



## STANDARD TASK ORDER FORM

**Consultant:**

Kittelson & Associates, Inc.

**Date:** 04/17/2025

**Proposal Bid No.:** DE-24-195-SQ

**Task Order #:** 2

**Contract No.:** DE-24-195-SQ

**Budget No.:** 24637513-8130

**Task / Project Name:**

AB98 Truck Route Update

**Description of Services:**

Update City's Truck Routes and Circulation Element in accordance to AB98 Tasks 1.1, 1.2, 2.1, 2.2, 3.1, and 3.2

Estimated Start Date: 04/17/2025

Estimated End Date 01/01/2026

**Dollar Amount of Task Order:** Not to exceed \$ 99,418.00

Scope of Work, Deliverables, Project Milestones, Schedule of Services: See Exhibit(s)

Note: Consultant will be required to commence work within five days of receiving a fully executed Task Order.

The Consultant is hereby authorized to perform the following task order subject to the provisions of the Contract identified in the Professional Agreement Contract Number: **DE-24-195-SQ**

**CITY OF FONTANA**

**Kittelson & Associates, Inc.**

By: Matthew C. Ballantyne  
City Manager  
(Required if Over \$50,000)

By: Jim AE

Attest: <sup>1</sup>

By: Phillip Burum  
Deputy City Manager

By: \_\_\_\_\_

RH By: Gia Kim  
Department of Engineering

**IN COMPLIANCE WITH PURCHASING AND CONTRACT ADMINISTRATION POLICIES/PROCEDURES**

Jessica Brown  
Finance

Sid Lambert  
Purchasing Office

<sup>1</sup> Attestation of Consultant's signature must be obtained when required by the by-laws, articles of incorporation or other laws, rules or regulations applicable to Consultant's business entity.





750 The City Drive, Suite 410  
Orange, CA 92868  
P: 714.468.1997

April 3, 2025

Kittelison Project #304410.003

Mae Lynn Alcantara  
City of Fontana - Engineering Department  
8353 Sierra Avenue  
Fontana, CA 92335

RE: Proposal for Fontana Truck Route Map Update

Dear Ms. Alcantara:

With the passage of Assembly Bill 98 (AB 98), the State of California is placing new requirements on local agencies regarding warehousing/logistic uses and related truck traffic. Specifically, components of the legislation include prohibiting local agencies from approving new or expanded logistic uses near sensitive receptors unless comprehensive standards are met and requiring local jurisdictions to update their General Plan to include specific requirements for truck routes. The compliance deadline is January 1, 2026, for cities that are located in the warehouse concentration region, which includes the City of Fontana.

Kittelison will support the City in meeting the requirements of AB 98, including updating the City's existing truck route map, addressing the needs of both the operators and residents and other local stakeholders. For this effort, **Kittelison & Associates, Inc.** (Kittelison) is partnering with **De Novo Planning Group** (De Novo), who brings their CEQA expertise and local experience to ensure that proposed changes fulfill state environmental requirements. Collectively, we have:

- Familiarity in working in the City of Fontana and with City staff;
- Experience conducting technical analyses to support changes to General Plans;
- Experience supporting agencies in engaging residents and employer stakeholders;
- Proficiency in utilizing land use projections, travel demand models, and Big Data sources to determine truck demand characteristics; and,
- Ability to efficiently determine the required level of CEQA review for transportation projects.

The Kittelison Team will be led by **Tim Erney** and **Michael Sahimi**. They will be supported by **Starla Barker** at De Novo, providing CEQA compliance expertise. Collectively, this leadership team has the combination of local experience and technical expertise to deliver this study within schedule and budget.

Our proposal will adhere to the terms and conditions of the On-Call Engineering Services contract, dated July 24, 2024; De Novo will be held to the same terms and conditions. As a Senior Principal, I am authorized to bind Kittelison to the terms and conditions of this proposal and am authorized to sign contracts on behalf of the firm. This proposal will remain valid for 90 days from the date of submittal.

Please let me know if you need additional information regarding our proposal, key staff, schedule, and budget.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Erney'.

**Tim Erney**  
Senior Principal / Project Principal

A handwritten signature in black ink, appearing to read 'Michael Sahimi'.

**Michael Sahimi**  
Senior Planner / Project Manager

## PROJECT BACKGROUND AND UNDERSTANDING

With the passage of AB 98, the State of California is placing new requirements on local agencies regarding warehousing/logistic uses and related truck traffic. Components of this new law include the following:

- Local agencies are prohibited from approving new or expanded logistics uses near sensitive receptors, unless comprehensive, statewide standards are met.
- Cities and other local jurisdictions are required to update their General Plan mobility/circulation element to include specific requirements for truck routes.

For cities such as Fontana that are located in the state's warehouse concentration region, compliance with AB 98 is mandatory by January 1, 2026.

AB 98's requirements for truck-related updates to a General Plan mobility/circulation element include the following:

- Identify and establish specific truck routes to safely accommodate additional truck traffic and avoid residential areas and sensitive receptors.
- Maximize use of interstate or state divided highways as preferred truck routes; or arterial roads, major thoroughfares, and predominantly commercially oriented local streets when state highways or interstate highways are not utilized.
- Include requirements that logistics use projects shall be accessible by the designated truck routes.
- Other prescriptive requirements such as providing visible and noticeable truck route signage, making truck route publicly available in GIS format, and sharing the truck route map with logistics facility operators and truck drivers in the city.

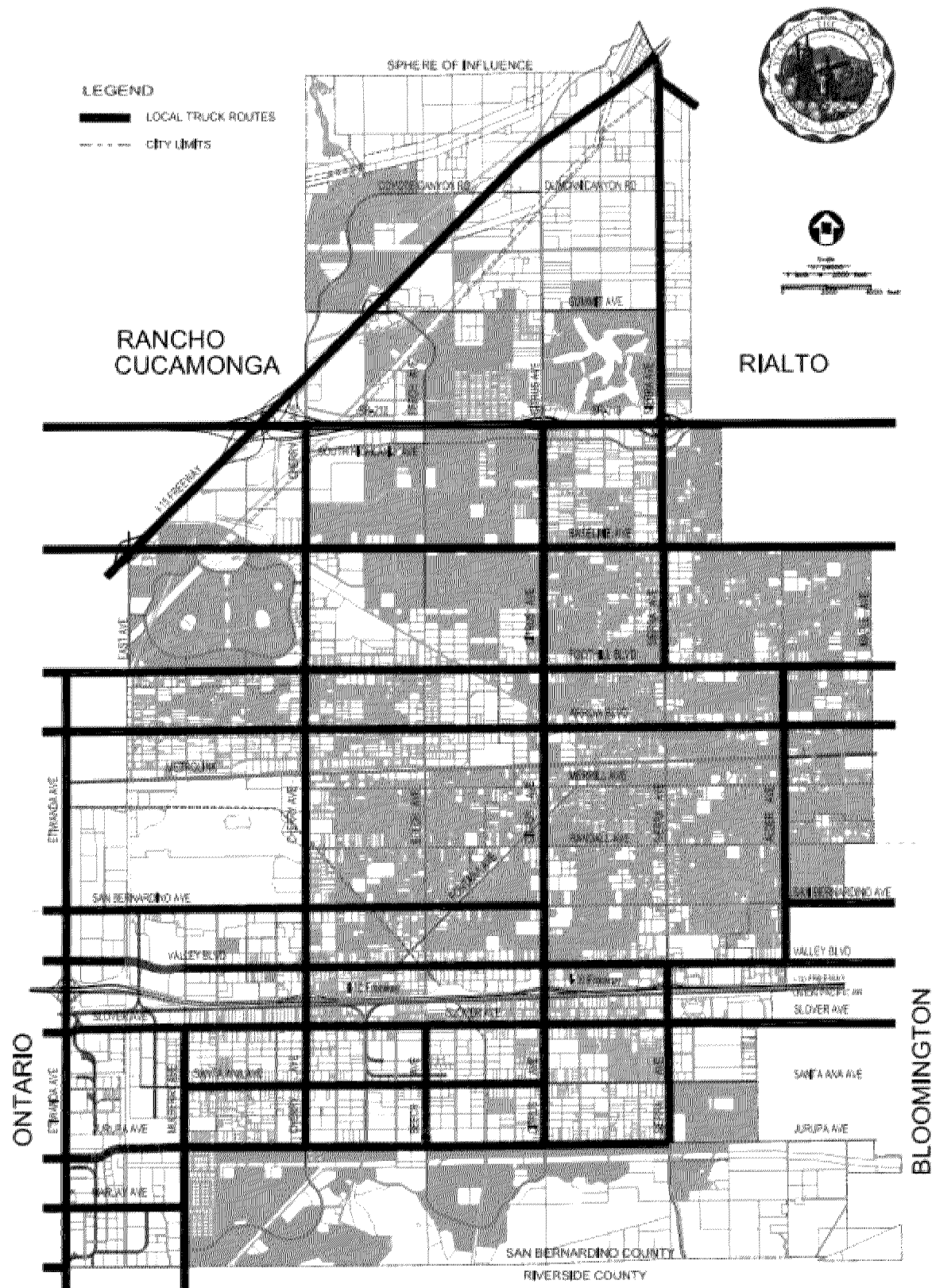
The City of Fontana is looking to achieve AB 98 compliance before the 2026 deadline. Specifically at this time, the City would like to update their truck route map and corresponding updates to their General Plan Circulation Element. In addition to complying with AB 98, the City aims to address residents' feedback related to truck traffic in the city.

It should be noted that the new truck map and updated Circulation Element will trigger additional CEQA actions. In particular, the adoption of these documents is a discretionary project requiring some level of environmental clearance documentation. For instance, routing trucks to different roadways – in substantially increasing trucks on the current truck routes – may affect noise, air quality and health risks to sensitive receptors. As such, a CEQA screening will need to be conducted to determine the appropriate CEQA review and its overall scale and approval process (in other words, can it be addressed as part of a supplemental analysis to the recent General Plan EIR).

The City's existing truck route map, last revised on February 6, 2004, is shown in Figure 1. This truck route map is also reflected in the City's General Plan (adopted July 23, 2023).

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 Proposal for Fontana Truck Route Map Update

**Figure 1: City of Fontana Local Truck Routes Map**



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## TECHNICAL APPROACH

Our approach to conducting this project is based on our knowledge of the City, our familiarity with AB 98 requirements, our experience in updating General Plan transportation elements, and our team's collective experience conducting CEQA environmental assessments. For each task, we have documented our expectation of information that the City will provide or roles that it will fulfill, as well as identifying deliverables.

### Task 1: Stakeholder Engagement and Meeting Attendance

Kittelson will support the City in conducting outreach with stakeholders, which may consist of local resident groups and major warehouse/logistics employers in the city. By conducting this outreach, the City can make sure it understands and balances the needs of both residents and the operators using the truck routes as the truck route map is developed. In addition, engagement with the public and key stakeholders will help ensure their support when subsequent approval and administrative actions are undertaken.

#### TASK 1.1: KICKOFF MEETING AND BIWEEKLY CHECK-INS

Upon receiving Notice to Proceed (NTP), Kittelson will schedule and facilitate a virtual kickoff meeting with City of Fontana staff to confirm the City's goals, expectations, deliverables, work plan, review cycles, schedule, and communication protocols. Following this kickoff meeting, Kittelson will submit a data request list to City staff.

After the kickoff meeting and until the conclusion of the project and City Council approval, Kittelson will hold 30-minute check-in calls with City staff every two weeks, as needed. It is assumed that twelve (12) of these meetings will take place.

#### TASK 1.2: STAKEHOLDER ENGAGEMENT MEETINGS

Kittelson will attend up to three (3) virtual or in-person meetings that will be organized, hosted, and led by City staff. We recommend that the three meetings be organized as follows:

- One (1) meeting with major logistics operators at the beginning of the project to understand their existing needs and issues related to operating trucks on city streets, as well as their key routes and origins/destinations.
- One (1) meeting with residents and local stakeholder groups (such as homeowners) at the beginning of the project to understand their concerns and priority locations related to truck traffic.
- One (1) meeting with major logistics operators once the draft truck route map update is developed to receive their input on the proposed routes and questions they have on the proposed truck route roadways.

It is assumed that the City will organize and lead these meetings, with Kittelson preparing the presentation materials, attending the meetings to provide information and support (e.g., answer technical questions), and summarize the feedback received.

### TASK 1.3: PLANNING COMMISSION AND CITY COUNCIL MEETINGS

Kittelson and De Novo staff will attend one (1) Planning Commission meeting and one (1) City Council Meeting when the project is completed to support City staff in presenting the project to Commission and Council members.

### TASK 1.4: BILINGUAL SURVEYS (OPTIONAL)

As an optional task to support the City's engagement, at the beginning of the project, we can prepare two surveys; one will be for residents and the other will be for truck operators in the city. The purpose of the surveys would be to learn about the respective groups' priorities, needs, and key locations. The surveys can each include an online map for dropping pins and comments. English and Spanish versions of the surveys can be administered, if requested.

### TASK 1 DELIVERABLES

- Virtual kickoff meetings
- Data request list
- Twelve (12) biweekly calls
- Attendance, materials, and summaries for three (3) stakeholder meetings
- Attendance at one (1) Planning Commission meeting
- Attendance at one (1) City Council meeting
- Online bilingual surveys (OPTIONAL)

## Task 2: Truck Route Map Update

This task will consist of the technical analysis with the final output being the updated truck route map and other required edits to the City's General Plan.

### TASK 2.1: BASELINE CONDITIONS AND PLANNING FRAMEWORK

Kittelson will obtain and summarize the data and planning documents that will help us understand the baseline conditions upon which the truck route network will function, as well as the planning requirements that must be incorporated into the updated map. This comprehensive review is important to identify and address the current and future transportation context and fully understand the magnitude of the level of trucking activities that would be subject to the truck route network.

Information that we will review and summarize will include:

- Review regional resources on goods movement networks, such as those published by Caltrans, SCAG, County of San Bernardino, SBCOG, and SBCTA
- Review recent guidance on AB 98 compliance
- Review available information and map sensitive receptors in the city
- Review available heavy vehicle count data and other available data regarding truck travel patterns in the city
- Download and review SCAG Big Data database for available goods movement data such as origin-destination data

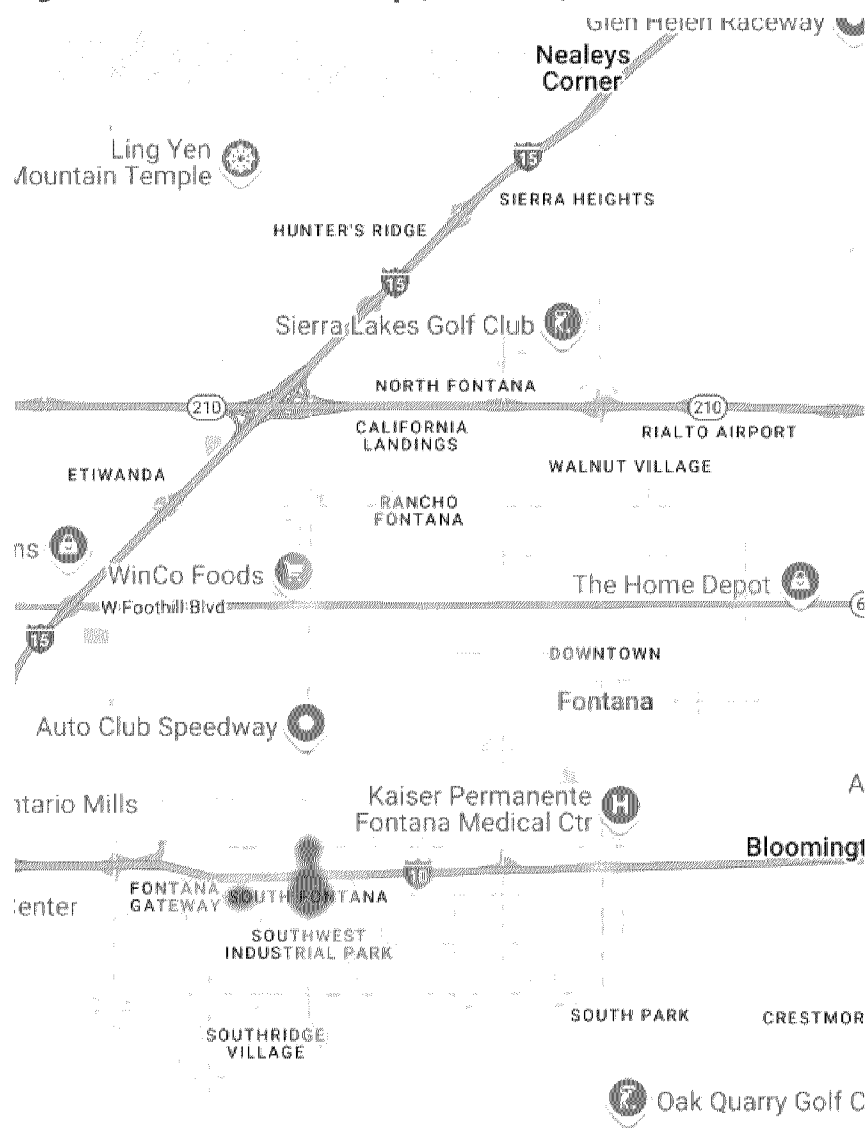
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- Map and review existing and future land uses within the city, including understanding where shifts may occur in warehousing/logistics and in residential plus other sensitive receptors
- Download, review, and map truck crashes that occur on City streets, including truck crashes involving bicyclists and pedestrians, to understand where issues may be present (a heat map of 2021-2023 truck crashes occurring on City streets is provided as Figure 2)
- Review and document existing and planned multimodal facilities
- Review and document existing and planned truck routes for other jurisdictions that connect to Fontana's city boundaries

We will also collect 24-hour daily traffic volumes with heavy vehicle classifications at up to 20 roadway segments (one per roadway currently on the truck route map) to inform our understanding of current truck traffic levels and the routes that are currently being utilized, plus to support the CEQA process (see Task 3).

**Figure 2: Truck Crash Heat Map (2021-2023)**



SOURCE: TRANSPORTATION INJURY MAPPING SYSTEM (TIMS), SAFE TRANSPORTATION RESEARCH AND EDUCATION CENTER, UNIVERSITY OF CALIFORNIA, BERKELEY.



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In addition, Kittelson staff will conduct a field tour (anticipated to be approximately two hours on a typical weekday midday) through the City, focused on observing conditions and land uses along the current truck network, confirming the location and access routes to the major warehousing/logistic buildings, and identifying roadways with higher levels of bicycle, pedestrian and local access activities. We welcome the participation of City staff during this field visit. The results of this field review will be mapped and incorporated into the existing conditions documentation.

## TASK 2.2: DRAFT TRUCK ROUTE MAP

Based on our review of existing conditions, field observations, and the planning framework, plus stakeholder input, Kittelson will develop a draft updated truck route map. We will add or delete streets from the City's existing truck route map so that it fulfills AB 98 requirements by maximizing the use of arterial roadways and commercial streets and striving to avoid paths through residential areas and sensitive receptors. We will review the streets that are included on the updated map to determine if any geometric improvements are recommended to accommodate heavy vehicles, such as speed limits, modified corner radii, or vertical clearances (note, however, that this will not include traffic operations analysis). The map and the associated background documentation will be submitted to the City for review.

Kittelson will prepare a second draft of the updated map and improvements list based on one round of consolidated comments, and a final map and improvements documentation based on a set of consolidated comments.

## TASK 2.3: UPDATE GENERAL PLAN

AB 98 requires that a general plan both identify truck routes and include requirements that logistics/warehousing projects use the defined truck routes. In addition to preparing the truck route map to replace the existing General Plan exhibit, we will prepare edits and additions to the City's Circulation Element goals, policies, and actions to fulfill AB 98 requirements. Note that this will not include any changes to other General Plan elements, such as the Land Use Element.

## TASK 2 DELIVERABLES

- 24-hour daily traffic volumes with heavy vehicle classifications at up to 20 roadway segments
- Baseline conditions and planning framework memo
- First draft, second draft, and final truck route map and recommended improvements list
- Recommended updates to General Plan Circulation Element goals, policies, and actions

## Task 3: CEQA Review

The truck route map update (and corresponding updates to the General Plan) is a discretionary project requiring environmental review pursuant to CEQA. At this time, the level of environmental review cannot be definitively determined, as it will depend upon the level of change in the truck network and the associated volumes of trucking that would result. In particular, modifications to the truck routes may result in shifts in truck traffic, likely concentrating truck travel along specific routes with the potential to affect sensitive receptors. We understand that in addition to compliance with AB 98, a priority of the City is to address residents' concerns related to truck traffic along residential or other local roadways. To address these concerns, it will likely involve avoiding or reducing to

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the extent possible truck trips within areas of sensitive receptors. To inform the modifications to the truck routes and provide the information needed to determine the appropriate CEQA review, the following technical analysis will be needed.

### TASK 3.1: NOISE ANALYSIS

Up to five (5) 24-hour noise measurements (long-term) and up to ten (10) 15-minute noise measurements (short-term) will be conducted to document baseline conditions along existing truck routes to calibrate the roadway noise model. The locations of the noise measurements will be determined in conjunction with City staff.

Existing and Existing plus truck traffic noise levels affected by the modifications to the truck routes will be calculated using FHWA modeling techniques to determine the increase in ambient noise levels. Existing and future noise levels will be modeled along identified truck routes using the SoundPLAN noise model and traffic noise contour maps that graphically represent Existing and Buildout traffic noise modeling results will be prepared. The traffic noise modeling results will be evaluated relative to the City's Noise Compatibility Matrix.

The existing noise environment, predicted future noise environment, and potential Project impacts pursuant to the City's General Plan will be documented, Municipal Code, and CEQA significance thresholds will be prepared to support the CEQA compliance determination. This scope of work assumes up to one (1) meeting via conference call with the technical noise specialist.

### TASK 3.2: HEALTH RISK ASSESSMENT

Working with City staff, up to three (3) of the highest volume truck trip concentration areas with closest proximity to sensitive receptors along the proposed truck routes will be identified as a sample to conduct a health risk assessment screening analysis. The results of this assessment will provide important information in understanding if the proposed modifications to the truck routes will result in a potential health risk to sensitive receptors. If the results of the three highest volume truck trip concentration areas are not exceeded, it can be concluded that thresholds would not be exceeded along the truck routes. However, if the analysis exceeds the health risk thresholds within the sample areas, additional sites/areas may need to be analyzed to determine the extent of impacts. Note that a separate scope and fee would be required for this additional analysis.

### TASK 3.3: SB 18 CONSULTATION

Under SB 18, the City is required to consult with California Native American tribes when amending the General Plan. De Novo will contact the Native American Heritage Commission (NAHC) and request a SB 18 tribal contact list. De Novo will draft letters to those tribes on the list and provide for City review. De Novo will revise and finalize the letters and mail the letters via certified mail to the Tribal Representatives provided by the NAHC. The City will be responsible for responding to any requests for consultation received from the tribes; De Novo does not anticipate participation in consultation meetings.

### TASK 3.4: CEQA REVIEW LEVEL DETERMINATION MEMORANDUM

In addition to the above technical analysis, De Novo will review modifications to the truck routes and any additional revisions to the City's Circulation Element relative to the CEQA guidelines and provide a

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recommendation as to the appropriate CEQA clearance documentation. We will prepare a memo documenting the type of CEQA document recommended for the City's consideration, based on the analyses outlined above.

### TASK 3.5: CEQA DOCUMENTATION

For purposes of this scope of work and corresponding budget, preparation of an Addendum to the General Plan EIR is assumed. If it is determined that the CEQA clearance documentation will be more or less extensive (compared to the Addendum work program and budget), an adjustment to the task order and budget will be provided.

De Novo will prepare an Administrative Draft Addendum to the General Plan EIR for the City's review. The Addendum will include an Introduction, Project Description, Summary of the General Plan EIR conclusions and comparative environmental analysis of the proposed Project, and Addendum Finding. The Environmental Analysis will be patterned after the environmental thresholds within the General Plan EIR and provide a summary of impacts associated with the proposed action.

De Novo will respond to one complete set of consolidated comments from City staff on the Administrative Draft Addendum. The Revised Draft Addendum will be provided to City staff with all revisions made in track changes to assist in review of the document.

De Novo will respond to a second review of the Addendum. This task assumes substantive comments will be raised as part of the Administrative Draft Addendum task. Upon approval, De Novo will prepare the Final Addendum for consideration by the Planning Commission and City Council.

### TASK 3 DELIVERABLES

- Noise report
- Health risk assessment
- SB 18 tribal contact list and letters
- CEQA review level determination memo
- Administrative Draft, Revised Draft, and Final Addendum





































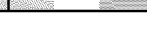


## SCHEDULE AND BUDGET

Overall, the Kittelson Team is anticipating a **6 month** project schedule and a budget of **\$149,028** to prepare the deliverables in the approach documented above. The optional bilingual surveys subtask (Task 1.4) is separately budgeted at **\$6,713**. The schedule and budget include the following assumptions on the study process:




- Notice to Proceed on May 1, 2025.
- 30-minute project team meeting every two (2) weeks.
- One-week or two-week review times by the City, as shown in the schedule below.
- If it is determined that the CEQA clearance documentation will be more or less extensive (compared to the assumed General Plan EIR Addendum), an adjustment to the budget will be provided.
- The schedule for each task and subtask has been developed to achieve the City's desired project completion deadline, assuming that an EIR Addendum will be required.
- Inclusion of any add-on tasks would increase the schedule and budget commensurate to the level of effort required.

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**Table 1: Proposed Schedule**

Task	May	June	July	August	September	October
<b>1.0 Stakeholder Engagement and Meeting Attendance</b>						
1.1 Kickoff Meeting and Biweekly Check-ins	 	 	 	 	 	 
1.2 Stakeholder Engagement Meetings						
1.3 Planning Commission and City Council Meetings						 
1.4 Bilingual Surveys (Optional)						
<b>2.0 Truck Route Map Update</b>						
2.1 Baseline Conditions and Planning Framework						
2.2 Draft Truck Route Map				 		
2.3 Update General Plan				 		
<b>3.0 CEQA Review</b>						
3.1 Noise Analysis						
3.2 Health Risk Assessment						
3.3 SB 18 Consultation						
3.4 CEQA Review Level Determination Memorandum						
3.5 CEQA Documentation						

**Key**

 Project Team Meeting  
 Stakeholder Meeting  
 Commission/Council

 Kittelson Team Work  
 City Review Period

 Draft Deliverable  
 Final Deliverable

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**Table 2: Proposed Budget**

Task		Kittelson						Total Hrs	Cost	De Novo Cost (Sub-consultant)	Direct Costs	Total Cost
		Tim Erney	Michael Sahimi	Principal Engineer	Engineer / Planner	Analyst	Sr. Tech					
<b>1.0 Stakeholder Engagement and Meeting Attendance</b>												
	1.1 Kickoff Meeting and Biweekly Check-ins	2	14					16	\$4,564	\$2,960		\$7,524
	1.2 Stakeholder Engagement Meetings		12	2		16	4	34	\$7,370		\$420	\$7,790
	1.3 Planning Commission and City Council Meetings		8					8	\$2,168	\$1,557	\$140	\$3,865
	<b>Subtotal Task 1.0</b>	<b>2</b>	<b>34</b>	<b>2</b>	<b>0</b>	<b>16</b>	<b>4</b>	<b>58</b>	<b>\$14,102</b>	<b>\$4,517</b>	<b>\$560</b>	<b>\$19,179</b>
<b>2.0 Truck Route Map Update</b>												
	2.1 Baseline Conditions and Planning Framework	6	16	6	24	32	8	92	\$20,329		\$5,890	\$26,219
	2.2 Draft Truck Route Map	4	16	12	24	24	8	88	\$20,044			\$20,044
	2.3 Update General Plan	2	4	2	12			20	\$4,886			\$4,886
	<b>Subtotal Task 2.0</b>	<b>12</b>	<b>36</b>	<b>20</b>	<b>60</b>	<b>56</b>	<b>16</b>	<b>200</b>	<b>\$45,259</b>	<b>\$0</b>	<b>\$5,890</b>	<b>\$51,149</b>
<b>3.0 CEQA Review</b>												
	3.1 Noise Analysis			1	2			3	\$712	\$14,180		\$14,892
	3.2 Health Risk Assessment			1				1	\$309	\$22,640		\$22,949
	3.3 SB 18 Consultation			1				1	\$309	\$1,940		\$2,249
	3.4 CEQA Review Level Determination Memorandum			1				1	\$309	\$1,900		\$2,209
	3.5 CEQA Documentation		2	2				4	\$1,161	\$35,240		\$36,401
	<b>Subtotal Task 3.0</b>	<b>0</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>\$2,801</b>	<b>\$75,900</b>	<b>\$0</b>	<b>\$78,701</b>
	<b>Total</b>	<b>14</b>	<b>72</b>	<b>28</b>	<b>62</b>	<b>72</b>	<b>20</b>	<b>268</b>	<b>\$62,161</b>	<b>\$80,417</b>	<b>\$6,450</b>	<b>\$149,028</b>
<b>Optional Task</b>								<b>Hours</b>	<b>Cost</b>	<b>De Novo</b>	<b>Direct Costs</b>	<b>Total</b>
	1.4 Bilingual Surveys (Optional)		6	2	12	12		32	\$6,713	\$0	\$0	\$6,713

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## QUALIFICATIONS

Kittelson will staff this project from our Southern California regional office, located in the City of Orange. Our staff has deep familiarity with local, regional, and state transportation engineering and design requirements, including best-practices and context-sensitive treatments that are key to developing goods movement networks. We have experience working with guidance and requirements from the California Manual of Uniform Traffic Control Devices (CAMUTCD) and the California Highway Design Manual (HDM), and have contributed to national guidance such as the Highway Safety Manual (HSM). Kittelson has direct experience working with the City of Fontana and has the ability to utilize big data information to identify truck activity patterns. These abilities will allow Kittelson to prepare a comprehensive and defensible truck route map that meets the needs of the City, its residents, and local freight operators.

The following highlights some of our qualifications that are key to delivering an AB 98-compliant truck route map:

- **General Plan Circulation Elements:** Kittelson has updated General Plan Circulation Elements for cities in the SCAG region and throughout the state. These updates have included incorporating truck route maps and goods movement goals, policies, and actions, including for cities with significant areas dedicated to logistic and industrial uses. Our clients in the Inland Empire and the rest of the SCAG region have included the Cities of La Verne, San Jacinto, Indian Wells, Anaheim, and Glendale.
- **Warehouse/Logistics Stakeholder Coordination:** Our team has experience coordinating and meeting with warehousing/logistics and other major employers as part of stakeholder engagement for citywide transportation plans. For example, we are currently conducting engagement with major employers in Moreno Valley to understand their concerns and ideas as part of developing its citywide transportation demand management (TDM) plan.
- **Truck Operations Analysis:** Kittelson has prepared traffic operations analyses for projects with significant freight components throughout the SCAG region and the rest of the state. This has included conducting on- and off-site truck analysis for several Costco facilities as well as intermodal port facilities in the state. In addition, we have used big data sources to determine travel patterns and truck routing, including for projects in Glendale and for the Orange County Transportation Authority (OCTA).

The Kittelson Team will be led by **Tim Erney** and **Michael Sahimi, AICP**. As project principal and quality manager, Tim Erney will lead internal QA/QC and provide overall oversight to the Kittelson project manager and subconsultant. As project manager, Michael Sahimi, will coordinate directly with the City and stakeholders while directing the preparation of the Kittelson team's analyses and deliverables. Michael has led or been involved with the majority of Kittelson's General Plan updates throughout Southern California, and has direct experience working with the public and stakeholders to reach consensus on citywide transportation solutions.

To support the Kittelson team, **De Novo Planning Group** (De Novo) will provide CEQA Review services. De Novo is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. The firm's principal-level staff have successfully completed a variety of projects consisting of environmental impact reports, negative declarations, initial studies, NEPA analyses, climate action plans, biological assessments, wetland delineations, general plans, specific plans, housing elements, and development projects throughout California, including in the City of Fontana.

De Novo led the Fontana Downtown Core Project, for which Kittelson was a major subconsultant, which included changes to the development code and the creation of a Development Guide. The Downtown Fontana Development Guide (“Guide”) is a user-friendly handbook to help guide development in the Downtown Core. The City identified the Downtown Core as an area where strategically concentrated efforts could provide increased residential development opportunities and offer more support for mixed-uses within a focused area of the Downtown. Development within the Downtown Core is implemented through a new General Plan land use category and six new Form-Based Code (FBC) districts. The Guide provides market-driven opportunities for future investment and practical implementation strategies for the continued success and health of the Downtown Core. A Programmatic EIR was prepared to analyze the impacts associated with implementation of the Project. The Program EIR serves as a tiering document for future development activities in the Downtown Core Area. Most recently, De Novo prepared the NEPA Environmental Review for the Fontana Downtown Revitalization Project.

The following De Novo personnel will support the Kittelson Team.



STARLA BARKER, AICP

Starla Barker, AICP, is a principal planner with De Novo Planning Group whose primary responsibilities are the management and preparation of environmental documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as other planning documents including General Plans and Specific Plans. With over 20 years of professional planning experience Starla has successfully managed a wide range of projects with particular emphasis in General Plans, urban infill, downtown, and redevelopment projects. Utilizing her experience in community planning, Starla is regularly involved in land use and policy planning, including the development and implementation of community outreach programs, and frequently manages and prepares environmental clearance documents for citywide policy planning and redevelopment projects. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions.

EDUCATION

Masters, Urban and Regional Planning, California State Polytechnic University, Pomona  
BA, Business Economics, University of California, Riverside

YEARS OF EXPERIENCE

20+

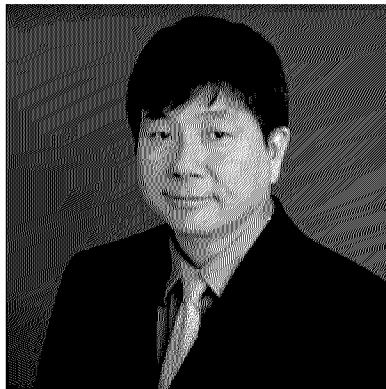
LICENSES/CERTIFICATIONS

American institute of Certified Planners, 2009, No. 024079

- City of Fontana Downtown Core Environmental Impact Report (EIR); Fontana, CA
- City of Lomita General Plan Update and Rezoning EIR; Lomita, CA
- City of Gardena Hotel Development Standards GPA & Zone Change IS/MND; Gardena, CA
- City of Rancho Santa Margarita Housing and Safety Element Update CEQA Compliance; Rancho Santa Margarita, CA
- City of Rancho Santa Margarita Land Use Element, Zoning Code, and Zoning Map Amendment CEQA Compliance; Rancho Santa Margarita, CA

April 3, 2025

Proposal for Fontana Truck Route Map Update



## TIN CHEUNG

Tin Cheung is a principal scientist with De Novo and is responsible for technical analyses related to air quality, greenhouse gas, noise, vibration, and energy. Tin has 20 years of experience preparing air pollutant emissions inventories, dispersion modeling, climate change and health risk assessments using a variety of computer data models. He has worked on hundreds of projects which include large-scale industrial, commercial, residential, infrastructure, school and recreational developments. He has extensive knowledge of the CEQA\NEPA regulatory process and impact assessment methodology established by the EPA, California Air Resources Board and other air quality management districts. Tin leads De Novo's in-house air-quality, climate change, and noise/vibration services for CEQA\NEPA compliance. He has performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government QA\QC. His substantial knowledge of impact quantification and regulations contributes to solutions for reducing air quality, climate change and health risk impacts. Because of his expertise, he has been called on for legal support and expert witness testimony related to environmental and CEQA issues.

### EDUCATION

BA, Geography/ Environmental Studies, University of California, Santa Barbara

### YEARS OF EXPERIENCE

20+

- City of Ontario General Plan Update and EIR; Ontario, CA
- City of Perris Harvest Landing Specific Plan EIR; Perris CA
- The Walt Disney Company Disneyland Forward EIR; Anaheim, CA
- County of Los Angeles Centennial Specific Plan; Los Angeles, CA
- City of Industry SoFi NFL Stadium Master Plan SEIR; Industry, CA



## ASHLEY BRODKIN

Ashley Brodtkin is a senior planner and project manager with De Novo and is responsible for the preparation of environmental documents, as well as a wide variety of planning projects including General Plans, Specific Plans, ordinance updates, and local CEQA guidelines. With over 10 years of experience, Ashley has prepared and managed a variety of CEQA and NEPA documents for capital improvements, new developments, redevelopment and urban infill, warehouse/logistics, and public policy document projects, and a variety of planning projects including General Plans, Housing Elements, Specific Plans, Development Ordinance Updates, and entitlements. With experience as both a private consultant and in public service, as well as in both policy and environmental planning, Ashley is a proactive problem solver and provides a holistic approach to projects.

### EDUCATION

Masters, Urban and Regional Planning, California State Polytechnic University, Pomona  
BA, English Literature, University of Washington, Seattle

### YEARS OF EXPERIENCE

10+

- City of Fontana Downtown Core EIR and Revitalization NEPA; Fontana, CA
- City of Gardena General Plan Land Use and Zoning Amendments EIR; Gardena, CA
- City of San Jacinto General Plan and Zoning Updates, and EIR; San Jacinto, CA
- City of La Verne General Plan Update and EIR; La Verne, CA
- City of Hawthorne Housing Element Update IS/ND; Hawthorne, CA



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rhovanesian@fontanaca.gov

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Tim Erney

terney@kittelson.com

Senior Principal

Security Level: Email, Account Authentication  
(None)

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Ruben Hovanesian

rhovanesian@fontanaca.gov

Security Level: Email, Account Authentication  
(None)

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Signed: 4/21/2025 | 01:22 PM

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Viewed: 4/21/2025 | 05:19 PM

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### Signer Events

Gia Kim  
gkim@fontanaca.gov  
Public Works Director/City Engineer  
City of Fontana  
Security Level: Email, Account Authentication  
(None)

### Signature

*Gia Kim*

Signature Adoption: Pre-selected Style  
Using IP Address: 192.146.186.123

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#### Electronic Record and Signature Disclosure:

Accepted: 4/21/2025 | 05:24 PM  
ID: 691b0fa5-fb7a-4dac-ab4d-fee358f0a640

Phillip Burum  
pburum@fontanaca.gov  
Deputy City Manager  
Security Level: Email, Account Authentication  
(None)

*Phillip Burum*

Signature Adoption: Pre-selected Style  
Using IP Address: 192.146.186.123

Sent: 4/21/2025 | 05:28 PM  
Viewed: 4/21/2025 | 07:38 PM  
Signed: 4/21/2025 | 07:39 PM

#### Electronic Record and Signature Disclosure:

Accepted: 4/21/2025 | 07:38 PM  
ID: b6a6644c-015f-4507-b8a7-882dbb285e97

Sid Lambert  
slambert@fontanaca.gov  
Security Level: Email, Account Authentication  
(None)

*Sid Lambert*

Signature Adoption: Pre-selected Style  
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Sent: 4/21/2025 | 07:39 PM  
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Jessica Brown  
jbrown@fontanaca.gov  
Chief Financial Officer  
Security Level: Email, Account Authentication  
(None)

*Jessica Brown*

Signature Adoption: Pre-selected Style  
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Sent: 4/22/2025 | 11:10 AM  
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Signed: 4/22/2025 | 12:47 PM

#### Electronic Record and Signature Disclosure:

Accepted: 4/22/2025 | 12:47 PM  
ID: be5de919-f942-4ba6-b1a9-00c5262efc0f

Matthew C. Ballantyne  
mballantyne@fontanaca.gov  
City Manager  
City of Fontana  
Security Level: Email, Account Authentication  
(None)

*Matthew C. Ballantyne*

Signature Adoption: Pre-selected Style  
Using IP Address: 192.146.186.96

Sent: 4/22/2025 | 12:47 PM  
Viewed: 4/23/2025 | 07:48 AM  
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#### Electronic Record and Signature Disclosure:

Accepted: 4/23/2025 | 07:48 AM  
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### Status

### Timestamp

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Kathy Kasinger  
kkasinger@fontanaca.gov  
Records Coordinator  
Security Level: Email, Account Authentication (None)

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Accepted: 4/21/2025 | 09:18 AM  
ID: 913d2049-789f-4d81-a816-96c904296499

Jami Olivieri  
jolivieri@fontanaca.gov  
Security Level: Email, Account Authentication (None)

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Accepted: 3/26/2024 | 05:07 PM  
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Timestamps

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Email:	Access to a valid email account
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Enabled Security Settings:	<ul style="list-style-type: none"><li>•Allow per session cookies</li><li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li></ul>

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