worker, Park Maintenance, Parks and Community Services

Renida Claude, Permit Technician, Planning, Community Development

Diana Serrano, Emergency Management Coordinator, Office of Emergency Management, Fire

Melody Arechiga, Associate Planner, Planning, Community Development

Roberto Flores, Planning Division Manager/Official, Community Development

Christopher Golden, Sr Risk Analyst, Human Resources

Gilbert Aguilar, Community Enhancement Officer I, Community Enhancement and Neighborhood Services, Community Development

Romulo Howard, Parking Control Officer, Community Enhancement and Neighborhood Services, Community Development

Promotions

Julysses Arellano

From: Park Ranger, Community Enhancement and Neighborhood Services, Community Development

To: Community Enhancement Officer I, Community Enhancement and Neighborhood Services, Community Development

Tyler Smith

From: Management Analyst, Facilities, Public Works

To: Fleet and Facilities Maintenance Supervisor, Facilities, Public Works

Diana Vargas

From: Management Assistant, Purchasing, Financial and Management Services

To: Sr Management Analyst, Purchasing, Financial and Management Services

Transfers

Jennifer Mcdowell

From: Paralegal, Finance Administration, Financial and Management Services

To: Paralegal, Human Resources

Separations

Jose Armas, Parking Control Officer, Community Enhancement and Neighborhood services, Community Development

Matthew Bramlett, Public Information/Intergovernment Relations Officer, City Manager

Ramon Zamudio, Community Enhancement Officer I, Community Enhancement and Neighborhood Services, Community Development



Report to City Council

TO: Mayor and City Council

FROM: Launa Jimenez, Chief Financial Officer

AGENDA DATE: February 20, 2024

TITLE: RECEIPT OF QUARTERLY INVESTMENT REPORT -
QUARTER ENDED DECEMBER 31, 2023

RECOMMENDED ACTION

Recommendation:

1. Receive and file the Quarterly Investment Report for quarter ended December 31, 2023, in compliance with the City's Investment Policy.

SUMMARY

The attached Quarterly Investment Report presents the City's cash and investments for the quarter that ended December 31, 2023. This report is in compliance with California Government Code Section 53646 regarding the reporting of detailed information on all securities, investments, and monies of the City, as well as the reporting of the market value of the investments held. All of the investments contained within the portfolio are in full compliance with the City's Investment Policy and Government Code Section 53601 as to the types of investments allowed. It is recommended that the City Council receive and file the attached Quarterly Investment Report.

DISCUSSION

The City maintains a portfolio of investments in order to earn interest on cash balances that are not currently required to fund operations. California Government Code Sections 53601 and 53646 establish the types of investments allowed, the governing restrictions on these investments, the third-party custodian arrangement for certain investments, and the reporting practices related to the portfolios of local agencies. In keeping with best practices, the City has implemented an Investment Policy, which was last reviewed by the City Council on June 20, 2023. The policy is in full compliance with the requirements of both of the above-mentioned Code Sections.

The attached Quarterly Investment Report presents the City's cash and investments for the quarter that ended December 31, 2023. The report complies with California Government Code Section 53646 regarding the reporting of detailed information on all securities, investments, and monies of the City, as well as the reporting of the market value of the investments held. All of the investments contained within the portfolio are in full compliance with the City's Investment Policy and Government Code Section 53601 as to the types of investments allowed. As stated in the attached report, there is more than adequate liquidity within the portfolio for the City to meet its budgeted expenditures over the next six months.

The City's investment policy has set the primary goals of the portfolio management as Safety and Liquidity followed by Yield. The City's cash flow requirements are evaluated on an ongoing basis, with short-term needs accommodated through the City's pooled investment funds with the Local Agency Investment Fund (LAIF). LAIF is a pool of public funds managed by the State Treasurer of California, providing 24-hour liquidity while yielding a rate of return approximately equivalent to a one-year treasury bill. With the combined use of a conservative approach to evaluating cash flow needs and LAIF liquidity, the City will not have to liquidate securities at current market rates that are intended to be held for longer-term investment.

The table shows some of the key portfolio measures for the month.

	Portfolio Balance	Avg. Yield to Maturity Trends		
		<u>December 2023</u>	<u>November 2023</u>	<u>December 2022</u>
Investments	275,892,133	3.215%	3.154%	1.620%
LAIF	97,466,248	3.929%	3.843%	2.173%

Bond proceeds are held and invested by a Trustee. The investment of these funds is governed by an investment policy approved by the City Council as a part of the governing documents for each specific bond issue. Deferred Compensation Plan funds are not included in the report since these funds are held and invested by the respective plan administrators based on the direction of the participating employees. These funds are placed in a trust separate from City funds.

ALTERNATIVES

1. Receive and file the Quarterly Investment Report for December 31, 2023. **Staff recommends this alternative as it accomplishes timely investment reporting.**
2. Do not accept and file the Quarterly Investment Report and provide staff with additional direction. **Staff does not recommend this alternative as it will not accomplish timely investment reporting.**

FISCAL IMPACT

For additional information regarding the bond market, please see the attached Bond Market Review provided by Chandler Asset Management.

NOTIFICATION

Publication of the agenda

PREPARATION OF STAFF REPORT

Prepared By:
Annabelle Wang
Financial Operations Division Manager

Department Head Approval:
Launa Jimenez
Chief Financial Officer

CITY COUNCIL GOALS

Revenue Diversification and Preservation. Develop a variety of City revenue sources and policies to create a stable revenue base and fiscal policies to support essential City services, regardless of economic climate.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. 2023-12 - Cash & Investment Report Final

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:04 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:53 AM

CITY OF MORENO VALLEY
Treasurer's Cash and Investments Report
December 2023

General Portfolio	Cost Value	Market Value	Par Value	Average Maturity (in years)	Average Yield to Maturity	Average Duration (in years)
Bank Accounts	6,393,711	6,393,711	6,393,711			
State of California LAIF Pool	97,466,248	96,836,921	97,466,248	0.64	3.929%	
Investments	273,076,124	267,907,494	275,892,133	2.02	3.215%	1.93
Total General Portfolio	376,936,083	371,138,126	379,752,092			
Total Funds with Fiscal Agents		2,738,026				
Total Investment Portfolio		373,876,152				

1. I hereby certify that the investments are in compliance with the investment policy adopted by the City Council. There are no items of non-compliance for this period.
2. The market values for the investments in the General Portfolio are provided by the City's investment advisors.
3. The market value for LAIF is provided by the State Treasurer's Office.
4. The market values for investments held by fiscal agents are provided by each respective trustee or fiscal agent.
5. The City has the ability to meet its budgeted expenditures for the next six months pending any future action by City Council or any unforeseen catastrophic event.

/S/ Launa Jimenez
 City Treasurer

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT

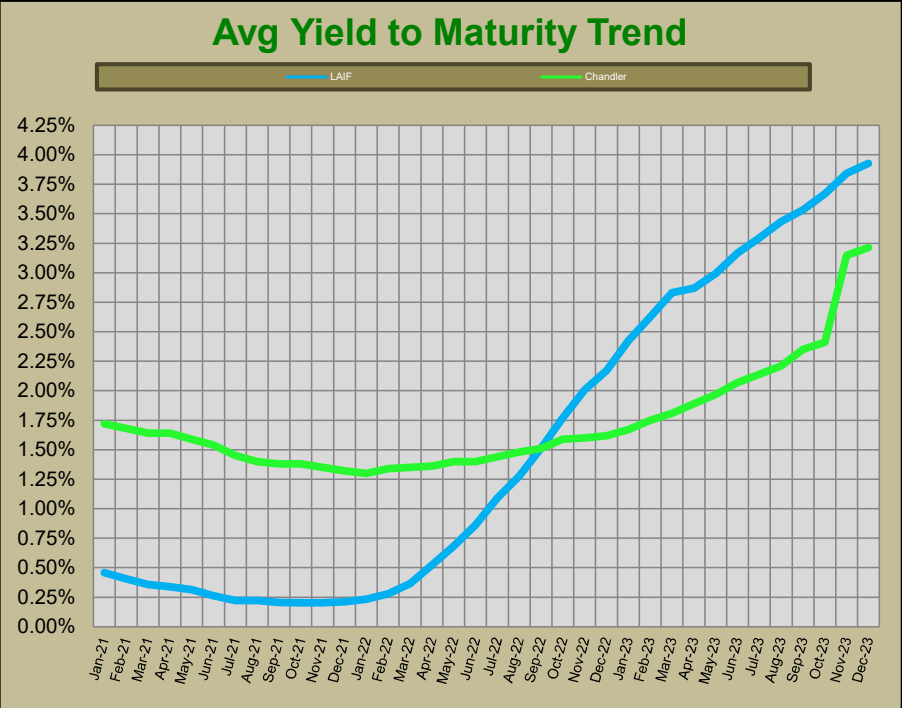
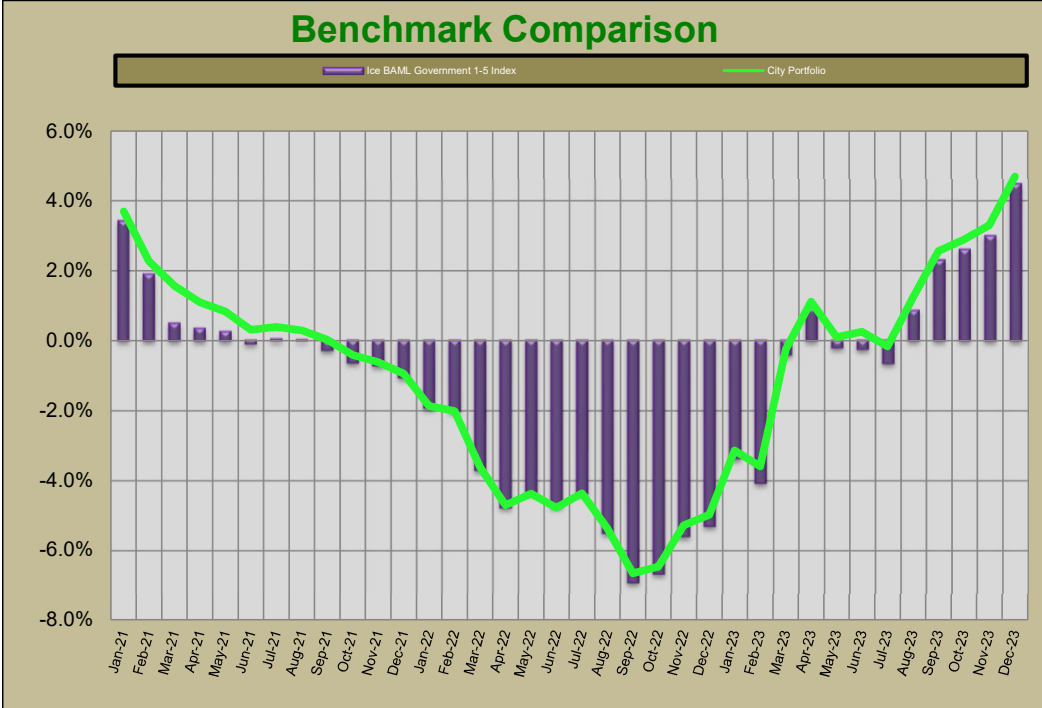
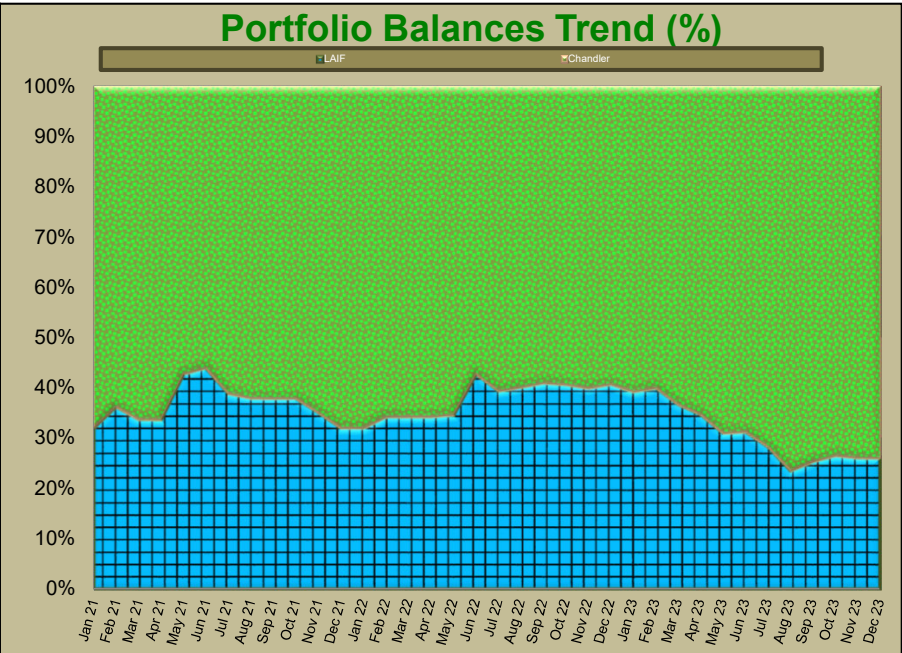
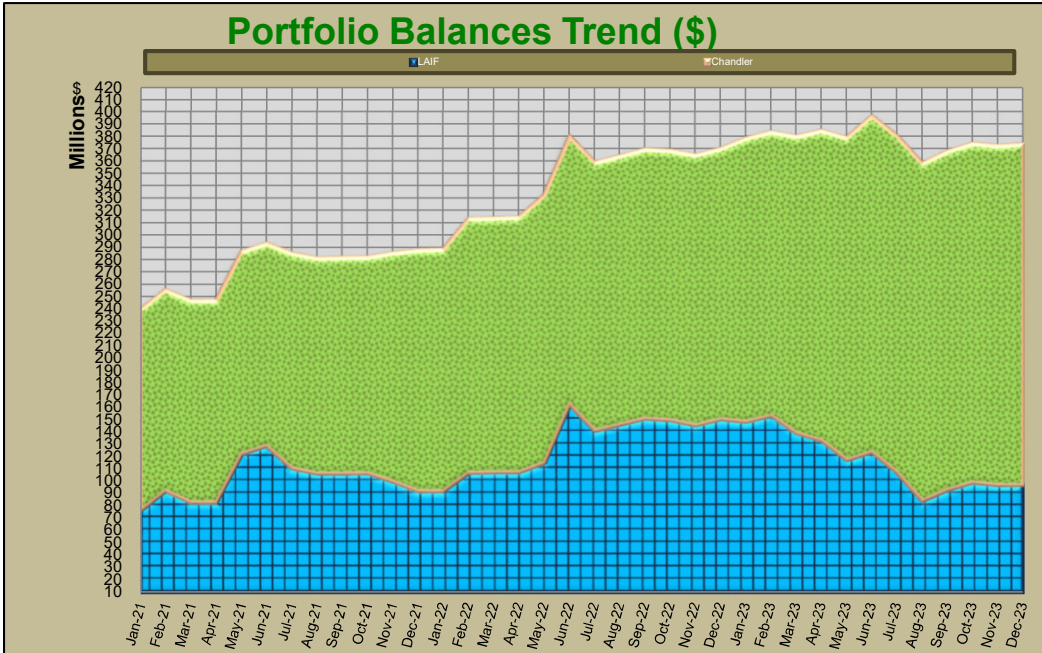
PORTFOLIO PERFORMANCE - 36 MONTH TREND

Period	Total General Portfolio (1)		Local Agency Investment Fund (LAIF)		Chandler Asset Management (CAM)			
	Asset Balance (par)	Avg YTM (2)	Balance	Yield	Asset Balance (par)	Weighted Avg YTM (2)	Rate of Return (3)	
							Investment Portfolio (4)	Benchmark 1-5 Gov(5)
Jan 21	247,976,895	1.26%	76,625,187	0.458%	162,426,675	1.72%	3.70%	3.42%
Feb 21	261,300,356	1.19%	92,625,187	0.407%	162,768,446	1.68%	2.27%	1.89%
Mar 21	252,962,115	1.18%	83,325,187	0.357%	163,251,768	1.64%	1.56%	0.49%
Apr 21	258,986,067	1.14%	83,309,833	0.339%	163,515,676	1.64%	1.10%	0.34%
May 21	293,505,179	1.01%	122,550,449	0.315%	163,706,976	1.59%	0.83%	0.25%
Jun 21	300,785,514	0.95%	129,050,449	0.262%	164,046,885	1.54%	0.31%	-0.09%
Jul 21	289,495,404	0.96%	110,832,982	0.221%	174,080,540	1.45%	0.39%	0.04%
Aug 21	286,942,097	0.93%	106,832,983	0.221%	174,309,851	1.40%	0.29%	0.01%
Sep 21	288,344,781	0.92%	106,832,983	0.206%	174,624,047	1.38%	0.02%	-0.27%
Oct 21	288,711,262	0.91%	106,900,067	0.203%	174,923,444	1.38%	-0.42%	-0.63%
Nov 21	294,654,846	0.92%	100,300,067	0.203%	184,906,704	1.35%	-0.62%	-0.71%
Dec 21	294,627,511	0.94%	92,300,067	0.212%	195,311,898	1.32%	-0.95%	-1.05%
Jan 22	294,969,319	0.94%	92,358,252	0.234%	195,595,521	1.30%	-1.88%	-1.92%
Feb 22	324,897,541	0.98%	107,358,252	0.278%	205,732,226	1.34%	-2.02%	-2.01%
Mar 22	325,131,296	0.99%	107,658,252	0.365%	206,012,398	1.35%	-3.64%	-3.70%
Apr 22	324,515,844	1.06%	107,738,556	0.523%	206,412,804	1.36%	-4.72%	-4.76%
May 22	346,565,395	1.12%	115,338,556	0.684%	216,762,042	1.40%	-4.39%	-4.33%
Jun 22	383,476,803	1.19%	162,579,173	0.861%	217,107,439	1.40%	-4.79%	-4.74%
Jul 22	369,199,807	1.28%	141,304,379	1.090%	217,349,391	1.44%	-4.38%	-4.36%
Aug 22	370,452,358	1.41%	146,304,379	1.276%	217,602,629	1.48%	-5.38%	-5.50%
Sep 22	372,470,167	1.54%	151,304,379	1.513%	217,877,998	1.51%	-6.67%	-6.91%
Oct 22	380,053,901	1.69%	149,798,931	1.772%	218,428,420	1.59%	-6.48%	-6.66%
Nov 22	376,300,861	1.80%	145,798,931	2.007%	218,675,380	1.60%	-5.30%	-5.59%
Dec 22	373,294,517	1.93%	150,798,931	2.173%	219,057,237	1.62%	-4.99%	-5.30%
Jan 23	384,155,072	2.10%	148,573,248	2.425%	229,475,983	1.67%	-3.15%	-3.36%
Feb 23	396,819,683	2.18%	153,573,248	2.624%	229,652,364	1.75%	-3.61%	-4.07%
Mar 23	385,367,736	2.41%	139,573,248	2.831%	240,071,115	1.81%	-0.25%	-0.40%
Apr 23	392,130,838	2.50%	133,568,086	2.870%	250,640,411	1.89%	1.11%	0.96%
May 23	393,035,454	2.59%	117,568,086	2.993%	260,980,803	1.97%	0.10%	-0.20%
Jun 23	401,600,214	2.89%	124,116,027	3.167%	272,037,037	2.07%	0.25%	-0.24%
Jul 23	392,167,170	2.92%	107,575,030	3.296%	272,444,923	2.14%	-0.17%	-0.65%
Aug 23	367,750,075	2.97%	84,575,030	3.434%	273,304,577	2.21%	1.22%	0.86%
Sep 23	371,172,113	3.16%	93,575,029	3.534%	273,977,067	2.35%	2.56%	2.30%
Oct 23	382,761,429	3.22%	99,466,248	3.670%	274,376,978	2.41%	2.89%	2.60%
Nov 23	375,964,757	3.31%	97,466,247	3.843%	274,739,732	3.15%	3.31%	2.99%
Dec 23	379,752,092	3.34%	97,466,248	3.929%	275,892,133	3.22%	4.70%	4.48%

Notes:

- (1) Total General Portfolio includes all assets that comprise the City's Investment Portfolio which is LAIF as well as assets managed by Chandler Asset Management.
- (2) Yield to Maturity (YTM): The rate of return on an investment or security if it were to be held until maturity. This yield does not reflect changes in the market value of a security.
- (3) Rate of Return represents the gain or loss on an investment or portfolio of investments over a specified period, expressed as a percentage of increase over the initial investment cost. Gains on investments are considered to be any income received from the security or portfolio plus any realized capital gain. This measure of return recognizes the changes in market values of a security or portfolio of securities.
- (4) The Rate of Return for the investment portfolio reflects the performance of the portfolio during the past twelve months.
- (5) The portfolio benchmark is the ICE Bank of America-Merrill Lynch 1 to 5 year Government Index.

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



PORTFOLIO CHARACTERISTICS

The portfolio invested in LAIF represents the City's immediate cash liquidity needs and is managed by City staff in a manner to fund the day to day operations of the City.

The portfolio managed by Chandler is comprised of idle cash balances related to funds that generally expect to expend cash with the next 12 to 60 months.

FUNDS WITH FISCAL AGENTS

By Investment Type

Trustee	45200	Investment Type	Issuer	Value Date	Maturity Date	Market Value	Stated Rate	Yield	Price	% of o Portfol
Wells Fargo		2014 Partial Refunding of the 2005 Lease Revenue Bonds	Money Market WF Government Fund	12/31/2023	1/1/2024	\$ 2,335	0.03%	0.03%	1.00	0.09%
Wells Fargo		2017 Refunding of the 2007 RDA TABs	Money Market 12147217	12/31/2023	1/1/2024	\$ 1,328	0.02%	0.02%	1.00	0.05%
Wells Fargo		2019 Taxable Lease Revenue Bonds (Electric Utility)	Money Market WF Government Fund	12/31/2023	1/1/2024	\$ 2,724,002	0.02%	0.02%	2.00	99.49%
Wilmington Trust		2020 Taxable Refunding of the 2013 TRIP COPs	Money Market Federated Hermes Gov Fund	12/31/2023	1/1/2024	\$ 9,723	0.03%	0.03%	1.00	0.36%
Wells Fargo		2021 Taxable Refunding Lease Revenue Bonds (Electric Utility)	Money Market WF Government Fund	12/31/2023	1/1/2024	\$ 638	0.02%	0.02%	2.00	0.02%
Total						\$ 2,738,026				100%

By Fund Purpose

Trustee	Bond Description	Construction fund	Debt Service	Reserve & Other	Total
Wells Fargo	2014 Partial Refunding of the 2005 Lease Revenue Bonds	\$0	\$2,335	\$0	\$2,335
Wells Fargo	2017 Refunding of the 2007 RDA TABs	\$0	\$1,328	\$0	\$1,328
Wells Fargo	2019 Taxable Lease Revenue Bonds (Electric Utility)	\$2,723,394	\$608	\$0	\$2,724,002
Wilmington Trust	2020 Taxable Refunding of the 2013 TRIP COPs	\$0	\$9,723	\$0	\$9,723
Wells Fargo	2021 Taxable Refunding Lease Revenue Bonds (Electric Utility)	\$0	\$638	\$0	\$638
Total		\$2,723,394	\$14,632	\$0	\$2,738,026

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT

FUNDS WITH FISCAL AGENTS

Account Name	Account Number	Investment	Issuer	Value Date	Maturity Date	Market Value	Stated Rate	Yield	Price	% of Portfolio	
Wells Fargo 2014 Partial Refunding of the 2005 Lease Revenue Bonds											
Revenue fund	83478300	Money Market	WF Gov Fund	12/31/23	01/01/24	2,335	0.03%	0.03%	1.000	0.085%	
Interest fund	83478301	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
Principal fund	83478302	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	0.000	0.000%	
						2,335					
Wells Fargo 2017 Refunding of the 2007 RDA TABs											
Income fund	49150300	Money Market	WF Gov Fund	12/31/23	01/01/24	1,328	0.02%	0.02%	1.000	0.049%	
Interest fund	49150301	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	0.000	0.000%	
Reserve fund	49150304	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
						1,328					
Wells Fargo 2019 Taxable Lease Revenue Bonds (Electric utility)											
Revenue fund	83056100	Money Market	WF Gov Fund	12/31/23	01/01/24	608	0.02%	0.02%	2.000	0.022%	
Interest fund	83056101	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
Construction fund	83056103	Money Market	WF Gov Fund	12/31/23	01/01/24	2,723,394	0.02%	0.02%	1.000	99.466%	
Reserve Fund	83056105	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
						2,724,002					
Wilmington Trust 2020 Taxable Refunding of the 2013 TRIP COPs											
Revenue fund	143629-000	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	341	0.03%	0.03%	1.000	0.012%	
Interest fund	143629-001	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	88	0.00%	0.00%	1.000	0.003%	
Principal fund	143629-002	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
Reserve fund	143629-003	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
Admin fund	143629-004	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	856	0.00%	0.00%	1.000	0.031%	
Surplus fund	143629-005	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	-	0.00%	0.00%	1.000	0.000%	
Interest fund	144078-003	Money Market	Federated Gov Obl Fund	12/31/23	01/01/24	8,438	0.03%	0.03%	1.000	0.308%	
						9,723					
Wells Fargo 2021 Taxable Refunding Lease Revenue Bonds (Electric Utility)											
Revenue fund	83056107	Money Market	WF Gov Fund	12/31/23	01/01/24	638	0.02%	0.02%	2.000	0.023%	
Interest fund	83056108	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	0.000	0.000%	
Principal fund	83056109	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	0.000	0.000%	
Reserve fund	83056111	Money Market	WF Gov Fund	12/31/23	01/01/24	-	0.00%	0.00%	2.000	0.000%	
						638					
Totals						2,738,026					100.000%

Type	Summary of Bond Proceeds with Fiscal Agents		
1	Construction Funds	Construction Funds	2,723,394
2	Principal & Interest Accounts	Principal & Interest Accounts	14,632
3	Debt Service Reserve Funds	Debt Service Reserve Funds	-
4	Custody Accounts	Custody Accounts	-
5	Arbitrage Rebate Accounts	Arbitrage Rebate Accounts	-
6	Other Accounts	Other Accounts	-
Total Fiscal Agent Funds		Total Fiscal Agent Funds	2,738,026

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



City of Moreno Valley

MONTHLY ACCOUNT STATEMENT

DECEMBER 1, 2023 THROUGH DECEMBER 31, 2023

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

Custodian

US Bank
Alexander Bazan
(503) 402-5305

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.

PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.43
Average Coupon	2.40%
Average Purchase YTM	2.55%
Average Market YTM	4.52%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.82 yrs
Average Life	2.63 yrs

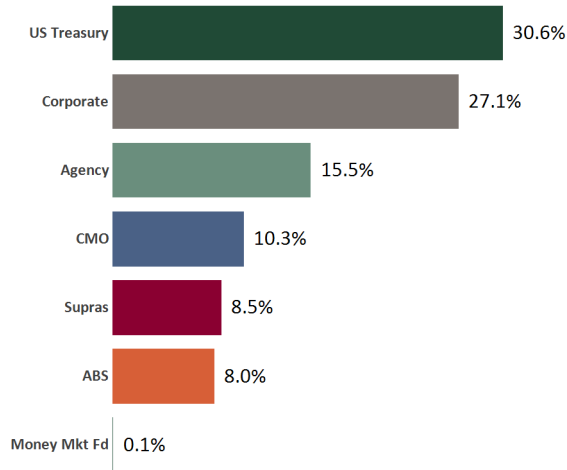
ACCOUNT SUMMARY

	Beg. Values as of 11/30/23	End Values as of 12/31/23
Market Value	202,285,446	205,354,188
Accrued Interest	1,017,876	983,898
Total Market Value	203,303,322	206,338,086
Income Earned	427,113	442,464
Cont/WD		0
Par	211,965,646	212,442,205
Book Value	210,857,258	211,223,725
Cost Value	210,924,398	211,254,205

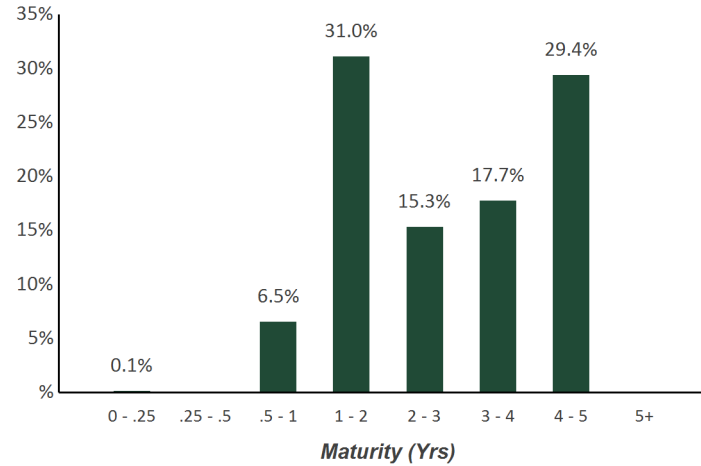
TOP ISSUERS

Government of United States	30.6%
Federal Home Loan Mortgage Corp	15.1%
Federal National Mortgage Assoc	7.9%
Inter-American Dev Bank	2.9%
International Finance Corp	2.9%
Intl Bank Recon and Development	2.7%
Bank of America Corp	1.9%
JP Morgan Chase & Co	1.7%
Total	65.6%

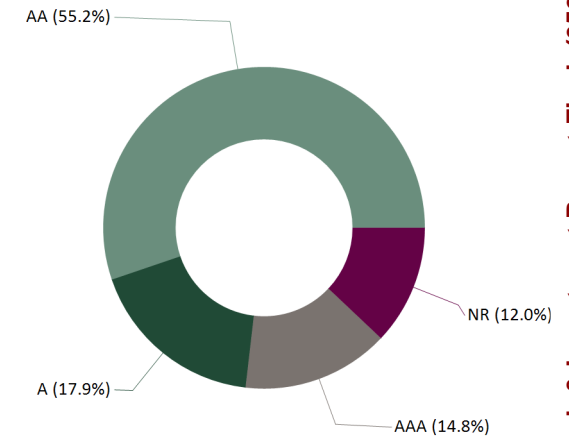
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized									
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	5/31/20	
City of Moreno Valley	1.50%	3.18%	4.70%	4.70%	-0.27%	-0.49%	1.49%	1.41%	1.54%	
ICE BofA 1-5 Yr US Treasury & Agency Index	1.48%	3.09%	4.32%	4.32%	-0.58%	-0.75%	1.20%	1.15%	1.24%	
ICE BofA US Issuers 1-5 Yr AAA-A US Corp/Govt Idx	1.50%	3.18%	4.48%	4.48%	-0.53%	-0.70%	1.31%	1.25%	1.38%	

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



Statement of Compliance

As of December 31, 2023

City of Moreno Valley

Assets managed by Chandler Asset Management are in full compliance with state law and with the City's investment policy.

Category	Standard	Comment
Treasury Issues	No Limitation	Complies
U.S. Agency Issues	No Limitation	Complies
Supranational Securities	"AA" rating by a NRSRO; 30% maximum; 5% max per issuer; Issued by IBRD, IFC, or IADB only	Complies
Municipal Securities (Local Agency/State-CA and others)	No Limitation	Complies
Banker's Acceptances	40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1/P-1/F-1" minimum ratings; "A" rated issuer or higher, if long term debt issued; 25% maximum; 5% max per issuer; 270 days max maturity; Under a provision sunsetting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the Agency's investment assets under management are greater than \$100,000,000	Complies
Negotiable Certificates of Deposit	30% maximum; 5% max per issuer	Complies
Medium Term Notes	"A" rating or better by a NRSRO; 30% maximum; 5% max per issuer	Complies
Money Market Mutual Funds and Mutual Funds	AAA/Aaa or Highest rating by two NRSROs; 20% maximum	Complies
Certificates of Deposit (CD)/ Time Deposit (TD)/ Bank Deposit (Collateralized/FDIC insured)	5% max per issuer	Complies
Asset-Backed Securities, Mortgage Pass-Through Securities, Collateralized Mortgage Backed Securities	"AA" rating or better by a NRSRO; 20% maximum (combined MBS/ABS/CMO); 5% max per issuer	Complies
Repurchase Agreements	1 year max maturity	Complies
Local Agency Investment Fund (LAIF)	Maximum program limitation; Not used by investment adviser	Complies
County Pooled Investment Funds; Joint Powers Authority Pool	Not used by investment adviser	Complies
Max Per Issuer	5% of portfolio per issuer, except US Government, its agencies and instrumentalities, Supranational issuers, investment pools, and money funds or money market mutual funds	Complies
Maximum Maturity	5 years	Complies
Weighted Average Maturity	3 years	Complies

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT REPORT -

Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	17,605.33	09/22/2020 0.38%	17,602.74 17,605.33	99.73 7.04%	17,557.34 2.35	0.01% (47.99)	NR / AAA AAA	0.8 0.0
44891WAC3	Hyundai Auto Lease Trust 2022-A A3 1.16% Due 1/15/2025	319,305.00	01/11/2022 1.16%	319,297.94 319,304.09	99.35 5.93%	317,233.03 164.62	0.15% (2,071.06)	Aaa / AAA NR	1.0 0.1
89238LAC4	Toyota Lease Owner Trust 2022-A A3 1.96% Due 2/20/2025	1,036,938.27	02/23/2022 1.98%	1,036,775.05 1,036,905.16	99.26 5.68%	1,029,240.04 621.01	0.50% (7,665.12)	NR / AAA AAA	1.1 0.2
36265MAC9	GM Financial Auto Lease Trust 2022-1 A3 1.9% Due 3/20/2025	694,363.34	02/15/2022 1.91%	694,357.37 694,362.51	99.37 5.69%	689,974.96 403.12	0.33% (4,387.55)	Aaa / NR AAA	1.2 0.1
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	399,104.79	Various 2.17%	392,910.10 398,361.78	99.43 6.24%	396,839.87 73.17	0.19% (1,521.91)	NR / AAA AAA	1.2 0.1
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	69,018.78	02/17/2021 0.27%	69,017.52 69,018.69	98.79 6.20%	68,180.76 5.18	0.03% (837.93)	Aaa / NR AAA	1.3 0.2
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	91,431.72	10/20/2020 0.39%	91,410.66 91,430.93	99.37 6.13%	90,852.59 15.44	0.04% (578.34)	NR / AAA AAA	1.3 0.1
89240BAC2	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	260,907.30	02/02/2021 0.27%	260,858.88 260,904.13	98.89 6.00%	258,019.31 30.15	0.13% (2,884.82)	Aaa / NR AAA	1.3 0.1
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	208,225.57	04/20/2021 0.38%	208,203.67 208,222.91	98.59 5.75%	205,279.38 35.17	0.10% (2,943.53)	NR / AAA AAA	1.7 0.2
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	428,379.63	11/16/2021 0.89%	428,289.34 428,347.86	97.04 5.75%	415,679.89 104.72	0.20% (12,667.97)	Aaa / NR AAA	2.0 0.6
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	447,839.70	07/13/2021 0.52%	447,799.75 447,826.54	97.29 5.63%	435,710.86 103.50	0.21% (12,115.68)	Aaa / NR AAA	2.2 0.9
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	406,762.16	11/09/2021 0.71%	406,753.49 406,759.16	97.03 5.67%	394,685.39 128.36	0.19% (12,073.77)	NR / AAA AAA	2.2 0.6
44935FAD6	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	303,826.20	11/09/2021 0.75%	303,758.38 303,803.89	97.28 5.70%	295,576.71 99.93	0.14% (8,227.18)	NR / AAA AAA	2.3 0.9

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT

Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	1,068,614.49	02/15/2022 1.89%	1,068,453.77 1,068,546.21	97.33 5.61%	1,040,104.91 892.89	0.50% (28,441.30)	Aaa / AAA NR	2.3 0.7
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	693,163.58	05/10/2022 3.23%	693,127.54 693,146.39	98.59 5.24%	683,378.88 370.84	0.33% (9,767.51)	Aaa / AAA NR	2.6 0.7
362554AC1	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	320,593.60	10/13/2021 0.68%	320,585.41 320,590.70	96.65 5.81%	309,846.66 90.83	0.15% (10,744.04)	Aaa / AAA NR	2.7 0.6
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	709,834.97	03/10/2022 2.34%	709,677.95 709,758.49	97.77 5.39%	693,980.10 731.92	0.34% (15,778.39)	Aaa / NR AAA	2.7 0.7
448977AD0	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	1,165,311.25	03/09/2022 2.23%	1,165,266.39 1,165,291.18	97.72 5.40%	1,138,794.59 1,149.77	0.55% (26,496.59)	NR / AAA AAA	2.7 0.7
380146AC4	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	350,260.16	01/11/2022 1.27%	350,229.71 350,247.58	97.07 5.49%	340,000.69 183.89	0.16% (10,246.89)	NR / AAA AAA	2.8 0.6
362585AC5	GM Financial Securitized ART 2022-2 A3 3.1% Due 2/16/2027	520,000.00	04/05/2022 3.13%	519,891.32 519,945.83	98.06 5.34%	509,902.12 671.67	0.25% (10,043.71)	Aaa / AAA NR	3.1 0.8
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	875,000.00	07/12/2022 3.77%	874,916.44 874,950.35	98.38 5.27%	860,846.88 1,454.44	0.42% (14,103.47)	Aaa / NR AAA	3.1 1.0
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	1,840,000.00	05/17/2022 3.42%	1,839,592.99 1,839,812.78	97.95 4.99%	1,802,351.76 2,772.27	0.87% (37,461.02)	NR / AAA AAA	3.3 1.3
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	1,405,000.00	10/12/2022 5.15%	1,404,890.97 1,404,926.82	99.99 5.15%	1,404,890.41 3,178.42	0.68% (36.41)	Aaa / NR AAA	3.4 1.3
92348KAV5	Verizon Master Trust 2022-5 A1A 3.72% Due 7/20/2027	765,000.00	08/02/2022 3.75%	764,966.34 764,983.22	99.90 4.58%	764,252.60 869.55	0.37% (730.62)	NR / AAA AAA	3.5 0.6
161571HT4	Chase Issuance Trust 23-A1 A 5.16% Due 9/15/2028	2,200,000.00	09/07/2023 5.23%	2,199,390.16 2,199,450.25	101.55 4.59%	2,234,025.20 5,045.33	1.09% 34,574.95	NR / AAA AAA	4.7 2.4
Total ABS		16,596,485.84	2.89%	16,588,023.88 16,594,502.78	5.30%	16,397,204.93 19,198.54	7.96% (197,297.85)	Aaa / AAA AAA	2.8 0.9
AGENCY									
3135G0W66	FNMA Note 1.625% Due 10/15/2024	1,180,000.00	10/17/2019 1.66%	1,177,982.20 1,179,681.40	97.45 4.96%	1,149,933.60 4,048.06	0.56% (29,747.80)	Aaa / AA+ AA+	0.7 0.77

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Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0X24	FNMA Note 1.625% Due 1/7/2025	3,210,000.00	Various 1.19%	3,276,100.10 3,223,932.87	96.90 4.78%	3,110,522.10 25,211.87	1.52% (113,410.77)	Aaa / AA+ AA+	1.0 0.9
3137EAEP0	FHLMC Note 1.5% Due 2/12/2025	3,590,000.00	02/13/2020 1.52%	3,587,235.70 3,589,382.01	96.54 4.72%	3,465,818.31 20,792.08	1.69% (123,563.70)	Aaa / AA+ AA+	1.1 1.0
3130A4CH3	FHLB Note 2.375% Due 3/14/2025	2,750,000.00	03/19/2020 1.18%	2,908,867.50 2,788,232.95	97.43 4.60%	2,679,256.25 19,412.33	1.31% (108,976.70)	Aaa / AA+ NR	1.2 1.1
3135G03U5	FNMA Note 0.625% Due 4/22/2025	2,830,000.00	04/22/2020 0.67%	2,824,170.20 2,828,475.43	95.08 4.54%	2,690,707.40 3,390.10	1.31% (137,768.03)	Aaa / AA+ AA+	1.3 1.2
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	3,400,000.00	Various 0.51%	3,398,324.20 3,399,585.45	94.36 4.53%	3,208,359.00 661.11	1.56% (191,226.45)	Aaa / AA+ AA+	1.4 1.4
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	3,400,000.00	Various 0.45%	3,388,108.00 3,396,217.02	93.97 4.43%	3,195,075.20 5,666.67	1.55% (201,141.82)	Aaa / AA+ AA+	1.5 1.5
3135G05X7	FNMA Note 0.375% Due 8/25/2025	3,150,000.00	12/16/2020 0.43%	3,141,904.50 3,147,153.33	93.49 4.51%	2,944,988.55 4,134.38	1.43% (202,164.78)	Aaa / AA+ AA+	1.6 1.6
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	3,385,000.00	Various 0.44%	3,374,969.55 3,381,467.12	93.33 4.43%	3,159,315.28 3,455.52	1.53% (222,151.84)	Aaa / AA+ AA+	1.7 1.6
3135G06G3	FNMA Note 0.5% Due 11/7/2025	3,400,000.00	Various 0.56%	3,389,186.80 3,395,983.55	93.15 4.40%	3,166,933.40 2,550.00	1.54% (229,050.15)	Aaa / AA+ AA+	1.8 1.8
3133EPME2	FFCB Note 3.875% Due 6/8/2028	3,200,000.00	06/06/2023 3.97%	3,186,080.00 3,187,657.14	99.42 4.02%	3,181,350.40 7,922.22	1.55% (6,306.74)	Aaa / AA+ AA+	4.4 4.0
Total Agency		33,495,000.00	1.11%	33,652,928.75 33,517,768.27	4.51%	31,952,259.49 97,244.34	15.53% (1,565,508.78)	Aaa / AA+ AA+	1.7 1.6
CMO									
3137BLW95	FHLMC K050 A2 3.334% Due 8/25/2025	588,000.00	02/07/2022 1.74%	616,389.38 600,940.90	97.76 4.78%	574,827.08 1,633.66	0.28% (26,113.82)	NR / NR AAA	1.6 1.4
3137BSP72	FHLMC K058 A2 2.653% Due 8/25/2026	950,000.00	11/12/2021 1.35%	1,004,736.33 980,044.45	95.42 4.49%	906,459.60 2,100.29	0.44% (73,584.85)	NR / NR AAA	2.6 2.4
3137FAWS3	FHLMC K067 A2 3.194% Due 7/25/2027	675,000.00	09/28/2022 4.42%	640,538.09 649,467.57	96.21 4.34%	649,391.18 1,796.63	0.32% (76.39)	Aaa / NR NR	3.5 3.2
3137FBU79	FHLMC K069 A2 3.187% Due 9/25/2027	1,255,000.00	09/28/2022 4.82%	1,189,161.52 1,205,639.25	95.94 4.38%	1,204,052.02 3,333.07	0.59% (1,587.23)	NR / AAA NR	3.7 3.5

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Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CMO									
3137FCLD4	FHLMC K071 A2 3.286% Due 11/25/2027	3,250,000.00	04/13/2023 4.02%	3,146,914.06 3,162,726.29	96.05 4.38%	3,121,514.50 8,899.58	1.52% (41,211.79)	NR / NR AAA	3.9 3.5
3137FEBQ2	FHLMC K072 A2 3.444% Due 12/25/2027	1,115,000.00	05/05/2023 3.98%	1,088,910.74 1,092,553.97	96.57 4.38%	1,076,783.38 3,200.05	0.52% (15,770.59)	NR / NR AAA	3.9 3.5
3137FETN0	FHLMC K073 A2 3.35% Due 1/25/2028	2,005,000.00	05/24/2023 4.34%	1,926,992.97 1,936,898.62	96.17 4.38%	1,928,248.60 1,119.46	0.94% (8,650.02)	NR / NR AAA	4.0 3.6
3137F4D41	FHLMC K074 A2 3.6% Due 1/25/2028	2,200,000.00	07/25/2023 5.78%	2,099,710.93 2,109,300.08	97.06 4.38%	2,135,344.20 1,320.00	1.04% 26,044.12	NR / NR AAA	4.0 3.6
3137FEZU7	FHLMC K076 A2 3.9% Due 4/25/2028	2,069,000.00	05/05/2023 3.94%	2,062,615.20 2,063,446.77	98.13 4.36%	2,030,255.91 6,724.25	0.99% (33,190.86)	NR / NR AAA	4.3 3.8
3137FJEH8	FHLMC K081 A2 3.9% Due 8/25/2028	6,200,000.00	Various 5.05%	5,899,464.85 5,916,397.51	97.96 4.37%	6,073,712.20 20,150.00	2.95% 157,314.69	NR / NR AAA	4.6 4.1
3137FJKE8	FHLMC K082 A2 3.92% Due 9/25/2028	1,500,000.00	11/28/2023 4.75%	1,446,796.88 1,447,733.98	98.05 4.36%	1,470,687.00 4,900.00	0.72% 22,953.02	NR / NR AAA	4.7 4.1
Total CMO		21,807,000.00	4.42%	21,122,230.95 21,165,149.39	4.39%	21,171,275.67 55,176.99	10.29% 6,126.28	Aaa / AAA AAA	4.1 3.6
CORPORATE									
74153WCQ0	Pricoa Global Funding Note 1.15% Due 12/6/2024	1,185,000.00	12/01/2021 1.19%	1,183,779.45 1,184,620.67	96.12 5.48%	1,139,029.11 946.35	0.55% (45,591.56)	Aa3 / AA- AA-	0.9 0.9
89236TJT3	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	1,715,000.00	01/10/2022 1.50%	1,712,701.90 1,714,207.41	96.50 4.96%	1,655,031.60 11,604.83	0.81% (59,175.81)	A1 / A+ A+	1.0 1.0
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	810,000.00	01/16/2020 2.10%	808,274.70 809,635.49	96.63 5.37%	782,726.49 7,380.00	0.38% (26,909.00)	A2 / A+ A+	1.0 1.0
002824BB5	Abbott Laboratories Callable Note Cont 12/15/2024 2.95% Due 3/15/2025	2,000,000.00	02/07/2022 1.83%	2,061,720.00 2,020,711.81	97.94 4.73%	1,958,746.00 17,372.22	0.96% (61,965.81)	Aa3 / AA- NR	1.2 1.1
87612EBL9	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	2,000,000.00	02/07/2022 1.88%	2,022,420.00 2,008,710.07	96.96 4.70%	1,939,230.00 9,500.00	0.94% (69,480.07)	A2 / A A	1.2 1.2
06367WB85	Bank of Montreal Note 1.85% Due 5/1/2025	1,571,000.00	07/23/2021 0.85%	1,628,844.22 1,591,460.18	95.88 5.09%	1,506,204.11 4,843.92	0.73% (85,256.07)	A2 / A- AA-	1.3 1.2

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Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	1,770,000.00	05/24/2021 0.78%	1,772,292.35 1,770,317.92	97.86 6.00%	1,732,100.76 1,215.40	0.84% (38,217.16)	A1 / A- AA-	1.4 1.2
46647PCK0	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	840,000.00	Various 0.95%	840,520.15 840,082.65	97.66 5.97%	820,358.29 180.88	0.40% (19,724.36)	A1 / A- AA-	1.4 0.4
64952WDQ3	New York Life Global Note 0.95% Due 6/24/2025	950,000.00	11/17/2021 1.29%	938,543.00 945,288.06	94.42 4.90%	897,015.65 175.49	0.43% (48,272.41)	Aaa / AA+ AAA	1.4 1.4
66815L2J7	Northwestern Mutual Gbl Note 4% Due 7/1/2025	1,560,000.00	06/27/2022 4.01%	1,559,469.60 1,559,735.28	99.09 4.64%	1,545,747.84 31,200.00	0.76% (13,987.44)	Aaa / AA+ AAA	1.5 1.4
40139LBC6	Guardian Life Glob Fun Note 0.875% Due 12/10/2025	1,700,000.00	Various 1.12%	1,682,830.00 1,692,029.21	92.52 4.96%	1,572,908.00 867.70	0.76% (119,121.21)	Aa1 / AA+ NR	1.9 1.8
66815L2A6	Northwestern Mutual Gbl Note 0.8% Due 1/14/2026	1,100,000.00	12/06/2021 1.47%	1,070,817.00 1,085,505.91	92.46 4.73%	1,017,023.70 4,082.22	0.49% (68,482.21)	Aaa / AA+ AAA	2.0 1.9
06051GHY8	Bank of America Corp Callable Note Cont 2/13/2025 2.015% Due 2/13/2026	750,000.00	02/17/2022 3.50%	737,512.50 743,343.44	96.09 5.66%	720,687.00 5,793.13	0.35% (22,656.44)	A1 / A- AA-	2.1 1.0
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	1,034,000.00	Various 1.37%	1,061,039.22 1,043,425.16	95.78 5.45%	990,415.87 4,128.16	0.48% (53,009.29)	A1 / A- AA-	2.3 1.2
78016EZQ3	Royal Bank of Canada Note 1.2% Due 4/27/2026	1,000,000.00	07/09/2021 1.13%	1,003,440.00 1,001,665.91	92.38 4.70%	923,842.00 2,133.33	0.45% (77,823.91)	A1 / A AA-	2.3 2.2
6174468Q5	Morgan Stanley Callable Note Cont 4/28/2025 2.188% Due 4/28/2026	1,100,000.00	05/18/2022 5.01%	1,039,071.00 1,064,094.65	96.07 5.29%	1,056,720.50 4,211.90	0.51% (7,374.15)	A1 / A- A+	2.3 1.2
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	2,615,000.00	05/10/2021 1.09%	2,603,703.20 2,609,667.12	92.38 4.43%	2,415,632.40 3,559.31	1.17% (194,034.72)	A1 / AA AA-	2.3 2.2
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	430,000.00	Various 1.08%	431,391.30 430,658.70	92.57 4.49%	398,060.46 631.86	0.19% (32,598.24)	A2 / A+ A	2.3 2.2
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	1,785,000.00	06/15/2021 1.13%	1,784,214.60 1,784,613.32	92.34 4.44%	1,648,260.08 725.16	0.80% (136,353.24)	A1 / A+ A+	2.4 2.3

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
06051GJD2	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	1,800,000.00	Various 1.23%	1,805,843.00 1,802,161.49	94.11 5.54%	1,694,035.80 791.39	0.82% (108,125.69)	A1 / A- AA-	2.4 1.4
57629WDE7	Mass Mutual Global funding Note 1.2% Due 7/16/2026	1,250,000.00	08/19/2021 1.15%	1,252,787.50 1,251,445.20	91.29 4.89%	1,141,113.75 6,875.00	0.56% (110,331.45)	Aa3 / AA+ AA+	2.5 2.4
58989V2D5	Met Tower Global Funding Note 1.25% Due 9/14/2026	975,000.00	09/07/2021 1.27%	974,103.00 974,515.15	90.96 4.86%	886,863.90 3,622.40	0.43% (87,651.25)	Aa3 / AA- AA-	2.7 2.5
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	445,000.00	09/08/2021 1.09%	444,158.95 444,544.01	91.88 4.25%	408,868.67 1,349.83	0.20% (35,675.34)	Aa2 / AA AA	2.7 2.6
59217GER6	Metlife Note 1.875% Due 1/11/2027	1,575,000.00	01/03/2022 1.90%	1,573,204.50 1,573,912.47	91.31 5.00%	1,438,187.63 13,945.31	0.70% (135,724.84)	Aa3 / AA- AA-	3.0 2.8
808513BY0	Charles Schwab Corp Callable Note Cont 2/3/2027 2.45% Due 3/3/2027	1,425,000.00	03/01/2022 2.46%	1,424,601.70 1,424,744.87	93.09 4.83%	1,326,496.88 11,443.54	0.65% (98,247.99)	A2 / A- A	3.1 2.9
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	2,395,000.00	03/07/2022 2.30%	2,394,544.95 2,394,708.68	94.58 4.12%	2,265,183.82 16,219.47	1.11% (129,524.86)	Aa2 / AA A+	3.2 3.0
06051GHT9	Bank of America Corp Callable Note 1X 4/23/2026 3.559% Due 4/23/2027	1,500,000.00	Various 4.93%	1,453,356.24 1,467,245.43	96.24 5.30%	1,443,672.00 10,083.83	0.70% (23,573.43)	A1 / A- AA-	3.3 2.1
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	895,000.00	05/05/2022 4.04%	893,550.10 894,027.31	98.65 4.44%	882,888.86 5,071.67	0.43% (11,138.45)	A2 / A+ A+	3.3 3.0
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	910,000.00	05/17/2022 3.69%	910,425.60 910,287.46	97.93 4.37%	891,136.61 4,302.27	0.43% (19,150.85)	A2 / A+ A	3.3 3.1
89115A2C5	Toronto-Dominion Bank Note 4.108% Due 6/8/2027	2,000,000.00	08/26/2022 4.18%	1,993,300.00 1,995,179.69	98.22 4.67%	1,964,404.00 5,249.11	0.95% (30,775.69)	A1 / A NR	3.4 3.1
756109AU8	Realty Income Corp Callable Note Cont 10/15/2027 3.65% Due 1/15/2028	1,500,000.00	04/10/2023 4.87%	1,422,720.00 1,434,451.98	95.88 4.78%	1,438,225.50 25,245.83	0.71% 3,773.52	A3 / A- NR	4.0 3.6
24422EWR6	John Deere Capital Corp Note 4.75% Due 1/20/2028	1,650,000.00	01/23/2023 4.40%	1,675,393.50 1,670,638.32	101.65 4.30%	1,677,304.20 35,051.04	0.83% 6,665.88	A2 / A A+	4.0 3.5

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CORPORATE									
037833ET3	Apple Inc Callable Note Cont 4/10/2028 4% Due 5/10/2028	1,000,000.00	05/08/2023 4.01%	999,449.70 999,520.78	99.77 4.06%	997,671.00 5,666.67	0.49% (1,849.78)	Aaa / AA+ NR	4.3 3.8
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	1,165,000.00	05/08/2023 4.05%	1,165,218.35 1,165,190.98	99.56 4.16%	1,159,879.83 5,766.75	0.56% (5,311.15)	A1 / A+ NR	4.3 3.8
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	2,350,000.00	Various 4.99%	2,338,786.70 2,339,916.64	101.27 4.55%	2,379,913.15 5,091.67	1.16% 39,996.51	A3 / A NR	4.4 3.9
91324PDK5	United Health Group Inc Note 3.85% Due 6/15/2028	1,000,000.00	11/02/2023 5.24%	943,820.00 945,689.33	97.78 4.40%	977,798.00 1,711.11	0.47% 32,108.67	A2 / A+ A	4.4 4.0
89115A2U5	Toronto-Dominion Bank Note 5.523% Due 7/17/2028	1,000,000.00	07/12/2023 5.36%	1,006,890.00 1,006,256.44	102.95 4.79%	1,029,541.00 25,160.33	0.51% 23,284.56	A1 / A AA-	4.5 3.9
78016HZS2	ROYAL BANK OF CANADA Note 5.2% Due 8/1/2028	1,750,000.00	09/12/2023 5.50%	1,727,337.50 1,728,722.92	101.92 4.73%	1,783,652.50 40,697.22	0.88% 54,929.58	A1 / A AA-	4.5 3.9
74456QBX3	Public Service El & Gas Callable Note Cont 6/1/2028 3.65% Due 9/1/2028	1,000,000.00	12/14/2023 4.44%	966,790.00 967,060.47	96.40 4.51%	963,991.00 12,166.67	0.47% (3,069.47)	A1 / A NR	4.6 4.1
40139LBH5	Guardian Life Glob Fun Note 5.737% Due 10/2/2028	1,000,000.00	11/02/2023 5.63%	1,004,470.00 1,004,330.31	104.91 4.57%	1,049,061.00 14,183.14	0.52% 44,730.69	Aa1 / AA+ NR	4.7 4.0
26442CAX2	Duke Energy Carolinas Callable Note Cont 8/15/2028 3.95% Due 11/15/2028	2,000,000.00	12/06/2023 4.79%	1,927,120.00 1,928,089.58	98.43 4.31%	1,968,564.00 10,094.44	0.96% 40,474.42	Aa3 / A NR	4.8 4.3
756109BS2	Realty Income Corp Callable Note Cont. 11/15/2028 4.7% Due 12/15/2028	1,000,000.00	12/14/2023 4.71%	999,730.00 999,732.07	100.74 4.53%	1,007,367.00 2,088.89	0.49% 7,634.93	A3 / A- NR	4.9 4.3
Total Corporate		57,500,000.00	2.83%	57,240,185.48 57,222,144.54	4.79%	55,495,559.96 372,429.44	27.08% (1,726,584.58)	A1 / A+ AA-	2.8 2.5
MONEY MARKET FUND									
60934N104	Federated Investors Government Obligations Fund	158,718.93	Various 5.22%	158,718.93 158,718.93	1.00 5.22%	158,718.93 0.00	0.08% 0.00	Aaa / AAA AAA	0.0 0.0
Total Money Market Fund		158,718.93	5.22%	158,718.93	5.22%	158,718.93 0.00	0.08% 0.00	Aaa / AAA AAA	0.0 0.0

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
SUPRANATIONAL									
45950KCR9	International Finance Corp Note 1.375% Due 10/16/2024	2,500,000.00	07/12/2021 0.54%	2,567,250.00 2,516,332.14	97.20 5.02%	2,430,027.50 7,161.46	1.18% (86,304.64)	Aaa / AAA NR	0.7 0.7
459058HT3	Intl. Bank Recon & Development Note 1.625% Due 1/15/2025	2,500,000.00	07/12/2021 0.56%	2,592,325.00 2,527,387.59	96.82 4.79%	2,420,600.00 18,732.64	1.18% (106,787.59)	Aaa / AAA AAA	1.0 1.0
4581X0DL9	Inter-American Dev Bank Note 0.875% Due 4/3/2025	3,000,000.00	12/14/2021 1.08%	2,980,230.00 2,992,479.52	95.39 4.70%	2,861,565.00 6,416.67	1.39% (130,914.52)	Aaa / AAA AAA	1.2 1.2
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	3,400,000.00	Various 0.60%	3,384,848.15 3,394,126.93	93.19 4.42%	3,168,589.20 2,975.01	1.54% (225,537.73)	Aaa / AAA AAA	1.8 1.7
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	3,435,000.00	04/13/2021 0.97%	3,419,267.70 3,427,762.80	92.71 4.23%	3,184,633.16 5,927.76	1.55% (243,129.64)	Aaa / AAA AAA	2.3 2.2
45950KCX6	International Finance Corp Note 0.75% Due 10/8/2026	3,800,000.00	11/08/2021 1.15%	3,728,332.00 3,759,589.32	91.23 4.13%	3,466,846.40 6,570.83	1.68% (292,742.92)	Aaa / AAA NR	2.7 2.6
Total Supranational		18,635,000.00	0.84%	18,672,252.85 18,617,678.30	4.51%	17,532,261.26 47,784.37	8.52% (1,085,417.04)	Aaa / AAA AAA	1.7 1.7
US TREASURY									
9128283D0	US Treasury Note 2.25% Due 10/31/2024	2,900,000.00	Various 1.76%	2,966,847.66 2,911,279.85	97.84 4.92%	2,837,470.20 11,114.01	1.38% (73,809.65)	Aaa / AA+ AA+	0.8 0.8
912828YV6	US Treasury Note 1.5% Due 11/30/2024	3,000,000.00	02/04/2022 1.47%	3,002,343.75 3,000,762.23	96.99 4.90%	2,909,766.00 3,934.43	1.41% (90,996.23)	Aaa / AA+ AA+	0.9 0.8
91282CDN8	US Treasury Note 1% Due 12/15/2024	3,000,000.00	12/14/2021 0.98%	3,001,640.63 3,000,522.43	96.43 4.86%	2,893,008.00 1,393.44	1.40% (107,514.43)	Aaa / AA+ AA+	0.9 0.9
91282CED9	US Treasury Note 1.75% Due 3/15/2025	1,495,000.00	04/08/2022 2.71%	1,454,938.67 1,478,532.84	96.63 4.65%	1,444,602.06 7,762.50	0.70% (33,930.78)	Aaa / AA+ AA+	1.2 1.1
91282CAM3	US Treasury Note 0.25% Due 9/30/2025	3,300,000.00	03/29/2021 0.74%	3,228,199.22 3,272,152.65	93.13 4.38%	3,073,125.00 2,096.31	1.49% (199,027.65)	Aaa / AA+ AA+	1.7 1.7
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	3,400,000.00	02/22/2021 0.54%	3,354,046.88 3,382,032.36	92.89 4.33%	3,158,147.80 1,447.80	1.53% (223,884.56)	Aaa / AA+ AA+	1.8 1.7
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	2,200,000.00	03/26/2021 0.77%	2,160,554.69 2,183,847.53	92.86 4.30%	2,042,992.60 721.31	0.99% (140,854.93)	Aaa / AA+ AA+	1.9 1.8
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	1,780,000.00	10/18/2021 1.19%	1,753,369.53 1,765,218.39	91.85 4.04%	1,634,889.06 3,957.58	0.79% (130,329.33)	Aaa / AA+ AA+	2.7 2.6

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US TREASURY									
91282CDK4	US Treasury Note 1.25% Due 11/30/2026	3,500,000.00	12/16/2021 1.17%	3,512,714.84 3,507,478.49	92.45 4.02%	3,235,858.50 3,825.14	1.57% (271,619.99)	Aaa / AA+ AA+	2.9 2.8
912828Z78	US Treasury Note 1.5% Due 1/31/2027	1,150,000.00	02/07/2022 1.77%	1,135,355.47 1,140,929.74	92.82 4.00%	1,067,478.30 7,218.75	0.52% (73,451.44)	Aaa / AA+ AA+	3.0 2.9
91282CET4	US Treasury Note 2.625% Due 5/31/2027	1,800,000.00	06/09/2022 3.07%	1,763,367.19 1,774,865.37	95.71 3.98%	1,722,796.20 4,131.15	0.84% (52,069.17)	Aaa / AA+ AA+	3.4 3.2
91282CEW7	US Treasury Note 3.25% Due 6/30/2027	2,975,000.00	Various 3.12%	2,993,090.82 2,987,755.70	97.72 3.95%	2,907,250.33 265.62	1.41% (80,505.37)	Aaa / AA+ AA+	3.5 3.2
91282CFB2	US Treasury Note 2.75% Due 7/31/2027	900,000.00	08/22/2022 3.12%	884,742.19 888,939.57	95.99 3.96%	863,929.80 10,357.34	0.42% (25,009.77)	Aaa / AA+ AA+	3.5 3.3
91282CFH9	US Treasury Note 3.125% Due 8/31/2027	3,150,000.00	Various 3.41%	3,109,707.03 3,120,253.96	97.19 3.96%	3,061,406.25 33,263.22	1.50% (58,847.71)	Aaa / AA+ AA+	3.6 3.3
91282CFM8	US Treasury Note 4.125% Due 9/30/2027	3,900,000.00	10/20/2022 4.45%	3,843,632.81 3,857,184.72	100.63 3.94%	3,924,679.20 40,878.07	1.92% 67,494.48	Aaa / AA+ AA+	3.7 3.4
91282CFZ9	US Treasury Note 3.875% Due 11/30/2027	1,250,000.00	12/05/2022 3.81%	1,253,906.25 1,253,067.05	99.79 3.93%	1,247,363.75 4,234.97	0.61% (5,703.30)	Aaa / AA+ AA+	3.9 3.5
91282CGC9	US Treasury Note 3.875% Due 12/31/2027	3,350,000.00	Various 3.70%	3,375,494.14 3,370,629.50	99.84 3.92%	3,344,502.65 356.63	1.62% (26,126.85)	Aaa / AA+ AA+	4.0 3.6
91282CGH8	US Treasury Note 3.5% Due 1/31/2028	5,000,000.00	Various 3.84%	4,923,765.63 4,936,943.45	98.42 3.92%	4,921,095.00 73,233.70	2.42% (15,848.45)	Aaa / AA+ AA+	4.0 3.7
91282CGP0	US Treasury Note 4% Due 2/29/2028	5,000,000.00	Various 4.08%	4,981,033.20 4,984,292.72	100.33 3.91%	5,016,405.00 67,582.42	2.46% 32,112.28	Aaa / AA+ AA+	4.1 3.7
91282CHE4	US Treasury Note 3.625% Due 5/31/2028	3,000,000.00	06/14/2023 4.00%	2,950,429.69 2,955,779.00	98.94 3.89%	2,968,242.00 9,508.20	1.44% 12,463.00	Aaa / AA+ AA+	4.4 4.0
91282CHQ7	US Treasury Note 4.125% Due 7/31/2028	4,000,000.00	08/21/2023 4.46%	3,941,718.75 3,945,980.87	101.03 3.88%	4,041,252.00 69,048.91	1.99% 95,271.13	Aaa / AA+ AA+	4.5 4.0
91282CHX2	US Treasury Note 4.375% Due 8/31/2028	1,100,000.00	09/25/2023 4.62%	1,088,398.44 1,089,023.29	102.14 3.87%	1,123,546.60 16,262.02	0.55% 34,523.31	Aaa / AA+ AA+	4.6 4.1
91282CJF9	US Treasury Note 4.875% Due 10/31/2028	1,700,000.00	10/27/2023 4.79%	1,706,441.41 1,706,222.82	104.38 3.87%	1,774,507.60 14,116.07	0.87% 68,284.78	Aaa / AA+ AA+	4.8 4.2

Attachment: 2023-12 - Cash & Investment Report Final (6525 - RECEIPT OF QUARTERLY INVESTMENT

Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
91282CJN2	US Treasury Note 4.375% Due 11/30/2028	1,400,000.00	12/28/2023 3.83%	1,434,125.00 1,434,068.06	102.33 3.85%	1,432,593.40 5,355.19	0.70% (1,474.66)	Aaa / AA+ AA+	4.9 4.3
Total US Treasury		64,250,000.00	2.83%	63,819,863.89 63,947,762.59	4.13%	62,646,907.30 392,064.78	30.55% (1,300,855.29)	Aaa / AA+ AA+	3.1 2.9
TOTAL PORTFOLIO		212,442,204.77	2.55%	211,254,204.73 211,223,724.80	4.52%	205,354,187.54 983,898.46	100.00% (5,869,537.26)	Aa1 / AA AA+	2.8 2.4
TOTAL MARKET VALUE PLUS ACCRUED						206,338,086.00			

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	12/01/2023	3137FJKE8	1,500,000.00	FHLMC K082 A2 3.92% Due 9/25/2028	96.453	4.75%	1,446,796.88	0.00	1,446,796.88	0.00
Purchase	12/01/2023	60934N104	7,292.40	Federated Investors Government Obligations Fund	1.000	5.22%	7,292.40	0.00	7,292.40	0.00
Purchase	12/01/2023	60934N104	2,861.95	Federated Investors Government Obligations Fund	1.000	5.22%	2,861.95	0.00	2,861.95	0.00
Purchase	12/06/2023	60934N104	6,813.75	Federated Investors Government Obligations Fund	1.000	5.22%	6,813.75	0.00	6,813.75	0.00
Purchase	12/08/2023	26442CAX2	2,000,000.00	Duke Energy Carolinas Callable Note Cont 8/15/2028 3.95% Due 11/15/2028	96.356	4.79%	1,927,120.00	5,047.22	1,932,167.22	0.00
Purchase	12/08/2023	60934N104	870,722.10	Federated Investors Government Obligations Fund	1.000	5.22%	870,722.10	0.00	870,722.10	0.00
Purchase	12/08/2023	60934N104	103,080.00	Federated Investors Government Obligations Fund	1.000	5.22%	103,080.00	0.00	103,080.00	0.00
Purchase	12/10/2023	60934N104	7,437.50	Federated Investors Government Obligations Fund	1.000	5.22%	7,437.50	0.00	7,437.50	0.00
Purchase	12/15/2023	60934N104	87,394.27	Federated Investors Government Obligations Fund	1.000	5.22%	87,394.27	0.00	87,394.27	0.00
Purchase	12/15/2023	60934N104	5,198.00	Federated Investors Government Obligations Fund	1.000	5.22%	5,198.00	0.00	5,198.00	0.00
Purchase	12/15/2023	60934N104	9,460.00	Federated Investors Government Obligations Fund	1.000	5.22%	9,460.00	0.00	9,460.00	0.00
Purchase	12/15/2023	60934N104	2,727.08	Federated Investors Government Obligations Fund	1.000	5.22%	2,727.08	0.00	2,727.08	0.00
Purchase	12/15/2023	60934N104	5,959.54	Federated Investors Government Obligations Fund	1.000	5.22%	5,959.54	0.00	5,959.54	0.00
Purchase	12/15/2023	60934N104	28,101.01	Federated Investors Government Obligations Fund	1.000	5.22%	28,101.01	0.00	28,101.01	0.00
Purchase	12/15/2023	60934N104	32,341.13	Federated Investors Government Obligations Fund	1.000	5.22%	32,341.13	0.00	32,341.13	0.00
Purchase	12/15/2023	60934N104	82,919.19	Federated Investors Government Obligations Fund	1.000	5.22%	82,919.19	0.00	82,919.19	0.00

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Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	12/15/2023	60934N104	36,908.75	Federated Investors Government Obligations Fund	1.000	5.22%	36,908.75	0.00	36,908.75	0.00
Purchase	12/15/2023	60934N104	33,276.50	Federated Investors Government Obligations Fund	1.000	5.22%	33,276.50	0.00	33,276.50	0.00
Purchase	12/15/2023	60934N104	23,469.96	Federated Investors Government Obligations Fund	1.000	5.22%	23,469.96	0.00	23,469.96	0.00
Purchase	12/15/2023	60934N104	42,557.76	Federated Investors Government Obligations Fund	1.000	5.22%	42,557.76	0.00	42,557.76	0.00
Purchase	12/15/2023	60934N104	26,419.89	Federated Investors Government Obligations Fund	1.000	5.22%	26,419.89	0.00	26,419.89	0.00
Purchase	12/15/2023	60934N104	11,791.58	Federated Investors Government Obligations Fund	1.000	5.22%	11,791.58	0.00	11,791.58	0.00
Purchase	12/15/2023	60934N104	29,403.81	Federated Investors Government Obligations Fund	1.000	5.22%	29,403.81	0.00	29,403.81	0.00
Purchase	12/15/2023	60934N104	52,495.20	Federated Investors Government Obligations Fund	1.000	5.22%	52,495.20	0.00	52,495.20	0.00
Purchase	12/17/2023	60934N104	8,500.00	Federated Investors Government Obligations Fund	1.000	5.22%	8,500.00	0.00	8,500.00	0.00
Purchase	12/18/2023	60934N104	10,040.63	Federated Investors Government Obligations Fund	1.000	5.22%	10,040.63	0.00	10,040.63	0.00
Purchase	12/18/2023	60934N104	1,343.33	Federated Investors Government Obligations Fund	1.000	5.22%	1,343.33	0.00	1,343.33	0.00
Purchase	12/18/2023	60934N104	20,329.45	Federated Investors Government Obligations Fund	1.000	5.22%	20,329.45	0.00	20,329.45	0.00
Purchase	12/18/2023	60934N104	21,836.44	Federated Investors Government Obligations Fund	1.000	5.22%	21,836.44	0.00	21,836.44	0.00
Purchase	12/18/2023	60934N104	27,407.99	Federated Investors Government Obligations Fund	1.000	5.22%	27,407.99	0.00	27,407.99	0.00
Purchase	12/18/2023	74456QBX3	1,000,000.00	Public Service El & Gas Callable Note Cont 6/1/2028 3.65% Due 9/1/2028	96.679	4.44%	966,790.00	10,848.61	977,638.61	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	12/18/2023	756109BS2	1,000,000.00	Realty Income Corp Callable Note Cont. 11/15/2028 4.7% Due 12/15/2028	99.973	4.71%	999,730.00	391.67	1,000,121.67	0.00
Purchase	12/19/2023	60934N104	11,871.00	Federated Investors Government Obligations Fund	1.000	5.22%	11,871.00	0.00	11,871.00	0.00
Purchase	12/20/2023	60934N104	2,371.50	Federated Investors Government Obligations Fund	1.000	5.22%	2,371.50	0.00	2,371.50	0.00
Purchase	12/20/2023	60934N104	126,092.95	Federated Investors Government Obligations Fund	1.000	5.22%	126,092.95	0.00	126,092.95	0.00
Purchase	12/20/2023	60934N104	163,589.96	Federated Investors Government Obligations Fund	1.000	5.22%	163,589.96	0.00	163,589.96	0.00
Purchase	12/20/2023	60934N104	204,465.13	Federated Investors Government Obligations Fund	1.000	5.22%	204,465.13	0.00	204,465.13	0.00
Purchase	12/21/2023	60934N104	14,734.95	Federated Investors Government Obligations Fund	1.000	5.22%	14,734.95	0.00	14,734.95	0.00
Purchase	12/21/2023	60934N104	31,913.71	Federated Investors Government Obligations Fund	1.000	5.22%	31,913.71	0.00	31,913.71	0.00
Purchase	12/23/2023	60934N104	4,069.80	Federated Investors Government Obligations Fund	1.000	5.22%	4,069.80	0.00	4,069.80	0.00
Purchase	12/24/2023	60934N104	4,512.50	Federated Investors Government Obligations Fund	1.000	5.22%	4,512.50	0.00	4,512.50	0.00
Purchase	12/26/2023	60934N104	1,633.66	Federated Investors Government Obligations Fund	1.000	5.22%	1,633.66	0.00	1,633.66	0.00
Purchase	12/26/2023	60934N104	6,600.00	Federated Investors Government Obligations Fund	1.000	5.22%	6,600.00	0.00	6,600.00	0.00
Purchase	12/26/2023	60934N104	1,796.63	Federated Investors Government Obligations Fund	1.000	5.22%	1,796.63	0.00	1,796.63	0.00
Purchase	12/26/2023	60934N104	3,333.07	Federated Investors Government Obligations Fund	1.000	5.22%	3,333.07	0.00	3,333.07	0.00
Purchase	12/26/2023	60934N104	8,899.58	Federated Investors Government Obligations Fund	1.000	5.22%	8,899.58	0.00	8,899.58	0.00
Purchase	12/26/2023	60934N104	5,597.29	Federated Investors Government Obligations Fund	1.000	5.22%	5,597.29	0.00	5,597.29	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	12/26/2023	60934N104	20,150.00	Federated Investors Government Obligations Fund	1.000	5.22%	20,150.00	0.00	20,150.00	0.00
Purchase	12/26/2023	60934N104	2,100.29	Federated Investors Government Obligations Fund	1.000	5.22%	2,100.29	0.00	2,100.29	0.00
Purchase	12/26/2023	60934N104	3,200.05	Federated Investors Government Obligations Fund	1.000	5.22%	3,200.05	0.00	3,200.05	0.00
Purchase	12/26/2023	60934N104	6,724.25	Federated Investors Government Obligations Fund	1.000	5.22%	6,724.25	0.00	6,724.25	0.00
Purchase	12/26/2023	60934N104	1,899.25	Federated Investors Government Obligations Fund	1.000	5.22%	1,899.25	0.00	1,899.25	0.00
Purchase	12/26/2023	60934N104	145,720.17	Federated Investors Government Obligations Fund	1.000	5.22%	145,720.17	0.00	145,720.17	0.00
Purchase	12/26/2023	60934N104	10,527.05	Federated Investors Government Obligations Fund	1.000	5.22%	10,527.05	0.00	10,527.05	0.00
Purchase	12/28/2023	60934N104	16,836.42	Federated Investors Government Obligations Fund	1.000	5.22%	16,836.42	0.00	16,836.42	0.00
Purchase	12/29/2023	91282CJN2	1,400,000.00	US Treasury Note 4.375% Due 11/30/2028	102.438	3.83%	1,434,125.00	4,853.14	1,438,978.14	0.00
Purchase	12/31/2023	60934N104	113,250.00	Federated Investors Government Obligations Fund	1.000	5.22%	113,250.00	0.00	113,250.00	0.00
Subtotal			9,409,978.42				9,284,540.30	21,140.64	9,305,680.94	0.00
TOTAL ACQUISITIONS			9,409,978.42				9,284,540.30	21,140.64	9,305,680.94	0.00
DISPOSITIONS										
Sale	12/01/2023	60934N104	1,446,796.88	Federated Investors Government Obligations Fund	1.000	5.22%	1,446,796.88	0.00	1,446,796.88	0.00
Sale	12/08/2023	14913Q3B3	2,020,000.00	Caterpillar Finl Service Note 2.15% Due 11/8/2024	97.106	1.87%	1,961,541.20	3,619.17	1,965,160.37	-63,196.63

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Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Sale	12/08/2023	69371RR40	865,000.00	Paccar Financial Corp Note 0.5% Due 8/9/2024	96.682	0.52%	836,299.30	1,429.65	837,728.95	-28,596.00
Sale	12/18/2023	60934N104	1,146,009.88	Federated Investors Government Obligations Fund	1.000	5.22%	1,146,009.88	0.00	1,146,009.88	0.00
Sale	12/18/2023	78016EZ59	845,000.00	Royal Bank of Canada Note 3.375% Due 4/14/2025	97.832	3.39%	826,680.40	5,070.00	831,750.40	-18,181.00
Sale	12/29/2023	60934N104	1,438,978.14	Federated Investors Government Obligations Fund	1.000	5.22%	1,438,978.14	0.00	1,438,978.14	0.00
Subtotal			7,761,784.90				7,656,305.80	10,118.82	7,666,424.62	-109,974.00
Paydown	12/15/2023	02582JIT8	0.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	100.000		0.00	5,198.00	5,198.00	0.00
Paydown	12/15/2023	161571HT4	0.00	Chase Issuance Trust 23-A1 A 5.16% Due 9/15/2028	100.000		0.00	9,460.00	9,460.00	0.00
Paydown	12/15/2023	43815BAC4	26,385.51	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	100.000		26,385.51	1,715.50	28,101.01	0.00
Paydown	12/15/2023	44891RAC4	32,301.95	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	100.000		32,301.95	39.18	32,341.13	0.00
Paydown	12/15/2023	44891WAC3	82,530.75	Hyundai Auto Lease Trust 2022-A A3 1.16% Due 1/15/2025	100.000		82,530.75	388.44	82,919.19	0.00
Paydown	12/15/2023	448977AD0	34,688.75	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	100.000		34,688.75	2,220.00	36,908.75	0.00
Paydown	12/15/2023	44933LAC7	33,200.05	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	100.000		33,200.05	76.45	33,276.50	0.00
Paydown	12/15/2023	44935FAD6	23,268.25	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	100.000		23,268.25	201.71	23,469.96	0.00
Paydown	12/15/2023	47787JAC2	41,105.94	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	100.000		41,105.94	1,451.82	42,557.76	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	12/15/2023	47789QAC4	26,214.47	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	100.000		26,214.47	205.42	26,419.89	0.00
Paydown	12/15/2023	47800AAC4	0.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	100.000		0.00	2,727.08	2,727.08	0.00
Paydown	12/15/2023	47800BAC2	0.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	100.000		0.00	5,959.54	5,959.54	0.00
Paydown	12/15/2023	89236XAC0	11,788.14	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		11,788.14	3.44	11,791.58	0.00
Paydown	12/15/2023	89238JAC9	29,145.90	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	100.000		29,145.90	257.91	29,403.81	0.00
Paydown	12/15/2023	89240BAC2	52,427.31	Toyota Auto Receivables Owners 2021- A A3 0.26% Due 5/15/2025	100.000		52,427.31	67.89	52,495.20	0.00
Paydown	12/18/2023	362554AC1	20,136.37	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	100.000		20,136.37	193.08	20,329.45	0.00
Paydown	12/18/2023	362585AC5	0.00	GM Financial Securitized ART 2022-2 A3 3.1% Due 2/16/2027	100.000		0.00	1,343.33	1,343.33	0.00
Paydown	12/18/2023	380146AC4	21,446.15	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	100.000		21,446.15	390.29	21,836.44	0.00
Paydown	12/18/2023	43813KAC6	27,394.12	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		27,394.12	13.87	27,407.99	0.00
Paydown	12/20/2023	36262XAC8	126,051.98	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	100.000		126,051.98	40.97	126,092.95	0.00
Paydown	12/20/2023	36265MAC9	162,233.68	GM Financial Auto Lease Trust 2022-1 A3 1.9% Due 3/20/2025	100.000		162,233.68	1,356.28	163,589.96	0.00
Paydown	12/20/2023	89238LAC4	202,440.81	Toyota Lease Owner Trust 2022-A A3 1.96% Due 2/20/2025	100.000		202,440.81	2,024.32	204,465.13	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	12/20/2023	92348KAV5	0.00	Verizon Master Trust 2022-5 A1A 3.72% Due 7/20/2027	100.000		0.00	2,371.50	2,371.50	0.00
Paydown	12/21/2023	43813GAC5	14,716.11	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		14,716.11	18.84	14,734.95	0.00
Paydown	12/21/2023	43815GAC3	31,576.41	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	100.000		31,576.41	337.30	31,913.71	0.00
Paydown	12/26/2023	05601XAC3	145,221.21	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	100.000		145,221.21	498.96	145,720.17	0.00
Paydown	12/26/2023	05602RAD3	0.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	100.000		0.00	1,899.25	1,899.25	0.00
Paydown	12/26/2023	09690AAC7	10,524.16	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	100.000		10,524.16	2.89	10,527.05	0.00
Paydown	12/26/2023	3137BLW95	0.00	FHLMC K050 A2 3.334% Due 8/25/2025	100.000		0.00	1,633.66	1,633.66	0.00
Paydown	12/26/2023	3137BSP72	0.00	FHLMC K058 A2 2.653% Due 8/25/2026	100.000		0.00	2,100.29	2,100.29	0.00
Paydown	12/26/2023	3137F4D41	0.00	FHLMC K074 A2 3.6% Due 1/25/2028	100.000		0.00	6,600.00	6,600.00	0.00
Paydown	12/26/2023	3137FAWS3	0.00	FHLMC K067 A2 3.194% Due 7/25/2027	100.000		0.00	1,796.63	1,796.63	0.00
Paydown	12/26/2023	3137FBU79	0.00	FHLMC K069 A2 3.187% Due 9/25/2027	100.000		0.00	3,333.07	3,333.07	0.00
Paydown	12/26/2023	3137FCLD4	0.00	FHLMC K071 A2 3.286% Due 11/25/2027	100.000		0.00	8,899.58	8,899.58	0.00
Paydown	12/26/2023	3137FEBQ2	0.00	FHLMC K072 A2 3.444% Due 12/25/2027	100.000		0.00	3,200.05	3,200.05	0.00
Paydown	12/26/2023	3137FETN0	0.00	FHLMC K073 A2 3.35% Due 1/25/2028	100.000		0.00	5,597.29	5,597.29	0.00

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	12/26/2023	3137FEZU7	0.00	FHLMC K076 A2 3.9% Due 4/25/2028	100.000		0.00	6,724.25	6,724.25	0.00
Paydown	12/26/2023	3137FJEH8	0.00	FHLMC K081 A2 3.9% Due 8/25/2028	100.000		0.00	20,150.00	20,150.00	0.00
Paydown	12/28/2023	05602RAD3	16,836.42	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	100.000		16,836.42	0.00	16,836.42	0.00
Subtotal			1,171,634.44				1,171,634.44	100,498.08	1,272,132.52	0.00
TOTAL DISPOSITIONS			8,933,419.34				8,827,940.24	110,616.90	8,938,557.14	-109,974.10
OTHER TRANSACTIONS										
Interest	12/01/2023	46647PCH7	1,770,000.00	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	0.000		7,292.40	0.00	7,292.40	0.00
Interest	12/06/2023	74153WCQ0	1,185,000.00	Pricoa Global Funding Note 1.15% Due 12/6/2024	0.000		6,813.75	0.00	6,813.75	0.00
Interest	12/08/2023	3133EPME2	3,200,000.00	FFCB Note 3.875% Due 6/8/2028	0.000		62,000.00	0.00	62,000.00	0.00
Interest	12/08/2023	89115A2C5	2,000,000.00	Toronto-Dominion Bank Note 4.108% Due 6/8/2027	0.000		41,080.00	0.00	41,080.00	0.00
Interest	12/10/2023	40139LBC6	1,700,000.00	Guardian Life Glob Fun Note 0.875% Due 12/10/2025	0.000		7,437.50	0.00	7,437.50	0.00
Interest	12/15/2023	74340XCG4	2,350,000.00	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	0.000		53,144.27	0.00	53,144.27	0.00
Interest	12/15/2023	91282CDN8	3,000,000.00	US Treasury Note 1% Due 12/15/2024	0.000		15,000.00	0.00	15,000.00	0.00
Interest	12/15/2023	91324PDK5	1,000,000.00	United Health Group Inc Note 3.85% Due 6/15/2028	0.000		19,250.00	0.00	19,250.00	0.00

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT

Transaction Ledger

As of December 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	12/17/2023	3135G04Z3	3,400,000.00	FNMA Note 0.5% Due 6/17/2025	0.000		8,500.00	0.00	8,500.00	0.00
Interest	12/18/2023	89236TJK2	1,785,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.000		10,040.63	0.00	10,040.63	0.00
Interest	12/19/2023	06051GJD2	1,800,000.00	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	0.000		11,871.00	0.00	11,871.00	0.00
Interest	12/23/2023	46647PCK0	840,000.00	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	0.000		4,069.80	0.00	4,069.80	0.00
Interest	12/24/2023	64952WDQ3	950,000.00	New York Life Global Note 0.95% Due 6/24/2025	0.000		4,512.50	0.00	4,512.50	0.00
Interest	12/31/2023	91282CEW7	2,975,000.00	US Treasury Note 3.25% Due 6/30/2027	0.000		48,343.75	0.00	48,343.75	0.00
Interest	12/31/2023	91282CGC9	3,350,000.00	US Treasury Note 3.875% Due 12/31/2027	0.000		64,906.25	0.00	64,906.25	0.00
Subtotal			31,305,000.00				364,261.85	0.00	364,261.85	0.00
Dividend	12/01/2023	60934N104	241,020.93	Federated Investors Government Obligations Fund	0.000		2,861.95	0.00	2,861.95	0.00
Subtotal			241,020.93				2,861.95	0.00	2,861.95	0.00
TOTAL OTHER TRANSACTIONS			31,546,020.93				367,123.80	0.00	367,123.80	0.00

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



City of Moreno Valley Limited Strategy

MONTHLY ACCOUNT STATEMENT

DECEMBER 1, 2023 THROUGH DECEMBER 31, 2023

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

Custodian

US Bank
Alexander Bazan
(503) 402-5305

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.

PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.27
Average Coupon	5.19%
Average Purchase YTM	5.40%
Average Market YTM	5.40%
Average S&P/Moody Rating	AAA/Aaa
Average Final Maturity	0.27 yrs
Average Life	0.00 yrs

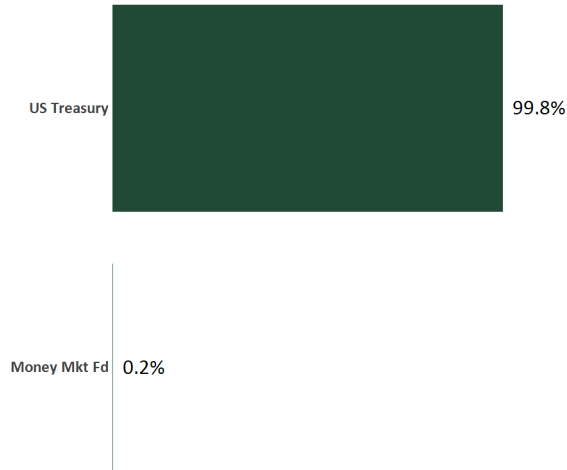
ACCOUNT SUMMARY

	Beg. Values as of 11/30/23	End Values as of 12/31/23
Market Value	62,315,642	62,553,306
Accrued Interest	0	0
Total Market Value	62,315,642	62,553,306
Income Earned	273,082	237,664
Cont/WD		0
Par	62,774,086	63,449,928
Book Value	62,315,642	62,553,306
Cost Value	61,179,496	61,821,919

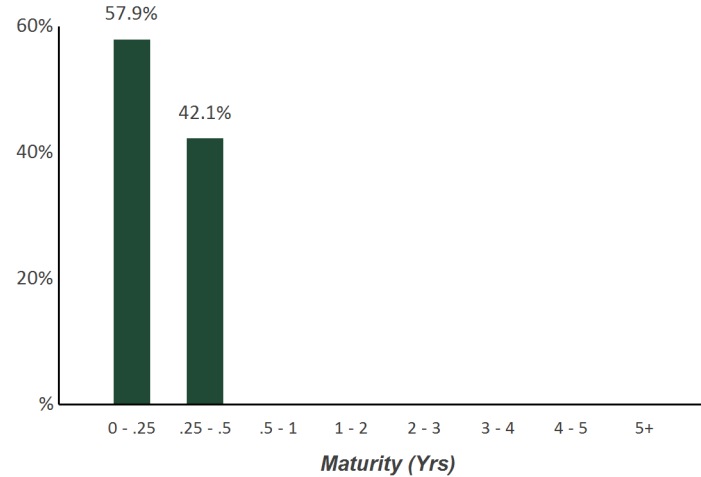
TOP ISSUERS

Government of United States	99.8%
Federated GOVT Obligation MMF	0.2%
Total	100.0%

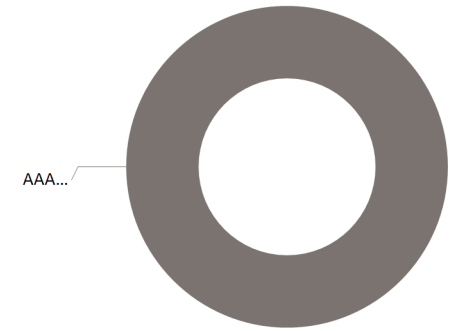
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





Statement of Compliance

As of December 31, 2023

City of Moreno Valley Limited Strategy

Assets managed by Chandler Asset Management are in full compliance with state law and with the City's investment policy.

Category	Standard	Comment
Treasury Issues	No Limitation	Complies
U.S. Agency Issues	No Limitation	Complies
Supranational Securities	"AA" rating by a NRSRO; 30% maximum; 5% max per issuer; Issued by IBRD, IFC, or IADB only	Complies
Municipal Securities (Local Agency/State-CA and others)	No Limitation	Complies
Banker's Acceptances	40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1/P-1/F-1" minimum ratings; "A" rated issuer or higher, if long term debt issued; 25% maximum; 5% max per issuer; 270 days max maturity; Under a provision sunsetting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the Agency's investment assets under management are greater than \$100,000,000	Complies
Negotiable Certificates of Deposit	30% maximum; 5% max per issuer	Complies
Medium Term Notes	"A" rating or better by a NRSRO; 30% maximum; 5% max per issuer	Complies
Money Market Mutual Funds and Mutual Funds	AAA/Aaa or Highest rating by two NRSROs; 20% maximum	Complies
Certificates of Deposit (CD)/ Time Deposit (TD)/ Bank Deposit (Collateralized/FDIC insured)	5% max per issuer	Complies
Asset-Backed Securities, Mortgage Pass-Through Securities, Collateralized Mortgage Backed Securities	"AA" rating or better by a NRSRO; 20% maximum (combined MBS/ABS/CMO); 5% max per issuer	Complies
Repurchase Agreements	1 year max maturity	Complies
Local Agency Investment Fund (LAIF)	Maximum program limitation; Not used by investment adviser	Complies
County Pooled Investment Funds; Joint Powers Authority Pool	Not used by investment adviser	Complies
Max Per Issuer	5% of portfolio per issuer, except US Government, its agencies and instrumentalities, Supranational issuers, investment pools, and money funds or money market mutual funds	Complies
Maximum Maturity	5 years	Complies
Weighted Average Maturity	3 years	Complies

Holdings Report

As of December 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND									
60934N104	Federated Investors Government Obligations Fund	99,928.37	12/14/2023 5.22%	99,928.37 99,928.37	1.00 5.22%	99,928.37 0.00	0.16% 0.00	Aaa / AAA AAA	0.0 0.0
Total Money Market Fund		99,928.37	5.22%	99,928.37	5.22%	99,928.37 0.00	0.16% 0.00	Aaa / AAA AAA	0.0 0.0
US TREASURY									
912796ZY8	US Treasury Bill 5.261% Due 1/25/2024	10,500,000.00	07/31/2023 5.48%	10,228,416.36 10,463,175.10	99.65 5.48%	10,463,175.10 0.00	16.73% 0.00	P-1 / A-1+ F-1+	0.0 0.0
912797GM3	US Treasury Bill 5.256% Due 2/8/2024	10,350,000.00	08/11/2023 5.47%	10,081,024.20 10,292,578.20	99.45 5.47%	10,292,578.20 0.00	16.45% 0.00	P-1 / A-1+ F-1+	0.1 0.1
912797GQ4	US Treasury Bill 5.295% Due 3/7/2024	15,500,000.00	09/07/2023 5.52%	15,087,318.74 15,349,519.54	99.03 5.52%	15,349,519.54 0.00	24.54% 0.00	P-1 / A-1+ F-1+	0.1 0.1
912796ZW2	US Treasury Bill 5.083% Due 6/20/2024	27,000,000.00	12/22/2023 5.29%	26,325,231.75 26,348,105.25	97.59 5.29%	26,348,105.25 0.00	42.12% 0.00	P-1 / A-1+ F-1+	0.4 0.4
Total US Treasury		63,350,000.00	5.40%	61,721,991.05 62,453,378.09	5.40%	62,453,378.09 0.00	99.84% 0.00	P-1 / A-1+ F-1+	0.2 0.2
TOTAL PORTFOLIO		63,449,928.37	5.40%	61,821,919.42 62,553,306.46	5.40%	62,553,306.46 0.00	100.00% 0.00	Aaa / AAA AAA	0.2 0.2
TOTAL MARKET VALUE PLUS ACCRUED						62,553,306.46			

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	12/01/2023	60934N104	1,074.28	Federated Investors Government Obligations Fund	1.000	5.22%	1,074.28	0.00	1,074.28	0.00
Purchase	12/14/2023	60934N104	26,170,000.00	Federated Investors Government Obligations Fund	1.000	5.22%	26,170,000.00	0.00	26,170,000.00	0.00
Purchase	12/26/2023	912796ZW2	27,000,000.00	US Treasury Bill 5.083% Due 6/20/2024	97.501	5.29%	26,325,231.75	0.00	26,325,231.75	0.00
Subtotal			53,171,074.28				52,496,306.03	0.00	52,496,306.03	0.00
TOTAL ACQUISITIONS			53,171,074.28				52,496,306.03	0.00	52,496,306.03	0.00
DISPOSITIONS										
Sale	12/26/2023	60934N104	26,325,231.75	Federated Investors Government Obligations Fund	1.000	5.22%	26,325,231.75	0.00	26,325,231.75	0.00
Subtotal			26,325,231.75				26,325,231.75	0.00	26,325,231.75	0.00
Maturity	12/14/2023	912797FU6	26,170,000.00	US Treasury Bill 5.138% Due 12/14/2023	100.000		26,170,000.00	0.00	26,170,000.00	0.00
Subtotal			26,170,000.00				26,170,000.00	0.00	26,170,000.00	0.00
TOTAL DISPOSITIONS			52,495,231.75				52,495,231.75	0.00	52,495,231.75	0.00
OTHER TRANSACTIONS										
Dividend	12/01/2023	60934N104	241,020.93	Federated Investors Government Obligations Fund	0.000		1,074.28	0.00	1,074.28	0.00
Subtotal			241,020.93				1,074.28	0.00	1,074.28	0.00
TOTAL OTHER TRANSACTIONS			241,020.93				1,074.28	0.00	1,074.28	0.00

Attachment: 2023-12 - Cash & Investment Report Final (6525 : RECEIPT OF QUARTERLY INVESTMENT

DECEMBER 2023



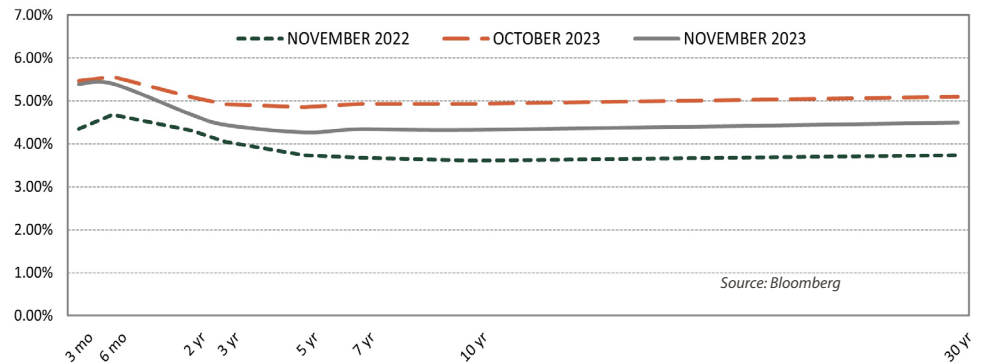
Market Summary

Recent economic data has shown above trend growth fueled by a rise in consumer spending and a continuing healthy US job market. Inflationary trends are subsiding but core levels remain well above the Fed's 2% target. Given the cumulative effects of restrictive monetary policy and tighter financial conditions, we believe the economy will gradually soften and the Fed will remain data dependent as they tread cautiously going forward.

As expected at the November meeting, the Federal Open Market Committee vote unanimously to leave the Federal Funds rate unchanged at a target range of 5.25-5.50%. Market participants interpreted the FOMC statement as somewhat dovish, with the formal statement noting "tighter financial and credit conditions for households and businesses are likely to weigh on economic activity, hiring, and inflation." Federal Reserve Chair Jerome Powell also noted the stance of policy is restrictive, the full effects of the tightening have yet to be felt, and the process of getting inflation to 2% has a long way to go. We believe monetary policy will remain restrictive for longer, but further tightening will not be required for the Federal Reserve to eventually achieve their policy objectives.

US Treasury rates fell sharply across the yield curve in November due to decelerating inflation readings and a more dovish outlook from the Federal Reserve (Fed). In response, bond market participants began pricing in cuts to the federal funds rate by the Fed of 1.00-1.25% throughout 2024, as early as the second quarter of 2024, leading to lower interest rates. At the end of November, the 2-year Treasury yield declined by 41 basis points to 4.68%, and the 10-year Treasury yield decreased by 60 basis points to 4.33%. Recent market activity continues to highlight the complex interplay of fiscal and monetary policies, and investors may be overly optimistic in their pricing of both the level and timing of rate cuts by the Fed. Fed Chair Jerome Powell will have the opportunity to clarify the Fed's position on the future course of monetary policy at the meeting of the Federal Open Market Committee in December and potentially push back on market expectations when announcing its latest policy decision.

Treasury Yields Fell Across the Curve in October



At the end of November, the 2-year Treasury yield declined by 41 basis points to 4.68% and the 10-year Treasury yield decreased by 60 basis points to 4.33%. The inversion between the 2-year Treasury yield and 10-year Treasury yield widened to -35 basis points at the end of November compared to -16 basis points at the end of October. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -71 basis points. The inversion between 3-month and 10-year Treasuries widened to -107 basis points in November from -54 basis points in October. The shape of the yield curve continues to indicate that the probability of a recession persists or potentially signals slower future economic growth.

TREASURY YIELDS	Trend (▲/▼)	11/30/2023	10/31/2023	Change
3-Month	▲	5.39	5.47	-0.08
2-Year	▲	4.68	5.09	-0.41
3-Year	▲	4.44	4.93	-0.48
5-Year	▲	4.27	4.86	-0.59
7-Year	▲	4.34	4.93	-0.59
10-Year	▲	4.33	4.93	-0.61
30-Year	▲	4.50	5.10	-0.60

Source: Bloomberg

Market Data

World Stock Market Indices
data as of 11/30/2023

	Change (10/31/2023)	%CHG
S&P 500	4,567.80	374.00 8.92%
NASDAQ	14,226.22	1,374.98 10.70%
DOW JONES	35,950.89	2,898.02 8.77%
FTSE (UK)	7,453.75	132.03 1.80%
DAX (Germany)	16,215.43	1,405.09 9.49%
Hang Seng (Hong Kong)	17,042.88	(69.60) (0.41%)
Nikkei (Japan)	33,486.89	2,628.04 8.52%

Source: Bloomberg. Please see descriptions of indices on Page 2.

Credit Spreads Tightened in November

CREDIT SPREADS	Spread to Treasuries (%)	One Month Ago (%)	Change
3-month top rated commercial paper	5.53	5.62	(0.09)
2-year A corporate note	5.15	5.59	(0.44)
5-year A corporate note	4.98	5.64	(0.66)
5-year Agency note	4.43	4.94	(0.51)

Source: Bloomberg

Data as of 11/30/2023

Recent Inflation Data Ease

ECONOMIC INDICATOR	Current Release	Prior Release	One Year Ago
Trade Balance	(64.26) \$Bln OCT 23	(58.66) \$Bln SEP 23	(78.33) \$Bln OCT 22
Gross Domestic Product	5.20% SEP 23	2.10% JUN 23	2.70% SEP 22
Unemployment Rate	3.70% NOV 23	3.80% OCT 23	3.60% NOV 22
Prime Rate	8.50% NOV 23	8.50% OCT 23	7.00% NOV 22
Refinitiv/CoreCommodity CRB Index	273.64 NOV 23	281.15 OCT 23	279.76 NOV 22
Oil (West Texas Int.)	\$75.96 NOV 23	\$81.02 OCT 23	\$80.55 NOV 22
Consumer Price Index (y/o/y)	3.10% NOV 23	3.70% OCT 23	7.10% NOV 22
Producer Price Index (y/o/y)	(0.90%) NOV 23	2.10% OCT 23	10.50% NOV 22
Euro/Dollar	1.09 NOV 23	1.06 OCT 23	1.04 NOV 22

Source: Bloomberg

Since 1988, Chandler Asset Management has specialized in providing fixed income investment solutions to risk-averse public agencies and institutions. Chandler's mission is to provide fully customizable client-centered portfolio management that preserves principal, mitigates risk, and generates income in our clients' portfolios.

Economic Roundup

Consumer Prices

The Consumer Price Index (CPI) rose by +0.3% month-over-month and +3.1% year-over-year in November. This increase was driven by higher housing a service-sector costs. The Core CPI, excluding food and energy, also rose by +0.3% month-over-month and remained at +4.0% year-over-year, unchanged from the previous month. Rent, medical care, and motor-vehicle insurance costs increased, while used-car prices saw their first rise since May, offset by lower apparel and furniture costs. Shelter prices, a significant component of CPI, increased by +0.4%, offsetting declining gasoline prices. Conversely, core goods prices, excluding food and energy, fell for the sixth consecutive month. The Personal Consumption Expenditures (PCE) Index remained stable in October, with inflation unchanged month-over-month and a year-over-year increase of +3.0%, down from 3.4% in September. Core PCE, the Fed's preferred gauge, increased by +0.2% month-over-month and slowed to 3.5% year-over-year in October, compared to a +3.7% year-over-year increase in September. Inflation continues to exceed the Fed's 2% target.

Retail Sales

Retail Sales declined 0.1% in October after an upward revision to 0.9% in September, slightly exceeding the -0.3% consensus forecast. On a year-over-year basis, Retail Sales growth decelerated to 2.5% in October versus 4.1% in September. Food and beverage stores, along with health and personal care stores extended their gains in October while gasoline, furniture, car dealers and parts contributed to the month-over-month decline. E-commerce sales remained robust, rising 2.3% in the third quarter to represent 15.6% of total sales. The Conference Board's Consumer Confidence Index increased for the first time in four months in November, reaching an index level of 102.0, up from a downwardly revised 99.1 in October, despite concerns of rising prices and interest rates. While the consumer has been resilient, dwindling excess savings, rising credit card balances, and the resumption of student loan payments pose potential headwinds to future economic growth.

Labor Market

The U.S. economy added 199,000 jobs in November, exceeding consensus expectations of 185,000, with broad-based gains across industries. The trajectory of job creation is gradually moderating, with the three-month moving average payrolls at 204,000 and the six-month moving average at 186,000. The unemployment rate dropped to 3.7% from 3.9%, and the labor participation rate ticked up slightly to 62.8%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons fell to 7.0% from 7.2% last month. Average hourly earnings rose 4.0% year-over-year in November, consistent with the gradually decelerating trend this year. Employment remains strong by historical standards, but data are trending toward a less robust labor market outlook.

Housing Starts

Housing Starts decelerated month-over-month in October by 1.9% to an annual rate of 1.372 million units. Starts were up 4.9% for multi-family units and 0.2% for single-family. Total starts of new homes are down 4.2% year-over-year. According to Freddie Mac, average 30-year fixed rate mortgage rate declined to 6.80% as of December 7th, paralleling the 10-year US Treasury yields declining. According to the Case-Shiller 20-City Home Price Index, housing prices rose 3.9% year-over-year in September, improving from a 2.1% gain in August. Tight inventories and higher mortgage rates continue to impact affordability.

World Stock Market Index Descriptions

S&P 500—The S&P 500 is a market value-weighted index of 500 large-capitalization stocks. The 500 companies included in the index capture approximately 80% of available US market capitalization. NASDAQ—The NASDAQ Composite Index is the market capitalization-weighted index of over 3,300 common stocks listed on the NASDAQ stock exchange. Dow Jones—The Dow Jones Industrial Average is an index that tracks 30 large, publicly-owned companies trading on the New York Stock Exchange and the NASDAQ. The Financial Times Stock Exchange Group (FTSE)—The FTSE is a share index of the 100 companies listed on the London Stock Exchange with the highest market capitalization. DAX—The Deutscher Aktienindex (DAX) is a blue chip stock market index consisting of the 30 major German companies trading on the Frankfurt Stock Exchange. Hang Seng—The Hang Seng Index is a freefloat-adjusted market-capitalization weighted stock market index in Hong Kong. It is used to record and monitor daily changes of the largest companies of the Hong Kong stock market and is the main indicator of overall market performance in Hong Kong. Nikkei—Japan Nikkei 225 Stock Average is a price-weighted index composed of Japan's top 225 blue-chip companies traded on the Tokyo Stock Exchange.

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Data source: Bloomberg and the U.S. Department of Labor. This report is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as an indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment. Fixed income investments are subject to interest, credit, and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to pay interest or principal. Market risk: the value of investments may decline due to economic conditions, especially during periods of market volatility. Rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk.



Report to City Council

TO: Mayor and City Council
 Mayor and City Council Acting in its Capacity as
 President and Members of the Board of Directors of the
 Moreno Valley Community Services District (CSD)

FROM: Jeremy Bubnick, Parks & Community Services Director

AGENDA DATE: February 20, 2024

TITLE: AUTHORIZE PARTNERSHIP CERTIFICATION
 AGREEMENT BETWEEN THE NATIONAL PARK SERVICE
 & CITY OF MORENO VALLEY

RECOMMENDED ACTION

Recommendation: That the City Council and CSD:

1. Authorize the Partnership Certification Agreement between the National Park Service U.S. Department of the Interior and the of City of Moreno Valley.

SUMMARY

The National Park Service would like to honor the City of Moreno Valley by certifying its segment of the Historical Juan Bautista De Anza Trail. This report recommends approval to enter into a Partnership Certification Agreement with the National Park Service U.S. Department of the Interior related to the Juan Bautista de Anza National Historic Trail along Moreno Valley.

This agreement represents the Secretary of the Interior's certification of a partnership, under section 7(h) of the National Trails System Act, that the Moreno Valley Juan Bautista de Anza trail, managed by the City of Moreno Valley Parks & Community Services Department, owned by the City of Moreno Valley, and located from Eucalyptus Avenue south to Lasselle Avenue meets the national historic trail criteria established by the National Trails System Act and any supplemental criteria prescribed by the Secretary of the Interior.

DISCUSSION

The Juan Bautista de Anza National Historic Trail seeks to designate a continuous non-

motorized recreation trail following the historic 1,200-mile route from Nogales, Arizona to the San Francisco Bay Area. The National Park Service will reach this goal through Trail partnership and Certification. Designating pre-existing and new trails as official components of the Anza Trail will create a continuous recreation experience for visitors. The recreation retracement trail is a tangible experience of place for people. It offers the opportunity for visitors to immerse themselves in the environment and relate to the story and legacy of the expedition.

Trail Certification is a partnership that helps non-federal landowners protect and preserve their historic trail properties and share them with others. The National Park Service does not own or manage segments of the Anza Trail that fall outside of National Park boundaries. The owner/manager retains all legal rights to the property, and nothing in the certification agreement is to be construed as granting any legal authority to the National Park Service over the property or any action by the owner/manager.

The National Park Service and the City of Moreno Valley agree voluntarily to strive to achieve the highest level of visitor appreciation of trail resources, as provided for in the Comprehensive Management and Use Plan for the Juan Bautista de Anza National Historic Trail for "... the identification and protection of the historic route and its historic remnants and artifacts for public use and enjoyment." (National Trails System Act 16 U.S.C. – 1241 et seq. Section 3(a)(3)).

Through this agreement, the National Park Service and City of Moreno Valley agree to work jointly on planning, interpreting, resource management, and other matters that related to the Juan Bautista de Anza National Historic Trail along Moreno Valley Juan Bautista de Anza trail and strive to meet the goals and objectives of the Comprehensive Management and Use Plan for the trail.

In addition, by becoming a partner, the City will join a community that exchanges knowledge, resources, ideas, and approaches. Furthermore, Anza National Historic Trail partners can take advantage of technical assistance, protection and site development guidance, project funding and assistance, and recognition as a National Historic Trail.

ALTERNATIVES

1. Approve the recommendation as listed in this staff report. ***Staff recommends this alternative as it will allow for the approval of the Partnership Certification Agreement between the City and the National Park Service.***
2. Do not approve the recommendations as listed in this staff report. ***Staff does not recommend this alternative.***

FISCAL IMPACT

There is no fiscal impact.

NOTIFICATION

Posting of agenda.

PREPARATION OF STAFF REPORT

Prepared By:
Patty Yhuit
PCS Admin & Fin Services Division Manager

Department Head Approval:
Jeremy Bubnick
Parks & Community Services Director

CITY COUNCIL GOALS

Positive Environment. Create a positive environment for the development of Moreno Valley's future.

Community Image, Neighborhood Pride and Cleanliness. Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. CertAgreementForm-Moreno Valley CA - Feb 2024_combined

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:12 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:52 AM



National Park Service
U.S. Department of the Interior

Juan Bautista de Anza
 National Historic Trail
 440 Civic Center Plaza, Suite
 300
 Richmond, CA 94804
 Phone: 510-232-5050 x6702



Partnership Certification Agreement

Between the National Park Service and City of Moreno Valley
 City of Moreno Valley, Riverside County, California
 GENERAL

This agreement represents the Secretary of the Interior's certification of a partnership, under section 7(h) of the National Trails System Act, that the Moreno Valley Juan Bautista de Anza trail, managed by the City of Moreno Valley Parks & Community Services Department, owned by the City of Moreno Valley, and located from Eucalyptus Avenue south to Lasselle Avenue meets the national historic trail criteria established by the National Trails System Act and any supplemental criteria prescribed by the Secretary of the Interior.

The National Park Service and the City of Moreno Valley agree voluntarily to strive to achieve the highest level of visitor appreciation of trail resources, as provided for in the Comprehensive Management and Use Plan for the Juan Bautista de Anza National Historic Trail for "... the identification and protection of the historic route and its historic remnants and artifacts for public use and enjoyment." (National Trails System Act 16 U.S.C. – 1241 et seq. Section 3(a)(3)).

Through this agreement, the National Park Service and City of Moreno Valley agree to work jointly on planning, interpreting, resource management, and other matters that related to the Juan Bautista de Anza National Historic Trail along Moreno Valley Juan Bautista de Anza trail and strive to meet the goals and objectives of the Comprehensive Management and Use Plan for the trail.

The City of Moreno Valley retains all legal rights to the property, and nothing in this agreement is to be construed as granting any legal authority to the National Park Service over the property or any action by the City of Moreno Valley.

The agreement may be canceled by either party at any time by providing written notice to the other party. The National Park Service agree, whenever possible, to identify issues or concerns to allow for resolution.

This agreement will remain in effect unless cancelled by either party, or until the ownership of the property is transferred to another entity.

EXPERIENCE YOUR AMERICA

The National Park Service cares for special places saved by the American people so that all may experience our heritage.

TRAIL SEGMENT CERTIFICATION

I hereby agree to a partnership with the National Park Service for the Moreno Valley Juan Bautista de Anza trail, a certified trail segment of the Juan Bautista de Anza National Historic Trail.

Ulises Cabrera, Mayor
City of Moreno Valley, California

Date _____

On behalf of the Secretary of the Interior, I agree to a partnership with the City of Moreno Valley and certification of 8 miles of trail as Juan Bautista de Anza National Historic Trail recreation retracement route.

Naomi L. Torres, Superintendent
Juan Bautista de Anza National Historic Trail

Date _____

AGREEMENT APPENDICES

A. Owner or Managing Authority Responsible for Trail Site

- Name: City of Moreno Valley
- Address: 14177 Frederick Blvd. Moreno Valley, Ca 92553
- Telephone: 951-413-3280
- Fax: n/a
- Email: parksandlandscape@moval.org
- Point of Contact: Jeremy Bubnick

B. Site Description and Historic Relationship to the Anza Trail

- General location map - See Appendix A
- Detailed location map – See Appendix A
- Geospatial data – GIS shape file provided NPS

- Length of segment
8 miles

- Type of legal jurisdiction (ownership, lease agreement, etc)
Ownership

- Owner/Manager. If the land is owned in less than fee simple, enclose a copy of the lease, agreement, or other document that conveys the legal interest

- General environment of the site/segment including present land use and any potential conflicts.
Land use surrounding trail is majority residential with some commercial.

- General description of visitor experience, including type of use
Trail is used for recreational activities such as walking, jogging, and biking.

- Historic relationship and proximity to the historic corridor

The trail segment is near the historic corridor. The segment is located between campsite 58 and 59 and located on the ancestral lands of the Luiseno, Tongva, and Cahuilla.

- Criteria for certification defined in Comprehensive Management and Use Plan (CMUP)

Per CMUP 1996 Chapter 3, “Congress established the Juan Bautista de Anza National Historic Trail not only to commemorate the significance of Anza’s colonizing expedition to San Francisco Bay, but also to provide outdoor recreational opportunities (CMUP, 34)”. The recreational trail must be on or near the historic corridor, available for public use, interpretation, and appreciation, and have potential to connect into a continuous recreational trail (CMUP, 34). The CMUP identifies the City of Moreno Valley as an agency and organization with whom to coordinate within Riverside County (CMUP, C-18).

C. Facilities, Use, Access, and Management Practices

- Existing and proposed interpretive facilities for interpreting the Anza Trail (signs, museums, displays, brochures, programs). Include copies of existing media and location.
Information can be found on the City’s website moval.org.
- Existing and proposed recreation facilities and permitted recreation use of the site/segment

Concrete, pavement and decomposed granite trail with lighting in some sections for walking, jogging and biking. Rest areas with benches are proposed at various locations of the trail. The trail is not developed at parcel 15795 Perris Blvd., Moreno Valley and adjacent properties highlighted in the screenshot below. The City is seeking the development of the trail at this section through the future development of the parcels. No date is determined for development of the parcel or trail at the time of Certification. The Certificate Agreement details will be updated without a renewed signature upon completion of the trail. The necessary GIS files and map will be resubmitted at that time.

See Appendix B

- Public access – hours, fees, permits, visiting seasons/days/hours, etc.
7 days a week 24 hrs/day
- Describe ADA compliance or any safety (e.g., no ramps, no hardened trails, cattleguard, narrow doorways, interior stairs, etc.) or accessibility concerns (e.g., parking, traffic, livestock, electric fences, open wells, unstable buildings, etc.)

Entire trail segment is ADA compliant. Street parking or City Park parking lot is available at various locations along the trail.

- Management policies or regulations
2040 City General Plan available at moval.org/city_hall/general-plan2040/MV-GeneralPlan-complete.pdf
- Maintenance practices – how maintenance is performed and by whom
Maintenance is performed weekly by contractors and augmented by City staff when necessary.

D. Legal and Policy Compliance

To achieve and retain official site certification, any use, development, or resource management activity at the site (such as historic restoration and rehabilitation, vegetation controls, exhibits, etc.) will require compliance with all applicable environmental and historic resource protection laws including the National Environmental Policy Act, Section 106 of the Historic Preservation Act, and others as required.

Section 5 (a) (15) of the National Trails System Act (16 U.S.C. 1241 et seq.) states that, for the Juan Bautista de Anza National Historic Trail, "Before acquiring any easement or entering into any cooperative agreement with a private landowner with respect to the trail, the Secretary shall notify the landowner of the potential liability, if any, for injury to the public resulting from physical conditions which may be on the landowner's land. The United States shall not be held liable by reason of such notice or failure to provide such notice to the landowner." The states of Arizona and California have statutes that can protect landowners from liability arising from recreational use of their lands by the public when no fees are charged.

The landowner remains responsible to the extent required by law for the potential liability, if any, for injury to the public resulting from physical conditions which may be on the landowner's land.

By entering into this certification agreement, the National Park Service, the Department of the Interior and the United States Government assume no liability for any injury to the public resulting from the physical conditions which may be present on the land.

E. National Trails System Certification Program

- Filled out by NPS Staff (Adobe Form)

F. Additional Appendices as needed

- a. Appendix A – Detailed map

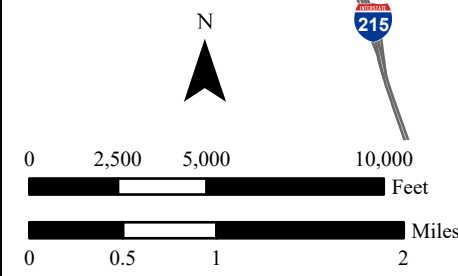
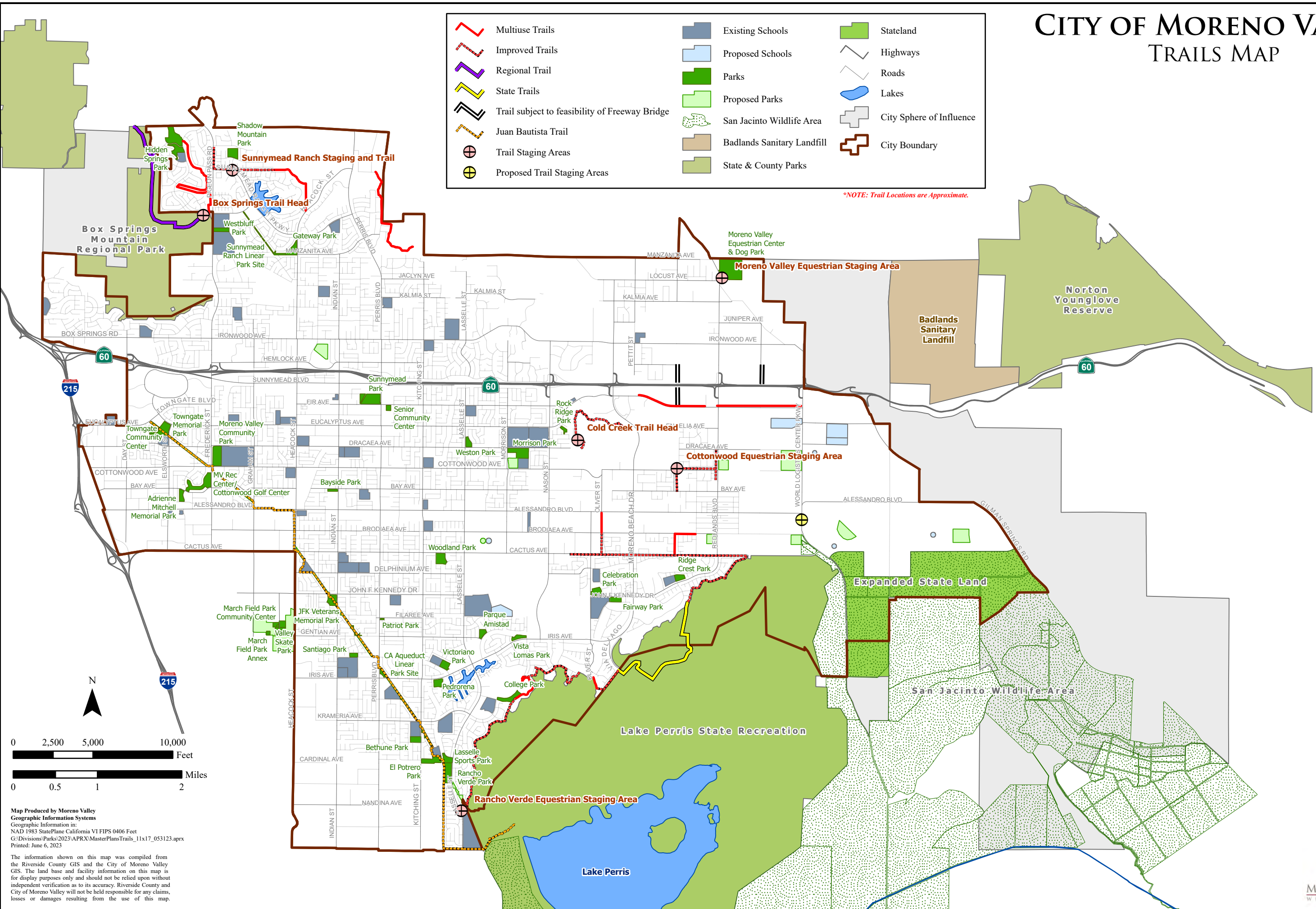
Appendix A

Attachment: CertAgreementForm-Moreno Valley CA - Feb 2024_combined (6547 : AUTHORIZE PARTNERSHIP CERTIFICATION AGREEMENT

CITY OF MORENO VALLEY TRAILS MAP

	Multiuse Trails		Existing Schools		Stateland
	Improved Trails		Proposed Schools		Highways
	Regional Trail		Parks		Roads
	State Trails		Proposed Parks		Lakes
	Trail subject to feasibility of Freeway Bridge		San Jacinto Wildlife Area		City Sphere of Influence
	Juan Bautista Trail		Badlands Sanitary Landfill		City Boundary
	Trail Staging Areas		State & County Parks		
	Proposed Trail Staging Areas				

**NOTE: Trail Locations are Approximate.*



Map Produced by Moreno Valley Geographic Information Systems
 Geographic Information in:
 NAD 1983 StatePlane California VI FIPS 0406 Feet
 G:\Divisions\Parks\2023\APRX\MasterPlans\Trails_11x17_053123.aprx
 Printed: June 6, 2023

The information shown on this map was compiled from the Riverside County GIS and the City of Moreno Valley GIS. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. Riverside County and City of Moreno Valley will not be held responsible for any claims, losses or damages resulting from the use of this map.

Attachment: CertAgreementForm-Moreno Valley CA - Feb 2024_combined (6547 : AUTHORIZE PARTNERSHIP CERTIFICATION AGREEMENT

Appendix B

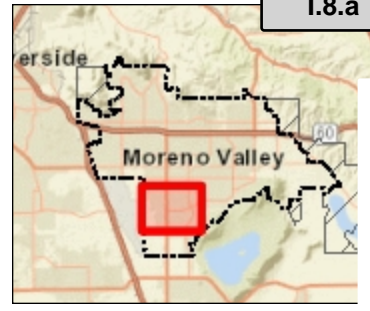
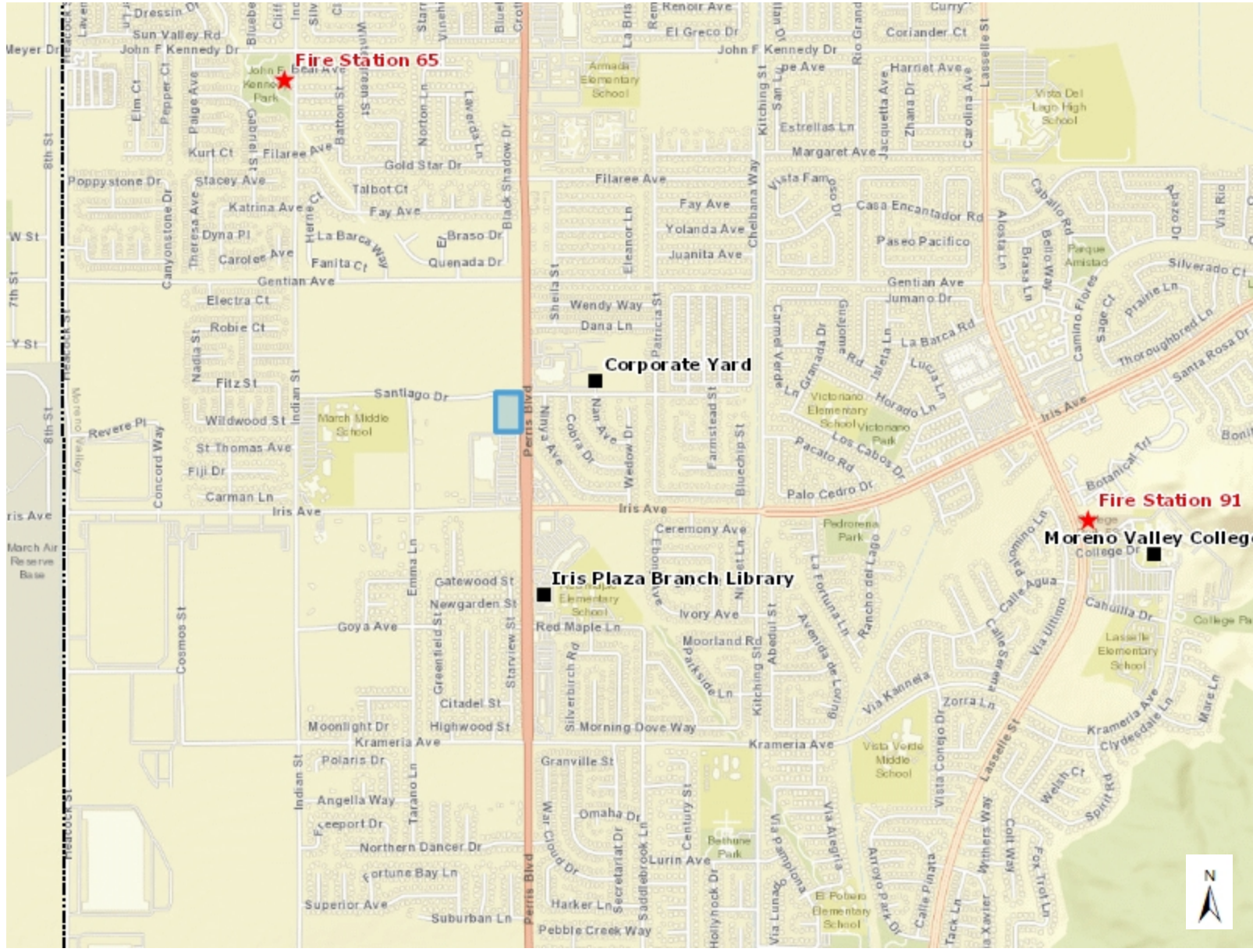
Attachment: CertAgreementForm-Moreno Valley CA - Feb 2024_combined (6547 : AUTHORIZE PARTNERSHIP CERTIFICATION AGREEMENT

EXPERIENCE YOUR AMERICA

The National Park Service cares for special places saved by the American people so that all may experience our heritage.



Juan Bautista de Anza trail sections not developed.



- Legend**
- Public Facilities
 - Public Facilities; Iris Plaza Branch
 - ★ Fire Stations
 - City Boundary
 - Sphere of Influence

3,468.7 0 1,734.35 3,468.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

Print Date: 2/6/2024

DISCLAIMER: The information shown on this map was compiled from the City of Moreno Valley GIS and Riverside County GIS. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. Riverside County and City of Moreno Valley will not be held responsible for any claims, losses or damages resulting from the use of this map.

Notes:



Report to City Council

TO: Mayor and City Council

FROM: Melissa Walker, Public Works Director/City Engineer

AGENDA DATE: February 20, 2024

TITLE: AUTHORIZATION TO AWARD A PROFESSIONAL CONSULTANT SERVICES AGREEMENT TO TKE ENGINEERING INC. FOR THE REDLANDS BOULEVARD AND LOCUST AVENUE TRAFFIC SIGNAL (PROJECT NO 808 0040)

RECOMMENDED ACTION

Recommendations:

1. Award an Agreement for Professional Consultant Services to TKE Engineering, Inc. to provide traffic engineering services for the Redlands Boulevard and Locust Avenue Traffic Signal Project; and
2. Authorize the City Manager to execute an Agreement for Professional Consultant Services with TKE Engineering, Inc. in the amount of \$117,800, subject to the approval of the City Attorney; and
3. Authorize the issuance of a Purchase Order for TKE Engineering, Inc. in the amount of \$117,800 when the Agreement has been signed by all parties using the Development Impact Fees (DIF) Traffic Signals Fund (Fund 3302); and
4. Authorize the City Manager to execute any subsequent Amendments to the Agreement with TKE Engineering, Inc., subject to the approval of the City Attorney.

SUMMARY

This report recommends awarding an agreement for professional consultant services to TKE Engineering, Inc. to provide traffic engineering for the Redlands Boulevard and Locust Avenue Traffic Signal Project, in the amount of \$117,800.

DISCUSSION

This project will conduct a traffic signal warrant analysis at the intersection of Redlands Boulevard and Locust Avenue. Furthermore, it includes the design of a four-legged traffic signal. As one of the main connection corridors between the City of Moreno Valley, Riverside County, and San Bernardino County, the north and southbound traffic on Redlands Boulevard is currently uncontrolled. The east-west traffic on Locust Avenue, which provides access to residential properties including an Equestrian Center located northeast of the intersection, is currently stop-controlled.

Both streets do not have concrete curbs, gutter, and sidewalks. The existing edge of both streets are delineated by AC berms. The selected consultant will provide a traffic signal design based on the ultimate build out condition of the project site along with an interim street improvement design to meet existing traffic demands and roadway conditions per Caltrans, City’s and other applicable design Standards.

The placement of the proposed Signal Standards, signal controller, and other traffic signal appurtenances will be able to accommodate the ultimate build out condition of the project site.

A Request for Proposals (RFP) for Professional Consultant Services was distributed and advertised in accordance with the City’s procurement processes on December 1, 2023. The City received four (4) proposals in response to the RFP. Following a competitive selection process, TKE Engineering, Inc. was selected as the most qualified consultant for the project. The selection process was pursuant to the City’s Municipal Code requirements for professional services procurement. Staff recommends the award of the contract to TKE Engineering, Inc. to perform Professional Consultant Services for Redlands Boulevard and Locust Avenue Traffic Signal Project.

ALTERNATIVES

1. Approve and authorize the recommendations as presented in this report. This alternative will allow Redlands Boulevard and Locust Avenue Traffic Signal Project to move forward in a timely manner.
2. Do not approve the recommended actions as presented in this staff report. This alternative will prohibit the City from conducting the project.

FISCAL IMPACT

This project is funded by DIF Traffic Signals Funds (Fund 3302) and was approved in the FY 2023/24 and 2024/25 Capital Improvement Plan (CIP). There is no impact to the General Fund.

AVAILABLE BUDGET

DIF Traffic Signals

(Account 3302-70-76-80008-720199) (Project No. 808 0040-3302-99) \$250,000

NOTIFICATION

Publication of agenda

PREPARATION OF STAFF REPORT

Prepared By:
Wei Sun, T.E., PTOE
City Traffic Engineer

Department Head Approval:
Melissa Walker, P.E
Public Works Director/City Engineer

Concurred By:
Harold Zamora, P.E.
Engineering Division Manager/Assistant City Engineer

CITY COUNCIL GOALS

Public Facilities and Capital Projects. Ensure that needed public facilities, roadway improvements, and other infrastructure improvements are constructed and maintained.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. A Sample Consultant Agreement for Project Specific Services 808 0040

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:06 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:53 AM

**AGREEMENT FOR PROFESSIONAL CONSULTANT AND ENGINEERING SERVICES
FOR TRAFFIC SIGNAL DESIGN
PROJECT NO. 808 0040**

This Agreement (hereinafter, this "Agreement") is made and entered into this ____ day of _____ 2023 ("Effective Date"), by and between the City of Moreno Valley, a municipal corporation in the County of Riverside, State of California, hereinafter referred to as the "City," and _____, (California corporation, partnership, sole ownership), hereinafter referred to as "Consultant."

RECITALS

WHEREAS, the City has determined it is in the public interest to proceed with the professional work hereinafter described as "Project"; and

WHEREAS, the City has determined the Project involves the performance of professional and technical services of a temporary nature as more specifically described in Exhibit "A" (City's Request for Proposal) and Exhibit "B" (Consultant's Proposal) hereto; and

WHEREAS, the City does not have available employees to perform the services for the Project; and

WHEREAS, the City has requested the Consultant to perform such services for the Project; and

WHEREAS, the Consultant is professionally qualified in California to perform the professional and technical services required for the Project, and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement;

THEREFORE, the City and the Consultant, for the consideration hereinafter described, mutually agree as follows:

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 808 0040**

DESCRIPTION OF PROJECT

1. The Project is described as Traffic Signal Design. Project No. 808 0040.

SCOPE OF SERVICES

2. The Consultant's scope of service is described on Exhibit "B" attached hereto and incorporated herein by this reference. In the event of a conflict or ambiguity, the terms of this Agreement shall take precedence over Consultant's Proposal. In the event of a conflict, the City's Request for Proposal shall take precedence over the Consultant's Proposal.

3. The City's responsibility is described on Exhibit "C" attached hereto and incorporated herein by this reference.

PAYMENT TERMS

4. The City agrees to pay the Consultant and the Consultant agrees to receive a "Not-to-Exceed" fee of \$_____ in accordance with the payment terms provided on Exhibit "D" attached hereto and incorporated herein by this reference.

TIME FOR PERFORMANCE

5. The Consultant shall commence services upon receipt of written direction to proceed from the City.

6. The Consultant shall perform the work described on Exhibit "A" in accordance with the schedule set forth in Exhibit "B" attached hereto and incorporated by this reference.

7. This Agreement shall be effective from effective date and shall continue in full force and effect date through _____, subject to any earlier termination in accordance with this Agreement. The services of Consultant shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement.

8. (a) The Consultant agrees that the personnel, including the principal Project

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 808 0040**

Manager, and all subconsultants assigned to the Project by the Consultant, shall be subject to the prior approval of the City.

(b) No change in subconsultants or key personnel shall be made by the Consultant without written prior approval of the City.

SPECIAL PROVISIONS

9. It is understood and agreed that the Consultant is, and at all times shall be, an independent consultant and nothing contained herein shall be construed as making the Consultant or any individual whose compensation for services is paid by the Consultant, an agent or employee of the City, or authorizing the Consultant to create or assume any obligation or liability for or on behalf of the City.

10. The Consultant may also retain or subcontract for the services of other necessary consultants with the prior written approval of the City. Payment for such services shall be the responsibility of the Consultant. Any and all subconsultants employed by the Consultant shall be subject to the terms and conditions of this Agreement, except that the City shall have no obligation to pay any subconsultant for services rendered on the Project.

11. The Consultant and the City agree to use reasonable care and diligence to perform their respective services under this Agreement. Consultant shall prepare design documents free from defects.

12. The Consultant shall comply with applicable federal, state, and local laws in the performance of work under this Agreement.

13. To the extent required by controlling federal, state and local law, Consultant shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation,

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 808 0040**

ethnicity, status as a disabled veteran or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, Consultant agrees as follows:

(a) Consultant will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.

(b) Consultant will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Consultant shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to Consultant's employment practices including, 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. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

(c) Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant in pursuit hereof, state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin,

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 808 0040**

ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.

(d) If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall cause each subconsultant to also comply with the requirements of this Section 13.

14. Indemnification.

a. Design Professional Services. To the fullest extent permitted by law, including but not limited to Civil Code Section 2782.8, in performing “design professional services” as defined in Section 2782.8, the Consultant agrees to indemnify, defend, and save the City, the Moreno Valley Community Services District (CSD), and the Moreno Valley Housing Authority (MVHA), their officers, agents and employees harmless from any and all liability, claims, demands, damages, or injuries to any person, including injury to the Consultant's employees and all claims which arise from or are connected with the negligent, reckless, or willful misconduct in the performance of or failure to perform the work or other obligations of the Consultant under this RFP and/or related Agreement, or are caused or claim to be caused by the negligent acts of the Consultant, its officers, agents or employees, or its subconsultant(s) or any person acting for the Consultant or under its control or direction; provided, however, that this indemnification and hold harmless shall not include claims arising from the sole negligence, active negligence, or willful misconduct of the City, MVHA, and CSD, their officers, agents or employees; and does not apply to any passive negligence of City unless caused at least in part by Consultant.

b. Non-Design Professional Services. For all non-design professional services, Consultant shall indemnify, defend, and save the City, the Moreno Valley Community Services District (CSD), and the Moreno Valley Housing Authority (MVHA), their officers, agents and

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 808 0040**

employees harmless from any and all liability, claims, demands, damages, or injuries to any person, including injury to the Consultant's employees and all claims which arise from or are connected with the performance of or failure to perform the work or other obligations of the Consultant, or are caused or claim to be caused by the acts of the Consultant, its officers, agents or employees, or its subconsultant(s) or any person acting for the Consultant or under its control or direction; provided, however, that this indemnification and hold harmless shall not include claims arising from the sole negligence or willful misconduct of the City, MVHA, and CSD, their officers, agents or employees.

c. If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall require each subconsultant to indemnify, hold harmless and defend City, CSD, Housing Authority and each of their officers, officials, employees, agents and volunteers in accordance with the terms of the preceding paragraph.

d. CalPERS Indemnity. To the fullest extent permitted by law, in addition to obligations set forth in this section, in the event that any person providing services under this Agreement is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, to the fullest extent of the law, Consultant shall indemnify, defend, and hold harmless City for any costs and expenses incurred by City, including without limitation, payment that City is required as a result to make to CalPERS, whether in the form of employee and/or employer contributions, taxes, or any similar obligations, as well as for the payment of any penalties and interest.

15. CalPERS Participation. As set forth in this Agreement and in the Request for Proposals, City has an obligation to treat all persons working for or under the direction of Consultant as an independent Consultant of City and agents and employees of Consultant, and not as agents or employees of City. Consultant and City acknowledge and agree that City

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participates in a defined benefit plan (“CalPERS”), and that it is possible that CalPERS may find that persons providing services pursuant to this Agreement are employees of City and should be registered with the CalPERS as employees of City.

16. CalPERS Retiree Disclosure. Consultant hereby expressly agrees to clearly and conspicuously disclose to City in writing any and all persons working for Consultant who are retirees under the California Public Employees’ Retirement System (CalPERS) whom receives a monthly CalPERS retirement allowance, and whom are, subject to City approval, assigned by Consultant to provide services to City under the Agreement, prior to such person performing any services hereunder. Nothing herein shall be deemed or interpreted to limit a CalPERS retiree’s obligations under applicable law, rules or regulations.

Joint Cooperation. In the event that CalPERS initiates an inquiry that includes examination of whether individuals providing services under this Agreement to City are City’s employees, Consultant shall within five days and share all communications and documents from CalPERS that it may legally share. In the event that either Consultant or City files an appeal or court challenge, Consultant and City each agree to cooperate with each other in responding to the inquiry and any subsequent administrative appeal or court challenge of an adverse determination.

This section shall survive termination or expiration of this Agreement.

17. Insurance.

(a) Throughout the life of this Agreement, Consultant shall pay for and maintain in full force and effect all insurance as required in **Exhibit E** or as may be authorized in writing by the City Manager or his/her designee at any time and in his/her sole discretion.

(b) If at any time during the life of the Agreement or any extension, Consultant or any of its subconsultant fail to maintain any required insurance in full force and effect, all

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services and work under this Agreement shall be discontinued immediately, and all payments due or that become due to Consultant shall be withheld until notice is received by City that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to City. Any failure to maintain the required insurance shall be sufficient cause for City to terminate this Agreement. No action taken by City pursuant to this section shall in any way relieve Consultant of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by City that an insurer has commenced proceedings, or has had proceedings commenced against it, indicating that the insurer is insolvent.

(c) The fact that insurance is obtained by Consultant shall not be deemed to release or diminish the liability of Consultant, including, without limitation, liability under the indemnity provisions of this Agreement. The duty to indemnify City shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of Consultant, its principals, officers, agents, employees, persons under the supervision of Consultant, vendors, suppliers, invitees, consultants, sub-consultants, subconsultants or anyone employed directly or indirectly by any of them.

(d) Upon request of City, Consultant shall immediately furnish City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of this Agreement.

(e) If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall require each subconsultant to provide

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insurance protection in favor of City and each of its officers, officials, employees, agents and volunteers in accordance with the terms of this section, except that any required certificates and applicable endorsements shall be on file with Consultant and City prior to the commencement of any services by the subconsultant.

18. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

19. Consultant and subconsultants shall pay prevailing wage rates when required by the Labor Laws of the State of California. Consultant and all of Consultant's subcontractors, if any, shall pay each employee engaged in all applicable trades or occupation not less than the prevailing hourly wage rate for work of a similar character in the locality in which the public work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work. In accordance with the provisions of Section 1770 of the California Labor Code ("Labor Code"), the Director of Department of Industrial Relations of the State of California has determined the general prevailing rates of wages and employer payments for health and welfare, pension, vacation, travel time, and subsistence pay as provided for in Labor Code Section 1773.8, apprenticeship or other training programs authorized by Labor Code Section 3093 and similar purposes applicable to the work to be done. Said wages are available through the California Department of Industrial Relations' Internet website at <http://www.dir.ca.gov/dlsr/PWD/index.htm> and are on file at City Hall, as provided in Section 1773.2 of the Labor Code. Said rates shall be posted at the Project site where work is to be performed, in accordance with Labor Code Section 1773.2. Consultant shall access a copy of

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the wage rate determination and shall make all subcontractors, if any, aware of the determination. As the wage determination for each craft reflects an expiration date, it shall be the Consultant's responsibility to ensure that the prevailing wage rates of concern are current and paid. Subject to the safe harbor provisions of Labor Code Section 1775, Consultant shall forfeit to the City an amount not to exceed two hundred dollars (\$200) for each calendar day or portion thereof, as set by the Labor Commissioner in accordance with the terms of Labor Code section 1775, for each laborer, workmen or mechanics employed that is paid less than the general prevailing rate of wages herein referred to and stipulated for any work done under the proposed contract, by him, or by any subcontractor under him, in violation of the provisions of the Labor Code, and in particular, Sections 1770 to 1781 inclusive. Consultant and any and all or its subcontractors shall forfeit to the City twenty-five dollars (\$25) for each worker employed in the performance of this Agreement for each calendar day during which the worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Section 1813 of the Labor Code. In the event the total cost of the Project is thirty thousand dollars (\$30,000.00) or more, Consultant shall further comply with provisions set forth in Labor Code Section 1777.5 pertaining to employment of properly registered apprentices, including without limitation the obligation to (i) pay employed apprentices the prevailing rate of per diem wages for apprentices in the trade to which he or she is registered and shall be employed only at the work of craft or trade to which he or she is registered; (ii) employ apprentices in at least the ratio as set forth in said section; (iii) submit contract award information to an applicable apprenticeship program; and (iv) contribute to California Apprenticeship Council.

Consultant and all subcontractors hired to perform any work under the Project shall keep accurate payroll records, including the name, address, social security number, work

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classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each worker, in accordance with Section 1776 of the Labor Code. Payroll records shall be on forms provided by the Division of Labor Standards Enforcement (“DLSE”) or in a manner containing the same information as the forms provided by the DLSE. Failure to comply with the above may result in monetary penalties to the Consultant or affected subcontractor. Payroll records shall be verified by written declaration made under penalty of perjury, that the information contained in the records is true and correct. Consultant and any and all subcontractors shall make a certified copy of all payroll records available for inspection by DLSE, the City or any member of the public and otherwise provide certified copies of such records to any of the foregoing within ten (10) days of Consultant’s and subcontractor’s receipt of written request therefor. Failure to comply with the above may result in monetary penalties, in accordance with Labor Code Section 1776(d) and (h).

Notwithstanding anything else to the contrary, Consultant hereby acknowledges that all contractors and subcontractors must be registered with the Department of Industrial Relations (“Department”) pursuant to Labor Code Section 1725.5 in order to be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any public work contract, including this Agreement, that is subject to the payment of prevailing wages. The Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. In accordance with Section 3700 of the Labor Code, Consultant must secure payment of compensation to all Consultant’s employees. Consultant represents and warrants that Consultant is registered with the Department in the manner prescribed by the Department and has paid the requisite application fee, as required by Labor Code Section 1725.5. Moreover, prior to Consultant entering into any contracts with any subcontractor, Consultant shall obtain proof that all such subcontractors have also registered

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with the Department in accordance with Section 1725.5.

20. (a) The Consultant shall deliver to the Public Works Director/City Engineer of the City or his designated representative, fully completed and detailed project-related documents which shall become the property of the City. The Consultant may retain, for its files, copies of any and all material, including drawings, documents, and specifications, produced by the Consultant in performance of this Agreement. Consultant warrants that it owns all rights in and to the deliverables and Consultant has the necessary authority to grant said rights; that it does not infringe upon any trade name, trademark or copyright; nor has any claim of infringement been threatened or asserted, nor is any such claim pending against Consultant.

(b) The Consultant shall be entitled to copies of all furnished materials for his files and his subconsultants, if any.

(c) The City agrees to hold the Consultant free and harmless from any claim arising from any unauthorized use of computations, maps, and other documents prepared or provided by the Consultant under this Agreement, if used by the City on other work without the permission of the Consultant. Consultant acknowledges that Consultant work product produced under this agreement may be public record under State law.

21. (a) This Agreement shall terminate without any liability of City to Consultant upon the earlier of: (i) Consultant's filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against Consultant; (ii) 10 calendar days prior written notice with or without cause by City to Consultant; (iii) City's non-appropriation of funds sufficient to meet its obligations hereunder during any City fiscal year of this Agreement, or insufficient funding for the Project; or (iv) expiration of this Agreement. The written notice shall specify the date of termination. Upon receipt of such notice, the Consultant

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may continue services on the project through the date of termination, provided that no service(s) shall be commenced or continued after receipt of the notice, which is not intended to protect the interest of the City. The City shall pay the Consultant within thirty (30) days after the date of termination for all non-objected to services performed by the Consultant in accordance herewith through the date of termination. Consultant shall not be paid for any work or services performed or costs incurred which reasonably could have been avoided.

(b) In the event of termination due to failure of Consultant to satisfactorily perform in accordance with the terms of this Agreement, City may withhold an amount that would otherwise be payable as an offset to, but not in excess of, City's damages caused by such failure. In no event shall any payment by City pursuant to this Agreement constitute a waiver by City of any breach of this Agreement which may then exist on the part of Consultant, nor shall such payment impair or prejudice any remedy available to City with respect to the breach.

(c) Upon any breach of this Agreement by Consultant, City may (i) exercise any right, remedy (in contract, law or equity), or privilege which may be available to it under applicable laws of the State of California or any other applicable law; (ii) proceed by appropriate court action to enforce the terms of the Agreement; and/or (iii) recover all direct, indirect, consequential, economic and incidental damages for the breach of the Agreement. If it is determined that City improperly terminated this Agreement for default, such termination shall be deemed a termination for convenience.

(d) Consultant shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of Consultant and without its fault or negligence such as, acts of God or the public enemy, acts of City in its contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. Consultant shall notify City in writing as soon as it is reasonably possible after the

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commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to Administrator of the cessation of such occurrence.

22. This Agreement is binding upon the City and the Consultant and their successors and assigns. Except as otherwise provided herein, neither the City nor the Consultant shall assign, sublet, or transfer its interest in this Agreement or any part thereof without the prior written consent of the other.

23. A City representative shall be designated by the City and a Consultant representative shall be designated by the Consultant. The City representative and the Consultant representative shall be the primary contact person for each party regarding performance of this Agreement. The City representative shall cooperate with the Consultant, and the Consultant's representative shall cooperate with the City in all matters regarding this Agreement and in such a manner as will result in the performance of the services in a timely and expeditious fashion.

24. This Agreement represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be modified or amended only by a subsequent written Agreement signed by both parties.

25. Where the payment terms provide for compensation on a time and materials basis, the Consultant shall maintain adequate records to permit inspection and audit of the Consultant's time and materials charges under this Agreement. The Consultant shall make such records available to the City at the Consultant's office during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records. Except as may be otherwise required by law, such records will be available only to the City. Such records shall be

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maintained by the Consultant for three (3) years following completion of the services under this Agreement.

26. The City and the Consultant agree, that to the extent permitted by law, until final approval by the City, all data shall be treated as confidential and will not be released to third parties without the prior written consent of both parties.

27. (a) Consultant shall comply, and require its subconsultants to comply, with all applicable (i) professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). At any time, upon written request of City, Consultant shall provide a written opinion of its legal counsel and that of any subconsultant that, after a due diligent inquiry, Consultant and the respective subconsultant(s) are in full compliance with all laws and regulations. Consultant shall take, and require its subconsultants to take, reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, Consultant shall immediately notify City of these facts in writing.

(b) In performing the work or services to be provided hereunder, Consultant shall not employ or retain the services of any person while such person either is employed by City or is a member of any City council, commission, board, committee, or similar City body. This requirement may be waived in writing by the City Manager, if no actual or potential conflict is involved.

(c) Consultant represents and warrants that it has not paid or agreed to pay

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any compensation, contingent or otherwise, direct or indirect, to solicit or procure this Agreement or any rights/benefits hereunder.

(d) Neither Consultant, nor any of Consultant's subconsultants performing any services on this Project, shall bid for, assist anyone in the preparation of a bid for, or perform any services pursuant to, any other contract in connection with this Project unless fully disclosed to and approved by the City Manager, in advance and in writing. Consultant and any of its subconsultants shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the City Manager, in advance and in writing. Notwithstanding any approval given by the City Manager under this provision, Consultant shall remain responsible for complying with Section 25(a), above.

(e) If Consultant should subcontract all or any portion of the work to be performed or services to be provided under this Agreement, Consultant shall include the provisions of this Section 25 in each subcontract and require its subconsultants to comply therewith.

(f) This Section 25 shall survive expiration or termination of this Agreement.

28. All Plans, drawings, Specifications, reports, logs, and other documents prepared by the Consultant in its performance under this Agreement shall, upon completion of the project, be delivered to and be the property of the City, provided that the Consultant shall be entitled, at its own expense, to make copies thereof for its own use.

29. The laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement, and shall also govern the interpretation of this Agreement. Venue shall be vested in the Superior Court of the State of California, County of Riverside.

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30. Consultant expressly waives any and all rights and benefits conferred upon it by the provisions of Section 1542 of the California Civil Code which reads as follows:

“A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.”

Initials

This waiver shall be effective as a bar to any and all actions, fees, damages, losses, claims, liabilities and demands of whatsoever character, nature and kind that are known or unknown, or suspected or unsuspected, including, without limitation, claims of entitlements under the California Public Employees’ Retirement System (CalPERS) that are only afforded to employees and not independent contractors. Consultant further represents and warrants that it understands this waiver and that if it does not understand this waiver, it shall seek the advice of a qualified attorney before executing this Agreement.

Consultant hereby expressly agrees to clearly and conspicuously disclose to City in writing any and all persons working for Consultant who are retirees under the California Public Employees’ Retirement System (CalPERS) whom receives a monthly CalPERS retirement allowance, which may provide services to City under the Agreement, prior to such person performing any services thereunder. Nothing herein shall be deemed or interpreted to limited a CalPERS retiree’s obligations under applicable law, rules or regulations.

SIGNATURE PAGE FOLLOWS

IN WITNESS HEREOF, the parties have each caused their authorized representative to execute this Agreement.

City of Moreno Valley

Consultants Name

BY: _____
City Manager

BY: _____

Name: _____

Date

TITLE: _____
(President or Vice President)

Date

<u>INTERNAL USE ONLY</u>
APPROVED AS TO LEGAL FORM:
_____ City Attorney
_____ Date
RECOMMENDED FOR APPROVAL:
_____ Public Works Director/City Engineer
_____ Date

BY: _____

Name: _____

TITLE: _____
(Corporate Secretary)

Date

- Enclosures:
- Exhibit "A" – City Scope of Services
 - Exhibit "B" – Consultant Proposal
 - Exhibit "C" – City Services
 - Exhibit "D" – Terms of Payment
 - Exhibit "E" – Insurance Requirements

Attachment: A Sample Consultant Agreement for Project Specific Services 808 0040 (6533 : AUTHORIZATION TO AWARD A PROFESSIONAL

EXHIBIT "C"CITY - SERVICES TO BE PROVIDED
TO CONSULTANT

1. Furnish the Consultant all in-house data which is pertinent to services to be performed by the Consultant and which is within the custody or control of the City, including, but not limited to, copies of record and off-record maps and other record and off-record property data, right-of-way maps and other right-of-way data, pending or proposed subject property land division and development application data, all newly developed and pertinent design and project specification data, and such other pertinent data which may become available to the City.
2. Provide timely review, processing, and reasonably expeditious approval of all submittals by the Consultant.
3. Provide timely City staff liaison with the Consultant when requested and when reasonably needed.

EXHIBIT "D"

TERMS OF PAYMENT

1. The Consultant's compensation shall not exceed \$_____.
2. The Consultant will obtain, and keep current during the term of this Agreement, the required City of Moreno Valley business license. Proof of a current City of Moreno Valley business license will be required prior to any payments by the City. Any invoice not paid because the proof of a current City of Moreno Valley business license has not been provided will not incur any fees, late charges, or other penalties. Complete instructions for obtaining a City of Moreno Valley business license are located at: <http://www.moval.org/biz-lic>.
3. The Consultant will electronically submit an invoice to the City along with documentation evidencing services completed to date as specified in the Request for Proposal. Progress payments will be made in accordance with the payment schedule outlined in the Request for Proposal, but in no case will progress payments be made to the Consultant more frequently than once per month. The progress payment is based on actual time and materials expended in furnishing authorized professional services during the preceding calendar month. At no time will the City pay for more services than have been satisfactorily completed and the City Engineer's determination of the amount due for any progress payment shall be final. The consultant will submit all original invoices to Accounts Payable staff at TechInfo-CapProj@moval.org. Accounts Payable questions can be directed to (951) 413-3130.
4. The Consultant agrees that City payments will be received via Automated Clearing House (ACH) Direct Deposit and that the required ACH Authorization form will be

completed prior to any payments by the City. Any invoice not paid because the completed ACH Authorization Form has not been provided will not incur any fees, late charges, or other penalties. The ACH Authorization Form is located at:

http://www.moval.org/city_hall/forms.shtml#bf

5. The minimum information required on all invoices is:
 - A. Vendor Name, Mailing Address, and Phone Number
 - B. Invoice Date
 - C. Vendor Invoice Number
 - D. City-provided Reference Number (e.g. Project, Activity)
 - E. Detailed work hours by class title (e.g. Manager, Technician, or Specialist), services performed and rates, explicit portion of a contract amount, or detailed billing information that is sufficient to justify the invoice amount; single, lump amounts without detail are not acceptable.
6. The City shall pay the Consultant for all invoiced, authorized professional services within thirty (30) days of receipt of the invoice for same.

EXHIBIT "E"**INSURANCE REQUIREMENTS****Minimum Scope of Insurance**

Coverage shall be at least as broad as:

1. The most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, which shall include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations, products and completed operations, and contractual liability.
2. The most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, which shall include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1- Any Auto).
3. Workers' Compensation insurance as required by the California Labor Code and Employer's Liability Insurance.
4. Professional Liability (Errors and Omissions) insurance appropriate to Consultant's profession.

Minimum Limits of Insurance

Consultant shall maintain limits of liability of not less than:

1. General Liability:
 - \$1,000,000 per occurrence for bodily injury and property damage
 - \$1,000,000 per occurrence for personal and advertising injury
 - \$2,000,000 aggregate for products and completed operations
 - \$2,000,000 general aggregate
2. Automobile Liability:
 - \$1,000,000 per accident for bodily injury and property damage
3. Employer's Liability:
 - \$1,000,000 each accident for bodily injury
 - \$1,000,000 disease each employee
 - \$1,000,000 disease policy limit

4. Professional Liability (Errors and Omissions):

\$1,000,000 per claim/occurrence
\$2,000,000 policy aggregate

Umbrella or Excess Insurance

In the event Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies).

Deductibles and Self-Insured Retentions

Consultant shall be responsible for payment of any deductibles contained in any insurance policy(ies) required hereunder and Consultant shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the City Manager or his/her designee. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects The City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers; or (ii) Consultant shall provide a financial guarantee, satisfactory to the City Manager or his/her designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall City be responsible for the payment of any deductibles or self-insured retentions.

Other Insurance Provisions

The General Liability and Automobile Liability insurance policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers are to be covered as additional insureds.
2. The coverage shall contain no special limitations on the scope of protection afforded to the City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers.
3. Consultant's insurance coverage shall be primary and no contribution shall be required of City.

The Workers' Compensation insurance policy is to contain, or be endorsed to contain, the following provision: Consultant and its insurer shall waive any right of subrogation against the City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers.

If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made

form:

1. The retroactive date must be shown, and must be before the effective date of the Agreement or the commencement of work by Consultant.
2. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after any expiration or termination of the Agreement or, in the alternative, the policy shall be endorsed to provide not less than a 3-year discovery period.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement or the commencement of work by Consultant, Consultant must purchase extended reporting coverage for a minimum of 3 years following the expiration or termination of the Agreement.
4. A copy of the claims reporting requirements must be submitted to City for review.
5. These requirements shall survive expiration or termination of the Agreement.

All policies of insurance required hereunder shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written notice by certified mail, return receipt requested, has been given to City. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Consultant shall furnish City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for City, Consultant shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy.

Acceptability of Insurers

All policies of insurance required hereunder shall be placed with an insurance company(ies) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A-VII" in Best's Insurance Rating Guide; or authorized by the City Manager or his/her designee.

Verification of Coverage

Consultant shall furnish City with all certificate(s) and **applicable endorsements** effecting

coverage required hereunder. All certificates and **applicable endorsements** are to be received and approved by the City Manager or his/her designee prior to City's execution of the Agreement and before work commences.



Report to City Council

TO: Mayor and City Council

FROM: Melissa Walker, Public Works Director/City Engineer

AGENDA DATE: February 20, 2024

TITLE: PEN20-0075 (TR 31590) – EXECUTE A QUITCLAIM DEED TRANSFERRING THE CITY’S TITLE INTEREST IN A STORM DRAIN EASEMENT TO THE RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT; DEVELOPER – D.R. HORTON, LOS ANGELES HOLDING COMPANY, INC.

RECOMMENDED ACTION

Recommendations:

1. Authorize the City Manager to execute a Quitclaim Deed transferring all rights, title, and interest in and to the storm drain easement recorded on Tract Map 31590, recorded in Map Book 478, Pages 81 through 88 inclusive, in the Official Records of Riverside County, California, to the Riverside County Flood Control and Water Conservation District.
2. Direct the City Clerk to forward the signed Quitclaim Deed to the Riverside County Flood Control and Water Conservation District for further processing and recordation.

SUMMARY

This report recommends the execution of a quitclaim deed of a storm drain easement within Tract 31590 to the Riverside County Flood Control and Water Conservation District (RCFC&WCD) for future operation, maintenance, repair, and improvement of their storm drain facilities known as Moreno MDP Line H-2, Stage 2. The quitclaim deed will transfer the City’s right, title, and interest of the storm drain easement to RCFC&WCD.

DISCUSSION

As a condition of approval for Tract 31590, located at the northeast corner of Brodiaea Avenue and Landon Road, (see Attachment 1), the project developer was required to construct storm drain improvements. On June 8, 2021, a Cooperative Agreement between the Riverside County Flood Control and Water Conservation District (RCFC&WCD), the City of Moreno Valley, and D.R. Horton Los Angeles Holding Company, Inc. was recorded for Tract 31590. Per the Cooperative Agreement, RCFC&WCD is to maintain the storm drain within a storm drain easement area within Tract Map 31590. The storm drain easement was dedicated to and accepted by the City on the recorded map. Construction of the project has been completed and RCFC&WCD is ready to take over maintenance of the storm drain facility.

The City has received a request from the RCFC&WCD (see Attachment 2) to quitclaim the referenced storm drain easement within Tract 31590 in accordance with the Cooperative Agreement. The quitclaim deed (see Attachment 3) transfers the City's title interest in the storm drain easement for the Moreno Master Drainage Plan Line H-2, Stage 2 to RCFC&WCD in order to allow the RCFC&WCD to operate and maintain the drainage facility located within said storm drain easement.

ALTERNATIVES

1. Approve and authorize the recommended actions as presented in this staff report. *Staff recommends this alternative as this alternative will allow for proper maintenance of the storm drain facilities by the RCFC&WCD.*
2. Do not approve and do not authorize the recommended actions as presented in this staff report. *Staff does not recommend this alternative as this alternative would not allow for proper maintenance of the storm drain facilities by the RCFC&WCD.*

FISCAL IMPACT

No fiscal impact is anticipated.

NOTIFICATION

Publication of the agenda.

PREPARATION OF STAFF REPORT

Prepared By:
Hoang Nguyen, P.E.
Associate Engineer II

Concurred By:
Clement Jimenez, P.E.
Principal Engineer

Department Head Approval:
Melissa Walker, P.E.
Public Works Director/City Engineer

Concurred By:
Harold Zamora, P.E.
Engineering Division Manager/Assistant City Engineer

CITY COUNCIL GOALS

Advocacy. Develop cooperative intergovernmental relationships and be a forceful advocate of City policies, objectives, and goals to appropriate external governments, agencies and corporations.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development
- 2. Public Safety
- 3. Library
- 4. Infrastructure
- 5. Beautification, Community Engagement, and Quality of Life
- 6. Youth Programs

Objective 4.3: Address deferred maintenance of City infrastructure assets.

ATTACHMENTS

To view large attachments, please click your “bookmarks”



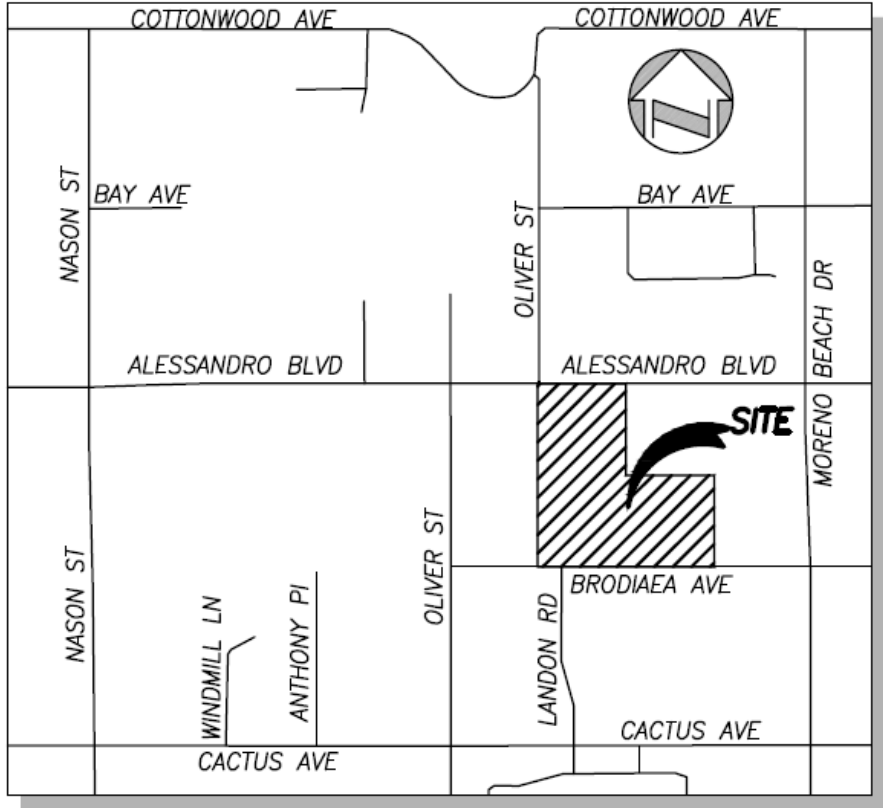
on the left hand side of this document for the necessary attachment.

- 1. Vicinity Map - PEN20-0075 (TR 31590)
- 2. RCFC&WCD Quitclaim Request Letter
- 3. Quitclaim Deed - Moreno MDP Line H-2, Stage 2

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 7:53 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:54 AM

THOMAS BRO. GUIDE PG. 718 C-5.



VICINITY MAP



T3SR3W SEC15 NE

CITY OF MORENO VALLEY
 PUBLIC WORKS DEPARTMENT - LAND DEVELOPMENT

PEN20-0075 (TR 31590)
 Vicinity Map

Attachment: Vicinity Map - PEN20-0075 (TR 31590) (6496 : PEN20-0075 (TR 31590) - EXECUTE A QUITCLAIM DEED)

JASON E. UHLEY
General Manager-Chief Engineer



1995 MARKET STREET
RIVERSIDE, CA 92501
951.955.1200
FAX 951.788.9965
www.rcflood.org

RIVERSIDE COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT

October 26, 2023

Ms. Melissa Walker
Public Works Director
City of Moreno Valley
14177 Fredrick Street
Moreno Valley, CA 92552-0805

Dear Ms. Walker

Re: Tract No. 31590
Moreno – MDP Line H-2, Stage 2
Moreno – Alessandro Boulevard
Line H-2-4, Stage 1 and
Moreno – Alessandro Boulevard
Line H-2A, Stage 1
Project Nos. 4-0-00769, 4-0-00706
and 4-0-00707
Drawing No. 4-1164

Per the Cooperative Agreement between the Riverside County Flood Control and Water Conservation District (District), the City of Moreno Valley and D.R. Horton Los Angeles Holding Company, Inc., the above-referenced projects have been found to be constructed per the plans and specifications.

The District is preparing to accept these projects for operation and maintenance in accordance with the terms of the executed Agreement, which requires the conveyance of the necessary right of way from the City to the District.

We are now requesting that the City process the necessary city council action to accept the respective easement dedication made per Tract Map 31590 and in the same respective action reconvey the easement to the District per the enclosed Quitclaim Deed referenced as Parcel 4769-503.

A copy of the Cooperative Agreement and plans are enclosed for your use. If you have questions or need any further information, please call Ami Urista at 951.955.4518 or aurista@rivco.org.

Very truly yours,

RUDDY ARGUETA, P.E.
Senior Civil Engineer

AU:blm
P8/253477

Attachment: RCFC&WCD Quitclaim Request Letter (6496 : PEN20-0075 (TR 31590) – EXECUTE A QUITCLAIM DEED)

Recorded at request of, and return to:
Riverside County Flood Control
and Water Conservation District
1995 Market Street
Riverside, California 92501

NO FEE (GOV. CODE 6103)

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Moreno MDP Line H-2, Stage 2
Project No. 4-0-00769
Tract No. 31590
APNs 486-590-018 and Portions of
486-590-019 and 486-590-020

The undersigned grantor(s) declare(s)
DDT: - 0 - THE CONVEYANCE IS TO A GOVERNMENTAL
ENTITY OR POLITICAL SUBDIVISION R&T 11922

QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the **CITY OF MORENO VALLEY, a municipal corporation** does hereby remise, release and forever quitclaim to **RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT, a body corporate and politic**, all right, title and interest in and to Drainage Easement for Flood Control Purposes, situated in the city of Moreno Valley, County of Riverside, State of California, described as follows:

See legal description attached hereto as Exhibit "A", and made part hereof, to be referenced hereafter as **RCFC Parcel No. 4769-503.**

CITY OF MORENO VALLEY,
a municipal corporation:

Date: _____

By: _____
MIKE LEE, City Manager

ATTEST:

JANE HALSTEAD
Clerk to the City of Moreno Valley

By: _____
City Clerk

(SEAL)

Attachment: Quitclaim Deed - Moreno MDP Line H-2, Stage 2 (6496 : PEN20-0075 (TR 31590) - EXECUTE A QUITCLAIM DEED)

RIVERSIDE COUNTY FLOOD CONTROL AND
WATER CONSERVATION DISTRICT

EXHIBIT "A"
LEGAL DESCRIPTION
MORENO MDP LINE H-2, STAGE 2

Parcel No. 4769-503

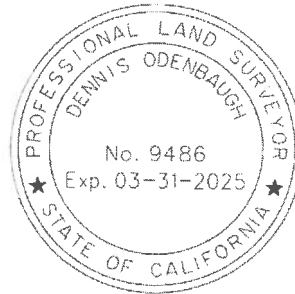
APNs 486-590-018 and
Portions of 486-590-019 and 486-590-020

In the city of Moreno Valley, County of Riverside, State of California, being that certain drainage easement for flood control purposes, shown as Easement Note 9, lying over all of Lot "S" and portions of Lots "T" and "U", Tract Map No. 31590, filed in Book 478, Pages 81 through 88, inclusive, of Maps, records of said County.

Containing 11,993 square feet / 0.27 acres, more or less.

Dennis Odenbaugh
DENNIS ODENBAUGH

DATE: 10-24-2023



Attachment: Quitclaim Deed - Moreno MDP Line H-2, Stage 2 (6496 : PEN20-0075 (TR 31590) – EXECUTE A QUITCLAIM DEED)

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Quitclaim Deed, dated _____ from the **CITY OF MORENO VALLEY ("Grantor")** to **RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION a body politic ("Grantee")**, is hereby accepted by the undersigned officer on behalf of the Board of Supervisors of the Riverside County Flood Control and Water Conservation District pursuant to authority conferred by Resolution No. 474 of the Board of Supervisors of said District adopted on May 12, 1961, and the Grantee consents to the recordation thereof by its duly authorized officer.

**RIVERSIDE COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT**

Date: _____

By: _____
JASON E. UHLEY
General Manager-Chief Engineer

Moreno MDP Line H-2, Stage 2
Project No. 4-0-00769
Tract No. 31590
APNs 486-590-018 and
Portions of 486-590-019 and 486-590-020
RCFC Parcel No. 4769-503

Attachment: Quitclaim Deed - Moreno MDP Line H-2, Stage 2 (6496 : PEN20-0075 (TR 31590) – EXECUTE A QUITCLAIM DEED)



Report to City Council

TO: Mayor and City Council

FROM: Melissa Walker, Public Works Director/City Engineer

AGENDA DATE: February 20, 2024

TITLE: ACCEPT CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT

RECOMMENDED ACTION

Recommendations:

1. Accept and approve the Sustainable Transportation Planning Grant Awards between California Department of Transportation (Caltrans) and the City of Moreno Valley (City) for the Transportation Demand Management (TDM) Plan in the amount of \$120,000 (Fund 2301) with a city local match of \$15,547; and
2. Authorize the Public Works Director/City Engineer to execute the Restricted Grant Agreement and any subsequent amendments, subject to the approval of the City Attorney; and
3. Authorize a budget adjustment as set forth in the Fiscal Impact section of this report.

SUMMARY

This report recommends accepting the Sustainable Transportation Planning Grant funding and authorizing the Public Works Director/City Engineer to execute the Restricted Grant Agreements with Caltrans. The total project cost is \$135,547 and acceptance of grant funding is for \$120,000 (88.53%) with a City local match requirement of \$15,547 (11.47%).

DISCUSSION

The Sustainable Transportation Planning Grant Program was created to support the California Department of Transportation (Caltrans) Mission: Provide a safe and reliable transportation network that serves all people and respects the environment. The

California Legislature passed, and Governor Edmund G. Brown Jr. signed into law, Senate Bill 1 (SB 1, Beall, Chapter 5, Statutes of 2017) – The Road Repair and Accountability Act of 2017, a transportation funding bill that provides a reliable fund source to maintain and integrate the State’s multi-modal transportation system. In addition to the \$9.5 million in traditional State and federal grants, approximately \$25 million in SB 1 funds for Sustainable Communities Grants is available for each grant cycle.

On August 31, 2023, Caltrans announced the Sustainable Transportation Planning Grant Program awards for Fiscal Year (FY) 2023-24. The City of Moreno Valley was awarded \$120,000 to develop the Transportation Demand Management (TDM) Plan.

The overall objectives of TDM strategies include but are not limited to the following: reduction of traffic congestion, conservation of energy and the reduction of emissions, the improvement of community health and fitness levels, achievement of equity, reduction of parking problems, the enhancement of community safety, aiding commuters in rural areas, and making alternative transportation methods more affordable. Overall, the purpose of TDM is to reduce the number of vehicles on the road, improve the environment, and aid to municipal planning and urban design.

ALTERNATIVES

1. Approve and authorize the recommendations as presented in this report. *This alternative will allow the projects to move forward in a timely manner and enable the city to receive reimbursement from Caltrans.*

2. Do not approve the recommended actions as presented in this staff report. *This alternative will prohibit the City from receiving the Sustainable Transportation Planning Grants funds from Caltrans.*

FISCAL IMPACT

This project is funded by the Caltrans Sustainable Transportation Planning Grant. The total project cost will be \$135,547 wherein grant funding will be \$120,000 and City match will be \$15,547. The total grant amount of \$135,547 will be allocated to Fund 2301 (Capital Projects Grants). Additionally, the city’s 11.47 percent local match obligation, \$15,547, will be funded with Fund 1010 (General Fund).

Category	Fund	GL Account No.	Type	Original Budget	Proposed Adjustments	Revised Budget
CIP	Capital Projects Grants (2301)	2301-99-99-2301-486010 Project No. 810 0025-2301-98	Rev	\$0	\$120,000	\$120,000
CIP	Capital Projects Grants (2301)	2301-70-76-80010-720199 Project No. 810 0025-2301-99	Exp	\$0	\$120,000	\$120,000
Operating Budget	General Fund (1010)	1010-70-76-45110-620299	Exp	\$496,740	(\$15,547)	\$481,193

CIP	General Fund (1010)	1010-70-76-80010-720199 Project No. 810 0025-1010-99	Exp	\$0	\$15,547	\$15,547
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NOTIFICATION

Publication of agenda

PREPARATION OF STAFF REPORT

Prepared By:
Wei Sun, T.E., PTOE
City Traffic Engineer

Department Head Approval:
Melissa Walker, P.E
Public Works Director/City Engineer

Concurred By:
Harold Zamora, P.E.
Engineering Division Manager/Assistant City Engineer

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

1. D8_SC_MorenoValley_CMVTDMP_Award_Letter
2. Board Resolution_TDM (01.19.24) 1-22-2024

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 8:21 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:49 AM

California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING
P.O. BOX 942873, MS-32 SACRAMENTO, CA 94273-0001
(916) 261-3326 | TTY 711
www.dot.ca.gov



August 31, 2023

SENT VIA E-MAIL

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Sustainable Transportation Planning Grant award.

Sustainable Transportation Planning Grant Program					
Grant Award Fiscal Year	2023-24	Grant Category	Sustainable Communities Competitive	Grant Fund Source	RMRA
Project Title	City of Moreno Valley Transportation Demand Management Plan				
Grantee/Agency	City of Moreno Valley				
Executive Director	Melissa Walker, P.E.				
Grantee/Agency Contact	Wei Sun, T.E., POTE				
Sub-Recipient(s)					
Caltrans District Contact(s)	Ricky Rivers				
Caltrans District Contact(s) E-mail	ricky.rivers@dot.ca.gov				
Grant Award	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
\$120,000	\$15,547	NA	\$15,547	11.47%	\$135,547
Conditions of Award Due to Caltrans		Grant Expiration Date		Final Invoice Due	
9/28/23		4/30/26		6/29/26	
* The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Cost and Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match Amendment prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.					

Attachment: D8_SC_MorenoValley_CMVTDMP_Award_Letter (6407 : ACCEPT CALTRANS SUSTAINABLE TRANSPORTATION PLANNING

Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Meeting with your agency soon.
 - The attached specific and general conditions and project revisions necessary to accept grant funding will be discussed at this meeting.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the attached specific and general conditions.
4. Once the required conditions are met and the agreement is executed, the Caltrans District Grant Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). *Grant work cannot begin until the Notice to Proceed letter is received by your agency.*
 - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,



ERIN THOMPSON
 Chief, Office of Regional and Community Planning

Attachments:
 Specific and General Conditions

Sustainable Transportation Planning Grant Program

Grant Award Specific and General Conditions

Specific Conditions

If Specific Conditions have been identified for this grant, they will be listed below. Please make all necessary revisions to the Grant Application Cover Sheet, Scope of Work (SOW), and/or the Cost and Schedule, and complete the right column to indicate where the specific conditions were addressed.

Specific Conditions	Conditions Addressed List Document, Section & Page(s)
1. Scope of Work: Add more information on stakeholder engagement, consistent with the Application Narrative, which provides good detail on how it would be done.	
2. Identify the authorized signer(s) and email address(s) for the grant agreement that will be routed via Adobe Acrobat Sign.	

Specific Conditions	Conditions Addressed List Document, Section & Page(s)

General Conditions

Please review the General Conditions below and complete them, as necessary. Most of these items are outlined in the Grant Application Guide, Ch. 6 and Appendix B.

- **Board Resolution** – A current (less than one year old) Local Board Resolution, signed by the governing board that includes the grant project title and job title of the person authorized to enter into a contract with Caltrans, is required to be submitted to Caltrans by October 15, 2023.
- **Payee Data Record (STD. 204)** states government entities are not required to submit the form; however, it is required by Caltrans Accounting to ensure payments are sent to the correct recipient and address.
- **Scope of Work (SOW) and Project Cost and Schedule** (Refer to Grant Application Guide, Appendix B Checklists) These are frequently missed requirements:
 - Project Management stand-alone tasks, staff and/or consultant coordination are not allowed. Project Management activities must be charged to the tasks in which they accrued.
 - Include tasks for a kick-off meeting with Caltrans, invoicing, quarterly reporting, and Board adoption or acceptance.
 - Ensure the deliverable for the consultant procurement task includes: Request for Proposal (RFP), executed consultant contract, and a copy of your agency's procurement procedures.
 - The earliest project start date is January 2, 2024, with an end date of April 30, 2026. The Project Cost and Schedule will need be updated to reflect your proposed start date. At least one Task must extend to the grant expiration date on April 30, 2026.
 - Indirect Costs - For Local Government Agencies requesting to bill for indirect costs: Indirect costs must be identified in the SOW and Project Cost and Schedule, and the indirect cost rate included at the bottom of the Project Cost and Schedule.
- **Grant Application Cover Sheet and Project Cost and Schedule**
 - Ensure the grant award, local match, and total project costs are consistent with the award letter amounts.
- **Grant Application Cover Sheet** - Must identify the specific source of cash and in-kind local match funds; and must identify the agency providing the local match.
 - If your agency is using staff time as a cash match, the application cover sheet must identify the source of local match funds for staff time (e.g., General Fund).
 - Direct grantee staff time is not an allowable in-kind match and must be identified as cash match.
- **Third Party In-Kind Valuation Plan, if applicable** - Third-party in-kind contributions consist of goods and services donated from outside the grantee's agency (e.g., printing, facilities, interpreters, equipment, advertising, staff time, and other goods or services). If utilizing third-party in-kind contributions to satisfy the local match requirement:
 - Ensure in-kind contribution information is identified on the Grant Application Cover Sheet and Project Cost and Schedule.

- To clarify, sub-recipient staff time, if reimbursed, is considered cash match. If donating their time, it is considered in-kind.
- Submit a Third-Party In-kind Valuation Plan. The District can provide a copy of the valuation plan checklist and template.
- **Ensure Consistency** - All changes made to the Grant Application Cover Sheet, SOW, and Project Cost and Schedule are made consistently in all documents.

Grant Administrative Requirements

Refer to the Grant Application Guide, Ch. 6, and the Restricted Grant Agreement boilerplate for a detailed overview of the Grant Administrative Requirements that must be adhered to over the life of the project. In summary:

- **Third Party Contracts** - Competitive consultant procurement, i.e., Request for Proposals (RFP) is required for all grant projects
 - If there is a consultant on-board, ensure the process to procure the consultant was a competitive process (documentation must be provided to Caltrans); the grant work must have been part of the original RFP
 - If using an on-call consultant list, the process for establishing the list must be competitive and less than five years old (documentation must be provided to Caltrans)
 - If the consultant helped to prepare the Project Scope of Work or grant application, they shall not be considered in the consultant procurement
- **Quarterly Reporting** – Quarterly Progress Reports (a narrative of completed project activities) are submitted on a quarterly basis
- **Invoicing and Financial Requirements** –
 - Maintain a proper accounting system (MS Excel is unacceptable)
 - Request for Reimbursements/invoices (RFRs) at least quarterly, but no more than monthly
 - One-time, lump sum invoices are not allowed
 - If requesting reimbursement of indirect costs, a copy of the ICAP/ICRP acceptance letter must be submitted with the first invoice
 - Local match commitments must be satisfied with every RFR/invoice, including any local match amount above the minimum amount. If you are unable to meet this commitment, coordinate with your district Contract Manager.
 - All work must be completed by April 30, 2026.
 - Final RFR/invoice and the final product are due no later than June 29, 2026.
 - The final RFR/invoice will not be processed without the final product
 - An Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) must be submitted each year to the Inspector General Independent Office of Audits and Investigations for approval. Instructions for submitting an ICAP/ICRP are available at the following webpage: <https://ig.dot.ca.gov/resources>
- **Grant Amendments** - Proposed changes to the Grant Application Cover Sheet, SOW, and Project Cost and Schedule (e.g., local match amount, fund source, movement of funds) will require an Amendment and Caltrans approval. Please contact Caltrans for guidance on this process.

RESOLUTION NO. 2023-____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE CITY OF MORENO VALLEY TRANSPORTATION DEMAND MANAGEMENT PLAN**

WHEREAS, the City Council of the City of Moreno Valley is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

WHEREAS, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be reimbursed through the Transportation Planning Grant Program; and

WHEREAS, the City Council of the City of Moreno Valley wishes to delegate authorization to execute these agreements and any amendments thereto as set forth herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. RECITALS

The Recitals set forth above are true and correct and incorporated herein by this reference.

Section 2. CITY MANAGER AUTHORITY

That the City Manager, or his/her designee, is hereby authorized and empowered to execute in the name of the City of Moreno Valley all agreements with California Department of Transportation.

Section 3. SEVERABILITY

That if any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council of the City of Moreno Valley hereby declares that it would have adopted this Resolution, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that anyone or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 4. REPEAL OF CONFLICTING PROVISIONS

That all the provisions heretofore adopted by the City Council that are in conflict with the provisions of this Resolution are hereby repealed.

Section 5. EFFECTIVE DATE

That this Resolution shall take effect immediately upon its adoption.

Section 6. CERTIFICATION

That the City Clerk shall certify to the passage of this Resolution and entire it into the book of original resolutions.

APPROVED AND ADOPTED THIS XXth day of MONTH, 2024.

Ulises Cabrera
Mayor
City of Moreno Valley

ATTEST:

Jane Halstead, City Clerk

APPROVED AS TO FORM:

Steven B. Quintanilla, City Attorney

RESOLUTION JURAT

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF MORENO VALLEY)

I, Jane Halstead, City Clerk of the City of Moreno Valley, California, do hereby certify that Resolution No. 2022-___ was duly and regularly adopted by the City Council of the City of Moreno Valley at a regular meeting thereof held on the 17th day of October 2023 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

JANE HALSTEAD, CITY CLERK

(SEAL)

Attachment: Board Resolution_TDM (01.19.24) 1-22-2024 (6407 : ACCEPT CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT)



Report to City Council

TO: Mayor and City Council

FROM: Melissa Walker, Public Works Director/City Engineer

AGENDA DATE: February 20, 2024

TITLE: AUTHORIZATION TO AWARD A PROFESSIONAL CONSULTANT SERVICES AGREEMENT TO WILLDAN ENGINEERING FOR THE MORENO VALLEY ROADWAY SAFETY IMPROVEMENTS IN THREE AREAS (PROJECT NO 810 0022)

RECOMMENDED ACTION

Recommendations:

1. Award an Agreement for Professional Consultant Services to Willdan Engineering to provide traffic engineering services for the Moreno Valley Roadway Safety Improvements in Three Areas Project; and
2. Authorize the City Manager to execute an Agreement for Professional Consultant Services with Willdan Engineering in the amount of \$481,700, subject to the approval of the City Attorney; and
3. Authorize the issuance of a Purchase Order for Willdan Engineering in the amount of \$481,700 when the Agreement has been signed by all parties using SS4A Grant funding and the State Gas Tax Fund (Funds 2301 and 2000); and
4. Authorize the City Manager to execute any subsequent Amendments to the Agreement with Willdan Engineering, subject to the approval of the City Attorney.

SUMMARY

This report recommends awarding an agreement for professional consultant services to Willdan Engineering to provide traffic engineering services for the Moreno Valley Roadway Safety Improvements in Three Areas Project, in the amount of \$481,700.

DISCUSSION

The City of Moreno Valley was awarded the Safe Streets and Roads for All Grant from the Federal Highway Administration (FHWA) in the amount of \$435,600, 80 percent of the total project cost, \$544,500. The City's 20 percent local match requirement, \$108,900, was funded by State Gas Tax (Fund 2000).

The City of Moreno Valley grant funds will be used to delve deeper into specific safety measures to amend the current local Roadway Safety Plan (LRSP)/Traffic Safety Action Plan. The original effort did not focus on unique elements within the City. This additional analysis will focus on special safety concerns. The first additional module desired for the LRSP/Traffic Safety Action Plan is a traffic calming analysis focusing on roundabouts and split traffic humps. Roundabouts were not included in the original Local Road Safety Plan. The City will evaluate roundabouts for use as a safety traffic calming device. Additionally, the LRSP did not look at split speed humps. The City currently uses speed humps to reduce speeding in various residential areas. Our Police Department has requested we look into a split hump design to make the humps safer for police cars and motorcycle officers. The LRSP will be updated to factor in the use of roundabouts and split speed humps safely within the City. The second element of this grant is a traffic safety analysis of the truck traffic impacts and potential remediation solutions. The City has a high volume of trucks and is expecting an increase in truck traffic due to additional development. There might be a need to adjust truck routes as well as add special truck-oriented safety elements throughout the City. The last element is a focused look at the burro situation in the northern portion of the City. In the City of Moreno Valley, north of the State Route 60, there is a substantial burro population. Burros cross and walk on major arterial streets on a regular basis which has caused accidents. This project will explore the means to prevent burro accidents by installing effective traffic control measures.

A Request for Proposals (RFP) for Professional Consultant Services was distributed and advertised in accordance with the City's procurement processes on October 25, 2023. The City received three (3) proposals in response to the RFP. Following a competitive selection process, Willdan Engineering was selected as the most qualified consultant for the project. The selection process was pursuant to the City's Municipal Code requirements for professional services procurement. Staff recommends the award of the contract to Willdan Engineering to perform Professional Consultant Services for Moreno Valley Roadway Safety Improvements in Three Areas.

ALTERNATIVES

1. Approve and authorize the recommendations as presented in this report. *This alternative will allow the Moreno Valley Roadway Safety Improvements in Three Areas Project to move forward in a timely manner.*
2. Do not approve the recommended actions as presented in this staff report. *This alternative will prevent the project from moving forward causing a delay in road safety improvements.*

FISCAL IMPACT

The project is funded by the SS4A Grant (Fund 2301) and State Gas Tax (Fund 2000), as the local match . There is no impact to the General Fund.

AVAILABLE BUDGET

Capital Projects Grants (Account 2301-70-76-80010-720199) (Project No. 810 0022-2301-99)	\$435,600
State Gas Tax (Account 2000-70-76-80010-720199) (Project No. 810 0022-2000-99)	<u>\$108,900</u>
Total.....	\$544,500

NOTIFICATION

Publication of agenda

PREPARATION OF STAFF REPORT

Prepared By:
Wei Sun, T.E., PTOE
City Traffic Engineer

Department Head Approval:
Melissa Walker, P.E
Public Works Director/City Engineer

Concurred By:
Harold Zamora, P.E.
Engineering Division Manager/Assistant City Engineer

CITY COUNCIL GOALS

Public Facilities and Capital Projects. Ensure that needed public facilities, roadway improvements, and other infrastructure improvements are constructed and maintained.

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

1. Consultant Agreement for Project Specific Services 810 0022 v2 (002)

APPROVALS

Budget Officer Approval ✓ Approved 2/12/24 7:44 AM

City Attorney Approval
City Manager Approval

✓ Approved
✓ Approved

2/12/24 10:49 AM

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES FOR
MORENO VALLEY ROADWAY SAFETY IMPROVEMENTS
IN THREE AREAS (ACTION PLAN)
PROJECT NO. 810 0022**

This Agreement (hereinafter, this "Agreement") is made and entered into this ____ day of _____ 2024 ("Effective Date"), by and between the City of Moreno Valley, a municipal corporation in the County of Riverside, State of California, hereinafter referred to as the "City," and **Willdan Engineering**, a California General Stock Corporation, hereinafter referred to as "Consultant."

RECITALS

WHEREAS, the City has determined it is in the public interest to proceed with the professional work hereinafter described as "Project"; and

WHEREAS, the City has determined the Project involves the performance of professional and technical services of a temporary nature as more specifically described in Exhibit "A" (City's Request for Proposal) and Exhibit "B" (Consultant's Proposal) hereto; and

WHEREAS, the City does not have available employees to perform the services for the Project; and

WHEREAS, the City has requested the Consultant to perform such services for the Project; and

WHEREAS, the Consultant is professionally qualified in California to perform the professional and technical services required for the Project, and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement;

THEREFORE, the City and the Consultant, for the consideration hereinafter described, mutually agree as follows:

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

DESCRIPTION OF PROJECT

1. The Project is described as Moreno Valley Roadway Safety Improvements in Three Areas (Action Plan). Project No. 810 0022.

SCOPE OF SERVICES

2. The Consultant's scope of service is described on Exhibit "B" attached hereto and incorporated herein by this reference. In the event of a conflict, the City's Request for Proposal shall take precedence over the Consultant's Proposal.

3. The City's responsibility is described on Exhibit "C" attached hereto and incorporated herein by this reference.

PAYMENT TERMS

4. The City agrees to pay the Consultant and the Consultant agrees to receive a "Not-to-Exceed" fee of \$481,700.00 in accordance with the payment terms provided on Exhibit "D" attached hereto and incorporated herein by this reference.

TIME FOR PERFORMANCE

5. The Consultant shall commence services upon receipt of written direction to proceed from the City.

6. The Consultant shall perform the work described on Exhibit "A" in accordance with the schedule set forth in Exhibit "B" attached hereto and incorporated by this reference.

7. This Agreement shall be effective from effective date and shall continue in full force and effect date through June 30, 2025, subject to any earlier termination in accordance with this Agreement. The services of Consultant shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement.

8. (a) The Consultant agrees that the personnel, including the principal Project

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

Manager, and all subconsultants assigned to the Project by the Consultant, shall be subject to the prior approval of the City.

(b) No change in subconsultants or key personnel shall be made by the Consultant without written prior approval of the City.

SPECIAL PROVISIONS

9. It is understood and agreed that the Consultant is, and at all times shall be, an independent consultant and nothing contained herein shall be construed as making the Consultant or any individual whose compensation for services is paid by the Consultant, an agent or employee of the City, or authorizing the Consultant to create or assume any obligation or liability for or on behalf of the City.

10. The Consultant may also retain or subcontract for the services of other necessary consultants with the prior written approval of the City. Payment for such services shall be the responsibility of the Consultant. Any and all subconsultants employed by the Consultant shall be subject to the terms and conditions of this Agreement, except that the City shall have no obligation to pay any subconsultant for services rendered on the Project.

11. The Consultant and the City agree to use reasonable care and diligence to perform their respective services under this Agreement.

12. The Consultant shall comply with applicable federal, state, and local laws in the performance of work under this Agreement.

13. To the extent required by controlling federal, state and local law, Consultant shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Subject to the foregoing

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

and during the performance of this Agreement, Consultant agrees as follows:

(a) Consultant will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.

(b) Consultant will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Consultant shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to Consultant's employment practices including, 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. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

(c) Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant in pursuit hereof, state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.

(d) If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall cause each subconsultant to also comply with the requirements of this Section 13.

14. To the furthest extent allowed by law (including California Civil Code section 2782.8 if applicable), Consultant shall indemnify, hold harmless and defend the City, the Moreno Valley Community Services District ("CSD"), the Moreno Valley Housing Authority ("Housing Authority"), and each of their officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage), and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, its principals, officers, employees, agents or volunteers in the performance of this Agreement.

If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall require each subconsultant to indemnify, hold harmless and defend City, CSD, Housing Authority and each of their officers, officials, employees, agents and volunteers in accordance with the terms of the preceding paragraph.

CalPERS Indemnity. To the fullest extent permitted by law, in addition to obligations set forth in this section, in the event that any person providing services under this Agreement is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, to the fullest extent of the law, CONSULTANT shall indemnify, defend, and hold harmless City for any costs and expenses incurred by City, including without limitation, payment that City is required as a result to make to CalPERS, whether in the

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

form of employee and/or employer contributions, taxes, or any similar obligations, as well as for the payment of any penalties and interest.

CalPERS Participation. As set forth in this Agreement and in the Request for Qualifications, City has an obligation to treat all persons working for or under the direction of CONSULTANT as an independent Consultant of City and agents and employees of CONSULTANT, and not as agents or employees of City. CONSULTANT and City acknowledge and agree that City participates in a defined benefit plan (“CalPERS”), and that it is possible that CalPERS may find that persons providing services pursuant to this Agreement are employees of City and should be registered with the CalPERS as employees of City.

CalPERS Retiree Disclosure. CONSULTANT hereby expressly agrees to clearly and conspicuously disclose to City in writing any and all persons working for CONSULTANT who are retirees under the California Public Employees’ Retirement System (CalPERS) whom receives a monthly CalPERS retirement allowance, and whom are, subject to City approval, assigned by CONSULTANT to provide services to City under the Agreement, prior to such person performing any services hereunder. Nothing herein shall be deemed or interpreted to limit a CalPERS retiree’s obligations under applicable law, rules or regulations.

Joint Cooperation. In the event that CalPERS initiates an inquiry that includes examination of whether individuals providing services under this Agreement to City are City’s employees, CONSULTANT shall within five days and share all communications and documents from CalPERS that it may legally share. In the event that either CONSULTANT or City files an appeal or court challenge, CONSULTANT and City each agree to cooperate with each other in responding to the inquiry and any subsequent administrative appeal or court challenge of an adverse determination.

This section shall survive termination or expiration of this Agreement.

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

15. Insurance.

(a) Throughout the life of this Agreement, Consultant shall pay for and maintain in full force and effect all insurance as required in **Exhibit E** or as may be authorized in writing by the City Manager or his/her designee at any time and in his/her sole discretion.

(b) If at any time during the life of the Agreement or any extension, Consultant or any of its subconsultant fail to maintain any required insurance in full force and effect, all services and work under this Agreement shall be discontinued immediately, and all payments due or that become due to Consultant shall be withheld until notice is received by City that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to City. Any failure to maintain the required insurance shall be sufficient cause for City to terminate this Agreement. No action taken by City pursuant to this section shall in any way relieve Consultant of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by City that an insurer has commenced proceedings, or has had proceedings commenced against it, indicating that the insurer is insolvent.

(c) The fact that insurance is obtained by Consultant shall not be deemed to release or diminish the liability of Consultant, including, without limitation, liability under the indemnity provisions of this Agreement. The duty to indemnify City shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of Consultant, its principals, officers, agents, employees, persons under the supervision of Consultant, vendors, suppliers, invitees, consultants, sub-consultants, subconsultants or anyone employed directly or indirectly by any of them.

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
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(d) Upon request of City, Consultant shall immediately furnish City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of this Agreement.

(e) If Consultant should subcontract all or any portion of the services to be performed under this Agreement, Consultant shall require each subconsultant to provide insurance protection in favor of City and each of its officers, officials, employees, agents and volunteers in accordance with the terms of this section, except that any required certificates and applicable endorsements shall be on file with Consultant and City prior to the commencement of any services by the subconsultant.

16. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

17. Consultant and subconsultants shall pay prevailing wage rates when required by the Labor Laws of the State of California.

18. (a) The Consultant shall deliver to the Public Works Director/City Engineer of the City or his designated representative, fully completed and detailed project-related documents which shall become the property of the City. The Consultant may retain, for its files, copies of any and all material, including drawings, documents, and specifications, produced by the Consultant in performance of this Agreement.

(b) The Consultant shall be entitled to copies of all furnished materials for his files and his subconsultants, if any.

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
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(c) The City agrees to hold the Consultant free and harmless from any claim arising from any unauthorized use of computations, maps, and other documents prepared or provided by the Consultant under this Agreement, if used by the City on other work without the permission of the Consultant. Consultant acknowledges that Consultant work product produced under this agreement may be public record under State law.

19. (a) This Agreement shall terminate without any liability of City to Consultant upon the earlier of: (i) Consultant's filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against Consultant; (ii) 10 calendar days prior written notice with or without cause by City to Consultant; (iii) City's non-appropriation of funds sufficient to meet its obligations hereunder during any City fiscal year of this Agreement, or insufficient funding for the Project; or (iv) expiration of this Agreement. The written notice shall specify the date of termination. Upon receipt of such notice, the Consultant may continue services on the project through the date of termination, provided that no service(s) shall be commenced or continued after receipt of the notice, which is not intended to protect the interest of the City. The City shall pay the Consultant within thirty (30) days after the date of termination for all non-objected to services performed by the Consultant in accordance herewith through the date of termination. Consultant shall not be paid for any work or services performed or costs incurred which reasonably could have been avoided.

(b) In the event of termination due to failure of Consultant to satisfactorily perform in accordance with the terms of this Agreement, City may withhold an amount that would otherwise be payable as an offset to, but not in excess of, City's damages caused by such failure. In no event shall any payment by City pursuant to this Agreement constitute a waiver by City of any breach of this Agreement which may then exist on the part of Consultant, nor shall such payment impair or prejudice any remedy available to City with respect to the breach.

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(c) Upon any breach of this Agreement by Consultant, City may (i) exercise any right, remedy (in contract, law or equity), or privilege which may be available to it under applicable laws of the State of California or any other applicable law; (ii) proceed by appropriate court action to enforce the terms of the Agreement; and/or (iii) recover all direct, indirect, consequential, economic and incidental damages for the breach of the Agreement. If it is determined that City improperly terminated this Agreement for default, such termination shall be deemed a termination for convenience.

(d) Consultant shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of Consultant and without its fault or negligence such as, acts of God or the public enemy, acts of City in its contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. Consultant shall notify City in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to Administrator of the cessation of such occurrence.

20. This Agreement is binding upon the City and the Consultant and their successors and assigns. Except as otherwise provided herein, neither the City nor the Consultant shall assign, sublet, or transfer its interest in this Agreement or any part thereof without the prior written consent of the other.

21. A City representative shall be designated by the City and a Consultant representative shall be designated by the Consultant. The City representative and the Consultant representative shall be the primary contact person for each party regarding performance of this Agreement. The City representative shall cooperate with the Consultant, and the Consultant's representative shall cooperate with the City in all matters regarding this

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
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Agreement and in such a manner as will result in the performance of the services in a timely and expeditious fashion.

22. This Agreement represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be modified or amended only by a subsequent written Agreement signed by both parties.

23. Where the payment terms provide for compensation on a time and materials basis, the Consultant shall maintain adequate records to permit inspection and audit of the Consultant's time and materials charges under this Agreement. The Consultant shall make such records available to the City at the Consultant's office during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records. Except as may be otherwise required by law, such records will be available only to the City. Such records shall be maintained by the Consultant for three (3) years following completion of the services under this Agreement.

24. The City and the Consultant agree, that to the extent permitted by law, until final approval by the City, all data shall be treated as confidential and will not be released to third parties without the prior written consent of both parties.

25. (a) Consultant shall comply, and require its subconsultants to comply, with all applicable (i) professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). At any time, upon written request of City, Consultant shall

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
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provide a written opinion of its legal counsel and that of any subconsultant that, after a due diligent inquiry, Consultant and the respective subconsultant(s) are in full compliance with all laws and regulations. Consultant shall take, and require its subconsultants to take, reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, Consultant shall immediately notify City of these facts in writing.

(b) In performing the work or services to be provided hereunder, Consultant shall not employ or retain the services of any person while such person either is employed by City or is a member of any City council, commission, board, committee, or similar City body. This requirement may be waived in writing by the City Manager, if no actual or potential conflict is involved.

(c) Consultant represents and warrants that it has not paid or agreed to pay any compensation, contingent or otherwise, direct or indirect, to solicit or procure this Agreement or any rights/benefits hereunder.

(d) Neither Consultant, nor any of Consultant's subconsultants performing any services on this Project, shall bid for, assist anyone in the preparation of a bid for, or perform any services pursuant to, any other contract in connection with this Project unless fully disclosed to and approved by the City Manager, in advance and in writing. Consultant and any of its subconsultants shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the City Manager, in advance and in writing. Notwithstanding any approval given by the City Manager under this provision, Consultant shall remain responsible for complying with Section 25(a), above.

(e) If Consultant should subcontract all or any portion of the work to be

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

performed or services to be provided under this Agreement, Consultant shall include the provisions of this Section 25 in each subcontract and require its subconsultants to comply therewith.

(f) This Section 25 shall survive expiration or termination of this Agreement.

26. All Plans, drawings, Specifications, reports, logs, and other documents prepared by the Consultant in its performance under this Agreement shall, upon completion of the project, be delivered to and be the property of the City, provided that the Consultant shall be entitled, at its own expense, to make copies thereof for its own use.

27. The laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement, and shall also govern the interpretation of this Agreement. Venue shall be vested in the Superior Court of the State of California, County of Riverside.

28. Consultant expressly waives any and all rights and benefits conferred upon it by the provisions of Section 1542 of the California Civil Code which reads as follows:

“A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.”

Initials

This waiver shall be effective as a bar to any and all actions, fees, damages, losses, claims, liabilities and demands of whatsoever character, nature and kind that are known or unknown, or suspected or unsuspected, including, without limitation, claims of entitlements under the California Public Employees' Retirement System (CalPERS) that are only afforded to employees and not independent contractors. Consultant further represents and warrants that it

**AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES
PROJECT NO. 810 0022**

understands this waiver and that if it does not understand this waiver, it shall seek the advice of a qualified attorney before executing this Agreement.

Consultant hereby expressly agrees to clearly and conspicuously disclose to City in writing any and all persons working for Consultant who are retirees under the California Public Employees' Retirement System (CalPERS) whom receives a monthly CalPERS retirement allowance, which may provide services to City under the Agreement, prior to such person performing any services thereunder. Nothing herein shall be deemed or interpreted to limited a CalPERS retiree's obligations under applicable law, rules or regulations.

SIGNATURE PAGE FOLLOWS

IN WITNESS HEREOF, the parties have each caused their authorized representative to execute this Agreement.

City of Moreno Valley

Willdan Engineering

BY: _____
Mike Lee, City Manager

Date

BY: _____

Name: _____

TITLE: _____
(President or Vice President)

Date

BY: _____

Name: _____

TITLE: _____
(Corporate Secretary)

Date

<u>INTERNAL USE ONLY</u>
APPROVED AS TO LEGAL FORM:

City Attorney

Date
RECOMMENDED FOR APPROVAL:

Public Works Director/City Engineer

Date

- Enclosures:
- Exhibit "A" – City Scope of Services
 - Exhibit "B" – Consultant Proposal
 - Exhibit "C" – City Services
 - Exhibit "D" – Terms of Payment
 - Exhibit "E" – Insurance Requirements
 - Exhibit "F" – Schedule
 - Exhibit "G" – Project Fee

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL

EXHIBIT "A"

CITY SCOPE OF SERVICES



1. Technical Proposal

Project Understanding

The City of Moreno Valley is requesting engineering services from a qualified consulting firm to enhance the current Local Roadway Safety Plan (LRSP)/Traffic Safety Action Plan. There are three areas of concern to be addressed in the LRSP addendum. The first item is to provide a policy on the implementation of roundabouts and speed humps as traffic calming devices. The specific type of speed humps under consideration are known as speed cushions. Speed cushions are broken up to provide greater access for emergency response. The second task is to assess truck traffic throughout the City and recommend measures for the safe travel of goods movement. This will include a quantitative and qualitative assessment of current truck routes and the development of a truck travel map. The third task is an analysis of, and recommended safety measures for, the impacts of burro crossings of arterials and vehicle versus burro collisions in the mostly norther part of the city.

Project Approach

Willdan’s overall approach to developing the Safety Improvements in Three Areas addendum to the LRSP involves first evaluating a policy to implement roundabouts and speed cushions (humps) for traffic calming in residential areas. Second, obtaining truck traffic volumes, reviewing the City’s truck crash history on an aggregate basis to identify high-risk roadway characteristics rather than looking at high-collision concentration locations through site analysis, and evaluating the current truck routes. Third, reviewing the crash history of cars versus burros in the northern part of the city to identify the best areas to recommend measures to decrease incidents. These three areas are addressed specifically below.

Traffic Calming (Roundabouts & Speed Cushions)

This evaluation will identify policies for the installation of traffic calming measures in residential areas that consist of roundabouts and speed cushions. The resulting addendum to the LRSP document will provide the City recommendations on best practices when providing these traffic calming measures to prospective residential areas. Working with the City, our policy development will include recommendations on the parameters to consider installing these traffic calming measures based on the best engineering practices to date. The Caltrans Local Roadway Safety Manual and the Federal Highway Administration’s Traffic Calming ePrimer, among other source materials, will be used to select potential low-cost and high-benefit systemic countermeasures to address safety issues for all modes of travel.

A policy for the implementation of traffic calming measures should include the methodology under which the City would study and approve of the installation of a roundabout or speed cushion.

Truck Traffic and Safety

The assessment of truck traffic safety will require accumulating truck traffic data for the city and the preparation of a truck traffic map. This data will include truck volume counts and truck accident data for both existing and potential truck routes in the City. Applying mitigating safety and efficiency measures to truck traffic, our aim would be developing improvements with high Benefit Cost Ratios (BCR) with low cost and systemic improvements. These ratios are developed by identifying potential countermeasures to address serious collisions (not property damage only) in the most recent five-year period. As well as addressing truck volumes and distribution patterns throughout the City. After developing this analysis based on the collision history and existing conditions, we would present this project to the City and stakeholders to determine if this project meets the City’s vision and goals

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL





I.12.a

Burro Crossing Traffic Control

Working with the City and obtaining applicable current traffic accident data of vehicles versus burros in the northern part of the City, our aim, as with the truck traffic above, would be developing improvements with high Benefit Cost Ratios (BCR) with low cost and systemic improvements. These ratios are developed by identifying potential countermeasures to address vehicle versus animal collisions in the most recent five-year period. Additionally, consultation with the Bureau of Land Management Wild Horse and Burro Program will be utilized for information and mitigation measures concerning the wild burros. After developing this project based on the collision history and existing conditions, we would present to the City and stakeholder’s strategies to deal with burro collisions and determine if this project meets the City’s vision and goals.

Work Plan

Willdan will furnish all services detailed below as required and necessary to develop the City’s Local Road Safety Improvements in Three Areas Plan in accordance with specified guidelines.

Task 1 - Project Management

Willdan will conduct all tasks necessary to complete the project, including day-to-day project management, meetings, progress reports, project communication and agency follow-up, project scheduling and tracking, invoicing, and overall administration of the project. Willdan's project management approach to manage and control the project is expected to include, but not be limited to:

- A project kick-off meeting will be scheduled within the first 2 weeks after the award of the contract. Major aspects of the project will be discussed including plan goals, City expectations, the role of the consultant and stakeholders, communication protocol, progress reporting, scheduling, and invoicing, key milestones, and what defines success for this project. The project development team (PDT) consisting of City staff and Willdan team members will be identified to maintain consistent communication throughout the project.
- In addition to the kick-off meeting, Willdan will meet or conference call with the PDT at project milestones to discuss the project progress, upcoming tasks, completed tasks and issues requiring PDT assistance in problem-solving issues such as schedule or budget concerns. As part of this proposal, Willdan is including a total of seven (7) meetings.
- Willdan will coordinate with City staff to determine if public meetings are needed. If found necessary, we will attend public meetings where trends, proposed countermeasures will be discussed and will give stakeholders the opportunity to share concerns with the project team of locations with safety concerns and their input on proposed countermeasures.
- Willdan will prepare and distribute meeting agendas and minutes for all project meetings.
- Develop and monitor a critical path method project schedule using Microsoft projects software. The schedule will identify each task, start, and end dates, and duration. The schedule will be updated monthly and submitted with the progress report.
- Ensure that the [Safety Improvements in Three Areas addendum](#) to the Local Roadway Safety Plan including all recommended safety measures meet all applicable Federal, State, and Local requirements, in anticipation of future grant funding opportunities.

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL



Task 2 – Traffic Calming Roundabout Policy**Task 2.1 – Research**

Willdan will obtain and review available information and documents from the City and stakeholders including but not limited to the General Plan, Circulation Element, City Standard Plans, Capital Improvement Plan, and any ongoing Active Transportation initiatives. The above-mentioned documents will be reviewed to determine their impact on the development of these **enhancements to the existing** City's Local Roadway Safety Plan.

Willdan will also review traffic safety concerns forwarded by stakeholders including, but not limited to, Riverside County Sheriff's Department, Moreno Valley Unified School District, and homeowner associations.

Task 2.2 – Collision Analysis

Willdan will obtain and organize the most recent 5-year crash data from the City's accident record database, UC Berkeley's Transportation Injury Mapping System (TIMS), California Highway Patrol's Statewide Integrated Traffic Records System (SWITRS), and data from the City of Moreno Valley Police Department.

The collision data collected will be analyzed to document the crash types, driver factors, and environmental conditions. Willdan will pay special attention towards pedestrian and bicycle collisions around the City and specifically at mid-block crosswalks.

Task 2.3 – Traffic Calming Policy Recommendation Analysis

The development of a policy on roundabouts and speed cushions will not require data collection but will be based on a collection of best practices in the field of traffic calming from a variety of sources. A survey of residential areas of the City will be conducted to help guide the policies on the installation of traffic calming measures. The resulting addendum to the LRSP document will provide the City recommendations on best practices when providing these traffic calming measures to prospective residential areas.

- Working with the City, our policy development will include recommendations on the parameters to consider installing these traffic calming measures based on the best engineering practices to date.
- Willdan will utilize the Caltrans Local Roadway Safety Manual and the Federal Highway Administration's Traffic Calming ePrimer, among other source materials, in forming guiding policies.
- Residential areas will be surveyed to determine common characteristics that may be applied in developing a policy.
- Willdan will work with City staff on identifying traffic calming concerns of stakeholders.

Task 2.4 – Traffic Calming Plan Report

All the subtasks in this task will be documented to form the basis of the Roadway Safety Improvements addendum to the Local Roadway Safety Plan document titled "Volume I- Traffic Calming Plan". The Plan will include an introduction, background, discussion of the residential traffic calming plan and recommendations, comprehensive crash analysis, process and safety partners, emphasis areas, roundabout and traffic cushion policy, evaluation, and implementation plan, recommended safety measures (along with prioritized project lists, potential funding sources, evaluation criteria and future updates including attachments and supporting documentation).

Willdan will prepare the addendum safety improvement plan in accordance with all Caltrans and Federal Highway Administration requirements. Electronic files of the Draft Safety Improvement in Three Areas addendum to the Local Roadway Safety Plan will be submitted to City Staff for review. Willdan will assist the City in circulating the Draft to identified stakeholders. A comment matrix will be made to ensure all comments are incorporated into the Final Plan.

The Traffic Calming Safety Plan will be presented to the City Council and the Public Safety Committee. As mentioned in Task 1, Willdan will attend a kick-off meeting in addition to progress meetings and public meetings (as needed) while preparing the Traffic Calming Safety Plan Amendment to the City's Local Roadway Safety Plan.



Task 3 – Truck Traffic Safety Analysis

Task 3.1 – Research

Willdan will obtain and review available information and documents from the City and stakeholders including but not limited to the General Plan, Circulation Element, City Standard Plans, Capital Improvement Plan, and any ongoing Active Transportation initiatives. The above-mentioned documents will be reviewed to determine their impact on the development of these [enhancements to the existing](#) City's Local Roadway Safety Plan.

Willdan will also review the current roadway truck route map, locations of heavy vehicle destinations, truck safety issues and traffic safety concerns forwarded by stakeholders including, but not limited to, Riverside County Sheriff's Department, Moreno Valley Unified School District, and homeowner associations.

Task 3.2 – Data Collection

Traffic Classification Counts: Willdan will utilize our subconsultant, Counts Unlimited, to collect 24-hour classification ADT counts for up to one hundred fifty (150) roadway segments. These counts will be used to help identify any new or adjusted truck routes throughout the City.

Truck Crash Data: Willdan will obtain and organize the most recent 5-year crash data involving trucks from the City's collision record database, UC Berkeley's Transportation Injury Mapping System (TIMS), California Highway Patrol's Statewide Integrated Traffic Records System (SWITRS), and data from the Riverside County Sheriff's Department.

Willdan will work in close coordination with City staff to obtain roadway data including such elements as truck traffic patterns, roadway features, and truck/traffic volumes. The collision data collected will be analyzed to document the crash types, driver factors, and environmental conditions. Willdan will pay special attention towards pedestrian and bicycle collisions around the City and specifically at mid-block crosswalks.

Willdan will coordinate with the City to identify crashes already being mitigated with other planned work. We will obtain and review recent engineering studies that have been completed relating to roadway safety improvements, including traffic signal warrants, feasibility studies, and project study reports.

Willdan will provide a summary of current efforts to address roadway safety, including identifying programs that have evidence of measurable success.

Task 3.3 – Analysis

Truck Crash Data will be analyzed to determine if there are areas and certain routes in the City that should be given the highest priority. Willdan will perform a comprehensive collision analysis of the City's roadway network to identify intersections and roadway segments that have high concentrations of truck collisions. The analysis will utilize the 5-year collision data obtained by Willdan. The analysis will include considerations of crash factors, systemic safety analysis, priority safety strategies, infrastructure safety projects, and behavioral safety strategies. The collision analysis for trucks will include, but not be limited to:

- Document truck traffic patterns, roadway features, traffic volumes, crash type, driver factors, and environmental conditions.
- Identify high-collision corridors and intersections to pinpoint causes of collisions, including highest occurring crash types, crash factors and injury severity.
- Evaluate results of crash data and roadway analysis to identify collision patterns and common collision types within City.
- Compile a list of top high-risk corridors and a minimum of top intersections with high collision rates.
- Conduct a detailed analysis of the top priority locations identified in the analysis and discussions with the PDT. These locations will include a deeper analysis of the existing conditions, documenting the traffic patterns, roadway features, traffic volumes, crash type, driver factors, and environmental conditions with special attention directed to mid-block crosswalks.



Roadway characteristics will be evaluated to determine if they contributed to potential causes of the crash patterns identified during the collision analysis task. Based upon the collision analysis and roadway data, a list of potential safety countermeasures that best fit the road, traffic, and safety conditions at specific locations will be developed rather than offering a generic list of possible improvements. The City's intersections, crosswalks, and traffic control devices will be individually evaluated to document traffic patterns, roadway features, traffic volumes, crash history, and environmental conditions that may pose a risk to future collisions.

Task 3.4 - GIS Maps and Tables

Willdan will prepare [truck traffic maps](#) and base maps of locations of safety concerns for trucks crashes. The maps will show locations with high truck use and will help identify recommendations on new truck routes. Heat maps will be included to help visually identify the most impacted locations, showing where the most trucks are travelling throughout the City, regardless of designated truck routes. Heat maps of crash rates will also be created to compare truck-related crashes (per million vehicle miles travelled) throughout the City. All maps will be developed utilizing GIS and CAD software. Willdan can prepare any additional truck related maps requested by the City based on data collected by Willdan.

Task 3.5 – Sunnymead Boulevard Truck Safety Analysis

Willdan will analyze the raised median curbs along Sunnymead Boulevard from Frederick Street to Perris Boulevard and provide recommendations for safety improvements. We understand that there have been complaints of vehicles hitting the curbs along the raised medians. Willdan will review the collision history, perform an on-site evaluation, consider the land use, traffic volumes, and traffic operations to provide a discussion for each raised median island segment along Sunnymead Boulevard. Willdan will develop a map identifying the median island locations. Based on the analysis and findings, Willdan will develop recommended improvements. The preliminary design recommendations will be presented on detailed conceptual plans of the proposed improvements. It is anticipated the City will provide one round of review comments on the conceptual design plans. An estimate of the budget associated with construction of the improvement(s) will also be included. The Sunnymead Boulevard truck safety analysis, findings, and recommendations will be summarized in its own chapter within the Truck Traffic Safety Analysis Report.

Task 3.6 – Recommendations

Once the priority safety intersections and roadway segments that experience a high truck crash volume are identified, Willdan will use the Caltrans Local Roadway Safety Manual to select potential low-cost and high benefit systemic countermeasures to address safety issues for all modes of travel at the top high crash locations. Additional countermeasures that are applicable citywide under the 4E's (engineering, enforcement, education, and emergency response) will also be considered for implementation. The list of potential safety countermeasures will be presented as a Safety Mitigation Toolbox for City staff feedback.

Utilizing the preliminary safety project scopes, Willdan will identify potential projects to improve roadway and traffic safety, improve operations, and projects that recognize the needs of truck users of the transportation system. Once identified, Willdan will prepare cost estimates for the proposed project and prepare benefit/cost (B/C) ratio calculations based upon the Local Roadway Safety Manual guidelines and templates provided by the HSIP application website for all recommended countermeasures (along with costs for project development, administration, environmental, right-of-way, and construction costs). A master project list will be developed to prioritize the implementation of up to 10 representative projects that provide benefits, costs, conceptual plans, and B/C ratios to support future HSIP grant applications as well as other grant funding opportunities. In addition to developing infrastructure and engineering projects, safety measures will also be identified for targeted enforcement based on collision data review including locations, types, and contributing factors. Safety education measures will also be considered.

After developing projects based on the collision history and existing conditions, the list of projects will be presented City and stakeholders to determine if the projects meet the City's vision and goals and allow the City and stakeholders to prioritize these projects.



Task 3.7 – Technical Support and Documentation

Utilizing the preliminary safety project scopes, Willdan will research and identify potential funding sources such as the Highway Safety Improvement Program (HSIP) or other safety-related program grants to improve roadway safety involving truck traffic. Once a funding program is identified and a call for projects is released, Willdan will prepare technical documentation including narrative write-ups, cost estimates, maps, and exhibits for the proposed project to submit for funding consideration. For the purposes of this proposal, Willdan will prepare supporting technical documentation for up to two (2) funding programs. A master project list will be developed to prioritize the implementation of representative projects that provide information to support future funding opportunities.

Task 3.8 – Truck Traffic Safety Analysis Report

All of the subtasks under the truck safety analysis will be documented to form the basis of the Roadway Safety Improvements addendum to the Local Roadway Safety Plan document, titled “Volume 2 - Truck Safety”. The Plan will include an introduction, background, discussion of the truck safety analysis and recommendations, comprehensive crash analysis, process and safety partners, evaluation, and implementation plan, recommended safety measures (along with prioritized project lists, potential funding sources, evaluation criteria and future updates including attachments and supporting documentation).

Willdan will prepare the addendum safety improvement plan in accordance with all Caltrans and Federal Highway Administration requirements. Electronic files of the Draft Safety Improvement in Three Areas addendum to the Local Roadway Safety Plan will be submitted to City Staff for review. Willdan will assist the City in circulating the Draft to identified stakeholders. A comment matrix will be made to ensure all comments are incorporated into the Final Plan. Electronic files of the Final Plan will be submitted to the City’s Public Works Department.

The Truck Safety Plan will be presented to the City Council and the Public Safety Committee. As mentioned in Task 1, Willdan will attend a kick-off meeting in addition to progress meetings and public meetings (as needed) while preparing the Truck Traffic Safety Analysis Amendment to the City’s Local Roadway Safety Plan.

Task 4 – Burro Crossing Safety Analysis

In this Task, Willdan will extensively research, collect background data, interview with experts, and collect any other material regarding the safety concerns of the wild burros in Moreno Valley and their interaction with motor vehicles. Wild burros can be found in the Box Spring Mountains between Riverside and Moreno Valley and the San Timoteo Badlands. Utilizing the collected research and data, Willdan will develop appropriate countermeasures to improve the safety for burros and the public.

Task 4.1 – Research

Willdan will perform a comprehensive outreach program to better understand all of the dynamics surrounding the interaction of wild burros with vehicles and residents in the Moreno Valley. Among the governmental and community organizations we will consult with are:

- Moreno Valley Animal Services and the Moreno Valley’s “Protect Our Burros” program. The City has information on their website about burros and burro adoption.
- The California Department of Food and Agriculture. Veterinarians with this agency provide health services to wild burros.
- The San Bernardino County Animal Care & Control. The County provides services and information regarding wildlife.
- The US Department of the Interior Federal Bureau of Land Management. The Bureau manages and protects wild horses and burros on 26.9 million acres of public lands across 10 Western states as part of its mission to administer public lands for a variety of uses. The Wild Horse and Burro Program’s goal is to manage healthy wild horses and burros on healthy public lands.
- DonkeyLand Rescue is a local community-based organization that provides assistance to wild burros in the area and handles burro adoptions. They are very knowledgeable about the area in general and the areas of concern regarding wild burros. They will be a great resource for this study. For example, Donkeyland Rescue has expressed concerns about the intersection of Pigeon Pass Road and Hidden Springs Drive.



We will interview, interact with, and collect any helpful information from these agencies and organizations on the best countermeasures going forward to protect the safety of the public and the wild burros. We will also reach out to any other entities that may not be identified here, including international agencies, which can provide assistance as well.

Task 4.2 – Data Collection

Initially, extensive data will be collected on the existing conditions for the analysis. This will comprise of a comprehensive collision analysis of the general area that the City has identified as the problem area that burro and vehicle collisions take place. The roadway network in the norther part of the City in general will be closely studied to identify intersections and roadway segments that have high concentrations of collisions between vehicles and burros. The analysis will utilize the 5-year collision data obtained by Willdan.

Willdan will utilize our subconsultant, Counts Unlimited, to collect daily traffic volume data for the key street segments. Additionally, up to five (5) locations will be monitored by video camera for up to seven (7) days to observe the interaction of burros with vehicles and the public in general. Willdan will also coordinate with the City to identify efforts to address burro safety that have already been implemented.

Task 4.3 – Analysis

Burro Versus Vehicle crash data will be analyzed to determine if there are areas and certain routes in Northern Moreno Valley that should be given the highest priority. Willdan will perform a comprehensive collision analysis of the City's roadway network in the norther part of the city to identify intersections and roadway segments that have high concentrations of collisions between vehicles and burros. The analysis will utilize the 5-year collision data obtained by Willdan. The analysis will include considerations of crash factors, systemic safety analysis, priority safety strategies, infrastructure safety projects, and behavioral safety strategies. The collision analysis for burros versus vehicles will include, but not be limited to:

- Document traffic patterns, roadway features, crash type, driver factors, and environmental conditions.
- Identify high-collision corridors and intersections to pinpoint causes of collisions, including highest occurring crash types, crash factors and injury severity.
- Evaluate potential conflicts between vehicles and burros.
- Evaluate the traffic control devices found in high-collision locations.
- Compile a list of top high-risk corridors and a minimum of top intersections with high collision rates.
- Conduct a detailed analysis of the top priority locations identified in the analysis and discussions with the PDT. These locations will include a deeper analysis of the existing conditions, wild burro activity, traffic patterns, roadway features, traffic volumes, crash type, driver factors, and environmental conditions.
- Roadway characteristics will be evaluated to determine if they contributed to potential causes of the crash patterns identified during the collision analysis task.

Task 4.4 GIS Maps and Tables

Willdan will develop GIS maps to illustrate the high priority locations once identified in the data. These maps will show vehicle volumes, wild burro activity, and crash histories of vehicles and burros.

Task 4.5 – Recommendations

Once the priority safety intersections and roadway segments that experience a high burro and vehicle crash volume are identified, Willdan will use all of the collected information from data analysis, outreach to the government and community organizations as well as engineering judgement to select potential systemic countermeasures to address safety issues. Willdan will utilize the Caltrans Local Roadway Safety Manual and the Bureau of Land Management Wild Horse and Burro Program, among other sources, to select potential low-cost and high benefit systemic countermeasures to address safety issues for high incident locations involving wild burros. Additional countermeasures that are applicable under the 4E's (engineering, enforcement, education, and emergency response) will also be considered for implementation. The list of potential safety countermeasures will be presented as a Burro Safety Mitigation Toolbox for City staff feedback.





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Task 4.6 – Technical Support and Documentation

Utilizing the preliminary safety project scopes, Willdan will research and identify potential funding sources such as the HSIP to improve roadway safety involving the interaction of wild burros and vehicle traffic. Once a funding program is identified and a call for projects is released, Willdan will prepare technical documentation including narrative write-ups, cost estimates, maps, and exhibits for the proposed project to submit for funding consideration. For the purposes of this proposal, Willdan will prepare supporting technical documentation for up to two (2) funding programs. A master project list will be developed to prioritize the implementation of representative projects that provide information to support future funding opportunities.

Task 4.7 – Report

Willdan will prepare the Burro Crossing Safety Analysis plan document. The Plan will include an introduction, background, discussion of the comprehensive safety analysis, process and safety partners, emphasis areas, evaluation, and implementation plan, recommended safety measures (along with prioritized project lists, potential funding sources, evaluation criteria and future updates including attachments and supporting documentation).

Willdan will prepare the safety improvement plan in accordance with all Caltrans and Federal Highway Administration requirements. Electronic files of the Draft Safety plan will be submitted to City Staff for review. Willdan will assist the City in circulating the Draft to identified stakeholders. A comment matrix will be made to ensure all comments are incorporated into the Final Plan.

The Burro Safety Plan will be presented to the City Council and the Public Safety Committee. As mentioned in Task 1, Willdan will attend a kick-off meeting in addition to progress meetings and public meetings (as needed) while preparing the Burro Crossing Safety Analysis Amendment to the City’s Local Roadway Safety Plan.

Deliverables

Task	Deliverables
1. Project Management	<ul style="list-style-type: none"> Meeting agendas and minutes for all meetings Project Schedule
2. Traffic Calming Policy	<ul style="list-style-type: none"> Electronic Submittal of Draft Traffic Calming Policy Addendum Comment Matrix of Draft Traffic Calming Policy Addendum Electronic files of the Final Traffic Calming Policy Addendum City Council and Traffic Safety Committee Presentations
3. Truck Traffic Safety Analysis	<ul style="list-style-type: none"> Electronic Submittal of Draft Truck Safety Plan Addendum Comment Matrix of Draft Truck Safety Plan Addendum Electronic files of the Final Truck Safety Plan Addendum Traffic data Truck Traffic Maps and Tables Conceptual designs and cost estimates for Sunnymead Boulevard Technical documents for up to two (2) funding programs City Council and Traffic Safety Committee Presentations
4. Burro Crossing Safety Analysis	<ul style="list-style-type: none"> Electronic Submittal of Draft Burro Crossing Safety Plan Addendum Comment Matrix of Draft Burro Crossing Safety Plan Addendum Electronic files of the Final Burro Crossing Safety Plan Addendum Traffic data





I.12.a

- Technical documents for up to two (2) funding programs
 - City Council and Traffic Safety Committee Presentations
-

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EXHIBIT "B"

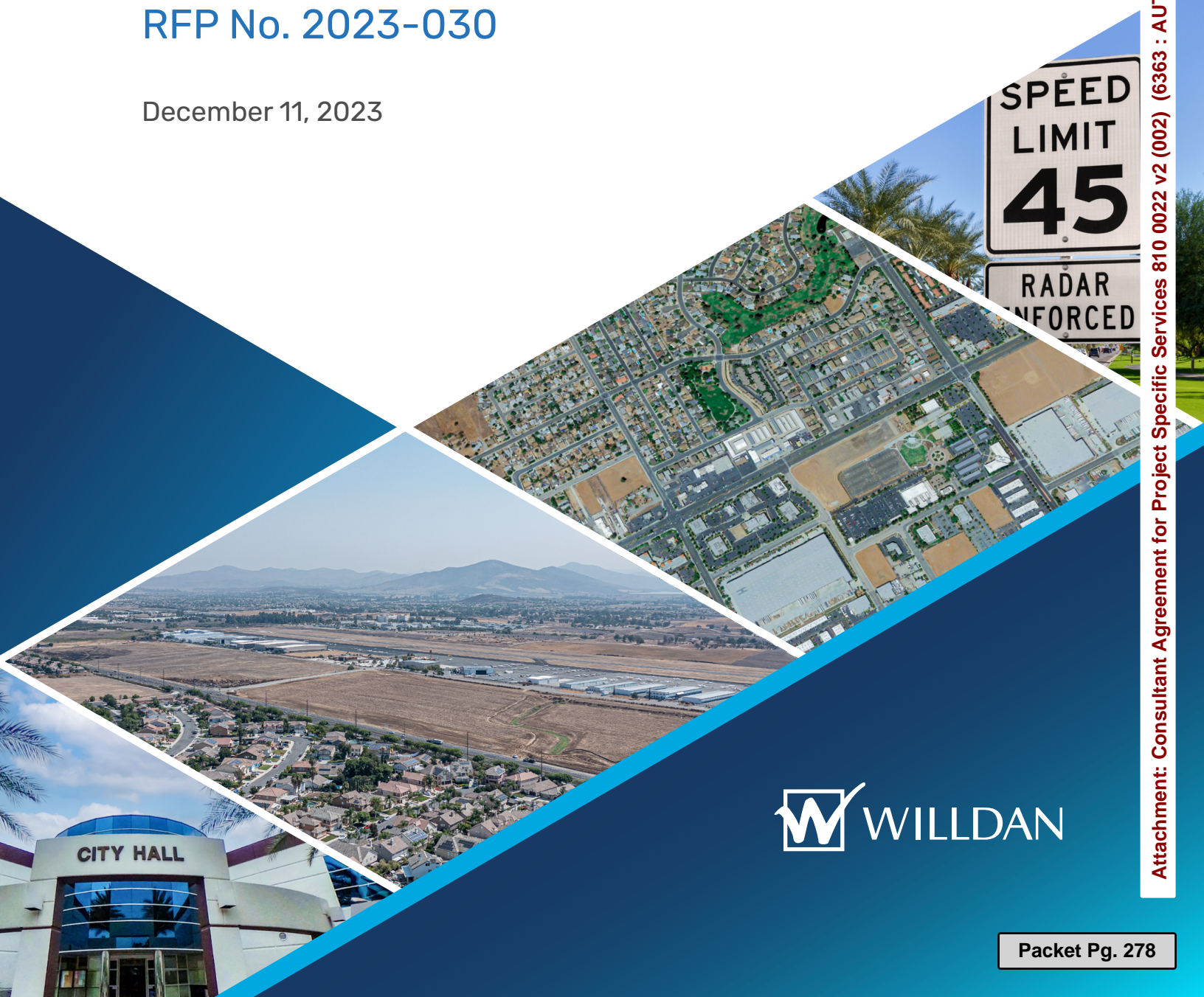
CONSULTANT PROPOSAL

CITY OF MORENO VALLEY

Proposal

Moreno Valley Roadway Safety Improvements in Three Areas (810 0022) RFP No. 2023-030

December 11, 2023



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December 11, 2023

City of Moreno Valley
14177 Frederick Street
Moreno Valley, CA 92552

Subject: Proposal for 2023-030 Moreno Valley Roadway Improvements in Three Areas (810 0022)

The City of Moreno Valley is searching for a professional consultant for the Transportation Engineering Division to improve the current Local Roadway Safety Plan (LRSP) by enhancing areas that need safety improvements with three key modules (traffic calming including roundabouts and split traffic humps, protection of wild burros at roadway crossings, and truck safety). Since the inception of the Highway Safety Improvement Program (HSIP), **Willdan Engineering (Willdan)** has been involved in all types of projects that focus on the main objectives of reducing collisions and improving safety for all roadway users. Our proposed team offers:

- Highly Skilled Project Management.** **Wes Pringle, PE**, will serve as Project Manager. He has over 33 years of experience as a Transportation Engineer for the City of Los Angeles, where he worked with the Bureau of Engineering on implementing the current street standards and the adopted Mobility Plan. He also worked with development projects in establishing Transportation Demand Management strategies that improve the pedestrian, transit, and biking experience in the City. Mr. Pringle represented LADOT at City Planning Subdivision Public Hearings and Community Meetings and reviewed access and circulation plans for building permit applications, parcel maps, and tract maps. He also developed a traffic modeling report for the western region of the City of Los Angeles, the Western Transportation Studies District. Additionally, he has prepared funding applications for several projects including a pedestrian grade crossing over the Metro Blue Line and the Wilshire Boulevard Streetscape. He also worked with the LA Harbor Department on truck traffic management and the construction of the Alameda Corridor. Mr. Pringle is a Member of the Institute of Transportation Engineers (ITE), a guest lecturer of Transportation Engineering at the University of Southern California, and an Editor of ITE's Expert Witness Council Newsletter.

Jeffrey Lau, PE, TE, ENV SP, Willdan's proposed Principal-in-Charge, possesses over 19 years of traffic design and transportation planning experience. Mr. Lau oversees Willdan's traffic engineering group and manages design projects for a variety of cities and counties throughout California. He is responsible for analysis, coordination, and design of various projects, including the preparation of plans, specifications, and estimate (PS&E) for traffic design projects such as traffic signals, signing and striping, street lighting, and construction traffic control. Mr. Lau has assisted clients in preparing grant funding applications for the HSIP and Active Transportation Plan (ATP) programs and recommending candidate projects. He is intimately familiar with developing safety projects utilizing countermeasures from Caltrans' Local Roadway Safety Manual that feature competitive benefit/cost ratios. During the previous two cycles of HSIP Call for Projects, Mr. Lau spearheaded the development of 21 successful HSIP grant applications that were awarded over \$17.4 million in funding.

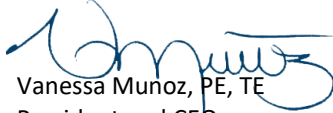
- LRSP-Experienced Project Team.** Willdan is committing four high-performing full-time staff to the City's LRSP project that have combined over 60 years of experience. **Wes Pringle, PE**, will serve as Project Manager and will be the City's primary contact and day-to-day contact administrator. **Mr. Jeffrey Lau, PE, TE, ENV SP** will serve as Principal-In-Charge and Quality Assurance Manager and shall be responsible for ensuring staffing resources are available to keep the project on schedule and will implement Willdan's quality assurance plan for the project. **Nicolle Spann, PE, TE**, and **Emilio J. Murga, EIT**, will serve as Technical support and will assist Mr. Pringle in the preparation of the City's LRSP.

- **Firmwide Local Road Safety Plan Subject Experts.** Willdan's staff understands the countermeasures that improve safety and the importance of a competitive benefit/cost ratio for future projects while addressing specific community needs. Willdan has provided LRSP preparation and review, grant writing, traffic design, installation support, and construction management services in support of safety improvements that are in line with Local Road Safety Plan objectives.
- **Highway Safety Improvement Program Expertise.** Willdan's proposed project team possesses vast experience in preparing grant funding applications and have been involved in all facets of applying for HSIP funding since the program's inception. These HSIP applications require tasks very similar to the scope of work described in the City's Local Road Safety Plan request for proposals including such tasks as: extensive research to investigate safety concerns, review of facilities and existing conditions and documents, gathering feedback from stakeholders, collision analysis, developing safety projects from recognized countermeasures, completing a detailed cost estimate for project implementation, and performing a benefit to cost analysis per program guidelines. Over the past two HSIP funding cycles 9 & 10, Willdan has prepared 28 successful grant applications totaling over \$19.3 million that were selected for funding. The proposed project team has also developed LRSP Reports for 8 municipal agencies. The experience gained from preparing winning HSIP grant applications and LRSP Reports makes Willdan uniquely qualified to prepare the Placentia Local Road Safety Plan.

Willdan sincerely appreciates this opportunity to assist the City with the enhancement of their Local Road Safety Plan. I am an officer empowered by Willdan to sign this proposal and thereby commit Willdan to the obligations contained in the RFP response. This proposal is valid for 60 days following the closing date for the receipt of proposals. Willdan accepts and has no proposed exceptions, alterations or amendments to the Scope of Services or other requirements of the City's RFP, including the Sample Agreement for Professional Consultant Services. If there are any questions regarding this proposal, please contact me by phone at (562) 368-4848, extension 6225 or by email at vmunoz@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING



Vanessa Munoz, PE, TE
 President and CEO





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1. Executive Summary

About Willdan

Willdan Engineering (Willdan), a California Corporation, is part of Willdan Group, Inc. (WGI), a NASDAQ publicly traded Delaware Corporation and nationwide firm serving more than 800 public agencies and private sector clients. Founded in 1964 and headquartered in Anaheim, California, Willdan was originally established as a civil engineering firm, specializing in providing solutions for our public agency clients. Today, Willdan has over 1,500 employees operating out of 50+ offices located throughout the United States. We have supported implementation of community visions through

Willdan Engineering

- *Willdan Engineering*
- *California Corporation*
- *Publicly Owned*
- *59+ Years in Business/Experience*
- *1500+ Employees / 50+ Offices*

Authorized Person Contact Information

Vanessa Munoz, PE, TE

President and CEO

650 E. Hospitality Lane, Suite 400

San Bernardino, CA 92408

(562) 368-4848

vmunoz@willdan.com

engineering, construction management, inspection, planning, building safety, and staff augmentation services. Willdan has completed various types of projects for over 98 percent of the cities and counties in California.

Willdan's corporate-wide capabilities include a full range of civil and structural engineering, land planning, financial and economic consulting, geology and geotechnical engineering, environmental health and safety, and energy efficiency solutions consulting services. We provide professional services in all phases of Public Agency activities from project development, grant funding application assistance and administration, site analysis, and conceptual development to final design, construction management, observation, and project close-out.

Willdan Staff of Experts

- | | |
|---|--|
| ▪ Construction Inspection and Support | ▪ Landscape Architecture |
| ▪ Assessment Engineering | ▪ Program and Construction Management |
| ▪ Building Safety Services | ▪ Public Agency Engineering and Management |
| ▪ Computer-Aided Analysis and Design | ▪ Right of Way Engineering |
| ▪ Drainage and Flood Control | ▪ Structural Engineering |
| ▪ Environmental Planning | ▪ Traffic and Transportation |
| ▪ Geographical Information System (GIS) | ▪ Urban and Regional Planning |
| ▪ Geotechnical/Geological Engineering | ▪ Water and Wastewater |
| ▪ Highway and Freeway Engineering | |

Traffic Engineering and Study Expertise

Willdan has prepared a variety of traffic safety, parking, neighborhood traffic management, traffic impact, school area, pedestrian/cyclist safety, traffic calming, suggested route to school, signal timing, and traffic circulation studies; engineering and traffic surveys; and project study reports throughout California for client cities, Caltrans, other agencies, and private developers. Willdan's staff is well experienced in presenting traffic studies at traffic commission, planning commission, City Council, and other Public hearings.

While serving as City Traffic Engineers, our staff have performed reviews of traffic studies as part of their daily routine. Most of these studies are development related and include traffic impact, parking demand, and traffic circulation. Reviews often include providing conditions of approval. Other traffic study reviews include project study reports, traffic management plans, traffic signal warrant analyses, and traffic signal timing and coordination analyses.

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ACTION BY UNANIMOUS WRITTEN CONSENT OF
THE BOARD OF DIRECTORS OF
WILLDAN ENGINEERING
November 27, 2023

The undersigned, constituting all of the members of the board of directors of Willdan Engineering, acting pursuant to the authority of Corporations Code Section 307(b), hereby take the following actions by unanimous written consent:

BE IT RESOLVED, that Vanessa Munoz, PE, TE, President, CEO; Director of Design Engineering for Willdan Engineering is hereby authorized to submit a proposal to the City of Moreno Valley for RFP 2023-030, Proposal for Moreno Valley Roadway Improvements in Three Areas (810 0022).

BE IT FURTHER RESOLVED, that Vanessa Munoz, PE, TE, President, CEO; Director of Design Engineering for Willdan Engineering is authorized and approved to bind the firm, with signatures, to any contract resulting from this proposal, attested to by Cathaleen D. Steele, Assistant Secretary.

BE IT FURTHER RESOLVED, that this action is taken by the Board to be effective on the date first above written.

Dated: November 27, 2023

Thomas D. Brisbin

Thomas D. Brisbin, Sole Director

ATTEST:

Cathaleen D. Steele

Cathaleen D. Steele, Assistant Secretary

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2. Technical Proposal

Project Understanding

The City of Moreno Valley is requesting engineering services from a qualified consulting firm to enhance the current Local Roadway Safety Plan (LRSP)/Traffic Safety Action Plan. There are three areas of concern to be addressed in the LRSP addendum. The first item is to provide a policy on the implementation of roundabouts and speed humps as traffic calming devices. The specific type of speed humps under consideration are known as speed cushions. Speed cushions are broken up to provide greater access for emergency response. The second task is to assess truck traffic throughout the City and recommend measures for the safe travel of goods movement. This will include a quantitative and qualitative assessment of current truck routes and the development of a truck travel map. The third task is an analysis of, and recommended safety measures for, the impacts of burro crossings of arterials and vehicle versus burro collisions in the mostly norther part of the city.

Project Approach

Willdan’s overall approach to developing the Safety Improvements in Three Areas addendum to the LRSP involves first evaluating a policy to implement roundabouts and speed cushions (humps) for traffic calming in residential areas. Second, obtaining truck traffic volumes, reviewing the City’s truck crash history on an aggregate basis to identify high-risk roadway characteristics rather than looking at high-collision concentration locations through site analysis, and evaluating the current truck routes. Third, reviewing the crash history of cars versus burros in the northern part of the city to identify the best areas to recommend measures to decrease incidents. These three areas are addressed specifically below.

Traffic Calming (Roundabouts & Speed Cushions)	<p>This evaluation will identify policies for the installation of traffic calming measures in residential areas that consist of roundabouts and speed cushions. The resulting addendum to the LRSP document will provide the City recommendations on best practices when providing these traffic calming measures to prospective residential areas. Working with the City, our policy development will include recommendations on the parameters to consider installing these traffic calming measures based on the best engineering practices to date. The Caltrans Local Roadway Safety Manual and the Federal Highway Administration’s Traffic Calming ePrimer, among other source materials, will be used to select potential low-cost and high-benefit systemic countermeasures to address safety issues for all modes of travel.</p> <p>A policy for the implementation of traffic calming measures should include the methodology under which the City would study and approve of the installation of a roundabout or speed cushion.</p>
Truck Traffic and Safety	<p>The assessment of truck traffic safety will require accumulating truck traffic data for the city and the preparation of a truck traffic map. This data will include truck volume counts and truck accident data for both existing and potential truck routes in the City. Applying mitigating safety and efficiency measures to truck traffic, our aim would be developing improvements with high Benefit Cost Ratios (BCR) with low cost and systemic improvements. These ratios are developed by identifying potential countermeasures to address the serious collisions (not property damage only) in the most recent five-year period. As well as addressing truck volumes and distribution patterns throughout the City. After developing this analysis based on the collision history and existing conditions, we would present this project to the City and stakeholders to determine if this project meets the City’s vision and goals</p>
Burro Crossing Traffic Control	<p>Working with the City and obtaining applicable current traffic accident data of vehicles versus burros in the northern part of the City, our aim, as with the truck traffic above, would be developing improvements with high Benefit Cost Ratios (BCR) with low cost and systemic improvements. These ratios are developed by identifying potential countermeasures to address the vehicle versus animal collisions in the most recent five-year period. Additionally, consultation with the Bureau of Land Management Wild Horse and Burro Program will be utilized for information and mitigation measures concerning the wild burros. After developing this project based on the collision history and existing conditions, we would present to the City and stakeholders strategies to deal with burro collisions and determine if this project meets the City’s vision and goals.</p>

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Work Plan

Willdan will furnish all services detailed below as required and necessary to develop the City's Local Road Safety Improvements in Three Areas Plan in accordance with specified guidelines.

Task 1 - Project Management

Willdan will conduct all tasks necessary to complete the project, including day-to-day project management, meetings, progress reports, project communication and agency follow-up, project scheduling and tracking, invoicing, and overall administration of the project. Willdan's project management approach to manage and control the project is expected to include, but not be limited to:

- A project kick-off meeting will be scheduled within the first 2 weeks after the award of the contract. Major aspects of the project will be discussed including plan goals, City expectations, the role of the consultant and stakeholders, communication protocol, progress reporting, scheduling, and invoicing, key milestones, and what defines success for this project. The project development team (PDT) consisting of City staff and Willdan team members will be identified to maintain consistent communication throughout the project.
- In addition to the kick-off meeting, Willdan will meet or conference call with the PDT at least twice to discuss the project progress, upcoming tasks, completed tasks and issues requiring PDT assistance in problem-solving issues such as schedule or budget concerns.
- Willdan will coordinate with City staff to determine if public meetings are needed. If found necessary, we will attend two public meetings where trends, proposed countermeasures will be discussed and will give stakeholders the opportunity to share concerns with the project team of locations with safety concerns and their input on proposed countermeasures.
- Willdan will prepare and distribute meeting agendas and minutes for all project meetings.
- Develop and monitor a critical path method project schedule using Microsoft projects software. The schedule will identify each task, start, and end dates, and duration. The schedule will be updated monthly and submitted with the progress report.
- Ensure that the [Safety Improvements in Three Areas addendum](#) to the Local Road Safety Plan including all recommended safety measures meet all applicable Federal, State, and Local requirements, in anticipation of future grant funding opportunities.

Task 1 Deliverables

- *Meeting agendas and minutes for all meetings*
- *Project Schedule*

Task 2 – Field Review and Data Collection

Willdan will prepare a [truck traffic map](#) and base map of locations of safety concerns for both trucks and [burro versus vehicle crashes](#). This will be the basis of identifying the potential safety projects with members of the 4 E's.

Willdan will obtain and review available information and documents from the City and stakeholders including but not limited to the General Plan, Circulation Element, City Standard Plans, Capital Improvement Plan, and any ongoing Active Transportation initiatives. The above-mentioned documents will be reviewed to determine their impact on the development of these [enhancements to the existing](#) City's Local Road Safety Plan.

Willdan will also review the current roadway traffic calming policy, truck and burro safety issues and traffic safety concerns forwarded by stakeholders including, but not limited to, Riverside County Sheriff's Department, Moreno Valley Unified School District, and homeowner associations.

Willdan will utilize Counts Unlimited to collect 24-hour classification ADT counts on up to fifteen (15) roadway segments. These counts will be used to identify new or adjust truck routes throughout the City.

Willdan will obtain and organize the most recent 5-year crash data from the City's accident record database, UC Berkeley's Transportation Injury Mapping System (TIMS), California Highway Patrol's Statewide Integrated Traffic Records System (SWITRS), and data from the City of Moreno Valley Police Department.



Willdan will work in close coordination with City staff to obtain roadway data including such elements as truck traffic patterns, roadway features, and truck/traffic volumes. The collision data collected will be analyzed to document the crash types, driver factors, and environmental conditions. Willdan will pay special attention towards pedestrian and bicycle collisions around the City and specifically at mid-block crosswalks.

Willdan will coordinate with the City to identify crashes already being mitigated with other planned work. We will obtain and review recent engineering studies that have been completed relating to roadway safety improvements, including traffic signal warrants, feasibility studies, and project study reports.

Willdan will provide a summary of current efforts to address roadway safety, including identifying programs that have evidence of measurable success.

Task 2 Deliverables

- *Up to 15 Classification ADT Count Sheets*
- *Base map with truck traffic and locations of safety concerns*
- *Summary of current efforts to address roadway safety (trucks and burros)*
- *Crash trends diagrams (trucks and vehicles vs burros)*

Task 3 – Traffic Calming Policy

The development of a policy on roundabouts and speed cushions will not require data collection but will be based on a collection of best practices in the field of traffic calming from a variety of sources. A survey of residential areas of the City will be conducted to help guide the policies on the installation of traffic calming measures. The resulting addendum to the LRSP document will provide the City recommendations on best practices when providing these traffic calming measures to prospective residential areas.

- Working with the City, our policy development will include recommendations on the parameters to consider installing these traffic calming measures based on the best engineering practices to date.
- Willdan will utilize the Caltrans Local Roadway Safety Manual and the Federal Highway Administration's Traffic Calming ePrimer, among other source materials, in forming guiding policies.
- Residential areas will be surveyed to determine common characteristics that may be applied in developing a policy.
- Willdan will work with City staff on identifying traffic calming concerns of stakeholders.

Task 3 Deliverables

- *Identify key metrics to be considered for traffic calming measures to be installed.*
- *Develop a policy for requesting and installing roundabout and speed cushion traffic calming.*

Task 4 – Safety Analysis

Truck Crash Data and **Burro Versus Vehicle** crash data will be analyzed to determine if there are areas and certain routes in the City that should be given the highest priority. Willdan will perform a comprehensive collision analysis of the City's roadway network to identify intersections and roadway segments that have high concentrations of collisions (for both trucks and burros). The analysis will utilize the 5-year collision data obtained by Willdan. The analysis will include considerations of crash factors, systemic safety analysis, priority safety strategies, infrastructure safety projects, and behavioral safety strategies. The collision analysis for both trucks and burros versus vehicles will include, but not be limited to:

- Document truck traffic patterns, roadway features, traffic volumes, crash type, driver factors, and environmental conditions.
- Identify high-collision corridors and intersections to pinpoint causes of collisions, including highest occurring crash types, crash factors and injury severity.
- Evaluate results of crash data and roadway analysis to identify collision patterns and common collision types within City.
- Evaluate potential conflicts between vehicles, pedestrians, and bicyclists. Collisions involving pedestrians and bicyclists will be separately observed and analyzed in our analysis.
- Evaluate the City's intersections, crosswalks, and traffic control devices



- Compile a list of top high-risk corridors and a minimum of top intersections with high collision rates.
- Conduct a detailed analysis of the top priority locations identified in the analysis and discussions with the PDT. These locations will include a deeper analysis of the existing conditions, documenting the traffic patterns, roadway features, traffic volumes, crash type, driver factors, and environmental conditions with special attention directed to mid-block crosswalks.

Roadway characteristics will be evaluated to determine if they contributed to potential causes of the crash patterns identified during the collision analysis task. Based upon the collision analysis and roadway data, a list of potential safety countermeasures that best fit the road, traffic, and safety conditions at specific locations will be developed rather than offering a generic list of possible improvements. The City's intersections, crosswalks, and traffic control devices will be individually evaluated to document traffic patterns, roadway features, traffic volumes, crash history, and environmental conditions that may pose a risk to future collisions.

Task 4 Deliverables

- *List of the top high-risk corridors and top high-risk intersections.*
- *Detailed analysis summary of top priority locations.*

Task 5 – Countermeasures and Potential Improvements Identification

Once the priority safety intersections and roadway segments that experience a high truck crash volume are identified, Willdan will use the Caltrans Local Roadway Safety Manual to select potential low-cost and high benefit systemic countermeasures to address safety issues for all modes of travel at the top high crash locations. Additional countermeasures that are applicable citywide under the 4E's (engineering, enforcement, education, and emergency response) will also be considered for implementation. To identify countermeasures for burro versus vehicle crashes, the Bureau of Land Management Wild Horse and Burro Program will be utilized along with other sources. Willdan will compile and review information from City staff regarding prior projects and attempts to address safety issues at the high-collision locations. The list of potential safety countermeasures will be presented as a Safety Mitigation Toolbox for City staff feedback.

Utilizing the preliminary safety project scopes, Willdan will identify potential projects to improve roadway and traffic safety, improve operations, and projects that recognize the needs of all users of the transportation system. Once, identified, Willdan will prepare cost estimates for the proposed project and prepare benefit/cost (B/C) ratio calculations based upon the Local Roadway Safety Manual guidelines and templates provided by the HSIP application website for all recommended countermeasures (along with costs for project development, administration, environmental, right-of-way, and construction costs). A master project list will be developed to prioritize the implementation of up to 10 representative projects that provide benefits, costs, conceptual plans, and B/C ratios to support future HSIP grant applications as well as other grant funding opportunities. In addition to developing infrastructure and engineering projects, safety measures will also be identified for targeted enforcement based on collision data review including locations, types, and contributing factors. Safety education measures will also be considered.

After developing projects based on the collision history and existing conditions, the list of projects will be presented City and stakeholders to determine if the projects meet the City's vision and goals and allow the City and stakeholders to prioritize these projects.

Task 5 Deliverables

- *Draft and Final Countermeasure Development memos*
- *Recommendations on countermeasures to address truck safety and suggested routes.*
- *Recommendations on countermeasures to address burro collisions.*

Task 6 – Final Safety Improvement in Three Areas Report

All the tasks in this project will be documented to form the basis of the Roadway Safety Improvements in Three Areas addendum to the Local Road Safety Plan document. The Plan will include an introduction, background, discussion of the residential traffic calming plan and recommendations, comprehensive crash analysis, process and safety partners, emphasis areas, roundabout and traffic cushion policy, evaluation, and implementation plan, recommended safety measures (along with prioritized project lists, potential funding sources, evaluation criteria and future updates including attachments and supporting documentation).



Willdan will prepare the addendum safety improvement plan in accordance with all Caltrans and Federal Highway Administration requirements. Electronic files of the Draft Safety Improvement in Three Areas addendum to the Local Road Safety Plan will be submitted to City Staff for review. Willdan will assist the City in circulating the Draft to identified stakeholders. A comment matrix will be made to ensure all comments are incorporated into the Final Plan. Three (3) hard copies and the electronic files of the Final Plan will be submitted to the City’s Public Works Department.

As mentioned in Task 1, Willdan will attend a kick-off meeting in addition to two progress meetings and two public meetings while preparing the LRSP addendum analysis and document.

Task 6 Deliverables

- *Electronic Submittal of Draft Safety Plan Addendum*
- *Comment Matrix of Draft Safety Plan Addendum*
- *Electronic files of the Final Safety Plan Addendum*
- *Three (3) Hard copies of the Final Safety Plan Addendum*

Deliverables

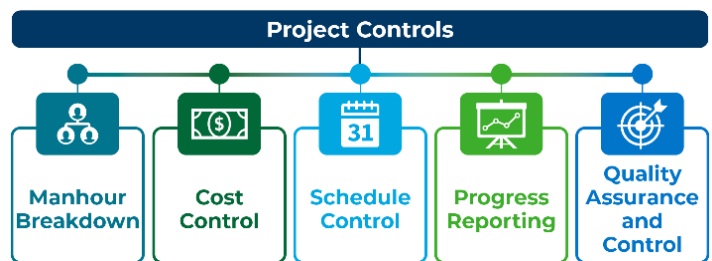
Task	Deliverables
1. Project Management	<ul style="list-style-type: none"> ▪ Meeting agendas and minutes for all meetings ▪ Project Schedule
2. Field Review & Data Collection	<ul style="list-style-type: none"> ▪ Up to 15 Classification ADT Count Sheets ▪ Base map with truck traffic and locations of safety concerns ▪ Summary of current efforts to address roadway safety (trucks and burros) ▪ Crash trends diagrams (trucks and vehicles vs burros)
3. Traffic Calming Policy	<ul style="list-style-type: none"> ▪ Identify key metrics to be considered for traffic calming measures to be installed. ▪ Develop a policy for requesting and installing roundabout and speed cushion traffic calming.
4. Safety Analysis	<ul style="list-style-type: none"> ▪ List of the top high-risk corridors and top high-risk intersections. ▪ Detailed analysis summary of top priority locations.
5. Countermeasures & Potential Improvements Identification	<ul style="list-style-type: none"> ▪ Draft and Final Countermeasure Development memos ▪ Recommendations on countermeasures to address truck safety and suggested routes. ▪ Recommendations on countermeasures to address burro collisions.
6. Final Safety Improvement in Three Areas Report	<ul style="list-style-type: none"> ▪ Electronic Submittal of Draft Safety Plan Addendum ▪ Comment Matrix of Draft Safety Plan Addendum ▪ Electronic files of the Final Safety Plan Addendum ▪ Three (3) Hard copies of the Final Safety Plan Addendum

Quality Assurance and Quality Control (QA/QC)

Willdan’s project control system is designed to provide a coordinated effort between all task facets of a project in the framework of the pre-established master schedule, budget controls, and reporting system.

The project control system provides an objective measure of performance integrating the following functions:

- Work breakdown structure
- Budget control system
- Master schedule control system
- Progress reporting
- Work breakdown structure



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Project Controls



The manhour breakdown structure subdivides the work into manageable segments and is the basis for our project managers’ project control plan. The structure is tailored to specific project needs, but generally has typical elements, including codes to identify work segments and engineering disciplines, weekly reports, and project resources schedule.

To monitor labor costs, each person performing work on a project completes a weekly timecard that identifies the project, segment of work, and engineering discipline by code. Manhour summary reports are developed weekly from the timecards and are issued to our project manager for review. Each project manager then updates the schedule. This simple system provides accountability for Willdan’s payroll, billings, and progress reporting and serves as the basis for all cost-related project management data.



The budget control system is prepared in accordance with the work breakdown structure. The budget becomes the control against which performance is measured. The budget is time phased by combining project master scheduling data with budget data. Actual costs are compared with budgeted costs and variances analyzed. Deviations between planned and actual cost can then be evaluated to forecast and control future work. Beginning with electronic timekeeping, project hours are assigned to the appropriate tasks and subtasks and booked as work-in-process. Pre-bill reports are generated that identify the hours to be billed along with any other direct charges to the project. This is the information used to determine each month’s invoicing. Once hours and charges are billed, they are shifted from Work-in-Process to Accounts Receivable to ensure that billed hours are inactivated. Monitoring is easily accomplished through team member progress updates and comparisons between the scope of work, schedule, and budget.



A critical path method master schedule will be prepared following the notice to proceed. The schedule will identify major items of work and will be the vehicle for monitoring, controlling, and tracking progress. The schedule will be updated monthly to reflect actual and forecasted completions. This allows our project managers to anticipate and forecast potential issues and develop an advanced strategy to proactively mitigate problems before they impact the schedule. If it is determined that a project is falling behind schedule, project managers meet with the respective team members, identify the problem, and ensure that extra support and effort are expended to bring the project back on schedule. Willdan will keep City staff informed of the overall schedule, including advanced notification of any necessary adjustments or actions to remain on track. Project managers monitor all progress on a weekly basis.



The submittal requirements and format for consistent monthly reporting of project costs and status will be confirmed with the City during the project start-up period. The status report will contain a project performance summary, action items, outstanding items to be resolved, an updated schedule, and a comparison and narrative of budgeted costs versus actual costs.



Quality Assurance and Quality Control procedures are critical to ensuring sound engineering practices and quality deliverables are produced for our clients. Willdan operates daily under a company-wide Quality Assurance/Quality Control (QA/QC) Program. In accordance with Willdan’s QA/QC Manual, a QA/QC officer is assigned to every contract. As part of his daily responsibilities, Mr. Farhad Iranitalab, PE, TE, is the assigned QA/QC officer for this project and will provide quality assurance oversight. Typical QA/QC activities include assigning the appropriate technical staff to the project, selecting the proper technical project approach, establishing a project schedule that meets internal Willdan and City deadlines, and determining the proper level of QA/QC review. Many of these QA/QC activities have already been discussed as part of this proposal preparation. Project-specific QA/QC activities will be planned at the beginning of a project.

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The four levels of QA/QC review for project deliverables include:

- Level 1 – Peer review only
- Level 2 – Peer review and editorial review (documents)
- Level 3 – Peer review, editorial review, and professional engineer review
- Level 4 – All elements of Level 3 plus additional reviews by specific technical experts

The two major components of the QA/QC review are communication and technical reviews. A Level 2 QA/QC review will be performed on the Local Road Safety Plan to ensure the Plan is reasonably organized, text and presentation are understandable and easy to follow, any required formats are followed and there are no grammatical or spelling errors. This level of QA/QC review will also ensure the Plan satisfies the required deliverables identified in the Scope of Work. A Level 3 QA/QC review will be performed specifically as it relates to the technical issues of the B/C ratio calculations and determining if the proposed countermeasures are sound and appropriate.

Experience with the City of Moreno Valley

Willdan has been providing professional consulting services to the City of Moreno Valley since 1999. We have provided traffic engineering, civil engineering, plan check, building and safety, planning, geotechnical, financial consulting, and federal compliance services.

LRSP Experience and Other Safety Reports

History and Experience Providing the Requested Services

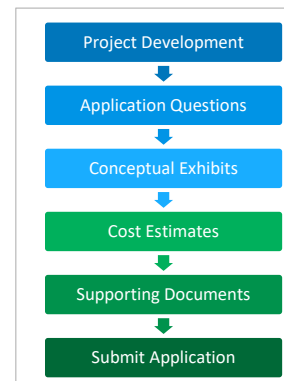
Willdan offers the full range of services for LRSP and related projects including traffic engineering and transportation planning, including field investigations, traffic data collection and analysis, traffic impact studies and analyses, engineering, and traffic survey implementations and recertifications, traffic designs, and overall project management. Our team is experienced in safety analysis methodologies for Local Road Safety Plans and has been involved with this specific type of planning and reporting since the advent of the systemic safety analysis report – the predecessor to the local roadway safety plan. Our expertise has been enhanced through his participation in preparing – and overseeing the preparation of – grant funding applications for HSIP and ATP funding. The following table lists our most recent LRSP, SSAR and HSIP grant application projects for city clients.

Local Road Safety Plan	<ul style="list-style-type: none"> ▪ City of Inglewood ▪ County of Napa ▪ City of Bell ▪ City of Lakewood 	<ul style="list-style-type: none"> ▪ City of Paramount ▪ City of Downey ▪ City of Rolling Hills Estates ▪ City of La Puente
Systemic Safety Analysis Report	<ul style="list-style-type: none"> ▪ City of La Cañada Flintridge ▪ City of West Covina 	<ul style="list-style-type: none"> ▪ City of Ridgecrest
Other Safety Reports	<ul style="list-style-type: none"> ▪ City of Bellflower Traffic Calming Policy ▪ City of Rolling Hills Estates Traffic Calming Policy ▪ City of Pico Rivera Traffic Calming Handbook 	<ul style="list-style-type: none"> ▪ City of Paramount Traffic Calming Studies ▪ City of La Puente Safety Studies ▪ City of Bell Traffic Calming Studies

Willdan offers expertise in funding sources to assist our clients with obtaining available funding for current and future capital improvement projects. Our team offers vast knowledge of local/state/federal funding availability, along with administration and procurement requirements, for a wide variety of funding sources. Willdan's staff members have prepared numerous funding and competitive grant applications for various client cities. The applications generally require extensive research to investigate facilities and existing conditions, soliciting support from local civic groups, and completing a detailed cost estimate for project implementation.

Willdan proposes our proficiency in grant writing and selecting winning projects as highlighted below.

- Submittals have a greater than 68 percent award rate on competitive state and federal grants



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- 25 grant applications were prepared for clients during Highway Safety Improvement Program (HSIP) Cycle 10 Call for Projects in 2020 with 20 applications being selected for funding – an 80 percent success rate totaling \$17,816,700
- Clients have been awarded over \$100 million in federal/state and local grants over the past five years

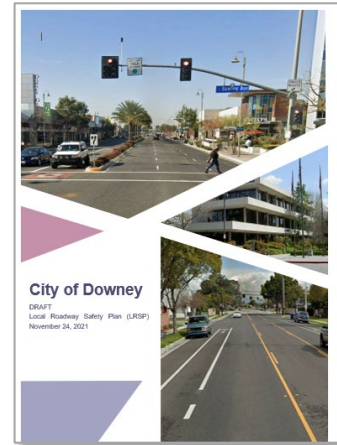
Related Experience

Client references have been provided for a representative sampling of Willdan's clients/projects. We encourage the City to contact the listed agencies to verify Willdan's commitment to excellence, project schedules, and project budgets.

Local Roadway Safety Plan

City of Downey 11111 Brookshire Avenue Downey, CA 90241		Contact: Ed Norris, Deputy Director of Public Works Director (562) 904-7110 enorris@downeyca.org
Total Construction Cost: \$56,933 (fee)	Year Completed: 2022	
Project Team: Nicolle Spann, Jeffrey Lau, Emilio Murga		
Services Provided	Preparation of a Local Roadway Safety Plan	

Willdan prepared an LRSP for the City of Downey. The draft report was completed and shared for review by the project stakeholders. The plan evaluated crash history on an aggregate basis to identify high-risk roadway characteristics, rather than looking at high-collision concentration locations through site analysis. TIMS and SWITRS were used for the collision analysis. With a population of 114,400, Downey had a 6-year crash history of 5,557 Citywide crashes between 2015 and 2020. Willdan set up virtual meetings with stakeholders from the public works department, planning department, enforcement, fire department, and school district to identify collision hot spot locations and location-appropriate countermeasures and projects throughout the City. The evaluation helped identify safety projects within the City and prioritize countermeasures across the entire system. The results of the evaluation identified safety projects within the City that can be used to apply for future funding consideration through the HSIP and other safety program applications. The LRSP developed a prioritized list of 5 safety projects with competitive benefit cost ratios that were included in HSIP Cycle 11 applications. The project was completed on time and within budget.



T1-Countyside Collision Trends & Potential Solutions

Members of the Task Force were interested in collision trends involving crashes that occurred at night. Figure T1 shows the map of high-time collisions where there was no street lighting was present. There were only 26 collisions that occurred Citywide in this study period where no streetlights were at the crash site. Based on the data in this analysis, collisions that occurred at night where no streetlights were present is not a widespread issue in the City at this time.

Figure T1: Citywide high-time collisions with no streetlights or streetlights not functioning

Building on the overall collision analysis for 2015-2020, specific locations were studied. Table T2 lists the intersections with the highest number of collisions. Intersection collisions that were considered include those occurring either at or within 200 feet of the intersection. Then, the intersections were sorted by the sum of the weighted collision

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P-Project Scopes

A list of potential project locations was developed considering the intersections and corridors with the highest weighted severity collisions and with the help of the Task Force. These locations were then compared and grouped based on a systematic approach. Because a LRSP is required for HSIP funding and has related objectives and goals, all of these projects were developed for HSIP funding.

The HSIP program has requirements to be eligible to compete for HSIP funding. These include:

- The total project costs must be greater than \$200,000 for competitive BCR applications
- The BCR must be over 3.5
- Mitigations or project scopes must be selected from the LRSP¹⁴

A variety of methods to determine viable project scopes were used. Consideration was made of the locations of fatal and severe injury crashes, high-density crash locations, and the countermeasures identified to address the City's safety issues. The LRSP was used to identify countermeasures to address qualitative and quantitative safety measures and select viable projects for the LRSP.

The project's BCR must be calculated using the HSIP Analyzer¹⁵ by inputting the crashes and their severity, and the project's cost estimate. Projects are weighed and selectively chosen by their BCR to compete for limited grant funding.

The BCR threshold of projects that were funded through previous HSIP funding cycles has been increasing recently. Projects in last cycle's HSIP cycle 10 required a BCR of

¹⁴ Benefit-Cost Ratio (BCR) for some of the projects the cost summary will include a BCR value based on the City's funding source. BCR is an important factor for determining the effectiveness of a proposed project. The benefit is based on many factors including collision history, collision severity, systemic program, the crash reduction factor associated with the proposed countermeasures, and whether the scope considered a more favorable project.

¹⁵ Local Road Safety Manual (LRSMP) is a document published by Caltrans identifying HSIP eligible mitigation measures, their collision reduction factors, and what type of collisions are most impacted by the mitigation measures. The mitigation measures are referred to as countermeasures. The latest LRSP version and version 1.5 used in the LRSP is from April 2020.

¹⁶ HSIP Analyzer is a tool developed for HSIP projects which determines the project's benefit based on the total crashes within the project area and their crash severity. The HSIP Analyzer is a tool used to calculate the project BCR.

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P-Project Scopes

120 and above to be awarded funding. Due to the increasing BCR threshold, projects with a BCR of 17.0 and above were considered competitive in this analysis.

A total of 5 project scopes were proposed with a BCR over 17.0 and met the minimum requested project cost. Each proposed project has a BCR that is historically competitive in HSIP funding. Table P-1 provides the Project Index. The chapters that follow will explore the project backgrounds, scope, cost summary, and potential funding sources.

Table P-1: LRSP Project Index

Project Name	Project Description	Project Estimate	BCR	Potential Funding Source
Flarecote Corridor Traffic Signal Improvements	Upgrade signal hardware, provide advanced detection, and implement a leading pedestrian interval to bring at 15 signalized intersections on Flarecote Blvd	\$1,886,000	31.62	HSIP (100% Funded)
Prohibition Crosswalk, San Anisimo	Upgrade 5 uncontrolled crosswalks with high visibility features	\$651,500	-	HSIP (100% Funded)
Systemic Bike Lane Corridor	Install Class II bike lanes with a road diet at 3 corridors on Old River School Road, Brookshire Avenue, and Foster Road	\$341,900	35.94	HSIP (90% Funded)
Systemic Traffic Signal Improvement Project	Upgrade signal hardware at 11 intersections Citywide	\$286,000	16.70	HSIP (100% Funded)
Florence Median Project	Install raised medians on Florence Avenue between Hancock Avenue and Woodcut Avenue	\$416,300	17.47	HSIP (90% Funded)

¹⁷ The project is meant to be funded in phases over 3 HSIP cycles with \$200,000 of funding requested in each cycle.

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500- Florence Median Project

500- Florence Median Project

Overview

The Florence Median project was developed based on recommendations from the Task Force and because the Florence Avenue corridor has the 3rd highest collision weighted value in the City. The project scope consists of the following LRSP Countermeasures:

2023 LRSP Countermeasure ID	Countermeasure Description
BCR	Install raised median

Including raised medians is an effective strategy in reducing front-end, sideswipe and head-on collisions outside of intersections as it establishes the existing cross section to incorporate a buffer between the opposing travel lanes and reinforces the limits of the travel lane. Raised medians may also be used to limit unsafe turning movements along a roadway.

Scope of Work: Install a raised median on Florence Avenue between Woodcut Avenue and Woodcut Avenue.

Based on comments from the Task Force, the emergency services departments should be invited to comment throughout the design process of this project to ensure emergency vehicles will have space to move through this segment. The concept map of the proposed raised median is below in Figure 500-1.

Figure 500-1: Concept map of proposed raised median on Florence Avenue

The costs and competitive BCR for this project are shown in Table 500-1.

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Traffic Calming Program

City of Bellflower

16600 Civic Center Drive
Bellflower, CA 90706

Contact: Len Gorecki, Assistant City Manager/ Director of Public Works
(562) 804-1424 ext. 2259
lgorecki@bellflower.org

Total Construction Cost: \$17,000 (fee)

Year Completed: 2020

Project Team: Nicolle Spann, Jeffrey Lau

Services Provided: Preparation of Traffic Calming Program

Willdan developed a traffic calming program for the City of Bellflower for the City to reference to determine what traffic calming measures may work best in their community and develop processes or procedures for such installations. A toolbox was developed listing traffic calming applications and approaches. Willdan worked closely with City staff to understand what traffic calming measures work best for their community. Street eligibility criteria were identified for each traffic calming measure for the City to compare roadway conditions against the policy when responding to resident requests. The policy identified procedures to request a more in-depth traffic calming analysis.

City of Bellflower
Traffic Calming Program
March 2020

Manoochehr Adhami, P.E., T.E. Traffic Engineer

Date

13191 Crossroads Pkwy N Suite 425 City of Industry, CA 91746 | 962.908.6200

WILLDAN

Page No.	Measure	Description	Traffic Calming Type	Pros										Construction Cost	Operational Characteristics	Geometric Characteristics	
				Reduce Demand	Reduce Volume	Increase Driver Safety	Increase Pedestrian Safety	Increase Bicycle Safety	Increase Accessibility	Reduce Emissions	Reduce Noise	Reduce Parking	Reduce Anxiety				Increase Maintenance
13	On Street Parking Edgeline	Allocation of parking spaces, resulting in narrower road travel lanes and increasing side friction to traffic flow.	Speeding	Yes	No	No	No	No	Possible	No	No	No	No	No	\$6,000 or less	Where high demand for parking is present.	Must have adequate roadway width to hold both parking and travel lanes.
14	Enhanced Crosswalks (Flashing Beacons)	Installed to warn motorists of the existing marked uncontrolled crosswalks.	Pedestrian Safety	Yes	No	Yes	Yes	Yes	No	No	No	No	No	Yes	\$20,000-\$50,000	Where drivers fail to yield to pedestrians.	Must already be an existing marked uncontrolled crosswalk.
15	Stop Signs	Either two-way or all-way stops at intersections.	Intersection Delay	No	Possible	Yes	Yes	Yes	No	Yes	Yes	Possible	No	No	Engineering Study Cost	Must meet the latest CA MUTCD warrant guidelines.	
16	Flashing Beacons	Flashing beacon on traffic signal poles to warn motorists of school children or pedestrian presence/crossing.	Pedestrian Safety	Yes	No	Yes	Yes	Yes	No	No	No	No	No	Yes	\$15,000-\$200,000 per unit	Near Schools, mixed use areas, residential streets, and collector streets.	
17	Lane Reduction	Common application involves conversion of four-lane road to two-lane road and center two-way left turn lane. Can also involve narrowing existing travel lanes. Alternative cross-section uses can include dedicated bicycle facilities, left turn lanes, on-street parking, raised medians, pedestrian refuge islands, etc.	Speeding, Bicycle Safety, Pedestrian Safety	Yes	Possible	Yes	Yes	Yes	Yes	No	No	No	Possible	No	\$20,000-\$50,000 per mile	Where volume and speed reduction are desired.	
18	Speed Humps	Rounded raised areas of pavement typically 12 to 14 feet in length often placed in a series (typically spaced 200 to 500 feet apart).	Speeding	Yes	Possible	No	Yes	No	No	Yes	Possible	Possible	No	Yes	\$2,000-\$4,000 per speed hump		Where conflicting driveways, roadway curbside and steep slope are not present.

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Local Roadway Safety Plan

City of Rolling Hills Estates

4045 Palos Verdes Drive North
Rolling Hills Estates, CA 90274

Contact: David Wahba, Community Development/Public Works Director
(310) 377-1577, ext. 103
davidw@rollinghillsestatesca.gov

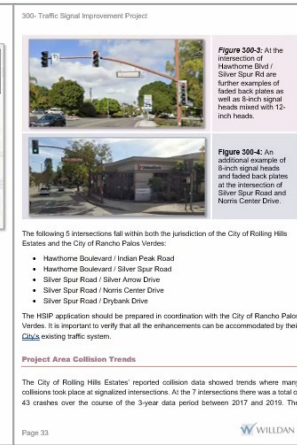
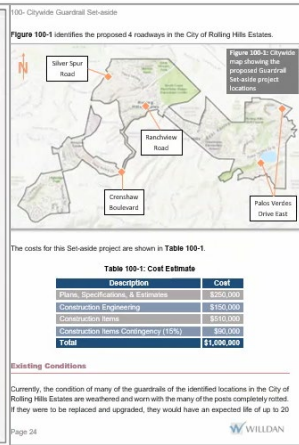
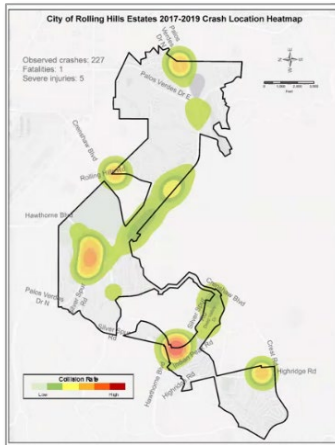
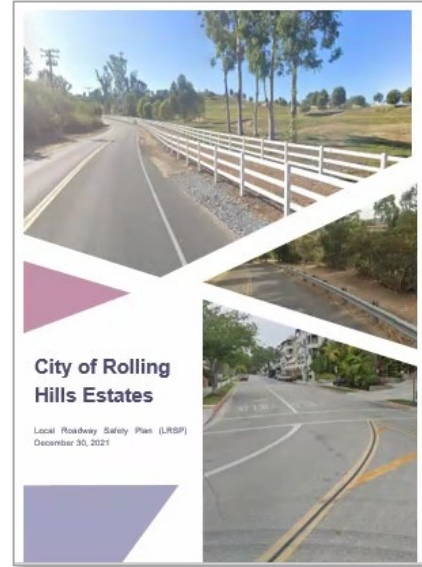
Total Construction Cost: \$76,100 (fee) **Year Completed:** 2022

Project Team: Nicolle Spann, Jeffrey Lau, Emilio Murga

Services Provided Preparation of a Local Roadway Safety Plan and Grant Funding Administration

Willdan has prepared an LRSP for the City of Rolling Hills Estates. Collisions shared from the County Sherriff's department were used for the collision analysis. With a population of only 8,100, Rolling Hills Estates had a 3-year crash history of 227 Citywide crashes between 2017 and 2019. Citywide crash trends were evaluated and summarized in the report with a corresponding list of countermeasures that can be applied systemically to mitigate those collision types or factors. After reviewing the collision data and summarizing our findings to the project stakeholders, proposed projects were identified that would be competitive in HSIP calls for projects. The analysis results, proposed countermeasures, and draft report were presented to the City's Traffic and Safety Committee and other stakeholders from the 4 E's to gather input and approval.

The City of Rolling Hills Estates has never received HSIP funding, and has a relatively low collision history, but the LRSP has identified a list of 4 competitive HSIP safety projects the City can use to apply for funding. Willdan aided the City with submitting 3 HSIP Cycle 11 applications based on the findings of this LRSP. The project was completed on time and within budget.



Location	Fatality	Severe Injury	Minor Injury	Property Damage Only	Total
Hawthorne Blvd / Indian Peak Rd	0	0	0	2	3
Hawthorne Blvd / Silver Spur Rd	0	0	0	5	9
Silver Spur Rd / Silver Arrow Dr	0	1	4	0	5
Silver Spur Rd / Norris Center Dr	0	0	0	0	0
Silver Spur Rd / Drybank Dr	0	0	0	1	0
Silver Spur Rd / Beechgate Dr	0	0	1	2	4
Silver Spur Rd / Cresthill Blvd	0	0	0	2	4
Total	0	1	5	12	25

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Local Roadway Safety Plan

City of Inglewood

One Manchester Boulevard
Inglewood, CA 90301

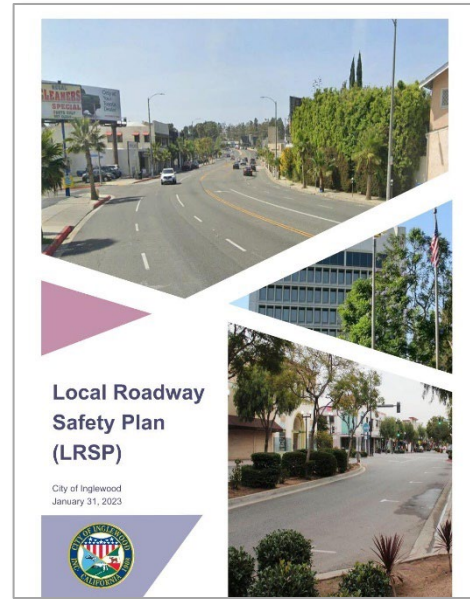
Contact: Peter Puglese, City Traffic Engineer
(310) 412-5333
ppuglese@cityofinglewood.org

Total Construction Cost: \$71,456 (fee) **Year Completed:** 2023

Project Team: Nicolle Spann, Jeffrey Lau, Emilio Murga

Services Provided Preparation of a Local Roadway Safety Plan and Grant Funding Administration

Willdan has prepared a Local Road Safety Plan (LRSP) for the City of Inglewood. This LRSP reviewed collisions between 2016 and 2021 to identify high-risk roadway characteristics. The City of Inglewood has had a lot of capital improvement project recently completed or planned for construction. With this knowledge, this LRSP focused on locations that have not had any recent work done. In the early analysis stages, Willdan identified over 40 top collision locations and with the stakeholders' input, determined the top ten intersections and the top 5 corridors within the City for further analysis. A discussion in the LRSP for each of the high-priority locations included the existing conditions, a summary of the collision data analysis at that location and recommended improvements to mitigate the problems identified in the field review and collision review. Following this section in the LRSP, Willdan developed HSIP-ready capital improvement projects which included discussion on the included locations, project scope, countermeasures used, cost estimates, and BCR calculation. The stakeholders reviewed the proposed projects and prioritized the projects for future HSIP applications. The project was completed on time and within budget.



City of Inglewood 2016-2021 Crash Location Heatmap

Map showing crash locations with a color-coded intensity scale from low (blue) to high (red). The city boundary is outlined in black.

III- Top Intersection and Corridor Spotlight

The section takes a closer look at one of the top 10 intersections and top 5 corridors identified in the previous section. It includes details on the appropriate countermeasures for each intersection and marker from the top 10 intersections and top 5 corridors.

INTERSECTION	RECOMMENDED IMPROVEMENTS	ESTIMATED COST	PROPOSED PROJECTS	PROPOSED COST	PROPOSED PROJECTS	PROPOSED COST	PROPOSED PROJECTS	PROPOSED COST
1st Street Avenue & 21st Street	• Signalize 2nd Street	\$20,000	• Signalize 2nd Street	\$20,000				
Imperial Highway & 18th Street	• Signalize 18th Street	\$20,000	• Signalize 18th Street	\$20,000				
Manchester Avenue & 18th Street	• Signalize 18th Street	\$20,000	• Signalize 18th Street	\$20,000				
Imperial Highway & Van Nuys Avenue	• Signalize Van Nuys Avenue	\$20,000	• Signalize Van Nuys Avenue	\$20,000				
Manchester Avenue & Imperial Avenue	• Signalize Imperial Avenue	\$20,000	• Signalize Imperial Avenue	\$20,000				
Public Avenue & 18th Street	• Signalize 18th Street	\$20,000	• Signalize 18th Street	\$20,000				
Public Avenue & 18th Street	• Signalize 18th Street	\$20,000	• Signalize 18th Street	\$20,000				
Van Nuys Avenue & 18th Street	• Signalize 18th Street	\$20,000	• Signalize 18th Street	\$20,000				
Manchester Avenue & Imperial Avenue	• Signalize Imperial Avenue	\$20,000	• Signalize Imperial Avenue	\$20,000				

III- Top Intersection and Corridor Spotlight

36- Manchester Boulevard at Imperial Avenue

The proposed intersection of Manchester Boulevard at Imperial Avenue, the following list identifies the existing conditions of this intersection:

- The traffic signal hardware is currently outdated and weathered
- Signal at Imperial Avenue are uncoordinated

Figure III.4: The signalized intersection of Manchester Boulevard at Imperial Avenue

Recommended Improvements

- Traffic Signal Hardware Upgrade
- Signalize 2nd Street
- Signalize 18th Street
- Signalize 1st Street
- Signalize 18th Street
- Signalize 1st Street
- Signalize 18th Street
- Signalize 1st Street

200- Redwood Crosswalk Set Aside

The construction costs are broken down by location for each of the areas the City chooses to prioritize for future HSIP Calls for Projects, shown in Table 200.2. The unit prices and construction cost rates are available in the Appendix A.

Location	Proposed Countermeasures	Construction Cost*
1st Street Avenue & 21st Street	• Signalize 2nd Street	\$20,000
Imperial Highway & 18th Street	• Signalize 18th Street	\$20,000
Manchester Avenue & 18th Street	• Signalize 18th Street	\$20,000
Imperial Highway & Van Nuys Avenue	• Signalize Van Nuys Avenue	\$20,000
Manchester Avenue & Imperial Avenue	• Signalize Imperial Avenue	\$20,000
Public Avenue & 18th Street	• Signalize 18th Street	\$20,000
Public Avenue & 18th Street	• Signalize 18th Street	\$20,000
Van Nuys Avenue & 18th Street	• Signalize 18th Street	\$20,000
Manchester Avenue & Imperial Avenue	• Signalize Imperial Avenue	\$20,000
Total Construction Cost		\$200,000

Table 200.3 shows the total cost breakdown for future HSIP Calls for Projects. Preliminary engineering and construction engineering cost related to 25% and 10% of the construction cost of each location within a 10% tolerance.

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Local Roadway Safety Plan

City of Paramount

16400 Colorado Avenue
Paramount, CA 90723

Contact: Adriana Figueroa, Director of Public Works
(562) 220-2100
afigueroa@paramountcity.com

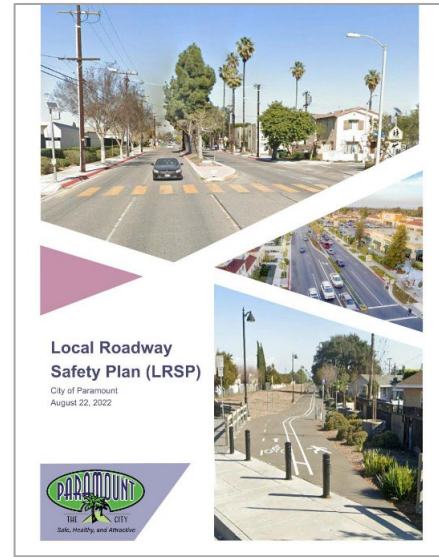
Total Construction Cost: \$73,600 (fee) **Year Completed:** 2022

Project Team: Nicolle Spann, Jeffrey Lau, Emilio Murga

Services Provided: Preparation of a Local Roadway Safety Plan and Grant Funding Administration

Willdan developed a citywide Local Road Safety Plan to systemically analyze and identify safety problems and develop recommendations for safety improvements in the City of Paramount. This evaluation identified safety collision hot spots in the City, developed countermeasures to address those hot spot locations, and packaged together systemic projects that are turn-key for future HSIP applications. TIMS and SWITRS were used for the collision analysis. With a population of 54,400, Paramount had a 5-year crash history of 2,974 Citywide crashes between 2017 and 2021. Citywide trends and mitigation measures were identified and presented to the project stakeholders. We performed a thorough evaluation of the top ten intersection and corridors which helped identify spot location projects and identify trends that developed into systemic Citywide projects.

Paramount has been awarded \$581,900 in HSIP Cycle 10 funding using two projects that were identified early-on in the LRSP development process. Following completion of the LRSP, two projects were submitted for HSIP Cycle 11, hoping to win the City over \$1 million in HSIP Cycle 11 funds. The project was completed on time and within budget.



IC- Intersection Collisions

IC- Intersection Collisions

Table IC-1: Weighted Crash Severity Values

Project	Number of Crashes	Crash Rate	Weight	Final
1	8	11	10	98

Table IC-2: Intersections with the Highest Weighted Collision Severity

Intersection	Crash Rate	Weight	Final
1. Riverside Boulevard and Tuscany Avenue	17	101	1717
2. Riverside Boulevard and Colorado Avenue	16	101	1616
3. Riverside Boulevard and Alton Drive	12	101	1212
4. Riverside Boulevard and Orange Avenue	12	101	1212
5. Riverside Boulevard and Poppy Avenue	12	101	1212
6. Riverside Boulevard and Colorado Avenue	10	101	1010
7. Riverside Boulevard and Alton Drive	10	101	1010
8. Riverside Boulevard and Orange Avenue	10	101	1010
9. Riverside Boulevard and Poppy Avenue	10	101	1010
10. Riverside Boulevard and Colorado Avenue	8	101	808

IC- Intersection Collisions

Figure IC-1: Top 12 Intersections Overlaid on the Collision Heat Map

Common collision types that occur at these intersections are rear end and Equidistant. Common primary collision factors that occur at these intersections are a combination of time and inadequate signal. Several of these intersections have recently had improvements that could see a reduction in these collision types and/or primary collision factors. The intersections that do not have improvement projects listed and/or recently completed are focused within the projects identified later in this report.

The following pages provide further information for each of the top 10 locations including the existing conditions, collision trends, countermeasures, and any other or upcoming improvement projects at that location.

IC- Intersection Collisions

1. Riverside Boulevard and Tuscany Avenue

The signalized intersection of Riverside Boulevard and Tuscany Avenue has the highest weighted collision rate of any intersection in the City of Paramount with 31 collisions occurring in a 5-year study period. 3 resulting in severe injuries. 39% of the collisions were head-on collisions and 20% were rear-end collisions. 33% of the collisions were due to inadequate right of way and 33% were due to improper turning. Most of the collisions were caused by a driver or driver's actions representing the intersection to the north and occurred before the left-turn complex on the northeast corner of Tuscany Avenue. Collision factors at the location are listed in the table below.

Existing Conditions

Figure IC-1: Riverside Boulevard and Tuscany Avenue

- The traffic signal hardware is a fully controlled time-of-day.
- The Riverside Boulevard has a 200-foot wide traffic signal island.
- Signal face is on the North side of the intersection.

Figure IC-1: The signalized intersection of Riverside Boulevard and Tuscany Avenue

Recommended Improvements

- Traffic Signal Hardware Upgrades: See location 300 for proposed project.

300- Systemic Traffic Signal Improvement Project

300- Systemic Traffic Signal Improvement Project

300- Systemic Traffic Signal Improvement Project

The Systemic Traffic Signal Improvement Project was developed based on the findings of the Local Roadway Safety Plan. The project consists of 21 proposed improvements to the following two ULMG Countermeasures:

2022 LRSP Countermeasure ID	Countermeasure Description
001	Upgrade signal hardware to fully controlled time-of-day and time-of-day.
017 (T)	Install pedestrian crosswalk signal heads.
018 (P)	Modify signal timing to improve pedestrian crossing.

The upgrade signal hardware countermeasures will provide better visibility and will all improve advance visibility of the upcoming countermeasures. The upgrade signal hardware includes upgrading signal face poles, signal face signal heads or adding additional signal heads to an intersection.

A pedestrian crosswalk signal contains a clear display and sound on demand, with a flash, making the street. Countermeasures can deal with who are in the crosswalk when the flashing interval expires that they stay standing. These signals have been shown to encourage more of the pedestrian.

Table 300-1: Cost Estimate

Description	Cost
Construction Items	\$15,000
Construction Item Contingency (15%)	\$2,250
Total	\$17,250

An updated cost estimate is included in Appendix B.

Existing Conditions

Currently, many of the traffic signals at the 21 locations for this project have failed or are aging hardware on both signal heads that are greater than the standard set. The following figures show examples of the conditions of the existing traffic signal hardware at these project locations.

Figure 300-1: Traffic Signal Hardware

Figure 300-2: Traffic Signal Hardware

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Resource Allocation Matrix

**CITY OF MORENO VALLEY
MORENO VALLEY ROADWAY SAFETY IMPROVEMENTS IN THREE AREAS
RESOURCE ALLOCATION MATRIX**

Monday, December 11, 2023

Estimated Hours	SUMMARY TASK	WILLDAN ENGINEERING					
		Deputy Director	Traffic Engineer II	Senior Engineer I	Assistant Engineer III	Technical Aide I	Administrative Assistant II
	Task 1 - Project Management/Coordination						
12.0	Project Management			12.0			
5.0	Project Kick-off Meeting		1.0	2.0	1.0	1.0	
18.0	Project Team Meetings (6 Meetings)		3.0	6.0	6.0	3.0	
	Subtotal		4.0	20.0	17.0	4.0	0.0
	Task 2 - Field Review and Data Collection						
8.0	Field Review						8.0
2.0	Data Collection					2.0	
20.0	Truck Traffic Map			1.0	2.0		
	Subtotal			1.0	2.0		8.0
	Task 3 - Traffic Calming Policy						
20.0	Summary of Current Efforts to Address Roadway Safety					10.0	2.0
10.0	Crash Trends Diagrams					2.0	2.0
30.0	Subtotal			0.0		13.0	8.0
	Task 4 - Safety Analysis						
8.0	Identify Traffic Calming Metrics					4.0	4.0
12.0	Develop Traffic Calming Policy						40.0
	Subtotal					0.0	44.0
	Task 5 - Countermeasures & Improvements						
40.0	Draft & Final Countermeasures Development Memos						12.0
4.0	Produce recommended countermeasures for truck safety						8.0
8.0	Produce recommended countermeasures for burro collisions						16.0
28.0	Subtotal						0.0
	Task 6 - Final Safety Improvement in Three Areas Report						
4.0	Draft Safety Plan Addendum						4.0
8.0	Comment Matrix of Draft Safety Plan Addendum			1.0			21.0
2.0	Final Safety Plan Addendum			3.0			37.0
6.0	Subtotal			8.0			142.0
10.0	TOTAL (Tasks 1 thru 6)	197.0	107.0	124.0	30.0	8.0	476.0

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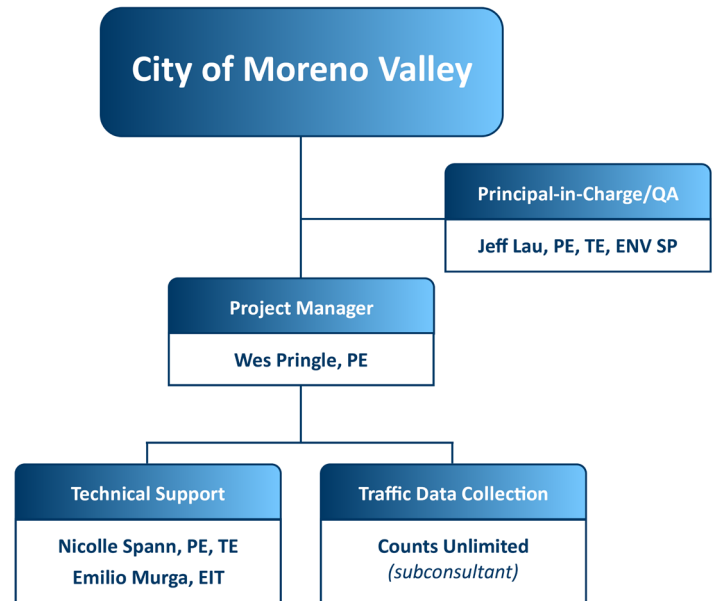


3. Proposed Staff/Team

The team proposed for the City’s project has directly relevant experience in reviewing and conducting traffic collision analyses and recommending proper countermeasures; transportation planning; preparing safe route to school plans and active transportation plans; pedestrian and bicycle studies, traffic operations studies and traffic control devices studies; neighborhood traffic management, traffic impact studies and mitigation measures. As contract city staff, they regularly review and prepare traffic impact studies and prepare assessment letters and conditions of development. As part of the process, we evaluate the feasibility of mitigation measures proposed by developers and require modifications as needed. Our involvement extends to presenting our findings to Commissions and Councils. Willdan’s success has been built around our ability to communicate with, receive input from, and satisfy the needs of the client, stakeholders, advisory groups, decision-makers, and the community.

Since many of our staff members have served in a public agency management capacity or have public agency employment backgrounds, we are very familiar with the unique processes and policies of public agencies. This familiarity allows our staff members to execute projects that meet public agency staffs', Commissions', and Councils' goals and generate public acceptance.

Willdan’s team has directly relevant experience in reviewing and conducting traffic collision analyses and recommending proper countermeasures; preparing LRSPs; transportation planning; preparing safe route to school plans and active transportation plans; pedestrian and bicycle studies, traffic operations studies and traffic control devices studies; neighborhood traffic management, traffic impact studies and mitigation measures. As contract city staff, they regularly review and prepare traffic impact studies and prepare assessment letters and conditions of development. As part of the process, they evaluate the feasibility of mitigation measures proposed by developers and require modifications as needed. This involvement extends to presenting our findings to Commissions and Council.



Organization chart depicting the roles and communication among our proposed project team

Key Personnel

For our key personnel, we have selected individuals with extensive expertise and directly related experience to ensure that services provided adhere to company-wide policies including the quality and integrity of project deliverables and team performance. They are supported by a talented technical support team ready to implement successful project delivery. The project manager selected to serve the City is a highly qualified individual with the task-to-talent match to meet stated goals.

Principal-in-Charge/Quality Assurance Manager



Jeffrey Lau, PE, TE will serve as Principal-in-Charge and Quality Assurance Manager. His background involves extensive experience with traffic engineering and transportation planning. He is experienced in traffic safety analysis and is currently managing the development of LRSPs for the Cities of Downey, La Puente, Paramount, and County of Napa. He has also prepared similar Systemic Safety Analysis Reports (the precursor of the Local Road Safety Plan) for the Cities of La Cañada Flintridge, West Covina, and Ridgecrest. Mr. Lau has assisted these clients by preparing grant funding applications for the HSIP and ATP programs and recommending candidate projects. He is intimately familiar with developing safety projects utilizing countermeasures from Caltrans’ Local Roadway Safety Manual that feature competitive benefit/cost ratios. During the previous HSIP Cycle 10 Call for Projects,



Mr. Lau spearheaded development of twenty successful HSIP grant applications that were awarded over \$17 million in funding.

Mr. Lau has worked on the following projects that are similar to the proposed development of the City’s Local Road Safety Plan (LRSP):

- Project Manager – Local Road Safety Plan, County of Napa
- Traffic Engineer – Local Road Safety Plan, City of Inglewood
- Traffic Engineer – Local Road Safety Plan, City of Lakewood
- Traffic Engineer – Local Road Safety Plan, City of Bell
- Project Manager – Systemic Safety Analysis Report, City of West Covina
- Traffic Engineer – Systemic Safety Analysis Report and E&T, City of Ridgecrest
- Deputy Project Manager – Systemic Safety Analysis Report, City of La Cañada Flintridge
- Task Leader – Hildreth Traffic Study, City of South Gate

Project Manager



Wes Pringle, PE, will serve as Project Manager. He has over 33 years of experience as a Transportation Engineer for the City of Los Angeles, where he worked with the Bureau of Engineering on implementing the current street standards and the adopted Mobility Plan. He also worked with development projects in establishing Transportation Demand Management strategies that improve the pedestrian, transit, and biking experience in the City. He has worked with multiple development projects on implementing traffic calming elements to prevent impacts to neighboring communities. He has worked on truck management plans with the Los Angeles Harbor Department and worked on the Alameda Corridor project. Mr. Pringle represented LADOT at City Planning Subdivision Public Hearings and Community Meetings and reviewed access and circulation plans for building permit applications, parcel maps, and tract maps. He also developed a traffic modeling report for the western region of the City of Los Angeles, the Western Transportation Studies District. Mr. Pringle is a Member of the Institute of Transportation Engineers (ITE), a guest lecturer of Transportation Engineering at the University of Southern California, and an Editor of ITE’s Expert Witness Council Newsletter.

Back-up Personnel

Willdan’s key personnel will be supported by a talented technical support team ready to implement successful project delivery.

Support Team	Credentials	Experience
<p>Nicolle Spann, PE, TE <i>Senior Engineer</i></p> <p><i>9 Years of Experience</i></p>	<ul style="list-style-type: none"> ▪ BS, Civil Engineering, California State Polytechnic University, Pomona, CA ▪ Traffic Engineer, California No. 2933 ▪ Civil Engineer, California No. 91787 ▪ Civil Engineer, New Mexico No. 26862 ▪ Civil Engineer, Arizona No. 74660 	<ul style="list-style-type: none"> ▪ Managed teams for the preparation of LRSPs, HSIP grant applications, and traffic calming policies ▪ Knowledgeable in traffic engineering safety studies, citywide collision analysis, countermeasure development, and traffic calming applications.
<p>Emilio Murga, EIT <i>Assistant Engineer</i></p> <p><i>5 Years of Experience</i></p>	<ul style="list-style-type: none"> ▪ BS, Civil Engineering, California State University, Fullerton ▪ Engineer-in-Training, California No. 162881 	<ul style="list-style-type: none"> ▪ Knowledgeable in preparing HSIP grant applications and LRSPs ▪ Experience with preparing traffic studies including engineering and traffic surveys, stop sign and traffic signal warrants, and traffic calming

Subconsultant

Willdan has used one subconsultant to enhance the in-house capabilities of our own staff. Counts Unlimited, Inc. will provide data collection services in support of Willdan's traffic engineering studies.





Counts Unlimited, Inc. (CUI), a California corporation, is a certified small business enterprise serving the Southern California area for the past 30 years. CUI specializes in traffic data collection and provides accurate and comprehensive traffic data collection services to the transportation engineering community throughout Southern California. CUI's staff members receive extensive training and testing before beginning data collection to ensure they meet the highest possible standards of performance, accuracy, and customer service. CUI understands the immense importance of the data collected and the impact it has on transportation planning. They place a large emphasis on customer service and staff availability to clients. Through their broad spectrum of data collection projects, CUI continuously refines their data collection methodologies and offers the most proficient, cost-effective, and timely traffic data collection services with state-of-the-art solutions.

Counts Unlimited Proposed Team

Counts Unlimited Proposed Team	Credentials	Experience
<p>Abe Campos Project Manager for Counts Unlimited</p> <p>26 Years of Experience</p>	<ul style="list-style-type: none"> Member - Institute of Transportation Engineers (ITE) Secretary/Treasurer – Riverside San Bernardino Section ITE (RSBITE) 	<ul style="list-style-type: none"> Experienced with planning and management of On-Call Projects, pneumatic tube counts, travel time studies, license plate studies, radar speed surveys, and parking studies that include demand, utilization, and turnover rates. Ensures the quality of the data collected for each project.

Counts Unlimited Related Projects

Citywide Data Collection Services

<p>City of Grand Terrace 14177 Frederick Street Moreno Valley, CA 92552</p>	<p>Contact: Kamran Dadbeh, City Engineer (909) 954-5192 Kdadbeh@grandterrace-ca.gov</p>
<p>Total Construction Cost: \$1,700 (fee)</p>	<p>Year Completed: 2023</p>
<p>Project Team: Abe Campos, Kris Campos</p>	
<p>Services Provided ADT Counts, Radar Speed Surveys</p>	

Counts Unlimited was a subconsultant for Willdan for the preparation of the Grand Terrace Engineering and Traffic Survey. Counts Unlimited conducted the data collection services including radar speed surveys and bi-directional 24-hour ADT counts at 14 segment locations throughout the City of Grand Terrace. Counts Unlimited conducted the data collection and submitted summary sheets displaying the data collected.

Garfield Avenue Data Collection Services

<p>City of Paramount 16400 Colorado Avenue Paramount, CA 90723</p>	<p>Contact: Adriana Figueroa, Director of Public Works (562) 220-2100 afigueroa@paramountcity.com</p>
<p>Total Construction Cost: \$3,000 (count fee)</p>	<p>Year Completed: 2015</p>
<p>Project Team: Abe Campos, Kris Campos</p>	
<p>Services Provided Turning Movement Counts, ADT Counts, Classification Counts</p>	

Counts Unlimited was a subconsultant for Willdan for the preparation of the Garfield Avenue Traffic Impact Study. Counts Unlimited performed peak hour turning movement counts at twelve (12) locations along the Garfield Avenue Corridor and prepared 24-hour counts at four (4) locations with two (2) locations separately counting by vehicle classification. Counts Unlimited conducted the data collection and submitted summary sheets displaying the data collected.

Team Resumes

Willdan has provided our team resumes in the Appendix of this submittal.





4. Required Statements

<p>A. A statement that this RFP shall be incorporated in its entirety as a part of the Consultant's Proposal.</p>	<p>Willdan agrees that the RFP shall be incorporated in its entirety as a part of the Consultant's Proposal.</p>
<p>B. A statement that this RFP and the Consultant's Proposal will jointly become part of the Agreement for Professional Consultant Services for this project when said Agreement is fully executed by the Consultant and the Mayor or City Manager of Moreno Valley.</p>	<p>Willdan agrees that the RFP and Willdan's Proposal will jointly become part of the Agreement for Professional Consultant Services for this project when the Agreement is fully executed by Willdan and the Mayor or City Manager of Moreno Valley.</p>
<p>C. A statement that the Consultant's Services to be provided, and fees therefore, will be in accordance with the City's RFP except as otherwise specified in the Consultant's Proposal under the heading "ADDITIONS OR EXCEPTIONS TO THE CITY'S REQUEST FOR PROPOSAL."</p>	<p>Willdan agrees that our services to be provided and our fees will be in accordance with the City's RFP. Willdan does not have any additions or exceptions to the City's Request for Proposal.</p>
<p>D. A single and separate section with the heading "ADDITIONS OR EXCEPTIONS TO THE CITY'S REQUEST FOR PROPOSAL" (if needed) containing a complete and detailed description of all of the exceptions to the provisions and conditions of this Request for Proposal upon which the Consultant's Proposal is contingent and which shall take precedent over this RFP.</p>	<p>Willdan does not have any additions or exceptions to the City's Request for Proposal.</p>
<p>E. A statement of qualifications applicable to this project including the names, qualifications, and proposed duties of the Consultant's Staff to be assigned to this project; a listing of recent similar projects completed including the names, titles, addresses and telephone numbers of the appropriate persons whom the City could contact. If one or more of the Consultant's staff should become unavailable, the Consultant may substitute other staff of at least equal competence only after prior written approval by the City.</p>	<p>Willdan's qualifications applicable to this project including the names, qualifications, and proposed duties of Willdan's Staff to be assigned to this project; a listing of recent similar projects completed including the names, titles, addresses and telephone numbers of the appropriate persons whom the City could contact. If one or more of Willdan's staff should become unavailable, Willdan may substitute other staff of at least equal competence only after prior written approval by the City.</p>
<p>F. A resource allocation matrix must be submitted with the Proposal. The resource allocation matrix must list detailed tasks in rows and the appropriate individual (Job Title Only) as well as the number of hours that these individuals will be working on each task listed, will be included in adjacent columns. The resource allocation matrix and the project design schedule are required of both the primary consultant, as well as any sub-consultant. In addition, the applicable construction support services consultant must list the type and number or hours of geotechnical tests being proposed, as well as the type and number of hours of inspection or survey work within the Proposal. Failure to do so will result in the Consultant's Proposal being deemed incomplete and it will not receive further consideration. The construction support services Consultant is not required to provide a Project Schedule with milestones.</p>	<p>Willdan has provided a resource allocation matrix with our proposal. The resource allocation matrix lists detailed tasks in rows and the appropriate individual (Job Title Only) as well as the number of hours that these individuals will be working on each task listed is included in adjacent columns. The resource allocation matrix and the project design schedule for Willdan and our sub-consultant are included in this submittal. Willdan's proposed scope of services does not include geotechnical services so no hours will be provided for geotechnical tests, inspection, or survey work.</p>

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL





<p>G. A statement of sub-consultant’s (include relief personnel) qualifications applicable to this project including the names, qualifications, and proposed duties of the sub-consultant’s staff to be assigned to this project; a listing of recent similar projects completed including the names, titles, addresses, and telephone numbers of the appropriate persons whom the City could contact.</p>	<p>Willdan has provided our sub-consultant’s qualifications applicable to this project including a list of recent similar projects completed including the names, titles, addresses, and telephone numbers of the appropriate persons whom the City could contact.</p>
<p>H. A statement that the Consultant acknowledges and understands that the Consultant will not be allowed to change the sub-consultant without written permission from the City.</p>	<p>Willdan acknowledges and understands that Willdan will not be allowed to change the sub-consultant without written permission from the City.</p>
<p>I. A statement that all charges for Consultant (construction) services is a “Not-to-Exceed Fee” which must include conservatively estimated reimbursable expenses, as submitted with, and made a part of said Consultant's Proposal.</p>	<p>All charges for Willdan Engineering’s services is a “Not-to-Exceed Fee” which includes conservatively estimated reimbursable expenses, as submitted with, and made a part of Willdan's Proposal.</p>
<p>J. A statement that the Consultant will document and provide the results of the work to the satisfaction of the City. This may include preparation of field and final reports, or similar evidence of attainment of the Agreement objectives.</p>	<p>Willdan will document and provide the results of the work to the satisfaction of the City. This may include preparation of field and final reports, or similar evidence of attainment of the Agreement objectives.</p>
<p>K. A statement that the Consultant will immediately document and notify the City of any defects or hazardous conditions observed in the vicinity of the project site prior, during, or after the construction work.</p>	<p>Willdan will immediately document and notify the City of any defects or hazardous conditions observed in the vicinity of the project site prior, during, or after the construction work.</p>
<p>L. A copy of the Consultant's hourly rate schedule and a statement that said hourly rate schedule is part of the Consultant's Proposal for use in invoicing for progress payments and for extra work incurred that is not part of this RFP. An itemized cost breakdown for the work described herein must be submitted in a separate file, entitled Cost file, as part of the Consultant’s Proposal submittal. All extra work will require prior approval from the City.</p>	<p>Willdan has provided a copy of our hourly rate schedule that will be used in invoicing for progress payments and for extra work incurred that is not part of this RFP. Willdan has provided an itemized cost breakdown for the work described in this submittal in a separate file, titled Cost file, as part of Willdan’s Proposal submittal. Willdan agrees that all extra work will require prior approval from the City.</p>
<p>M. A statement that the Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.</p>	<p>Willdan will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.</p>
<p>N. A statement that all federal laws and regulations shall be adhered to notwithstanding any state or local laws and regulations. In a case of conflict between federal, state, or local laws or regulations the strictest shall be adhered to.</p>	<p>Willdan agrees that all federal laws and regulations will be adhered to notwithstanding any state or local laws and regulations. In a case of conflict between federal, state, or local laws or regulations the strictest shall be adhered to.</p>
<p>O. A statement that the Consultant shall allow all authorized federal, state, county, and City officials access to place of work, books, documents, papers, fiscal, payroll, materials, and other relevant contract records pertinent to this special project. All relevant records shall be retained for at least three years.</p>	<p>Willdan will allow all authorized federal, state, county, and City officials access to place of work, books, documents, papers, fiscal, payroll, materials, and other relevant contract records pertinent to this special project. All relevant records will be retained for at least three years.</p>

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<p>P. A statement that the Consultant shall comply with the Davis-Bacon Fair Labor Standards Act (40 USC 276-a through a-7), and the implementation regulations issued pursuant thereto (29 CFR Section 1, 5), any amendments thereof and the California Labor Code. Pursuant to the said regulations, entitled "Federal Labor Standards Provisions," Federal Prevailing Wage Decision" and State of California prevailing wage rates, respectively.</p>	<p>Willdan will comply with the Davis-Bacon Fair Labor Standards Act (40 USC 276-a through a-7), and the implementation regulations issued pursuant thereto (29 CFR Section 1, 5), any amendments thereof and the California Labor Code. Pursuant to the said regulations, entitled "Federal Labor Standards Provisions," Federal Prevailing Wage Decision" and State of California prevailing wage rates, respectively.</p>
<p>Q. A statement that the Consultant shall comply with the Copeland Anti-Kickback Act (18 USC 874) and the Implementation Regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.</p>	<p>Willdan will comply with the Copeland Anti-Kickback Act (18 USC 874) and the Implementation Regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.</p>
<p>R. A statement that the Consultant offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 USC Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works or the subcontract. This assignment shall be made and become effective at the time the City tenders final payment to the Consultant, without further acknowledgment by the parties.</p>	<p>Willdan offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 USC Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works or the subcontract. This assignment shall be made and become effective at the time the City tenders final payment to the Consultant, without further acknowledgment by the parties.</p>

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5. Required Forms

- Attachment A – Non-Collusion Affidavit
- Exhibit 10-Q - Lobbyist Disclosure.

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL





I.12.a

Attachment A – Non-Collusion Affidavit

NONCOLLUSION DECLARATION

(To be executed by Bidder and Submitted with Bid)

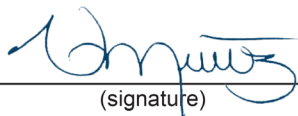
The undersigned declares:

I am the President/CEO of Willdan Engineering, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 12/8/2023 [date], at Anaheim [city], CA [state].

By: 
(signature)

Printed Name: Vanessa Munoz, PE, TE

Title: President/CEO

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL



Exhibit 10-Q - Lobbyist Disclosure

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352 OMB Number: 4040-0013
Expiration Date: 02/28/2025

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: City of Moreno Valley * Street 1: 14177 Frederick St. Street 2: * City: Moreno Valley State: CA: California Zip: 925502 Congressional District, if known: 41		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:		
6. * Federal Department/Agency: No lobbyist		7. * Federal Program Name/Description: CFDA Number, if applicable:
8. Federal Action Number, if known:		9. Award Amount, if known: \$
10. a. Name and Address of Lobbying Registrant: Prefix: * First Name: No lobbyist Middle Name: * Last Name: No lobbyist Suffix: * Street 1: No lobbyist Street 2: * City: No lobbyist State: Zip:		
b. Individual Performing Services (including address if different from No. 10a) Prefix: * First Name: No lobbyist Middle Name: * Last Name: No lobbyist Suffix: * Street 1: No lobbyist Street 2: * City: No lobbyist State: Zip:		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: Guadalupe Cortes * Name: Prefix: Mr. * First Name: Wei Middle Name: * Last Name: Sun Suffix: Title: City Traffic Engineer Telephone No.: 9514133100 Date: 09/14/2022		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Warning is a publicly traded company and does not engage in lobbying activities.

Tracking Number: GRANT13712048

Funding Opportunity Number: DOT-SS4A-FY22-01 Received Date: Sep 14, 2022 10:51:14 AM EDT

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6. Cost Proposal

Willdan has provided our cost proposal in a separate file per the City's Request for Proposal.

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Appendix – Resumes

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL





EDUCATION

*BS, Civil Engineering,
California Polytechnic
University, Pomona,
California*

PROFESSIONAL CERTIFICATIONS

*Registered Professional
Engineer, Civil
Engineering, State of
California No. 56856*

*Certified Building Plans
Examiner, State of
California No. 10072182*

*Transportation
Engineer, City of Los
Angeles Department of
Transportation*

33 YEARS OF EXPERIENCE

Weston S. Pringle III, PE

Traffic Engineer II

Project Role: Project Manager

Wes Pringle has over 33 years of experience as a Transportation Engineer for the City of Los Angeles, where he worked with the Bureau of Engineering on implementing the current street standards and the adopted Mobility Plan. He also worked with development projects in establishing Transportation Demand Management strategies that improve the pedestrian, transit, and biking experience in the City. Mr. Pringle represented LADOT at City Planning Subdivision Public Hearings and Community Meetings and reviewed access and circulation plans for building permit applications, parcel maps, and tract maps. He also developed a traffic modeling report for the western region of the City of Los Angeles, the Western Transportation Studies District. Mr. Pringle is a Member of the Institute of Transportation Engineers (ITE), a guest lecturer of Transportation Engineering at the University of Southern California, and an Editor of ITE's Expert Witness Council Newsletter.

Previous Work Experience

Los Angeles Department of Transportation (LADOT), Los Angeles, California. Served as a *Transportation Engineer* for the City of Los Angeles.

- Management responsibilities included supervising a staff of six Transportation Engineering Associates; reviewing, assigning the work produced by staff, including allocating overtime funds; providing training; attending committee meetings on standards; and developing and assisting in developing new policies. Interviewed and hired new Transportation Engineering Associates.
- Engineering responsibilities included participation in the development of LADOT's Vehicle Miles Traveled (VMT) study guidelines; performed development review role under the latest Environmental Quality Act (CEQA) which adopted VMT; which included reviewing traffic impact studies, Level of Service Calculations, Traffic Signal Warrant Analyses, Neighborhood Traffic Impact Analyses and Mitigation, Environmental Impact Reports (EIR), Mitigated Negative Declarations (MND), and Notice of Preparations (NOP) for EIRs, for over fifty projects per year. Implemented and reviewed Transportation Demand Management Plans including the review of annual trip monitoring requirements. Implemented and reviewed new regulation requiring Hillside Traffic Construction Management Plans for new developments in hillside areas. Developed striping plans for resurfaced streets, street improvement projects and temporary detour striping for construction staging; provided cost estimates for the installation and removal of striping; designed temporary and permanent striping plans construction projects, lane closures, temporary worksite traffic control measures, and detour striping plans. Provided engineering traffic management in the field for the City of Los Angeles-sponsored special events, including the Los Angeles Marathon and the Academy Awards, and emergency response traffic management, including the 1994 Northridge Earthquake. Designed, maintained, and implemented signal timing at signalized intersections throughout the City of Los Angeles for the Signal Timing and Research Section and the Automated Traffic Surveillance and Control (ATSAC) system. Prepared written interpretations of signal timing charts for legal proceedings. Designed and installed temporary timing plans for special events, temporary closures, and emergency situations. Analyzed traffic signals for left-turn phasing implementation.

Weston S. Pringle III, PE
Continued

Relevant Project Experience

Stope Warrant Studies, City of Bell, CA. *Quality Assurance Manager.* Willdan is providing traffic engineering services for the preparation of All-Way Stop Warrant Studies at various locations throughout the City of Bell.

Affordable Housing and Sustainable Communities Program, City of Ridgecrest, CA. *Quality Assurance Manager.* Willdan is providing project management, preliminary engineering, design, and bidding assistance services for the upcoming Affordable Housing and Sustainable Communities Program (AHSC) Improvement projects. The project is funded through Sustainable Transportation Infrastructure (STI) funds and Transportation Related Amenities (TRA 1 and TRA 2) funds.

Plan Check Services, City of El Monte, CA. *Traffic Engineer.* Willdan is providing review of civil plans submitted to the City by applicants for permitting review.

Traffic Engineering Services, City of Lakewood, CA. *Traffic Engineer.* Willdan is providing on-call City Traffic Engineering services to the City of Lakewood.

On-Call Traffic Engineering Services, City of Pico Rivera, CA. *Traffic Engineer.* Willdan is providing On-Call Traffic Engineering Services to the City of Pico Rivera. Traffic Engineering services provided include: respond to resident/business concerns, development review, preparation of traffic and parking demand study scopes, review of traffic and parking demand studies, development of "conditions of approval", review of traffic control plans, preparation of work orders, review of traffic signal design plans, review of traffic signal operation plans, preparation/review of traffic signing and striping plans, coordination with other City departments including Planning, Public Services and Public Safety, and attend City Council, Planning Commission and Public Safety Commission meetings as requested.



EDUCATION

BS, Civil Engineering,
California State
Polytechnic University,
Pomona, CA

PROFESSIONAL CERTIFICATIONS

Civil Engineer, California
No. 83887

Civil Engineer, Colorado
No. 56366

Civil Engineer,
Washington No. 58065

Civil Engineer, Arizona
No. 70072

Traffic Engineer,
California No. 2835

Civil Engineer, Texas No.
140012

Civil Engineer, Nevada
No. 28303

Civil Engineer,
Minnesota No. 59453

Envision Sustainability
Professional No. 45376

19 YEARS OF EXPERIENCE

Jeffrey Lau, PE, TE, ENV SP

Deputy Director – Engineering

Project Role: Principal-in-Charge/QA Manager

Jeffrey Lau is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects such as traffic signals, signing and striping, street lighting, and construction traffic control. He oversees transportation design for Willdan's traffic engineering group and manages a variety of large- to small-scale projects. His responsibilities include the coordination, analysis, and design of various transportation projects such as the preparation of plans, specifications, and estimates (PS&E); field investigations; and traffic data collection. He has also assisted with traffic impact studies and analyses, plan reviews, and engineering and traffic survey updates. Jeffrey's extensive hands-on traffic engineering background encompasses designs for 400+ new and modified traffic signal installations, street lighting inventories for master plans, lighting design plans, street lighting conversions, and street lighting LED upgrades.

Jeffrey understands the importance of meeting schedules and developing the most cost-efficient projects to meet budgetary constraints. He has assisted clients with developing grant funding applications for various local, state, and federal grant programs – successfully securing funding through the Active Transportation Program (ATP) and the Highway Safety Improvement Program (HSIP).

Relevant Project Experience

Systemic Safety Analysis Report, City of La Cañada Flintridge, CA. Deputy Project Manager. Willdan prepared a Systemic Safety Analysis Report (SSAR) that focuses on evaluating the City's entire roadway network to identify safety projects to submit for future HSIP funding consideration. To develop the prioritized safety projects list, Willdan used the Caltrans' Local Roadway Safety Manual as a guideline for analyzing collision history. Willdan analyzed each recommended countermeasure by crash type, co-efficient reduction factor, life expectancy, federal funding eligibility, and potential to work as a systemic approach. Willdan used SafeTREC's Transportation Injury Mapping System Benefit/Cost Calculator tool along with Los Angeles Sheriff's Department collision data and SWITRS database information for our analysis. The systemic safety analysis report identified the top 12 high-risk corridors and top 20 intersections with high collision frequencies within the city. The project developed a prioritized list of nine safety projects the City can use to apply for future HSIP grant funding.

East San Gabriel Valley Active Transportation Plan, County of Los Angeles, CA. Project Engineer. Willdan provided traffic engineering services for the East San Gabriel Valley Active Transportation Plan. The Active Transportation Plan was intended to promote walking biking and transit use among 21 unincorporated County communities in the East San Gabriel Valley. The Plan solicited community input, coordinated with neighboring cities, developed a scalable model creating a prioritized list of potential project corridors and selected three priority routes with recommended intersection improvements to enhance active transportation options. The Plan also required coordination and cooperation with the East San Gabriel Valley Area Plan task force as some overlap of data collection was involved.



Nicolle Spann, PE, TE

Senior Engineer

Project Role: Technical Support

Nicolle Spann is a Senior Engineer with Willdan who specializes in traffic engineering investigations, transportation planning, and grant funding applications. She is knowledgeable in transportation engineering processes and their application to operating systems. Nicolle is experienced in traffic impact analyses, roadway safety studies, engineering and traffic surveys, traffic calming analysis, warrant analysis, preparing local road safety plans, signing, and striping design, and traffic signal design. She is well-versed in the understanding and applying guidelines set forth in the Highway Capacity Manual (HCM), a publication of the Transportation Research Board (TRB) of the National Academies of Sciences, Engineering, and Medicine in the United States, and the California Manual on Uniform Traffic Control Devices (CA MUTCD) – the standard for traffic signs, road surface markings, and traffic signals in the U.S. state of California.

Nicolle has vast experience in applying to and has been awarded \$77M+ for client cities from federal, state, and local grant applications including the Highway Safety Improvement Program (HSIP), the Active Transportation Program (ATP), Metro Call for Projects, and Urban Greening. She stays up to date on upcoming grant programs and is proactive in understanding new grant opportunities.

Relevant Project Experience

Local Road Safety Plan, City of Inglewood, CA. Project Manager. Willdan developed a citywide LRSP to identify safety problems, collision hot spot locations, identify systemic trends, and develop recommendations for safety improvements. The LRSP provided the City with an opportunity to proactively correct high collision or problem locations and prevent local road fatalities and injuries. A list of intersections and corridors with the most high-severity collisions was identified and a closer analysis was presented for each of the top intersections and corridors. From this analysis, countermeasures were identified to reduce future potential collisions at these locations.

Traffic Calming Policy, City of Bellflower, CA. Project Manager. Willdan developed a traffic calming program for the City of Bellflower for the City to reference to determine what traffic calming measures may work best in their community and develop processes or procedures for such installations. A toolbox was developed listing traffic calming applications and approaches. Willdan worked closely with City staff to understand what traffic calming measures work best for their community. Street eligibility criteria were identified for each traffic calming measure for the City to compare roadway conditions against the policy when responding to resident requests. The policy identified procedures to request a more in-depth traffic calming analysis.

Local Road Safety Plan, County of Napa, CA. Deputy Project Manager. Willdan developed a citywide LRSP to identify safety problems, collision hot spot locations, identify systemic trends, and develop recommendations for safety improvements. The evaluation included input from stakeholders including members of the 4 E's (Engineering, Education, Emergency Services, and Enforcement). The LRSP provided the County with an opportunity to proactively correct high collision or problem locations and prevent local road fatalities and injuries. Projects developed and presented in the Napa County LRSP were used to apply for nearly \$6 Million in HSIP Cycle 10 and 11 funds. Willdan prepared the HSIP applications for the County and utilized the turn-key HSIP-ready project chapters to aide in the application.

Systemic Safety Analysis Report, City of Ridgecrest, CA. Project Manager. Willdan prepared a Systemic Safety Analysis Report (SSAR) in accordance with the policies and procedures of Caltrans' Systemic Safety Analysis Report Program Guidelines. Based on projects developed in the SSAR, \$944,000 in HSIP Cycle 10 funds were awarded to the City.

EDUCATION

BS, Civil Engineering,
California State
Polytechnic University,
Pomona, CA

PROFESSIONAL CERTIFICATIONS

Traffic Engineer,
California No. 2933

Civil Engineer, California
No. 91787

Civil Engineer, New
Mexico No. 26862

Civil Engineer, Arizona
No. 74660

9 YEARS OF EXPERIENCE



EDUCATION

*BS, Civil Engineering,
California State
University, Fullerton*

*Civil Engineering,
California State
University, Northridge*

PROFESSIONAL CERTIFICATIONS

*Engineering-in-Training,
California No. 162881*

5 YEARS OF EXPERIENCE

Emilio J. Murga, EIT

Assistant Engineer III

Project Role: Technical Support

Emilio Murga is a Willdan Engineering assistant engineer with 5 years of experience. He has prepared plans for street projects and environmental and construction documentation. His significant contribution to engineering and traffic studies for numerous Southern California cities includes analysis of radar speed data, collision data, and average daily traffic to effectively update citywide speed limits.

Relevant Project Experience

Local Road Safety Plan, City of Bell, CA. Willdan developed a citywide Local Road Safety Plan (LRSP) in accordance with all California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA) requirements to systemically analyze and identify safety problems and develop recommendations for safety improvements. The LRSP looks at crash history on an aggregate basis to identify high-risk roadway characteristics, rather than looking at high-collision concentration locations through site analysis. This evaluation identified potential safety projects within the City and prioritize countermeasures across a system. The evaluation results will identify safety projects within the City for future funding consideration through the HSIP and other safety program applications. The City established the LRSP to help develop and prioritize traffic safety improvements citywide using measures including participation with the various “Es” stakeholders (Engineering, Education, Emergency Services, and Enforcement). The LRSP provided the City with an opportunity to proactively correct high collision or problem locations and prevent local road fatalities and injuries.

Engineering & Traffic Survey, City of Los Alamitos, CA. Willdan provided professional traffic engineering services for an Engineering and Traffic Survey on 17 street segments citywide.

HSIP Cycle 10 Grant Application, City of Lakewood, CA. Prepare Highway Safety Improvement Project (HSIP) cycle 10 grant application for traffic signal improvements.

HSIP Grant Applications, City of Bell, CA. Willdan provide professional grant writing services to the City to prepare two grant applications for the HSIP Cycle 10 Call for Projects.

HSIP Grant Applications, County of Napa, CA. Willdan provided professional traffic engineering services for the preparation of two HSIP Cycle 10 grant applications. The County requested the preparation of HSIP grant funding applications to be prepared for safety projects identified through the development of the County’s Local Road Safety Plan (LRSP). Willdan and County staff have been working together to develop competitive HSIP candidate projects under the LRSP scope of work.

All Way Stop Warrant Analysis, City of Bell, CA. Willdan provided professional traffic engineering services to perform an All-Way Stop Warrant Analysis for the intersection of Walker Avenue and Randolph Street.



**PROFESSIONAL
Associations**

Member - Institute of
Transportation
Engineers (ITE)

Secretary/Treasurer –
Riverside San
Bernardino Section ITE
(RSBITE)

26 YEARS OF EXPERIENCE

Abe Campos

Project Manager – Counts Unlimited

Project Role: Data Collection

Abe Campos' area of expertise is in the planning and management of On-Call Projects, pneumatic tube counts, travel time studies, license plate studies, radar speed surveys, and parking studies that include demand, utilization, and turnover rates. Upon completion, data is meticulously verified before submission of final reports. Mr. Campos is significantly involved in ensuring the quality of the data collected for each project. In order to provide the highest level of accuracy for our clients, Mr. Campos ensures the rigorous training and testing of all employees before field placement and duties are assigned.

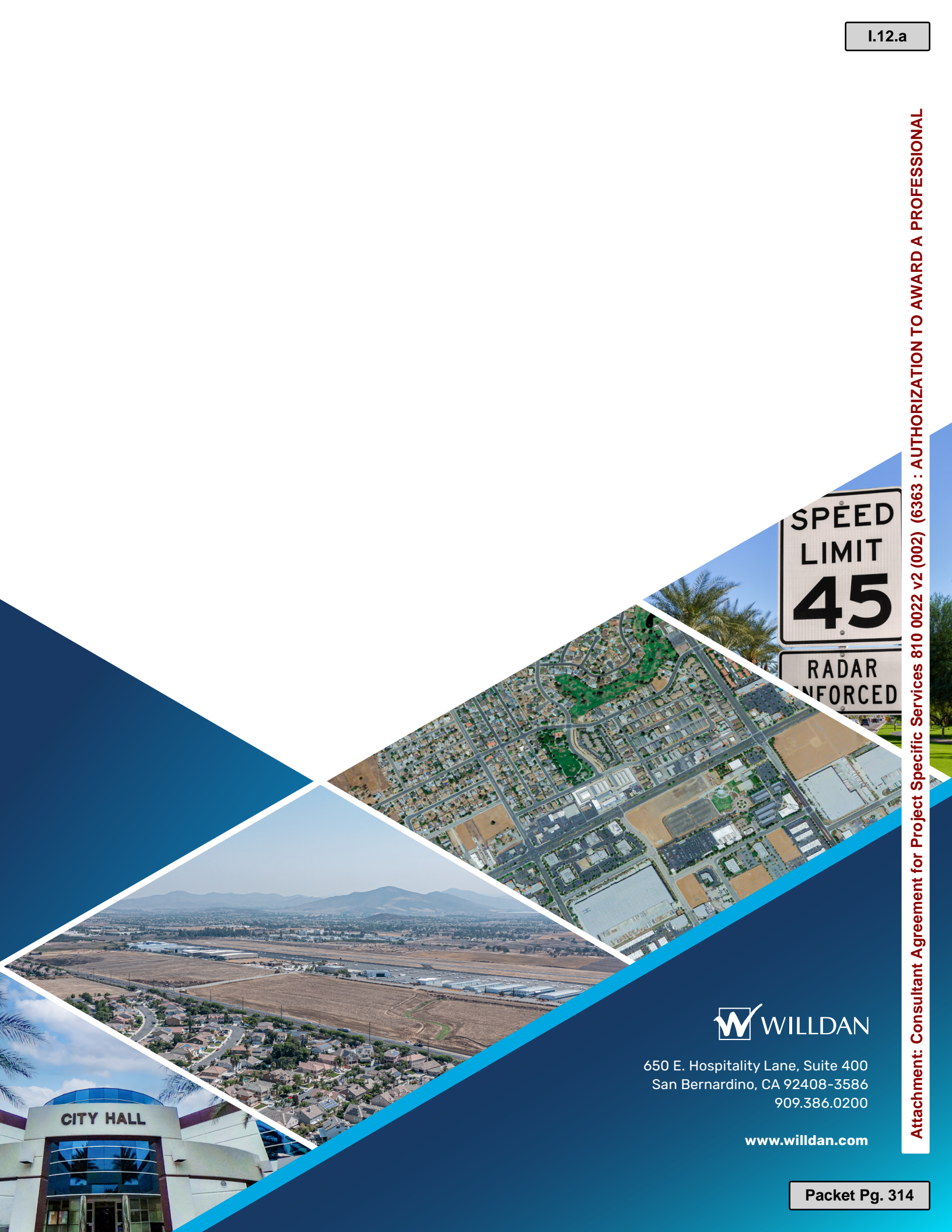
Relevant Project Experience

City of Moreno Valley On-Call Traffic Data Collection Services, Moreno Valley, CA. *Project Manager.* Counts Unlimited works with the City of Moreno Valley to provide On-Call, As-Needed traffic data collection services. We work closely with the City of Moreno Valley staff to provide a variety of counts that include ADT Counts, Speed Surveys, Radar Surveys, Turning Movement Counts, and Pedestrian and Bicycle Counts. Count requests are made as needed, and we will complete on average 5-10 requests per month.

City of Corona Annual Count Program / On-Call Services, Corona, CA. *Project Manager.* Counts Unlimited has performed a Bi-annual count program that includes (215) Turning Movement Counts, and an annual count program that includes over (320) 48-hour ADT Counts in the City of Irvine as part of our annual traffic data collection contract. In addition to the annual count programs, Counts Unlimited also provides on-call traffic count services to the City of Irvine that includes ADT Counts, Speed Counts, Turning Movement Counts, and Radar Speed Surveys.

City Wide Speed Zone Updates. Managed City wide speed and volume data collection over the previous two years to update expiring speed zones; Cities include: City of Perris, City of Hemet, City of Victorville, City of Beaumont, City of Highland, City of Covina, and City of Rancho Mirage.

On Call Contracts. Currently manages multiple data requests and schedules for on call services as well as annual count programs; Municipalities include the City of Chino Hills, City of Ontario, City of Riverside, City of Irvine, City of Temecula, Town of Yucca Valley, City of La Quinta, City of Burbank, City of Fontana, City of Beaumont, and City of Victorville.



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45
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650 E. Hospitality Lane, Suite 400
San Bernardino, CA 92408-3586
909.386.0200

www.willdan.com

CITY HALL

EXHIBIT "C"CITY - SERVICES TO BE PROVIDED
TO CONSULTANT

1. Furnish the Consultant all in-house data which is pertinent to services to be performed by the Consultant and which is within the custody or control of the City, including, but not limited to, copies of record and off-record maps and other record and off-record property data, right-of-way maps and other right-of-way data, pending or proposed subject property land division and development application data, all newly developed and pertinent design and project specification data, and such other pertinent data which may become available to the City.
2. Provide timely review, processing, and reasonably expeditious approval of all submittals by the Consultant.
3. Provide timely City staff liaison with the Consultant when requested and when reasonably needed.

EXHIBIT "D"

TERMS OF PAYMENT

1. The Consultant's compensation shall not exceed \$481,700.00.
2. The Consultant will obtain, and keep current during the term of this Agreement, the required City of Moreno Valley business license. Proof of a current City of Moreno Valley business license will be required prior to any payments by the City. Any invoice not paid because the proof of a current City of Moreno Valley business license has not been provided will not incur any fees, late charges, or other penalties. Complete instructions for obtaining a City of Moreno Valley business license are located at: <http://www.moval.org/biz-lic>.
3. The Consultant will electronically submit an invoice to the City along with documentation evidencing services completed to date as specified in the Request for Proposal. Progress payments will be made in accordance with the payment schedule outlined in the Request for Proposal, but in no case will progress payments be made to the Consultant more frequently than once per month. The progress payment is based on actual time and materials expended in furnishing authorized professional services during the preceding calendar month. At no time will the City pay for more services than have been satisfactorily completed and the City Engineer's determination of the amount due for any progress payment shall be final. The consultant will submit all original invoices to Accounts Payable staff at TechInfo-CapProj@moval.org. Accounts Payable questions can be directed to (951) 413-3130.
4. The Consultant agrees that City payments will be received via Automated Clearing House (ACH) Direct Deposit and that the required ACH Authorization form will be

completed prior to any payments by the City. Any invoice not paid because the completed ACH Authorization Form has not been provided will not incur any fees, late charges, or other penalties. The ACH Authorization Form is located at:

http://www.moval.org/city_hall/forms.shtml#bf

5. The minimum information required on all invoices is:
 - A. Vendor Name, Mailing Address, and Phone Number
 - B. Invoice Date
 - C. Vendor Invoice Number
 - D. City-provided Reference Number (e.g. Project, Activity)
 - E. Detailed work hours by class title (e.g. Manager, Technician, or Specialist), services performed and rates, explicit portion of a contract amount, or detailed billing information that is sufficient to justify the invoice amount; single, lump amounts without detail are not acceptable.
6. The City shall pay the Consultant for all invoiced, authorized professional services within thirty (30) days of receipt of the invoice for same.

EXHIBIT "E"**INSURANCE REQUIREMENTS****Minimum Scope of Insurance**

Coverage shall be at least as broad as:

1. The most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, which shall include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations, products and completed operations, and contractual liability.
2. The most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, which shall include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1- Any Auto).
3. Workers' Compensation insurance as required by the California Labor Code and Employer's Liability Insurance.
4. Professional Liability (Errors and Omissions) insurance appropriate to Consultant's profession.

Minimum Limits of Insurance

Consultant shall maintain limits of liability of not less than:

1. General Liability:
 - \$1,000,000 per occurrence for bodily injury and property damage
 - \$1,000,000 per occurrence for personal and advertising injury
 - \$2,000,000 aggregate for products and completed operations
 - \$2,000,000 general aggregate
2. Automobile Liability:
 - \$1,000,000 per accident for bodily injury and property damage
3. Employer's Liability:
 - \$1,000,000 each accident for bodily injury
 - \$1,000,000 disease each employee
 - \$1,000,000 disease policy limit

4. Professional Liability (Errors and Omissions):

\$1,000,000 per claim/occurrence
\$2,000,000 policy aggregate

Umbrella or Excess Insurance

In the event Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies).

Deductibles and Self-Insured Retentions

Consultant shall be responsible for payment of any deductibles contained in any insurance policy(ies) required hereunder and Consultant shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the City Manager or his/her designee. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects The City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers; or (ii) Consultant shall provide a financial guarantee, satisfactory to the City Manager or his/her designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall City be responsible for the payment of any deductibles or self-insured retentions.

Other Insurance Provisions

The General Liability and Automobile Liability insurance policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers are to be covered as additional insureds.
2. The coverage shall contain no special limitations on the scope of protection afforded to the City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers.
3. Consultant's insurance coverage shall be primary and no contribution shall be required of City.

The Workers' Compensation insurance policy is to contain, or be endorsed to contain, the following provision: Consultant and its insurer shall waive any right of subrogation against the City of Moreno Valley, the City of Moreno Valley Community Services District, the Moreno Valley Housing Authority, and each of their officers, officials, employees, agents and volunteers.

If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made

form:

1. The retroactive date must be shown, and must be before the effective date of the Agreement or the commencement of work by Consultant.
2. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after any expiration or termination of the Agreement or, in the alternative, the policy shall be endorsed to provide not less than a 3-year discovery period.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement or the commencement of work by Consultant, Consultant must purchase extended reporting coverage for a minimum of 3 years following the expiration or termination of the Agreement.
4. A copy of the claims reporting requirements must be submitted to City for review.
5. These requirements shall survive expiration or termination of the Agreement.

All policies of insurance required hereunder shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written notice by certified mail, return receipt requested, has been given to City. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Consultant shall furnish City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for City, Consultant shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy.

Acceptability of Insurers

All policies of insurance required hereunder shall be placed with an insurance company(ies) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A-VII" in Best's Insurance Rating Guide; or authorized by the City Manager or his/her designee.

Verification of Coverage

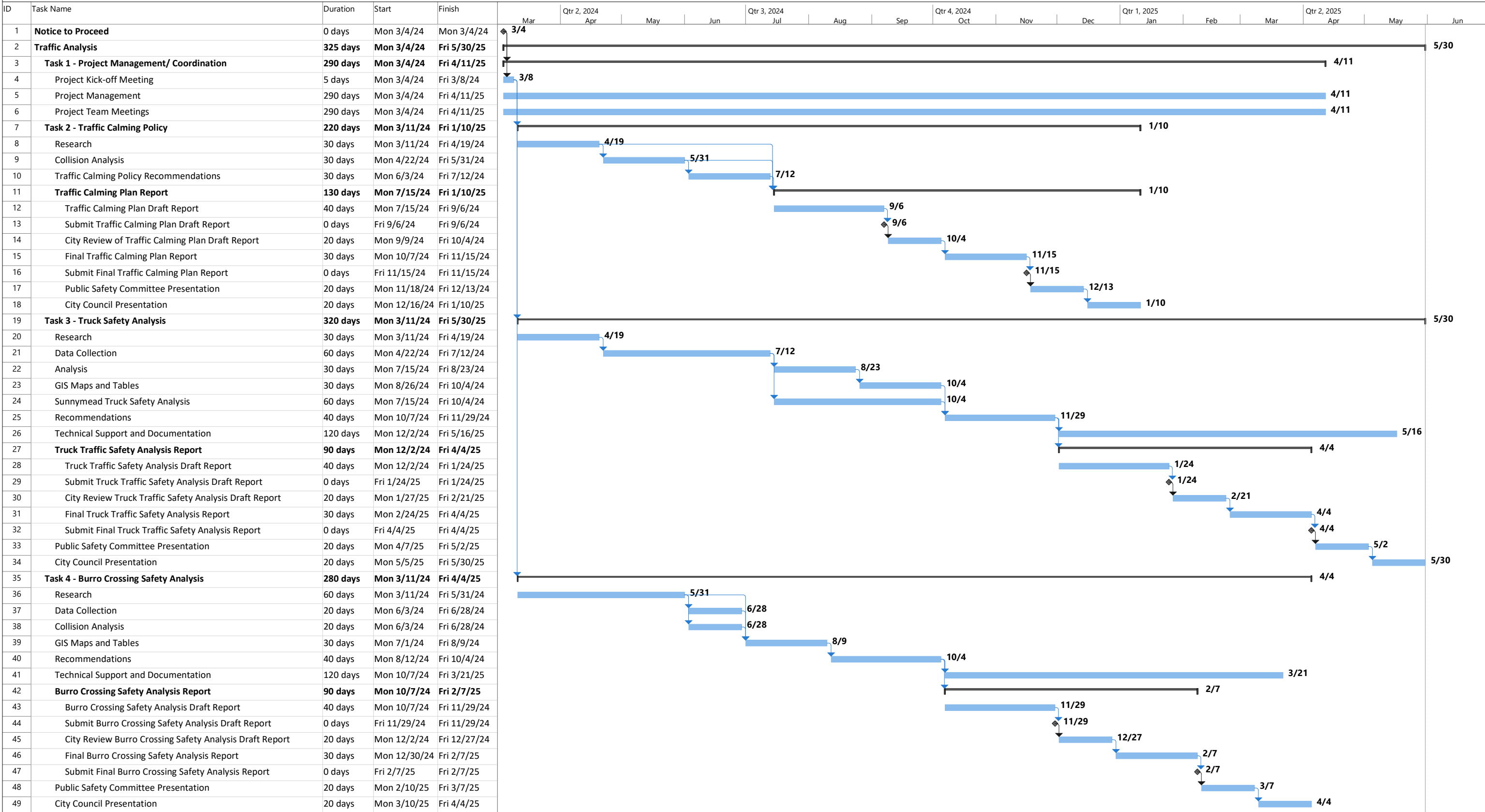
Consultant shall furnish City with all certificate(s) and **applicable endorsements** effecting

coverage required hereunder. All certificates and **applicable endorsements** are to be received and approved by the City Manager or his/her designee prior to City's execution of the Agreement and before work commences.

EXHIBIT "F"

SCHEDULE

City of Moreno Valley Roadway Safety Improvemtns in Three Areas Project Schedule



Project: schedule
Date: Thu 2/1/24

Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Manual Progress
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Progress		

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL

EXHIBIT "G"

PROJECT FEE



February 1, 2024

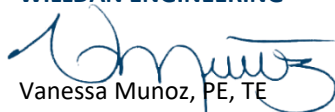
City of Moreno Valley
14177 Frederick Street
Moreno Valley, CA 92552

Subject: Revised Cost Proposal for 2023-030 Moreno Valley Roadway Improvements in Three Areas (810 0022)

Willdan Engineering is pleased to submit our revised cost proposal to the City of Moreno Valley for consultation to the Transportation Engineering Division to improve the current Local Roadway Safety Plan (LRSP) by enhancing areas that need safety improvements with three key modules (traffic calming including roundabouts and split traffic humps, protection of wild burros at roadway crossings, and truck safety). Please find attached our detailed cost proposal for all services and materials anticipated in completing the project based on the scope of services.

Willdan sincerely appreciates this opportunity to assist the City with the enhancement of their Local Road Safety Plan. I am an officer empowered by Willdan to sign this proposal and thereby commit Willdan to the obligations contained in the RFP response. This proposal is valid for 60 days following the closing date for the receipt of proposals. Willdan accepts and has no proposed exceptions, alterations or amendments to the Scope of Services or other requirements of the City's RFP, including the Sample Agreement for Professional Consultant Services. If there are any questions regarding this proposal, please contact me by phone at (562) 368-4848, extension 6225 or by email at vmunoz@willdan.com.

Respectfully submitted,
WILLDAN ENGINEERING


Vanessa Munoz, PE, TE
President and CEO

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 : AUTHORIZATION TO AWARD A PROFESSIONAL



**CITY OF MORENO VALLEY
MORENO VALLEY ROADWAY SAFETY IMPROVEMENTS IN THREE AREAS
REVISED PROJECT FEE
Thursday, February 1, 2024**

WILLDAN ENGINEERING

SUMMARY TASK	Deputy Director	Traffic Engineer II	Project Manager IV	Senior Engineer I	GIS Analyst II	Associate Engineer I	Assistant Engineer III	Assistant Engineer II	Administrative Assistant II	Estimated Hours	Expenses	Subconsultant (Counts Unlimited)	Estimate
	\$231.00	\$223.00	\$223.00	\$194.00	\$180.00	\$179.00	\$161.00	\$153.00	\$114.00				
Task 1 - Project Management/Coordination													
<i>Project Management</i>		48.0								48.0	\$ -	\$ -	\$ 11,000.00
<i>Project Kick-off Meeting</i>	2.0	2.0		2.0			2.0			8.0	\$ 100.00	\$ -	\$ 100.00
<i>Project Team Meetings (7 Meetings)</i>	7.0	7.0		7.0			7.0			28.0	\$ 500.00	\$ -	\$ 500.00
Subtotal	9.0	57.0	0.0	9.0	0.0	0.0	9.0	0.0	0.0	84.0	\$ 600.00	\$ -	\$ 1,100.00
Task 2 - Traffic Calming Policy													
<i>Identify Traffic Calming Metrics</i>		4.0		4.0			4.0			12.0	\$ -	\$ -	\$ 1,000.00
<i>Develop Traffic Calming Policy</i>		40.0		16.0			8.0			64.0	\$ -	\$ -	\$ 1,000.00
<i>City Council & Public Safety Committee Presentations</i>	4.0	16.0		12.0				8.0		40.0	\$ 200.00	\$ -	\$ 200.00
Subtotal	0.0	44.0	0.0	20.0	0.0	0.0	12.0	0.0	0.0	76.0	\$ -	\$ -	\$ 2,000.00
Task 3 - Truck Traffic Safety Analysis													
<i>Research</i>		2.0		2.0			20.0			24.0	\$ -	\$ -	\$ 400.00
<i>Data Collection</i>	2.0	8.0		10.0			16.0			36.0	\$ -	\$ 34,500.00	\$ 34,500.00
<i>Analysis</i>		8.0		10.0			40.0	40.0		98.0	\$ -	\$ -	\$ 1,000.00
<i>GIS maps and tables</i>		8.0		20.0	100.0					128.0	\$ -	\$ -	\$ 2,000.00
<i>Sunnymead Truck Safety Analysis</i>	4.0	20.0	20.0	8.0		80.0	88.0			220.0	\$ 459.00	\$ -	\$ 459.00
<i>Recommendations</i>	8.0	40.0		40.0		20.0	40.0			148.0	\$ -	\$ -	\$ 2,000.00
<i>Technical Support and Documentation</i>	8.0	20.0		60.0	20.0	20.0	100.0	20.0	8.0	256.0	\$ -	\$ -	\$ 4,000.00
<i>Truck Traffic Safety Analysis Report</i>	8.0	20.0		40.0			80.0	20.0	8.0	176.0	\$ -	\$ -	\$ 3,000.00
<i>City Council & Public Safety Committee Presentations</i>	4.0	16.0		12.0				8.0		40.0	\$ 200.00	\$ -	\$ 200.00
Subtotal	30.0	126.0	20.0	190.0	120.0	120.0	384.0	80.0	16.0	1086.0	\$ 459.00	\$ 34,500.00	\$ 23,000.00
Task 4 - Burro Crossing Safety Analysis													
<i>Research</i>	2.0	100.0		20.0			40.0			162.0	\$ 2,000.00	\$ -	\$ 2,000.00
<i>Data Collection</i>	2.0	16.0		16.0				20.0		54.0	\$ -	\$ 10,000.00	\$ 10,000.00
<i>Collision Analysis</i>		16.0		8.0			20.0	16.0		60.0	\$ -	\$ -	\$ 1,000.00
<i>GIS maps and tables</i>		8.0		16.0	80.0					104.0	\$ -	\$ -	\$ 1,000.00
<i>Recommendations</i>	8.0	80.0		60.0			40.0			188.0	\$ -	\$ -	\$ 3,000.00
<i>Technical Support and Documentation</i>	8.0	20.0		60.0	20.0	20.0	100.0	20.0	8.0	256.0	\$ -	\$ -	\$ 4,000.00
<i>Report</i>	8.0	40.0		40.0			40.0		8.0	136.0	\$ -	\$ -	\$ 2,000.00
<i>City Council & Public Safety Committee Presentations</i>	4.0	16.0		12.0				8.0		40.0	\$ 200.00	\$ -	\$ 200.00
Subtotal	28.0	280.0	0.0	220.0	100.0	20.0	240.0	36.0	36.0	960.0	\$ 2,200.00	\$ 10,000.00	\$ 20,000.00
TOTAL (Tasks 1 thru 4)	67.0	507.0	20.0	439.0	220.0	140.0	645.0	116.0	52.0	2206.0	\$ 3,259.00	\$ 44,500.00	\$ 48,000.00

Attachment: Consultant Agreement for Project Specific Services 810 0022 v2 (002) (6363 :





Report to City Council

TO: Mayor and City Council

FROM: Launa Jimenez, Chief Financial Officer

AGENDA DATE: February 20, 2024

TITLE: PUBLIC HEARING TO DESIGNATE FUTURE ANNEXATION AREA FOR COMMUNITY FACILITIES DISTRICT 2023-01 (PUBLIC SAFETY SERVICES) (ORDINANCE NO. __)

RECOMMENDED ACTION

Recommendations: That the City Council:

1. Conduct the Public Hearing for the designation of the Future Annexation Area for City of Moreno Valley Community Facilities District No. 2023-01 (Public Safety Services).
2. Approve Ordinance No. __, an Ordinance of the City Council of the City of Moreno Valley, California, Providing for Future Annexation of Territory for the City of Moreno Valley Community Facilities District No. 2023-01 (Public Safety Services).

SUMMARY

This report recommends that the City Council convene a Public Hearing and introduce Ordinance No. __ (Attachment 1), an Ordinance of the City Council of the City of Moreno Valley, California, Providing for Future Annexation of Territory for the City of Moreno Valley Community Facilities District (CFD) No. 2023-01 (Public Safety Services) (the "District"). This action does not change the current services or special tax rate of the properties within the District. It will, however, streamline the process for those developing property owners who choose to annex their property into the District in the future.

DISCUSSION

As a condition of approval of development projects, applicants are required to provide an ongoing funding source for public safety services (e.g. police and fire protection). The funding is used to mitigate the cost of certain impacts created by the proposed development.

On November 21, 2023, the City Council formed CFD No. 2023-01, pursuant to the Mello-Roos Community Facilities Act of 1982 (the “Act”). The District was created to provide the development community with an alternative funding tool to provide the required funding to mitigate impacts to public safety operations created by development projects. If a property owner chooses to annex the parcels of their development into the District, they also authorize the City Council to annually levy a special tax, collected on the property tax bill, against property in the development project. Thus, satisfying the condition of approval.

To annex into the District, the Act requires the City Council first adopt a Resolution of Intention to annex territory. Between 30-60 days thereafter, a Public Hearing is held, and the property owner ballot is opened to determine whether the property owner has authorized annexation of their property into the District.

The Act authorizes the City Council to designate a future annexation area. With a designated future annexation area, it will streamline the process by allowing future annexations into the District without the need for public hearings, “upon the unanimous approval of the owner or owners of each parcel or parcels at the time that the parcel or parcels are annexed.”

On January 16, 2024, the City Council adopted a Resolution of Intention and set February 20, 2024 as the Public Hearing date for the Designation of the Future Annexation Area, identified in the boundary map (Attachment 2). Provided the City Council approves tonight’s item and the 2nd reading (tentatively scheduled for March 5, 2024), the Ordinance will become effective 30-days thereafter, allowing developing property owners to use the streamlined process to annex into the District as early as the April 16, 2024 City Council meeting.

ALTERNATIVES

1. Conduct the Public Hearing and approve the recommended actions as presented. *Staff recommends this alternative since it will streamline the annexation process for property owners.*
2. Open the Public Hearing and continue it to a future regularly scheduled meeting. *Staff does not recommend this alternative because it will delay implementation of a streamlined annexation process.*
3. Conduct the Public Hearing but do not approve the recommended actions as presented. *Staff does not recommend this alternative because it will require use of a lengthier process to annex into the District.*

FISCAL IMPACT

Third party costs associated with designation of the Future Annexation Area are projected not-to-exceed \$5,000 for special legal counsel, legal notice publication costs, recording costs, and other related expenses. Sufficient funds exist in the City's FY 2023/24 adopted operating budget, Fund 2006-30-79-25701, Special Districts Administration.

NOTIFICATION

The Press-Enterprise published the legal notice for tonight's Public Hearing on February 8, 2024, consistent with Government Code § 53339.4 and 53322.

PREPARATION OF STAFF REPORT

Prepared by:
Felicia London
Special Districts Division Manager

Department Head Approval:
Launa Jimenez
Chief Financial Officer/City Treasurer

CITY COUNCIL GOALS

Community Image, Neighborhood Pride and Cleanliness. Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development**
- 2. Public Safety**
- 3. Library**
- 4. Infrastructure**
- 5. Beautification, Community Engagement, and Quality of Life**
- 6. Youth Programs**

Objective 4.2: Develop and maintain a comprehensive Infrastructure Plan to invest in and deliver City infrastructure.

Objective 5.2: Promote the installation and maintenance of cost effective, low maintenance landscape, hardscape and other improvements which create a clean, inviting community.

ATTACHMENTS

To view large attachments, please click your “bookmarks”



on the left hand side of this document for the necessary attachment.

- 1. MoVal CFD 2023-01 FAA Ordinance - Final
- 2. Boundary Map - Executed

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 7:52 AM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 10:50 AM

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, CALIFORNIA, PROVIDING FOR FUTURE ANNEXATION OF TERRITORY FOR THE CITY OF MORENO VALLEY COMMUNITY FACILITIES DISTRICT NO. 2023-01 (PUBLIC SAFETY SERVICES)

The City Council of the City of Moreno Valley, California, the legislative body of Community Facilities District No. 2023-01 (Public Safety Services), does hereby ordain as follows:

SECTION 1. FINDINGS:

- A. The Mello-Roos Community Facilities Act of 1982 (Government Code Section 53311 *et seq.*) (the “Act”) authorizes the City Council of the City of Moreno Valley (the “City Council”) to establish a community facilities district to finance certain public safety services within the district.
- B. Section 53339.7(a) of the Act authorizes the City Council, following a properly noticed public hearing, to provide for the future annexation of territory to a community facilities district. Such designation permits the annexation of a territory within the future annexation area, without additional hearings, upon the unanimous approval of the owner or owners of each parcel or parcels at the time that the parcel or parcels are annexed.
- C. By its Resolution No. 2023-82, adopted on November 21, 2023, the City Council established its City of Moreno Valley Community Facilities District No. 2023-01 (Public Safety Services) (the “CFD”).
- D. By its Ordinance No. 1004, adopted on December 5, 2023 (the “Special Tax Ordinance”), the City Council levied an annual special tax (the “Special Tax”) pursuant to Section 53340 of the Act against all non-exempt parcels of real property within the CFD.
- E. By its Resolution No. 2024-01, adopted on January 16, 2024 (the “Resolution of Intention”), the City Council declared its intention to provide for future annexation of territory to the CFD.
- F. The proposed future annexation area, which constitutes the entire territory of the City aside from the territory currently constituting the CFD, is shown on the map titled “Annexation Map No. 2 of Community Facilities District No. 2023-01 (Public Safety Services) of City of Moreno Valley, County of Riverside, California (Territory proposed for annexation in the future, with the condition that parcels within that territory may be annexed only with the unanimous approval of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed)” (the “Annexation Map”). The

Annexation Map is recorded as Instrument No. 2024-0017904 in Book 92 of Maps of Assessment and Community Facilities Districts at Page 55, in the office of the County Recorder for the County of Riverside, State of California and is on file in the Office of the City Clerk, available for public inspection, and incorporated herein by reference.

- G. On February 20, 2024, at 6:00 PM (or as soon thereafter as practical), in the City Council Chamber located at 14177 Frederick Street, Moreno Valley, California 92553, the City Council held a full and fair public hearing (the "Hearing") on the designation of the territory shown on Annexation Map No. 2 for annexation to the CFD in the future.
- H. Notice of the Hearing was published pursuant to Section 53339.4 of the Act in the February 8, 2024, edition of The Press-Enterprise.
- I. At the Hearing, the City Council heard oral and written testimony from all those wishing to provide such testimony. There was no majority protest (as defined by Section 53339.6 of the Act) against the proposed addition of territory to the CFD in the future.
- J. City Council now desires to provide for the future annexation of territory to the CFD and to take other related actions.

SECTION 2. PROVISION FOR ANNEXATION IN THE FUTURE:

The City Council hereby provides for the annexation to the CFD of the territory shown on Annexation Map No. 2 upon the unanimous approval of the owner or owners of each parcel or parcels at the time that the parcel or parcels are annexed, without additional hearings.

SECTION 3. EFFECT OF ANNEXATION:

Upon annexation, annexed territory shall be subject to the special tax imposed by the Special Tax Ordinance. This Ordinance does not change the rate and method of apportionment of such tax, and each parcel in the CFD (including each annexed parcel) shall be subject to a tax up to, but no higher than, the maximum rate for that parcel as set forth in the Special Tax Ordinance. Aside from permitting annexation of territory, this Ordinance does not alter any of the provisions of the Special Tax Ordinance, which is incorporated herein by reference.

SECTION 4. SEVERABILITY:

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase

hereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses or phases hereof be declared invalid or unconstitutional.

SECTION 5. NOTICE OF ADOPTION:

Within fifteen days after the date of adoption hereof, the City Clerk of the City of Moreno Valley shall certify to the adoption of this ordinance and cause it to be posted in three public places within the city.

SECTION 6. EFFECTIVE DATE:

This ordinance shall take effect thirty days after the date of its adoption.

APPROVED AND ADOPTED this 5th day of March 2024.

Mayor of the City of Moreno Valley

ATTEST:

City Clerk of the City of Moreno Valley

APPROVED AS TO FORM:

City Attorney

Attachment: MoVal CFD 2023-01 FAA Ordinance - Final (6445 : PUBLIC HEARING TO DESIGNATE FUTURE ANNEXATION AREA FOR

ORDINANCE JURAT

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF MORENO VALLEY)

I, Jane Halstead, City Clerk of the City of Moreno Valley, California, do hereby certify that Ordinance No. ____ had its first reading on February 20, 2024 and had its second reading on March 5, 2024, and was duly and regularly adopted by the City Council of the City of Moreno Valley at a regular meeting thereof held on the 5th day of March, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(Council Members, Mayor Pro Tem and Mayor)

CITY CLERK

(SEAL)

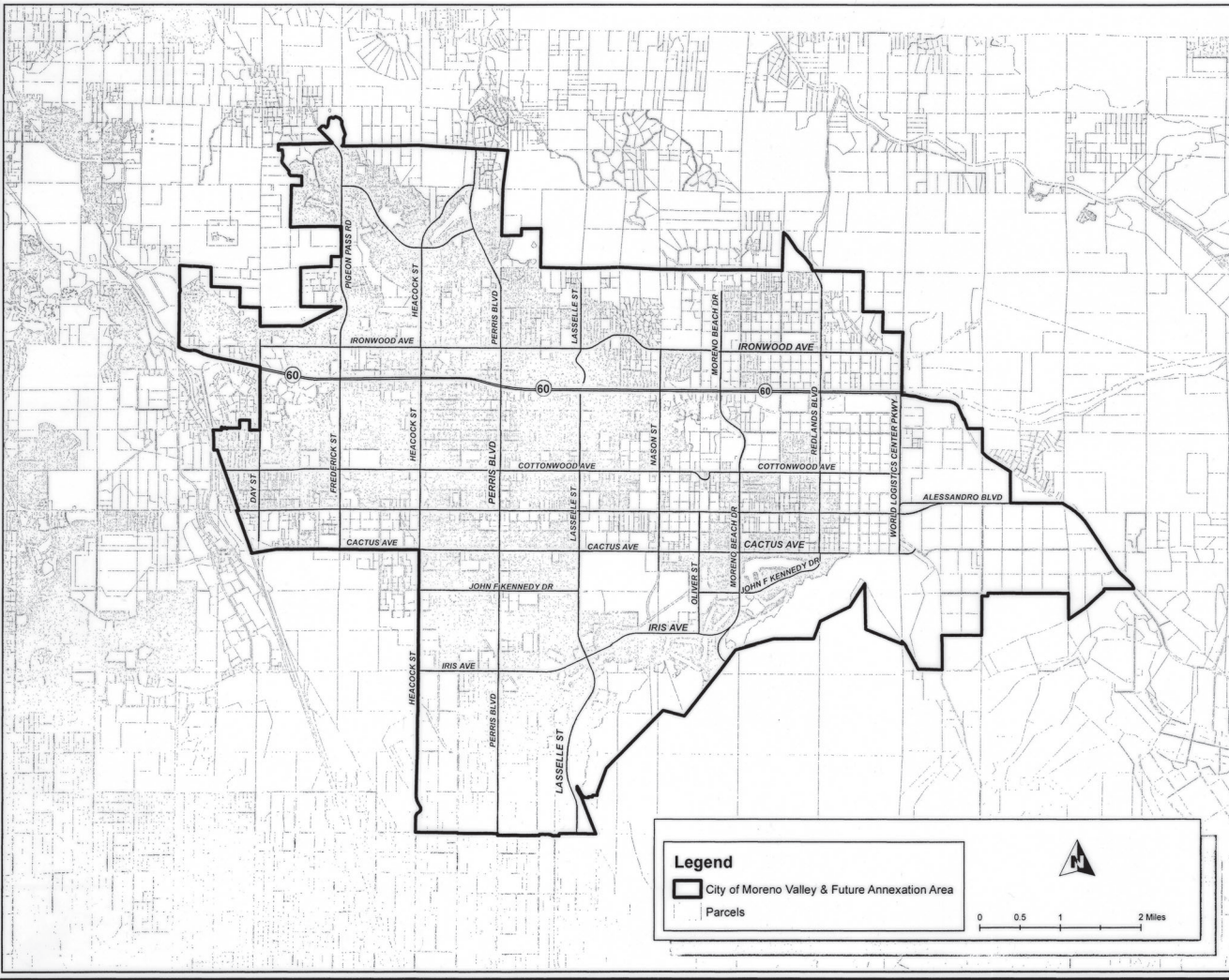
2024-0017904
Copy

92/85

ANNEXATION MAP NO. 2 OF COMMUNITY FACILITIES DISTRICT NO. 2023-01 (PUBLIC SAFETY SERVICES)

CITY OF MORENO VALLEY
COUNTY OF RIVERSIDE
STATE OF CALIFORNIA

(Territory proposed for annexation in the future, with the condition that the parcels within that territory may be annexed only with the unanimous approval of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed)



FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF MORENO VALLEY THIS 16 OF January, 2024

Jane Halstead
CITY CLERK
CITY OF MORENO VALLEY
RIVERSIDE COUNTY, CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF THE CITY OF MORENO VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, AT A MEETING THEREOF, HELD ON THE 16 DAY OF January, 2024, IN RESOLUTION NO. 2024-01

Jane Halstead
CITY CLERK
CITY OF MORENO VALLEY
RIVERSIDE COUNTY, CALIFORNIA

FILED THIS 19 DAY OF January, 2024, AT THE HOUR OF 11:03 O'CLOCK AM AT PAGE 55 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICT NO. 2023-01 IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.

Elen Brando
COUNTY RECORDER
COUNTY OF RIVERSIDE, CALIFORNIA
Peter Aldana, Assessor, County Clerk and Recorder

REFERENCE IS MADE TO THAT BOUNDARY MAP OF THE COMMUNITY FACILITIES DISTRICT NO. 2023-01 (PUBLIC SAFETY SERVICES) OF THE CITY OF MORENO VALLEY, RECORDED WITH THE COUNTY RECORDER'S OFFICE ON OCTOBER 25, 2023, IN BOOK 92 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE 18 AS INSTRUMENT NO. 2023-0315681.

FOR PARTICULARS OF THE LINES AND DIMENSIONS OF ASSESSOR PARCELS, REFERENCE IS MADE TO THE MAPS OF THE ASSESSOR, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.

THE RIVERSIDE COUNTY ASSESSOR'S MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH LOTS OR PARCELS.

Source: Riverside County GIS
Geographic Coordinate Reference: GCS North American 1983
Projection: NAD 1983 StatePlane California VI FIPS 0406 Feet



Attachment: Boundary Map - Executed (6445 : PUBLIC HEARING TO DESIGNATE FUTURE ANNEXATION



Report to City Council

TO: Mayor and City Council

FROM: Melissa Walker, Public Works Director/City Engineer

AGENDA DATE: February 20, 2024

TITLE: PROPOSED COMMERCIAL VEHICLE PARKING ON EUCALYPTUS AVENUE

RECOMMENDED ACTION

Traffic Safety Commission Recommendation:

The Traffic Safety Commission recommends approval of the addition of the designated commercial vehicle parking on the northside of Eucalyptus Avenue, west of Aldi Place, for Commercial Vehicle Parking.

SUMMARY

This staff report is prepared at the request of the City Council to provide an update on the proposed commercial vehicle parking along the northside of Eucalyptus Avenue adjacent to the Aldi Distribution Center.

DISCUSSION

At the November 21, 2023, City Council Regular Meeting, staff presented the findings to the proposed commercial vehicle parking along the northside of Eucalyptus Avenue adjacent to the Aldi Distribution Center. This segment of Eucalyptus Avenue was considered a feasible location as it met all safety and technical requirements. Eucalyptus Avenue is wide enough to accommodate parked commercial vehicles without impeding traffic, is near two City designated truck routes, and provides quick access to the 60 freeway.

City Council was amendable to the location but had concerns for commercial vehicles with built-in refrigeration units parking overnight and the sound from their equipment reverberating to the tract homes a quarter mile to the south. As a result, staff was directed to reach out to the surrounding community to inform them of the proposed project and invite an opportunity to provide comments.

Staff sent out letters (243 in total) to the surrounding area, approximately 1500 feet in radius, providing project information and an opportunity to comment. The response period closed on January 24, 2024, staff recorded (9) response emails and (6) phone calls all in opposition to the project. City staff did not receive any comments in favor of the project.

In addition, staff provided a presentation to the Traffic Safety Commission (TSC) on February 7, 2024, for their consideration. The commission voted 4 to 0 recommending the City Council approve the proposed commercial vehicle parking along the northside of Eucalyptus Avenue.

FISCAL IMPACT

There is no impact to the General Fund.

NOTIFICATION

Publication of agenda

PREPARATION OF STAFF REPORT

Prepared By:
Wei Sun, T.E.
City Traffic Engineer

Department Head Approval:
Melissa Walker, P.E.
Public Works Director/City Engineer

Concurred By:
Harold Zamora, P.E.
Engineering Division Manager/Assistant City Engineer

CITY COUNCIL GOALS

Public Facilities and Capital Projects. Ensure that needed public facilities, roadway improvements, and other infrastructure improvements are constructed and maintained.

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”



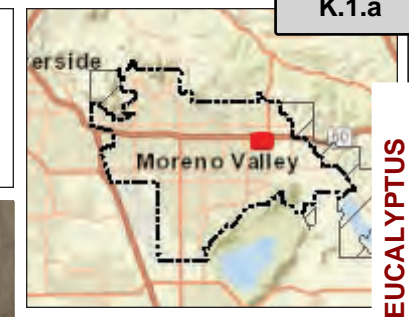
on the left hand side of this document for the necessary attachment.

1. Aldi Place Commercial Vehicle Parking

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/12/24 3:11 PM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/12/24 3:17 PM

ALDI TRUCK PARKING PROPOSAL



Legend

- Public Facilities
 - Public Facilities; Iris Plaza Branch
 - Fire Stations
- Parcels
- City Boundary
- Sphere of Influence



The two categories of truck tractor-semitrailers in California are: (1) the "green" trucks (Interstate "STAA" trucks) and (2) the "black" trucks (California Legal trucks). These two tables show the maximum allowed lengths for the two categories of truck tractor-semitrailers.

Truck Tractor - Semitrailers:

Lengths	"Green" STAA Trucks	"Black" California Legal Trucks
	STAA 52 FT STAA 48 FT	CA LEGAL
Route Colors:		
Overall Length:	unlimited	65 feet Max
Semitrailer:	53 feet Max	unlimited
KPRA (kingpin-to-rear-most-axle distance):	40 feet Max (two-axle semitrailer); 38 feet Max (single-axle semitrailer)	40 feet Max (two-axle semitrailer); 38 feet Max (single-axle semitrailer)



DISCLAIMER: The information shown on this map was compiled from the City of Moreno Valley GIS and Riverside County GIS. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. Riverside County and City of Moreno Valley will not be held responsible for any claims, losses or damages resulting from the use of this map.

Image Source: Nearmap

Notes

Attachment: Aldi Place Commercial Vehicle Parking [Revision 1] (6524 : PROPOSED COMMERCIAL VEHICLE PARKING ON EUCALYPTUS



Report to City Council

TO:

FROM: Steve Quintanilla, Interim City Attorney

AGENDA DATE: February 20, 2024

TITLE: COMPANION ORDINANCE AND RESOLUTION
CHANGING THE SCOPE OF THE MAYOR'S AND
COUNCIL MEMBERS' ROLES, DUTIES AND
RESPONSIBILITIES

RECOMMENDED ACTION

RECOMMENDED ACTION

That the City Council:

1. Introduce and subsequently adopt the Ordinance [next in order] approving changes to the Mayor's Role, Duties and Responsibilities; and
2. Adopt the companion Resolution [next in order] approving changes to the various policies affecting the role, duties and responsibilities of the City Council, which includes the Mayor, and the administration of certain City activities and business matters.

SUMMARY/BACKGROUND

At the February 6, 2024, City Council meeting, the City Council voted (5-0) to direct the City Attorney to prepare certain changes to certain policies applicable to the Mayor and/or City Council. The changes include the following:

- 1) Require three affirmative votes to have any item considered in the context of a Study Session;
- 2) Reiterate the state law that prohibits the use of City resources for personal purposes, including without limitation, the use of family photos, in the appropriate City policies;

- 3) Conduct an annual review of policies affecting the duties and responsibilities of the entire City Council and the administration of certain City activities and business matters;
- 4) Require the appointment to City committees and regional commissions, committees, boards to occur at same time when the Mayor Pro Tem is annually selected; and
- 5) Require that Letters of Recommendation or other similar correspondence or documents sent on behalf of the City or City Council be pre-approved by the City Council.

Proposed Changes

1) Requiring Three Votes for Study Session Items

Since the preparation of a Study Session regarding any given item, issue or topic requires a significant investment of staff time and resources, the thought is that requiring at least three affirmative votes to consider a particular item in the context of a Study Session is an indication that there is more than just two Council Members interested in “studying” a particular item, issue or topic. This is similar to the process of adding an item to a future City Council meeting agenda, except that it shall require a formal vote to be taken at a noticed public meeting of the City Council to direct staff to have the subject item be presented to the City Council (and the public) at a future Study Session, but which will require three affirmative votes rather than just the consensus of two Council Members.

Of course, there may not be any discussion or exchange of information amongst the three regarding the merits of the item before or while deciding to place the respective item on a future Study Session agenda. Rather, the sole purpose would be to determine if there is at least three Council Members interested in adding the subject item to a future Study Session agenda. Moreover, since no action may be taken with respect to formally approving a Study Session item during the Study Session, any formal action taken with respect to any item that was discussed, considered, or studied during a Study Session would have to take place in the context of a noticed public meeting of the City Council.

This item will be addressed as amendments to the following City policies:

RULES OF PROCEDURE FOR COUNCIL MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES

1.1.7. CITY COUNCIL REPORTS AND COMMENTS

The Mayor or any Council member may, during the time for reports and comments by Council members, report on activities in representing the Council or the City on boards, committees, commissions, task forces, and other official

bodies, before other governmental agencies and at public events. Each Council member may also bring to City Council's attention any item of new business under this portion of the agenda. Action on any matter of business not listed on the agenda shall be deferred until properly listed on the agenda for a subsequent City Council meeting unless properly added to the agenda due to a need for immediate action pursuant to state law. If two Council members concur that an item should be added to a future agenda, the Council shall give direction to staff as to whether the matter should be placed on the agenda for a regular Council meeting, a study session or a special meeting. **However, in order to place an item on a future Study Session agenda, it shall require three affirmative votes taken at a noticed Council meeting.**

1.4.1. NOTICE AND AGENDA.

A study session is a meeting of the City Council, provided a quorum is present. Regular study sessions shall be noticed, agendized and conducted in compliance with state laws governing regular meetings of the City Council **and any applicable City policies**. Special study sessions may be called in accordance with the procedures for special meetings of the City Council and shall be noticed, agendized and conducted in accordance with state law governing special meetings of the City Council **and any applicable City policies**.

3.3.2. MATTERS REQUIRING THREE VOTES.

The following matters, however, require three affirmative votes: (a) adoption of ordinances; (b) resolutions granting franchises, (c) resolutions amending the general plan; and (d) orders or appropriations for payment or expenditure of money, **and placement of any item within the subject matter jurisdiction of the City Council on a future Study Session agenda.**

2) Prohibiting Personal Use of Public Resources

While current law prohibits the use of public resources for personal use or private purposes, staff was directed to have the applicable City policies amended to explicitly state or reiterate this prohibition, and to specifically provide some examples of prohibited uses such as the prohibition against having family photos appear on any City stationary, or other documents paid for by the City or prepared by City staff. This issue will be addressed as amendments to the following policies.

LEGISLATIVE POLICY #1.03

STAFF ASSISTANCE PROVIDED TO CITY COUNCIL

I. Council Staff and City Resources: City Council, through the annual budget, allocates staff and other resources to support directly its legislative and intergovernmental activities. The City Manager, after consultation of each

potential employee's qualifications with the City Council and City Clerk, shall be responsible for appointing such employees. Such employees shall provide staff support in accordance with this policy. The City Clerk is the designated Department Head, and shall supervise employees assigned to support the Council. Council staff and City resources shall not be used for personal business, **or private purposes such as but not limited to political campaign activities.** **Prohibited private purposes include without limitation the use of City staff or City resources to produce, publish, assemble or distribute personal photos of friends or family members, invitations or announcements of personal celebrations, ceremonies and other such events, or other such personal matters.**

II. Council Staff Assistance: In order to effectively discharge responsibilities of elected officials, the Mayor and Councilmembers are entitled to receive clerical/secretarial services from staff who are assigned to provide such support to City Council. The support provided is specified as follows:

- A. Preparation of correspondence relating to official City business within the resource constraints of the adopted budget. Each Councilmember is to be given equal consideration. Correspondence in support of a Councilmember's pursuit of a political office, or in support of someone else's pursuit of a political office, **or for personal business or private purposes as described in this policy shall** is not to be prepared using City **clerical/secretarial services or other City** resources.

If the It is Council's determination that it is the Mayor's assigned **assigns** **the** responsibility **to the Mayor** to correspond with persons or organizations when it is appropriate to represent adopted Council policy and/or coordinate Council's response, **including without limitation letters of commendation or letters of recommendation, such** Such correspondence shall receive high priority for timely preparation and distribution.

- B. Assistance shall be provided to Councilmembers in arranging for business meetings, except for meetings related to political campaigns or other personal business **or private purposes as described in this policy.** Normal scheduling methods shall be used.
- C. Assistance shall be provided to Councilmembers in obtaining information and copies of records, to the extent limited by City Ordinance 2.08.070 Relations with Council. The Ordinance states:

The City Council and its members shall deal with the administrative services of the City only through the City Manager, except for the purpose of inquiry, and neither the City Council nor any member thereof shall give orders to any subordinates of the City Manager. For purposes hereof, "inquiry" means any and all communications short of giving orders,

directions or instructions to any member of the administrative staff. Such members shall give all information reasonably requested by any Councilmember.

3) *Annual Review of Policies*

Staff was directed to amend the applicable City policies to require that the City Council conduct an annual review of all City policies. This will allow the City Council to make revisions to various City policies based on any new laws in effect and the previous years' experience with administering and/or applying certain City policies.

This item will be addressed as an amendment to the Municipal Code as follows:

**MORENO VALLEY MUNICIPAL CODE
§ 2.04.040 ADOPTION OF POLICIES AND PROCEDURES.**

The city council shall, by resolution, adopt *policies and* ~~rules of procedures~~ related to govern the conduct of its meetings, ~~any of its~~ *and* other functions and activities *related to the administration of certain City activities and business matters, determined to be necessary by the city council,* and regulations pertaining thereto *which shall be reviewed on an annual basis unless otherwise scheduled by the city council*

4) *Annual Appointments*

Staff was directed to include a provision in the applicable City policies that mandates that annual appointments to regional commissions, committees and boards take place at the same time the annual appointment of the Mayor Pro Tem takes place. Currently, the appointment of the Mayor Pro Tem takes place at the first regular meeting in December, or as soon as reasonably feasible following the certification of election results by the Election Official.

This item will be addressed as an amendment to the following Rules of Procedure.

RULES OF PROCEDURE FOR COUNCIL MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES

9. STANDING COMMITTEES

9.1. *FINANCE COMMITTEE*

There shall be a standing committee of the City Council known as the finance committee, whose duties shall be those as prescribed in the City of Moreno Valley Municipal Code, or as otherwise assigned by the City Council. The committee shall consist of two (2) Council members appointed by the Mayor and confirmed by the City Council.

9.2. PUBLIC SAFETY COMMITTEE

There shall be a standing committee of the City Council known as the public safety committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The public safety committee shall study matters relating to law enforcement, fire services, traffic safety, animal control, and related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.3 ECONOMIC DEVELOPMENT COMMITTEE

There shall be a standing committee of the City Council known as the economic development committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The economic development committee shall study matters relating to economic development and related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.4 PARKS & COMMUNITY SERVICES COMMITTEE

There shall be a standing committee of the City Council known as the parks & community services committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The parks & community services committee shall study matters relating to parks, recreations and other community services and other related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.53. OTHER COMMITTEES

The City Council may by resolution create other standing committees and by motion or resolution may appoint ad hoc committees for particular temporary purposes.

9.6 Annual Appointments.

Pursuant to state law, the Mayor shall annually nominate, at the same time the mayor pro tem is selected, appointments to all standing committees, created by the City Council, subject to the approval of a majority of the City Council at a noticed public meeting of the City Council.

10. REGIONAL COMMISSIONS, COMMITTEES AND BOARDS

10.1 Regional Agencies.

The City is a member of the following agencies which require the appointment of members of the City Council and/or other City officials to their respective legislative bodies consisting of commissions, committees or boards.

- a) March Joint Powers Commission (JPC)
- b) Riverside County Habitat Conservation Agency Board of Directors (RCHCA)
- c) Riverside County Transportation Commission (RCTC)
- d) Riverside Transit Agency Board of Directors (RTA)
- e) Western Riverside Council of Governments Executive Committee (WRCOG)
- f) Western Riverside County Regional Conservation Authority Board of Directors (RCA)
- g) School District/City Joint Task Force

10.2 Annual Appointments.

Pursuant to state law, the Mayor shall annually nominate, at the same time the mayor pro tem is selected, appointments to all regional commissions, committees and boards consistent with the respective regional agency's rules, procedures or bylaws, subject to the approval of a majority of the City Council at a noticed public meeting of the City Council.

5) Letters of Recommendation

Staff was directed to include a provision in the applicable City policies that requires that prior to preparing and dispatching any Letters of Recommendation and similar documents on behalf of the City or City Council be pre-approved by the City Council similar to how Letters of Commendation are approved under the City's current policies. As such, this item will be addressed through amendments to the following policy.

LEGISLATIVE POLICY #1.04 CITY COUNCIL RECOGNITION POLICY

PURPOSE: Guidelines and standards regarding the presentation of plaques, proclamations and letters of commendation at City Council meetings.

POLICY:

I. CRITERIA FOR RECOGNITION:

f. Letters of Recommendation must meet the following criteria:

1) Letters of Recommendation to be prepared and dispatched on behalf of the City or City Council shall not be prepared by staff or through the use of City resources or sent on City letterhead or stationery containing the City's seal/logo or any other official insignia of the City, unless approved in advance by a majority of the City Council at a noticed public meeting of the City Council.

In addition to the above, it is recommended that there also be an amendment to the Municipal Code to ensure consistency between the Mayor's Role, Duties and Responsibilities as set forth in the Municipal Code and corresponding City policies, including without limitation, the above policies as amended.

**MORENO VALLEY MUNICIPAL CODE
§ 2.04.007 MAYOR'S ROLE, DUTIES AND RESPONSIBILITIES.**

The mayor's role, duties and responsibilities shall include the following:

1. Serving as chairperson on the city's disaster council.
2. Serving as ambassador of the city for state and national agencies.
3. Welcoming visiting dignitaries to the city.
4. Receiving all correspondence, telephone calls, emails or other forms of communications directed to the city's chief elected official or mayor, with copies or content of such communications simultaneously provided or conveyed to each councilmember whose district is affected, impacted or referenced in the subject communication, so that said councilmember(s) are afforded the opportunity to respond accordingly to any requested actions in lieu of the mayor.
5. Presiding over all press conferences on behalf of the city regarding issues affecting the entire city, unless otherwise designated by the mayor at any given time. This shall not preclude individual councilmembers from presiding over press conferences regarding issues affecting their districts, even though the issues may affect other districts as well.
6. Making public appearances on behalf of the entire city at special events, which shall not preclude councilmembers from also making appearances at the same special event if the event takes place in their district outside of any of the Civic Center facilities or the event involves volunteers or participants from their districts.

7. Representing the city on matters of general concern to the city via the broadcast media, while permitting councilmembers to engage with the broadcast media to represent their districts on any matters affecting their districts.
8. Approving the issuance of city proclamations and signing all proclamations that have received confirmation of support by at least two councilmembers.
9. Approving the issuance of plaques and signing them if necessary and feasible if approved by a majority of the city council at a noticed public meeting of the city council or recommended by the city manager.
10. Approving and signing all letters of commendation **and letters of recommendation** if approved by a majority of the city council at a noticed public meeting of the city council or recommended by the city manager.
11. Signing all resolutions and ordinances.
12. Signing contracts unless otherwise provided by city policy.
13. Signing all city instruments requiring the city seal.
14. Signing all warrants drawn on the city treasurer unless otherwise provided by city policy.
15. Approving monetary rewards if recommended by a majority of the city council at a noticed public meeting of the city council.
16. Approving recipients eligible to receive a "key to the city," if recommended by a majority of the city council at a noticed public meeting of the city council.
17. Approving recipients eligible to receive an "award of valor," if recommended by a majority of the city council at a noticed public meeting of the city council.
18. Presenting all proclamations, plaques, letters of commendation, **letters of recommendation**, keys to the city and awards of valor unless the particular proclamation, plaque, letter of commendation, **letter of recommendation**, key to the city or award of valor is being presented to an individual who resides or a business that is physically located in a particular district and the council member of the respective district requests to make the presentation.
19. Coordinating the performance evaluation process regarding the city manager, city attorney and city clerk.
20. Designating a sufficient number of police officers to attend and keep order at any public meeting, if in the mayor's opinion, a breach of the peace may occur.
21. Requiring the sergeant-at-arms to carry out all orders given by the mayor for the purpose of maintaining order and decorum at any public meeting, consistent with applicable law.

22. Providing a warning to anyone who is causing actual disruption to the meeting, and ordering their removal as authorized by Government Code Section 54957.95.
23. Serving as presiding officer at all meetings of the city council and other legislative bodies solely consisting of members of the city council.
24. Calling special meetings of the city council.
25. Nominating all members of city commissions, boards and committees based on recommendations submitted by each district councilmember to ensure that there is representation on each city commission, board and committee from each district, subject to approval of a majority vote of the entire membership of the city council. The mayor is authorized to nominate any additional members to any city commission, board or committee that already has a representative from each district who was recommended by the respective district councilmember, provided that such additional members do not result in disproportionate representation by any given district on the respective commission, board or committee.
26. Nominating alternate members to commissions and boards subject to approval by majority of the city council provided that such alternates do not result in disproportionate representation by any given district on the respective commission, board or committee
27. Making emergency appointments, subject to ratification by the city council at a subsequent special meeting or a regular meeting of the city council provided that such emergency appointments do not result in disproportionate representation by any given district on the respective commission, board or committee
28. Nominating persons to fill special vacancies, subject to approval by the city council at a special meeting or a regular meeting of the city council provided that any special vacancy appointments do not result in disproportionate representation by any given district on the respective commission, board or committee.
29. Establishing city council subcommittees and **standing committees and appointing *on an annual basis, at the same time the annual selection of the mayor pro tem occurs*, all members to city council subcommittees, standing committees and regional commissions, committees and boards, pursuant to all applicable policies**, subject to approval by the city council at a special meeting or a regular meeting of the city council.
30. The mayor or a councilmember may place items on any agenda in the context of a noticed public meeting of the city council with the support of one other councilmember. If an item is placed on an agenda by the mayor or

councilmember pursuant to this provision or by the city manager, city attorney or city clerk, it shall remain on the agenda and not be subject to unilateral removal by the mayor or any councilmember.

31. **The mayor shall perform the role, duties and responsibilities as set forth in this section consistent with any corresponding City policies, as may be amended from time to time by the City Council.**

ALTERNATIVES

The City Council has the following alternatives:

1. Approve the proposed changes to the Mayor's Role, Duties and Responsibilities and the various policies affecting the role, duties and responsibilities of the City Council; or
2. Do not approve the proposed changes to the Mayor's Role, Duties and Responsibilities and the various policies affecting the role, duties and responsibilities of the City Council

FISCAL IMPACT

There is no fiscal impact.

NOTIFICATION

Indicate any outreach efforts made to elicit comments from parties with interest in the issue. Review comments that may have been made. Also, identify to whom copies of the report were sent so they could be informed about the agenda item.

PREPARATION OF STAFF REPORT

Prepared By:
Steve B. Quintanilla
City Attorney

Department Head Approval:
Steve B. Quintanilla
City Attorney

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life

6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

1. Ordinance - Mayors Duties and Annual Review of Policies (02.15.2024) FINAL SBQ
2. City Council Policies - Resolution (02.15.2024) (FINAL) SBQ

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/15/24 3:27 PM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/15/24 3:32 PM

ORDINANCE NO. 2024-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, CALIFORNIA, AMENDING SECTION 2.04.007 (MAYOR’S ROLE, DUTIES AND RESPONSIBILITIES) AND SECTION 2.04.040 (ADOPTION OF PROCEDURES) OF CHAPTER 2.04 (COUNCIL) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE MORENO VALLEY MUNICIPAL CODE

WHEREAS, the City of Moreno Valley (“City”) is a General Law city organized pursuant to Article XI of the California Constitution; and

WHEREAS, the City of Moreno Valley is governed by a legislative body known as the City Council, which consists of the Mayor and four District Councilmembers; and

WHEREAS, the Mayor is elected on a City-wide basis by the registered voters throughout the City, whereas the four District Councilmembers are each elected to represent a defined geographic area of the City known as a “District,” by the registered voters (residents) residing within the respective District; and

WHEREAS, the Districts are essentially neighborhood-based election districts, where registered voters (residents) within a given District are afforded a better opportunity to meet and have access to their District-elected Councilmembers in person, which means that District Councilmembers, as elected in the City of Moreno Valley, are specifically elected to primarily represent the interests of their Districts; and

WHEREAS, to balance the nature of such a District-based governing system in the City of Moreno Valley, the Mayor who is elected by the registered voters (residents) throughout the City (regardless of the District they reside in) is intended to ensure that there will always remain a jurisdiction-wide (a.k.a. “City-wide”) perspective on all issues presented to the City Council; and

WHEREAS, under State law, the Mayor serves as a member of the City Council and has all the powers and duties of a member of the City Council; and

WHEREAS, the Mayor’s official role, duties and responsibilities have been codified by ordinance in the Moreno Valley Municipal Code; and

WHEREAS, the City Council has approved various changers to certain City policies that apply to the entire City Council which includes the Mayor; and

WHEREAS, to maintain consistency between the Mayor’s official role, duties and responsibilities as set forth in the Moreno Valley Municipal Code and the various City policies that apply to the entire City Council which includes the Mayor, it has been recommended that the Municipal Code be amended to require the Mayor to perform

his/her role as Mayor and exercise the Mayor's duties and responsibilities consistent with any corresponding City policies; and

WHEREAS, it is necessary to also amend the Municipal Code to require that the City's policies be amended on an annual basis as directed by the City Council.

THE CITY COUNCIL OF THE CITY OF MORENO VALLEY, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

Section 1. Recitals

That the above recitals are true and correct and are incorporated herein by this reference.

Section 2. Amendment to Section 2.04.007 Mayor's Role, Duties and Responsibilities

That Section 2.04.007 (Mayor's Role, Duties and Responsibilities) of Chapter 2.04 (Council) of Title 2 (Administration and Personnel) of the Moreno Valley Municipal Code shall be amended as follows:

2.04.007 Mayor's role, duties and responsibilities.

The mayor's role, duties and responsibilities shall include the following:

1. Serving as chairperson on the city's disaster council.
2. Serving as ambassador of the city for state and national agencies.
3. Welcoming visiting dignitaries to the city.
4. Receiving all correspondence, telephone calls, emails or other forms of communications directed to the city's chief elected official or mayor, with copies or content of such communications simultaneously provided or conveyed to each councilmember whose district is affected, impacted or referenced in the subject communication, so that said councilmember(s) are afforded the opportunity to respond accordingly to any requested actions in lieu of the mayor.
5. Presiding over all press conferences on behalf of the city regarding issues affecting the entire city, unless otherwise designated by the mayor at any given time. This shall not preclude individual councilmembers from presiding over press conferences regarding issues affecting their districts, even though the issues may affect other districts as well.
6. Making public appearances on behalf of the entire city at special events, which shall not preclude councilmembers from also making appearances at

- the same special event if the event takes place in their district outside of any of the Civic Center facilities or the event involves volunteers or participants from their districts.
7. Representing the city on matters of general concern to the city via the broadcast media, while permitting councilmembers to engage with the broadcast media to represent their districts on any matters affecting their districts.
 8. Approving the issuance of city proclamations and signing all proclamations that have received confirmation of support by at least two councilmembers.
 9. Approving the issuance of plaques and signing them if necessary and feasible if approved by a majority of the city council at a noticed public meeting of the city council or recommended by the city manager.
 10. Approving and signing all letters of commendation **and letters of recommendation** if approved by a majority of the city council at a noticed public meeting of the city council or recommended by the city manager.
 11. Signing all resolutions and ordinances.
 12. Signing contracts unless otherwise provided by city policy.
 13. Signing all city instruments requiring the city seal.
 14. Signing all warrants drawn on the city treasurer unless otherwise provided by city policy.
 15. Approving monetary rewards if recommended by a majority of the city council at a noticed public meeting of the city council.
 16. Approving recipients eligible to receive a "key to the city," if recommended by a majority of the city council at a noticed public meeting of the city council.
 17. Approving recipients eligible to receive an "award of valor," if recommended by a majority of the city council at a noticed public meeting of the city council.
 18. Presenting all proclamations, plaques, letters of commendation, **letters of recommendation**, keys to the city and awards of valor unless the particular proclamation, plaque, letter of commendation, **letter of recommendation**, key to the city or award of valor is being presented to an individual who resides or a business that is physically located in a particular district and the council member of the respective district requests to make the presentation.
 19. Coordinating the performance evaluation process regarding the city manager, city attorney and city clerk.
 20. Designating a sufficient number of police officers to attend and keep order at any public meeting, if in the mayor's opinion, a breach of the peace may occur.

21. Requiring the sergeant-at-arms to carry out all orders given by the mayor for the purpose of maintaining order and decorum at any public meeting, consistent with applicable law.
22. Providing a warning to anyone who is causing actual disruption to the meeting, and ordering their removal as authorized by Government Code Section 54957.95.
23. Serving as presiding officer at all meetings of the city council and other legislative bodies solely consisting of members of the city council.
24. Calling special meetings of the city council.
25. Nominating all members of city commissions, boards and committees based on recommendations submitted by each district councilmember to ensure that there is representation on each city commission, board and committee from each district, subject to approval of a majority vote of the entire membership of the city council. The mayor is authorized to nominate any additional members to any city commission, board or committee that already has a representative from each district who was recommended by the respective district councilmember, provided that such additional members do not result in disproportionate representation by any given district on the respective commission, board or committee.
26. Nominating alternate members to commissions and boards subject to approval by majority of the city council provided that such alternates do not result in disproportionate representation by any given district on the respective commission, board or committee
27. Making emergency appointments, subject to ratification by the city council at a subsequent special meeting or a regular meeting of the city council provided that such emergency appointments do not result in disproportionate representation by any given district on the respective commission, board or committee
28. Nominating persons to fill special vacancies, subject to approval by the city council at a special meeting or a regular meeting of the city council provided that any special vacancy appointments do not result in disproportionate representation by any given district on the respective commission, board or committee.
29. Establishing city council subcommittees and **standing committees and appointing *on an annual basis, at the same time the annual selection of the mayor pro tem occurs*, all members to city council subcommittees, *standing committees and regional commissions, committees and boards, pursuant to all applicable policies***, subject to approval by the city council at a special meeting or a regular meeting of the city council.

4

Ordinance No. 2024-xx

Date Adopted: _____, 2024

- 30. The mayor or a councilmember may place items on any agenda in the context of a noticed public meeting of the city council with the support of one other councilmember. If an item is placed on an agenda by the mayor or councilmember pursuant to this provision or by the city manager, city attorney or city clerk, it shall remain on the agenda and not be subject to unilateral removal by the mayor or any councilmember.
- 31. **The mayor shall perform the role, duties and responsibilities as set forth in this section consistent with any corresponding City policies, as may be amended from time to time by the City Council.**

Section 3. Amendment to Section 2.04.040 Adoption of Procedures.

That Section 2.04.040 (Adoption of Procedures) of Chapter 2.04 (Council) of Title 2 (Administration and Personnel) of the Moreno Valley Municipal Code shall be amended as follows:

Section 2.04.040 Adoption of Policies and Procedures.

The city council shall, by resolution, adopt **policies and** ~~rules of procedure~~ related to ~~govern~~ the conduct of its meetings, ~~any of its~~ **and** other functions and activities **related to the administration of certain City activities and business matters, determined to be necessary by the city council,** and regulations pertaining thereto **which shall be reviewed on an annual basis unless otherwise scheduled by the city council**

Section 4. Severability

That the City Council declares that, should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance as hereby adopted shall remain in full force and effect.

Section 5. Repeal of Conflicting Provisions

That all the provisions heretofore adopted by the City Council that are in conflict with the provisions of this Ordinance, are hereby repealed.

Section 6. Effective Date

That this Ordinance shall take effect thirty (30) days after its second reading.

Section 7. Certification

That the City Clerk shall certify to the passage and adoption of this Ordinance, enter the same in the book for original ordinances of the City, and make a minute of passage and adoption thereof in the records of the proceedings of the City Council, in the minutes of the meeting at which this Ordinance is passed and adopted.

APPROVED AND ADOPTED this ____ day of _____ 2024.

Ulises Cabrera
Mayor
City of Moreno Valley

ATTEST:

Jane Halstead, City Clerk

APPROVED AS TO FORM:

Steven B. Quintanilla, Interim City Attorney

Attachment: Ordinance - Mayors Duties and Annual Review of Policies (02.15.2024) FINAL SBQ (6546 : COMPANION ORDINANCE AND

RESOLUTION NO. 2024-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORENO VALLEY REVISING VARIOUS CITY POLICIES AFFECTING THE ROLE, DUTIES AND RESPONSIBILITIES OF THE CITY COUNCIL WHICH INCLUDES THE MAYOR, AND THE ADMINISTRATION OF CERTAIN CITY ACTIVITIES AND BUSINESS MATTERS

WHEREAS, the City of Moreno Valley (“City”) is a General Law city organized pursuant to Article XI of the California Constitution; and

WHEREAS, the City of Moreno Valley is governed by a legislative body known as the City Council, which consists of the Mayor and four District Councilmembers; and

WHEREAS, at the February 6, 2024, City Council meeting, the City Council voted to direct the City Attorney to prepare certain changes to certain policies applicable to the Mayor and/or City Council; and

WHEREAS, the changes include the following: 1) Require three affirmative votes to have any item considered in the context of a Study Session; 2) Reiterate the state law that prohibits the use of City resources for personal purposes, including without limitation, the use of family photos, in the appropriate City policy; 3) Conduct an annual review of policies affecting the duties and responsibilities of the entire City Council and the administration or certain City activities and business matters; 4) Require the appointment to City committees and regional commissions, committees, boards to occur at same time when the Mayor Pro Tem is annually selected; and 5) Require that Letters of Recommendation or other similar correspondence or documents sent on behalf of the City or City Council be pre-approved by the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MORENO VALLEY DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Amendments.

That the City Council hereby amends the following City policies as follows:

RULES OF PROCEDURE FOR COUNCIL MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES

1.1.7. CITY COUNCIL REPORTS AND COMMENTS

The Mayor or any Council member may, during the time for reports and comments by Council members, report on activities in representing the Council or the City on boards, committees, commissions, task forces, and other official bodies, before other governmental agencies and at public events. Each Council member may also bring to City Council's attention any item of new business under this portion of the agenda. Action on any matter of business not listed on the agenda shall be deferred until properly listed on the agenda for a subsequent City Council meeting unless properly added to the agenda due to a need for immediate action pursuant to state law. If two Council members concur that an item should be added to a future agenda, the Council shall give direction to staff as to whether the matter should be placed on the agenda for a regular Council meeting, ~~a study session~~ or a special meeting. **However, in order to place an item on a future Study Session agenda, it shall require three affirmative votes taken at a noticed Council meeting.**

1.4.1. NOTICE AND AGENDA.

A study session is a meeting of the City Council, provided a quorum is present. Regular study sessions shall be noticed, agendized and conducted in compliance with state laws governing regular meetings of the City Council **and any applicable City policies.** Special study sessions may be called in accordance with the procedures for special meetings of the City Council and shall be noticed, agendized and conducted in accordance with state law governing special meetings of the City Council **and any applicable City policies.**

3.3.2. MATTERS REQUIRING THREE VOTES.

The following matters, however, require three affirmative votes: (a) adoption of ordinances; (b) resolutions granting franchises, (c) resolutions amending the general plan; ~~and~~ (d) orders or appropriations for payment or expenditure of money, **and placement of any item within the subject matter jurisdiction of the City Council on a future Study Session agenda.**

LEGISLATIVE POLICY #1.03

STAFF ASSISTANCE PROVIDED TO CITY COUNCIL

I. Council Staff and City Resources: City Council, through the annual budget, allocates staff and other resources to support directly its legislative and intergovernmental activities. The City Manager, after consultation of each potential employee's qualifications with the City Council and City Clerk, shall be responsible for appointing such employees. Such employees shall provide staff support in accordance with this policy. The City Clerk is the designated Department Head, and shall supervise employees assigned to support the Council. Council staff and City resources shall not be used for personal business, **or private purposes such as but not limited to political campaign activities. Prohibited private purposes include without limitation the use of City staff or City resources to produce, publish, assemble or distribute**

personal photos of friends or family members, invitations or announcements of personal celebrations, ceremonies and other such events, or other such personal matters.

II. Council Staff Assistance: In order to effectively discharge responsibilities of elected officials, the Mayor and Councilmembers are entitled to receive clerical/secretarial services from staff who are assigned to provide such support to City Council. The support provided is specified as follows:

- A. Preparation of correspondence relating to official City business within the resource constraints of the adopted budget. Each Councilmember is to be given equal consideration. Correspondence in support of a Councilmember's pursuit of a political office, or in support of someone else's pursuit of a political office, **or for personal business or private purposes as described in this policy shall** is not to be prepared using City **clerical/secretarial services or other City** resources.

If the It is Council's determination that it is the Mayor's assigned **assigns the** responsibility **to the Mayor** to correspond with persons or organizations when it is appropriate to represent adopted Council policy and/or coordinate Council's response, **including without limitation letters of commendation or letters of recommendation, such** Such correspondence shall receive high priority for timely preparation and distribution.

- B. Assistance shall be provided to Councilmembers in arranging for business meetings, except for meetings related to political campaigns or other personal business **or private purposes as described in this policy.** Normal scheduling methods shall be used.
- C. Assistance shall be provided to Councilmembers in obtaining information and copies of records, to the extent limited by City Ordinance 2.08.070 Relations with Council. The Ordinance states:

The City Council and its members shall deal with the administrative services of the City only through the City Manager, except for the purpose of inquiry, and neither the City Council nor any member thereof shall give orders to any subordinates of the City Manager. For purposes hereof, "inquiry" means any and all communications short of giving orders, directions or instructions to any member of the administrative staff. Such members shall give all information reasonably requested by any Councilmember.

RULES OF PROCEDURE FOR COUNCIL MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES

9. STANDING COMMITTEES

9.1. FINANCE COMMITTEE

There shall be a standing committee of the City Council known as the finance committee, whose duties shall be those as prescribed in the City of Moreno Valley Municipal Code, or as otherwise assigned by the City Council. The committee shall consist of two (2) Council members appointed by the Mayor and confirmed by the City Council.

9.2. PUBLIC SAFETY COMMITTEE

There shall be a standing committee of the City Council known as the public safety committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The public safety committee shall study matters relating to law enforcement, fire services, traffic safety, animal control, and related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.3 ECONOMIC DEVELOPMENT COMMITTEE

There shall be a standing committee of the City Council known as the economic development committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The economic development committee shall study matters relating to economic development and related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.4 PARKS & COMMUNITY SERVICES COMMITTEE

There shall be a standing committee of the City Council known as the parks & community services committee. The committee shall consist of two (2) members who shall be Council members appointed by the Mayor and confirmed by the City Council. The parks & community services committee shall study matters relating to parks, recreations and other community services and other related matters referred to it by the City Council, and shall make recommendations to the City Council.

9.53. OTHER COMMITTEES

The City Council may by resolution create other standing committees and by motion or resolution may appoint ad hoc committees for particular temporary purposes.

9.62 Annual Appointments.

Pursuant to state law, the Mayor shall annually nominate at the same time the mayor pro tem is selected, appointments to all standing committees, created by the City Council, subject to the

approval of a majority of the City Council at a noticed public meeting of the City Council.

10. Regional Commissions, Committees and Boards

10.1 Regional Agencies.

The City is a member of the following agencies which require the appointment of members of the City Council and/or other City officials to their respective legislative bodies consisting of commissions, committees or boards.

- a) March Joint Powers Commission (JPC)
- b) Riverside County Habitat Conservation Agency Board of Directors (RCHCA)
- c) Riverside County Transportation Commission (RCTC)
- d) Riverside Transit Agency Board of Directors (RTA)
- e) Western Riverside Council of Governments Executive Committee (WRCOG)
- f) Western Riverside County Regional Conservation Authority Board of Directors (RCA)
- g) School District/City Joint Task Force

10.2 Annual Appointments.

Pursuant to state law, the Mayor shall annually nominate, at the same time the mayor pro tem is selected, appointments to all regional commissions, committees and boards consistent with the respective regional agency’s rules, procedures or bylaws, subject to the approval of a majority of the City Council at a noticed public meeting of the City Council.

**LEGISLATIVE POLICY #1.04
CITY COUNCIL RECOGNITION POLICY**

PURPOSE: Guidelines and standards regarding the presentation of plaques, proclamations and letters of commendation at City Council meetings.

POLICY:

I. CRITERIA FOR RECOGNITION:

f. Letters of Recommendation must meet the following criteria:

1) Letters of Recommendation to be prepared and dispatched on behalf of the City or City Council shall not be prepared by staff or through the use of City resources or sent on

City letterhead or stationery containing the City’s seal/logo or any other official insignia of the City, unless approved in advance by a majority of the City Council at a noticed public meeting of the City Council.

Section 3. Severability

That the City Council declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 4. Effective Date

That this Resolution shall take effect immediately upon the date of adoption.

Section 5. Certification.

That the City Clerk shall certify to the passage of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this ____ day of _____ 2024.

CITY OF MORENO VALLEY

Ulisis Cabrera, Mayor

ATTEST:

Jane Halstead, City Clerk

APPROVED AS TO FORM:

Steven B. Quintanilla, City Attorney

Attachment: City Council Policies - Resolution (02.15.2024) (FINAL) SBQ (6546 : COMPANION ORDINANCE AND RESOLUTION CHANGING THE



Report to City Council

TO: Mayor and City Council

FROM: Jane Halstead, CMC, City Clerk

AGENDA DATE: February 20, 2024

TITLE: CITY CLERK'S ANNUAL SALARY ADJUSTMENT

RECOMMENDED ACTION

Recommendation:

1. That the City Council approve a 5 percent increase to the City Clerk's annual salary, commencing July 1, 2023 as offered by the City Council and accepted by the City Clerk.

SUMMARY

The City Council directed the City Attorney as the City Council's designated Labor Negotiator (on this item only) to offer the City Clerk a 5 percent increase to the City Clerk's annual salary, commencing July 1, 2023, with all current benefits remaining the same. The City Attorney extended the offer to the City Clerk, which she accepted.

However, State law requires that prior to approving an adjustment in salary and benefits of an executive employee, the proposed adjustment must be placed on a City Council agenda as an open session item for formal approval. In addition, prior to voting on the proposed adjustment, it must be publicly announced at the meeting what changes are being proposed. Specifically, California Government Code Section 54953 (c)(3) states in part that "[p]rior to taking final action, the legislative body [city council] shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive" Under state law, a "local agency executive" is defined as a person who is the head of a department of a local agency or a person whose position within the local agency is held by an employment contract between the local agency and that person. The City Clerk falls under the definition of a "local agency executive" since she is the head of the City Clerk's Department and she is employed with the City under an Employment Agreement with the City of Moreno Valley. (See attached City Clerk Employment Agreement.)

In light of the foregoing, before a vote is taken on the item, the City Attorney should be directed to announce the details of the offer.

ALTERNATIVES

The City Council has the following alternatives:

1. Approve the 5 percent increase in the City Clerk's annual salary as offered by the City Council and accepted by the City Clerk, which is recommended by the City Attorney; or
2. Withdraw the offer of a 5 percent increase in the City Clerk's annual salary even though it was offered by the City Council and accepted by the City Clerk, which is not recommended by the City Attorney.

FISCAL IMPACT

If the 5 percent increase is approved, the fiscal impact will be that the City Clerk will be earning approximately \$7,350 more a year.

NOTIFICATION

This staff report was made available for public review and inspection and posted on the City's website at least 72 hours prior to the February 20, 2024, Regular City Council meeting.

PREPARATION OF STAFF REPORT

Prepared By:
Steve B. Quintanilla, City Attorney

Department Head Approval:
Steve B. Quintanilla, City Attorney

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

ATTACHMENTS

To view large attachments, please click your “bookmarks”  on the left hand side of this document for the necessary attachment.

- 1. Jane Halstead (2022-74)

APPROVALS

Budget Officer Approval	<u>✓ Approved</u>	2/13/24 5:33 PM
City Attorney Approval	<u>✓ Approved</u>	
City Manager Approval	<u>✓ Approved</u>	2/13/24 5:34 PM

EMPLOYMENT AGREEMENT

This Employment Agreement (hereafter referred to herein as "Agreement") is made and entered into this 21st day of June, 2022, by and between the City of Moreno Valley, California (hereafter referred to herein as "CITY"), a California municipal corporation and general law city, and Jane Halstead (hereafter referred to herein as "EMPLOYEE"), an individual, on the following terms and conditions:

RECITALS

A. CITY, by and through the City Council, desires to employ the services of Employee as the Manager of the Office of Mayor and City Council/City Clerk of CITY; and

B. EMPLOYEE desires to accept employment as Manager of the Office of Mayor and City Council/City Clerk in consideration of and subject to the terms and conditions set forth in this Agreement.

OPERATIVE PROVISIONS

In consideration of the promises and covenants contained herein, the parties agree as follows:

1. Position and Duties.

1.1 Position. EMPLOYEE accepts employment with CITY as its Manager of the Office of Mayor and City Council/City Clerk and shall perform all functions, duties and services as set forth in this Agreement. EMPLOYEE shall provide services at the direction and under the supervision of the City Council of CITY.

1.2 Duties. The duties of EMPLOYEE shall be as determined by the City Council, generally in conformance with the job description attached hereto and incorporated herein as though set forth in full as Attachment A to this Agreement. EMPLOYEE shall devote her best efforts and full-time attention to the performance of these duties.

1.3 Hours of Work. EMPLOYEE shall devote the time necessary to adequately perform her assigned duties. The work schedule shall be the same as the schedule in place for all other Executive Managers of CITY, provided the schedule of such hours provides adequate availability during normal business hours and for the performance of her duties in conducting CITY business. The position of Manager of the Office of Mayor and City Council/City Clerk shall be deemed an exempt position under applicable wage and hour law. EMPLOYEE hereby acknowledges that she shall not be entitled to any compensation for overtime.

1.4 Professional Activity. The City Council desires EMPLOYEE to be reasonably active in national, statewide, regional and professional organizations that will contribute to her professional development and standing and that will contribute to the advancement of the CITY's interests and standing. Toward that end, EMPLOYEE may, upon advance notice to the City Council, undertake such activities as are directly related to her professional development and that advance the interests and standing of the CITY, provided that such

activities do not in any way interfere with or adversely affect her employment as Manager of the Office of Mayor and City Council/City Clerk or the performance of her duties as provided herein. CITY agrees to reimburse EMPLOYEE'S reasonable and necessary travel, business and subsistence expenses for her activities as provided for in the City's Administrative Policies.

1.5 Other Activity. In accordance with Government Code Section 1126, during the period of his/her employment, EMPLOYEE shall not accept, without the express prior written consent of the City Council, any other employment or engage, directly or indirectly, in any other business, commercial, or professional activity (except as permitted under Section 1.4 [Professional Activity]), regardless of whether for pecuniary advantage, that is or may be competitive with the CITY, that might cause a conflict-of-interest with the CITY, or that otherwise might interfere with the business or operation of the CITY or the satisfactory performance of EMPLOYEE'S duties.

2. Term.

2.1 Term. The term of this Agreement shall commence on July 9, 2022, upon being executed by EMPLOYEE and approved by the City Council. This Agreement shall remain in effect for a period of two (2) years or until such time as this Agreement is terminated pursuant to Section 4, below.

2.2 At-Will Employment. EMPLOYEE acknowledges that she is an at-will employee of CITY who shall serve at the pleasure of the City Council at all times during the period of her service under this Agreement. The terms and provisions of CITY's personnel rules, policies, procedures, ordinances and resolutions applicable to at-will employees shall also apply to EMPLOYEE, and she shall be entitled to all benefits and rights afforded to other Executive Management (as defined in the City's Personnel Rules) of CITY, except to the extent provided by this Agreement, and, in the case of any conflict between this Agreement, and the Personnel Rules, policies, procedures, ordinances and resolution, the terms of this Agreement shall prevail. Notwithstanding the application of the City's Personnel Rules to this Agreement, and without limitation, EMPLOYEE shall have no rights under sections 9, 10, 11 and 12 of the Personnel Rules. Nothing in this Agreement is intended to, or does, confer upon EMPLOYEE any right to any property interest in continued employment, or any due process right to a hearing before or after a decision by the City Council to terminate her employment, except as is expressly provided in Section 4 [Termination] of this Agreement. Nothing contained in this Agreement shall in any way prevent, limit or otherwise interfere with the right of CITY COUNCIL to terminate the services of EMPLOYEE as provided in Section 4 [Termination]. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of EMPLOYEE to resign at any time from this position with CITY, subject only to the provisions set forth in Section 4 [Termination] of this Agreement. This at-will employment Agreement shall be expressly subject to the rights and obligations of CITY and EMPLOYEE, as set forth in Section 4 [Termination] herein.

3. Compensation.

3.1 Salary. For all services performed by EMPLOYEE as the Manager of the Office of Mayor and City Council/City Clerk under this Agreement, CITY shall pay EMPLOYEE compensation in accordance with the adopted salary schedule for the position, plus all other

compensation benefits afforded by CITY to other full time Executive Management employees. EMPLOYEE is not entitled to the cost of living adjustment but shall be entitled to all other salary and benefit adjustments implemented by the CITY as applicable to other full time Executive Management employees, to include City's employee furlough program and eligibility for Merit Increases. The starting annual salary shall be \$147,000, paid bi-weekly according to the payroll schedule in place for CITY employees. All compensation and leave policies applicable to Executive Management employees as contained in CITY'S Personnel Rules and Regulations shall apply.

3.2 Annual Leave. All compensation and leave policies applicable to Executive Management as contained in the City's Personnel Rules and Regulations, Sections 7 and 14, shall apply. EMPLOYEE shall annually accrue 336 hours of Annual Leave. Annual Leave shall be subject to CITY's Personnel Rules and Regulations as they apply to other Executive Management employees.

3.3 Automobile Allowance. EMPLOYEE shall be entitled to an automobile allowance as compensation for the use of personal automobile(s) for CITY business as provided for in CITY policies. This monthly allowance shall equal the amount provided to other Executive Management employees, and is currently five hundred dollars (\$500) per month. In addition, EMPLOYEE shall be entitled to excess mileage reimbursement according to adopted CITY policies for any qualifying trip in the course and scope of employment.

4. Termination.

4.1 The City Council may terminate EMPLOYEE'S employment, and this Agreement "for cause" at any time upon written notice. "For cause" is defined as any of the following: (i) an act in bad faith and to the detriment of the City; (ii) refusal or failure to act in accordance with any specific lawful direction or order of the City Council; (iii) unfitness or unavailability for service that exceeds thirty (30) consecutive calendar days and is not the result of any excused illness or medical condition; (iv) commission of an act involving moral turpitude or other acts which harm the reputation of or interests of the City; (v) habitual neglect of responsibilities, or incompetence; (vi) a conviction of a felony or other crime punishable by jail or imprisonment in the jurisdiction involved (or entry of a plea of guilty or *nolo contendere* with respect to any such crime); (vii) possession of, use of, or working while under the influence of alcoholic beverages or other non-prescribed controlled substances or abuse/misuse of lawfully prescribed controlled substances during working hours; (viii) engaging in an actual conflict of interest; (ix) commission of acts of theft, embezzlement, or fraud; (x) acceptance of bribes or extortion; (xi) material breach of this Agreement by EMPLOYEE. If this Agreement is terminated by the City Council "for cause," EMPLOYEE'S employment shall be deemed immediately terminated and EMPLOYEE shall surrender all CITY keys, computer passwords, and other CITY property entrusted to EMPLOYEE for the purposes of the discharge of her duties. Upon termination for cause, EMPLOYEE shall have no recourse under this AGREEMENT or any administrative procedure for purposes of challenging the termination action.

4.2 In the event EMPLOYEE is terminated "without cause" or asked to resign during such time that EMPLOYEE is willing and able to perform the Duties under this Agreement, then CITY agrees, upon receipt of a Comprehensive General Release and Settlement Agreement in the standard form signed by EMPLOYEE, to pay EMPLOYEE a lump sum cash payment equal to 6-months of Salary and Benefits [Section 3] as severance pay.

4.3 EMPLOYEE shall receive a lump sum payout of any unpaid accruals of Annual Leave and Sick Leave upon termination of employment for any reason pursuant to CITY policies.

4.4 EMPLOYEE shall not be entitled to any increases in Salary or benefits afforded by CITY to other Executive Management employees following the date of termination.

4.5 This Agreement may be terminated by EMPLOYEE at any time upon 45 days written notice to the City Council. If such written notice is given, the City has the option to ask EMPLOYEE to leave her position sooner than the expiration of 45 days, but, if it does so, the City will continue to honor its obligations under this Agreement until expiration of the 45-day period.

4.6 EMPLOYEE'S employment and this Agreement shall terminate automatically upon EMPLOYEE'S death. In this event, the City shall pay the beneficiary designated by EMPLOYEE in writing, or in the absence of such designation, EMPLOYEE'S estate, her accrued and unpaid compensation, and all accrued but unused benefits, if any, through the date of EMPLOYEE'S death.

4.7 If EMPLOYEE becomes disabled and requires accommodation to permit her to perform the essential functions of the position, the City shall provide reasonable accommodation if possible and unless doing so creates undue hardship for the City.

5. Proprietary Information.

"Proprietary Information" is all information and any idea pertaining to any economic development engaged in or contemplated by the City (or any CITY affiliate), including marketing plans and development projects. Proprietary Information shall include, without limitation, trade secrets (as further defined in Uniform Trade Secrets Act, Civil Code §3426 et seq.), ideas, inventions, processes, formulae, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial reports, and forecasts. During her employment by CITY, EMPLOYEE shall only use Proprietary Information for the benefit of CITY and as is or may be necessary to perform her job responsibilities under this Agreement. Following termination, EMPLOYEE shall not use or disclose any Proprietary Information for the benefit of herself or any third party, except with the express written consent of CITY. EMPLOYEE'S obligations under this Section shall survive the termination of her employment and the termination of this Agreement.

6. Conflict Of Interest.

EMPLOYEE represents and warrants to CITY that she presently has no interest, and represents that she will not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or interfere in any way with performance of her services under this Agreement.

7. General Provisions.

7.1 Vehicle Operation. EMPLOYEE shall operate any vehicle used in connection with the performance of her duties in a safe manner and otherwise in observance of all established traffic safety laws and ordinances and shall maintain a valid California automobile's driver's license during the period of employment. In addition, EMPLOYEE shall maintain in full force and effect during the Term of this Agreement, valid automobile liability insurance providing coverage for collision, personal injury and medical reimbursement, in accordance with the City's

Administrative Policy.

7.2 Notices. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to CITY at the address below, and at the last known address maintained in EMPLOYEE'S personnel file. EMPLOYEE agrees to notify CITY in writing of any change in his/her address during his/her employment with CITY. Notice of change of address shall be effective only when accomplished in accordance with this Section.

City's Notice Address: City of Moreno Valley c/o City Council
P.O. Box 88005
14177 Frederick Street
Moreno Valley, California 92552-0805

EMPLOYEE'S Address: [Deliver to last updated address in personnel file]

7.3 Indemnification. Subject to, in accordance with, and to the extent provided by the California Tort Claims Act [Government Code Section 810 *et seq.*] the CITY will indemnify, defend, and hold EMPLOYEE harmless from and against any action, demand, suit, monetary judgment or other legal or administrative proceeding, and any liability, injury, loss or other damages, arising out of any act or omission associated with EMPLOYEE'S performance of functions, duties and services set forth in this Agreement.

7.4 Bonding. The CITY shall bear the full cost of any fidelity or other bonds required of EMPLOYEE under any law or ordinance.

7.5 Integration. This Agreement is intended to be the final, complete, and exclusive statement of the terms of EMPLOYEE'S employment by CITY. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of EMPLOYEE, and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of CITY, now or in the future, apply to EMPLOYEE and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control.

7.6 Amendments. This Agreement may not be amended, altered or modified, except in a written document signed by EMPLOYEE, and signed by the City Council.

7.7 Waiver. Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

7.8 Assignment. EMPLOYEE shall not assign any rights or obligations under this Agreement. CITY may, upon prior written notice to EMPLOYEE, assign its rights and obligations hereunder.

7.9 Severability. If a court holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

7.10 Governing Law. This Agreement shall be governed by and construed in

accordance with the laws of the State of California, with venue proper only in Riverside County, State of California.

7.11 Interpretation. This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit or against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement.

7.12 Acknowledgment. EMPLOYEE acknowledges that she has had the opportunity to consult legal counsel in regard to this Agreement, that she has read and understands this Agreement, that she is fully aware of its legal effect, and that she has entered into it freely and voluntarily and based on her own judgment and not on any representations or promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the CITY has caused this Agreement to be signed and executed on its behalf by its City Council, and EMPLOYEE has signed and executed this Agreement, as of the date first indicated above.

Date: 6/22/22

Jane Halstead
Jane Halstead

Date: 06/27/2022

CITY OF MORENO VALLEY
By: Christina Ortiz
Mayor

Date: 6/22/2022

APPROVED AS TO FORM
By: [Signature]
City Attorney

Attachment: Jane Halstead (2022-74) (6555 : CITY CLERK'S ANNUAL SALARY ADJUSTMENT)