



EXETER CITY COUNCIL REGULAR MEETING AGENDA

February 10, 2026, 6:00 PM

City Hall, 137 North F Street
Exeter, California 93221

Mayor
Jacob Johnson
Mayor Pro Tem
Jeff Wilson
Council Members
Vicki Riddle
Frankie Alves
Bobby Lentz

Notice is hereby given that the Exeter City Council will hold a Regular Meeting on Tuesday, February 10, 2026, at 6:00 p.m. in person at Exeter City Hall located at 137 N. F St. in Exeter California, 93221.

Staff Reports related to items on the agenda are available on the City's website at <https://cityofexeter.ca.gov/> and available for viewing at City Hall.

6:00 p.m.

A. CALL TO ORDER CLOSED SESSION

B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS

Comments from the public are limited to items listed on the closed session matters (GC 54954.3a). Speakers will be allowed three (3) minutes. Please begin your comments by stating your name and providing your City of residence.

C. ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION(S)

1. GC 54956.9(d)(2) Conference with Legal Counsel
Re: Anticipated Litigation – Significant Exposure to Litigation: Two (2) Cases (facts not known to potential plaintiffs)
2. 54956.9(d)(1) Conference with Legal Counsel
Re: Existing Litigation – One (1) Case:
City of Exeter v. Sandra Kay Bumgarner, et al., Tulare County Superior Court No. VCU323368
3. 54956.9(d)(4) Conference with Legal Counsel
Re: Potential Initiation of Litigation: One (1) Case

7:00 p.m.

D. CALL TO ORDER REGULAR SESSION

E. INVOCATION

F. PLEDGE OF ALLEGIANCE

G. PUBLIC COMMENTS

This is the time for citizens to comment on subject matters that are not on the agenda that are within the jurisdiction of the Exeter City Council. In compliance with public meeting laws, Council cannot discuss topics that are not included on the published agenda. This is also the time for citizens to comment on items listed on the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Public comments related to all pulled Consent Calendar Items and all Individual Business or Public Hearing Items that are listed on this agenda will be heard at the time that item is discussed or at a time the Public Hearing is opened for comment.

In fairness to all who wish to speak tonight, comments shall be limited to five (5) minutes for each individual, ten (10) minutes for an individual representing a group, and thirty (30) minutes overall for the entire public comment period, unless otherwise indicated by the Mayor. Although not required, speakers are asked to begin their comments by stating their name and city of residence.

H. CONSENT CALENDAR

Items listed under the Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

1. Approval of January 27, 2026, Regular Meeting Minutes (pp. 5 – 9)
2. Approval of the Payment of Bills for January 23, 2026 (pp. 10 – 16)
3. Approval of Payroll for the Period of January 11, 2026, to January 25, 2026 (pp. 17 – 24)
4. Adoption of Resolution No. 2026-04, A Resolution of the City Council of the City of Exeter Approving an Updated Salary Schedule to Include the Code Enforcement Officer Classification (pp. 25 – 38)
5. Approval of a Two-Year School Resource Officer Agreement Between the City of Exeter and the Exeter Unified School District for Fiscal Years 2026–2028 (pp. 39 - 62)
6. Authorizing a Project Cost Increase for Replacement of the Clarifier Gearbox at the Wastewater Treatment Plant (pp. 63 – 65)
7. Authorize the Purchase of Eight Fire Hydrants from Pace Supply and Appropriating the Necessary Funds (pp. 66 – 68)
8. Authorize an Agreement for the Installation of Replacement Fire Hydrants with Charles Testerman General Engineering (pp. 69 – 80)

I. INDIVIDUAL BUSINESS ITEMS

Comments related to Individual Business and Public Hearing Items are limited to three (3) minutes per speaker, for a maximum of 30 minutes per item. The Mayor may reasonably limit or extend the public comment period to preserve the Council's interest in conducting efficient, orderly meetings.

- 1. Consider Approval of Dedication Plaque Text and Design for the Mike Germaine Bark Park (pp. 81 – 87)

Presented by Jason Ridenour, City Administrator

- 2. Authorize the Replacement of the Fire Department Roof and Authorize the City Administrator to Execute an Agreement with M&M Roofing of Tulare, CA and any Documents Thereto, and Appropriate the Necessary Funds (pp. 88 – 94)

Presented by Zachary Boudreaux, Public Works Director

- 3. Consider Approval of Agreement for Professional Services with A&M Consulting Engineers for Contract City Engineer Services for the City of Exeter, Appointing the City Engineer, and Authorizing Execution of the Agreement (pp. 95 – 153)

Presented by Zachary Boudreaux, Public Works Director

J. CITY COUNCIL ITEMS OF INTEREST

K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

L. REGULAR MEETING ADJOURNMENT

State of California)
County of Tulare) ss.
City of Exeter)

I declare under penalty of perjury that I am employed by the City of Exeter, in the Administrator’s Office; and that I posted this Agenda on the bulletin board outside of City Hall 137 N. F St. Exeter CA 93221 on February 6, 2026, and online on the [City of Exeter website](#).



Francesca Quintana, City Clerk

In compliance with the Americans with Disabilities Act, and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the City Clerk (559)592-9244. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure

accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet. (28 CFR 35.102-35. 104 ADA Title II).

Materials related to an item on this Agenda submitted to the legislative body after distribution of the agenda packet are available for public inspection at City of Exeter, Administration Office 314 W. Firebaugh, Exeter CA 93221 during normal business hours.



**EXETER CITY COUNCIL
REGULAR MEETING AGENDA
ACTION MINUTES**

January 27, 2026, 6:00 PM
City Hall, 137 North F Street
Exeter, California 93221

Mayor
Jacob Johnson
Mayor Pro Tem
Jeff Wilson
Council Members
Vicki Riddle
Frankie Alves
Bobby Lentz

Notice is hereby given that the Exeter City Council will hold a Regular Meeting on Tuesday, January 27, 2026, at 6:00 p.m. in person at Exeter City Hall located at 137 N. F St. in Exeter California, 93221.

Staff Reports related to items on the agenda are available on the City's website at <https://cityofexeter.ca.gov/> and available for viewing at City Hall.

6:00 p.m.

A. CALL TO ORDER CLOSED SESSION

Mayor Pro Tem called the closed session to order at 6:01 p.m.

B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS

No public comments were presented.

C. ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION(S)

1. GC 54956.9(d)(2) Conference with Legal Counsel
Re: Anticipated Litigation – Significant Exposure to Litigation: One (1) Case (facts not known to potential plaintiffs)

2. GC 54957.6 Conference with Labor Negotiations
Agency Negotiator: City Administrator
Employee Groups: All Represented and Unrepresented Employees

7:00 p.m.

D. CALL TO ORDER REGULAR SESSION

Mayor Pro Tem called the regular session to order at 7:10 p.m.

E. INVOCATION

Led by Mayor Johnson.

F. PLEDGE OF ALLEGIANCE

Led by Council Member Lentz.

G. PUBLIC COMMENTS

Public comment from Haley Glick. Glick informed the City Council that she was available on behalf of the Chamber of Commerce for any questions regarding the Farmers Market item.

Public comment from Jim Bergman. Bergman shared that he is part of the new contract City Planning team with 4Creeks along with Teslla Ramirez. He shared that he is looking forward to working with the City.

Public comment from Neyba Amezcua. Amezcua, on behalf of QK, thanked the Exeter team for their longstanding relationship with QK. Amezcua shared that it has been a pleasure to work with Exeter and to have served and helped the City.

H. CONSENT CALENDAR

Items listed under the Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

1. Approval of January 13, 2026, Regular Meeting Minutes (pp. 5 – 9)
2. Approval of the Payment of Bills for January 9, 2026 (pp. 10 – 16)
3. Approval of Payroll for the Period of December 29, 2025, to January 11, 2026 (pp. 17 – 24)
4. Approval of a Facility Use Request, Street Closure, and a Special Event Fee Waiver in the Amount of \$171.00 from the Exeter Chamber of Commerce for the 2026 Weekly Farmer’s Market beginning March 4, 2026 (pp. 25 – 33)
5. Approval of a Special Event, Facility Use, Intersection Closure, and Traffic Control for a 2-Mile Foot Race on Various City Streets hosted by FYE Events on Saturday, March 7, 2026, between the hours of 6:00 a.m. and 12:00 p.m. (pp. 34 – 39)
6. Approval of Amendment No. 2 to Professional Services Agreement for Contract Services for the City of Exeter’s Wastewater Treatment Plant and Water Distribution System with Central Cal Waterworks Inc. extending contracted services through June 30, 2026 (pp. 40 – 59)
7. Quarterly Update of the Internal Review for City of Exeter Landscape and Lighting Maintenance Assessment Districts (LLMADs) (pp. 60 – 61)

Approval of Consent Calendar							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
WILSON	ALVES	(5-0)	AYE	AYE	AYE	AYE	AYE

I. INDIVIDUAL BUSINESS ITEMS

Comments related to Individual Business and Public Hearing Items are limited to three (3) minutes per speaker, for a maximum of 30 minutes per item. The Mayor may reasonably limit or extend the public comment period to preserve the Council's interest in conducting efficient, orderly meetings.

1. Consider Adoption of **Resolution No. 2026-03**, A Resolution of the City Council of the City of Exeter, Approving Guidelines for the Owner-Occupied Housing Rehabilitation Program and First-time Homebuyer Program (pp. 62 – 178)
Presented by Eekhong Franco, Finance Director

Finance Director and a representative from Self Help Enterprises provided a presentation for the City Council and members of the public.

Mayor opened the item up for public comment. No public comment was presented.

Adoption of Resolution No. 2026-03, A Resolution of the City Council of the City of Exeter, Approving Guidelines for the Owner-Occupied Housing Rehabilitation Program and First-time Homebuyer Program							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
JOHNSON	ALVES	(5-0)	AYE	AYE	AYE	AYE	AYE

2. Discussion and Direction Regarding Potential Updates to Animal Control–Related Fees and the City’s Fee Schedule (pp. 179 – 236)
Presented by Jason Ridenour, City Administrator

City Administrator provided a presentation for the City Council and members of the public.

Mayor opened the item up for public comment. No public comment was presented.

Direction to Update Animal Control Related Fees on the City’s Fee Schedule as Discussed and Set the Public Hearing for Adoption at the February 24, 2026 Meeting							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
JOHNSON	WILSON	(5-0)	AYE	AYE	AYE	AYE	AYE

3. Provide Direction Regarding the Appointment Process to Fill a Vacancy on the Measure P Citizens Oversight Committee (pp. 237 – 244)
Presented by Francesca Quintana, City Clerk/Human Resources Manager

City Clerk/Human Resources Manager provided a presentation for the City Council and members of the public.

Mayor opened the item up for public comment. No public comment was presented.

Authorization to open up the application process for 30 days to solicit new applicants and bring them back for Council consideration.							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
ALVES	WILSON	(5-0)	AYE	AYE	AYE	AYE	AYE

4. Consider Authorizing Staff to Enter Into Negotiations with A&M Consulting Engineers for Contract City Engineer Services for the City of Exeter in Accordance with Request for Proposals No. 25-03 (pp. 245 – 304)

Presented by Zachary Boudreaux, Public Works Director

Public Works Director provided a presentation for the City Council and members of the public.

Mayor opened the item up for public comment. No public comment was presented.

Authorized staff to Enter Into Negotiations with A&M Consulting Engineers for Contract City Engineer Services for the City of Exeter in Accordance with Request for Proposals No. 25-03							
1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
JOHNSON	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

5. Consider Authorizing the Transition of Park and Landscape and Lighting Maintenance Assessment District (LLMAD) Maintenance Services to In-House Operations (pp. 305 – 337)

Presented by Zachary Boudreaux, Public Works Director

Public Works Director provided a presentation for the City Council and members of the public.

Mayor opened the item up for public comment. No public comment was presented.

<p>Authorized the transition of park and Landscape and Lighting Maintenance District (LLMD) landscape maintenance services to in-house operations; approve termination of the existing parks maintenance contract with BrightView Landscape Services and the expired maintenance contract with ABLE Industries for the Belmont Path and Visalia Road medians; authorize allocation and recruitment to fill three (3) Maintenance I positions within the</p>
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Public Works Department; approve the one-time purchase of necessary landscape maintenance equipment and materials from Cal Turf (Tulare, CA) utilizing the Sourcewell cooperative purchasing program in accordance with State of California purchasing guidelines; and appropriate \$115,258.81 of unallocated Measure P Funds for startup and operation expenses through June 30, 2026.

1 st	2 nd	Result	JONHSON	WILSON	ALVES	RIDDLE	LENTZ
WILSON	RIDDLE	(5-0)	AYE	AYE	AYE	AYE	AYE

J. CITY COUNCIL ITEMS OF INTEREST

Council Member Alves reminded the community that City Basketball has begun and noted that T-Ball registration will open on February 16.

Mayor Pro Tem Wilson provided a brief update on the recent Tooleville meeting. He also shared that he has participated in several meetings with City Administrator Jason Ridenour and Public Works Director Zachary Boudreaux, and expressed his optimism for the year ahead. He also thanked Eli for all his hardworking on recreation programming.

Council Member Riddle reported attending meetings for TCAG, TCRTA, and the Downtown Merchants earlier in the day. She also noted that she recently presented to the Eagles Women’s Auxiliary, with her remarks focusing on the E250 celebration.

Council Member Lentz reported that Dobson Field is looking very nice and clean and extended appreciation to the Police Chief for the Police Department’s continued presence and involvement in the community.

Mayor Johnson thanked the Police Chief and commented on the friendliness of the officers. He also shared that he presented to the Eagles Women’s Auxiliary and complimented both the Police Chief and Council Member Riddle on their presentations.

K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS

City Administrator, Public Works Director, Chief of Police, Finance Director, City Attorney and City Clerk/Human Resources Manager provided comments/reports.

L. REGULAR MEETING ADJOURNMENT

Mayor adjourned the meeting at 8:25 p.m.

Francesca Quintana, City Clerk



Agenda Item Staff Report

Agenda Item Number:

H.2.

Meeting Date:

February 10, 2026

Wording for Agenda:

Approval of the Payment of Bills for January 23, 2026.

Submitting Department:

Finance

Contact Name:

Eekhong Franco, Finance Director

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R

Department Recommendation:

Staff recommends that the City Council approve the payment of bills in the following amount.

- \$274,961.11 dated January 23, 2026

Summary:

The Finance Department has reviewed and compiled invoices and expenses for city operations for approval by the City Council, which are summarized and attached to this report. This action authorizes the disbursement of funds for routine and approved expenditures necessary to continue city services.

Background:

The payment of bills is a recurring action presented to the City Council to ensure transparency and fiscal oversight of city expenditures. The item reflects payments made for various city services, supplies, utilities, and obligations incurred in the normal course of business. All bills have been reviewed by the Finance Department and are within budgeted appropriations.

Fiscal Impact:

- Total amount: \$274,961.11 dated January 23, 2026
- Funding sources: Various city departmental budgets
- Budget implications: All payments are within the approved Fiscal Year 2025–2026 budget. No additional appropriations are necessary.

Prior City Council Actions:

The City Council routinely approves payment of bills during regular meetings. This item is part of the standard financial reporting and authorization process.

Attachments:

- Payments for Publication Report dated January 23, 2026.

Recommended motion to be made by the City Council:

I move to approve the payment of bills in the amount of \$274,961.11 dated January 23, 2026.

Report Selection:

Run Group... 012326 Comment... 012326 CHECK RUN

Approval Date for Report..... 01 23 2026

Payments Through Date..... 01 23 2026

Cutoff Amount to be Used..... 0000000

RUN GROUP... 012326 COMMENT... 012326 CHECK RUN

DATA-JE-ID DATA COMMENT

D-01232025-550 CHECK RUN 01/23/26

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01		LASERHP4	Y	S	6	066	10			

Approved on 1/23/2026 for Payments Through 1/23/2026

Vendor Name	Description	Amount
ADVENTIST HEALTH TULARE	NOV LAB FEES	90.00
AFLAC	DEC 2025 AFLAC	3,541.34
AT&T	DEC 2025 LIVESCAN	216.91
BRIGHTVIEW LANDSCAPE SERVICES	JAN 2026 CITY PARK MAINT	12,395.00
BUZZ KILL PEST CONTROL	DEC 1907 W MEYER PEST CO	238.00
CAL APPAREL INC	BASKETBALL FILM SHIRT	32.48
CALIFORNIA BUSINESS MACHINES	ADMIN 11/1-11/30/25 OVER	564.62
CARDOZA/ PAUL	DEC PARK PLACE 2 LAWN MA	5,618.29
CARTER/ CAREEN	UB DEPOSIT REFUND	154.51
CENTRAL VALLEY AIRCONDITIONING	HEAT PUMP TUNE UP-FIRE	4,013.26
CHARTER COMMUNICATIONS	1/6/26-2/5/26 MEDIA SERV	111.82
CITY OF VISALIA	DEC 2025 ANIMAL SERVICE	29,700.86
CIVICPLUS, LLC	3/1/26-2/28/27 HOSTING	1,627.50
CLEARGOV INC	1/5/26-1/4/27 BUDGET BK	8,328.77
CONARD/ SHAWN	FLOOR CLEANING-CORP YARD	480.00
CONSENSUS CLOUD SOLUTIONS	EFAX JAN MAINTENANCE FEE	209.75
CONSOLIDATED ELECTRICAL DISTRI	600V MIDGET TD FUSE	508.45
CSJVRMA	25/26 3RD QTR WRKRS COMP	119,068.00
DEPT OF JUSTICE	DEC FINGERPRINTS-CAMPOS	147.00
DIVISION OF STATE ARCHITECT	OCT-DEC 25 \$4 DSA FEE	170.40
DOYEL/ DIANA	UB REFUND DEPOSIT	95.72
EMPLOYER DRIVEN SOLUTIONS	FEB 2026 CLAIMS	7,117.96
EXETER IRRIGATION & SUPPLY	GALVIN NIPPLE 3/4	115.18
EXETER UNIFIED SCHOOL DISTRICT	WLSN CUST FEE-VOLLEYBALL	1,360.00
FRONTIER CALIFORNIA INC.	5139-1/14/26-2/13/26	770.26
GAR BENNETT LLC	GLY STAR PLUS	387.90
GIEFER/ MICHAEL	GIEFER ADPP FEB 2026	4,461.77
GLASS SHOP/THE	CH PR PRIVACY GLASS	1,148.01
GONZALEZ/ MIGUEL ANGEL	TREE TRIM/ REMOVAL	4,550.00
GREEN BOX RENTALS INC	1/15/26-2/14/26 STRG	228.38
GROVE/ BRAYDEN	PER DIEM-SRO 2/9-2/13/26	430.00
HERR PEDERSEN & BERGLUND, LLP	DEC 25 PERSONNEL MATTER	300.00
INTERNATIONAL CYBERNETICS CO	STREET PAYMENT ANALYSIS	8,225.00
JACK GRIGGS INC	TANK FEE 1000	40.00
KAWEAH PUMP, INC.	REPLC BAD CONTROL FUSE	2,115.04
LAWRENCE TRACTOR CO	OIL FILTER	168.03
LEAF CAPITAL FUNDING LLC	ADMIN-JAN 2026 KYOCERA	477.21
LIEBERT CASSIDY WHITMORE	NOV PERSONNEL MATTER	942.50
MAVERICK DATA SYSTEMS	ANNUAL LICENSE SUBSCRIPT	750.00
MEYER/ WIEHANN	UB REFUND DEPOSIT	107.81
MID VALLEY DISPOSAL, LLC	NOV 30Y EXCHANGE- PD	839.01
MINERAL KING PUBLISHING INC	12/24 PH ORDINANCE 717	485.10
PACE SUPPLY CORP.	SHUT OFF TOOL REED	799.31
PASTIS ENTERPRISES	2/26-2/27 HOSTING WEB MA	2,538.00
PENA'S DISPOSAL INC	ADMIN NOV SHRED	71.80
PRINCIPAL LIFE INSURANCE CO.	FEB PREMIUM-32	3,962.21
PROVOST & PRITCHARD	DEC 2025 TOOLEVILLE INTE	1,280.07
QUAD KNOFF ENGINEERING	250008.03 BELMNT CONTROL	157.00

Approved on 1/23/2026 for Payments Through 1/23/2026

Vendor Name	Description	Amount
REISINGER/ MARK	DOBSON STADIUM LIGHT REP	2,452.00
ROGERS, ANDERSON, MALODY & SCA OF CA, LLC	FY 24/25 AUDIT-DEC BILLI DEC 2025 LEAF SERVICE	2,100.00 16,250.00
SHIELDS/ ZION	PER DIEM-POST TRAIN 2/2-	272.00
SIMMONS TIRE SERVICE	LP 1520582 TPMS SENSORS	643.14
SOUTHERN CALIFORNIA EDISON	4717-12/11/25-1/11/26	222.77
UNIFIRST CORPORATION	11/11/25 UNIFORM CLEANIN	1,034.40
UNIVAR SOLUTIONS USA INC	JAN SOD HYPO 1906 W MYER	6,313.20
VALLEY EXPETEC	FEB MONTHLY BILLING	7,891.42
VALLEY UNIFORM CENTER	UNIFORMS- S. MORALES	450.21
VOLLMER EXCAVATION, L.P.	TRANSFER LD CLASS 11 BAS	1,197.51
WARREN & BAERG MANUFACTURING	CLARIFIER GEAR MOTOR REP	4,994.23

**

Final Totals... 274,961.11

AVENU FINANCIAL SYSTEM
1/23/2026 16:16:04

Payments for Publication

CITY OF EXETER
GL335R-V08.23 PAGE

TOTAL NUMBER OF RECORDS PRINTED 250

Payments for Publication

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
104	GENERAL FUND	52,003.38
105	WATER FUND	13,050.24
106	SANITATION FUND	162.08
107	SEWER FUND	15,737.92
109	GAS TAX FUND	67.00
113	TRANSPORTATION FUND	8,292.00
121	INSURANCE FUND	130,148.17
131	MEASURE R	66.00
140	LANDSCAPE AND LIGHTING DISTR	10,168.29
141	MEASURE P	45,266.03
TOTAL ALL FUNDS		274,961.11

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	BANK OF THE SIERRA	274,961.11
TOTAL ALL BANKS		274,961.11



Agenda Item Staff Report

Agenda Item Number:

H.3.

Meeting Date:

February 10, 2026

Wording for Agenda:

Approval of Payroll for the Period of January 11, 2026, to January 25, 2026.

Submitting Department:

Finance

Contact Name:

Eekhong Franco, Finance Director

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R.

Department Recommendation:

Staff recommend that the City Council approve payroll for the period January 11, 2026, to January 25, 2026, in the following amounts.

- \$84,656.34 for January 11, 2026, to January 25, 2026, period with a check date of January 30, 2026.

Summary:

This item requests City Council approval of payroll expenditures incurred during the pay period of January 11, 2026, to January 25, 2026. Timely approval ensures the city remains compliant with labor obligations and continues uninterrupted compensation to employees.

Background:

The City of Exeter processes payroll on a biweekly basis. City Council approval is required for each payroll cycle as part of the city's fiscal oversight procedures. The current payroll covers all regular full-time, part-time, and temporary employees for the specified pay period.

Fiscal Impact:

- Total payroll amount: \$84,656.34 (for January 11, 2026, to January 25, 2026, payroll period period)
- Funding source: Approved departmental salary budgets

- Budget implications: Payroll is within the adopted Fiscal Year 2025-2026 budget; no additional funds are required.

Prior City Council Actions:

Payroll approval is a standing item brought to the City Council regularly to ensure accountability and continuity of operations.

Attachments:

- Payroll Register for the period January 11, 2026, to January 25, 2026

Recommended motion to be made by the City Council:

I move to approve payroll for the period of \$84,656.34 for January 11, 2026, to January 25, 2026, period.

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ	
1794	63.69	CA STATE DISBURSEMENT UN	2	1	VENDOR CHECK
1795	152.17	LANDEROS/SAVANNAH KAYLE	782	1	
1796	74.81	PATTISON/LESLIE ALDENE	781	1	
1797	234.10	SHIPMAN/LEVI J	778	1	
1798	721.34	CREECH/JACE W	777	1	

TOTALS FOR CHECK FORM: CHEK

NEGOTIABLE CHECKS			COUNTS
1,182.42	*EMPLOYEE CHECKS		4
63.69	*VENDOR CHECKS		1
0.00	*BANK CHECKS		0
1,246.11	**TOTAL NEGOTIABLE CHECKS		5

OTHER CHECKS

0.00	*MANUAL CHECKS		0
0.00	*CANCELLED CHECKS		0
1,246.11	**TOTAL FOR CHECK FORM		

NON-NEGOTIABLE CHECKS

0.00	*DIRECT DEPOSIT STUBS		0
0.00	*VENDOR DIR DEP STUBS		0

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
54526	175.50	CLOCEA	4	1 VENDOR STUB ONLY
54527	308.00	EXETER POLICE OFFICER AS	3	1 VENDOR STUB ONLY
54528	192.94	EXETER POLICE OFFICER AS	3A	1 VENDOR STUB ONLY
54529	2,250.82	ARIAS/CHRISTINA	730	1 STUB ONLY
54530	2,706.61	QUINTANA FRANCESCA N	742	1 STUB ONLY
54531	4,709.32	RIDENOUR/JASON CHARLES	763	1 STUB ONLY
54532	1,511.01	CARTER/AMY JO	502	1 STUB ONLY
54533	4,285.83	FRANCO/EEKHONG	304	1 STUB ONLY
54534	98.86	HERNANDEZ/XOCHITL	306	1 STUB ONLY
54535	1,283.48	MILLER/CATHEY RENE	734	1 STUB ONLY
54536	1,488.11	RAMOS LEON/YOSENIA	776	1 STUB ONLY
54537	1,722.96	TOBIAS/ANTHONY JORDAN	746	1 STUB ONLY
54538	491.62	VEGA/ASHLEY MAKAYLA	753	1 STUB ONLY
54539	2,040.37	BROWN/ANDREW EUGENE	762	1 STUB ONLY
54540	2,382.29	BRYANT/EZRA JOSEPH	752	1 STUB ONLY
54541	1,889.24	CARRETERO/VANESSA	402	1 STUB ONLY
54542	1,820.30	GREEN GROVE/BRAYDEN TAY	767	1 STUB ONLY
54543	3,366.25	HEINKS/RYAN DAVID	765	1 STUB ONLY
54544	1,820.30	HERNANDEZ/ANDY	780	1 STUB ONLY
54545	1,322.11	HILL/HANNAH GRACE	747	1 STUB ONLY
54546	1,745.30	LINARES/FRANCISCO JR	772	1 STUB ONLY
54547	2,228.63	MAGANA MARTINEZ JOEL	773	1 STUB ONLY
54548	3,449.46	MOORE/ROBERT HARRY	764	1 STUB ONLY
54549	1,991.23	MORALES/SKYLEENA ROSE	779	1 STUB ONLY
54550	2,393.87	PRIDEAUX/TRACI	448	1 STUB ONLY
54551	4,363.36	SCHIMPF/ROBERT BRIAN	766	1 STUB ONLY
54552	2,362.31	SHIELDS/ZION	708	1 STUB ONLY
54553	2,509.58	VILLARREAL/ISIDRO	707	1 STUB ONLY
54554	1,465.22	ALDRIDGE/GARY	618	1 STUB ONLY
54555	3,548.17	BOUDREAUX/ZACHARY MICHA	756	1 STUB ONLY
54556	106.06	GOLDSTROM/NORMAN	629	1 STUB ONLY
54557	1,845.52	HUGGINS/KYLE AARON	621	1 STUB ONLY
54558	2,451.16	MILLAN/MARCUS	622	1 STUB ONLY
54559	1,680.11	RIVERA/RYAN	733	1 STUB ONLY
54560	1,277.59	WENDT/EDDIE	626	1 STUB ONLY
54561	327.75	ALANIZ/WYATT BLAIN	757	1 STUB ONLY
54562	93.64	ARIAS/KAYLA OLIVIA	774	1 STUB ONLY
54563	355.07	BARSS/TYLER ANN	758	1 STUB ONLY
54564	1,830.72	GARVER/ELIJAH	712	1 STUB ONLY
54565	31.22	RUBIO/IVAN	750	1 STUB ONLY
54566	1,808.88	ARROYO/MARIE	623	1 STUB ONLY
54567	1,533.56	QUIROZ/PATRICK P	512	1 STUB ONLY
54568	2,368.43	RAMIREZ/GABRIEL GRACILI	761	1 STUB ONLY
54569	1,848.70	RAMIREZ/JUAN	608	1 STUB ONLY
54570	721.34	RANGEL/JOSE A	775	1 STUB ONLY
54571	3,207.43	HIFNER/CHRISTOPHER	736	1 STUB ONLY

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
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TOTALS FOR CHECK FORM: STUB

NEGOTIABLE CHECKS			COUNTS
0.00	*EMPLOYEE CHECKS		0
0.00	*VENDOR CHECKS		0
0.00	*BANK CHECKS		0
0.00	**TOTAL NEGOTIABLE CHECKS		0

OTHER CHECKS

0.00	*MANUAL CHECKS		0
0.00	*CANCELLED CHECKS		0
0.00	**TOTAL FOR CHECK FORM		

NON-NEGOTIABLE CHECKS

82,733.79	*DIRECT DEPOSIT STUBS		43
676.44	*VENDOR DIR DEP STUBS		3

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
1	104	71,706.53	52,635.65	52,174.57
1	105	9,002.25	14,286.15	13,925.47
1	106	.00	871.42	871.42
1	107	.00	10,812.99	10,452.33
1	121	.00	2,102.57	2,102.57
1	141	3,207.43	3,207.43	3,207.43

NOTE--"HOME TOTALS" CHECK AMOUNT CAN BE RECONCILED TO THE FIGURES
 OF THE FOLLOWING REPORTS:

- #1 CALCULATION TOTALS BY HOME FUND (NET PAY + REIMB. EXP.)
- #2 PAYROLL REGISTER (CHECK AMOUNT)

NOTE--"WORKED TOTALS" CHECK AMOUNT CAN BE RECONCILED TO THE FIGURES
 OF THE FOLLOWING REPORTS:

- #1 CALCULATION TOTALS BY FUND WORKED (NET PAY + REIMB. EXP.)
- #2 LABOR DISTRIBUTION (NET PAY + REIMB. EXP.)

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026

EMR CODE	FUND CODE	DEPT CODE		HOME TOTALS	FULL EMPLOYEE	PART EMPLOYEE	TEMP COUNTS	FEMALE
1	104	402	ADMINISTRATION	9,666.75	3			2
1	104	403	FINANCE	10,881.87	5	1	1	6
1	104	421	POLICE	35,684.60	15			4
1	104	431	STREET	12,373.83	5	2		
1	104	471	RECREATION	3,099.48	1	7		4
1	105	461	WATER	9,002.25	4	2		1
1	141	421	POLICE	3,207.43	1			
TOTAL				83,916.21	34	12	1	17

PERIOD 3 DATING 1/12/2026- 1/25/2026 CHECK DATE 1/30/2026

EMPLOYER CODE	FUND CODE	HOME TOTALS	WORKED TOTALS	WORKED DIR DEP
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GRAND TOTALS

NEGOTIABLE CHECKS	COUNTS
1,182.42 *EMPLOYEE CHECKS	4
63.69 *VENDOR CHECKS	1
0.00 *BANK CHECKS	0
1,246.11 ***TOTAL NEGOTIABLE CHECKS	5

OTHER CHECKS

0.00 *MANUAL CHECKS	0
0.00 *CANCELLED CHECKS	0

1,246.11 ***GRAND TOTAL

NON-NEGOTIABLE CHECKS

82,733.79 *DIRECT DEPOSIT STUBS	43
676.44 *VENDOR DIR DEP STUBS	3

83,410.23 **TOTAL NON-NEGOTIABLE CHECKS 46

NEGOTIABLE CHECKS/NON-NEGOTIABLE CHECKS

1,182.42 *EMPLOYEE CHECKS	4
63.69 *VENDOR CHECKS	1
0.00 *BANK CHECKS	0
82,733.79 *DIRECT DEPOSIT STUBS	43
676.44 *VENDOR DIR DEP STUBS	3

84,656.34 ***TOTAL NEGOTIABLE & NON-NEGOT 51

0.00 *OTHER CHECKS 0

84,656.34 ***TOTAL NEG, NON-NEG, OTHER CHECKS

TOTAL SEQ 1 FEMALES 17



Agenda Item Staff Report

Agenda Item Number:

H.4.

Meeting Date:

February 10, 2026

Wording for Agenda:

Adoption of Resolution No. 2026-04, A Resolution of the City Council of the City of Exeter Approving an Updated Salary Schedule to Include the Code Enforcement Officer Classification.

Submitting Department:

Administration

Contact Name:

Jason Ridenour, City Administrator

Department Recommendation:

Staff recommends that the City Council take the following actions:

1. Adopt the Code Enforcement Officer classification as a represented position within the CLOCEA bargaining unit.
2. Approve the salary range for the Code Enforcement Officer classification as set forth in the updated salary schedule.
3. Approve the updated personnel allocation reflecting the addition of one (1) full-time Code Enforcement Officer position in the Public Works Department.

Background & Summary:

On January 21, 2026, the City completed the meet-and-confer process with the California League of City Employees Association (CLOCEA) regarding the establishment of a new Code Enforcement Officer classification. CLOCEA approved the creation of the classification, including its represented status and associated salary range.

Since 2021, the City has addressed code enforcement and some animal control-related coordination responsibilities via the Community Services Officer (CSO)/Code Enforcement Officer. As part of the City's approved Measure P spending plan, the City anticipated transitioning code enforcement functions to the Police Department through the Community Services Officer (CSO) position. Prior to this transition, code enforcement responsibilities were performed by the Public Works Department.

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R.

The Police Chief and Administration evaluated the code enforcement operations regarding the flow of information to effectively resolve code enforcement concerns. The recommendation was made after the review that the operation of code enforcement is best suited to be managed within the Public Works Department. Code enforcement is not commonly a function of law enforcement. Code enforcement responsibilities include nuisance abatement, property maintenance enforcement, zoning and signage compliance, building permit compliance, and related field investigations. Disciplines that are more in line with the knowledge and experience of Public Works personnel.

To address these operational needs, staff recommend a Code Enforcement Officer classification to centralize enforcement of municipal codes, ordinances, nuisance abatement, and related animal control functions to coordinate with City of Visalia Animal Control. The position is intended to focus specifically on code enforcement activities and is therefore to be assigned to the Public Works Department, aligning these responsibilities with other regulatory, maintenance, and abatement functions of the department and improving overall efficiency and service delivery. The Public Works Department currently receives code enforcement complaints from the community via phone calls, email, and through the My City of Exeter Application. The recommended transition of responsibilities back to Public Works provides for coordinated communication of information within a single department to more effectively resolve code enforcement concerns in a timely manner.

Following City Council approval of this item, staff would begin recruitment to fill the Code Enforcement Officer position. This staff report brings the approved classification forward for City Council consideration and adoption, along with the associated salary range and updated personnel allocation.

Fiscal Impact:

Funding for the proposed Code Enforcement Officer position will be supported by existing budgeted funds. Resources that were originally allocated for the Community Services Officer (CSO) position that was assigned Code Enforcement will be reallocated to fund the Code Enforcement Officer position.

As a result, approval of this item does not create a new or additional fiscal impact and does not require a budget amendment or additional appropriation.

Prior City Council Actions:

None associated with this item.

Attachments:

- DRAFT Proposed Code Enforcement Officer Job Description
- DRAFT Updated Salary Schedule with 5 yr. history
- DRAFT Updated Personnel Allocation
- Resolution No. 2026-04

Recommended motion to be made by the City Council:

I move to adopt Resolution No. 2026-04, adding the Code Enforcement Officer classification as a represented position within the CLOCEA bargaining unit; approving the associated salary range as reflected in the updated salary schedule; and approving the updated personnel allocation reflecting the addition of one (1) full-time Code Enforcement Officer position in the Public Works Department, with funding reallocated from the Community Services Officer position.



CODE ENFORCEMENT OFFICER

FLSA Status: Non-Exempt

Salary: \$4,203 – \$5,109 per month

Bargaining Unit: CLOCEA

DEFINITION:

Under general supervision, performs a variety of duties in support of the City's code enforcement program, including the investigation, inspection, and enforcement of municipal codes and ordinances. Responsibilities include responding to complaints related to property maintenance, zoning, signage, housing, public nuisances, and other code violations; promoting voluntary compliance; issuing citations; and initiating abatement actions. The position requires discretion, independent judgment, and tact in frequent interactions with the public, City staff, and outside agencies.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from the Public Works Director. Exercises no direct supervision over staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Illustrative only; including but not limited to)

- Patrols and inspects assigned areas to monitor for violations of City codes, ordinances, and regulations.
- Receives, investigates, and documents complaints regarding municipal code violations.
- Conducts field inspections of residential, commercial, and industrial properties; gathers evidence; interviews complainants, witnesses, and property owners; and compares findings to applicable codes.
- Prepares and issues notices of violation, warnings, citations, and correspondence.
- Coordinates code enforcement actions with City departments, legal counsel, and other agencies as necessary.
- Conducts follow-up inspections to ensure compliance; prepares cases for legal action and testifies at hearings or in court.
- Provides guidance and information to property owners, tenants, developers, businesses, and the public regarding municipal codes, ordinances, and compliance requirements.
- Maintains detailed records of inspections, complaints, violations, citations, and abatement actions.

- Prepares reports, memoranda, and statistical data related to code enforcement activities.
- Participates in public education and outreach regarding code compliance.
- Operates City vehicles, office equipment, and computer systems for inspections, reporting, and communication.
- Helps with removal of trash and other discarded items such as couches, shopping carts, and other undesirable items littering the City.
- Investigates complaints involving animals, including noise, bites, and public nuisance violations.
- Enforces City and State animal control regulations; issues warnings and citations for violations.
- Captures, transports, and impounds stray, abandoned, or dangerous animals in a safe and humane manner.
- Coordinates with animal shelters, veterinarians, and other agencies to ensure proper care, quarantine, or adoption of impounded animals.
- Responds to calls regarding injured or deceased animals; arranges for removal or care as appropriate.
- Provides information to the public regarding animal control ordinances, licensing requirements, and responsible pet ownership.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

- High school diploma or GED required; college coursework in public administration, planning, law enforcement, or a related field desirable.
- Two (2) years of experience in municipal code, inspection, regulatory compliance, or related field; public-facing experience preferred.

Knowledge of:

- Municipal code, ordinances, zoning, property maintenance, and related regulations.
- Inspection, investigation, and enforcement methods and procedures.
- Legal documentation and evidentiary requirements for administrative and court proceedings.
- Effective public relations, customer service, and conflict resolution techniques.
- Modern office practices, recordkeeping, and computer applications.
- Occupational hazards and safety practices related to field inspections

Ability to:

- Interpret, apply, and explain City codes, ordinances, and regulations.
- Conduct inspections and investigations tactfully and effectively.

- Prepare accurate and detailed reports, correspondence, and legal documentation.
- Establish and maintain cooperative working relationships with staff, the public, and other agencies.
- Manage multiple inspections, complaints, and enforcement actions efficiently.
- Communicate effectively orally and in writing.

Licenses and Certifications:

- Possession of a valid California Class C Driver's License by time of appointment.
- Possession of or ability to obtain a PC832 Laws of Arrest Certificate within 3 months of appointment.
- Ability to work evenings and/or weekends as necessary.

PHYSICAL DEMANDS:

- Frequent walking, standing, bending, stooping, kneeling, climbing, and reaching during inspections.
- Lift, carry, push, or pull up to 40–50 pounds with proper equipment.
- Operate office equipment, computer systems, and City vehicles.

WORK ENVIRONMENT:

- Work is performed in both office and field settings with exposure to outdoor weather, uneven terrain, and potential hazards.
- Contact with upset or noncompliant individuals may occur.
- Exposure to moderate to high noise levels and environmental conditions including dust, fumes, and temperature extremes.
- Independent travel throughout the City is required.

CITY OF EXETER FY2025-2026 SALARY SCHEDULE

Effective date: 02/10/2026

MISCELLANEOUS CLASSIFICATIONS	BU	STEP A	STEP B	STEP C	STEP D	STEP E	PATTERN
City Administrator	Unrep	13,060	13,713	14,262	14,832	15,426	5,4,4,4,
Finance Director	Unrep	9,051	9,503	9,978	10,477	11,001	5*
Public Works Director	Unrep	8,548	8,975	9,424	9,895	10,390	5*
Community Services Director	Unrep	7,811	8,201	8,611	9,042	9,494	5*
City Clerk/Human Resources Manager	Unrep	7,184	7,543	7,920	8,316	8,732	5*
Operations Manager	Unrep	6,364	6,682	7,016	7,367	7,735	5*
Deputy City Clerk/Personnel Officer	Unrep	6,007	6,308	6,623	6,954	7,302	5*
Finance Manager	Unrep	6,332	6,649	6,981	7,330	7,697	5*
Chief Operator	CLOCEA	5,327	5,594	5,873	6,167	6,475	5*
Operator II, Water/Wastewater	CLOCEA	4,831	5,072	5,326	5,592	5,872	5*
Operator I, Water/Wastewater	CLOCEA	4,584	4,814	5,054	5,307	5,572	5*
Crew Leader	CLOCEA	4,410	4,631	4,863	5,106	5,361	5*
Mechanic II	CLOCEA	4,398	4,618	4,849	5,092	5,346	5*
Senior Clerk Dispatcher	CLOCEA	4,246	4,458	4,681	4,915	5,161	5*
Recreation Supervisor	CLOCEA	4,203	4,413	4,634	4,865	5,109	5*
Community Services Officer	CLOCEA	4,203	4,413	4,634	4,865	5,109	5*
Code Enforcement Officer	CLOCEA	4,203	4,413	4,634	4,865	5,109	5*
Maintenance Technician	CLOCEA	4,148	4,355	4,573	4,802	5,042	5*
Skilled Maintenance Worker	CLOCEA	3,792	3,982	4,181	4,390	4,609	5*
Accounting Assistant	CLOCEA	3,755	3,943	4,140	4,347	4,564	5*
Administrative Assistant	CLOCEA	3,792	3,982	4,181	4,390	4,609	5*
Senior Administrative Assistant	CLOCEA	4,246	4,458	4,681	4,915	5,161	5*
Recreation Coordinator	CLOCEA	3,792	3,982	4,181	4,390	4,609	5*
Records Clerk	CLOCEA	3,703	3,889	4,083	4,287	4,501	5*
Animal Control/Code Enforcement	CLOCEA	3,654	3,837	4,028	4,230	4,441	5*
Maintenance I	CLOCEA	3,610	3,790	3,980	4,179	4,388	5*
Office Assistant	CLOCEA	3,276	3,440	3,612	3,793	3,982	5*
Recreation Leader	CLOCEA	3,276	3,440	3,612	3,793	3,982	5*

POLICE CLASSIFICATIONS	BU						PATTERN
Chief of Police	Unrep	11,089	11,644	12,226	12,837	13,479	*5
Lieutenant	Unrep	8,318	8,734	9,171	9,629	10,111	*5
Sergeant	EPOA	6,564	6,892	7,237	7,598	7,978	*5
Police Officer	EPOA	5,143	5,400	5,670	5,953	6,251	*5
Police Officer Trainee	CLOCEA	4,885	5,129	5,386	5,655	5,938	*5

E-Step Police Officer is the benchmark position upon which linked formulas are based.

***All salaries shown are monthly amounts.*

HOURLY EMPLOYEE SALARY SCHEDULE	Effective 1/1/2021	Effective 1/1/2022	Effective 1/1/2023	Effective 1/1/2024	Effective 1/1/2025	Effective 1/1/2026
Recreation Assistant	14.00	15.00	15.50	16.00	16.50	16.90
Recreation Leader	18.00	18.00	18.00	18.00	18.00	18.00
Sport Official	14.00	15.00	15.50	16.00	16.50	16.90
Maintenance	14.00	15.00	15.50	16.00	16.50	16.90
Office/ Administrative I	14.00	15.00	15.50	16.00	16.50	16.90
Office/ Administrative II	16.00	17.00	17.00	17.00	17.00	17.00
Police Reserve	19.00	25.00	25.00	25.00	26.00	26.00
Special Projects and Training Coordinator			53.93	53.93	56.09	56.09

*Includes California Minimum Wage Increases pursuant to State Law

CITY COUNCIL MEMBERS

Exeter City Council Member

*\$10.00 per meeting not to exceed four meetings in any calendar month pursuant to

City of Exeter Municipal Code §2.04.030

<p>02/10/2026: Council Adopted New Classification of the Code Enforcement Officer No salary increases. Updated salary schedule to include new classification of Code Enforcement Officer at \$4,203 - \$5,109 per month.</p>
<p>12/9/25: Council Approved a Salary Adjustment (Resolution No. 2025-43) SALARY INCREASES: Updated salary schedule to reflect State of California mandated minimum wage increase from \$16.50 to \$16.90 effective 1/1/26.</p>
<p>6/24/25: Council Approved a Salary Adjustment (Resolution 2025-23) SALARY INCREASES: Updated salary schedule to reflect the 4% increase effective 7/1/25 for EPOA, CLOCEA, and Mid-Management employees, previously approved in 2024 labor negotiations.</p>
<p>5/13/25: Council Approved a Salary Adjustment (Resolution 2025-11) SALARY INCREASES: Updated salary schedule to reflect previously approved salary adjustments for the Chief of Police and City Administrator positions. The updated schedule incorporates the salary of \$13,479 per month for the Chief of Police, effective pursuant to the contract approved on April 22, 2025, and a salary of \$15,426 per month for the City Administrator, effective May 27, 2025.</p>
<p>1/14/25: Council Approved a Salary Adjustment (Resolution 2025-01) SALARY INCREASES: Updated salary schedule to increase minimum wage from \$16.00 per hour to \$16.50 per hour. With the increase in minimum wage to \$16.50 per hour, the new minimum salary for exempt employees will be \$68,640 annually, or \$5,720 per month.</p>
<p>10/08/2024: Council Approved a Salary Adjustment (Resolution 2024-28) SALARY INCREASES: Updated salary schedule to show a 4.0% pay increase effective July 01, 2024 for Exeter Police Officer Association (EPOA) employees, unrepresented Middle Managers, Department Heads, and City Administrator and a 4.0% pay increase effective August 12, 2024 for California League of City Employees Associations (CLOCEA) employees, and an increase effective upon salary schedule approval by the City Council for employees in the hourly employee classifications of Police Reserve and Special Projects and Training Coordinator to reflect the increase in the full-time equivalent, as well as adopt the City's Fiscal Year 2024/2025 Personnel Allocation, and adding the classification of Senior Administrative Assistant.</p>
<p>08/27/2024: Council Approved a Salary Adjustment SALARY INCREASE EFFECTIVE 08/12/2024: Updated salary scale to show a 4.0% increase to those in the California League of City Employees Associations (CLOCEA) group.</p>
<p>08/27/2024: Council Adopted a Salary Adjustment (Resolution 2024-24) SALARY INCREASE EFFECTIVE 07/01/2024: Updated salary scale to show a 4.0% increase to the unrepresented mid-management employees.</p>

<p>07/09/2024: Council Approved a Salary Adjustment</p> <p>SALARY INCREASE EFFECTIVE 07/01/2024:</p> <p>Updated salary scale to show a 4.0% increase to the Finance Director to extend her employment contract by two-years.</p>
<p>07/09/2024: Council Adopted a New MOU (Resolution 2024-19)</p> <p>SALARY INCREASE EFFECTIVE 07/01/2024:</p> <p>Updated salary scale to show a 4.0% increase to those in the Exeter Police Officers Association (EPOA).</p>
<p>06/25/2024: Council Approved a Salary Adjustment</p> <p>SALARY INCREASE EFFECTIVE 07/01/2024:</p> <p>Updated salary scale to show a 4.0% increase to the City Administrator to extend his employment contract by two-years.</p>
<p>01/23/2024: Council Adopted a Salary Adjustment (Resolution 2024-02)</p> <p>SALARY INCREASE EFFECTIVE FIRST FULL PAY PERIOD OF JANUARY 2024:</p> <p>An updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract. In addition, effective the first full pay period of January 2024, salary scale to be increased an additional 3%.</p>
<p>11/14/2023: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2023-28)</p> <p>SALARY INCREASES:</p> <p>Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer position salary range from \$65,772 (annual) to \$66,650 (annual) effective January 1, 2024, due to the minimum wage increase as of 01/01/2023 from \$15.50 to \$16.00.</p> <p>ALLOCATION CHANGES:</p> <p>From 2 FTE Detectives to 3 FTE Detectives From 8 FTE Police Officers to 7 FTE Police Officers</p>
<p>9/12/2023: Council Adopted Salary Adjustment and a Classification Changes (Resolution 2023-25)</p> <p>CLASSIFICATION CHANGE EFFECTIVE 9/25/2023:</p> <p>Adding new classification Finance Manager and setting the rate of pay Deleting the classification of Financial Analyst</p> <p>SALARY INCREASES:</p> <p>Updated salary scale to show a 5% increase to the Finance Director classification effective 09/25/2023 to adopt Finance Directors employment contract.</p>
<p>6/13/2023: Council Adopted a Salary Adjustment</p> <p>SALARY INCREASE EFFECTIVE 07/03/2023:</p> <p>Updated salary scale was adopted to show a 2% increase for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/03/2023</p>
<p>02/14/2023: Council Adopted a Salary Adjustment</p> <p>SALARY INCREASE EFFECTIVE 02/27/2023:</p> <p>Updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract.</p>

10/25/2022: Council Adopted Salary Adjustment and a Classifications Change (Resolution 2022-43)

CLASSIFICATION CHANGE EFFECTIVE 10/25/2022:

Correcting the Police Officer Trainee (New as of 06/28/2022) bargaining unit designation from Unrepresented to CLOCEA.

SALARY ADJUSTMENTS EFFECTIVE 12/16/2022:

Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer and Financial Analyst positions salary range from \$64,468-\$79,156 (annual) to \$64,480-\$79,156 (annual) effective December 19, 2022 due to the minimum wage increase as of 01/01/2023 from \$15.00 to \$15.50.

6/28/2022: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2022-25)

ALLOCATION CHANGES:

From 3 FTE Maintenance I to 3 FTE Maintenance I / Skilled Maintenance Worker (Flexible Allocation)

From 1 FTE Maintenance I to 1 FTE Crew Leader

From 2 FTE Maintenance I to 2 FTE Maintenance Technician

From 8.0 FTE Police Officer to 8.0 FTE Police Officer/Police Officer Trainee (Flexible Allocation)

CLASSIFICATION CHANGES:

Adding new classifications: Maintenance Technician; Skilled Maintenance Worker; and Police Officer Trainee

Deleting the classifications of Maintenance II; Maintenance III and Office/Police Records Assistant.

SALARY INCREASES:

Affirming salary increases 2% for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/04/2022

Approving salary increase to hourly minimum wage from \$15.00/hr to \$15.50/hr effective 01/01/2023

Correcting PD Lieutenant Classification Step error for B-E:

DESC	B STEP	C STEP	D STEP	E STEP
Was	\$ 7,917	\$ 8,233	\$ 8,564	\$ 8,906
Corrected	\$ 7,917	\$ 8,313	\$ 8,728	\$ 9,165
Inc from Corrections:		0.96%	1.92%	2.91%

12/14/2021 Council Approved Personnel Allocation and Classification Changes (Resolutions 2021-32 & 2021-33)

Allocation Changes

*Admin-from 2.5 FTE to 3.0 FTE (Replacing 0.5 FTE OA with a Deputy City Clerk/PO)

*Recreation-2.0 FTE to 1.0 FTE (Delete Rec Supervisor & Rec Leader and Add Rec Coordinator-New Classification)

*Finance-4.0 FTE to 5.0 FTE (Add OA)

*PD-18.5 FTE to 19.0 FTE (Replacing a 0.5 OA with a Records Clerk)

Net FTE changes: from 38.00 to 39.00 (increase by 1.0 FTE)

Classification Changes

Added Rec Coordinator classification with a salary range \$3,337-\$4,096 per month

Set Rec Leader hourly at \$18.00 per hour for 2021 and 2022 calendar years

Retitled Clerk Dispatcher to Records Clerk

8/10/2021 Council Approved Salary Increase (Resolution 2021-16)

Salary Increase: Police Reserve \$25 per hour effective July 5, 2021.

Correcting salary schedule approved by Resolution 2021-14:

*Added omitted classification: Community Services Officer with 3% pay increase effective July 5, 2021;

*Corrected typographical error for job title Records Clerk/Office Assistant.

6/22/2021 Council Approved Salary Increases (Resolution 2021-14)

Salary Increases: 3.0% for CLOCEA & EPOA members, Misc. Mid-Managers, Department Heads, and City Administrator effective July 5, 2021.

5/11/2021 Council Approved New Classification (Resolution 2021-10)

New Classification: Community Services Officer.

Increase in pay for part-time employees effective January 1, 2022 (Police Reserve \$19 to \$25 per hour and California Minimum Wage Increases pursuant to State Law).

**CITY OF EXETER
FY2025/2026 PERSONNEL ALLOCATION**

FTE	Dept	CLASSIFICATION	GENERAL FUND							NON-GENERAL FUNDS					Non GF Fund	Total	
			Admin	Fin	General Government	Police	Streets	Rec.	Parks	General Fund	Ins	Meas P	Water	Sewer			Refuse
1	Admin	City Administrator	0.30				0.08			0.38	0.09		0.25	0.28		0.62	1.00
1	Admin	Personnel Officer/City Clerk	0.15		0.20					0.35	0.25		0.25	0.15		0.65	1.00
1	Admin	City Clerk/ HR Manager	0.15		0.20					0.35	0.25		0.25	0.15		0.65	1.00
1	PW	Maintenance Technician					0.15			0.15			0.43	0.42		0.85	1.00
1	PW	Senior Administrative Assistant					0.15			0.15			0.45	0.40		0.85	1.00
1	PW	Operations Manager				0.10	0.20			0.30			0.40	0.25	0.05	0.70	1.00
1	PW	Mechanic II				0.20	0.20			0.40			0.30	0.30		0.60	1.00
1	PW	Crew Leader					0.05		0.20	0.25			0.37	0.38		0.75	1.00
1	PW	Skilled Maintenance Worker					0.35			0.35			0.40	0.20	0.05	0.65	1.00
1	PW	PW Director					0.30			0.30			0.35	0.25	0.10	0.70	1.00
1	PW	Maintenance I					0.10			0.10			0.75	0.15		0.90	1.00
1	PW	Skilled Maintenance Worker					0.10			0.10			0.75	0.15		0.90	1.00
1	PW	Maintenance Technician					0.50			0.50			0.45	0.05		0.50	1.00
3	PW	Maintenance I								-		3.00				3.00	3.00
1	PW	Code Enforcement Officer								-		1.00				1.00	1.00
1	Finance	Office Assistant			0.10					0.10			0.40	0.35	0.15	0.90	1.00
1	Finance	Finance Manager		0.15			0.10			0.25	0.05		0.30	0.35	0.05	0.75	1.00
1	Finance	Finance Director		0.25			0.10			0.35	0.08		0.27	0.30		0.65	1.00
1	Finance	Accounting Assistant			0.30					0.30			0.32	0.32	0.06	0.70	1.00
1	Finance	Accounting Assistant			0.30					0.30			0.32	0.32	0.06	0.70	1.00
1	Rec	Recreation Coordinator							0.95	0.95	0.05					0.05	1.00
1	Rec	Recreation Leader								-		1.00				1.00	1.00
20	PD	Police Positions					19.00			19.00						1.00	20.00
44		TOTAL:	0.60	0.40	1.10	19.30	2.38	0.95	0.20	24.93	0.77	6.00	7.01	4.77	0.52	19.07	44.00
		Funding Allocation %	1.4%	0.9%	2.5%	43.9%	5.4%	2.2%	0.5%	56.7%	1.8%	13.6%	15.9%	10.8%	1.2%	43.3%	100.0%

Police Personnel		
Chief	1	
Lieutenant	2	
Sergeant	4	Note on Police Officer Allocation
Detective	3	*1 FTE offset w/Measure P Fund)
Police Officer/ Police Officer Trainee	7	
School Resource Officer	1	
Records Clerk	1	
Sr. Clerk Dispatcher	1	
	<u>20</u>	

RESOLUTION NO. 2026-04
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER
APPROVING AN UPDATED SALARY SCHEDULE TO INCLUDE THE CODE
ENFORCEMENT OFFICER CLASSIFICATION

WHEREAS, the City of Exeter maintains an adopted salary schedule that establishes compensation ranges for City classifications; and

WHEREAS, the City has identified the need to establish a standalone Code Enforcement Officer classification to centralize municipal code enforcement functions and improve operational efficiency; and

WHEREAS, the City completed the meet-and-confer process with the California League of City Employees Association (CLOCEA) regarding the creation of the Code Enforcement Officer classification, and CLOCEA approved the classification on January 21, 2026; and

WHEREAS, the Code Enforcement Officer classification is a represented, non-exempt position assigned to the Public Works Department; and

WHEREAS, the City desires to update the salary schedule to formally include the Code Enforcement Officer classification with an approved monthly salary range of \$4,203 to \$5,109; and

WHEREAS, funds previously allocated to the Community Services Officer position will be reallocated to fund the Code Enforcement Officer position, resulting in no additional fiscal impact; and

WHEREAS, adoption of the updated salary schedule requires formal approval by resolution of the City Council.

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

1. Approval of Updated Salary Schedule.

The City Council hereby approves the updated salary schedule, attached hereto as Exhibit "A" and incorporated herein by reference, to include the Code Enforcement Officer classification with a monthly salary range of \$4,203 to \$5,109.

2. Implementation.

The City Administrator or designee is authorized and directed to take all actions necessary to implement the updated salary schedule, including updating internal

records and initiating recruitment consistent with the approved classification and compensation.

3. Effective Date.

This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Exeter this 10th day of February 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jacob Johnson, Mayor

ATTEST:

Francesca Quintana, City Clerk



Agenda Item Staff Report

Agenda Item Number:

H.5.

Meeting Date:

February 10, 2026

Wording for Agenda:

Approval of a Two-Year School Resource Officer Agreement Between the City of Exeter and the Exeter Unified School District for Fiscal Years 2026–2028 (pp.)

Submitting Department:

Administration

Contact Name:

Jason Ridenour, City Administrator

Department Recommendation:

Staff recommends that the City Council approve the School Resource Officer (SRO) Agreement between the City of Exeter and the Exeter Unified School District for the term of July 1, 2026, through June 30, 2028, and authorize the City Administrator to execute the Agreement on behalf of the City.

Summary:

The City of Exeter and the Exeter Unified School District (EUSD) have maintained a long-standing partnership through the School Resource Officer (SRO) Program to promote campus safety, reduce juvenile crime, and foster positive relationships between students, families, school staff, and law enforcement.

On July 1, 2024, the City Council approved a two-year School Resource Officer Agreement with EUSD for the term ending June 30, 2026. That agreement originally provided for the assignment of two (2) School Resource Officers to serve EUSD campuses. On January 10, 2026, the City Council approved Addendum No. 1, which reduced SRO staffing from two (2) officers to one (1) officer for the remainder of the 2025–2026 school year and adjusted the monthly reimbursement accordingly.

The proposed agreement establishes a new two-year contract for SRO services for the period of July 1, 2026, through June 30, 2028, and will replace the current agreement and addendum upon their expiration. The agreement continues the assignment of one (1) full-time sworn

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R.

police officer as an SRO and reflects updated annual service hours of 2,080 per year. The proposed agreement also updates funding provisions to reflect current staffing levels and includes language allowing for future reimbursement adjustments based on approved salary changes and collective bargaining negotiations.

All other operational, supervisory, and indemnification provisions remain substantially consistent with prior agreements and continue to clearly define the roles and responsibilities of both the City and EUSD.

Fiscal Impact:

EUSD will reimburse the City of Exeter \$13,703 per month, totaling \$164,431 annually, toward the SRO’s salary, benefits, and school-related overtime.

Key fiscal provisions include:

- The SRO rate will be adjusted annually based on approved salary adjustments.
- Reimbursement amounts are subject to change based on future negotiations between the City of Exeter and the Exeter Police Officers Association.
- The City remains responsible for costs associated with non-school-related duties and overtime.
- If the SRO does not provide 2,080 hours of service during a school year (excluding required training), the reimbursement will be prorated.

Funding impacts will be incorporated into the Police Department’s annual operating budget.

Prior City Council Actions:

- July 1, 2024 – City Council approved the 2024–2026 School Resource Officer Agreement with EUSD
- January 10, 2026 – City Council approved Addendum No. 1 reducing SRO staffing to one (1) officer and adjusting monthly reimbursement

Attachments:

- 2024-2026 SRO Agreement
- DRAFT 2026-2028 SRO Agreement

Recommended motion to be made by the City Council:

I move to approve the School Resource Officer Agreement between the City of Exeter and the Exeter Unified School District for the term of July 1, 2026, through June 30, 2028, and authorize the City Administrator to execute the Agreement on behalf of the City.

2024-2026
SCHOOL RESOURCE OFFICER AGREEMENT
Between the City of Exeter Police Department
and the Exeter Unified School District

This Agreement is made and entered into by and between the City of Exeter (hereinafter "CITY") and the Exeter Unified School District (hereinafter "EUSD") effective July 1, 2024.

SECTION 1. PURPOSE OF AGREEMENT

The AGREEMENT formalizes the relationship between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between law enforcement and the youth of our community, with the goal of reducing crime committed by juveniles and young adults. This AGREEMENT delineates the mission, organizational structure, and procedures of the School Resource Officer Program (hereinafter the "SRO Program") as a joint cooperative effort between the EUSD and CITY. The success of this program relies upon the effective communication between all involved employees, the principal of each individual Exeter school, and other key staff members of each organization.

SECTION 2. TERM

The term of this AGREEMENT shall begin on July 1, 2024, and end on June 30, 2026, unless terminated earlier as provided herein. The parties may renew this AGREEMENT only by separate written agreement or addendum hereto, which must be executed by both parties.

SECTION 3. MISSION, GOALS, AND OBJECTIVES

The mission of the SRO Program is the reduction and prevention of school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure and orderly learning environments for students, teachers and staff. This is accomplished by assigning a Law Enforcement Officer employed by CITY (hereinafter referred to as "SRO") to EUSD facilities on a permanent basis.

Goals and objectives are designed to develop and enhance rapport between youth, police officers, school administrators and parents. Goals of the SRO Program include:

1. Reduce incidents of school violence.
2. Maintaining a safe and secure environment on school grounds.
3. Reduction of criminal offenses committed by juveniles and young adults.
4. Establish a rapport between the SRO and the student population.

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5. Establish rapport between the SRO and parents, faculty, staff and administrators.

Moreover, the SRO will establish a trusting channel of communication with students, parents and teachers. The SRO will serve as a positive role model to instill in students' good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. The SRO will promote citizen awareness of the law to enable students to become better-informed and effective citizens, while empowering students with the knowledge of law enforcement efforts and obligations regarding enforcement as well as consequences for violations of the law. The SRO *can provide assistance* to students and parents concerning problems they face as well as providing information on community resources available to them.

SECTION 4. ORGANIZATIONAL STRUCTURE

A. Composition. CITY shall assign one (1) full time law enforcement officer to serve as SRO for EUSD for the entire school year, and one (1) full time law enforcement officer to serve as SRO for EUSD 180 days a school year. CITY shall retain the exclusive right to exercise the customary functions of management. The SRO's will be certified by the State of California and meet all requirements as set forth by the California Police Officer Standards and Training.

B. Supervision. The administrative control of the SRO Program will be the responsibility of the CITY. Responsibility for the conduct of the SRO's, both personally and professionally, shall remain solely with CITY. The SRO's are employed and retained by the CITY, and in no event will be considered an employee of the EUSD. Day-to-day operation and scheduling for the combined annual 3,520 hours school is in session will be the responsibility of EUSD with the approval of CITY. The Police Department and the EUSD shall each name a contact person who will monitor the program. Each principal will designate a contact person for the school to facilitate communication.

SECTION 5. PROCEDURES

A. Selection. The SRO position will be filled per Police Department directives and selection process. The CITY will make the final selection of any SRO vacancy.

B. SRO Program Structure. The SRO Program shall utilize the SRO Triad concept as set forth by NASRO (National Association of School Resource Officers), which is attached hereto and incorporated herein by reference.

Under this framework, the SRO is first and foremost a law enforcement officer for the providing law enforcement agency. The SRO shall be responsible for carrying

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out all duties and responsibilities of a law enforcement officer and shall remain at all times under the control, through the chain of command, of the law enforcement agency. All acts of commission or omission shall conform to the guidelines of the providing law enforcement agency directives.

School officials should ensure that non-criminal student disciplinary matters remain the responsibility of school and staff and not the SRO. Enforcement of the code of student conduct is the responsibility of teachers and administrators. The SRO shall refrain from being involved in the enforcement of disciplinary rules that do not constitute violations of law, except to support staff in maintaining a safe school environment.

The SRO is not a formal counselor or educator, and will not act as such. However, the SRO may be used as a resource to assist students, faculty, staff, and all persons involved with the school. The SRO can be utilized to help instruct students and staff on a variety of subjects, ranging from alcohol and drug education to formalized academic classes. The SRO may use these opportunities to build rapport between the students and the staff. The CITY recognizes, however, that the EUSD shall maintain full, final, and plenary authority over curriculum and instruction in the EUSD, including the instruction of individual students. The Parties recognize and agree that classroom instruction is the responsibility of the classroom teacher, not the CITY or its employees, and the CITY and its employees shall not attempt to control, influence, or interfere with any aspect of the school curriculum or classroom instruction except in emergency situations.

SECTION 6. DUTIES AND RESPONSIBILITIES

A.SRO. The responsibilities of the SRO will include but are not be limited to:

1. Enforce criminal law and protect the students, staff, and public at large against criminal activity. The SRO shall follow the chain of command as set forth in the policies and procedures manual of the CITY. School authorities and the parents of any child involved shall be notified as quickly as possible when the SRO takes any direct law enforcement action involving a student, on-campus or off-campus, during school hours.
2. Complete reports and investigative crimes committed on campus.
3. Coordinate, whenever practical, investigative procedures between law enforcement and school administrators. The SRO shall abide by all applicable legal requirements concerning interviews or searches should it become necessary to conduct formal law enforcement interviews or searches with students or staff on property or at school functions under the jurisdiction of the EUSD. The SRO

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will not be involved in searches conducted by school personnel unless a criminal act is involved or unless school personnel require the assistance of the SRO because of exigent circumstances, such as the need for safety or to prevent flight. Formal investigations and arrests by law enforcement officials will be conducted in accordance with applicable legal requirements.

4. Take appropriate enforcement action on criminal matters as necessary. The SRO shall, whenever practical, advise the principal before requesting additional enforcement assistance on campus and inform the principal of any additional law enforcement responsibilities that may need to be undertaken.

5. The SRO will wear the CITY issued uniform with all normal accessories and equipment, including a CEW (Conducted Electrical Weapon), OC (pepper spray) and firearm. The Exeter Police Department Chief of Police or his designee may allow an exception to this rule at his/her discretion based on investigatory or policing needs.

6. The SRO shall be highly visible throughout the campus, yet be unpredictable in their movements. For officer safety reasons, the SRO shall not establish any set routing, which allows predictability in their movements and their locations.

7. Confer with the principal to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school-related activities.

8. Comply with all laws, regulations, and school board policies applicable to employees of the EUSD, including but not limited to laws, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises, provided the SRO shall under no circumstances be required or expected to act or in a manner inconsistent with their duties as law enforcement officers. The use of confidential school records by the SRO shall be done only with the principal's approval and as allowed under the Family Educational Rights and Privacy Act. Any existing rights or benefits of personnel assigned under this agreement shall not be abridged, and remain in full effect.

9. Provide information concerning questions about law enforcement topics to students and staff.

10. Develop expertise in presenting various subjects, particularly in meeting federal and state mandates in drug/alcohol abuse prevention education, and provide these presentations at the request of the school personnel in accordance with the established curriculum.

11. Prepare lesson plans necessary for approved-classroom instruction.
12. Provide supervised classroom instruction on a variety of law related education and other topics deemed appropriate and approved by the SRO's agency supervisor and a school administrator.
13. The SRO shall attend school special events as needed (for example, PTA meetings). Upon request and approval by the EUSD, any other expenses generated beyond the Scheduled workday (for example, school dances, football games, etc.) by the SRO or any other Exeter Police Officer in his/her absence, will be billed to the EUSD as they occur, by mailing an invoice within 30 days of the occurrence.
14. Attend law enforcement agency in-service training as required. Reasonable attempts will be made to schedule such training to minimize his/her absence from school on an instructional day.
15. Attend meetings of parent and faculty groups to solicit their support and understanding of the school resource program and to promote awareness of law enforcement functions.
16. The SRO will be familiar with all community agencies offering assistance to youths and their families such as mental health clinics, drug treatment centers, etc. and may make referrals when appropriate.
17. It is the responsibility of the SRO to report schedule conflicts to the EUSD.

B. SRO SUPERVISOR. The responsibilities of the SRO supervisor will include but are not be limited to:

1. Coordinate work assignments of the SRO.
2. Ensure SRO compliance with CITY directives.
3. Coordinate scheduling and work hours of the SRO's (Vacation requests, sick leave, mandated training etc.)
4. Work with the schools to make any adjustments to the SRO program throughout the school year.
5. Complete the SRO's annual performance evaluation. The SRO supervisor will request feedback from the schools designated contact person during the evaluation process.

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C.EUSD. The responsibilities of the EUSD will include but are not limited to:

1. The EUSD shall provide the SRO with a private, appropriately furnished and climate controlled office space at the schools that can be secured and is reasonably acceptable to the CITY. This shall include but is not limited to a desk with drawers, chair, filing cabinet for files and records which can be properly locked and secured, a telephone and computer.

2. Reasonable opportunity to address students, teachers, school administrators, and parents about the SRO program, goals and objectives. Administrators shall seek input from the SRO regarding criminal justice problems relating to students and site security issues.

3. When school personnel discover weapons, drugs, alcohol, or the illegal contraband on school property, the SRO shall be notified as soon as reasonably possible. If no juvenile or criminal charges are to be filed and no administrative action is to be taken by the Schools, the contraband shall be confiscated by the SRO according to Police Department policy and properly disposed of.

4. School personnel shall timely notify the SRO with the names of specific individuals who are not allowed on school property, and shall notify the SRO of any anticipated parental problems resulting from disciplinary action taken against a student.

5. Work cooperatively with the CITY to make any needed adjustments to the SRO program throughout the year.

6. Provide the CITY with updated copies of all laws, rules, regulations, and school board policies applicable to employees of the School, including but not limited to laws, rules, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises.

SECTION 7. ENFORCEMENT

Although the SRO has been placed in a formal educational environment, he/she are not relieved of the official duties as an enforcement officer. The SRO shall intervene when it is necessary to prevent any criminal act or maintain a safe school environment. Citations shall be issued and arrests made when appropriate and in accordance with California state law and department policy. The SRO, CITY and the Tulare County District Attorney will have the final decision on whether criminal charges shall be filed.

The CITY will reserve the right to temporarily remove the SRO in the event that additional officers are needed during a critical incident or natural disaster.

SECTION 8. FUNDING

1. Salaries:

EUSD shall pay on the first of the month and no later than the tenth of the month of the City of Exeter \$20,523 Per Month for a total of \$246,276 per annum towards the SRO's hourly rate and benefits and any overtime related to the SRO's school duties. CITY shall pay the remaining balance and any overtime related to non-SRO duties, at time and a half for the hourly wage for the officer. If the SRO's do not provide service to the District for 3,520 hours in a school year, other than for attendance at necessary trainings, the amount paid by the District shall be adjusted by a daily rate for the number of days service was not provided.

2. Supplemental Services:

EUSD will provide school specific funding for vehicle decals and anything not normally supplied by CITY.

CITY will supply any Police Officer Standards and Training mandated training and law enforcement specific equipment pursuant to CITY policy.

SECTION 9. TERMINATION

EUSD or CITY may terminate this agreement without cause any time after the effective date, by giving a thirty (30) day written notice to the other party. In the event of termination, EUSD shall compensate CITY for all costs to the date of termination. CITY shall continue to provide services after notice to terminate and during the thirty (30) day notice period unless EUSD, in the notice, requests CITY not perform Services. The notice shall be deemed given when personally delivered to the EUSD or CITY representative or three (3) days after the date the notice is deposited in the United States mail, first-class postage paid, and addressed to the appropriate representative as specified in this agreement. In the event agreement is terminated pursuant to this section, the parties acknowledge that the amount owed pursuant to Section 8 will be prorated according to the months in the contract year that this agreement was in effect.

SECTION 10. INDEMNIFICATION

1. EUSD shall indemnify, defend, and hold harmless CITY, its officers, officials, employees, and volunteers from and against all liability, claims, damage, cost, expenses, awards, fines, judgments, and

expenses of litigation (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost) of every nature arising out of or in connection with the assigned officer's performance of work or his or her failure to comply with any of its obligations contained in the Agreement, except such loss or damage which was caused by the active negligence by the CITY, or the gross or willful misconduct of the assigned officer.

2. The CITY shall indemnify, defend, and hold harmless EUSD, its officers, officials, employees, and volunteers from and against any and all liability, claims, damage, cost, expenses, awards, fines, judgments, and expenses of litigation (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost) of every nature arising out of the active negligence by the CITY or the gross or willful misconduct of the assigned officer during the performance of work hereunder.

3. In the event of concurrent negligence on the part of EUSD or any of its officers, directors, trustees, employees, agents or volunteers, and CITY or any of its officers, officials, employees, agents or volunteers, the liability for any and all such claims, demands and actions in law equity for such losses, fines, penalties, forfeiture, costs and damages shall be apportioned under the State of California's theory of comparative negligence as presently established or as may be modified hereafter.

4. If EUSD rejects a tender of defense by the CITY and/or the assigned officer under this Agreement, and it is later determined that the CITY and/or the officer breached no duty of care and/or was immune from liability, EUSD shall reimburse the CITY and/or officer for any and all litigation expenses (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost). A duty of care or immunity determination may be made by a jury or a court, including a declaratory relief determination by a court after the CITY and/or officer settles a liability claim, with or without participation by the EUSD.

5. The Parties acknowledge that it is not the intent of the Agreement to create a duty of care by the CITY or its assigned officer that they would not owe in the absence of the Agreement. The Agreement does not create an affirmative duty of care (including, without limitation, a duty to protect, a duty to deter and/or duty to intervene) by the CITY or the assigned officer and the absence of the assigned officers and/or patrol vehicle is not a material breach of this Agreement. The Parties further acknowledge that by entering into this Agreement neither the CITY nor its assigned officer intends to waive any immunities to which they would be entitled in the absence of the Agreement.

SECTION 10A. WORKERS' COMPENSATION LIABILITY

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EUSD assumes workers' compensation liability for injury or death of its officers, agents, employees and volunteers, and assumes no workers' compensation responsibility for the elected and appointed officials, officers, and employees of the CITY.

The CITY assumes worker's compensation liability for injury or death of its elected and appointed officials, officers, and employees, and assumes no workers' compensation responsibility for the officers, agents, employees and volunteers of the EUSD.

SECTION 11. NOTICE

Any notice consent or other communication in connection with the agreement shall be in writing and may be delivered in person, by mail or by email. If hand-delivered, the notice shall be effective upon delivery. If by email, the notice shall be effective when sent. If served by mail, the notice shall be effective three (3) business days after being deposited in the United States Postal Service by certified mail, return receipt requested, addressed appropriately to the intended recipient as follows:

If to the CITY:
Chief of Police
Exeter Police
Department 100 N. C
Street
Exeter, CA 93221

If to the EUSD:
Superintendent of
Schools Exeter Unified
School District 215 N.
Crespi
Exeter, CA 93221

SECTION 12. INTEGRATION OF PRIOR TERMS AND CONDITIONS

This Agreement, including all recitals, constitutes the entire agreement of the Parties. This Agreement may be amended or modified only by the mutual written agreement of the Parties. This Agreement is invalid unless approved by the legislative body of each Party, although it may be executed by an authorized agent of each Party. An authorized agent of the City shall be a person specifically authorized by the legislative body of the City to execute this Agreement, at the level of City Administrator or City Attorney or equivalent.

The indemnity sections shall survive termination or expiration of this Agreement.

SECTION 13. INDEPENDENT CONTRACTOR STATUS

CITY, in the performance of this Agreement, shall be and act as an independent contractor. CITY understands and agrees that CITY and the CITY Parties shall not be considered officers, employees, agents, partners, or joint ventures of EUSD, and are not entitled to benefits of any kind or nature provided to employees of EUSD and/or to which EUSD's employees are entitled.

CITY agrees to advise everyone it designates or hires to perform any duty under this Agreement that they are not employees of EUSD.

SECTION 14. GOVERNING LAW

This agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its choice of law rules. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Tulare, subject to transfer of venue under applicable State law, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the EUSD.

SECTION 15. WAIVER

No delay or omission by EUSD or CITY in exercising any right under this agreement shall operate as a waiver of that or any other right, and no single or partial exercise of any right shall preclude the EUSD or CITY from any or further exercise of any right or remedy. Furthermore, the failure of EUSD or CITY to insist on strict compliance with any provision of this agreement will not be considered a waiver of any right to do so.

SECTION 16. RECORDS AND AUDIT

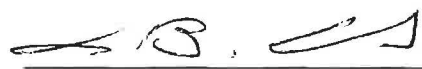
CITY shall maintain complete and accurate records with respect to the services rendered and

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the costs incurred under this agreement, including records with respect to any payments to employees and subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures. Upon request, CITY shall make such records available to EUSD for the purpose of auditing and copying such records for a period of five years from the date of final payment under this agreement.

SECTION 17. EXECUTION IN COUNTERPARTS

This agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed agreement.



Adam Ennis
City Administrator



George Eddy
Superintendent of EUSD

8/11/24

Date

8/12/2024

Date

2026-2028
SCHOOL RESOURCE OFFICER AGREEMENT
Between the City of Exeter Police Department
and the Exeter Unified School District

This Agreement is made and entered into by and between the City of Exeter (hereinafter "CITY") and the Exeter Unified School District (hereinafter "EUSD") effective July 1, 2026.

SECTION 1. PURPOSE OF AGREEMENT

The AGREEMENT formalizes the relationship between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between law enforcement and the youth of our community, with the goal of reducing crime committed by juveniles and young adults. This AGREEMENT delineates the mission, organizational structure, and procedures of the School Resource Officer Program (hereinafter the "SRO Program") as a joint cooperative effort between the EUSD and CITY. The success of this program relies upon the effective communication between all involved employees, the principal of each individual Exeter school, and other key staff members of each organization.

SECTION 2. TERM

The term of this AGREEMENT shall begin on July 1, 2026, and end on June 30, 2028, unless terminated earlier as provided herein. The parties may renew this AGREEMENT only by separate written agreement or addendum hereto, which must be executed by both parties.

SECTION 3. MISSION, GOALS, AND OBJECTIVES

The mission of the SRO Program is the reduction and prevention of school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure and orderly learning environments for students, teachers and staff. This is accomplished by assigning a Law Enforcement Officer employed by CITY (hereinafter referred to as "SRO") to EUSD facilities on a permanent basis.

Goals and objectives are designed to develop and enhance rapport between youth, police officers, school administrators and parents. Goals of the SRO Program include:

1. Reduce incidents of school violence.
2. Maintaining a safe and secure environment on school grounds.
3. Reduction of criminal offenses committed by juveniles and young adults.
4. Establish a rapport between the SRO and the student population.
5. Establish rapport between the SRO and parents, faculty, staff and administrators.

Moreover, the SRO will establish a trusting channel of communication with students, parents and teachers. The SRO will serve as a positive role model to instill in students' good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. The SRO will promote citizen awareness of the law to enable students to become better-informed and effective citizens, while empowering students with the knowledge of law enforcement efforts and obligations regarding enforcement as well as consequences for violations of the law. The SRO *can provide assistance* to students and parents concerning problems they face as well as providing information on community resources available to them.

SECTION 4. ORGANIZATIONAL STRUCTURE

A. Composition. CITY shall assign one (1) full-time law enforcement officer to serve as SRO for EUSD for the entire school year. CITY shall retain the exclusive right to exercise the customary functions of management. The SRO will be certified by the State of California and meet all requirements as set forth by the California Police Officer Standards and Training.

B. Supervision. The administrative control of the SRO Program will be the responsibility of the CITY. Responsibility for the conduct of the SRO, both personally and professionally, shall remain solely with CITY. The SRO is employed and retained by the CITY, and in no event will be considered an employee of the EUSD. Day-to-day operation and scheduling for the annual 2,080 working hours will be the responsibility of EUSD with the approval of CITY. The Police Department and the EUSD shall each name a contact person who will monitor the program. Each principal will designate a contact person for the school to facilitate communication.

SECTION 5. PROCEDURES

A. Selection. The SRO position will be filled per Police Department directives and selection process. The CITY will make the final selection of any SRO vacancy.

B. SRO Program Structure. The SRO Program shall utilize the SRO Triad concept as set forth by NASRO (National Association of School Resource Officers), which is attached hereto and incorporated herein by reference.

Under this framework, the SRO is first and foremost a law enforcement officer for the providing law enforcement agency. The SRO shall be responsible for carrying out all duties and responsibilities of a law enforcement officer and shall remain at all times under the control, through the chain of command, of the law enforcement agency. All acts of commission or omission shall conform to the guidelines of the

providing law enforcement agency directives.

School officials should ensure that non-criminal student disciplinary matters remain the responsibility of school and staff and not the SRO. Enforcement of the code of student conduct is the responsibility of teachers and administrators. The SRO shall refrain from being involved in the enforcement of disciplinary rules that do not constitute violations of law, except to support staff in maintaining a safe school environment.

The SRO is not a formal counselor or educator and will not act as such. However, the SRO may be used as a resource to assist students, faculty, staff, and all persons involved with the school. The SRO can be utilized to help instruct students and staff on a variety of subjects, ranging from alcohol and drug education to formalized academic classes. The SRO may use these opportunities to build rapport between the students and the staff. The CITY recognizes, however, that the EUSD shall maintain full, final, and plenary authority over curriculum and instruction in the EUSD, including the instruction of individual students. The Parties recognize and agree that classroom instruction is the responsibility of the classroom teacher, not the CITY or its employees, and the CITY and its employees shall not attempt to control, influence, or interfere with any aspect of the school curriculum or classroom instruction except in emergency situations.

SECTION 6. DUTIES AND RESPONSIBILITIES

A.SRO. The responsibilities of the SRO will include but are not limited to:

1. Enforce criminal law and protect the students, staff, and public at large against criminal activity. The SRO shall follow the chain of command as set forth in the policies and procedures manual of the CITY. School authorities and the parents of any child involved shall be notified as quickly as possible when the SRO takes any direct law enforcement action involving a student, on-campus or off-campus, during school hours.
2. Complete reports and investigative crimes committed on campus.
3. Coordinate, whenever practical, investigative procedures between law enforcement and school administrators. The SRO shall abide by all applicable legal requirements concerning interviews or searches should it become necessary to conduct formal law enforcement interviews or searches with students or staff on property or at school functions under the jurisdiction of the EUSD. The SRO will not be involved in searches conducted by school personnel unless a criminal act is involved or unless school personnel require the assistance of the SRO because of exigent circumstances, such as the need for safety or to prevent flight.

Formal investigations and arrests by law enforcement officials will be conducted in accordance with applicable legal requirements.

4. Take appropriate enforcement action on criminal matters as necessary. The SRO shall, whenever practical, advise the principal before requesting additional enforcement assistance on campus and inform the principal of any additional law enforcement responsibilities that may need to be undertaken.

5. The SRO will wear the CITY issued uniform with all normal accessories and equipment, including a CEW (Conducted Electrical Weapon), OC (pepper spray) and firearm. The Exeter Police Department Chief of Police or his designee may allow an exception to this rule at his/her discretion based on investigatory or policing needs.

6. The SRO shall be highly visible throughout the campus yet be unpredictable in their movements. For officer safety reasons, the SRO shall not establish any set routing, which allows predictability in their movements and their locations.

7. Confer with the principal to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school-related activities.

8. Comply with all laws, regulations, and school board policies applicable to employees of the EUSD, including but not limited to laws, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises, provided the SRO shall under no circumstances be required or expected to act or in a manner inconsistent with their duties as law enforcement officers. The use of confidential school records by the SRO shall be done only with the principal's approval and as allowed under the Family Educational Rights and Privacy Act. Any existing rights or benefits of personnel assigned under this agreement shall not be abridged and remain in full effect.

9. Provide information concerning questions about law enforcement topics to students and staff.

10. Develop expertise in presenting various subjects, particularly in meeting federal and state mandates in drug/alcohol abuse prevention education and provide these presentations at the request of the school personnel in accordance with the established curriculum.

11. Prepare lesson plans necessary for approved-classroom instruction.

12. Provide supervised classroom instruction on a variety of law related education

and other topics deemed appropriate and approved by the SRO's agency supervisor and a school administrator.

13. The SRO shall attend school special events as needed (for example, PTA meetings). Upon request and approval by the EUSD, any other expenses generated beyond the Scheduled workday (for example, school dances, football games, etc.) by the SRO or any other Exeter Police Officer in his/her absence, will be billed to the EUSD as they occur, by mailing an invoice within 30 days of the occurrence.

14. Attend law enforcement agency in-service training as required. Reasonable attempts will be made to schedule such training to minimize his/her absence from school on an instructional day.

15. Attend meetings of parent and faculty groups to solicit their support and understanding of the school resource program and to promote awareness of law enforcement functions.

16. The SRO will be familiar with all community agencies offering assistance to youths and their families such as mental health clinics, drug treatment centers, etc. and may make referrals when appropriate.

17. It is the responsibility of the SRO to report schedule conflicts to the EUSD.

B. SRO SUPERVISOR. The responsibilities of the SRO supervisor will include but are not limited to:

1. Coordinate work assignments of the SRO.

2. Ensure SRO compliance with CITY directives.

3. Coordinate scheduling and work hours of the SRO's (Vacation requests, sick leave, mandated training etc.)

4. Work with the schools to make any adjustments to the SRO program throughout the school year.

5. Complete the SRO's annual performance evaluation. The SRO supervisor will request feedback from the school's designated contact person during the evaluation process.

C. EUSD. The responsibilities of the EUSD will include but are not limited to:

1. The EUSD shall provide the SRO with a private, appropriately furnished and climate-controlled office space at the schools that can be secured and is reasonably acceptable to the CITY. This shall include but is not limited to a desk with drawers, chair, filing cabinet for files and records which can be properly locked and secured, a telephone and computer.

2. Reasonable opportunity to address students, teachers, school administrators, and parents about the SRO program, goals and objectives. Administrators shall seek input from the SRO regarding criminal justice problems relating to students and site security issues.

3. When school personnel discover weapons, drugs, alcohol, or the illegal contraband on school property, the SRO shall be notified as soon as reasonably possible. If no juvenile or criminal charges are to be filed and no administrative action is to be taken by the Schools, the contraband shall be confiscated by the SRO according to Police Department policy and properly disposed of.

4. School personnel shall timely notify the SRO with the names of specific individuals who are not allowed on school property and shall notify the SRO of any anticipated parental problems resulting from disciplinary action taken against a student.

5. Work cooperatively with the CITY to make any needed adjustments to the SRO program throughout the year.

6. Provide the CITY with updated copies of all laws, rules, regulations, and school board policies applicable to employees of the School, including but not limited to laws, rules, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises.

SECTION 7. ENFORCEMENT

Although the SRO has been placed in a formal educational environment, he/she are not relieved of the official duties as an enforcement officer. The SRO shall intervene when it is necessary to prevent any criminal act or maintain a safe school environment. Citations shall be issued and arrests made when appropriate and in accordance with California state law and department policy. The SRO, CITY and the Tulare County District Attorney will have the final decision on whether criminal charges shall be filed.

The CITY will reserve the right to temporarily remove the SRO in the event that additional officers are needed during a critical incident or natural disaster.

SECTION 8. FUNDING

1. Salaries:

EUSD shall pay on the first of the month and no later than the tenth of the month to the City of Exeter \$13,703 Per Month for a total of \$164,431 per annum towards the SRO's hourly rate and benefits and any overtime related to the SRO's school duties. SRO's rate shall be adjusted annually based on approved salary adjustments. This amount is subject to change based on future negotiations between the City of Exeter and the Exeter Police Officers Association. CITY shall pay the remaining balance and any overtime related to non-SRO duties, at time and a half for the hourly wage for the officer. If the SRO does not provide service to the District for 2,080 hours in a school year, other than for attendance at necessary trainings, the amount paid by the District shall be adjusted by a daily rate for the number of days service was not provided.

2. Supplemental Services:

EUSD will provide school specific funding for vehicle decals and anything not normally supplied by CITY.

3. CITY will supply any Police Officer Standards and Training mandated training and law enforcement specific equipment pursuant to CITY policy.

SECTION 9. TERMINATION

EUSD or CITY may terminate this agreement without cause any time after the effective date, by giving thirty (30) day written notice to the other party. In the event of termination, EUSD shall compensate CITY for all costs to the date of termination. CITY shall continue to provide services after notice to terminate and during the thirty (30) day notice period unless EUSD, in the notice, requests CITY not perform Services. The notice shall be deemed given when personally delivered to the EUSD or CITY representative or three (3) days after the date the notice is deposited in the United States mail, first-class postage paid and addressed to the appropriate representative as specified in this agreement. In the event agreement is terminated pursuant to this section, the parties acknowledge that the amount owed pursuant to Section 8 will be prorated according to the months in the contract year

that this agreement was in effect.

SECTION 10. INDEMNIFICATION

1. EUSD shall indemnify, defend, and hold harmless CITY, its officers, officials, employees, and volunteers from and against all liability, claims, damage, cost, expenses, awards, fines, judgments, and expenses of litigation (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost) of every nature arising out of or in connection with the assigned officer's performance of work or his or her failure to comply with any of its obligations contained in the Agreement, except such loss or damage which was caused by the active negligence by the CITY, or the gross or willful misconduct of the assigned officer.

2. The CITY shall indemnify, defend, and hold harmless EUSD, its officers, officials, employees, and volunteers from and against any and all liability, claims, damage, cost, expenses, awards, fines, judgments, and expenses of litigation (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost) of every nature arising out of the active negligence by the CITY or the gross or willful misconduct of the assigned officer during the performance of work hereunder.

3. In the event of concurrent negligence on the part of EUSD or any of its officers, directors, trustees, employees, agents or volunteers, and CITY or any of its officers, officials, employees, agents or volunteers, the liability for any and all such claims, demands and actions in law equity for such losses, fines, penalties, forfeiture, costs and damages shall be apportioned under the State of California's theory of comparative negligence as presently established or as may be modified hereafter.

4. If EUSD rejects a tender of defense by the CITY and/or the assigned officer under this Agreement, and it is later determined that the CITY and/or the officer breached no duty of care and/or was immune from liability, EUSD shall reimburse the CITY and/or officer for any and all litigation expenses (including, without limitation, costs, attorney fees, expert witness fees and prevailing party fees and cost). A duty of care or immunity determination may be made by a jury or a court, including a declaratory relief determination by a court after the CITY and/or officer settles a liability claim, with or without participation by the EUSD.

5. The Parties acknowledge that it is not the intent of the Agreement to create a duty of care by the CITY or its assigned officer that they would not owe in the absence of the Agreement. The Agreement does not create an affirmative duty of care (including, without limitation, a duty to protect, a duty to deter and/or duty to intervene) by the CITY or the assigned officer and the absence of the assigned officers and/or patrol

vehicle is not a material breach of this Agreement. The Parties further acknowledge that by entering into this Agreement neither the CITY nor its assigned officer intends to waive any immunities to which they would be entitled in the absence of the Agreement.

SECTION 10A. WORKERS' COMPENSATION LIABILITY

EUSD assumes workers' compensation liability for injury or death of its officers, agents, employees and volunteers, and assumes no workers' compensation responsibility for the elected and appointed officials, officers, and employees of the CITY.

The CITY assumes worker's compensation liability for injury or death of its elected and appointed officials, officers, and employees, and assumes no workers' compensation responsibility for the officers, agents, employees and volunteers of the EUSD.

SECTION 11. NOTICE

Any notice consent or other communication in connection with the agreement shall be in writing and may be delivered in person, by mail or by email. If hand-delivered, the notice shall be effective upon delivery. If by email, the notice shall be effective when sent. If served by mail, the notice shall be effective three (3) business days after being deposited in the United States Postal Service by certified mail, return receipt requested, addressed appropriately to the intended recipient as follows:

If to the CITY:
Chief of Police
Exeter Police
Department
100 N. C Street
Exeter, CA 93221

If to the EUSD:
Superintendent of
Schools Exeter Unified
School District
215 N. Crespi
Exeter, CA 93221

SECTION 12. INTEGRATION OF PRIOR TERMS AND CONDITIONS

This Agreement, including all recitals, constitutes the entire agreement of the Parties. This Agreement may be amended or modified only by the mutual written agreement of the Parties. This Agreement is invalid unless approved by the legislative body of each Party, although it may be executed by an authorized agent of each Party. An authorized agent of the City shall be a person specifically authorized by the legislative body of the City to execute this Agreement, at the level of City Administrator or City Attorney or equivalent.

The indemnity sections shall survive termination or expiration of this Agreement.

SECTION 13. INDEPENDENT CONTRACTOR STATUS

CITY, in the performance of this Agreement, shall be and act as an independent contractor. CITY understands and agrees that CITY and the CITY Parties shall not be considered officers, employees, agents, partners, or joint ventures of EUSD, and are not entitled to benefits of any kind or nature provided to employees of EUSD and/or to which EUSD's employees are entitled.

CITY agrees to advise everyone it designates or hires to perform any duty under this Agreement that they are not employees of EUSD.

SECTION 14. GOVERNING LAW

This agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its choice of law rules. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Tulare, subject to transfer of venue under applicable State law, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the EUSD.

SECTION 15. WAIVER

No delay or omission by EUSD or CITY in exercising any right under this agreement shall operate as a waiver of that or any other right, and no single or partial exercise of any right shall preclude the EUSD or CITY from any or further exercise of any right or remedy. Furthermore, the failure of EUSD or CITY to insist on strict compliance with any provision of this agreement will not be considered a waiver of any right to do so.

SECTION 16. RECORDS AND AUDIT

CITY shall maintain complete and accurate records with respect to the services rendered and the costs incurred under this agreement, including records with respect to any payments to employees and subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures. Upon request, CITY shall make such records available to EUSD for the purpose of auditing and copying such records for a period of five years from the date of final payment under this agreement.

SECTION 17. EXECUTION IN COUNTERPARTS

This agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed agreement.

Jason Ridenour
City Administrator

George Eddy
Superintendent of EUSD

Date

Date



Agenda Item Staff Report

Agenda Item Number:

H.6.

Meeting Date:

February 10, 2026

Wording for Agenda:

Authorizing a Project Cost Increase for Replacement of the Clarifier Gearbox at the Wastewater Treatment Plant.

Submitting Department:

Public Works

Contact Name:

Zachary Boudreaux, Public Works Director

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R.

Department Recommendation:

Staff recommends that City Council authorize the additional expenditure for replacement of the clarifier gearbox for the City's Wastewater Treatment Plant, for a total project cost of \$90,940.00. This represents an increase of \$66,391.00 from the original proposed repair cost of \$24,549.00.

Summary:

The secondary clarifier gearbox has sustained extensive internal mechanical damage beyond the scope of feasible repair. A detailed evaluation determined that critical components, including gear sets, bearings, shafts, and housing interfaces, have experienced severe wear and structural degradation because of prolonged operation under load and corrosive conditions. Given the extent of the damage, refurbishment is impractical and would not provide reliable long-term operation.

Background:

On December 9, 2025, the City Council authorized repair of the clarifier gear box. However, after further evaluation the severity of the damage to the clarifier gear box was more than initially believed and repair was determined to no longer a viable option. Replacement of the gearbox is necessary to restore proper function of the sludge collection and scum removal mechanisms and to ensure safe, reliable continuous operation of the clarifier.

Continued operation without replacement of the existing gearbox would pose a substantial risk to the clarifier structure and downstream treatment processes. Failure to proceed with replacement would result in continued loss of solids removal capability, increased potential for permit violations, emergency response costs, and possible secondary damage to the clarifier mechanism and structure.

Fiscal Impact:

The total cost to replace the clarifier gearbox is \$90,940, an increase of \$66,391 from the prior approved repair. The proposed funding source is the Wastewater Enterprise Fund.

Prior City Council Actions:

On December 9th, 2025, Council approved the initial approach to repair the gearbox.

Attachments:

- Quote from Warren & Berg

Recommended motion to be made by the City Council:

I move to authorize a project cost increase due to unanticipated damages to the clarifier gearbox at the wastewater treatment facility in the amount of \$66,391.00.

Warren & Baerg Manufacturing, Inc.

39950 Road 108, Dinuba, California 93618 USA
 Telephone (559) 591-6790 Toll Free (800) 344-2131
 Fax (559) 591-5728 e-mail info@warrenbaerg.com
 Visit our web site www.warrenbaerg.com



CHANGE ORDER # 1

**Exeter, City of
 Clarifier Repair – West Unit
 January 30, 2026**

This Change Order designates changes to the **Proposal** dated 8/29/2025. Due to the Turntable, which is part of the Clarifier Gearbox, being unrepairable the turntable needs to be replaced with new. See attached pictures showing the lower and upper turntable castings that are damaged and would be replaced. The lead time for this part is approximately 12-16 weeks.

QTY DESCRIPTION

1 Turntable Housing Assembly for Eimco Gearbox

SUMMARY OF CHANGE ORDERS	CHANGE AMOUNT	CONTRACT TOTAL
Change Order #1 <u>1/30/2026</u>	\$ 66,391.00*	\$ 90,940.00*
<p>WE PROPOSE hereby to furnish material and labor, complete in accordance with above specifications, for the sum of: <i>as accepted</i> Payments to be made in accordance with terms stated herein. Any sum not paid when due will bear interest at the rate of 10% per annum.</p>		
<p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.</p>	<p>Authorized Signature: <u><i>Dave Baerg</i></u></p> <p>NOTE: This proposal may be withdrawn by us if not accepted within: <u>30</u> days.</p>	
<p>Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. In the event any action is required to enforce any of the terms of this agreement the prevailing party will be entitled to reasonable attorney fees in addition to any other remedies.</p>	<p>Signature: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	

***Price does not include any applicable sales tax.**

**50% Non-Refundable Deposit will be required for this Change Order #1
 50% NET 30**



Agenda Item Staff Report

Agenda Item Number:

H.7.

Meeting Date:

February 10, 2026

Wording for Agenda:

Authorize the Purchase of Eight Fire Hydrants from Pace Supply and Appropriating the Necessary Funds.

Submitting Department:

Public Works

Contact Name:

Zachary Boudreaux, Public Works Director

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

 J.R.

Department Recommendation:

Staff recommend the City Council authorize the purchase of eight Clow fire hydrants in the amount of \$32,840.02 from Pace Supply, as required by City standard specifications. PACE Supply is the sole authorized regional vendor for Clow fire hydrants.

Summary:

The Public Works Department is requesting approval to purchase eight Clow fire hydrants from PACE Supply. The City's standard specifications require the use of Clow fire hydrants for all installations within the water distribution system. PACE Supply is the only authorized vendor through which Clow fire hydrants are available, making this purchase consistent with City standards and procurement requirements.

Replacement of these remaining eight fire hydrants will restore the City's fire suppression operational capacity and ensure continued reliability within the water distribution network.

Background:

Fire hydrants are a critical component of the City's water distribution system and are essential for maintaining adequate fire protection, public safety, and regulatory compliance. Several existing hydrants require replacement due to age, wear, and operational deficiencies.

The City has adopted Clow fire hydrants as the standard for all new and replacement installations. This standardization ensures compatibility with existing infrastructure and allows Public Works and Fire Department personnel to efficiently operate and maintain the system.

PACE Supply is the sole authorized vendor for Clow fire hydrants available to the City. As a result, obtaining competitive quotes from multiple vendors is not feasible without deviating from the City's adopted standards. Procuring the hydrants from PACE Supply ensures compliance with City specifications while avoiding the introduction of non-standard equipment that would increase maintenance costs and operational risk.

Fiscal Impact:

The total cost for eight fire hydrants is \$32,840.02. The proposed funding source is the Water Enterprise Fund.

Prior City Council Actions:

None associated with this action.

Attachments:

- Quote from Pace Supply

Recommended motion to be made by the City Council:

I move to appropriate funds from the Water Enterprise Funds and authorize staff to purchase eight (8) fire hydrants from Pace Supply in the amount of \$32,840.02.



PACE SUPPLY CORP
 4569 E. HOME AVENUE
 FRESNO CA 93703
 559-251-7581

Quote#	2678231
Quote Date	02/04/26
Page#	1

QUOTATION

CITY OF EXETER PO BOX 237 EXETER CA 93221 Ship To:	41102-00	Expiration Date	02/07/26	Requested By	
		FOB	ORIGIN	Prepared By	Bernie Howell bhowell@pacesupply.com
		Online Quote	2678231	Salesperson	Bernie Howell bhowell@pacesupply.com
		Job Name			

WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING MATERIAL

Ln#	Part Number	Description	Price	Qty	Unit	Extended Price
		>>> SEGMENT: 1 - 1				
1	FHDMEDMF254554S	FIRE HYD DRY CLOW MED MJ FRESNO SILVER 5 1/4 54	3708.02	8	EA	29664.16
2	DCFACCRETPVC6	6 RET WEDGE ACTION ACC PVC	80.63	8	EA	645.04
						----- 30309.20

Subtotal	30309.20
Estimated Sales Tax	2530.82
Estimated Freight	
Total	32840.02



Agenda Item Staff Report

Agenda Item Number:

H.8.

Meeting Date:

February 10, 2026

Wording for Agenda:

Authorize an Agreement for the Installation of Replacement Fire Hydrants with Charles Testerman General Engineering.

Submitting Department:

Public Works

Contact Name:

Zackary Boudreaux, Public Works Director

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

 J.R.

Department Recommendation:

Staff recommends that the City Council authorize staff to enter into an agreement with Charles Testerman General Engineering for the installation of eight (8) fire hydrants in the amount of \$58,070.00 with a 20% contingency of \$11,614.00 and a 20% project management appropriation of \$13,936.80 for a total project cost of \$83,620.80.

Summary:

The Public Works Department has determined that eight fire hydrants within the City need to be replaced. This item requests authorization to execute an agreement for the installation of eight fire hydrants within the City's water distribution system. Project quotes were solicited in accordance with City purchasing policy requirements. Three quotes were solicited, only two quotes were received in a reasonable time frame, and the lowest responsive and responsible quote was submitted by Charles Testerman General Engineering.

Background:

The City maintains fire hydrants as part of its water distribution system to provide adequate fire flow, system redundancy, and emergency response capability. Public Works staff assessed hydrant condition, spacing, and operational performance and identified eight locations requiring complete hydrant and/or valve replacement to restore proper function.

The scope of work includes installing new fire hydrants, valves, fittings, and associated piping; performing system connections; traffic control; testing; and site restoration. All work will be

performed in accordance with City standards, applicable fire protection requirements, and water system specifications.

Staff solicited three quotes from qualified firms to complete the necessary work and two quotes were received. Staff made efforts to contact the third prospective vendor; however, no quote was submitted.

Following review of the quotes, staff determined that Charles Testerman General Engineering submitted the lowest responsive and responsible bid and demonstrated the experience, licensing, and capacity necessary to complete the work in accordance with project requirements.

Fiscal Impact:

The proposed project cost is \$58,070.00 with a 20% contingency of \$11,614.00 due to the age of the infrastructure to cover unforeseen circumstances and a 20% project management of \$13,936.80 for a total project cost of \$83,620.80.

The Fire hydrant replacement project was not included in FY2025/26 Capital Improvement Plan. Staff is requesting project cost to be appropriated to Water Enterprise Fund from the Water Fund carryover balance from prior years.

Prior City Council Actions:

None associated with this action.

Attachments:

- Received Quotes

Recommended motion to be made by the City Council:

I move to appropriate funds from the Water Enterprise Fund to replace fire hydrants and authorize the City Administrator or designee to enter into an agreement with Charles Testerman General Engineering, and execute any documents thereto, in the amount of \$58,070.00, with a 20% contingency of \$11,614.00 and a 20% project management appropriation of \$13,936.80, for a total project cost of \$83,620.80.

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28164
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY	
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:	
City	EXETER	State	CA
Zip	93221	City	EXETER
State	CA	State	EXETER
Zip	93221	Zip	93221
TELEPHONE:	(559) 592-3740	TELEPHONE:	
DATE:	1/14/2026	JOB LOCATION:	611 3RD STREET
	22 374 8		EXETER 93221

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.
We propose to furnish all materials and perform all labor necessary to complete the following:

- INSTALL CUSTOMER PROVIDED BREAKOFF AND HYDRANT.
- EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE JOB/MLS DIR#1000005166/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of NINE HUNDRED FIFTEEN Dollars (\$ 915) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

Date _____

PLEASE PRINT NAME _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28105
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:

City	EXETER	State	CA	Zip	93221	City		State		Zip	
TELEPHONE:	(559) 592-3710				592-5262	TELEPHONE:					
DATE:	1/14/2026				22 374 8	JOB LOCATION:	609 1ST STREET				

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface. EXETER 93221

We propose to furnish all materials and perform all labor necessary to complete the following:

SAWCUT AND DEMO ASPHALT AND GUTTER. REMOVE EXISTING VALVE, BURY AND HYDRANT. INSTALL NEW CUSTOMER PROVIDED PARTS. PATCH ASPHALT AND CONCRETE. INSTALL 4 INCH BUMP POST PAINTED SAFETY YELLOW. EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE JOB/MLS DIR#1000005166/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of EIGHT THOUSAND FIVE HUNDRED TWENTY Dollars (\$ 8,520) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

PLEASE PRINT NAME _____

Date _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28186
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY	
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:	
City	EXETER	State	CA
Zip	93221	City	
State		State	
Zip		Zip	
TELEPHONE:	(559) 592-3710	TELEPHONE:	
	592-5262		
DATE:	1/14/2026	JOB LOCATION:	1014 SAN JUAN AVE
	22 374 8		EXETER 93221

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

- SAWCUT ASPHALT AND REPLACE EXISTING VALVE WITH CUSTOMER PROVIDED PARTS.
- SAWCUT SIDEWALK AND REPLACE BURY, BREAK AND HYDRANT WITH CUSTOMER PROVIDED PARTS. PATCH ASPHALT AND REPOUR SIDEWALK.
- EXCLUDES EXTRA INSURANCE AND BONDS.


PREVAILING WAGE JOB/MLS DIR#1000005186/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of NINE THOUSAND FOUR HUNDRED EIGHTY THREE Dollars (\$ 9,483) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

PLEASE PRINT NAME _____

Date _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28167
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY						
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:						
City	EXETER	State	CA	Zip	93221-	City	State	Zip
TELEPHONE:	(559) 592-3710		592-5262			TELEPHONE:		
DATE:	1/14/2028		22 374 8			JOB LOCATION:	200 PORTALA AVE	EXETER 93221

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

- SAWCUT ASPHALT AND REPLACE EXISTING VALVE WITH CUSTOMER PROVIDED PARTS.
- SAWCUT CURB AND GUTTER. REPLACE BURY, BREAK AND HYDRANT WITH CUSTOMER PROVIDED PARTS. REPLACE VALVE. PATCH ASPHALT. REPOUR GUTTER AND CURB.
- DOES NOT INCLUDE AFTER HOURS OR OVERTIME IN QUOTE.
- EXCLUDES EXTRA INSURANCE AND BONDS.


PREVAILING WAGE JOB/MLS DIR#1000005166/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of NINE THOUSAND THREE HUNDRED THIRTY EIGHT Dollars (\$ 9,338) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

Date _____

PLEASE PRINT NAME _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28108
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY									
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:									
City	EXETER	State	CA	Zip	93221	City		State		Zip	
TELEPHONE:	(559) 592-3710		592-5262	TELEPHONE:							
DATE:	1/14/2026		22 374 8	JOB LOCATION:	400 SEQUOIA DRIVE						
					EXETER 93221						

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

SAWCUT SIDEWALK AND REPLACE BURY, BREAK AND HYDRANT WITH CUSTOMER PROVIDED PARTS. NO VALVE REPLACEMENT. REPOUR SIDEWALK. EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE JOB/MLS DIR#1000005166/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of EIGHT THOUSAND FIVE HUNDRED FORTY SIX Dollars (\$ 8,546) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE

PLEASE PRINT NAME

David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

Date _____

PLEASE PRINT NAME _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28169
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY						
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:						
City	EXETER	State	CA	Zip	93221-	City	State	Zip
TELEPHONE:	(559) 592-3710		592-5262		TELEPHONE:			
DATE:	1/14/2026		22 374 8		JOB LOCATION:	403 E WALNUT ST		
						EXETER 93221		

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

SAWCUT ASPHALT IN ALLEY. EXCAVATE AND EXPOSE MAIN. CUT IN TEE ON EXISTING MAIN WITH CUSTOMER PROVIDED PARTS. INSTALL NEW HYDRANT TO THE EAST. TRENCH PLATES WILL BE USED PRIOR TO PREP FOR RELOCATION. PATCH ASPHALT.

EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE JOB/MLS DIR#1000005166/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of THIRTEEN THOUSAND EIGHT HUNDRED TWENTY SIX Dollars (\$ 13,826) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE



PLEASE PRINT NAME

David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

PLEASE PRINT NAME _____

Date _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28170
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY	
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:	
City	EXETER	State	CA
Zip	93221	City	State
TELEPHONE:	(559) 592-3710	592-5282	TELEPHONE:
DATE:	1/14/2026	22 374 8	JOB LOCATION:
			821 VINE ST
			EXETER 93221

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

- SAWCUT SIDEWALK AND REPLACE BURY, BREAKOFF AND HYDRANT WITH CUSTOMER PROVIDED PARTS. REPOUR SIDEWALK.
- EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE JOB/MLS DIR#1000005166/LJC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of NINE THOUSAND EIGHT HUNDRED SIXTY SIX Dollars (\$ 9,866) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

Date _____

PLEASE PRINT NAME _____

Since 1934

MORRIS LEVIN & SON, INC.

1816 S. "K" Street, Tulare, CA 93274-6842
(559) 686-8561 Contractors State Lic. 167881
www.morrislevin.com

QUOTE#	_____
PROPOSAL #	28171
BY	DG / HE

PROPOSAL AND CONTRACT (COMMERCIAL)

CUSTOMER NAME:	CITY OF EXETER	OWNER OF PROPERTY
BILLING ADDRESS:	P.O. BOX 237	ADDRESS:

City	EXETER	State	CA	Zip	93221	City		State		Zip	
TELEPHONE:	(559) 592-3710				592-5262	TELEPHONE:					
DATE:	1/14/2026				22 374 8	JOB LOCATION:	638 LETA MAE CT EXETER 93221				

Morris Levin & Son, Inc. is not responsible for utilities of any type below ground surface.

We propose to furnish all materials and perform all labor necessary to complete the following:

- SAWCUT ASPHALT AND REPLACE BURY, BREAKOFF AND HYDRANT WITH CUSTOMER PROVIDED PARTS. REPATCH ASPHALT.
- EXCLUDES EXTRA INSURANCE AND BONDS.

PREVAILING WAGE .JOB/MLS DIR#1000005186/LIC#167881/TULARE COUNTY

All warranty work to be completed during regular business hours

This proposal is void unless accepted by 28-Jan-26. All work to be done in conformance with State and County codes and standard practices. Price includes all sales tax, labor and materials. Price does not include permits or bonds unless specified. The above work shall be completed for the sum of EIGHT THOUSAND SEVEN HUNDRED TWENTY ONE Dollars (\$ 8,721) which shall be paid as follows:

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same and will become an extra charge over the contract price. SEE REVERSE FOR ADDITIONAL TERMS AND NOTICES.

MORRIS LEVIN & SON, INC.

SIGNATURE 

PLEASE PRINT NAME David Gonzalez

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount stated in said proposal, and according to the terms thereof. I also acknowledge receipt of Mechanics' Lien Law Notice on reverse side.

CUSTOMER SIGNATURE _____

Date _____

PLEASE PRINT NAME _____



Charles D. Testerman

50976 Greenhill Road
Squaw Valley, CA 93675
Ph: (559) 804-4292

Fax: (559) 338-0012
Email: charles.plumbing@yahoo.com

PROPOSAL

Bid Date : Feb 5, 2026
Bid To: City Of Exeter
Job Name/Location: 8 Fire hydrant replacements

I hereby propose the following:

1) 611 Third

1- fire hydrant replaced. No valve installed. Water main must be shut down. Control valve to close to existing F.H.

\$5,700.00

2) 609 First St.

1- fire hydrant replaced. No valve installed. 3x6 a.c. to be removed and replaced. Water main must be shut down. Control valve to close to F.H.

\$6,410.00

3) 1014 San Juan Ave.

1-fire hydrant replaced. No valve installed. 5x6 section of 4" concrete to be removed and replaced.

\$9,130.00

4) San Juan Ave and Portola

1- fire hydrant replaced. New Valve installed. New G5 box installed for valve. 3x 6 of a.c. to be removed and replaced. Replace any striping removed.

\$7,800.00

5) 400 Sequoia

1- fire hydrant replaced. No valve installed.

\$5,700.00

6) 401 E Walnut

1- fire hydrant replaced. 1- valve installed. Existing 6” T to be cut out and removed from water main. New T to be installed in opposite direction. 14’ 6” c900 pipe to be installed to relocate fire hydrant to east side of alley. New G5 box installed for valve. Pavement removed in alley to be replaced.

\$11,680.00

7) 821 Vine

1- fire hydrant replaced. No valve installed

\$5,950.00

8) 638 Leta Mae Crt

1- fire hydrant replaced. No valve installed

\$5,700.00

NOTE: Hot a.c. has been allowed for. Have bid to pave 5” a.c. No base rock included. All water shut downs will be done by city of Exeter. No additional time has been allowed for water mains that will not shut down in a timely fashion. All shut downs should be pre tested prior to construction. All work has been bid for work between 8 A.M. to 4:30 P.M. All parts including but not limited to fire hydrants, pipe, couplings, accessory pack, boxes, temporary and concrete will be supplied by city

BID TOTAL:\$58,070.00

EXCLUSIONS: No permits, fees, bonds included in bid. NO testing fees of any kind. No engineering. Not responsible for any unmarked or unknown private lines below ground. Including sprinklers. Not responsible for landscape. No parts or labor for possible existing utilities that may conflict. BID PREVAILING.

Proposal Valid for 30 Days.

Signature



Agenda Item Staff Report

Agenda Item Number:

I.1.

Meeting Date:

February 10, 2026

Wording for Agenda:

Consider Approval of Dedication Plaque Text and Design for the Mike Germaine Bark Park.

Submitting Department:

Administration

Contact Name:

Jason Ridenour, City Administrator

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

J.R

Department Recommendation:

Staff recommends that the City Council approve the dedication plaque text and authorize staff to proceed with fabrication of the plaque for installation at the Mike Germaine Bark Park.

Background/Summary:

On August 26, 2025, the City Council adopted Resolution No. 2025-36 renaming the Exeter Bark Park as the Mike Germaine Bark Park in honor of Mike Germaine's instrumental role in the park's creation and long-term stewardship. In order to further commemorate Mr. Germaine's legacy, staff is requesting City Council approval of the proposed dedication plaque text and general design.

Mike Germaine was a devoted community member and the founder of Friends of Residential Exeter Dogs. Over a period exceeding sixteen years, Mr. Germaine tirelessly advocated for the establishment of a dog park in Exeter, guided its development, and remained actively involved in its ongoing maintenance and improvement. Through his vision, leadership, and perseverance, what began as an idea became a thriving community asset enjoyed daily by Exeter residents and their pets.

Mike Germaine passed away on July 22, 2025, leaving behind a legacy of compassion, volunteerism, and civic pride. The proposed dedication plaque is intended to complement the park renaming by providing permanent historical context regarding how the park came to be and recognizing Mr. Germaine's lasting contributions to the community.

The 12"x18"plaque design is included as an attachment to this report and have been developed to reflect the findings and intent of Resolution No. 2025-36 and to align with the traditional style of civic dedication plaques commonly used in parks and public spaces.

Upon Council approval, staff will proceed with fabrication and installation of the plaque at the Mike Germaine Bark Park.

Fiscal Impact:

The estimated cost of the plaque is \$3,194. The dedication plaque will be funded either through donations or previously identified park improvement resources.

Prior City Council Actions:

- August 26, 2025 – Adoption of Resolution No. 2025-36 renaming the Exeter Bark Park as the “Mike Germaine Bark Park” General Fund Parks Special Department Expense.

Attachments:

- Resolution No. 2026-36
- DRAFT Verbiage for Dedication Plaque
- Proposed Design of Dedication Plaque
- Quote for Dedication Plaque

Recommended motion to be made by the City Council:

I move to approve the dedication plaque text and authorize staff to proceed with fabrication and installation of the Mike Germaine Bark Park dedication plaque.

RESOLUTION NO. 2025-36

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER, HONORING
THE LATE MIKE GERMAINE BY RENAMING THE EXETER BARK PARK TO
“MIKE GERMAINE BARK PARK”**

WHEREAS, Mike Germaine was a devoted community member who founded Friends of Residential Exeter Dogs and dedicated more than sixteen years of his life to the establishment and ongoing improvement of the Exeter Bark Park; and

WHEREAS, through his vision, leadership, and commitment, the Exeter Bark Park was transformed from an idea into a thriving community asset enjoyed daily by Exeter residents and their pets; and

WHEREAS, Mike Germaine’s efforts created a safe, welcoming, and recreational space that continues to bring people together and enhance the quality of life in Exeter; and

WHEREAS, Mike Germaine’s dedication to the welfare of both animals and residents stands as a model of civic service and volunteerism in the City of Exeter; and

WHEREAS, Mike Germaine passed away on July 22, 2025, leaving behind a legacy of compassion, perseverance, and community spirit; and

WHEREAS, at the August 12, 2025, meeting of the Exeter City Council, Mayor Pro Tem Wilson requested that Council consider renaming the Exeter Bark Park in honor of Mike Germaine, in recognition of his years of service and lifelong commitment to the project; and

WHEREAS, the City Council of the City of Exeter desires to recognize Mike Germaine’s lasting contributions to the community by renaming the Exeter Bark Park in his memory.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Exeter does hereby rename the Exeter Bark Park as the:

“Mike Germaine Bark Park.”

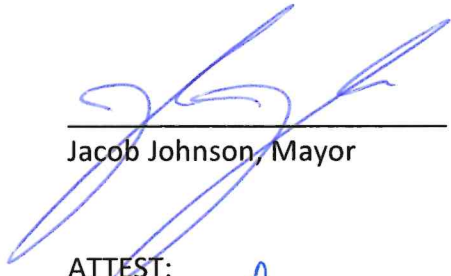
PASSED AND ADOPTED by the City Council of the City of Exeter this 26th day of August 2025 by the following vote:

AYES: WILSON, RIDDLE, LENTZ, JOHNSON, ALVES

NOES: 0

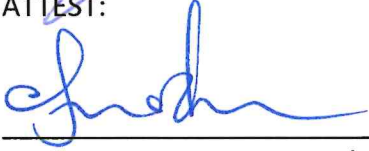
ABSTAIN: 0

ABSENT: 0



Jacob Johnson, Mayor

ATTEST:



Francesca Quintana, City Clerk

DEDICATION PLAQUE DRAFT VERBIAGE

Mike Germaine Bark Park

This park is dedicated in honor and memory of Mike Germaine, a devoted community member whose vision, leadership, and perseverance made the Exeter Bark Park a reality.

As the founder of Friends of Residential Exeter Dogs, Mike dedicated more than sixteen years of service to advocating for, establishing, and continually improving this park for the enjoyment and safety of Exeter residents and their pets.

Through his tireless efforts, what began as an idea became a thriving community space that brings people together, strengthens neighborhood connections and enhances quality of life in Exeter.

Mike Germaine passed away on July 22, 2025, leaving behind a safe place for dogs to run and in our beautiful community of Exeter.

Dedicated by the City of Exeter
February 10, 2026

Proposed Design of Dedication Plaque



Rocky Hill Printing
 236 E. Pine St Exeter, CA 93221
 Contact@rockyhillprinting.com
 (559) 967-6040

www.Rockyhillprinting.com



Quote 5283

QUOTE DATE
 Wed, 02/04/2026
 QUOTE EXPIRY DATE
 Fri, 03/06/2026
 TERMS
 Net 30

REQUESTED BY
 COE

CONTACT INFO

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Plaque Mike Germaine Cast Bronze Plaque 12x18 with client supplied Text 1/2 letter depth Raised copy brushed standard painted edges Recessed color: black Texture: leatherette Border: single line Matte clear coat No mounting studs	1	Unit	\$2,937.00	\$2,937.00	Y

This handcrafted quote is based on the specific information you've given us and is valid for 30 days.

When you approve this quote, you are agreeing to pay 100% of the quoted price. We require a 50% deposit to begin work on your project. Once we receive your deposit, we'll schedule your project and email you an estimated completion date. The remaining balance is due upon completion of your order.

Need to make that changes?

No problem - but please realize, changes to quantity or specifications will affect your price. We will provide you with an updated quote based on the changes.

Subtotal:	\$2,937.00
Sales Tax (8.75%):	\$256.99
Total:	\$3,193.99

Downpayment (50.0 %)

\$1,596.99

SIGNATURE:

DATE:



Agenda Item Staff Report

Agenda Item Number:

I.2.

Meeting Date:

February 10, 2026

Wording for Agenda:

Authorize the Replacement of the Fire Department Roof and Authorize the City Administrator to Execute an Agreement with M&M Roofing of Tulare, CA and any Documents Thereto, and Appropriate the Necessary Funds.

Submitting Department:

Public Works

Contact Name:

Zachary Boudreaux, Director of Public Works

Department Recommendation:

Staff recommends that the City Council approve the replacement of the Fire Department roof and authorize the City Administrator to execute an agreement with M&M Roofing for a total project cost of \$16,680.00, inclusive of a 20% contingency.

Summary:

The flat roof at the City of Exeter Fire Department, located at 137 North F Street, has reached the end of its useful life and requires replacement to prevent water intrusion and protect critical public safety facilities.

Staff solicited quotes for the project and recommend awarding the work to M&M Roofing of Tulare, the lowest responsive and responsible contractor pursuant to the City's purchasing policy. Approval of this item will allow the City to complete the roof replacement in a timely manner and reduce the risk of further damage to the facility and potential operational impacts to Fire Department personnel.

Background:

The Fire Department, located at 137 North F Street, serves as a critical facility supporting City fire protection and emergency response operations. The existing flat roof system that is located over the living quarters of the fire station has exhibited signs of deterioration and is no longer

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

 J.R.

performing adequately. Fire Department staff reported that the roof experienced significant leaks during the recent storms, resulting in water leaking into the barracks. Water leaks have the potential to damage the building structure and interior over time.

To address these concerns, staff requested quotes from qualified roofing contractors for replacement of the existing roof system. Three quotes were received and reviewed for scope, pricing, and general responsiveness. The proposed work generally includes removal of the existing roofing materials, installation of a new roofing system, and associated appurtenances necessary to provide a watertight and warranted roof suitable for a public safety facility.

The following quotes were received:

- Lees Roofing: \$20,856.41
- HGC Roofing, Inc.: \$28,912.27
- M&M Roofing: \$13,900.00

Based on review of the proposals, M&M Roofing submitted the lowest cost proposal that provides a complete flat TPO roofing system appropriate for the facility and consistent with industry standards for a commercial/public safety building.

Fiscal Impact:

The total cost for the recommended roof replacement is \$13,900.00 with a 20% contingency summing to a total project cost of \$16,680.00. Fiscal Year 2025/26 budget for Fire Station Building Maintenance was approved in the amount of \$10,600.00. Staff is requesting an additional appropriation of \$6,080.00 to be allocated to the Measure P Fire Station Building Maintenance budget line. These funds will be sourced from the existing Fire Station building repairs and updates reserve balance within the Measure P fund.

Prior City Council Actions:

None associated with this action.

Attachments:

- Received Quotes

Recommended motion to be made by the City Council:

I move to authorize the City Administrator or designee to execute an agreement with M&M Roofing and any documents thereto in the amount of \$13,900.00, with a 20% contingency for a total project cost not to exceed \$16,680.00, and appropriate \$6,080.00 from the Measure P Fire Station Building Maintenance budget to replace the Fire Department roof.



HGC Roofing INC
 6482 North Palm Avenue ,
 Fresno, CA 93704
 Phone: (559) 691-7223

Company Representative
 Cesar Hernandez
 Phone: (559) 930-8238
 cesarph@hgcroofinginc.com

TPO Roof estimate

01/16/2026

Exeter City Fire Department
 137 North F Street
 Exeter, CA 93221
 (559) 610-6768

Job: Exeter City Fire Department

Roofing Section

- Remove existing roofing system.
- Repair decking as needed. Re-nail any loose wood. If bad or rotten wood is discovered, it will be replaced at a price of \$70 per sheet.
- Install fastened & Glued EnergyGuard™ Polyiso Insulation board as needed.
- Installed fastened & glued EnergyGuard™ Tapered Polyiso Insulation boards down to existing drains.
- Replace/install existing roof drains as needed.
- Install 60Mil GAF EverGuard TPO roofing.
- Install/Replace roof penetration flashing with TPO factory made boots.
- Install/Replace coping metals on perimeter of building as required.
- Clean up all job related debris.
- Permit and Inspection fees are included.
- Our Crews are licensed and insured.
- Crews will maintain safety requirement at all times during the construction process

- GAF EverGuard TPO Full Sheet - .060 - 10'x100'
- GAF EverGuard TPO Bonding Adhesive (5 Gal)
- GAF EverGuard TPO Cover Tape - 6"x100'
- GAF EverGuard Universal TPO Corner
- GAF EverGuard TPO Vent Boot - 1"-6"
- GAF EverGuard TPO Split Boot - 3"-5" - White
- GAF EverGuard TPO UN55 Detail Membrane - 24"x50'
- GAF Drill-Tec #14 HD Roofing Fastener - 6" (500 Cnt)
- GAF Drill-Tec Steel Plate - 3" (1000 Cnt)
- GAF EnergyGuard Polyiso Insulation - Grade 2 - 2.0 - 4'x8'
- Install TPO - Mechanically Fastened

\$26,586.00

Sub Total	\$26,586.00
Tax	\$2,326.27
TOTAL	\$28,912.27

Starting at **\$287/month** with **Acorn** FINANCE • [APPLY](#)

.....
.....

Company Authorized Signature

Date

Customer Signature

Date

Customer Signature

Date



Hello, this is your estimate

Location: 137 North F Street, Exeter, CA, 93221

JOB ID

139854742

Best

FULL TPO 20yr Warranty - Fire Station

Your Price

\$20,856.41

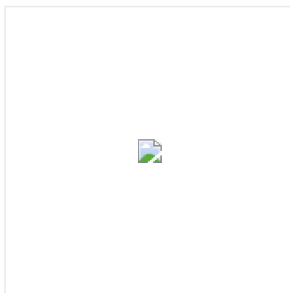
Est. monthly payment of \$279.14/mo for 120 mo

[Apply for Financing >](#)

[goodleap](#) | [Financing Terms](#)

Accept Estimate

Summary



TPO Flat 20 Yr Warranty_(Qty: 13)

Your Price
\$30,856.41

- We will remove up to 2 layers of low slope roofing material....

[View More](#)



JobDumpster

Your Price
\$0.00

Dumpster



R-DISC-5000

Your Price
-\$10,000.00

(Roofing) \$5000 Discount

Subtotal	\$20,856.41
Tax	\$0.00
Total	\$20,856.41

Proposal

Page # _____ of _____ pages

12198 AVE 272
VISALIA, CALIF 93277

M & M ROOFING
OWNER MIKE G. MENDONCA
LIC. NO. 373194

CELL - 559-280-9171
FAX - 559-732-6334

Proposal Submitted To: <i>City of Exeter</i>		Date: <i>1-13-26</i>	Job #
Address: <i>350 W. Firebaugh Ave</i>		Job Location: <i>610 N. Ft. Line Dept.</i>	
<i>Exeter Calif 93221</i>		Job Name: <i>Exeter Calif</i>	Date of Plans
Phone #: <i>559-610-6768</i>	Fax #	Architect: <i>Zachary Bourdway</i>	

We hereby submit specifications and estimates for:

- 1) Tear off existing roof, haul away all trash. _____
- 2) Install 4' x 8' x 7/16" OSB Plywood. _____
- 3) () lb. felt underlayment. _____
- 4) 2" x 2" x 10' metal trim on edges. _____
- 5) 24" x 10' W Valley Metal _____
- 6) New Vent flashings. *split boots & cutdown boots*
- 7) 24" x 18" O'Hagen attic vents _____
- 8) Ridge Glass Cap _____
- 9) Paint Flashings _____
- 10) Install 30 year Dimensional Comp. _____
- 11) Install 50 Presidential Comp _____
- 12) Install Built up roof _____
- 13) 2" x 4" x 10' jet coat metal trim _____
- 14) *Install 80 mill T.P.O. single ply (30yr) \$13,900.00*
- 15) *Install 4x8x1/2 H.O. board insulation (fire retardant)*
- 16) *new roof drain*
- 17) *Parapet cap metal on walls.*

(5) year(s) warranty on labor

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 13,900.00 Dollars

with payments to be made as follows: Upon completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully submitted Mike G. Mendonca

NOTE: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance February 10, 2026 Regular Meeting of the Exeter City Council
Signature _____



Agenda Item Staff Report

Agenda Item Number:

I.3.

Meeting Date:

February 10, 2026

Wording for Agenda:

Consider Approval of Agreement for Professional Services with A&M Consulting Engineers for Contract City Engineer Services for the City of Exeter, Appointing the City Engineer, and Authorizing Execution of the Agreement.

Submitting Department:

Public Works

Contact Name:

Zachary Boudreaux, Director of Public Works

Department Recommendation:

Staff recommends that the City Council:

1. Approve the Agreement for Professional Services with A&M Consulting Engineers for Contract City Engineer services for the City of Exeter in accordance with Request for Proposals No. 25-03;
2. Appoint A&M Consulting Engineers as the City Engineer pursuant to the terms of the Agreement; and
3. Authorize the City Administrator to execute the Agreement on behalf of the City.

Background and Summary:

At the direction of the City Council, staff issued Request for Proposals (RFP No. 25-03) to solicit qualified professional engineering firms to provide on-call Contract City Engineer services for the City of Exeter. The City Engineer serves a critical statutory and operational role, providing professional engineering oversight and support for City operations, capital improvement projects, development review, regulatory compliance, and the planning, design, and construction of the City's infrastructure systems.

The RFP was issued in accordance with the City's purchasing policies and contemplated a three-year base agreement with two optional one-year extensions. By the proposal deadline, the City

For action by:

City Council

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

City Administrator
(Initials Required)

 J.R.

received six (6) responsive proposals from qualified firms. Following proposal evaluation and interviews, City Council authorized staff on February 10, 2026, to negotiate a contract with A&M Consulting Engineers and directed staff to return with a recommended Agreement for Professional Services for final consideration and approval.

Subsequent to Council's direction, staff successfully negotiated an Agreement for Professional Services with A&M Consulting Engineers that is consistent with the scope, service expectations, and cost structure outlined in their proposal and aligned with the City's operational and long-term infrastructure needs. The proposed Agreement provides for on-call Contract City Engineer services, including engineering oversight for capital improvement projects, development review, regulatory compliance, and general engineering support. Services will be provided on an as-needed basis and billed in accordance with the approved rate schedule and the terms of the Agreement.

Approval of the proposed Agreement will allow the City to formalize City Engineer services under a negotiated contract structure and continue uninterrupted access to professional engineering expertise in support of City operations and infrastructure programs.

Fiscal Impact:

Contract City Engineer services are an operational expense funded through existing appropriations within the General Fund, enterprise funds, capital project budgets, and applicable assessment districts, as appropriate. Services are provided on an as-needed, hourly basis in accordance with the Agreement and do not obligate the City beyond authorized and budgeted expenditures. No additional budget appropriation is requested as part of this action.

Prior City Council Actions:

- August 26, 2025 – City Council directed staff to release a Request for Proposals for City Engineer services during the review of City contracts.
- January 27, 2026 – City Council authorized staff to enter into negotiations with A&M Consulting Engineers for Contract City Engineer services and directed staff to return with a recommended Agreement for Professional Services.

Attachments:

- RFP No. 25-03
- Proposal from A&M Consulting Engineers
- Draft Professional Services Agreement

Recommended motion to be made by the City Council:

I move to approve the Agreement for Professional Services with A&M Consulting Engineers for Contract City Engineer services for the City of Exeter, appoint A&M Consulting Engineers as the City Engineer pursuant to the Agreement, and authorize the City Administrator to execute the Agreement on behalf of the City.



REQUEST FOR PROPOSAL FOR
CITY ENGINEER
for the
CITY OF EXETER
Tulare County
California

Contact: Zachary Boudreaux, Director of Public Works

Proposals Due By: November 19th, 2025

At 2:00 p.m.

Physical submissions only.

No late proposals will be accepted.

1. INTRODUCTION

A. General Information

The City of Exeter (City) is requesting proposals for professional engineering services (as further described in Attachment A, Statement of Work) to be performed on an as needed basis over the course of three (3) years commencing, with two one-year options to renew upon the execution of an Agreement for Professional Services.

The City may reject a proposal as non-responsive for failure to provide all information requested in the Request for Proposal (RFP). The City reserves the right to reject all proposals and to waive any informality.

The City will not reimburse responding firms for any costs or expenses incurred in preparing proposals in response to this request.

Any inquiries concerning this request for proposals should be addressed to the Public Works Department via email at pw@exetercityhall.com.

2. NATURE OF SERVICES REQUIRED

Scope of Work to be Performed

The City is seeking proposals from interested and qualified Professional Engineering Services firms to perform professional engineering services as further described in the Statement of Work, Attachment A.

Typical General Engineering work to be performed for the City may include, but is not limited to, the following:

- Studies/report preparation
- Engineering calculations
- Civil design
- Infrastructure and Development design review
- Preparation and/or updating of plans and specifications
- Assistance in developing RFPs, RFQs, RFBs, and bidding
- Engineering support during construction
- Inspections
- Easement reviews
- Surveying
- Peer review on other professional work

- CAD / GIS services
- In person attendance at regularly scheduled and special City Council meetings

3. GENERAL INFORMATION

A. City Background

The City was formed in 1911, and became a Charter City in 1998. The City provides domestic water service, sanitary sewer collection, wastewater treatment and refuse collection services. The City's drinking water system operates under Water System No. CA5410003 as a community water system. The City has six (6) active and four (4) inactive groundwater well sources. The City also has one (1) groundwater well in development.

The City provides the following services:

- Water supply collection, treatment, and distribution
- Wastewater collection, treatment, and reuse
- Storm drainage collection and disposal

Each service maintains and operates under its own separate budget, and user fees fund these services.

The City is determined to deliver superior community services efficiently and professionally at a reasonable cost while responding to and sustaining the enhanced quality of life the community desires.

4. PROPOSAL SUBMITTAL AND SELECTION

All proposals must be received no later than 2:00 p.m., November 19th, 2025. **Late or incomplete proposals will not be considered.**

Deliver proposals via mail to P.O Box 237, Exeter, CA 93221 or hand delivery to City Hall located at 137 N. F St, Exeter, CA 93221

- A.** This request does not constitute an offer of employment or to contract for services.
- B.** All proposals submitted shall become City property.
- C.** All proposals shall remain firm for ninety (90) days following the closing date for receipt of proposals.
- D.** The City reserves the right to award the contract to the firm who represents the proposal which in the judgment of the City best accomplishes the desired results and shall include but not be limited to a consideration of the professional service fee.
- E.** Selection will be made based on the proposals submitted.

5. PROPOSAL FORMAT

A qualifying proposal must address all the following points:

- A.** Project Title
- B.** Applicant or Firm Name, address, contact information and website
- C.** Statement of the proposer's understanding of the work to be done
- D.** Firm Qualifications
 - 1. Type of organization, size, professional engineer's registration number(s) and any other affiliations or certifications.
 - 2. Table of Contents identifying the materials submitted by section and page number. Cross-referencing to section and page number in the RFP would be helpful.
 - 3. Names and qualifications of key personnel to be assigned to this project.
- E.** Existing public entity client references from recent related projects including name, address, email, and phone number of individuals to contact for reference.
- F.** Rate schedule
 - a. Specific rates for each staff member assigned to project
 - b. Administrative rates
 - c. Travel to be one rate including vehicle, time & mileage (see item 6D)
 - d. Materials fees
 - e. Reproduction fees
 - f. List any other anticipated costs

6. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries concerning the RFP and the subject of the RFP shall be made to the Department of Public Works via email at pw@exetercityhall.com.

2. Submission of Proposal.

One (1) physical, printed copy of the Proposal and Rate Schedule shall be received via mail or hand delivery at 137 N F St, Exeter, CA 93221 by 2:00 p.m., on November 19th, 2025 for the proposal to be considered.

The proposal should address the items listed in sections below.

During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarification from Proposers, to allow corrections of errors or omissions, and to negotiate terms.

The City reserves the right to retain all proposals submitted and to use any idea(s) in a proposal regardless of whether that proposing firm is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted, and confirmed in the contract between the City and the firm selected.

The City reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any proposal, and to accept, negotiate, or reject any items or combination of items.

B. Format for Technical Proposal

1. Title Page showing the RFP subject; the firm's name; the name, address and telephone number and email address of the primary contact person, and the date of the proposal.
2. The commitment to perform the work within the time period; the name(s) of the person(s) authorized to represent the Proposer along with title, address, email address and telephone number.
3. Detailed proposal following the order set forth in Section C and 7 below.

C. Contents for Technical Proposal

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake the Professional Services of City Engineer and Construction Inspection Services in conformity with the requirements of this Request for Proposals (RFP). As such, the Technical Proposal should demonstrate the qualifications of the firm and of the staff to be assigned to this engagement. It should also specify an approach that will meet the RFP requirements.

1. **Insurance** - Attached to the RFP (Attachment C) details the City's minimum insurance requirements. These requirements include Commercial General Liability, Workers' Compensation, Automotive Insurance and Professional Liability or Error and Omissions.

The selected firm will be required to maintain the minimum insurance requirements during the entire time of the engagement.

D. Cost Proposal

1. Proposals must include a complete and current table of hourly rates and charges for all timekeepers (including any subconsultants) that are reasonably anticipated to perform work under the proposed contract. The hourly rates provided shall include all overhead rates; overhead rates shall not be an add-on to the hourly rates proposed. The cost proposal shall describe the overhead rate to be charged on direct expenses and/or subconsultants rates, if any. The City's preference is for the proposed hourly rates to remain constant over the contract period. However, if rate increases are proposed the proposal must indicate the maximum percentage not to exceed increase per each 1-year period of the contract.

Proposals must include provisions detailing how travel time will be billed to the City for meetings or other purposes, and shall provide that mileage reimbursement will be billed at the current IRS approved rate.

The City will not be responsible for any cost or expenses incurred in preparing and submitting the proposal.

Any additional rates or fees should be called out in the submitted rate schedule.

2. Manner of Payment

Payments will be made based on hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's proposal. Interim billings shall cover a period of not less than a calendar month, to be submitted in monthly invoices per task item by the 12th day of the following month.

3. Non-Disclosure and Disclosure of Proposals

Proposals will be held in confidence during the evaluation process until City staff issues the Notice of Intent to Award a contract for professional services. Thereafter, all proposals will be treated as documents subject to disclosure under the California Public Records Act (the "Act").

If proposer believes any portion of its proposal contains confidential or proprietary information that is exempt from public disclosure under the Act, proposer must submit that information with its proposal in a separate sealed envelope labeled "Confidential Information." Except at compelled by court process, the City will not release any such documentation claimed to be exempt that is submitted in said manner without prior written notice to the proposer.

7. Understanding of and Approach to the Project

Proposals shall be limited to **16 pages** (not including transmittal letter, table of contents, tabs, dividers, and resumes) and shall follow the outline below:

A. Section 1 – Statement of Work

State in succinct terms your understanding of the anticipated Scope of Work, Attachment A, and identify additional tasks, if any, that you believe are essential or advisable to constitute a more complete scope of work.

B. Section 2 – Relevant Experience and Expertise

Describe in narrative form the experience and expertise of your firm and/or project team members in providing the service sought by the City and the project team members experience and expertise providing professional services to California public entities. Identify a minimum of three (3) representative public entity clients. Compare and contrast their size, public or private-sector status, location, and operational activities to those of the City. Include a description of the project organization and project team experience.

C. Section 3 – Project Team

Identify each individual you expect to work on the project team, including who the main point of contact will be for the City functioning as the City's Engineer, and subconsultants, if any. Provide resumes for each member of the team. Describe with particularity the specific areas of expertise of each team member, and specific education, experience, licenses, or other information that substantiates that expertise, and work with California public entities. Note that project team members may not be substituted without the written approval of the City.

D. Section 4 – Quality Assurance and Control; Conflicts

Describe your approach to Quality Assurance and Control for your firm's work product. Identify all current and reasonably foreseeable actual or potential professional conflicts that could hinder the provision of the requested services and propose means of managing any such conflicts.

E. Section 5 – Client References

Provide contact information for representatives of three former or current public entity clients for whom your firm or project team members have performed similar services.

F. Section 6 – Contract Requirements

Provide a proposed contract for the services of City Engineer and Construction Inspection Services that details the terms and conditions that meet the requirements of this request for proposal.

G. Section 7 – Insurance Requirements

Provide a summary of the firm’s insurance coverage. Summary should include a statement that the proposer’s insurance meets or exceeds the City’s requirements. Minimum limits and types of insurance that are required to be maintained throughout the term of the project are identified in Attachment C.

8. Fees

A. Provide a detailed breakdown of the level of effort and cost anticipated for each task in proposal schedule related to tasks identified in the Statement of Work using table as follows:

CONTRACT BID SCHEDULE ITEM #	DESCRIPTION	COST
1	Engineering Services	Attach rate schedule separately
Total Cost	-	

Respectfully Submitted:

Signature

Title

Company

Address

Phone Number

Federal Tax ID

A. Proposal Calendar

Date	Time	Event
October 22 nd , 2025		RFP Issue Date
November 12 th , 2025	3:00 p.m.	Deadline for Questions
November 19th, 2025	2:00 p.m.	Proposal Due Date
December 9 th , 2025		Anticipated Award Date
January 13 th , 2026		Anticipated Notice to Proceed

EVALUATION PROCEDURES

Engineering Firm Name: _____

Date of rating: _____

Evaluator Name: _____

A. The City will evaluate proposals based on but not limited to the following criteria:

1. Understanding of the Scope of Work to be performed, and Consultant's general approach to evaluating the site-specific needs for environmental compliance per Statement of Work.

_____ / 15 points

2. Demonstrated understanding of City of Exeter objectives, and previous similar experience with public entities and unincorporated communities.

_____ / 25 points

3. Consultant's management, personnel, experience, and approach to accomplishing the City of Exeter goals, which includes but is not limited to consideration of the following:

i. Qualifications of each member assigned to the project, particularly the engineer assigned to work with our City.

ii. Experience and performance on projects of a similar nature.

iii. Information obtained from reference checks for engineer and project manager

_____ / 20 points

4. Costs for personnel and services. Consideration will be given to demonstrated ability to complete work in a timely manner, and whether the fees listed are reasonable for the work product proposed and the experience of each level of engineer.

_____ / 40 points

TOTAL RATING: _____ / 100

The City will evaluate all proposals received before the submittal deadline and select a consultant based on the contents of the proposal.

ATTACHMENT A

City Engineer Statement of Work

The Engineer, when requested and authorized to do so by the City, should be able to provide the following scope of services on general and/or project assignments during the term of this Agreement. The City Engineer works under the day-to-day supervision of the City Administrator and Public Works Director.

Engineering, Design Services & Technical support:

- a. Provide engineering consultation with respect to City projects, including but not limited to, water, wastewater collection and disposal, and recycled water systems, drainage, storm water management, rate and fee structures, permits, public infrastructure and roadway improvements, and public facility/infrastructure financing programs. Adhere to City Codes, Ordinances & specifications, functioning as the City Engineer for the City.
- b. Provide engineering and feasibility studies with respect to City needs for compliance with Sewer and Collection system general permits, water treatment, supply, distribution, sewer storage and disposal; assessment districts activities, and utility rates.
- c. Provide engineering and prepare plans, specifications and bid documents for City projects.
- d. May be required to provide periodic job site visits during the construction/repair/replacement of public infrastructure and facilities as appropriate to become generally familiar with the progress and quality of work and to determine that in general the work is being completed in conformance with the approved plans, specifications and applicable City Standards.
- e. Provide assessment and benefit City engineering services on public financing projects.
- f. Provide engineering estimates for capital improvements and special consulting services to the City.
- g. Prepare for and attend City Council meetings to discuss specific items requiring engineering expertise as requested.
- h. Provide construction staking and construction observation services on City's projects.
- i. Provide additional engineering services as requested by the City.
- j. Update City plans and specification drawings utilizing CAD.
- k. Keep City Code and specifications up to date as needed to keep City up to date with regulations, in conjunction with the assistance of the City Attorney.

Technical Services

- a. Provide project management services if needed.
- b. Provide review and recommendations on applications for extension of facilities.
- c. Review submitted plans and specifications for conformance with the City's Code, ordinances, design and construction standards, adopted utility (and other) master plans and generally accepted engineering principles.
- d. Prepare for and attend City Council meetings to discuss specific items requiring engineering expertise.
- e. Prepare and periodically review the City's design and construction standards for water, sewer, recycled water and drainage facilities.
- f. Provide additional technical support services as requested by the City.
- g. Provide surveying and staking as needed.

ATTACHMENT C

CITY'S MINIMUM INSURANCE REQUIREMENTS

A. Minimum Scope & Limits of Insurance

1. Commercial General Liability

- a. Vendor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than two million (\$2M) per occurrence, four million (\$4M) general aggregate, and two million (\$2M) products and completed operations. The policy shall include a per project or per location general aggregate endorsement. If a per project/location endorsement is not available, the limit for the general aggregate shall be doubled.
- b. The policy shall allow and be endorsed as primary and not seek contribution from the City's coverage.
- c. The policy(s) shall provide and be endorsed to include, the City, its officers, officials, employees, agents, and volunteers as additional insureds on ISO form CG 20 10 (or equivalent) for ongoing operations, and, for construction or service agreements, ISO form CG 20 37 (or equivalent) for completed operations.
- d. Any failure to comply with reporting provisions of the policies by Vendor shall not affect coverage provided to the City.
- e. Coverage shall state that Vendor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- f. Coverage shall allow and be endorsed to include a waiver of subrogation in favor of the City and its officers, officials, employees, and agents.

2. Business Automobile Liability

- a. Vendor shall provide auto liability coverage for owned, non-owned, and hired autos using ISO Business Auto Coverage form CA 00 01 (or equivalent) with a limit of not less than one million (\$1M) per accident.
- b. The policy shall provide and be endorsed that the City, its officers, officials, employees, agents, and volunteers are included or named as additional insureds.
- c. The policy shall allow and be endorsed to include a waiver of subrogation in favor of the City, its officers, officials, employees, and agents.

Note: If autos will not be used to provide the service or work to the City, it is recommended the Automobile Liability insurance requirements be replaced with the following:

In the event Vendor uses vehicles in the operation of its business to provide services under this Agreement, the Vendor shall, prior to such use, provide the City with evidence of Business Automobile Liability insurance coverage in the amount of one million (\$1M) combined single limit per accident for owned, non-owned and hired vehicles (Any Auto-Symbol 1). Evidence shall be provided with a Certificate of insurance, along with an additional insured endorsement in favor of the City, primary and non-contributory coverage and endorsement, and Waiver of Subrogation coverage and endorsement under the policy prior to the use of any vehicle.

3. Workers' Compensation and Employers' Liability – Statutory

- a. Vendor shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for all persons employed directly or indirectly by Vendor. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than \$1,000,000 each accident, \$1,000,000 by disease-policy limit, and \$1,000,000 by disease-each employee. No Vendor may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of City.
 - b. The insurer, if insurance is provided, or Vendor, if a program of self-insurance is provided, shall allow, and be endorsed to waive all rights of subrogation against City and its officers, officials, employees, agents, and volunteers.
 - c. The requirement to maintain Statutory Worker's Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Vendor does not have any employees.
4. Professional Liability
- a. Vendor shall maintain professional liability insurance that insures against professional errors and omissions that may be made in performing professional services in the minimum amount of two million (\$2M) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of the start of work, and Vendor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the work.



November 19, 2025

A&M Consulting Engineers

Response to **Request for Proposal for City Engineer** for the City of Exeter.

Primary Contact

Javier Andrade, PE
Principal Civil Engineer
javier@am-engr.com

220 N. Locust Street
Visalia, CA 93291
P: 559.429.4747

am-engr.com



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Transmittal Letter

November 19, 2025

City of Exeter
Attn: Zachary Boudreaux
Director of Public Works
137 N. F Street
Exeter, CA 93221



Dear Zachary & Selection Committee,

On behalf of A&M Consulting Engineers, I am pleased to submit our proposal to serve as City Engineer and on-call professional engineering team for the City of Exeter. We understand the City is seeking a trusted partner to provide day-to-day technical support, capital project delivery within the expected time period, and construction inspection on an as-needed basis over an initial three-year term with two one-year options to renew.

Our team already plays this role for the Cities of Parlier, Avenal, and Corcoran, where we handle development review, CIP design, construction support, and grant administration under State and Federal funding requirements. We bring that same model to Exeter: a hands-on City Engineer who is responsive to staff, comfortable at the Council dais, and focused on getting projects built cleanly and compliantly.

We recognize Exeter's responsibility for water supply and distribution, wastewater collection and treatment, and storm drainage systems, each with its own budget, permits, and operational needs. Our proposal aligns directly with the City Engineer Statement of Work in the City's RFP, including:

- Engineering consultation and feasibility studies for water, wastewater, storm drainage, and recycled water projects;
- Preparation of plans, specifications, and bid documents;
- Jobsite visits and construction observation;
- Plan review for public and private improvements;
- Updates to City codes, standards, and standard details; and
- Technical assistance for assessment/benefit districts, user rates, and financing programs.

A&M's philosophy is to act as an extension of City staff. As part of that commitment, we do not bill the City for small start-up efforts that are necessary to get work moving, for example, brief phone calls and check-ins, short conceptual exhibits, early program or funding conversations, or occasional Council and community meetings where we are simply helping frame future work. Once a project or task is defined and authorized, we bill strictly in accordance with the approved scope, fee, and rate schedule.

We appreciate the opportunity to be considered and would be honored to support Exeter's staff and community as City Engineer. Please feel free to contact me directly with any questions or to discuss our proposal in more detail.

Javier Andrade, PE
Principal Civil Engineer/Main Point of Contact
javier@am-engr.com

Please scan below to view some of our work



Gateway Park



Urban Flood



Fig Tree

About Us.

We're A&M Consulting Engineers, your neighbors in Visalia, California, designing the streets our kids cross, the pipes and pumps you rely on at 2 a.m., and the public spaces where community happens. We're a friendly, roll-up-our-sleeves municipal engineering team that pairs big-firm capability with small-town responsiveness. When a city calls, we answer, and we stay with you from the first scoping chat to ribbon-cutting.

Our work is full-service and hands-on: project planning and grant strategy, civil design and permitting, traffic and safety engineering, construction management, and development review. We're fluent in the details that keep public projects moving, Caltrans LAPM, CEQA/NEPA, ADA/CASp, SWPPP, utility coordination, and grant reporting, so your staff, Council, and community get clear updates and clean closeouts.

What keeps us motivated is simple: safer routes to school, reliable water and wastewater systems, and streets that are easier to walk, bike, and drive. We live here too, and we take pride in helping Central Valley cities turn good ideas into built projects that last.

At a glance:

- Headquartered in Visalia; serving cities across the Central Valley
- 18-person, multi-disciplinary team (PEs, CASp, Environmental, CM/inspection)
- On-call/City Engineer experience for Corcoran, Avenal, Parlier, Tulare County, and Fresno County
- End-to-end delivery: Planning → Design → Bidding → Construction Engineering → Closeout
- Caltrans-ready processes (LAPM compliance, complete project phase tracking and follow through, audit-support)
- In-house CEQA/NEPA and SWPPP capabilities; ADA/CASp assessments and inspections
- Proven funding success (ATP, Prop 68, SS4A, FEMA, SWRCB, USDA-RD, CDBG)
- Responsive, bilingual public outreach and digital-first collaboration tools

As a partner who is practical, proactive, and deeply local, we'd love to help your city deliver more, faster, and with fewer surprises.

Business Address

A&M Consulting Engineers | Visalia Office
220 N. Locust Street Visalia, CA 93291
P: 559.429.4747

Local Presence

A&M Consulting Engineers operates in Visalia and has successfully worked with various cities around the area such as Parlier, Corcoran, Avenal, and Lemoore.

Type of Organization

Corporation

Commercial General Liability

Policy Number: B7013593958

Business Automobile Liability

Policy Number: BUA7012551405

Workers' Compensation & Employers' Liability

Policy Number: EIG294378206

Professional Liability

Policy Number: ANE4938104.25

Conflicts of Interest

A&M Consulting Engineers does not have any conflicts of interest related to current contracts and the City of Exeter.



Litigation

A&M Consulting Engineers has not been involved in any litigation in connection with prior projects.

Statement of Work & Approach.

Scope & Approach

A&M Consulting Engineers will provide on-call City Engineer services, over the course of three (3) years commencing, with two one-year options to renew, to the City as its day-to-day technical partner, delivering planning, design, bidding, and limited construction support across water, wastewater, recycled water, drainage, stormwater, and related municipal infrastructure. Our scope is authorization-based and task-order driven; each assignment begins with a brief task memo confirming objectives, assumptions, level of effort, schedule, deliverables, and cost. Work will be managed by managed by the City Engineer who will serve as the primary point of contact and will coordinate routinely with the City Administrator, Public Works Director, and, when requested, City Council.

Planning & Design

We will provide advisory engineering to evaluate needs, develop alternatives, and prepare feasibility and planning documents. For capital projects, we will advance concepts into preliminary design and final Plans, Specifications, and Estimates suitable for public bidding, integrating current City standards and all applicable codes and regulations. When requested, we will prepare bid packages, conduct bid-period services, and provide award recommendations supported by clear documentation.

Construction Support

During construction, our role will include periodic site visits to observe general conformance with contract documents, review of shop drawings and submittals, timely responses to requests for information, preparation of clarifications, and participation in progress meetings as needed. At task closeout, we will compile record drawing updates, asset data handoff, and a brief summary of outcomes relative to the task memo.

Technical Services

On request, we will support City operations with development plan review for conformance with City code and adopted standards, analysis of proposed extensions of facilities, preparation of standard details and minor updates to design and construction standards, preparation of staff reports and presentation materials, attendance at public meetings, and limited surveying and staking for maintenance or small capital efforts. Project files and CAD/GIS data will be maintained in City-compatible formats to streamline future updates and asset

Deliverables

Deliverables will be tailored to each task and may include short technical memoranda, feasibility and planning reports with assumptions and recommendations, preliminary engineering packages with cost opinions and phasing guidance, and sealed final design documents. For construction support, deliverables may include site-visit notes, submittal logs and reviews, responses to contractor inquiries, clarification sketches, and recommended change documentation. For standards and operational tasks, deliverables may include redlined or updated standard drawings and specifications, plan-check comments with code citations, and concise summaries suitable for staff packets; all electronic files will be transmitted in native formats and searchable PDFs.

Project Management

The A&M Project Manager will function as the City's day-to-day Engineer, supported by discipline leads in water, wastewater, stormwater, transportation, and surveying. The Project Manager will control scope, schedule, and budget for each task, coordinate subconsultants when required, and ensure timely communication with City staff. Substitutions of key personnel will not occur without prior written City concurrence. An accessible task tracker will document status, next actions, and decision points for transparent progress monitoring.

QA/QC & Conflicts

Quality assurance and quality control will be integrated from task initiation through final delivery. Each work product will receive an internal technical review by a senior professional not directly responsible for production, using checklists to verify consistency with standards, constructability, and permitting requirements. Before advertisement, PS&E packages will undergo a final coordination check to confirm drawing-spec alignment and reduce addenda risk. Any actual or potential conflicts of interest will be disclosed promptly, and no task will proceed where a conflict cannot be effectively managed.

Coordination & Meetings

Coordination will occur through regular touch-points with the City Administrator and Public Works Director. For active tasks, the City Engineer will provide brief progress updates at intervals appropriate to the phase and complexity, document key decisions, and flag risks to scope, budget, or schedule early. When requested, City Engineer attend City Council meetings to present technical findings and respond to questions; for development review or standards updates, we will coordinate with the City Attorney where code interpretation or policy alignment is



Statement of Work & Approach.

Schedule & Response

Response expectations will be calibrated to task urgency. For routine on-call inquiries, we will acknowledge the request within one business day and provide either an immediate answer or a short plan for next steps and timing. For task orders, we will submit a task memo within three to five business days outlining scope, fee, and schedule unless a faster turnaround is requested. For urgent operational needs affecting public safety or service continuity, we will mobilize same day and confirm interim approvals in writing.

Insurance & Compliance

The City's minimum insurance requirements will be met or exceeded throughout the contract term; certificates and endorsements will be provided prior to notice to proceed and updated upon renewal.

A&M will perform services in accordance with applicable federal, state, and local laws, ordinances, and regulations, and will adhere to the City's contracting and procurement requirements.

Intent

This Statement of Work aligns A&M's capabilities with the City's anticipated needs for City Engineer, establishing clear expectations for deliverables, communication, and accountability, and providing a practical framework, task memos, disciplined QA/QC, and responsive management, to deliver reliable outcomes for the City.



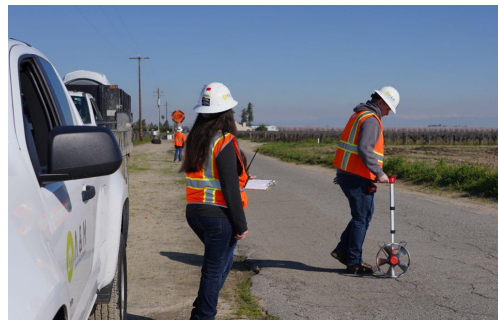
WATER RESOURCES



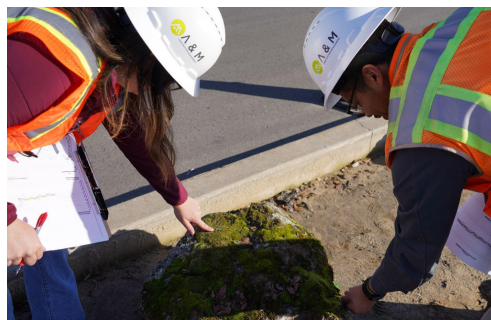
CONSTRUCTION MANAGEMENT



PLANNING



TRANSPORTATION ENGINEERING



ENVIRONMENTAL ENGINEERING



PARKS & RECREATION

Community Outreach.

Two-Stage Outreach Approach

- We treat community outreach as a continuous process: first to gather input that shapes grant applications, then to fulfill outreach and reporting requirements once funding is awarded

Pre-Grant Community Input

- Conduct community meetings, workshops, and pop-up events to identify needs, safety concerns, and project ideas.
- Use clear visual exhibits, concept sketches, and plain-language summaries of potential improvements.
- Provide multilingual surveys (online and in-person) and coordinate with schools, community groups, and businesses.
- Ensure that grant applications are grounded in community-identified needs and priorities.

Grant-Funded Outreach & Compliance

- Prepare outreach plans tailored to each grant program's guidelines and schedules.
- Host public meetings to review design options and project milestones, and support school-based safety campaigns and volunteer events.
- Manage logistics, materials, sign-in sheets, photos, and summary memos for use in grant progress reports and closeout documentation.

City Partnership & Capacity Building

- Act as an extension of City staff by organizing and documenting outreach so it is meaningful to residents and fully compliant with funding requirements.
- Use completed outreach to strengthen future grant applications and build a reliable pipeline of competitive projects for the City of Exeter.

Past Community Outreach Events

Community Town Hall Meetings

A&M Consulting Engineers hosts town hall meetings in partnership with the cities we serve to gather valuable input from community members. We recognize the importance of listening to residents' concerns and priorities. During these meetings, our team presents exhibits of potential projects that have generated community interest. Attendees are encouraged to provide feedback and suggest changes, ensuring the proposals reflect local needs. This collaborative process allows us to refine project concepts and pursue grant funding opportunities, minimizing reliance on local funds and maximizing community benefit.



City of Corcoran Community Cleanup Event

A&M Consulting Engineers partnered with the City of Corcoran on a resident-led cleanup campaign that brought neighbors, staff, and volunteers together to clean streets, alleys, and public spaces. These events met Clean CA Local Grant requirements and paved the way for permanent improvements along the Whitley Avenue gateway corridor, including drought-tolerant landscaping, targeted litter reduction, energy-efficient lighting, and ADA-accessible sidewalks, curb ramps, and crossings. The result is a safer, brighter, and more welcoming entrance to Corcoran that reflects community pride and invites families to walk, gather, and feel at home.

City of Selma Tactical Urbanism Pilot Study 1

A&M Consulting Engineers partnered with Selma Unified School District and the City of Selma on an STP-funded Tactical Urbanism pilot to quickly improve streets around school campuses. With principals, crossing guards, and families, we installed low-cost, quick-build curb extensions, daylighted corners, high-visibility crosswalks, simplified student pick-up/drop-off, median refuges, and clear signing/stripping. Before/after observations, speed checks, and student travel tallies showed calmer, more predictable drop-off and now guide permanent safety improvements shaped by families' input.



2. Relevant Experience and Expertise

Grant Management.

After conducting meaningful community outreach, A&M Consulting Engineers takes the community's concerns and priorities and turns them into clear and fundable projects. We then match projects with the most suitable state and federal programs and structure competitive applications so community-driven needs can move forward with secured

Develop and Maintain a Grant Management Plan:

A&M is well-versed in creating comprehensive grant management plans that outline key milestones, deliverables, and responsibilities. These plans serve as roadmaps to ensure that every aspect of the grant is systematically addressed and that all stakeholders are aware of their roles and timelines.



Monitor Grant Expenditures and Budget Adherence:

Budget management and adherence to grantor requirements are critical aspects of our expertise. We have a proven ability to closely monitor grant expenditures, track financial data, and ensure that spending aligns with grant guidelines. This approach guarantees compliance while optimizing resource utilization.

Coordinate with City Staff:

Collaboration is at the heart of our approach. We work closely with program staff to ensure that project activities align seamlessly with the grant's objectives. Effective communication and coordination are central to our strategy for successful grant implementation.



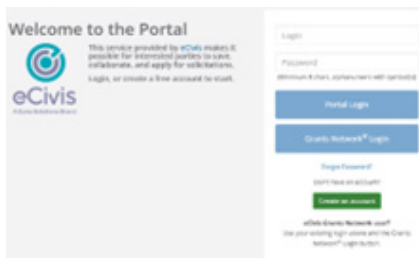
Maintain Detailed Records and Documentation:

Our team places a premium on record-keeping and documentation. We maintain meticulous records of all grant-related activities, transactions, and correspondence. This rigorous documentation is essential for demonstrating compliance and accountability to grantors.

Prepare and Submit Progress Reports:

We are proficient in preparing and submitting regular progress reports to grantors in strict accordance with established timelines and guidelines. Our reports provide a comprehensive overview of project developments, achievements, challenges, and financial updates. Timely reporting is a hallmark of our commitment to transparency.

We are experienced in managing the diverse reporting requirements of our funding sources. For example, under the CDBG program, we submit a Quarterly Progress Report via the eCivis platform that includes both financial and activity data. Similarly, funding sources such as Clean CA require a quarterly progress report, submitted within 45 days, using Smartsheet.



Maintain Accurate and Complete Grant Files:

Our dedication to organization extends to maintaining accurate and complete grant files. These files include financial records, progress reports, correspondence with grantors, and any other pertinent documents. Our systematic approach ensures that all documentation is readily accessible and well-organized.

Ensure Timely Submission of Required Documentation:

Meeting deadlines for grant deliverables is non-negotiable for us. We prioritize timely submission of all required materials, from progress reports to financial statements and any additional documentation specified by grantors. This punctuality is integral to maintaining positive relationships with funding entities.

2. Relevant Experience and Expertise

The following chart highlights our successful track record in applying for and managing federal and state funded projects. This demonstrates our expertise in grant administration and compliance, ensuring impactful infrastructure and transportation improvements while minimizing the burden on local resources.

Funding Type	Funding Source	Name of Project	Owner	Amount
State	Prop 68	Gateway Park	City of Corcoran	\$7M
State	Urban Greening Grant Program	Fig Tree Park	City of Parlier	\$5M
State	Urban Flood Protection Grant Program	Parlier Flood Protection Project	City of Parlier	\$4M
State	Active Transportation Program (ATP)	Corcoran Safe Routes to School	City of Corcoran	\$3.5M
State	Active Transportation Program (ATP)	Selma Branch Canal Parkway	City of Selma	\$3.5M
State	Active Transportation Program (ATP)	Limitless Lane Network	City of Parlier	\$3M
Federal	Active Transportation Program (ATP)	School Corridor Active Transportation Improvements	City of Parlier	\$3M
State	Clean California Local Grant Program	Selma SR-99 Gateway to Downtown	City of Selma	\$3M
State	Clean California Local Grant Program	Community Beautification and Cleanup Project	City of Corcoran	\$2.6M
Federal	Surface Transportation Block Grant (STBG)	Manning Avenue Rehabilitation	City of Parlier	\$1.3M
Federal	Congestion Mitigation and Air Quality (CMAQ)	2021 Ped & Bicycle Facility Improvements Phase 1 & 2	City of Corcoran	\$1.1M
Federal	Congestion Mitigation and Air Quality (CMAQ)	2020 Ped & Bicycle Facility Improvements Phase 1 & 2	City of Corcoran	\$900K
State	Sustainable Transportation Planning Program (STP)	EV Charging Infrastructure Network Plan	City of Corcoran	\$300K
State	Sustainable Transportation Planning Program (STP)	Tactical Urbanism Safe Streets Study	City of Selma	\$300K
Federal	Highway Infrastructure Program (HIP)	Corcoran 2020 HIP Road Maintenance	City of Corcoran	\$261K
State	Highway Safety Improvement Program (HSIP)	Various – Cycle 10	City of Corcoran	\$250K
State	Highway Safety Improvement Program (HSIP)	Bush Street Pedestrian Safety Improvements Project	City of Lemoore	\$250K
State	Highway Safety Improvement Program (HSIP)	Various – Cycle 10	City of Parlier	\$250K
State	Per Capita Program	Heritage Park Playground & Earl Ruth Park Playground	City of Parlier	\$188K
State/Federal	Systemic Safety Analysis Report Program	City of Parlier Local Roadway Safety Plan	City of Parlier	\$65K
State/Federal	Systemic Safety Analysis Report Program	City of Corcoran Local Roadway Safety Plan	City of Corcoran	\$65K
Federal	Congestion Mitigation and Air Quality (CMAQ)	Roundabout at Parlier Ave and Newmark Ave	City of Parlier	\$1.6M
State	Small Community Drought Relief Program	Water Storage Tank	City of Parlier	\$765K
State	Sustainable Transportation Planning Program (STP)	Parlier Active Transportation Study - Tactical Urbanism	City of Parlier	\$353K

2. Relevant Experience and Expertise

Design.

Project Initiation & Coordination

- Hold kickoff meeting to confirm City priorities, schedule, and communication protocols.
- Review available background information (plans, studies, reports, and standards).
- Refine project objectives, deliverables, and key milestones with the City.

Existing Conditions & Data Collection

- Conduct site visits to document existing conditions, constraints, and opportunities.
- Gather and review relevant data (as-built drawings, utilities, surveys, traffic/usage data, environmental information, etc.)
- Identify potential conflicts, access issues, and right-of-way or property constraints.

Analysis & Concept Development

- Analyze existing conditions and data to understand needs, deficiencies, and risks.
- Develop and compare feasible design concepts, including “no build” or minimal-intervention options where appropriate.
- Evaluate concepts against applicable standards, Owner objectives, constructability, and life-cycle costs.
- Meet with the Owner to review concepts and confirm a preferred alternative for design.

Preliminary Design (Concept to ~30%)

- Prepare preliminary layouts, typical sections, and key design parameters.
- Identify required surveys, geotechnical work, or specialty studies and incorporate findings.
- Coordinate early with utilities, permitting agencies, and affected stakeholders.
- Provide a preliminary opinion of probable construction cost for budget and phasing discussions.

Design Development & PS&E (Progress Submittals)

- Advance the design through structured submittals (e.g., 30%, 60%, 90%, and Final).
- Prepare and refine:
 - Plan drawings, details, & profiles.
 - Technical specifications & special provisions.
 - Quantities and detailed Engineer's Estimates.
 - Staging and temporary traffic control or access plans, if applicable.
- Integrate comments from the City, utilities, and reviewing agencies at each stage.

Quality Assurance / Quality Control (QA/QC)

- Assign senior staff not involved in day-to-day production to perform independent reviews.
- Check for conformance with applicable codes, standards, and funding requirements.
- Verify consistency among plans, specifications, and estimates.
- Review for constructability, phasing, safety, and long-term maintenance considerations.

Permitting, Approvals, and Coordination

- Support the City in obtaining required permits and approvals.
- Coordinate with regulatory agencies, utilities, and stakeholders to resolve issues early.
- Update design documents to reflect permit conditions and final agreements.



Experience.



City Engineer of Record (Current): Parlier, Avenal, and Corcoran

A&M Consulting Engineers serves as the appointed City Engineer for the Cities of Parlier, Avenal, and Corcoran. We provide the full municipal engineering function, from counter services to capital delivery, so City Staff, City Council, and the public have a single accountable team for development, permitting, compliance, and construction support.

What We Handle Day to Day (Full Scope of City Engineer Services)

Development Services & Permitting

- Pre application meetings and entitlement support with Planning and Fire.
- Drafting and tracking conditions of approval; mitigation monitoring.
- Subdivision (Final/Parcel) maps, tract/parcel map conditioning, and lot line adjustments.
- Improvement plan checks (street, water, sewer, storm, street lighting, traffic control, ADA/PROWAG in the public right of way).
- Building permit civil reviews (grading/drainage, utility connections, fire access/hydrants).
- Fee and bond determinations; subdivision agreements; surety releases.
- Encroachment permits; traffic control plan review; right of way management and inspections.

Capital Projects

- CIP programming and budgeting; staff reports and council presentations.
- PS&E in Civil 3D/Bluebeam; bid phase addenda and RFI responses.
- Construction administration and resident engineering; pay estimate review; close out.
- Change order analysis, claims avoidance, and constructability reviews.

Regulatory & Funding Compliance

- Caltrans Local Assistance (LAPM) coordination for State/Federal-aid projects: RFA/E 76 packages; Exhibit 10 K/10 O consultant compliance; Buy America documentation; independent cost estimates; risk based QA/QC.
- CDBG labor standards (Davis Bacon/Section 3) and reimbursement invoicing.
- CEQA/NEPA coordination; RWQCB/SJVAPCD permits; SWPPP/QSP/QSD services.
- SB 1 reporting; ATP/SS4A grant applications; grant administration and audit support.

Operations & Customer Service

- Weekly "City Hall Engineer" desk hours and an on-call response line.
- Utility coordination (Southern California Edison (SCE) preconstruction, telecom/fiber, irrigation districts).
- Public information materials; council/commission presentations; developer roundtables.

Representative City Engineer Assignments:

City of Corcoran

- On call development review for subdivisions, frontage improvements, and ADA right of way upgrades.
- Citywide CIPs, & PS&E for routine roadway and utility infrastructure; bid support and construction administration.
- Compliance: labor compliance management, Caltrans Reporting, Section 3 outreach, and reimbursement reporting & submittals.
- Infrastructure Funding Support & Management

City of Avenal

- End to end development services for infill and commercial projects, including comprehensive plan check and permit administration.
- Capital support across roadway, water, sewer, and storm programs.
- Interagency coordination on State Route interfaces and Caltrans encroachment permits.
- Infrastructure Funding Support & Management.

City of Parlier

- Full development review and permitting; annual pavement and utility maintenance packages.
- On call engineering for alley/collector utility rehabilitation and neighborhood drainage fixes.
- Citywide CIPs and ADA curb ramp retrofit support, integrating CASp/ADA review into plan check to reduce late stage field changes.
- Infrastructure Funding Support & Management

How This Experience Benefits the City of Exeter on Day One

- No learning curve. The same team that staffs municipal counters, reviews subdivision maps, and closes out federally funded jobs in Parlier, Avenal, and Corcoran will plug in with your Planning, Public Works, and Finance staff immediately.
- Predictable timelines. Standardized checklists, comment matrices, and review cycles shorten approvals and keep developers on schedule.
- Audit-ready project delivery. LAPM aligned procedures (e.g., E 76 documentation, Exhibit 10 K/10 O tracking, CEM 4903 change order logs) protect eligibility for reimbursement and avoid findings.
- Lower construction risk.
- Clear communication. Weekly City Hall desk hours and concise City Council staff reports keep decision makers and the public informed.

Bottom line: We already perform the complete City Engineer role for three Central Valley cities. Our proven, end to end model, covering development, permitting, plan checks, capital delivery, and compliance, can apply directly to this contract, ensuring fast start up, consistent service, and reliable outcomes.

2. Relevant Experience and Expertise

PARLIER TCP TREATMENT PROJECT

Parlier, CA

The City of Parlier's TCP Treatment Project enhanced community infrastructure and public health by delivering new water treatment filters, tanks, and supporting improvements such as upgraded utilities, pavement, lighting, and landscaping that create a safer, more reliable, and sustainable environment for residents.



A&M Consulting Engineers provided construction management and oversight for the City of Parlier's TCP Removal Treatment Project, which delivered a centralized GAC treatment plant and well-site upgrades. Our CM/RE role centered on verifying contractor and project compliance with environmental, permitting, and funding requirements and

coordinating with the State Water Resources Control Board to ensure regulatory compliance. Through this construction-phase support, the project advanced toward providing safe, reliable drinking water while maintaining conformance with applicable state and federal standards.

Cost
\$14,233,850

Specific Types of Work Performed
-Engineering Design
-Construction Engineering

Project Manager
Javier Andrade, PE
javier@am-engr.com

Role
Principal/Prime

Contracting Agency
City of Parlier

Client Reference
David Del Bosque
Public Works Director
(559) 646-3700

Type of Funding
State



2. Relevant Experience and Expertise

PARLIER FLOOD PROTECTION PROJECT

Parlier, CA

This project improved Parlier's stormwater infrastructure while at the same time creating safe, accessible, and attractive public spaces, enhancing flood protection, community amenities, and overall quality of life.

A&M Consulting Engineers provided construction management and resident engineering services for the City of Parlier's Urban Flood Protection Project. Our CM/CE role included oversight of storm drain and sewer manholes, and basin improvements. We monitored construction of the new pump station at Richard Flores Basin and coordinated delivery of associated hardscape.

Throughout the project, A&M administered construction activities to verify compliance with design intent and project requirements, supporting the City in successfully delivering critical stormwater conveyance upgrades and community amenities.



Cost
\$5,018,562

Specific Types of Work Performed

- Engineering Design
- Construction Engineering

Project Manager

Javier Andrade, PE
javier@am-engr.com

Role

Principal/Prime

Contracting Agency

City of Parlier

Client Reference

David Del Bosque
Public Works Director
(559) 646-3700

Type of Funding

State



2. Relevant Experience and Expertise

CORCORAN SAFE ROUTES TO SCHOOL PROJECT

Corcoran, CA



The Safe Routes to School (SRTS) Project strengthens safety, access, and independence for students and families by upgrading the pedestrian and traffic network around neighborhood schools. Improvements include ADA-compliant sidewalks and curb ramps, high-visibility crosswalks, daylighted corners and curb extensions to shorten crossing distances, traffic calming to reduce speeds, and clear signing/stripping at pick-up and drop-off zones. Where needed, we adjust drainage and utilities and add wayfinding to connect homes, parks, and campuses. The result is practical, code-conforming infrastructure that invites walking, biking, and rolling, giving parents peace of mind and helping kids arrive to class safely, every day, while building a healthier, more connected community.

A&M Consulting Engineers provided roadway and traffic engineering services for the Corcoran Safe Routes to School Project, beginning with preparation of the successful Active Transportation Program (ATP Cycle 5) grant application.

A&M managed all phases of the project, including grant administration, design, bidding, construction management, and project closeout.

Our firm performed roadway and drainage system design, pavement design for new asphalt sections, safety improvements and coordinated utility identification and protection. Construction elements included ADA-compliant sidewalks, curb and gutter, drive approaches, and curb ramps. Our firm prepared signing, striping, and pavement marking plans, ensuring full compliance with the Manual on Uniform Traffic Control Devices (MUTCD).

Cost
\$1,399,490

Consultant's Responsibilities:

- Traffic Engineering
- Land Surveying
- RE Services
- Transportation Planning
- Guidance & Compliance with Federal, State, Local, and State Regulations

Project Manager

Javier Andrade, PE
Javier@am-engr.com

Role

Design/Resident Engineer

Contracting Agency

City of Corcoran

Client Reference

Joseph Faulkner
Public Works Director
(559) 992-2151

Type of Funding:

State and Federal



2. Relevant Experience and Expertise

FIG TREE PARK

Parlier, CA

Fig Tree Park transformed a sun-baked open space into a shaded, inclusive neighborhood destination. ADA-compliant loop paths and ramps connect new play areas, and quiet seating under shade structures and a growing canopy of native trees. Inclusive, age-appropriate play equipment and resilient safety surfacing invite everyone to move and explore, while energy-efficient lighting, and clear wayfinding enhance comfort and safety. Drought-tolerant landscaping and LID planters manage stormwater and reduce maintenance. Designed with community input, the park now supports morning walks with strollers, after-school play, and weekend gatherings, a welcoming place to gather, breathe, and belong.

Fig Tree Park features drought tolerant landscaping, low water use irrigation, pervious surface walking paths, innovative LID landscaping involving drip irrigation and solar lighting.

The City of Parlier received funding through the California Natural Resources Agency to construct a park within an existing vacant lot.

A&M Consulting Engineers was a trusted partner for the design, the construction management and the funding allocation forms for the successful completion of park site amenities. Additionally, A&M provided all necessary invoicing and financial documentation required for reimbursement while working hand in hand with the City of Parlier Finance Department.



Cost
\$2,878,230

Consultant's Responsibilities:
-Engineering Design
-Surveying
-Construction Engineering
-Environmental Clearance
-Guidance & Compliance with Federal, State, and Local Regulations

Project Manager
Javier Andrade, PE
Javier@am-engr.com

Role
Principal/Prime

Contracting Agency
City of Parlier

Client Reference
David Del Bosque
Public Works Director
(559) 646-3700

Type of Funding:
State



2. Relevant Experience and Expertise

GATEWAY PARK

Corcoran, CA

Gateway Park transforms everyday open space into a welcoming neighborhood retreat. An ADA-compliant trail loop links shaded picnic terraces, a flexible green for play and gatherings, and native, drought-tolerant gardens that conserve water and create habitat. Low-impact planters manage stormwater, while energy-efficient lighting, bike racks, and bottle fillers support daily use. At its heart is a world-class Velosolutions pump track, already drawing riders of all ages from various regions throughout the state, country, and world. The City hosted the 2025 Velosolutions UCI Pump Track World Championships Qualifier on March 15, bringing regional energy and pride to the community. Together, these elements create a safe, resilient place to move, rest, and connect, close to home.

Gateway Park showcases LED lighting which changes colors to match the event occasion. It included picnic areas, a veteran's memorial monument surrounded by a modification of a modern amphitheater showcasing the modern design of fiberized white concrete, the design of a water efficient splashpad, modern accessible playgrounds, pervious concrete parking lots, modern lifesize "Corcoran" lettering, a world class 1-acre pump track, a full size soccer field, and workout equipment.

A&M provided engineering, planning, design, bidding, and construction services for the Gateway Park project. A&M led the design for the 8-acre park that formed the centerpiece for the gateway of the City of Corcoran.



Cost
\$7,090,140

Consultant's Responsibilities:
-Surveying
-Environmental Clearance
-Engineering Design
-Traffic Engineering
-Construction Engineering
-Guidance & Compliance with Federal, State, and Local Regulations

Project Manager
Javier Andrade, PE
Javier@am-engr.com

Role
Principal/Prime

Contracting Agency
City of Corcoran

Client Reference
Joseph Faulkner
Public Works Director
(559) 992-2151

Type of Funding:
State



2025 Public Works Project of the Year
in the Structures Category



2. Relevant Experience and Expertise

KIDS POCKET PARK

City of Avenal

The Kids Pocket Park in Avenal is an inclusive, ADA-accessible micro-park designed for everyday play and calm respite. A looped, barrier-free path connects age-appropriate play zones with inclusive equipment, adaptive swings, spinners, and tactile/sensory panels, set on resilient safety surfacing. Shaded seating nooks with stroller and wheelchair clearances provide comfort and clear sightlines for caregivers, while low fences and gateway entries enhance security. Native, drought-tolerant landscaping and LID planters manage heat and stormwater, and efficient lighting extends safe use into the evening. Co-created with local families, the park invites children of all abilities to move, explore, and belong, close to home.

The Avenal Pocket Park, a community-focused green space designed to enhance neighborhood livability, included a wide range of amenities to serve residents of all ages. The park features two playgrounds with decorative fencing, picnic tables with BBQ pits and shade, public art mural, restroom, and landscaping and lighting throughout the park.

These elements were carefully selected to promote outdoor activity, improve walkability, and create a safe, vibrant space in the heart of the community.



Cost
\$776,922

Consultant's Responsibilities:
-Construction Management

Project Manager
Javier Andrade, PE
Javier@am-engr.com

Role
Principal/Prime

Contracting Agency
City of Avenal

Client Reference
Antony V. Lopez
City Manager
(559) 386-5766

Type of Funding:
State



Key Personnel.



City Engineer
Javier Andrade, PE, QSD

Principal-in-Charge
Orfil Muniz, PE, QSD, QISP, SUMS

Assistant Engineers
Denise Isaguirre, EIT
Edward Magana, EIT
Pedro Lopez, EIT
Gelasio Rodriguez
Anabel Tapia
Nelson Gomez
Kyndra Martinez
David Del Bosque

Professional Engineer
David Hernandez, PE, QSD

Construction Management

Assistant Construction Engineer
Alexis Gutierrez

Construction Observer
Adrian Torres

Assistant Construction Engineer
Samuel Mudford

Land Surveying

Professional Land Surveyor
Richard Aviles, PLS

Assistant Land Surveyor
Luis Lopez, LSIT

Professional Land Surveyor
Daniel Cerda, PLS

Administrative Department

Administrative Specialist
Mary Espinosa

Administrative Specialist
Graciela Aguilar

Certified Access Specialist
Val Garcia, CASp

Resumes

Please find A&M's full team resumes located in Appendix A on page 21.

4. Quality Assurance and Control; Conflicts

Quality Assurance and Control; Conflicts

Purpose & Alignment

- Apply a firmwide QA/QC system to ensure full compliance with City codes, standards, and RFP scope.

Kickoff & Matrix

- Hold kickoff; create a compliance matrix mapping each task/deliverable to governing standards, permits, and submittals.

Conflicts

- Run conflict-of-interest checks at NTP and before major task orders; document mitigations.

Staffing & Authority

- Assign City Engineer POC and discipline leads; changes only with City approval.

Basis of Design

- Maintain a living BOD citing City standards and applicable plans; update as regulations change.

Two-Gate Reviews

- For every submittal (30/60/90/100%), do Lead Self-Check (traceable calcs/CAD) and Independent Technical Review; log and resolve all comments before release.

Constructability & Operations Checks

- At 60%/90%, verify staging, access, maintainability, and safety; incorporate field constraints.

Permitting & Environmental Compliance Coordination

- Track permit conditions in the matrix and carry requirements into plans/specs/estimates.

Subconsultant Quality Integration

- Flow down QA/QC milestones and ITR sign-offs; align schedules; verify deliverable quality.

CAD/GIS and Document Control

- Enforce City drafting conventions; maintain versioning, transmittals, and sealed record sets.

Construction Support QA

- Provide observation, RFI tracking, nonconformance logs, and corrective-action verification.

Cost/Schedule Integrity

- Tie QA/QC gates to schedule; invoice by accepted deliverables.

Records & PRA

- Archive and classify records; flag proprietary items for Public Records Act readiness.

Insurance & Risk

- Maintain required coverages (CGL, Auto, WC/EL, Professional) and provide endorsements/COIs.

Change Order Management

- Use a formal process for scope clarifications/additions with impact assessment and City concurrence.

Closeout & Lessons Learned

- Deliver as-builts, update City details where applicable, and capture lessons learned

Continuous Communication

- Keep a single City POC, provide timely coordination, and attend meetings as requested.

Assurance Statement

- This QA/QC process applies to all tasks—studies, design, bidding, and construction support.

5. Client References

City of Parlier

Contact: David Del Bosque
Public Works Director
Phone: (559) 646-3700
Email: ddelbosque@parlier.ca.us



City of Corcoran

Contact: Joseph Faulkner
Public Works Director
Phone: (559) 992-2151
Email: joe.faulkner@cityofcorcoran.ca.gov



City of Avenal

Contact: Antony V. Lopez
City Manager
Phone: (559) 386-5766
Email: alopez@cityofavenal.gov



City of Lemoore

Contact: Estevan Benavidez
Public Works Director
Phone: (559) 924-6744
Email: ebenavides@lemoore.com



6. Rate Schedule and Billing Approach

A&M's detailed Rate Schedule is attached under separate cover, in direct response to the City's request for hourly rates and billing information. The schedule lists hourly rates for all anticipated staff classifications (including subconsultants), along with administrative, travel, materials, and reproduction charges. Overhead is included within the stated hourly rates; no separate overhead multiplier will be applied.

Travel time will be billed only when associated with an authorized task and will be invoiced per our rate schedule, with mileage reimbursed at the then-current IRS rate, consistent with the City's expectations.

As noted in Section 1, A&M does not bill the City for small start-up efforts required to define a task or respond to occasional short-duration questions, brief Council appearances, or simple scoping exhibits and program pre-applications. Formal billing commences only after the City authorizes a defined scope of work via task memo or task order.

A&M is willing to hold rates firm for the first contract year and limit any subsequent annual increases to a mutually agreed not-to-exceed percentage for the optional renewal years.

7. Insurance and Contract Requirements

A&M Consulting Engineers maintains insurance coverage that meets or exceeds the City's minimum requirements, including:

- Commercial General Liability: at least \$2,000,000 per occurrence and \$4,000,000 aggregate;
- Business Automobile Liability: at least \$1,000,000 per accident;
- Workers' Compensation and Employer's Liability: statutory limits with at least \$1,000,000 per accident; and
- Professional Liability (Errors and Omissions): at least \$2,000,000 per claim and in the aggregate, maintained throughout the contract term and for not less than three years after completion.

Certificates of insurance and endorsements can be provided immediately upon selection and prior to Notice to Proceed.

A&M is also prepared to execute the City's standard Agreement for Professional Services and can provide a proposed form of agreement upon request, tailored to the City Engineer scope described in the RFP.



Javier Andrade, PE, QSD

Principal Engineer

Javier Andrade, PE, is A&M's Principal Engineer. A licensed civil engineer, he plans, designs, and manages federally and state-funded projects to Caltrans LAPM and FHWA standards. His portfolio spans water distribution and storage, wastewater collection and lift stations, stormwater capture and LID, neighborhood parks, roadway rehabilitation and complete streets, and traffic engineering (warrants, signage, striping, and signals). Trusted for clear communication and steady leadership, Javier pairs practical judgment with hands-on support so cities see compliant, on-schedule results.



City of Avenal

Safe Routes to School State Route 269 Improvement Project (ATP Cycle 4)

City of Avenal

Avenal Cutoff Road Rehabilitation (SB 1)

City of Parlier

Safe Routes to School (ATP Cycle 3)

Fresno County

Jensen Avenue Overlay & Shoulder Improvements (CMAQ)

City of Corcoran

2020 Pedestrian and Bicycle Improvements (CMAQ)
Phase 1 & 2

City of Corcoran

2024 Pedestrian and Bicycle Improvements (CMAQ)
Phase 1 & 2

City of Parlier

Sequoia Walkway

City of Parlier

Downtown Beautification

City of Parlier

Tuolumne Street Pedestrian Safety Improvements (HSIP Cycle 10)

City of Parlier

Tuolumne Street & Ericka Avenue Pedestrian Safety Improvements (HSIP Cycle 11)

City of Parlier

Zediker and Zulma Crosswalk

City of Parlier

Fig Tree Park (Urban Greening)

City of Parlier

Parlier & Newmark Roundabout (CMAQ, STBG)

City of Selma

Selma SR-99 Gateway to Downtown Revitalization Project (Clean CA Local Grant Program)

Engineering Experience

15+ Years

Education

B.S. in Civil Engineering,
California State University, Fresno

Registration

State of California
No. 87348
General Building Contractor
No. 957096

Orfil Muniz, PE, QSD, QISP, SUAS

Principal Engineer

Orfil Muniz, PE, QSD, QISP, SUAS, is A&M's Principal Engineer. He delivers state and federal projects from concept to closeout, reliably meeting Caltrans LAPM and FHWA requirements. His work spans water and wastewater systems, stormwater capture and LID, parks, roadway rehabilitation and complete streets, and traffic engineering, warrants, signing, striping, and signals. As QSD/QISP, he embeds compliance in every phase; with SUAS, he speeds field reviews. Calm, hands-on leadership and clear communication define his get-it-built approach.



City of Lemoore

Bush Street Pedestrian Improvements (HSIP Cycle 10)

City of Lemoore

Crack Seal Project

City of Lemoore

Public Facilities Maintenance District Sidewalk Repairs (PFMD)

City of Corcoran

Dairy Ave Pedestrian Safety Improvements (HSIP Cycle 10)

City of Corcoran

Community Beautification & Cleanup (Clean CA Local Grant Program)

City of Parlier

Manning Avenue Rehabilitation (CRSSA & STBG)

City of Lemoore

D Street Accessibility Curb Ramp Improvements

City of Lemoore

19th Avenue Pedestrian Facilities Improvements (CMAQ)

City of Corcoran

2024 Pedestrian and Bicycle Improvements (CMAQ)
Phase 1 & 2

City of Corcoran

Safe Routes to School (ATP Cycle 5)

City of Parlier

Parlier Avenue Roundabout (CMAQ)

Fresno County

Sunnyside and Teague Mini Roundabout

City of Corcoran

Traffic Impact Study - Gas Station on Highway 43 & 5 ½ Avenue

City of Corcoran

Orange Avenue Pedestrian Facilities Improvements (CDBG-PI)

Engineering Experience

15+ Years

Education

B.S. in Civil Engineering,
California State University, Fresno

Continued Education

Construction Management,
California State University, San Jose
Business Administration,
College of the Sequoias

Registration

State of California
No. 88165

State of Nevada
No. 025208

CSLB General Contractor
1081929

Anabel Tapia - Assistant Engineer

Anabel Tapia is an Engineering Assistant at A&M Consulting Engineers. She supports planning, design, and construction delivery for pedestrian, park, roadway, and trail improvements. Anabel prepares plan exhibits and cost estimates, coordinates utility and right-of-way research, and assists with permitting, bid packages, and construction documentation. Detail-oriented and people-focused, she uses Civil 3D and Bluebeam to keep submittals on track and communicates clearly with city staff, consultants, and contractors so projects move forward smoothly.



City of Corcoran

Community Beautification & Cleanup (Clean CA Local Grant Program)

City of Corcoran

2024 Pedestrian and Bicycle Improvements (CMAQ) Phase 1 & 2

City of Parlier

Sequoia Walkway

City of Corcoran

Safe Routes to School (ATP Cycle 5)

City of Parlier

Manning Avenue Rehabilitation (CRSSA & STBG)

City of Parlier

Manning Avenue Sidewalk Phase 2 (CMAQ)

City of Lemoore

D Street Accessibility Curb Ramp Improvements

City of Parlier

Downtown Beautification

City of Corcoran

Gateway Park (Prop 68)

City of Parlier

Parlier Flood Protection Project (UFP Grant Program)

City of Parlier

Fig Tree Park (Urban Greening)

City of Parlier

Tactical Urbanism Study (STP)

City of Parlier

Limitless Lane Network (ATP Cycle 6)

City of Selma

SR-99 Gateway to Downtown Revitalization Project (Clean CA Local Grant Program)

Engineering Experience

5+ Years

Education

California State University, Bakersfield
B.S. Engineering Sciences

Gelasio Rodriguez - Assistant Engineer

Gelasio Rodriguez is an Assistant Engineer at A&M Consulting Engineers. He supports federally and state-funded transportation projects from programming through closeout, maintaining Caltrans LAPM compliance. Gelasio prepares progress reports and invoices, tracks DBE and labor compliance, and keeps ATP/SS4A grant reporting on schedule. He assists with PS&E, bid packages, and construction documentation, coordinating with city staff and Caltrans Local Assistance. Detail-oriented and dependable, Gelasio uses Civil 3D and Bluebeam to keep deliverables accurate and timely.



City of Corcoran

2020 Pedestrian and Bicycle Improvements
Phase 1 & 2 (CMAQ)

City of Parlier

Sequoia Walkway

Fresno County

Jensen Avenue Overlay & Shoulder Improvements
(CMAQ)

City of Parlier

Parlier Avenue Roundabout (CMAQ & STBG)

City of Parlier

Downtown Beautification

City of Corcoran

Gateway Park (Prop 68)

City of Corcoran

Dairy Ave Pedestrian Safety Improvements
(HSIP Cycle 10)

City of Parlier

Tuolumne Street & Ericka Avenue Pedestrian Safety
Improvements (HSIP Cycle 11)

City of Parlier

Fig Tree Park (Urban Greening)

City of Corcoran

Safe Routes to School Project (ATP Cycle 5)

Experience in Preparing Funding Applications for the following Grant Programs:

Highway Safety Improvement Program (HSIP)
Active Transportation Program (ATP)
Congestion Mitigation and Air Quality (CMAQ) Program
Sustainable Transportation Planning (STP) Program
Surface Transportation Block Grant (STBG) Program
Carbon Reduction Program (CRP)
Safe Streets and Roads for All (SS4A)
Highway Infrastructure Program (HIP)

Engineering Experience

7+ Years

Education

California State University, Fresno
B.S. in Political Science

Denise Isaguirre, EIT - Assistant Engineer

Denise Isaguirre, EIT, is an Assistant Engineer who helps deliver federally and state-funded transportation projects to Caltrans LAMP standards. She supports PS&E production, cost estimates, and plan reviews; coordinates utilities and right-of-way; and prepares grant reports, invoices, and DBE/labor compliance. Proficient in Civil 3D and Bluebeam, Denise keeps submittals organized and on schedule. Known for her steady follow-through and positive teamwork, she turns to-do lists into finished work so cities see timely, compliant results.



City of Corcoran
Well 8C Water Quality Improvements

City of Corcoran
2021 Pedestrian and Bicycle Improvements (CMAQ) Phase 1&2

City of Parlier
Sewer & Water Master Plan (CDBG)

County of Fresno
Choinumni Park

City of Lemoore
Bush Street Pedestrian Safety Improvements (HSIP Cycle 10)

City of Corcoran
City-Wide Safety and Maintenance Striping Project (CRRSAA)

City of Corcoran
Safe Routes to School (ATP Cycle 5)

County of Tulare
Government Parking Lot Improvements

City of Corcoran
Speed Survey

City of Parlier
Parlier Avenue Roundabout (CMAQ & STBG)

County of Fresno
Fresno Sunnyside & Teague Roundabout (CMAQ & STBG)

City of Corcoran
Dairy Avenue Pedestrian Safety Improvements (HISP Cycle 10)

City of Corcoran
Traffic Impact Study - Gas Station on Highway 43 & 5 ½ Avenue

Engineering Experience
5+ Years

Education
California State University, Fresno
B.S. in Civil Engineering

Nelson Gomez - Assistant Engineer

Nelson Gomez, EIT, is an Assistant Engineer at A&M Consulting Engineers. He supports federally and state-funded transportation projects to Caltrans LAPM standards, assisting with PS&E production, quantities and cost estimates, signing/stripping plans, and traffic safety studies. Proficient in Civil 3D and Bluebeam, he maintains projects accurate and on schedule. Colleagues rely on his steady follow-through and clear, can-do communication.



City of Corcoran

2021 Pedestrian and Bicycle Improvements (CMAQ)
Phase 1&2

County of Fresno

Choinumni Park

City of Lemoore

Bush Street Pedestrian Safety Improvements
(HSIP Cycle 10)

County of Tulare

Mooney Grove Dog Park

City of Corcoran

Safe Routes to School (ATP Cycle 5)

County of Tulare

Government Building Parking Lot Improvements

City of Corcoran

Electric Vehicle Charging Infrastructure Network Plan
(STP)

City of Parlier

Flood Control & Groundwater Banking Project (Prop 1)

City of Corcoran

Safe Routes to School Project (ATP Cycle 5)

City of Corcoran

Letts Lift Station Improvements

City of Lemoore

2024 Annual Road Maintenance Project (SB1)

City of Lemoore

19th Avenue Pedestrian Facilities Improvements
Project (CMAQ)

Engineering Experience

4+ Years

Education

California State University, Fresno
B.S. in Civil Engineering

Richard Aviles, PLS - Professional Land Surveyor

Richard Aviles, PLS, is A&M's Professional Land Surveyor. He leads field and office surveying from planning through closeout, managing Records of Survey, boundary control, ALTA/NSPS maps, and topographic mapping for design. Richard prepares legal descriptions and plats, performs utility investigations, and directs construction staking and as-built verification. Proficient with GNSS/total station workflows and 3D HDS scanning, he delivers precise data, clear deliverables, and responsive coordination so designers and contractors build confidently and on schedule.



County of Tulare

County of Tulare Government Building Parking Lot Improvements - Phase 2

County of Tulare

2637 W Burrel Avenue Parking Lot Reconstruction

City of Corcoran

Gateway Park (Prop 68)

City of Corcoran

Safe Routes to School (ATP Cycle 5)

City of Parlier

Fig Tree Park (Urban Greening)

City of Corcoran

2020 Pedestrian and Bicycle Improvements CMAQ Phase 1 & 2

City of Parlier

Sequoia Walkway

City of Parlier

Downtown Beautification

City of Corcoran

Dairy Avenue Pedestrian Safety Improvements (HSIP Cycle 10)

City of Parlier

Flood Protection Project (UFP Grant Program)

City of Corcoran

Water Treatment Plant Storm Water Basin Relocation

City of Lemoore

Fox Street & 19th Avenue Roadway Repairs (CMAQ)

City of Lemoore

Pedestrian Facility Crossing (HSIP)

City of Corcoran

2024 Pedestrian and Bicycle Improvements Phase 1 & 2 (CMAQ)

City of Parlier

Tuolumne Street Pedestrian Safety Improvements (HSIP Cycle 10)

Surveying Experience

10+ Years

Education

B.S. in Geomatics Engineering,
Sacramento City College

Daniel Cerda, PLS - Professional Land Surveyor

Daniel Cerda, PLS, is A&M's Professional Land Surveyor. He manages field and office surveying from scoping to closeout, delivering Records of Survey, boundary control, ALTA/NSPS and topographic maps for design. Daniel prepares legal descriptions and plats, leads utility investigations, and directs construction staking and as-built verification. Skilled with GNSS/total stations and 3D HDS scanning, he provides accurate data, clear deliverables, and responsive coordination so engineers and contractors build with confidence and stay on schedule.



County of Tulare

Mooney Grove Dog Park

City of Selma

Branch Canal Parkway (ATP Cycle 6)

City of Selma

SR-99 Gateway to Downtown Revitalization Project
(Clean CA Local Grant Program)

City of Corcoran

Community Beautification & Cleanup

City of Parlier

Parlier Avenue Roundabout

City of Corcoran

2021 Pedestrian and Bicycle Improvements CMAQ
Phase 1 & 2

City of Parlier

Water Storage Tank Improvements

City of Parlier

Fig Tree Park (Urban Greening)

City of Parlier

Zediker & Zulma Crosswalk

City of Parlier

Sequoia Walkway

City of Lemoore

Bush Street Pedestrian Safety Improvements
(HSIP Cycle 10)

City of Parlier

Police Department Parking Lot Improvements

City of Parlier

Avila Sewer Improvements

Surveying Experience

10+ Years

Education

B.S. in Geomatics Engineering,
California State University, Fresno

Registration

Professional Land Surveyor,
State of California No. 9445

Luis Lopez, LSIT - Assistant Land Surveyor

Luis Lopez, LSIT, is an Assistant Land Surveyor at A&M Consulting Engineers. He supports boundary and topographic surveys, Records of Survey, and construction staking, integrating GNSS/RTK and total station workflows with clean CAD deliverables. Luis processes point clouds and imagery (Pix4D) and builds surfaces and exhibits in Civil 3D; he also applies ArcGIS Pro for mapping and QA. With strong data analysis skills (MATLAB) and modeling experience (Revit/Inventor), Luis turns field data into accurate, ready-to-build plans.



City of Parlier

Guardrail Improvements (HSIP Cycle 11)

City of Corcoran

Guardrail Improvements (HSIP Cycle 11)

City of Parlier

School Corridor Active Transportation Improvements (ATP Cycle 6)

City of Parlier

Limitless Lane Network (ATP Cycle 6)

City of Corcoran

Equitable Health, Safety & Connectivity (ATP Cycle 6)

City of Selma

Branch Canal Parkway (ATP Cycle 6)

City of Parlier

Water Storage Tank Improvements (Small Community Drought Relief Program)

City of Parlier

Tuolumne Street Pedestrian Safety Improvements (HSIP Cycle 11)

City of Corcoran

Orange Avenue Pedestrian Facilities Improvements (CDBG)

City of Parlier

Sequoia Walkway

City of Lemoore

Bush Street Pedestrian Safety Improvements (HSIP Cycle 10)

City of Lemoore

Fox Street & 19th Avenue Roadway Repairs

Surveying Experience

5+ Years

Education

B.S. in Geomatics Engineering,
California State University, Fresno

Val Garcia, CASp - Certified Access Specialist

Val Garcia, a Certified Access Specialist (CASp) with A&M Consulting Engineers, plays a critical role in ensuring civil engineering projects comply with state and federal accessibility standards, including the Americans with Disabilities Act (ADA). His duties include conducting detailed site inspections, reviewing construction documents, and preparing compliance reports to identify and resolve accessibility issues before and during construction. Val contributes his expertise to a variety of civil engineering projects such as roadway improvements, sidewalk and curb ramp installations, park and recreational facility upgrades, and public building renovations, ensuring that all designs and completed works provide safe, equitable, and barrier-free access for all users.



City of Parlier

Building Permit Review

County of Tulare

Mooney Grove Dog Park

City of Corcoran

Gateway Park (Prop 68)

City of Parlier

Fig Tree Park (Urban Greening)

City of Parlier

Sports Park

City of Avenal

Kids Pocket Park (Prop 68)

County of Fresno

Choinumni Park

City of Parlier

Police Department Parking Lot Improvements

City of Selma

Branch Canal Parkway (ATP Cycle 6)

Tulare County

AG Commissioner Secure Parking Lot

City of Avenal

CDBG Sports and Recreation Center

City of Parlier

Flood Protection Project (UFP Grant Program)

City of Corcoran

Boswell Park Improvements

Experience

30+ Years

Registration Number

CASp-731

David Bruce Hernandez, PE

Professional Engineer - A&M Consulting Engineers

Role in Project: Professional Engineer

Key Projects: Selma Tactical Urbanism, City of Corcoran Sewer Master Plan, and City of Selma SR-99 Gateway to Downtown Revitalization.

Education: B.S. in Civil Engineering, M.S. Structural Engineering at Stanford University

Registration: No. 85730



Kyndra Martinez

Assistant Engineer - A&M Consulting Engineers

Role in Project: Assistant Engineer

Key Projects: Parlier Water Tank Improvements, City of Parlier Guardrail Improvements (HSIP Cycle 11), and City of Parlier Flood Protection Project - Phase 2.

Education: B.S. in Civil Engineering, California State University, Fresno



David Del Bosque

Assistant Engineer - A&M Consulting Engineers

Role in Project: Assistant Engineer

Key Projects: City of Parlier Pedestrian Safety Improvements, City of Parlier Basin Improvements Project.

Education: B.S. in Bioengineering, University of California, Merced



Edward Magana, EIT

Assistant Engineer - A&M Consulting Engineers

Role in Project: Assistant Engineer

Key Projects: City of Lemoore Fox St & 19th Avenue Roadway Repairs, City of Corcoran Guardrail Improvements (HSIP Cycle 11).

Education: B.S. in Civil Engineering, California State University, Fresno



Alexis Gutierrez

Assistant Engineer - A&M Consulting Engineers

Role in Project: Assistant Engineer,
Construction Management

Education: B.S. in Civil Engineering,
California State University, Chico



Graciela Aguilar

Administrative Specialist - A&M Consulting Engineers

Role in Project: Outreach Coordinator, Certified Payroll
Specialist

Education: B.S. in Communications,
California State University, Bakersfield



Mary Espinosa

Administrative Specialist - A&M Consulting Engineers

Role in Project: Outreach & Grant Coordinator

Education: B.S. in Sociology,
University of California, Berkeley



**CITY OF EXETER
AGREEMENT FOR PROFESSIONAL SERVICES
CITY ENGINEER**

THIS AGREEMENT made and entered into this ____ day of _____, 2026, between the City of Exeter, a municipal corporation, hereinafter referred to as "City" and _____, hereinafter referred to as "Consultant". In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. SCOPE OF SERVICES. Consultant agrees to perform the services set forth in Exhibit A "SCOPE OF SERVICES" and made a part hereof, which include serving as the "City Engineer" in accord with City's Charter and Code of Ordinances (Municipal Code). Consultant shall perform all of these services to the satisfaction of the City. Consultant represents and warrants that it has the qualifications, experience, licenses and facilities to properly perform said services in a thorough, competent and professional manner and shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law.
2. STATUS OF CONSULTANT. Consultant is, and shall at all times, remain as to the City a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation or liability whatever against City, or bind City in any manner. Consultant shall not disseminate any information or reports gathered or created pursuant to this Agreement without the prior written approval of City except information or reports required by government agencies to enable Consultant to perform its duties under this Agreement.
3. CONSULTANT KNOWLEDGE OF APPLICABLE LAWS. Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.
4. PERSONNEL. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services hereunder. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement.

Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim

Consultant may have to any such rights.

5. COMPENSATION AND METHOD OF PAYMENT. Compensation and reimbursement to the Consultant shall be as set forth in Exhibit B attached hereto and made a part hereof. Unless otherwise specified in Exhibit B, payments shall be made within thirty (30) days after receipt of each invoice as to non-disputed fees. If the City disputes any of Consultant's fees, it shall give written notice to Consultant in (thirty) 30 days of receipt of an invoice of any disputed fees set forth on the invoice.
6. ADDITIONAL SERVICES OF CONSULTANT. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Administrator. Consultant shall be compensated for any additional services in the amounts and in the manner agreed to by the City Administrator and Consultant at the time City's written authorization is given to Consultant for the performance of said additional services.
7. ASSIGNMENT. The expertise and experience of Consultant are material considerations for this Agreement. City has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon Consultant under this Agreement. In recognition of that interest, Consultant shall not assign or transfer any of portion this Agreement or the performance of any of Consultant's duties or obligations under this Agreement without the prior written consent of the City Administrator. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement entitling City to any and all remedies at law or in equity, including summary termination of this Agreement.
8. FACILITIES AND RECORDS. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City, or its designees, at reasonable times to such books and records, shall give City the right to examine and audit said books and records, shall permit City to make transcripts there from as necessary, and shall allow inspection of all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of five years after receipt of final payment.
9. TERM AND TERMINATION OF AGREEMENT. This Agreement will commence on _____, 2026 and shall continue for three (3) years, until _____, 2029, with the mutual option to extend for two additional one (1) year periods, with at least sixty (60) days prior written notice. This Agreement may be terminated with cause by either party upon thirty (30) days written notice. Additionally, this contract may be terminated for convenience by wither party with sixty (60) days written prior notice. In the event of termination, Consultant shall be compensated for actual non-disputed costs incurred under the terms of this Agreement up to the date of termination.
10. COOPERATION BY CITY. All information, data, reports, records, and maps as are existing and available to City, and which are necessary for carrying out the work as outlined in the Scope of Services, shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.
11. OWNERSHIP OF DOCUMENTS. All original maps, models, designs, drawings, photographs, studies,

surveys, reports, data, notes, computer files, files and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of City. With respect to computer files, Consultant shall make available to the City, upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files.

12. RELEASE OF INFORMATION. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization excepting that information which is a public record and subject to disclosure pursuant to the California Public Records Act. Consultant, its officers, employees, agents or subcontractors, shall not without written authorization from the City Administrator or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

If Consultant or any of its officers, employees, Consultants or subcontractors does voluntarily provide information in violation of this Agreement, City has the right to reimbursement and indemnity from Consultant for any damages caused by Consultant's conduct, including the City's attorney's fees.

Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed hereunder or with respect to any project or property located within the City. City retains the right, but depending on the specific facts and circumstance may have no obligation, to represent Consultant and/or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

13. CONFLICTS OF INTEREST. Consultant covenants that neither Consultant nor any officer or principal of Consultant's firm has any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of services herein. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed by Consultant as an officer, employee, agent, or subcontractor without the express written consent of the City Administrator. If required by the City Administrator or the City's local conflict of interest code, Consultant's principles, officers, employees or agents shall file disclosure statements pursuant to the Political Reform Act, Government Code Section 87200.

City understands and acknowledges that Consultant is, as of the effective date of this Agreement, independently involved in the performance of non-related services for other governmental agencies and private parties. Consultant is unaware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section, unless otherwise required by law.

14. DEFAULT. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement by written notice to the Consultant as set forth above. Default shall mean any failure to comply with any covenant, condition or term of this Agreement.

15. INDEMNIFICATION. To the fullest extent permitted by law, CONSULTANT shall indemnify, defend , and hold harmless the CITY, its officers, employees, agents and volunteers (“City Indemnitees”), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels’ fees and costs of litigation (“claims”), arising out of the CONSULTANT’s performance of its obligations under this agreement or out of the operations conducted by CONSULTANT, including the CITY’s active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the CITY. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from CONSULTANT’s performance of this agreement, CONSULTANT shall provide a defense to the City Indemnitees, or at the City’s option, reimburse the City Indemnitees their costs of defense, including reasonably legal counsels’ fees, incurred in defense of such claims. To the extent that there is any conflicting language, conditions or clauses in the attached scope of services or other exhibits to this agreement, including conflicting hold harmless indemnification clauses or language, or clauses purporting to place monetary or other restrictions on liability, this Section shall take supersede and take precedence over said clauses or language.

If pursuant to this agreement, CONSULTANT is providing design professional services, the above paragraph and any provisions, clauses, covenants, and agreements contained in, collateral to, or affecting this agreement, that purports to indemnify, including the duty and the cost to defend, the indemnitee by a design professional against liability for claims against the indemnitee, shall be unenforceable, except to the extent that the claims against the indemnitee arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the design professional. In no event shall the cost to defend charged to the design professional exceed the design professional’s proportionate percentage of fault. However, notwithstanding the previous sentence, in the event that one or more defendants is unable to pay their share of defense costs due to bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs. The duty to indemnify, including the duty and the cost to defend, is limited as provided in this section. This section shall not be waived or modified by contractual agreement, act, or omission of the parties. Contractual provisions, clauses, covenants, or agreements not expressly prohibited herein are reserved to the agreement of the parties.

For purposes of this section, “design professional” includes all of the following:

- A. An individual licensed as an architect pursuant to Chapter 3 (commencing with Section 5500) of Division 3 of the Business and Professions Code, and a business entity offering architectural services in accordance with that chapter.
- B. An individual licensed as a landscape architect pursuant to Chapter 3.5 (commencing with Section 5615) of Division 3 of the Business and Professions Code, and a business entity offering landscape architectural services in accordance with that chapter.
- C. An individual registered as a professional engineer pursuant to Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code, and a business entity offering professional engineering services in accordance with that chapter.
- D. An individual licensed as a professional land surveyor pursuant to Chapter 15 (commencing with Section 8700) of Division 3 of the Business and Professions Code, and a business entity offering professional land surveying services in accordance with that chapter.

The provisions of this section pertaining to the duty and cost to defend shall not apply to either of the following:

- A Any contract for design professional services, or amendments thereto, where a project-specific general liability policy insures all project participants for general liability exposures on a primary basis and also covers all design professionals for their legal liability arising out of their professional services on a primary basis.
- B A design professional who is a party to a written design-build joint venture agreement.

16. INSURANCE. The Consultant agrees to maintain in force at all times the following insurance with a current A.M. Best's rating of no less than A:VII:

- A. Worker's Compensation insurance covering employees of the Consultant in such amounts as required by law.
- B. Commercial General Liability insurance in the amount of Two Million Dollars (\$2,000,000), naming the City as an additional insured.
- C. Professional liability insurance in an amount of Two Million Dollars (\$2,000,000).
- D. Errors and Omissions liability insurance in the amount of Two Million Dollars (\$2,000,000) per occurrence.
- E. Automobile liability insurance in the amount of Two Million Dollars (\$2,000,000) per accident for bodily injury and property damage.
- F. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the Consultant shall reduce or eliminate such deductible or self-insured retentions as respects the City, its officers, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
- G. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:
 - 1. The City, its officers, officials, employees and volunteers to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.
 - 2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance with respect to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Consultant, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
 - 3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
 - 4. The Consultant's insurance shall apply separately to each insured against whom claim is made

or suit is brought, except with respect to the limits of the insurer's liability.

5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after (30) day's prior written notice by Certified Mail, Return Receipt Requested, has been given to the City.
 - H. Consultant shall furnish the City Clerk annually with original endorsements affecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on his behalf. The endorsements are to be on forms provided by the City. All endorsements are to be received and approved by the City before work commences. As an alternative to the City forms, the Consultant's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications in the form of a Certificate of Insurance.
17. NON-DISCRIMINATION CLAUSE. Consultant shall not discriminate, in any way, against any person on the basis of race, religious creed, color, national origin, ancestry, sex, sexual orientation, age, physical handicap, medical condition, marital status, or any other classification protected by law in connection with or related to the performance of this Agreement and shall comply with the provisions of the State Fair Employment Practices Act as set forth in Part 4.5 of the Division 2 of the California Labor Code; the Federal Civil Rights Act of 1964, as set forth in Public Law 88- 352, and all amendments thereto; Executive Order No. 11246; and all administrative rules and regulations issued pursuant to such acts and order.
18. FEDERAL IMMIGRATION AND NATIONALITY ACT. To the extent required by all applicable laws, Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act. Should Consultant so employ unauthorized persons for the performance of work and/or services covered by this contract, and should the Federal Government impose sanctions against the City for such use of unauthorized persons, Consultant hereby agrees to, and shall, reimburse City for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the City in connection therewith.
19. ENTIRE AGREEMENT. This Agreement is the complete, final, entire, and exclusive expression of the Agreement between the parties hereto and supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representations by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid and binding.
20. NO PRESUMPTION RE: DRAFTER. The parties acknowledge and agree that the terms and provisions of this Agreement have been negotiated and discussed between the parties and their attorneys, and this Agreement reflects their mutual agreement regarding the same. Because of the nature of such negotiations and discussions, the parties agree that it would be inappropriate to deem any party to be the drafter of this Agreement, and therefore no presumption for or against validity or as to any interpretation hereof, based upon the identity of the drafter shall be applicable in interpreting or enforcing this Agreement.
21. ASSISTANCE OF COUNSEL. Each party to this Agreement warrants to each other party, as follows:
 - A. That each party either had the assistance of counsel or had counsel available to it, in the negotiation for, and execution of, this Agreement, and all related documents; and

B. That each party has lawfully authorized the execution of this Agreement.

22. GOVERNING LAW. The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. This Agreement is entered into and is to be performed in Tulare County, California. To the fullest extent permitted by law the parties waive the applicable venue removal provisions set forth in California Code of Civil Procedure Sec. 394.
23. MODIFICATION OF AGREEMENT. The terms of this Agreement can only be modified in writing approved by the City Council and the Consultant. The parties agree that this requirement for written modifications cannot be waived and any attempted waiver shall be void.
24. AUTHORITY TO EXECUTE. The person or persons executing this Agreement on behalf of Consultant warrants and represents that they have the authority to execute this Agreement on behalf of his/her/their corporation and warrants and represents that he/she/they has/have the authority to bind Consultant to the performance of its obligations hereunder.
25. NOTICES. All notices required or permitted to be given pursuant to this Agreement shall be in writing and shall be personally delivered, or sent by email, facsimile and certified mail, postage prepaid and return receipt requested, on the party to be notified, addressed as follows:

To City:
Zachary Boudreaux
350 W. Firebaugh, PO Box 237
Exeter, CA 93221
zboudreaux@exetercityhall.com

To Consultant:
Attention: Javier Andrade
220 N. Locust St.
Visalia, CA 93291
javier@am-engr.com

The notices shall be deemed to have been given as of the date of personal service, or three (3) days after the date of deposit of the same in the custody of the United States Postal Service.

26. SEVERABILITY. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of the other provisions of this Agreement.
27. MEDIATION. In the event of a dispute between the parties, and prior to the commencement of any litigation, the parties agree to engage in good faith efforts to mediate the dispute, and to mutually agree on a mediator for that purpose.
28. ATTORNEYS' FEES. If any litigation is commenced between the parties to this Agreement concerning the Agreement or the rights and duties of either in relation to the Agreement, the party prevailing in that litigation shall be entitled, in addition to any other relief that may be granted in the litigation, to a reasonable sum as and for its attorneys' fees in the litigation, which shall be determined by the court in

that litigation or in a separate action brought for that purpose.

29. To the extent any sections, clauses, or language of this Agreement conflict with language in the Scope of Services of any attachment, the language in this Agreement shall take precedence over the attachment. Any contrary statement in the attachments/exhibits shall have no force or effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

City of Exeter

A&M Consulting Engineers

Jason Ridenour, City Administrator

Javier Andrade, Principal Civil Engineer

DRAFT

Exhibit A Scope of Services

The Engineer, when requested and authorized to do so by the City, should be able to provide the following scope of services on general and/or project assignments during the term of this Agreement. The City Engineer works under the day-to-day supervision of the City Administrator and Public Works Director.

Engineering, Design Services & Technical support:

- A. Provide engineering consultation with respect to City projects, including but not limited to, water, wastewater collection and disposal, and recycled water systems, drainage, storm water management, rate and fee structures, permits, public infrastructure and roadway improvements, and public facility/infrastructure financing programs. Adhere to City Codes, Ordinances & specifications, functioning as the City Engineer for the City.
- B. Provide engineering and feasibility studies with respect to City needs for compliance with Sewer and Collection system general permits, water treatment, supply, distribution, sewer storage and disposal; assessment districts activities, and utility rates.
- C. Provide engineering and prepare plans, specifications and bid documents for City projects.
- D. May be required to provide periodic job site visits during the construction/repair/replacement of public infrastructure and facilities as appropriate to become generally familiar with the progress and quality of work and to determine that in general the work is being completed in conformance with the approved plans, specifications and applicable City Standards.
- E. Provide assessment and benefit City engineering services on public financing projects.
- F. Provide engineering estimates for capital improvements and special consulting services to the City.
- G. Prepare for and attend City Council meetings to discuss specific items requiring engineering expertise as requested.
- H. Provide construction staking and construction observation services on City's projects.
- I. Provide additional engineering services as requested by the City.
- J. Update City plans and specification drawings utilizing CAD.
- K. Keep City Code and specifications up to date as needed to keep City up to date with regulations, in conjunction with the assistance of the City Attorney.

Technical Services

- A. Provide project management services if needed.
- B. Provide review and recommendations on applications for extension of facilities.
- C. Review submitted plans and specifications for conformance with the City's Code, ordinances, design and construction standards, adopted utility (and other) master plans and generally accepted engineering principles.
- D. Prepare for and attend City Council meetings to discuss specific items requiring engineering expertise.
- E. Prepare and periodically review the City's design and construction standards for water, sewer, recycled water and drainage facilities.
- F. Provide additional technical support services as requested by the City.
- G. Provide surveying and staking as needed.

Exhibit B

A&M Consulting Engineers

EXHIBIT "B"

2026 HOURLY RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>RATE</u>
Principal	\$200.00/Hour
Grant Writer.....	\$130.00/Hour
Professional Engineer 3	\$185.00/Hour
Professional Engineer 2	\$175.00/Hour
Professional Engineer 1	\$165.00/Hour
Assistant Engineer 3	\$140.00/Hour
Assistant Engineer 2	\$135.00/Hour
Assistant Engineer 1	\$120.00/Hour
Professional Land Surveyor 2	\$180.00/Hour
Professional Land Surveyor 1	\$175.00/Hour
Assistant Land Surveyor	\$145.00/Hour
Environmental Consultant	\$170.00/Hour
Environmental, Health & Safety Officer	\$150.00/Hour
Construction Engineer.....	\$165.00/Hour
Construction Observer	\$155.00/Hour
Construction Administrator	\$110.00/Hour
Technical Assistance.....	\$140.00/Hour
Engineering Aide	\$110.00/Hour
Survey Party Mobilization.....	\$100.00/Hour
1-Man Survey Party	\$180.00/Hour
2-Man Survey Party	\$250.00/Hour
3-Man Survey Party	\$350.00/Hour
LiDAR Scanner.....	\$200.00/Hour
Equipment Rental and Associated Expense.....	Cost x 1.10
Materials, Printing, Subconsultant Procurement.....	Cost x 1.10
Mileage	@ Current IRS Rate

Note: A&M Consulting Engineers General Engineering Fee Schedule rates are subject to adjustment annually. Survey party and construction inspector rates are also subject to adjustment upon change in "Prevailing Rate" as determined by the Director of Industrial Relations, State of California. Fees include vehicle mileage unless specified.