



CITY of CLOVIS

AGENDA • CITY COUNCIL MEETING

Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559) 324-2060
www.cityofclovis.com

August 2, 2021

6:00 PM

Council Chamber

In compliance with the Americans with Disabilities Act, if you need special assistance to access the City Council Chamber to participate at this meeting, please contact the City Clerk or General Services Director at (559) 324-2060 (TTY – 711). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the Council Chamber.

The Clovis City Council meetings are open to the public at the physical address listed above. There are numerous ways to participate in the City Council meetings: you are able to attend in person; you may submit written comments as described below; you may participate by calling in by phone (see “Verbal Comments” below); and you may view the meeting which is webcast and accessed at www.cityofclovis.com/agendas.

Written Comments

- Members of the public are encouraged to submit written comments at: <https://cityofclovis.com/agendas> at least two (2) hours before the meeting (4:00 p.m.). You will be prompted to provide:

- Council Meeting Date
- Item Number
- Name
- Email
- Comment



- Please submit a separate form for each item you are commenting on.
- A copy of your written comment will be provided to the City Council noting the item number. If you wish to make a verbal comment, please see instructions below.
- Please be aware that any written comments received that do not specify a particular agenda item will be marked for the general public comment portion of the agenda.
- If a written comment is received after 4:00 p.m. on the day of the meeting, efforts will be made to provide the comment to the City Council during the meeting. However, staff cannot guarantee that written comments received after 4:00 p.m. will be provided to City Council during the meeting. All written comments received prior to the end of the meeting will be made part of the record of proceedings.

Verbal Comments

- If you wish to speak to the Council on an item by telephone, you should contact the City Clerk at (559) 324-2060 no later than 4:00 p.m. the day of the meeting.
- You will be asked to provide your name, phone number, and your email. You will be emailed instructions to log into Webex to participate in the meeting. Staff recommends participants log into the Webex at 5:30 p.m. the day of the meeting to perform an audio check.
- All callers will be placed on mute, and at the appropriate time for your comment your microphone will be unmuted.
- You will be able to speak to the Council for up to five (5) minutes.

Webex Participation

- Reasonable efforts will be made to allow written and verbal comment from a participant communicating with the host of the virtual meeting. To do so, a participant will need to chat with the host and request to make a written or verbal comment. The host will make reasonable efforts to make written and verbal comments available to the City Council. Due to the new untested format of these meetings, the City cannot guarantee that these written and verbal comments initiated via chat will occur. Participants desiring to make a verbal comment via chat will need to ensure that they accessed the meeting with audio transmission capabilities.

CALL TO ORDER

FLAG SALUTE - Councilmember Whalen

ROLL CALL

PRESENTATIONS/PROCLAMATIONS

- [1.](#) Presentation of Proclamation declaring August 1–7, 2021 International Assistance Dog Week.
2. Recognition of long term Planning and Development Services Employees Plans Examiner John Maclsaac and Senior Building Inspector Mike McLemore upon their retirement on August 6, 2021.

Public Comments - This is an opportunity for the members of the public to address the City Council on any matter within the City Council's jurisdiction that is not listed on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic. Anyone wishing to be placed on the Agenda for a specific topic should contact the City Manager's office and submit correspondence at least 10 days before the desired date of appearance.

ORDINANCES AND RESOLUTIONS - With respect to the approval of resolutions and ordinances, the reading of the title shall be deemed a motion to waive a reading of the complete resolution or ordinance and unless there is a request by a Councilmember that the resolution or ordinance be read in full, further reading of the resolution or ordinance shall be deemed waived by unanimous consent of the Council.

CONSENT CALENDAR - Items considered routine in nature are to be placed upon the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Councilmember requests individual consideration. A Councilmember's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

- [3.](#) Administration - Approval - Minutes from the July 19, 2021 Council Meeting.
- [4.](#) Administration - Adopt - Ord. 21-04, R2021-004, A request to rezone approximately 2.71 acres of land located near the southeast corner of Sierra Vista Parkway and Shaw Avenue, from the C-P (Administrative/Professional Office) Zone District to the C-2 (Commercial Community) Zone District. (Vote: 5-0)
- [5.](#) Administration - Receive and File – Economic Development Corporation Serving Fresno County Quarterly Report, April – June 2021.
- [6.](#) Administration - Approval – Res 21-____, Authorizing submission of an application to the California State Department of Housing and Community Development for funding under the CalHome Program; and Authorizing the City Manager to execute the Standard Agreement if selected for such funding and any Amendments thereto; and any related documents necessary to participate in the CalHome Program.
- [7.](#) Finance - Approval – Res. 21-____, Approving the submittal of the 2021-2022 Transportation Funding Claim to the Council of Fresno County Governments.
- [8.](#) Fire – Approval – Res. 21-____, Confirming Weed and Rubbish Abatement Charges for 2021.
- [9.](#) General Services – Approval – Res. 21-____, Amending the City's Classification Plan by Revising the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant Classifications.
- [10.](#) General Services – Approval – Res. 21-____, Amending the City's FY 2021-2022 Position Allocation Plan by Adding One (1) Animal Services Aide Position.
- [11.](#) Planning and Development Services - Approval - Res. 21-____, Supporting and Implementing the "Timely Use of Funding" as required by AB1012 for Candidate 2021-22 Federal Transportation Act, FAST Act Projects.
- [12.](#) Planning and Development Services – Approval – Bid Award for CIP 20-11 Clovis Avenue Street Rehabilitation; and Authorize the City Manager to execute the Contract on behalf of the City.
- [13.](#) Planning and Development Services – Approval – Res. 21-____, Bid Award for CIP 19-03 Hydronic Piping Replacement; and Authorize the City Manager to Execute the Contract on behalf of the City. Amend the 2021-2022 Community Investment Program Budget for General Government Facilities, Civic Center Hydronic Piping Replacement.
- [14.](#) Public Utilities - Approval – Final Acceptance for CIP 20-04, Pasa Tiempo Park Pour-In-Place Rubber Surfacing.

ADMINISTRATIVE ITEMS- Administrative Items are matters on the regular City Council Agenda other than Public Hearings.

- 15. Consider Adoption - Ord. 21-05, R2021-005, A request to rezone approximately 3.54 acres of land located near the northeast corner of Shaw and Locan Avenues from the P-F (Public Facilities) Zone District to the R-1 (Single-Family Residential 6,000 SF) Zone District. (Vote: 4-0-0-1 with Mayor Flores abstaining)

Staff: John Holt, Assistant City Manager / City Clerk
Recommendation: Adopt

COUNCIL ITEMS

- 16. Consider Approval – Designation of Voting Delegate and Alternate for the League of California Cities’ Annual Conference and Business Meeting on September 22-24, 2021.

Staff: Luke Serpa, City Manager
Recommendation: Approve

CITY MANAGER COMMENTS

COUNCIL COMMENTS

CLOSED SESSION - A “closed door” (not public) City Council meeting, allowed by State law, for consideration of pending legal matters and certain matters related to personnel and real estate transactions.

- 17. Government Code Section 54956.9(d)(1)
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
SEMI-ANNUAL LITIGATION UPDATE

COURT CASES

1. Desiree Martinez, Maria De Jesus Sanchez v. City of Clovis, et al.
2. Debra Lindsay v. City of Clovis
3. City of Clovis v. Greg A. Borden, et al.
4. City of Clovis v. Karimkhanzan, et al.
5. Brianne Glick v. City of Clovis
6. Dimitrios Kastis v. City of Clovis et. al.
7. Bryon Espinosa v. City of Clovis
8. Clayman v. City of Clovis
9. Lisa De Gunya v. Multiple Defendants, Including the City of Clovis, Police Chief Curt Fleming, Clovis Police Officers Timothy Dronek and Anthony Puente
10. Cortney Rider, The Estate of Tierney Cooper-McCann, The Estate of Judith Cooper v. Dave McCann, City of Clovis Police Department
11. Sandra Culpepper v. City of Clovis
12. County of Santa Cruz, et al v. Bureau of Cannabis Control, et al.

CLAIMS

13. Richard Darby v. City of Clovis
14. Max Spohn v. City of Clovis
15. Jasbir Singh v. City of Clovis
16. Joe Valenzuela v. City of Clovis
17. George Beal v. City of Clovis
18. Rachel Bartel v. City of Clovis
19. Melissa Robles v. City of Clovis
20. Nancy Mendez v. City of Clovis
21. Hermandeep Nagra v. City of Clovis *

*** COUNCIL MEMBER MOUANOUTOUA AND MAYOR PRO TEM ASHBECK HAVE ABSTAINED FROM THIS MATTER. THIS ITEM IS NOT FOR THEIR ATTENTION.**

ADMINISTRATIVE CASES

22. Judith Sigala v. City of Clovis (Industrial Relations Complaint)

OTHER

23. Government Code Section 54956.9
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d)
of Section 54956.9 (Deciding Whether to Initiate Litigation):
1 Case

ADJOURNMENT

MEETINGS AND KEY ISSUES

Regular City Council Meetings are held at 6:00 P.M. in the Council Chamber. The following are future meeting dates:

Aug. 3 - Sept. 6, 2021 (Summer Recess)
Sep. 7, 2021 (Tue.)
Sep. 13, 2021 (Mon.)
Sep. 20, 2021 (Mon.)

CITY *of* CLOVIS
PROCLAMATION

Declaring August 1st – 7th, 2021
International Assistance Dog Week

WHEREAS, assistance dogs transform the lives of their human partners with physical and mental disabilities; they serve as devoted companions, helpers, aides, best friends and close family members; and

WHEREAS, seizure alert response dogs alert or respond to medical conditions, such as heart attack, stroke, diabetes, epilepsy, panic attack, anxiety attack, post-traumatic stress and seizures; and

WHEREAS, guide dogs assist people with vision loss, leading these individuals around physical obstacles and to destinations such as seating, crossing streets, entering or exiting doorways, elevators and stairways, etc.; and

WHEREAS, hearing alert dogs alert people with a hearing loss to the presence of specific sounds such as doorbells, telephones, crying babies, sirens, another person, buzzing timers or sensors, knocks at the door as well as smoke, fire and clock alarms; and

WHEREAS, International Assistance Dog Week, August 1st – 7th, 2021, provides an opportunity for us to raise awareness of the selfless way all types of assistance dogs assist individuals with mitigating their disability-related limitations.

NOW, THEREFORE, BE IT RESOLVED, that the Clovis City Council does hereby proclaim the week of August 1st – 7th, 2021, as

**International Assistance
Dog Week**

IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 2nd day of August, 2021.



Jose D Flores

Mayor

CLOVIS CITY COUNCIL MEETING

July 19, 2021

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Flores
Flag Salute led by Councilmember Mouanoutoua

Roll Call: Present: Councilmembers Ashbeck, Bessinger, Mouanoutoua, Whalen
Mayor Flores

Absent: None

PUBLIC COMMENTS – 6:03

CONSENT CALENDAR – 6:05

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar, except item number 8, be approved. Motion carried by unanimous vote.

1. Administration - Approved - Minutes from the July 12, 2021 Council Meeting.
2. Administration - Approved – FY 2021-22 Agreement between the City of Clovis and the Economic Development Corporation Serving Fresno County.
3. Finance – Received and Filed – Investment Report for the Month of April 2021.
4. Finance – Received and Filed – Treasurer’s Report for the Month of April 2021.
5. Finance – Received and Filed – Investment Report for the Month of May 2021.
6. Finance – Received and Filed – Treasurer’s Report for the Month of May 2021.
7. Finance – Received and Filed – Update to Investment Strategy.
9. General Services - Approved – Authorize the City Manager to Execute a 36-Month HVAC Service Contract.
10. General Services – Approved – **Res. 21-75**, Authorizing the Use of California Senate Bill 1 (SB1) State Transit Assistance – State of Good Repair (SGR) Funds for Transit Operations
11. General Services - Approved – Authorize the City Manager to Execute a 36-Month Janitorial Service Contract.
12. Planning and Development Services - Approved – **Res. 21-76**, Final Map Tract 6182, located on the north side of Shaw Avenue, between Leonard and Highland Avenues (Bonadelle Homes).
13. Planning and Development Services – Approved – **Res. 21-77**, Annexation of Proposed Tract 6182, located on the north side of Shaw Avenue, between Leonard and Highland Avenues (Bonadelle Homes).
14. Planning and Development Services - Approved – **Res. 21-78**, Final Map Tract 6123, located on the north side of Shaw Avenue, west of Highland Avenue (BN 6123 LP (Bonadelle Homes)).
15. Planning and Development Services – Approved – **Res. 21-79**, Annexation of Proposed Tract 6123, located on the north side of Shaw Avenue, west of Highland Avenue, to the Landscape Maintenance District No. 1 of the City of Clovis (BN 6123 LP (Bonadelle Homes)).
16. Planning and Development Services - Approved – **Res. 21-80**, Final Map Tract 6304, located in the southeast area of Leonard and Barstow Avenues (Bonadelle Homes).

17. Planning and Development Services – Approved – **Res. 21-81**, Annexation of Proposed Tract 6304, located in the southeast area of Leonard and Barstow Avenues, to the Landscape Maintenance District No. 1 of the City of Clovis (Bonadelle Homes).

6:08 CONSENT CALENDAR ITEM 8 - GENERAL SERVICES - APPROVED – CLAIM REJECTION OF THE GENERAL LIABILITY CLAIM FOR HERMANDEEP NAGRA.

Motion by Councilmember Bessinger, seconded by Councilmember Whalen, that Consent Calendar Item 8 be approved. **Motion carried 3-0-0-2 with Council Members Ashbeck and Mouanoutoua abstaining.**

PUBLIC HEARINGS

6:16 – **ITEM 20A** - CONTINUED - **RES. 21-XX**, GPA2018-003, A REQUEST TO AMEND THE GENERAL PLAN TO RE-DESIGNATE FROM THE MEDIUM DENSITY RESIDENTIAL (4.1 TO 7.0 DU/AC) TO THE VERY HIGH DENSITY RESIDENTIAL (25.1 TO 43.0 DU/AC) CLASSIFICATION FOR FUTURE DEVELOPMENT; AND **ITEM 20B** - APPROVED INTRODUCTION - **ORD. 21-XX**, R2018-009, A REQUEST TO APPROVE A REZONE FROM THE R-1 (SINGLE FAMILY RESIDENTIAL - 6,000 SQ. FT.) TO THE R-4 (VERY HIGH DENSITY MULTIPLE FAMILY RESIDENTIAL) ZONE DISTRICT.

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger for the Council to continue GPA201-003 and R2018-009 to the September 7, 2021 City Council Meeting. Motion carried by unanimous vote.

6:31 – **ITEM 18A** - APPROVED - **RES. 21-82**, GPA2021-001, AMENDING THE GENERAL PLAN TO RE-DESIGNATE APPROXIMATELY 2.71 ACRES FROM THE OFFICE (O) PLANNED LAND USE CLASSIFICATION TO THE GENERAL COMMERCIAL (GC) PLANNED LAND USE CLASSIFICATION; AND **ITEM 18B** - APPROVED INTRODUCTION - **ORD. 21-04**, R2021-004, A REQUEST TO REZONE APPROXIMATELY 2.71 ACRES FROM THE C-P (ADMINISTRATIVE/PROFESSIONAL OFFICE) ZONE DISTRICT TO THE C-2 (COMMERCIAL COMMUNITY) ZONE DISTRICT.

Motion for approval by Councilmember Whalen seconded by Councilmember Mouanoutoua for the Council to approve Resolution 21-82, GPA2021-001, amending the General Plan to re-designate approximately 2.71 acres from the Office (O) planned land use classification to the General Commercial (GC) planned land use classification and approve Introduction - Ordinance 21-04, R2021-004, rezoning approximately 2.71 acres from the C-P (Administrative/Professional Office) Zone District to the C-2 (Commercial Community) Zone District. Motion carried by unanimous vote.

6:43 – **ITEM 19A** - APPROVED – **RES. 21-83**, GPA2021-002, AMENDING THE GENERAL PLAN TO RE-DESIGNATE APPROXIMATELY 3.54 ACRES OF LAND LOCATED NEAR THE NORTHEAST CORNER OF SHAW AND LOCAN AVENUES FROM THE PUBLIC/QUASI-PUBLIC FACILITIES CLASSIFICATION TO THE MEDIUM DENSITY RESIDENTIAL (4.1 TO 7.0 DU/AC) CLASSIFICATION; AND **ITEM 19B** - APPROVED INTRODUCTION – **ORD. 21-05**, R2021-005, A REQUEST TO REZONE APPROXIMATELY 3.54 ACRES FROM THE P-F (PUBLIC FACILITIES) ZONE DISTRICT TO THE R-1 (SINGLE-FAMILY RESIDENTIAL

6,000 SF) ZONE DISTRICT; **ITEM 19C** - APPROVED – **RES. 21- 84**, TM6349, A REQUEST TO APPROVE A VESTING TENTATIVE TRACT MAP FOR A 17-LOT SINGLE-FAMILY SUBDIVISION ON APPROXIMATELY 3.54 ACRES OF LAND.

Mayor Flores indicated that he would abstain from consideration of this item due to property he owns near the project and left the dais at 6:43.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger for the Council to approve – **Res. 21-83**, GPA2021-002, amending the General Plan to re-designate approximately 3.54 acres from the Public/Quasi-Public Facilities classification to the Medium Density Residential (4.1 to 7.0 DU/Ac) classification. **Motion carried 4-0-0-1 with Mayor Flores abstaining.**

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger for the Council to approve Introduction – **Ord. 21-05**, R2021-005, rezoning approximately 3.54 acres from the P-F (Public Facilities) Zone District to the R-1 (Single-Family Residential 6,000 SF) Zone District noting additional findings approved by the City Council following the public hearing on July 19th and included in the introduced ordinance have been inserted in the “track changes” version for review and adoption on August 2, 2021 as well as other minor and technical corrections made to the ordinance for adoption. **Motion carried 4-0-0-1 with Mayor Flores abstaining.**

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger for the Council to approve **Res. 21- 84**, TM6349, approving a vesting tentative tract map for a 17-lot single-family subdivision on approximately 3.54 acres of land. **Motion carried 4-0-0-1 with Mayor Flores abstaining.**

Mayor Flores returned to the dais at 7:08.

7:08 – **ITEM 21** - APPROVED – **RES. 21-85**, ADOPTION OF THE CITY OF CLOVIS 2021-2025 CONSOLIDATED PLAN AND 2021-2022 ANNUAL ACTION PLAN FOR EXPENDITURE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua to approve **Res. 21-85**, Adoption of the City of Clovis 2021-2025 Consolidated Plan and 2021-2022 Annual Action Plan for expenditure of Community Development Block Grant Funds. Motion carried by unanimous vote.

CITY MANAGER COMMENTS – 7:19

City Manager Luke Serpa commented on a public meeting regarding the Shaw Avenue widening project to be held August 5th, 2021 to be held at Clovis East High School.

COUNCIL COMMENTS – 7:20

Council Member Lynne Ashbeck provided updates on the Measure C steering committee, asked for clarity on rules for parking on streets to be provided to the citizens, include previous votes and the principles of the development if an LLC is listed as the applicant.

Councilmember Bessinger commented on the benefits of the community service work program restarting.

Mayor Flores commented on two Clovis residents being in the Olympics, Jenna Prandini and Bryson DeChambeau and wished them the best of luck at the games.

22. CLOSED SESSION – 7:24

Motion by Councilmember Whalen, seconded by Councilmember Mouanoutoua, for the Council to ratify the City Manager’s waiver of potential conflict of interest and consent to dual representation of the City and various City employees by David Overstreet in the Lisa De Gunya v. City of Clovis, et al. case. Motion carried by unanimous vote.

Government Code Section 54956.9(d)(1)

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Case Name: Lisa De Gunya v. City of Clovis, et al.

Mayor Flores adjourned the meeting of the Council to August 2, 2021

Meeting adjourned: 7:35 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: August 2, 2021

SUBJECT: Administration - Adopt - Ord. 21-04, R2021-004, A request to rezone approximately 2.71 acres of land located near the southeast corner of Sierra Vista Parkway and Shaw Avenue, from the C-P (Administrative/Professional Office) Zone District to the C-2 (Commercial Community) Zone District. (Vote: 5-0)

ATTACHMENTS: None

This item was approved for introduction on July 19, 2021 with a unanimous vote.

Please direct questions to the City Manager's office at 559-324-2060.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: August 2, 2021

SUBJECT: Administration - Receive and File – Economic Development Corporation Serving Fresno County Quarterly Report, April – June 2021.

ATTACHMENTS: 1. EDC Fourth Quarter Report, April – June 2021

CONFLICT OF INTEREST

None

RECOMMENDATION

That the City of Clovis receive and file the Fourth Quarter Report, April – June 2021 from the Economic Development Corporation Serving Fresno County.

EXECUTIVE SUMMARY

The Economic Development Corporation serving Fresno County (EDC) has submitted their Fourth Quarter Report of activities for the City Council to receive and file, as required per the 2020-2021 Agreement with the City.

BACKGROUND

In the summer of 2020, the City of Clovis and the EDC entered into a contract for the 2020-2021 fiscal year to provide regional marketing and business services to Clovis businesses. The contract provides for \$40,000 in baseline funding and provides \$10,000 for a medical attraction study to be completed. This allows Clovis to be part of a regional effort in attracting commercial and industrial businesses to Clovis. Attached is a report detailing the progress of their activities to provide information to industrial/commercial representatives not currently located in Clovis for recruiting purposes, and continue to assist existing Clovis businesses with informational and/or technical assistance to access statewide business support programs.

Highlights of the EDC quarterly report include:

Q4 Snapshot

The EDC team conducts outreach marketing business expansion and retention services by:

- Providing an operational analysis to evaluate the health of the business. This tool offers us a thorough understanding of the appropriate referrals or resources needed for business growth or retention;
- Connecting businesses to labor subsidy programs;
- Promoting Fresno Energy Watch services;
- Providing education on federal/state/local tax incentives; and
- Providing referrals and information on financing assistance.

Stemming from direct outreach, workshops, one-on-one meetings, and marketing efforts, the areas of interest and number of referrals generated are reflected below:

| | Q4 2020-2021 |
|-----------------------------|--------------|
| Businesses Contacted | 36 |
| Business Referrals | 10 |

| Type | Goal | Q4 | FY20-21 | Completion |
|---|------|----|---------|------------|
| Virtual Retention and Recovery Resource Event | 2 | 1 | 2 | 100% |
| Economic Profile | 1 | 0 | 1 | 100% |
| Incentive Brochure | 1 | 0 | 1 | 100% |
| New Business Leads | 40 | 17 | 44 | 110% |
| Comparative Healthcare Analysis | 1 | 1 | 1 | 100% |
| Targeted Healthcare Engagements* | 20 | 0 | 0 | 50% |
| Top 50 Business List | 1 | 1 | 1 | 100% |

*Marketing collateral has been created in collaboration with the city targeted engagements to begin soon.

FISCAL IMPACT

The City will forward the fourth quarter installment payment to EDC. The funds were budgeted in the 2020-2021 fiscal year budget.

REASON FOR RECOMMENDATION

The attached report meets the requirement established in the 2020-2021 Agreement between the EDC and the City of Clovis.

ACTIONS FOLLOWING APPROVAL

Staff will file the report.

Prepared by: Andy Haussler, Community and Economic Development Director

Reviewed by: City Manager *[Signature]*



City of Clovis

Quarterly Activity Report

Quarter 4
Fiscal Year 2020-2021
April 1, 2021 – June 30, 2021

| | |
|-------------------|--|
| Lee Ann Eager | President/CEO |
| Sherry Neil | Chief Operating Officer |
| Paul Thorn | Controller |
| Andrea Reyes | VP of Business Development |
| Will Oliver | VP of Business Services |
| Julian Ramos | Client Services Manager |
| Gina Chicconi | Business Attraction Specialist |
| Jackie Cuevas | Business Retention Specialist |
| Charlene Holguin | Economic Development Specialist |
| Raymond Jin | Data Administrator - Analyst |
| Marcella Lara | Business Retention Specialist |
| Renée Nuanes | Economic Support Specialist/Office Manager |
| Merritt Pacini | Executive Assistant to the CEO |
| Miguel Ruelas | Economic Development Specialist |
| Eric Salas | Economic Development Specialist |
| Curtis Williamson | Business Expansion Retention Coordinator |
| Chris Zeitz | Research Analyst |

City of Clovis Quarterly Activity Report

This report summarizes the agreement requirements between the City of Clovis and the Fresno County Economic Development Corporation (EDC).

Division Mission

To market Fresno County as the premier location for business prosperity.

Fresno County EDC Services

The Economic Development Corporation serving Fresno County is a nonprofit organization established to market Fresno County as the premier location for business prosperity. We facilitate site selection for new businesses within Fresno County, and assist in the retention and expansion of businesses through our alliance with collaborative partners and resources.

The EDC agrees to the following services:

1. Provide information to the industrial and office representatives not located in the City of Clovis for recruiting new businesses and industries;
2. Assist in the development of marketing materials to attract new investments, commercial and industrial brokers, developers, and site selectors. Assist in utilizing online marketing to advance economic and community development efforts;
3. Assist existing businesses and industries that contact the EDC with information and technical assistance through the BEAR Action Network;
4. Work to foster a closer working relationship with local business associations to enhance the EDC services provided to Clovis area employers;
5. Continue acting in a leadership role in promotion of high-speed rail and promote the Clovis area for related development;
6. Inform Clovis of legislation important to the economic and community development of the region and act on their behalf;
7. Assist in identifying economic development projects on the City's behalf for the inclusion in the County of Fresno's Comprehensive Economic Development Strategy (CEDS) for possible grant funding; and
8. Provide administrative staffing at all Executive Committee, Board, and related events.

Q4 Snapshot

The EDC team conducts outreach marketing business expansion and retention services by:

- Providing an operational analysis to evaluate the health of the business. This tool offers us a thorough understanding of the appropriate referrals or resources needed for business growth or retention;
- Connecting businesses to labor subsidy programs;
- Promoting Fresno Energy Watch services;
- Providing education on federal/state/local tax Incentives; and
- Providing referrals and information on financing assistance.

Stemming from direct outreach, workshops, one-on-one meetings, and marketing efforts, the areas of interest and number of referrals generated are reflected below:

| | Q4 2020-2021 |
|-----------------------------|--------------|
| Businesses Contacted | 36 |
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| Type | Goal | Q4 | FY20-21 | Completion |
|--|------|----|---------|------------|
| Virtual Retention and Recovery Resource Event | 2 | 1 | 2 | 100% |
| Economic Profile | 1 | 0 | 1 | 100% |
| Incentive Brochure | 1 | 0 | 1 | 100% |
| New Business Leads | 40 | 17 | 44 | 110% |
| Comparative Healthcare Analysis | 1 | 1 | 1 | 100% |
| Targeted Healthcare Engagements* | 20 | 0 | 0 | 50% |
| Top 50 Business List | 1 | 1 | 1 | 100% |

*Marketing collateral has been created in collaboration with the city targeted engagements to begin soon.

Clients and Businesses Contacted

| | | |
|---|---|---|
| A Mind Above, A Professional Psychology Corporation | CA Shippers Association | House of Pendragon |
| AK Beauty Bar | CALBEC Group | IDLS Sierra Avenue, LLC dba |
| AMA Management, Inc. | Circle Automotive | Magnolia Crossing, LLC |
| Accounting America | City of Clovis | Kemp BBQ |
| Achievements Unlimited | Clovis Chamber of Commerce | Koyote Productions |
| Ambitious Concepts dba Best Party Rentals | Clovis Country Junction | Mi-Rancho Tortilla |
| Andiamo Ristorante | Clovis Donuts | Outdoor Environment - |
| Artworkz | Cost Cutters Family Hair Salon | Underground Boring Systems, Inc. |
| Best Value Rentals, LLC | Emily and Steven Photography | Pabla Enterprises Inc. |
| Big Bear Apparel | Empresa MB LLC | Shannon Morgan |
| Biram Transport | Gilbert K. Moran, M.D. | Steven's Bicycles |
| Bollywood Hollywood | F.A.C.O.G. INC. | The Garage Do-It-Yourself Auto Repair, LLC. |
| Threading | Graham Lelliott Kenpo - Central Valley Martial Arts | |
| Brix and Barrel | High Performance Academy, LLC | |

City of Clovis Economic Snapshot

Quarter 4, FY 20-21

Industrial, Office, and Retail Vacancy

This quarter in the City of Clovis, the industrial vacancy rate remained level at 0.2%, the office vacancy rate decreased from 9.1% to 8.3% and the retail vacancy rate decreased from 8.5% to 8.4%.

| Q4 FY20-21 | Industrial | Office | Retail |
|----------------|------------|--------|--------|
| Fresno County | 2.8% | 7.5% | 5.3% |
| City of Clovis | 0.2% | 8.3% | 8.4% |

Source: CoStar.com

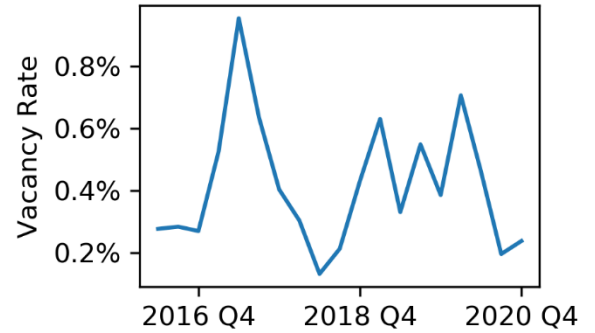
June 2021 Unemployment Rates

The unemployment rate in Clovis was 4.9% in June 2021, down from a revised 5.4% in March 2021. This compares with a non-seasonally adjusted unemployment rate of 7.9% for California and 5.9% for the nation during the same period.

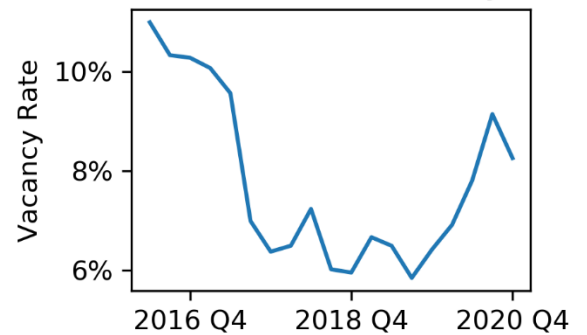
| Area | Labor Force | Unemployment Rate |
|----------------|-------------|-------------------|
| Fresno County | 445,700 | 8.8% |
| City of Clovis | 54,900 | 4.9% |

Source: State of California Employment Development Department

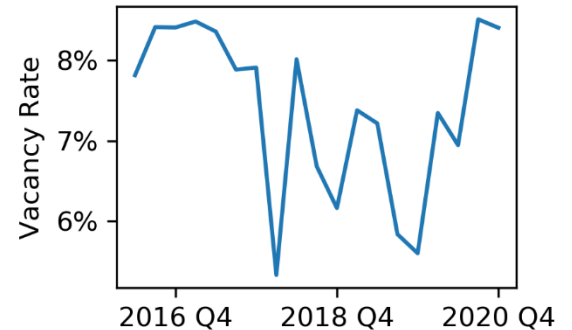
Clovis Industrial Vacancy



Clovis Office Vacancy



Clovis Retail Vacancy



Business Expansion and Attraction Leads

The EDC generated **11** new business attraction and expansion leads, and responded to **1** requests for information in the fourth quarter. EDC staff also remains involved with additional prospective leads that may match Clovis’ land and building inventory. See information below:

| Month | Client Number | Source | Industry | Jobs | Site Requirements | Regions |
|-------|---------------|--------------------|---|------|------------------------------|--------------------------------|
| April | CCVEDC 2111 | CCVEDC Lead | Materials Recovery Facilities | 25 | 25,000 sq. ft. | TBD |
| | 210419A1 | Direct Lead | General Warehousing and Storage | TBD | 150,000 sq. ft. | Westside Cities |
| | 210429A1 | Direct Lead | Recyclable Material Merchant Wholesalers | 50 | 20,000 sq. ft. | Metro - Fresno |
| | CCVEDC 2114 | CCVEDC Lead | TBD | TBD | 700,000 sq. ft. | None |
| May | 210520A1 | GO-Biz Lead | All Other Rubber Product Manufacturing | 50 | 70,000 sq. ft. 5.0 acres | Metro - Fresno, TBD |
| | 210520A2 | GO-Biz Lead | Sporting and Recreational Goods and Supplies Merchant Wholesalers | 15 | 10,000 sq. ft. 2.0 acres | Metro - Fresno, TBD |
| | 210524A1 | Local Partner Lead | Painting and Wall Covering Contractors | 15 | 10,000 sq. ft. | Metro - Clovis, Metro - Fresno |
| | 210526A1 | Local Partner Lead | New Single-Family Housing Construction | 125 | 15,000 sq. ft. 1.0 acre | Metro - Fresno |
| June | 210607A1 | GO-Biz Lead | Aircraft Manufacturing | 906 | 350,000 sq. ft. 40.0 acres | East - Reedley |
| | 210615A2 | Direct Lead | Breweries | TBD | 2,000 sq. ft. | Metro - Clovis |
| | 210625A1 | Local Partner Lead | Iron and Steel Pipe and Tube Manufacturing from Purchased Steel | 75 | 150,000 sq. ft. 6.0 acres | Metro - Fresno |

Requests for Information

| Month | Client Number | Source | Industry | Requirement |
|-------|---------------|--------------------|---|-------------|
| May | RFI 210525A1 | Local Partner Lead | Glass Product Manufacturing Made of Purchased Glass | TBD |

The EDC has been contracted to assist the Fresno County Department of Social Services in marketing the New Employment Opportunities (NEO) program, and Ready2Hire, and identify prospective employers to hire from the pool of eligible NEO job seekers.

NEW EMPLOYMENT OPPORTUNITIES (NEO) 2020-2021

To be completed by 9/30/2021

| METRIC | Actual | Contract Goal |
|--------------------------|--------|---------------|
| PARTICIPATING BUSINESSES | 135 | 150 |
| JOB PLACEMENTS | 85 | 200 |
| JOB POSTINGS | 397 | 500 |
| JOB FAIRS | 2 | 4 |
| EMPLOYER TRAINING | 0 | 4 |

Customized Workforce Trainings

Realizing the current labor demands among our local businesses, the EDC, Department of Social Services and educational partners have worked with industry stakeholders to develop customized trainings to fulfill today’s workforce needs. Utilizing input from various industry practitioners, each training curriculum is developed to create career pathways to meet tomorrow’s industry needs, help businesses grow, and put individuals back to work. Below is a list of customized training programs underway:

Valley Apprenticeship Connections

Pre-Apprenticeship Program. The partnership between Fresno County EDC, the Department of Social Services, and Fresno EOC is continuing to provide a 12-week program comprised of classroom and construction-based training.

Truck Driving

Class A Truck Driving Class. The 10-week training is a partnership between Fresno County EDC, the Department of Social Services, Fresno City College, and Lawson Rock and Oil.

Central Valley Training Center

Pre-Apprenticeship Program. The partnership between Fresno County EDC, the City of Selma, and High-Speed Rail Authority will provide a 16-week program comprised of classroom and construction-based training.

High-Speed Rail

Since the program inception in 2013, the EDC has assisted 331 property owners throughout the City and County of Fresno. During this quarter our Business Development Specialist assisted 10 businesses and property owners, making contact 19 times.

| Client Status | |
|--------------------|------------|
| Relocated | 143 |
| Reconfiguring | 41 |
| Relocation Pending | 9 |
| Closed | 38 |
| Existing | 100 |
| Total | 331 |

Highlights

NEO Testimonials | All

NEO business Vigilant Private Security notified EDC staff on how pleased they are with their new NEO client and stated the client is doing well. The company shared that the NEO hire is the best person they've had in that position as the client is constantly asking questions and wants to be the best they can for the team. Client communicates effectively and is a pleasure to work with.

Project Made in America Request for Information | All

The EDC Attractions team responds to multiple site selection Requests for Information (RFI) that vary in detail. In April, Attractions staff responded to Project Made in America's RFI which represents an electric vehicle charging station manufacturer that has shortlisted Fresno for consideration. In addition to detailing key information such as labor force, average wages and available properties, the EDC Attractions and Special Projects teams collaborated to provide a comprehensive assessment of the company's prospective economic and social impact in Fresno County. Provided below are notable points referenced in the submission:

- New Employment Opportunities (NEO) program will save an estimated \$260,917 in reimbursed wages;
- Project stands to create \$29 million in annual economic impact;
- According to the EDC's California Competes Tax Credit Calculator, the client is estimated to receive at least \$1.17 million in CCTC tax credits; and
- Utilizing Harvard Business School's Impact Weighted Accounting methodology, the project's social impact is 57% greater in Fresno County vs. Santa Clara (a competitor city).

The Attractions and Special Projects team look forward to applying its data competencies, tools and research to develop RFI responses that position Fresno County above its competition.

EDC Board Retreat | All

The EDC held their board retreat at the Wonder Valley Resort in Sanger with the entire EDC staff and members of the board. Over two days the EDC's board discussed four initiatives to guide the organization's work for the next three years.

Solitary Cellars Wine Company | All

Solitary Cellars Wine Company is a small Lodi Winery with a tasting room in Madera County. EDC Staff worked with Owners, Greg Bergersen and Rick Quesada, to relocate their tasting room to Fresno County. With their Grand Opening and Ribbon Cutting on May 12, 2021 they are now Solitary Cellars Wine Company at Sumner Peck Ranch. The move expanded their operations by 2,000 sq. ft. allowing them to create two additional jobs. Solitary Cellars also plans to move their winery operations which will spur a total investment of \$100,000 into their new location. Staff connected Solitary Cellars with the Manufacturing Equipment Partial Sales & Use Tax exemption to assist with the purchase of the winery equipment. Additionally, EDC Staff provided direct technical assistance with the CA Relief Grant and they were awarded a \$15,000 grant.

BEAR/NEO Team | New Business

BEAR team worked on finalizing the signing of Pita Grill LLC. to the NEO Program. Pita Grill LLC. is excited to work together with EDC and the NEO Team in building a strong foundation in the workforce. Pita Grill

LLC. is one of the many businesses that strives to help keep individuals working during these difficult times here in Fresno County. Welcome Aboard Pita Grill LLC.!

EDC Intern | All

The EDC brought on an intern from Fresno State’s economics department for the spring term and he completed his assignment this month. Over his three months with the EDC, he accomplished many projects including a CalCompetes calculator and cataloguing Fowler’s vacant land. Overall, he was a valuable member of the team and we hope we can continue partnering with Fresno State to help their students gain real-world knowledge and experience.

Clovis Comparative Healthcare Analysis and Marketing Collateral

Following completion of the Clovis Comparative Healthcare Analysis, EDC staff worked with City of Clovis staff to draft the initial marketing collateral for the targeted healthcare campaign. EDC was able to utilize healthcare company names and their characteristics generated from the analysis to incorporate as a draft marketing packet for review. The City of Clovis provided excellent feedback which is being incorporated to complete the collateral packet. During FY21-22, the City of Clovis and EDC will implement the marketing objectives for the targeted Clovis Healthcare Campaign.

Other Activities

May

Veterans Employment Committee | All

June

The Office of Senator Hurtado Presents CalSavers Webinar

| All

SBA, IRS & California Small Business Advocate Webinar |

All

Veterans Employment Committee | All

| FY 20-21 Overview of Work Product | Deliverables | FY 2020 – 2021 Target Outcomes | |
|--|--|--|--|
| <p>Economic Development Corporation Serving Fresno County</p> <p>Contract: \$40,000</p> <p>Comparative Healthcare Analysis: \$10,000</p> <p>Staff: President & CEO Lee Ann Eager</p> <p>Sherry Neil Chief Operating Officer</p> <p>Vice President of Business Services Will Oliver</p> | <p>Retention: Targeted businesses will be contacted by a variety of methods to educate Clovis businesses on local, regional and statewide incentive programs</p> <ul style="list-style-type: none"> Conduct Analysis to determine top 50 companies in Clovis that should be focused on for retention and expansion | <p>Top 50 targeted business analysis for expansion/retention</p> | <p>Top 50 Analysis updated in Q2 with additional updates and adjustments ongoing through FY20-21.</p> |
| | <p>New Business Recruitment: Provide information and tours to industrial and commercial representatives not currently located in Clovis for the purpose of recruiting new businesses and industries to the City of Clovis. Assist the City of Clovis in marketing identified industrial parks or industrial areas to new clients.</p> | <p>Respond to all City of Clovis business inquires and connect them to appropriate resources</p> | <p>36 clients and businesses contacted and 10 referrals made during Q4.</p> |
| | <ul style="list-style-type: none"> Coordinate site tours for the purpose of business attraction and expansion. Create and update marketing materials. | <p>Complete Comparative Healthcare Analysis</p> | <p>Ongoing. Phase 1 Comparative Healthcare Analysis completed. Phase 2 (marketing strategy) initiated in Q4 with draft marketing collateral in development.</p> |
| | <ul style="list-style-type: none"> Coordinate commercial and industrial broker events for the City of Clovis. | <p>2 Virtual Retention and Recovery Resource Events</p> | <p>Completed. One event targeted at high electricity users in coordination with PG&E to reduce electricity costs by 25%. Another event completed with Clovis Chamber of Commerce</p> |
| | <ul style="list-style-type: none"> Conduct analysis to determine expansion industries and companies to target for expansion. | <p>40 new business leads</p> | <p>44 total business leads; 17 leads generated in Q4.</p> |
| | <ul style="list-style-type: none"> Attend trade shows/missions and market Clovis. | <p>Economic Profile including updated demographic information</p> | <p>Economic profile updated and hosted on our website.</p> |
| | | <p>Incentive Brochure</p> | <p>Incentive Brochure updated in FY20-21 Q1</p> |



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: August 2, 2021

SUBJECT: Administration - Approval – Res 21-____, Authorizing submission of an application to the California State Department of Housing and Community Development for funding under the CalHome Program; and Authorizing the City Manager to execute the Standard Agreement if selected for such funding and any Amendments thereto; and any related documents necessary to participate in the CalHome Program.

ATTACHMENT: 1. Resolution

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to authorize the submission of an application to the California State Department of Housing and Community Development (HCD) for funding under the CalHome Program; and authorizing the City Manager to execute the Standard Agreement if selected for such funding and any Amendments thereto; and any related documents necessary to participate in the CalHome Program.

EXECUTIVE SUMMARY

On August 31, 2020, California HCD released a Notice of Funding Availability (NOFA) for the CalHome Program. City Council approved submitting an application to fund affordable housing activities for \$5,000,000 on October 12, 2020 unanimously. HCD recently contacted the City, awarding the City more than the \$5,000,000 requested. Approving an updated resolution is required to accept the funds.

BACKGROUND

The City of Clovis has long sought after grant funding to provide critical programs and improvements for the community. Staff received a NOFA from California HCD regarding the CalHome program in August of 2020, and on October 12, 2020, Council unanimously

approved submitting an application in the amount of \$5,000,000 to fund an owner-occupied rehabilitation loan program and a mortgage assistance program.

HCD recently contacted the City awarding funds to the City beyond the maximum amount published in the NOFA with a total award of \$5,050,625. In order to accept the increased amount, a new resolution is required to be approved by City Council (Attachment 1).

Upon submittal of the updated resolution, HCD will draft a contract, and the process for utilizing the funds will begin. This is expected to take six months.

FISCAL IMPACT

There would be no impact to the City's General Fund, and would provide funding for affordable housing projects and programs in the City of Clovis. If the application is funded by California HCD, a budget amendment in the amount of the grant award would be submitted for Council approval once the contract is received from HCD.

REASON FOR RECOMMENDATION

HCD requires City Council approval to accept the increased grant award.

ACTIONS FOLLOWING APPROVAL

Staff will submit the updated resolution to HCD and will continue the process to gain access to the funds.

Prepared by: Andrew Haussler, Community Economic Development Director

Reviewed by: City Manager *AH*

RESOLUTION 21-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS AUTHORIZING SUBMISSION OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING AND ANY AMENDMENTS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM

WHEREAS, the City of Clovis, a political subdivision of the State of California, wishes to apply for and receive an allocation of funds through the CalHome Program; and

WHEREAS, the California Department of Housing and Community Development (hereinafter referred to as "HCD") has issued a Notice of Funding Availability ("NOFA") on August 31, 2020, for the CalHome Program established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650 of Part 2 of Division 31 of the Health and Safety Code (the "statute"). Pursuant to the statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome Program Regulations adopted by HCD in April 2004; and

WHEREAS, the City of Clovis wishes to submit an application to obtain from HCD an allocation of CalHome funds in the amount of \$5,050,625.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clovis shall submit to HCD an application to participate in the CalHome Program in response to the NOFA issued on August 31, 2020, which will request a funding allocation for the following activities:

Owner-Occupied Rehabilitation Assistance - \$4,500,000 to be used to provide rehabilitation loans to owner-occupied, low-income households in the City of Clovis; also to be used to provide loans to low-income households to replace severely-dilapidated mobile homes located in the City of Clovis.

Mortgage Assistance with Substantial Rehabilitation - \$550,625 to be used to provide financial assistance to low-income first-time homebuyers to acquire and rehabilitate a home located in the City of Clovis.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City of Clovis hereby agrees to use the CalHome funds for eligible activities in a manner presented in the application as approved by HCD and in accordance with program regulations cited above. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. The City of Clovis acknowledges and agrees that it may be required to execute any and all other instruments necessary or required by HCD for participation in the CalHome Program. The City of Clovis authorizes the City Manager to execute in the name of the City of Clovis the application, the Standard Agreement, and any subsequent amendments

or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on the 2nd day of August, 2021, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: August 2, 2021

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: August 2, 2021

SUBJECT: Finance - Approval – Res. 21-____, Approving the submittal of the 2021-2022 Transportation Funding Claim to the Council of Fresno County Governments.

ATTACHMENTS: 1. Res. 21-____, Submission of Transportation Funding Claim Form

CONFLICT OF INTEREST

None.

RECOMMENDATION

That the Council approve Resolution 21-____, approving the submittal of the 2021-22 Transportation Funding Claim.

EXECUTIVE SUMMARY

Each year the City of Clovis is required to submit an annual transportation claim for the Local Transportation Fund of Fresno County to the Council of Fresno County Governments (COG) to receive funds provided through the Transportation Development Act (TDA) of 1971. The claim is prepared in accordance with the City's annual budget. After the TDA claim is adopted by the Resolution of the City Council, the claim is submitted to COG for adoption by Resolution of the COG board. After approval, the City will begin to receive the funds apportioned by COG for the 2021-22 fiscal year.

BACKGROUND

Each year the City files a claim with the Council of Fresno County Governments (COG) to receive funds provided through the Transportation Development Act (TDA) of 1971. The claim provides information on the various sources that are used to fund the transit operation and to fund bicycle/pedestrian projects.

The claim is normally based on the current year budget. However, circumstances have changed since the budget was prepared and the claim is based on the best available information.

In order for COG to allocate the TDA funds, the claim needs to be submitted to COG for approval. The claim allocates the available funds based on the final estimated allocation received from COG in May 2021.

FISCAL IMPACT

The TDA funds are budgeted in 2021-22 based upon the final estimated allocation received from COG in May 2021. Approval of the claim by the Council will allow the City to receive the funds.

REASON FOR RECOMMENDATION

To allocate the funds in accordance with the 2021-22 estimates, it is necessary to submit the TDA claim to COG for approval. Approval of the claim by the Council for submittal is required.

ACTIONS FOLLOWING APPROVAL

After Council approval, the claim will be filed with COG.

Prepared by: Calvin Campbell, Senior Accountant

Reviewed by: City Manager *JA*

RESOLUTION 21-____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING SUBMISSION OF THE 2021-2022 TRANSPORTATION FUNDING CLAIM TO
THE COUNCIL OF FRESNO COUNTY GOVERNMENTS**

WHEREAS, the City of Clovis is required to submit an annual transportation claim for the Transportation Funding through the Council of Fresno County Governments for the fiscal year 2021-22; and

WHEREAS, the Council of Fresno County Governments has the authority to review claims and allocate such funds in accordance with the Transportation Development Act of 1971 and Chapter 3 of Title 30 of the California Administrative Code; and

WHEREAS, the City of Clovis has approved the 2021-2022 Budget for expenditures for 2021-2022; and

WHEREAS, the Transportation Act of 1971 requires certain findings and declarations regarding transit needs and conformance with Article 8, Chapter 1400, Statutes 1971 and applicable rules and regulations.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis hereby authorizes submittal of its Claim for Local Transportation Funds, as attached as Attachment A of Attachment 1, in the amount of \$9,826,499 for purposes allowed under Articles 3, 4, 4.5, and 8 of the Transportation Act of 1971.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on August 2, 2021 by the following vote, to wit.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

DATED: August 2, 2021

Mayor

City Clerk

ATTACHMENT 1

Enter Date: **7/6/2021**

Claimant Name: **City of Clovis**

AGENDA ITEM NO. 7.

TRANSPORTATION FUNDING CLAIM FOR FISCAL YEAR: 2021/22

Instructions: Please note that each page of this claim is a separate worksheet, please click through all tabs and complete. Also note that light yellow fields require an entry if applicable, light grey fields contain formulas that will automatically calculate based on corresponding entries. A date and claimant name field is at the top of the first page, and automatically repeats on following pages, (date should be formatted 00/00/0000)

When completed, please print, sign and send signed original via mail to:

Les Beshears, Director of Finance, Fresno Council of Governments, 2035 Tulare Street, Suite 201, Fresno, CA 93721

| | |
|----------------------|-----------------------------|
| From: Applicant: | City of Clovis |
| Address: | 1033 Fifth Street |
| City/State/Zip: | Clovis, CA 93612 |
| Contact Phone/email: | Jay Schengel / 559-324-2113 |

This applicant is an eligible claimant pursuant to Section 99203 of the Public Utilities Code and certifies that the following transportation funds are available to be claimed:

Local Transportation Fund

| | |
|-------------------------------------|--------------|
| Apportionment: | \$ 5,086,198 |
| Unexpended, Held by Claimant: | \$ 3,714,095 |
| County 4.5 Contribution | \$ 13,634 |
| County Contract for Tarpey Roundup: | \$ 88,781 |

State Transit Assistance Fund

| | |
|---------------|------------|
| Estimate: | \$ 923,791 |
| Other Agency: | |

Other

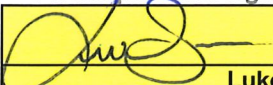
| | |
|---|--|
| Audit Exception/Impairment (required General Fund Payback): | |
| Other: | |

| | |
|--|---------------------|
| Nine million eight hundred twenty-six thousand four hundred ninety-nine | TOTAL |
| | \$ 9,826,499 |

spell out total amount in above cell

for the purposes and respective amounts specified in the attached claim be drawn from the Local Transportation Fund and State Transit Assistance Fund.

Please print and sign after completing form

| | |
|-----------------------|---|
| Authorized Signature: |  |
| Name/Title: | Luke Serpa, City Manager |
| Date: | 8/2/2021 |



2035 Tulare St., Ste. 201 tel 559-233-4148
Fresno, California 93721 fax 559-233-9645

www.fresnocog.org

Enter Date: **7/6/2021**

Claimant Name: **City of Clovis**

AGENDA ITEM NO. 7.

TRANSPORTATION FUNDING CLAIM DETAIL FOR FISCAL YEAR: 2021/22

| PURPOSE | AMOUNT | SUBTOTAL |
|--|--------------|---------------------|
| 1. Bicycle & Pedestrian Facilities: | | |
| Article 3: | \$ 101,817 | |
| Article 8a: | | |
| Audit Exceptions (General Fund Payback); | | |
| Unexpended Funds, Held by Claimant: | | |
| | | \$ 101,817 |
| 2. Regional Transportation Planning: | | |
| | \$ 142,187 | \$ 142,187 |
| 3. Public Transportation | | |
| Article 4: | \$4,299,009 | |
| Article 8c: | | |
| Tarpey Roundup County Contract: | \$ 88,781 | |
| Other Agency: | | |
| State Transit Assistance Funds (STA): | \$ 923,791 | |
| Audit Exceptions (General Fund Payback): | | |
| Unexpended Funds, Held by Claimant: | \$ 3,714,095 | |
| | | \$9,025,676 |
| 4. Community Transit Service CTSA, Article 4.5: | | |
| | \$ 258,434 | \$ 258,434 |
| 5. To Be Claimed By: | | |
| FAX Contract: | \$ 298,385 | |
| | | \$ 298,385 |
| GRAND TOTAL | | \$ 9,826,499 |
| Claim Total Must Agree With Total on First Page | | \$ 9,826,499 |
| Minus All Unexpended Funds not used for Transit Claims | | \$ 3,714,095 |
| GRAND TOTAL PAYABLE TO CLAIMANT | | \$ 6,112,404 |

Allocation instructions and payment by the Fresno County Auditor-Controller to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the rules and regulations of the Transportation Development Act.

Enter Date: **7/6/2021**

Claimant Name: **City of Clovis**

AGENDA ITEM NO. 7.

BICYCLE AND PEDESTRIAN FACILITIES FOR FISCAL YEAR: 2021/22

Two percent (2%) of the claimant's Local Transportation Fund apportionment must be spent on bicycle and pedestrian facilities (PUC 99233.3 and 99234); such claims are to be filed as Article 3. Claims for projects in excess of 2% may be filed as Article 8a (PUC 99400(a)). If other funding is to be used with Local Transportation Funds to implement projects, such funding should be shown on the claim form.

| PROJECT TITLE & BRIEF DESCRIPTION | PROJECT COST |
|---|---------------|
| Various Bicycle & Pedestrian Facilities throughout the claimant's jurisdiction: | \$ 101,817.00 |
| <i>AND/OR:</i> | |
| Other - describe briefly if applicable: | \$ - |
| Other - describe briefly if applicable: | \$ - |
| Other - describe briefly if applicable: | \$ - |
| TOTAL PROJECT COSTS | \$ 101,817.00 |

Enter Date: **7/6/2021**

Claimant Name: **City** AGENDA ITEM NO. 7.

PUBLIC AND SPECIALIZED TRANSPORTATION SERVICE CLAIM FOR OPERATING AND CAPITAL EXPENSES FY: 2021/22

| GENERAL TRANSPORTATION SERVICE PROPOSED 2021/22 | PROJECT COSTS | | TOTALS |
|--|------------------------|----------------------|------------------------|
| <i>(Information needed per PUC 99266, which states no moneys may be allocated in excess of 15% above preceding year unless claim is accompanied by supporting documentation)</i> | | | |
| TOTAL PROJECT COSTS | \$ 3,559,212.00 | | |
| <i>Prior Year</i> | \$ 4,681,973.00 | | |
| <i>Percentage Change</i> | -24% | | |
| <i>less than prior year</i> | | | |
| Revenue Source & Amount | Operating | Capital | Total |
| LTF Article 4: | \$ 1,526,981.00 | | \$ 1,526,981.00 |
| LTF Article 4.5 or 8c: | | | \$ - |
| STA: | \$ 446,000.00 | \$ 16,000.00 | \$ 462,000.00 |
| Fares: | \$ 39,000.00 | N/A | \$ 39,000.00 |
| Local Support: | \$ 593,344.00 | N/A | \$ 593,344.00 |
| Fed/State Grants: | | \$ 410,001.00 | \$ 410,001.00 |
| Measure C: | \$ 521,386.00 | | \$ 521,386.00 |
| Interest: | \$ 6,500.00 | | \$ 6,500.00 |
| Unexpended Funds Held By Claimant: | | | \$ - |
| Audit Exception - General Payback Fund: | | | \$ - |
| SUB-TOTALS | \$ 3,133,211.00 | \$ 426,001.00 | \$ 3,559,212.00 |

| ELDERLY/HANDICAPPED SERVICE PROPOSED 2021/22 | PROJECT COSTS | | TOTALS |
|--|------------------------|----------------|------------------------|
| <i>(Information needed per PUC 99266, which states no moneys may be allocated in excess of 15% above preceding year unless claim is accompanied by supporting documentation)</i> | | | |
| TOTAL PROJECT COSTS | \$ 3,054,349.00 | | |
| <i>Prior Year</i> | \$ 3,122,161.00 | | |
| <i>Percentage Change</i> | -2% | | |
| <i>less than prior year</i> | | | |
| Revenue Source & Amount | Operating | Capital | Total |
| LTF Article 4: | \$ 2,197,633.00 | | \$ 2,197,633.00 |
| Tarpey Roundup: | \$ 88,781.00 | | \$ 88,781.00 |
| STA: | \$ 446,000.00 | | \$ 446,000.00 |
| Fares: | \$ 47,029.00 | N/A | \$ 47,029.00 |
| Local Support: | \$ 268,406.00 | N/A | \$ 268,406.00 |
| Fed/State Grants: | - | | \$ - |
| Measure C: | - | | \$ - |
| Interest: | \$ 6,500.00 | | \$ 6,500.00 |
| Unexpended Funds Held By Claimant: | | | \$ - |
| Audit Exception - General Payback Fund: | | | \$ - |
| SUB-TOTALS | \$ 3,054,349.00 | \$ - | \$ 3,054,349.00 |

| CONSOLIDATED TRANSIT SERVICE AGENCY PROPOSED 2021/22 | PROJECT COSTS | | TOTALS |
|--|----------------------|----------------|----------------------|
| <i>(Information needed per PUC 99266, which states no moneys may be allocated in excess of 15% above preceding year unless claim is accompanied by supporting documentation)</i> | | | |
| TOTAL PROJECT COSTS | \$ 574,298.00 | | |
| <i>Prior Year</i> | \$ 523,098.00 | | |
| <i>Percentage Change</i> | 10% | | |
| <i>more than prior year</i> | | | |
| Revenue Source & Amount | Operating | Capital | Total |
| LTF Article 4.5: | \$ 258,434.00 | | \$ 258,434.00 |
| LTF Article 8c: | | | \$ - |
| STA: | | | \$ - |
| Fares: | \$ 10,000.00 | N/A | \$ 10,000.00 |
| Local Support: | \$ 305,864.00 | N/A | \$ 305,864.00 |
| Fed/State Grants: | | | \$ - |
| Other - describe briefly if applicable: | | | \$ - |
| Other - describe briefly if applicable: | | | \$ - |
| Unexpended Funds Held By Claimant: | | | \$ - |
| Audit Exception - General Payback Fund: | | | \$ - |
| SUB-TOTALS | \$ 574,298.00 | \$ - | \$ 574,298.00 |

| GRAND TOTALS: | OPERATING | CAPITAL | TOTAL |
|---------------|-----------------|---------------|--------------|
| | \$ 6,761,858.00 | \$ 426,001.00 | 7,187,859.00 |

Enter Date: **7/6/2021**

Claimant Name: **City of Clovis**

PUBLIC AND SPECIALIZED TRANSPORTATION SERVICE FAREBOX CALCULATION FOR FISCAL YEAR: 2021/22

REQUIRED OPERATING/FAREBOX CALCULATIONS

General Transportation Service:

| | | |
|---|-----------------------------------|------------------------|
| | Operating Expenses: | \$ 3,133,211.00 |
| 1. Total Operating Expenses Minus Exclusions | Amount Excluded | \$ 3,133,211.00 |
| 2. Farebox Revenues | | \$ 39,000.00 |
| 3. Other Local Support | | \$ 593,344.00 |
| 4. Total Local Support (Adds Lines 2 + 3) | | \$ 632,344.00 |
| 5. Farebox Revenue/Operating Expense Ratio (Line 2 Divided By Line 1) | | 1% |
| 6. Required Minimum Ratio Verification: Enter 1 for Urban, 2 for Rural | 1 | 20% |
| 7. Total Local Support/Operating Expense Ratio (Line 4 Divided By Line 1) | | 20% |
| 8. Required Minimum Ratio Criteria: | | 20% |
| URBAN 20% | | |
| RURAL 10% | | |
| | Meets Minimum Requirements | 20% |

Elderly/Handicapped Service:

| | | |
|---|-----------------------------------|------------------------|
| | Operating Expenses: | \$ 3,054,349.00 |
| 1. Total Operating Expenses Minus Exclusions | Amount Excluded | \$ 3,054,349.00 |
| 2. Farebox Revenues | | \$ 47,029.00 |
| 3. Other Local Support | | \$ 268,406.00 |
| 4. Total Local Support (Adds Lines 2 + 3) | | \$ 315,435.00 |
| 5. Farebox Revenue/Operating Expense Ratio (Line 2 Divided By Line 1) | | 2% |
| 6. Required Minimum Ratio Verification: | | 9% |
| 7. Total Local Support/Operating Expense Ratio (Line 4 Divided By Line 1) | | 10% |
| 8. Required Minimum Ratio Criteria: | | 10% |
| 10% | | |
| | Meets Minimum Requirements | 10% |

Consolidated Transportation Service Agency:

| | | |
|---|-----------------------------------|----------------------|
| | Operating Expenses: | \$ 574,298.00 |
| 1. Total Operating Expenses Minus Exclusions | Amount Excluded | \$ 574,298.00 |
| 2. Farebox Revenues | | \$ 10,000.00 |
| 3. Other Local Support | | \$ 305,864.00 |
| 4. Total Local Support (Adds Lines 2 + 3) | | \$ 315,864.00 |
| 5. Farebox Revenue/Operating Expense Ratio (Line 2 Divided By Line 1) | | 2% |
| 6. Required Minimum Ratio Verification: | | 53% |
| 7. Total Local Support/Operating Expense Ratio (Line 4 Divided By Line 1) | | 55% |
| 8. Required Minimum Ratio Criteria: | | 55% |
| Fares 10% | | |
| Other Local Support 45% | | |
| | Meets Minimum Requirements | 55% |

SUMMARY TOTALS:

| | |
|--|--|
| | \$ 6,761,858.00 |
| 1. Total OF ALL Operating Expenses PLUS Exclusions | Total Operating Expenses: \$ 6,761,858.00 |
| | Total Amount Excluded: \$ - \$ 6,761,858.00 |

| | |
|--|----------------------|
| Must Agree With TOTAL, Project Detail Operator Tab: | \$ 426,001.00 |
| 2. Total of All Capital Projects: | \$ 426,001.00 |

| | |
|---|------------------------|
| Must Agree With CAPITAL PROJECTS, Project Detail Operator Tab: | \$ 7,187,859.00 |
| 3. GRAND TOTAL: | \$ 7,187,859.00 |

Enter Date: **7/6/2021**

Claimant Name: **City of Clovis**

AGENDA ITEM NO. 7.

CONTINGENCY PROJECT LISTING FOR FISCAL YEAR: 2021/22

Should additional Local Transportation Fund or State Transit Assistance Fund monies be made available during the current fiscal year, they are hereby also claimed for the following purposes:

CHECK ALL THAT APPLY (Enter "X" in yellow box)

BICYCLE AND PEDESTRIAN FACILITIES
 Article 3

PUBLIC TRANSPORTATION
 Article 4

SUPPLEMENTAL INFORMATION REQUIRED OF TRANSIT CLAIMANTS (CCR 6632)

ATTACHED TO THIS CLAIM ARE SUBMITTED THE FOLLOWING DOCUMENTS:
(initial yellow box all that apply)

Budget or proposed budget for the 2020/21 fiscal year.

Statement for prior year revenues and expenditures (projections acceptable).

California Highway Patrol Certification pursuant to PUC 99251 (no claim may be approved unless accompanied by this certification). Date on this certification must be within 13 months of the proposed claim approval date.

STANDARD ASSURANCES FOR TRANSIT CLAIMANTS

CLAIMANT ASSURANCES: (initial yellow box all that apply)

A. Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with required certification statement, to the RTPA and to the State Controller, pursuant to PUC 99245 and 21 Cal. Code of Regulations Section 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one).

B. Claimant certifies that it has submitted a State Controller Report, in conformance with the uniform system of accounts and records, to the RTPA, and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Beginning with the 1979-80 fiscal year, claimant assures that this report will be audited by an independent CPA. Claimant assures that this report will be completed for the current fiscal year (project year minus one)

C. Claimant certifies in accordance with PUC Section 99314.5(b) that it is not precluded by any contract entered into on or after June 28, 1979, from employing part-time drivers or contracting with common carriers of persons operating under a franchise or license. Claimant further certifies that no person who was a full-time employee on June 28, 1979, shall have his or her employment terminated or his or her regular hours of employment, excluding overtime, reduced by the operator as a result of it employing part-time drivers or contracting with such common carriers.

D. Claimant filing claim pursuant to PUC Section 99260 certifies that:
(check one by entering "X" in yellow cell):

- 1. the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC Section 99271a); or**
- 2. the operator is implementing a plan approved by the transportation planning agency which will fully fund the retirement system for such officers and employees within 40 years (PUC Section 99271a); or**
- 3. the operator has a private pension plan which sets aside and invests on a current basis funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC Sections 99272 and 99273.**

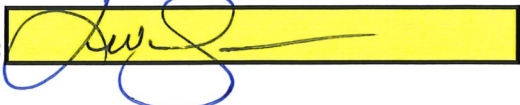
E. Claimant certifies that it is in compliance with PUC Section 99264 that it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.

F. Claimant certifies that it is making full use of federal funds available under the Urban Mass Transportation Act of 1964, as amended in accordance with Section 6754(a)(3).

G. Claimant certifies that this is in compliance with PUC Section 99155 that if it offers reduced fares to seniors, the same reduced rate is offered to disabled persons, handicapped persons, and disabled veterans and it honors the federal Medicare card for identification to receive reduced fares.

H. Claimant certifies that it is in compliance with PUC Section 99155.5 regarding dial-a-ride and paratransit services being accessible to handicapped persons and that the service is provided to persons without regard to vehicle ownership and place of residence.

The undersigned hereby certifies that the above statements are true and correct.
Please print and sign after completing form

Authorized Signature: 

Name/Title: **Luke Serpa, City Manager**
Date: **8/2/2021**



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Fire Department

DATE: August 2, 2021

SUBJECT: Fire – Approval – Res. 21-____, Confirming Weed and Rubbish Abatement Charges for 2021.

ATTACHMENTS: 1. Res. 21-
2. 2021 Weed Abatement Contractor Charges
3. 2021 Weed Abatement Charges Assessed
4. Authorization Letter

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to confirm abatement charges for 2021 as listed in Attachment 3, authorize staff to remove names from the adopted list if payment is received prior to submittal to the Fresno County Auditor's Office, to modify changes as needed due to an appeal hearing conducted through the proper procedures, and authorize payment of the contractor charges as listed in Attachment 2.

EXECUTIVE SUMMARY

Weed Abatement Posting Notices were mailed out to 228 property owners in March 2021. Of those Notices, 49 cases were created and ultimately the City of Clovis contracted with Sequoia Western to clean 36 of those properties. Attachment 3 lists those properties that were cleaned and the cost of cleanup, plus the administrative fee not included and the property owners that have already paid their fees.

Before the weed abatement charges can be submitted to the County Auditor Controller for collection, the charges must be confirmed by the City Council in resolution form.

BACKGROUND

The Weed and Rubbish Abatement Program has proven to be an effective tool in reducing open land fires, controlling possible habitats for rodents and insects, and maintaining property values throughout Clovis.

The Fire Department incorporates weed and rubbish abatement into its Fire Prevention Bureau, providing the opportunities to stop many small fires and reduce the potential for larger ones. In addition, abatement is instrumental in decreasing calls for service so units are available for higher priority calls. Properties are surveyed and hazards identified for removal, the result of which is a much cleaner, safer environment for our citizens.

The weed abatement process started in March 2021 with the first letters being sent to the property owners of large vacant parcels. Additional letters were mailed to properties where staff received specific complaints from citizens. These letters were mailed between April and June requesting abatement within a specified time frame according to Clovis Municipal Code.

Continuous inspections were performed throughout June and July 2021. If abatement had not been accomplished within the specified date for a particular parcel, work orders were prepared and forwarded to the City's private contractor for action.

The below average rains for the year increased the number of complaints regarding dry and dead vegetation, with a majority of those complaints not requiring fire intervention. With continued infill development, hazardous conditions within the City limits have been significantly reduced.

Breakdown of cleanup:

| | |
|---|-----|
| Properties identified for abatement: | 228 |
| Properties cleaned by City Contractors: | 20 |

Property owners who had their properties abated by the City have until 4:00 p.m. on August 15, 2020 to appeal the costs of abatement to the City Manager. Subsequent to an administrative hearing conducted by the City Manager or his designee, the charges could be approved, modified or disallowed, all based on the evidence presented.

FISCAL IMPACT

The cost of abatement plus a \$300.00 administrative fee has been billed directly to the property owner. If the cost is not paid to the City by July 31, 2021, the cost is recovered through billing on the owner's property tax statement through the County of Fresno.

REASON FOR RECOMMENDATION

Before the weed abatement charges can be submitted to the County Auditor Controller for collection, the charges must be confirmed by the City Council in resolution form.

ACTIONS FOLLOWING APPROVAL

1. The City Clerk will forward a list of all assessments not paid by July 31, 2021 to the County Auditor-Controller for collection by tax lien.
2. A check will be issued to Sequoia Western for services rendered as the City's weed and rubbish abatement contractor.

3. A signed authorization from the Fire Chief will be submitted to the Fresno County Auditor-Controller authorizing the names and titles of those persons who can add, delete or change any special assessments (Attachment 4).

Prepared by: Katie Krahn, Management Analyst

Reviewed by: City Manager *JK*

RESOLUTION 21-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING THE COST OF WEED AND RUBBISH ABATEMENT
AND PROVIDING FOR COLLECTION**

WHEREAS, the Council by ordinance, adopted Article 102 of Chapter 27 of Title 5 of the Clovis Municipal Code, declaring as a public nuisance, weeds and rubbish upon public or private property in the City; and

WHEREAS, the Fire Chief has caused the removal of weeds and rubbish and abated nuisance declared by said Article 102 of Chapter 27 of Title 5 of said Municipal Code; and

WHEREAS, the Fire Chief has kept an itemized account of the work done in the removal of such weeds and rubbish and has prepared a report thereon and submitted the same to this Council for confirmation; and

WHEREAS, the Council has set August 2, 2021 at the hour of 6:00 o'clock p.m., at the Council Chambers, Clovis, California, as the time and place when this Council would receive and consider the said report and make and confirm assessments against each parcel of land subject to assessment to pay the cost of each abatement.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis approve:

a. The itemized report of the cost of removal of weeds and rubbish submitted to this Council by the Fire Chief pursuant to Article 103 of Chapter 28 of Title 5 of the Clovis Municipal Code is confirmed and approved;

b. The cost of abatement for each parcel of real property subject to assessment to pay the cost of removal of weeds and rubbish is shown under "Weed Abatement Assessments" on Attachment 2 attached hereto;

c. The cost of such abatement for each such parcel of real property as shown under "Weed Abatement Assessments" therefore on said Attachment 2 constitutes a special assessment against the parcel and is a lien on the parcel;

d. The City Clerk is directed to transmit a certified copy of this resolution to the Fresno County Recorder and the Fresno County Auditor Controller. The said County Auditor Controller is requested to enter the assessment on the county tax roll and to collect the total amount of the assessment at the time and in the manner as other ordinary municipal taxes.

e. The City of Clovis Finance Department is authorized to accept payment of the assessment until 4:00 p.m. on July 31, 2021.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on _____, 2021 by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

Mayor

City Clerk

| CITY OF CLOVIS 2021 WEED ABATEMENT ASSESSMENTS | | | | |
|--|--------------------|----------|--|--|
| APN | AMOUNT | Tax Code | OWNER | OWNER ADDRESS |
| 430-500-55 | \$776.00 | 6905 | JASON J & MELINDA A MOYES | 704 MELINDA DRIVE PORTERVILLE, CA 93257 |
| 491-162-09 | \$670.00 | 6905 | CARY W & CONNIE F TRUSTEES | 14141 AVENUE 232 TULARE, CA 93274 |
| 492-080-85 | \$850.00 | 6905 | TGP INVESTMENTS LLC | 1398 W HERNDON #205 FRESNO, CA 93711 |
| 492-080-86 | \$1,132.50 | 6905 | TGP INVESTMENTS LLC | 1398 W HERNDON #205 FRESNO, CA 93711 |
| 497-051-18 | \$720.00 | 6905 | CENTRES CLOVIS ALDI LTD | 904 BLUEBONNET AUSTIN, TX 78704 |
| 497-051-43 | \$1,239.00 | 6905 | CENTRES VILLA LIMITED PARTNERSHIP | 904 BLUEBONNET AUSTIN, TX 78704 |
| 497-051-50 | \$1,239.00 | 6905 | SIMON-OAKLEY TOWN CENTER LLC | 4065 MOTHER LODE DR SHINGLE SPRINGS, CA 95682 |
| 497-093-03 | \$670.00 | 6905 | CLAUDIA LOSSLEY | 2583 ROBERTS AVE CLOVIS, CA 93611 |
| 499-100-3001 | \$670.00 | 6905 | GARY MCDONALD | 11861 N ALICANTE DR FRESNO, CA 93730 |
| 499-100-3002 | \$670.00 | 6905 | GARY MCDONALD | 11861 N ALICANTE DR FRESNO, CA 93730 |
| 499-100-3003 | \$670.00 | 6905 | GARY MCDONALD | 11861 N ALICANTE DR FRESNO, CA 93730 |
| 499-100-3004 | \$670.00 | 6905 | GARY MCDONALD | 11861 N ALICANTE DR FRESNO, CA 93730 |
| 499-100-3005 | \$670.00 | 6905 | GARY MCDONALD | 11861 N ALICANTE DR FRESNO, CA 93730 |
| 562-250-16 | \$670.00 | 6905 | SAYAH MARGARET TRUSTEE | 5402 E BEHYMER CLOVIS, CA 93619 |
| 562-250-17 | \$670.00 | 6905 | SAYAH MARGARET TRUSTEE | 5402 E BEHYMER CLOVIS, CA 93619 |
| 562-250-18 | \$670.00 | 6905 | SAYAH MARGARET TRUSTEE | 5402 E BEHYMER CLOVIS, CA 93619 |
| 562-260-02 | \$687.00 | 6905 | ROBERT L & CLAIRE W DAVIDSON TRUSTEES | 425 SPRUCE CLOVIS, CA 93611 |
| 563-270-02 | \$687.50 | 6905 | WARREN SOPHIE TRUSTEE | 5314 N COLONIAL #101 FRESNO, CA 93704 |
| 564-050-11 | \$670.00 | 6905 | JILL BURFORD-MINNICK TRUSTEE | 1443 W SAMPLE FRESNO, CA 93711 |
| 564-050-22 | \$1,037.50 | 6905 | VALLEY HEALTH TEAM INC | 21900 W COLORADO SAN JOAQUIN, CA 93660 |
| 564-050-49 | \$670.00 | 6905 | JILL BURFORD-MINNICK TRUSTEE | 1443 W SAMPLE FRESNO, CA 93711 |
| TOTAL FEE: | \$16,408.50 | | | |

2021 Weed Abatement Charges by APN

| | APN | Location | Contractor Cost | Admin. Cost | Total cost Payable to City of Clovis | Owner |
|----|--------------|-----------------------------------|--------------------|-------------------|--------------------------------------|---------------------------------------|
| 1 | 430-500-55 | 560 W SHAW | \$476.00 | \$300.00 | \$776.00 | JASON J & MELINDA A MOYES |
| 2 | 491-162-09 | | \$370.00 | \$300.00 | \$670.00 | CARY W & CONNIE F STANLEY TRUSTEES |
| 3 | 492-080-85 | 135 OSMUN AVE | \$550.00 | \$300.00 | \$850.00 | TGP INVESTMENTS LLC |
| 4 | 492-080-86 | 147 OSMUN AVE | \$832.50 | \$300.00 | \$1,132.50 | TGP INVESTMENTS LLC |
| 5 | 497-051-18 | 295 W SHAW AVE | \$420.00 | \$300.00 | \$720.00 | CENTRES CLOVIS ALDI LTD |
| 6 | 497-051-43 | SUNFLOWER MARKETPLACE PARKING LOT | \$939.00 | \$300.00 | \$1,239.00 | CENTRES VILLA LIMITED PARTNERSHIP |
| 7 | 497-051-50 | 239 W SHAW AVE | \$939.00 | \$300.00 | \$1,239.00 | SIMON-OAKLEY TOWN CENTER LLC |
| 8 | 497-093-03 | 836 CLOVIS AVE | \$370.00 | \$300.00 | \$670.00 | CLAUDIA LOSSLEY |
| 9 | 499-100-3001 | 2703 PEACH AVE | \$370.00 | \$300.00 | \$670.00 | GARY MCDONALD |
| 10 | 499-100-3002 | 2723 PEACH AVE | \$370.00 | \$300.00 | \$670.00 | GARY MCDONALD |
| 11 | 499-100-3003 | 2743 PEACH AVE | \$370.00 | \$300.00 | \$670.00 | GARY MCDONALD |
| 12 | 499-100-3004 | 2763 PEACH AVE | \$370.00 | \$300.00 | \$670.00 | GARY MCDONALD |
| 13 | 499-100-3005 | 2783 PEACH AVE | \$370.00 | \$300.00 | \$670.00 | GARY MCDONALD |
| 14 | 562-250-16 | 670 PARK CREEK DRIVE | \$370.00 | \$300.00 | \$670.00 | SAYAH MARGARET TRUSTTE |
| 15 | 562-250-17 | 504 N ROGERS AVE | \$370.00 | \$300.00 | \$670.00 | SAYAH MARGARET TRUSTTE |
| 16 | 562-250-18 | 640 PARK CREEK DRIVE | \$370.00 | \$300.00 | \$670.00 | SAYAH MARGARET TRUSTTE |
| 17 | 562-260-02 | 415 PARK CREEK DRIVE | \$387.00 | \$300.00 | \$687.00 | ROBERT L & CLAIRE W DAVIDSON TRUSTEES |
| 18 | 563-270-02 | 1505 HERNDON AVE | \$387.50 | \$300.00 | \$687.50 | WARREN SOPHIE TRUSTEE |
| 19 | 564-050-11 | 2371 TOLLHOUSE ROAD | \$370.00 | \$300.00 | \$670.00 | JILL BURFORD-MINNICK TRUSTEE |
| | 564-050-22 | 2408 TOLLHOUSE ROAD | \$737.50 | \$300.00 | \$1,037.50 | VALLEY HEALTH TEAM INC |
| 20 | 564-050-49 | 2351 TOLLHOUSE ROAD | \$370.00 | \$300.00 | \$670.00 | JILL BURFORD-MINNICK TRUSTEE |
| | | Grand Total Cost | \$10,108.50 | \$6,300.00 | \$16,408.50 | |



CITY OF CLOVIS FIRE DEPARTMENT

1233 Fifth Street, Clovis, CA 93612 · (559) 324-2200

AGENDA ITEM NO. 8.



August 2, 2021

Fresno County Auditor Controller
Treasurer-Tax Collector
Attn: Oscar J. Garcia, CPA

Dear Auditor-Controller:

Please accept all instructions for adding, changing and deleting Special Assessments on behalf of the City of Clovis Fire Department from the following individuals:

1. Luke Serpa, City Manager
2. John Binaski, Fire Chief
3. Jay Schengel, Finance Director
4. Chad Fitzgerald, Life Safety Enforcement Manager

This shall remain in effect through June 31, 2022 unless notified differently. If you should have any questions, please contact Chad Fitzgerald, Life Safety/Enforcement Manager at 559-324-2218.

Sincerely,

John Binaski, Fire Chief



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: August 2, 2021

SUBJECT: General Services – Approval – Res. 21-____, Amending the City's Classification Plan by Revising the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant Classifications.

ATTACHMENTS: 1. Resolution 21-____

CONFLICT OF INTEREST

None

RECOMMENDATION

For City Council to Approve Resolution 21-____ Amending the City's Classification Plan by revising the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant Classifications.

EXECUTIVE SUMMARY

It is necessary to update the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classifications in order to reflect the job duties, current license, education and experience required. It is also necessary to revise these classifications in order to be in compliance with the California Assembly Bill 846. The Assembly Bill requires that Peace Officer job classifications deemphasize paramilitary aspects of the job and place more emphasis on community interaction. Modification of the City's Classification Plan requires the City Council's approval.

BACKGROUND

The Department has determined that it is necessary to update the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classifications. The analysis revealed that the classifications are in need of revision in order to accurately depict the job duties, current license, education and experience that is required of each of these classifications. Additionally, there was also a need to revise each of these classifications to be in compliance with California Assembly Bill 846. Assembly Bill 846 requires that Peace Officer job descriptions deemphasize paramilitary aspects of the job and place more emphasis on community interaction and collaborative problem solving. Since the Police Department has

a long history of working with the community and sponsoring community events, these changes appropriately depict the job duties that are already being performed in each of these classifications. Modification of the City's Classification Plan requires the City Council's approval.

The Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classifications are assigned to the Clovis Police Officers Association (CPOA) bargaining unit for purposes of employee representation. Representatives of the CPOA bargaining unit have been advised of the proposed revisions to the classifications and are supportive of the recommended changes.

FISCAL IMPACT

There is no fiscal impact.

REASON FOR RECOMMENDATION

The Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classifications are recommended for revision in order to reflect the current job duties, required license, education and experience as well as compliance with AB 846. Modification of the City's Classification Plan requires the City Council's approval.

ACTIONS FOLLOWING APPROVAL

The City's Classification Plan will be updated to reflect the changes. The Classification Plan will be modified as noted in Attachment A of Attachment 1.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *JS*

RESOLUTION 21-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S CLASSIFICATION PLAN FOR THE POLICE OFFICER RECRUIT/LATERAL, POLICE CORPORAL, AND POLICE SERGEANT CLASSIFICATIONS

The City Council of the City of Clovis resolves as follows:

WHEREAS, it has been determined that amendments to the classifications, and updates to the job duties, license, education and experience sections of the Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classifications are necessary in order to accurately depict the duties and requirements of the positions; and

WHEREAS, modification of the City's Classification Plan requires authorization by the City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis that the City's Classification Plan shall be modified to include the revised Police Officer Recruit/Lateral, Police Corporal, and Police Sergeant classification specifications in Attachment A of Attachment 1.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on August 2, 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: August 2, 2021

Mayor

City Clerk

ATTACHMENT 1

City of Clovis
POLICE OFFICER RECRUIT/LATERAL
~~**POLICE OFFICER RECRUIT**~~
POLICE OFFICER

DEFINITION

Under close general supervision, on a regular or assigned shift, to perform general police work in the prevention of crime and the enforcement of law and order; **work closely with the community to preserve the peace and promote public safety**; to perform traffic enforcement and control; to carry out special assignments in specialized phases of police work; and to perform **related** work as required.

CLASS CHARACTERISTICS

Police Officer Recruit

~~Positions in~~ This class represents **the sworn entry-level position, police officer with minimal to no prior police officer experience.** ~~Incumbents~~ training, and preparing with a field training officer for the police effort in **to maintaining law and order,** and is distinguished from a Police Trainee by the completion of a P.O.S.T. Basic Police Academy. This class is distinguished from the Police Officer classification as the latter requires a P.O.S.T. Basic Certificate. ~~Incumbents~~ generally drive a police vehicle in carrying out duties, ~~but~~ may be assigned to special details as **needs arise necessary,** ~~Police Officer Recruits~~ **and** may be called upon to establish order in extreme conditions and in conditions of emergency.

Police Officer Lateral

~~Positions in this class represent the first line police effort in maintaining law and order.~~ This class is distinguished from the Police Officer Recruit by the required **Basic Peace Officer Standards and Training (POST) Certificate and possession of two (2) years of work experience as a Peace Officer.** ~~Incumbents~~ generally drive a police vehicle in carrying out duties, ~~but~~ may be assigned to special details as **needs arise necessary,** ~~Police officers~~ **and** may be called upon to establish order in extreme conditions and in conditions of emergency.

EXAMPLES OF DUTIES

On a regular or assigned shift, patrols assigned **areas** by car, foot, or motorcycle; responds to calls for the protection of life and property; conducts initial and follow-up investigations; **work closely with the community and other City departments within legal and department mission standards to promote community policing, pursue public safety, preserve the peace, address crime, improve police-community relations, and participate in community policing efforts and problem-solving projects;** communicate with merchants regarding potential problems in the area, educate citizens of the laws, ordinances, and their rights in resolving disputes; perform public outreach and support the principles of community oriented policing; **organize and/or participate in community and sponsored events, public education programs, and attend and participate in community-based programs and meetings;** develops, enforces, controls, and directs traffic when appropriate; **conduct traffic stops when** drivers ~~who~~ are operating vehicles in violation of the law; warns drivers against illegal practices, makes arrests, testifies in court in connection with the prosecution of offenders, serves warrants and subpoenas;

administers first aid in emergency **situations** ~~cases~~; answers complaints on such **related** ~~to problems as~~ civil disturbances, obnoxious animals, health code, and local ordinance violations; investigates suspicious circumstances, **perform** ~~makes~~ property security checks, takes custody of lost and found property; performs crowd control, parade, or riot work; takes crime prevention measures and assists in controlling problems of juvenile delinquency; books ~~prisoners~~ **arrestees** in City jail and assists in their custody, care, and welfare; transports ~~prisoners~~ **arrestees**; receives telephone calls and dispatches emergency vehicles and personnel according to department policy and standard procedures; **provide superior protection and service**, and furnishes information and directions to the public; attends briefings and reads briefing materials; submits complete written reports of assigned cases; participates in training courses and programs; operates ~~police unit~~, two-way radio, recorders, firearms, and equipment common to law enforcement; may relieve superior officer in periods of absence or as assigned; **provide ethical leadership and uphold ethical standards by setting an example and promote the vision and goals of the organization in a focused and systematic manner**; operates City vehicles; **and** performs related work as required.

TYPICAL QUALIFICATIONS

POLICE OFFICER RECRUIT

LICENSE AND CERTIFICATES REQUIRED

- Possession of a valid California Driver's License and a good driving record;
- Possession of a California Peace Officer Standards and Training (POST) Regular Basic **Course Police Academy Certificate** completed within the last three (3) years, or **documentation from a certified POST California Police Academy of acceptance or enrollment to graduate with a Regular Basic Course Certificate within twelve (12) months from the documentation date.**

POLICE OFFICER RECRUIT

EDUCATION AND EXPERIENCE

~~Any combination of experience and education equal to graduation from a P.O.S.T. certified Police Academy.~~

Education:

- **High school diploma or equivalent.**

Experience:

- **None required.**

POLICE OFFICER LATERAL

LICENSE AND CERTIFICATES REQUIRED

- Possession of a valid California Driver's License and a good driving record;
- Possession of Basic **Peace Officer Standards and Training (POST)** ~~P.O.S.T.~~ Certificate.

POLICE OFFICER LATERAL

EDUCATION AND EXPERIENCE

Education:

- High school diploma or equivalent.

Experience:

- One (1) Two (2) years experience as a sworn law enforcement officer.

POST PEACE OFFICER REQUIREMENTS

- Minimum of 20 ½ years of age at time of application submission and a minimum of 21 years of age at time of appointment;
- Eligibility to possess a firearm;
- U.S. citizenship or legally eligible to work in the U.S. and eligible to apply for citizenship.

QUALIFICATIONS

Knowledge of:

- Proper English usage Basic English composition, grammar, and spelling, and punctuation;
- Basic math;
- Simple Record keeping methods;
- General principles of police science;
- Clovis Police Department's mission and philosophy;
- Community-based policing and problem-solving techniques;
- Modern law enforcement methods, practices, and procedures, including patrol, crime prevention, traffic control, investigations, identification techniques, police records, and specialty areas of assignment;
- Laws of arrest, search, and seizure Pertinent federal, state, and local laws, codes and regulations including laws governing the apprehension, arrest, and custody of persons committing felonies, misdemeanors, and petty offenses;
- Rules of evidence pertaining to search, seizure, and the preservation and presentation of evidence in traffic and criminal cases;
- Techniques and applications of self defense and proper use of force;
- Laws applicable to the apprehension, retention, and treatment of juveniles;
- Geography and street layout of the City and surrounding area, including street locations;
- Operational characteristics and care of department authorized equipment, vehicles, tools, and firearms;
- Methods and techniques used in interviewing witnesses, victims, or suspects, including effective methods of obtaining information from reluctant witnesses;
- Principles and techniques used in public relations;
- Principles and practices of data collection and analysis;
- Methods and techniques of standard broadcasting procedures of a police radio system;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases;
- Court procedures;
- Appropriate safety precautions and procedures.

Ability to:

- Perform a wide variety of professional law enforcement work;
- Read, understand, interpret, and apply, and make decisions in accordance with applicable federal, state, and local policies, laws, ordinances, regulations, codes, police

literature and directives regarding arrest, rules of evidence, and the apprehension, retention and treatment of those arrested;

- **Speak clearly** Communicate clearly and concisely, both orally and in writing;
- **Write** Prepare clear, comprehensive, and accurate reports and routine correspondence;
- Maintain simple up to date logs, records, and files;
- Inspire public confidence through personal integrity, appearance, and actions;
- Understand and carry out oral and written instructions;
- Perform public outreach and support and further the principles of community oriented policing;
- Communicate and interact in a courteous manner with a variety of people of various ages and socio-cultural backgrounds;
- Think clearly, react quickly, and calmly in emergency situations;
- Exercise and apply tact, self-control, judgement, and strategy;
- Interpret and explain City law enforcement policies and procedures;
- Conduct a variety of criminal and special investigations;
- Gather, assemble, analyze, evaluate, utilize facts and evidence, and organize data and information;
- Carefully observe incidents and situations, remember facts, names, faces, numbers, places, and details of incidents and situations accurately;
- Interview and secure information from victims, complainants, witnesses, and suspects;
- Make independent judgements and adopt quick, effective, and responsible courses of action during emergencies;
- Demonstrate technical and tactical proficiency in the use and care of firearms and other police equipment;
- Meet standards of adequate physical stature, endurance, and agility established by the City of Clovis Police Department;
- Operate computerized law enforcement information systems;
- Administer first aid techniques;
- Effectively, tactfully, and courteously represent the department with the public and other law enforcement agencies;
- Work independently in the absence of supervision;
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Establish and maintain effective working relationships with those contacted in the course of work;
- Operate a vehicle safely, observing legal and defensive driving practices under normal, emergency, and hazardous conditions.

SUPPLEMENTAL INFORMATION

PHYSICAL DEMANDS AND WORKING CONDITIONS

- **Environment:** Job functions are performed in an office, outdoor, and driving environments in reactive emergency, natural or man-made disaster, and routine peace keeping environments with travel from site to site; regularly exposed to outdoor cold and hot temperatures, and inclement weather conditions; confined spaces; exposure to life threatening situations; extensive public contact; moderate to loud

noise levels: and hazardous physical substances and fumes.

- Physical fitness: Sufficient to bend, twist, turn, stoop, squat, kneel, climb, crawl, sit, stand, and walk for prolonged periods of time, and wear a ballistic vest and duty belt weighted with police equipment.
- Strength: Ability to perform tasks requiring strength and stamina; heavy work-lifting, carrying and/or pushing 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds.
- Vision: Corrected to 20/20 in one eye and 20/30 in the other eye; constant use of overall vision; frequent reading of documents and reports; ability to identify suspects and interpret and apply the law to field situations; observation skills; and maintain firearms qualification.
- Hearing/Speech: Sufficient verbal communication to project a voice that can be heard in loud environments; hear and distinguish various sounds including over the telephone and via radio; and communicate in person and to large groups.
- Dexterity: Grasp, push, pull, and fine manipulation to use a computer, operate a motor vehicle, and police services equipment.
- Working conditions: Attends periodic evening meetings or meetings outside of regularly scheduled shift; travels within and out of City to attend meetings; Incumbents are subject to mandatory overtime, and ~~shift rotation~~ work rotating shifts, evenings, weekends, and holidays; and periodically required to train and qualify in the use of firearms, vehicles, and specialized law enforcement practices and equipment.

City of Clovis POLICE CORPORAL

DEFINITION

Under general supervision, on a regular or assigned shift, to serve as a Senior Police Officer in a designated area; **work closely with the community to preserve the peace and promote public safety**; to perform a wide range of law enforcement work; to supervise assigned staff in the absence of a Sergeant; and to perform related work as required.

CLASS CHARACTERISTICS

Positions in this **sworn** class perform the duties of a Detective, a Field Training Officer, and/or a Senior Police Officer on a regularly assigned basis. **In addition, incumbents and** carry out special assignments and duties. **Incumbents perform** supervisory duties are performed on a limited basis as assigned **regarding to include the supervision of** reserve officers, acting as shift supervisor, and police officers field training; **Positions in this class perform supervisory duties, such as** **set** making of work assignments, **and** setting priorities, training and inspecting work, and assisting in the preparation of performance evaluations.

EXAMPLES OF DUTIES

Serves as senior police officer and resource person while **to performing supervision,** training, **and specialized** duties; conducts personnel background investigations; receives intelligence information; investigates child abuse; provides community crime prevention training; on a regular or assigned shift, patrols assigned area, responds to calls involving the commission of crimes, and the protection of life and property; enforces traffic laws and investigates traffic collisions; participates in surveillance operations; prepares arrest and search warrants; makes arrests and conducts searches of persons and property; administers first aid **in emergency situations**; conducts family counseling; **work closely with the community and other City departments within legal and department mission standards to promote community policing, pursue public safety, preserve the peace, address crime, and improve police-community relations, and participate in community policing efforts and problem-solving projects; communicate with merchants regarding potential problems in the area, educate citizens of the laws, ordinances, and their rights in resolving disputes; perform public outreach and support the principles of community oriented policing; organize and/or participate in community and sponsored events, public education programs, and attend and participate in community-based programs and meetings;** supervising **the** reserve unit; training duties pertaining to regular police officers, reserve officers, and explorers; performs **a variety of** specialized duties, **such as** to include training, grant application writing, counseling **with** and advising youth, researching special projects, developing operating procedures and policies, writing press releases, conducting community relations, and researching court rulings; may serve as a detective with primary responsibility of follow-up investigations, collection and preservation of evidence, and courtroom presentation of assigned cases; **may or** serve as the watch commander in the watch commander's absence; **provide ethical leadership**

and uphold ethical standards by setting an example and promote the vision and goals of the organization in a focused and systematic manner; operates City vehicles; and performs related work as required.

TYPICAL QUALIFICATIONS

LICENSE AND CERTIFICATES REQUIRED

- Possession of a valid California Driver's License and a good driving record;
- Possession of a Basic Peace Officer Standards and Training (POST) Certificate;
- Possession of a valid First Aid Certificate and;
- Possession of a valid Cardiopulmonary Resuscitation (CPR) Certificates;
- Possession of a Chemical Agent (MACE Pepper Spray) Certificate;

Certificates Desirable:

- Possession of an Intermediate Peace Officer Standards and Training (POST) Certificate;
- Possession of an Advanced Peace Officer Standards and Training (POST) Certificate.

EDUCATION AND EXPERIENCE

Any combination of education and experience equal to:

Education:

- High school diploma or equivalent, with advanced education preferred.

And

Experience:

- Four (4) years full-time law enforcement experience comparable to that of a Police Officer with the City of Clovis, including and one (1) year of full-time experience with the Clovis Police Department.

QUALIFICATIONS

Knowledge of:

- Proper English language usage, grammar, spelling, and punctuation;
- Basic math;
- Record keeping methods;
- General principles of police science;
- Clovis Police Department's mission and philosophy;
- Community-based policing and problem-solving techniques;
- Modern law enforcement Police methods, practices, and procedures, including patrol, crime prevention, traffic control, investigations, and identification techniques, and police records, and specialty areas of assignment;
- Criminal law with an emphasis on the laws related to the Pertinent federal, state, and local laws, codes and regulations including laws governing the apprehension, arrest, and custody of persons committing felonies, or misdemeanors, and petty offenses;
- Rules of evidence pertaining to search, seizure, and the preservation, and presentation of evidence in traffic and criminal cases;
- Techniques and applications of self defense and proper use of force;
- Laws applicable to the apprehension, retention, and treatment of juveniles;
- Geography and street layout of the City and surrounding area, including street

locations;

- Operational characteristics and care of department authorized equipment, vehicles, tools, and firearms;
- Methods and techniques used in interviewing witnesses, victims, or suspects, including effective methods of obtaining information from reluctant witnesses;
- Principles and techniques used in public relations;
- Principles and practices of data collection and analysis;
- Methods and techniques of standard broadcasting procedures of a police radio system;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases;
- Court procedures;
- Principles of supervision and training;
- Appropriate safety precautions and procedures.

Ability to:

- Perform a wide variety of professional law enforcement work;
- ~~Learn,~~ Read, understand, and interpret, apply, and make decisions in accordance with applicable federal, state, and local policies, laws, and ordinances, regulations, codes, and directives regarding arrest, rules of evidence, and the apprehension, retention and treatment of those arrested;
- Communicate clearly and concisely, both orally and in writing;
- Prepare clear, comprehensive, and accurate ~~grammatically correct written reports~~ and routine correspondence;
- Maintain up to date logs, records, and files;
- Inspire public confidence through personal integrity, appearance, and actions;
- Understand and carry out oral and written ~~directions~~ instructions;
- Perform public outreach and support and further the principles of community oriented policing;
- Communicate and interact in a courteous manner with a variety of people of various ages and socio-cultural backgrounds;
- ~~Be caring and sensitive toward others;~~
- Think and clearly, react quickly, and calmly in ~~emergencies~~ emergency situations;
- Exercise and apply tact, self-control, judgement, and strategy;
- Interpret and explain City law enforcement policies and procedures;
- Conduct a variety of comprehensive criminal and special investigations, analyze facts, and draw logical conclusions, ~~and remember facts, names, faces, and details accurately;~~
- Gather, assemble, analyze, evaluate, utilize facts and evidence, and organize data and information;
- Carefully observe incidents and situations, remember facts, names, faces, numbers, places, and details of incidents and situations accurately;
- ~~Demonstrate keen powers of observation and memory;~~
- Interview and secure information from victims, complainants, witnesses, and suspects;
- Make independent judgements and adopt quick, effective, and responsible courses of action during emergencies;

- Judge situations and people accurately;
- Demonstrate technical and tactical proficiency in the use and care for of firearms and other police equipment;
- Meet standards of adequate physical stature, endurance, and agility established by the City of Clovis Police Department;
- Operate computerized law enforcement information systems;
- Administer first aid techniques;
- Effectively, tactfully, and courteously represent the department with the public and other law enforcement agencies;
- Work independently in the absence of supervision;
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Demonstrate flexibility in approach to people and problems;
- Lead by example with a positive attitude and enthusiasm;
- Train subordinates;
- Establish and maintain effective cooperative working relationships with co-workers and those contacted in the course of work;
- Operate a vehicle safely, observing legal and defensive driving practices under normal, emergency, and hazardous conditions.
- Learn standard broadcasting procedures of a police radio system.

SUPPLEMENTAL INFORMATION

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Environment: Job functions are performed in an office, outdoor, and driving environments in reactive emergency, natural or man-made disaster, and routine peace keeping environments with travel from site to site; regularly exposed to outdoor cold and hot temperatures, and inclement weather conditions; confined spaces; exposure to life threatening situations; extensive public contact; moderate to loud noise levels; and hazardous physical substances and fumes.
- Physical fitness: Sufficient to bend, twist, turn, stoop, squat, kneel, climb, crawl, sit, or stand, and walk for prolonged periods of time, and wear a ballistic vest and duty belt weighted with police equipment.
- Strength: Ability to perform tasks requiring strength and stamina; heavy work-lifting, carrying and/or pushing 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds.
- Vision: Corrected to 20/20 in one eye and 20/30 in the other eye; constant use of overall vision; frequent reading of documents and reports; ability to identify suspects and interpret and apply the law to field situations; observation skills; and maintain firearms qualification.
- Hearing/Speech: Sufficient verbal communication to project a voice that can be heard in loud environments; hear and distinguish various sounds including over the telephone and via radio; and communicate in person and to large groups.
- Dexterity: Grasp, push, pull, and fine manipulation to use a computer, operate a motor vehicle, and police services equipment.
- Working conditions: Attends periodic evening meetings or meetings outside of regularly scheduled shift; travels within and out of City to attend meetings; incumbents are subject to mandatory overtime, and shift rotation work rotating shifts, evenings, weekends, and holidays; and periodically required to train and qualify in the use of firearms, vehicles, and specialized law enforcement practices and equipment.

City of Clovis POLICE SERGEANT

DEFINITION

Under general supervision, on a regular or assigned shift, to serve as a sworn line supervisor of a group of police officers engaged in general field patrol, traffic enforcement control, and station activities; in a designated area; work closely with the community to preserve the peace and promote public safety; to perform specialized department-wide duties; as assigned; and to perform related work as required.

CLASS CHARACTERISTICS

Positions in this sworn class are the supervisory class level of a police shift. and perform supervisory duties of police officers engaged in general field patrol, traffic enforcement control, and station department activities; Incumbents drive or ride in a patrol car, as well as and perform a wide range of administrative duties in the station. Incumbents act as a resource persons to police officers and specialists and have line and are responsible for the effectiveness of police services during an assigned shift. ; Positions in this class exercise supervision over other employees; set making work assignments, and setting priorities, training and reviewing the work of subordinates. assigned staff, Incumbents have responsibility for preparing performance evaluations, processing grievances at their level, recommending employment, and for effectively recommending disciplinary action. While performing the full function of a police officer, incumbents May be assigned special duties in response to service needs.

EXAMPLES OF DUTIES

Essential Duties:

Participates in traffic enforcement and control; supervises and participates in the work of a group of police officers assigned to various duties; deploys patrol or traffic enforcement and control units in accordance with the needs of the work to service needs; follows-up on non-routine calls and assists and instructs officers in the handling of non-routine cases; conducts roll call and give assign special orders, instructions, and training for the shift; supervises and participates in traffic, vice, and criminal investigation duties; supervises and participates in investigation of cases involving juveniles; supervises and participates in the booking, finger printing, searching, custody, care and welfare of prisoners arrestees; supervises and/or participates in staff administrative functions as assigned; assists in the coordinating and participating in training courses relating to the work of the department; receives and review reports of officers; promote employee development, prepares performance evaluations, recommends and administers discipline commendation and discipline of assigned staff; prepares activity reports and on cases investigated reports; and serve as watch commander and relieve superior officer in his/her their absence as assigned; work closely with the community and other City departments within legal and department mission standards to promote community policing, pursue public safety, preserve the peace, address crime, and improve police-community relations, and participate in community policing efforts and problem-solving projects; communicate with merchants regarding potential problems in the area, educate

citizens of the laws, ordinances, and their rights in resolving disputes; perform public outreach and support the principles of community oriented policing; organize and/or participate in community and sponsored events, public education programs, and attend and participate in community-based programs and meetings; ~~Other Duties: may~~ conducts inspection of personnel and equipment; receives information or complaints at the station or by radio; performs a variety of record keeping; special duties may be assigned such as responsibility for records, animal shelter and animal control, crossing guard supervision and coordination, communications, dispatching, operations, probation, etc.; establishes standards of performance for each position supervised; ~~serves as a member of the department's management team.~~ provide ethical leadership and uphold ethical standards by setting an example and promote the vision and goals of the organization in a focused and systematic manner; operates City vehicles; and perform related work as required.

TYPICAL QUALIFICATIONS

LICENSE AND CERTIFICATES REQUIRED

- Possession of a valid and appropriate California Driver's License and a good driving record;
- Possession of an Intermediate or Advanced Peace Officer Standards and Training (POST) Certificate;
- Possession of a valid First Aid and Certificates;
- Possession of a valid Cardiopulmonary Resuscitation (CPR) Certificate;
- Possession of a Chemical Agent (MACE/Pepper Spray) Certificate.

Certificate Desirable:

- Supervisory Peace Officer Standards and Training (POST) Certificate.

TRAINING EDUCATION AND EXPERIENCE

~~Any combination of education and experience equivalent to the following:~~

Education:

- Completion of sixty (60) semester college units or the equivalent from an accredited college or university in Business Administration, Administration of Justice, or a closely related field; ~~And possession of the Intermediate POST Certificate or possession of the Advanced POST Certificate.~~

Experience:

- Five (5) years of full-time law enforcement experience comparable to that of a Police Officer in with the City of Clovis; and a minimum of two (2) years of full-time experience Service with the Clovis Police Department.

QUALIFICATIONS

Knowledge of:

- Proper English usage, grammar, spelling, and punctuation;
- Basic math;
- Simple Record keeping methods;
- Fundamentals General principles of police science;
- Clovis Police Department's mission and philosophy;

- Community-based policing and problem-solving techniques;
- Modern law enforcement methods, practices, and procedures, including patrol, crime prevention, traffic control, investigations, identification techniques, police records, and specialty areas of assignment;
- Pertinent federal, state, and local laws, codes and regulations including laws of governing the apprehension, arrest, and custody of persons committing felonies, misdemeanors, and petty offenses; search and seizure;
- Vehicle code and traffic control;
- Rules of evidence pertaining to search, seizure, and the preservation and presentation of evidence in traffic and criminal cases;
- Techniques and applications of self defense and proper use of force;
- Laws applicable to the apprehension, retention, and treatment of juveniles;
- Geography and street layout of the City and surrounding area, including street locations;
- Operational characteristics and care of department authorized equipment, vehicles, tools, and firearms;
- Methods and techniques used in interviewing witnesses, victims, or suspects, including effective methods of obtaining information from reluctant witnesses;
- Principles and techniques used in public relations;
- Principles and practices of data collection and analysis;
- Methods and techniques of standard broadcasting procedures of a police radio system;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases;
- Court procedures;
- Theory and practice of police supervision and management;
- Appropriate safety precautions and procedures.

Ability to:

- Perform a wide variety of professional law enforcement work;
- Read, understand, interpret, apply, and make decisions in accordance with applicable federal, state, and local policies, laws, ordinances, regulations, codes, and directives regarding arrest, rules of evidence, and the apprehension, retention and treatment of those arrested;
- Speak Communicate clearly and concisely, both orally and in writing;
- Prepare write clear, comprehensive, and accurate reports and routine correspondence;
- Maintain up to date logs, records, and files;
- Inspire public confidence through personal integrity, appearance, and actions;
- Understand and carry out difficult oral and written instructions requiring problem-solving and independent decision making;
- Perform public outreach and support and further the principles of community oriented policing;
- Communicate and interact in a courteous manner with a variety of people of various ages and socio-cultural backgrounds;
- Think clearly, act quickly, and calmly in emergency situations;
- Exercise and apply tact, self-control, judgement, and strategy;

- Interpret and explain City law enforcement policies and procedures;
- Conduct a variety of comprehensive criminal and special investigations, analyze facts, and draw logical conclusions; and remember facts, names, faces, and details accurately;
- Gather, assemble, analyze, evaluate, utilize facts and evidence, and organize data and information;
- Carefully observe incidents and situations, remember facts, names, faces, numbers, places, and details of incidents and situations accurately;
- Interview and secure information from victims, complainants, witnesses, and suspects;
- Make independent judgements and adopt quick, effective, and responsible courses of action during emergencies;
- Demonstrate technical and tactical proficiency in the use and care of firearms and other police equipment;
- Meet standards of physical stature, endurance, and agility established by the City of Clovis Police Department;
- Operate computerized law enforcement information systems;
- Administer first aid techniques;
- Effectively, tactfully, and courteously represent the department with the public and other law enforcement agencies;
- Work independently in the absence of supervision;
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Organize police and community resources;
- Direct employees in daily activities;
- Evaluate the performance of employees;
- Proofread reports for content, grammar, spelling, and completeness;
- Establish record keeping systems;
- Read, understand and apply complex written materials;
- Establish and maintain effective working relationships with those contacted in the course of work;
- Drive Operate a vehicle safely, observing legal and defensive driving procedures practices under normal, emergency, and hazardous conditions.

SUPPLEMENTAL INFORMATION

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Environment: Job functions are performed in an office, outdoor, and driving environments in reactive emergency, natural or man-made disaster, and routine peace keeping environments with travel from site to site; regularly exposed to outdoor cold and hot temperatures, and inclement weather conditions; confined spaces; exposure to life threatening situations; extensive public contact; moderate to loud noise levels; and hazardous physical substances and fumes.
- Physical fitness: At a level Sufficient to bend, twist, turn, stoop, squat, kneel, climb, crawl, sit, or stand, and walk for prolonged hours periods of time.
- Strength: Ability to perform tasks requiring strength and stamina; heavy work-lifting, carrying and/or pushing 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds; and wear a duty belt weight and other police equipment.
- Vision: Corrected to 20/20 in one eye; and 20/30 in the other eye; ; constant use of overall vision; frequent reading of documents and reports; ability to identify suspects

and interpret and apply the law to field situations; observation skills; and maintain firearms qualification.

- Hearing/Speech: Sufficient verbal communication to project a voice that can be heard in loud environments; hear and distinguish various sounds including over the telephone and via radio; and communicate in person and to large groups.
- Dexterity: Grasp, push, pull, and fine manipulation to use a computer, operate a motor vehicle, and police services equipment.
- Working conditions: Attends periodic evening meetings- or meetings outside of regularly scheduled shift; travels within and out of City to attend meetings- ; Incumbents are subject to mandatory overtime, and shift rotation. work rotating shifts, evenings, weekends, and holidays; and periodically required to train and qualify in the use of firearms, vehicles, and specialized law enforcement practices and equipment.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services

DATE: August 2, 2021

SUBJECT: General Services – Approval – Res. 21-____; Amending the City's FY 2021-2022 Position Allocation Plan by Adding One (1) Animal Services Aide Position.

ATTACHMENTS: 1. Resolution 21-____

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to approve a resolution amending the Position Allocation Plan by adding one (1) Animal Services Aide position within the Police Department.

EXECUTIVE SUMMARY

The Police Department is requesting approval to add one (1) Animal Services Aide position to handle some of the tasks associated within the shelter and onsite facilities. The position would support the higher level Animal Control Officers and would better serve the needs of the department and the community. Council approval is required for changes to the Position Allocation Plan.

BACKGROUND

The Police Department has recently evaluated the work assignments in the department and has determined that the addition of one (1) Animal Services Aide will more efficiently support the current needs of the department. This position will provide support services within City animal services facilities and differs from the Animal Control Officer which conducts both field service in addition to work in City facilities. The desired change results in the need to modify the City's Position Allocation Plan which requires Council approval.

FISCAL IMPACT

Due to hiring delays for two vacant Animal Control Officer positions, salary savings allows for sufficient funding within the 2021-2022 department budget for the additional Animal Services Aide position.

REASON FOR RECOMMENDATION

The addition of one Animal Services Aide position will allow for stabilization within animal control and provides more opportunity for Animal Control Officers to be in the field responding to calls for service.

ACTIONS FOLLOWING APPROVAL

The FY 2021-2022 Position Allocation Plan in the Police Department will be modified as noted in Attachment A of Attachment 1.

Prepared by: Shonna Halterman, General Services Director.

Reviewed by: City Manager *SH*

RESOLUTION 21-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING AMENDMENTS TO THE CITY'S FY 2021-2022 POSITION ALLOCATION
PLAN

The City Council of the City of Clovis resolves as follows:

WHEREAS, the FY 2021-2022 Position Allocation Plan in the Police Department was approved as part of the FY 2021-2022 City budget adoption process; and

WHEREAS, a review of the staffing needs of the City indicates that the addition of one (1) Animal Services Aide is necessary in order to provide support to Animal Control Officers and better serve the needs of the department and the community; and

WHEREAS, amending the City's adopted FY 2021-2022 Position Allocation Plan requires City Council authorization.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis that the City's FY 2021-2022 Position Allocation Plan shall be amended as noted in Attachment A of Attachment 1 attached.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on August 2, 2021 by the following vote to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

DATED:

Mayor

City Clerk

POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY 2021-2022

| DEPARTMENT | NUMBER OF POSITIONS |
|---------------------------|---------------------|
| Police Department | |
| Add: Animal Services Aide | 1.0 |



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: August 2, 2021

SUBJECT: Planning and Development Services - Approval - Res. 21-____, Supporting and Implementing the "Timely Use of Funding" as required by AB1012 for Candidate 2021-22 Federal Transportation Act, FAST Act Projects.

ATTACHMENTS: 1. Resolution
2. Fresno County Letters of Support
3. City of Fresno Letter of Support

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to approve Resolution 21-____, supporting and implementing the "Timely Use of Funding," as required by AB 1012, for the 2021-22 Federal Transportation Act, Fixing America's Surface Transportation (FAST) Act projects.

EXECUTIVE SUMMARY

On June 24, 2021, the Fresno Council of Governments (FCOG) Policy Board approved initiation of the 2021-22 Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) call for projects. The FCOG requires all entities requesting federal funding consideration to submit an approved Resolution stating each project will meet its proposed delivery schedule (See Attachment 1).

The FCOG expects to award a total of \$39,709,981 (\$18,504,655 – STBG and \$21,205,326 – CMAQ) in competitive funding under this call for projects. In addition to the competitive funds, the FCOG also expects to program \$28,822,454 (\$19,734,457 – STBG and \$9,087,997 – CMAQ) of non-competitive funding. Non-competitive funds are distributed to eligible entities on a per capita basis based on Department of Finance population numbers. The City of Clovis is earmarked to receive a total of \$3,356,514 (\$2,298,173 - STBG and \$1,058,341 - CMAQ) of non-competitive funding. All funds (competitive and non-competitive) will be programmed

in the Federal Transportation Improvement Program in federal fiscal years 2022-23, 2023-24, 2024-25 and /or 2025-26 depending on available financial capacity.

The applications are due to FCOG on September 17, 2021 (CMAQ applications) and October 1, 2021 (STBG applications). Staff plans to submit a total of eleven competitive funding applications (seven STBG and four for CMAQ). Once the competitive funding recommendations are announced, staff will submit a list of our candidate non-competitive projects for funding. Project submittals for non-competitive funding are due no later than February 25, 2022.

Between the time of STBG and CMAQ competitive applications submission and January 2022 through April 2022, the FCOG will convene a scoring committee, recommend selected projects for funding award, hold public hearings, adopt a conformity determination, and program the projects in the Federal Transportation Improvements Program (FTIP) and Regional Transportation Plan (RTP). In the fall of 2022, the FCOG expects the updated FTIP and RTP to be submitted to Caltrans and Federal Highway Administration for approval.

BACKGROUND

Fresno COG, acting in its role as a Metropolitan Planning Organization, is in the process of Programming federal transportation revenues that will come to the Fresno region under the Federal Transportation Act, Fixing America's Surface Transportation (FAST) Act. The FAST Act was signed into law by the President on December 4, 2015. The FAST Act provides funding for surface transportation programs during fiscal years 2016 through 2020.

Under the current call for projects, competitive funds are being awarded in two federal-aid programs: STBG and CMAQ. In general, the STBG program is aimed at funding projects that emphasize system preservation through new construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements. The maximum reimbursement ratio for STBG funds is 88.53%, and the minimum local match is 11.47%. The CMAQ program funds projects that will contribute to the attainment or maintenance of the national ambient air quality standards including those that reduce ozone precursor emissions, volatile organic compounds, carbon monoxide, and particulate matter. The maximum reimbursement ratio for CMAQ is also 88.53%, with a minimum local match of 11.47%. The total amount of competitive funding available under both the STBG and CMAQ programs is \$39,709,981.

In addition to the competitive funds, eligible jurisdictions will receive \$28,822,454 of non-competitive funds also known as the Targeted Performance Program (TPP), previously known as Lifeline funds. Non-competitive funds are distributed based on per capita. The City of Clovis is earmarked to receive a total of \$3,356,514 in non-competitive STBG and CMAQ funds. Staff will submit candidate TPP projects to FCOG once the competitive funding recommendations are announced.

A summary of the competitive and non-competitive funds are identified below:

**2021-22 Federal Transportation Act, FAST Act
Summary of Revenues**

| Funding Program | Competitive | Non-Competitive | | |
|-----------------|---------------------|---------------------|--------------------|---|
| | Region | Region | Clovis | Per Capita %: Based on DOF Population |
| STBG | \$18,504,655 | \$19,734,457 | \$2,298,173 | 11.64% |
| CMAQ | \$21,205,326 | \$9,087,997 | \$1,058,341 | 11.64% |
| Total | \$39,709,981 | \$28,822,454 | \$3,356,514 | |

City staff evaluated a number of eligible projects for STBG and CMAQ funding consideration under this current call for projects and narrowed down the list to a total of seven applications for STBG. The following table summarizes the City's submitted projects for the competitive funding consideration.

**2021-22 Federal Transportation Act, FAST Act
Summary of Competitive STBG Funding Requests**

| STBG Candidate Project | Type of Improvement | Total Project Cost | Federal Funds Requested 88.53% | Local Match 11.47% |
|-----------------------------------|---------------------|--------------------|--------------------------------|--------------------|
| Willow-Sierra to Alluvial | Rehabilitation | \$2,895,000 | \$2,562,944 | \$332,057 |
| Willow-Shaw to Barstow | Rehabilitation | \$943,000 | \$834,000 | \$108,162 |
| Temperance-Herndon to SR 168 | Rehabilitation | \$868,000 | \$768,440 | \$99,560 |
| Gettysburg-Sierra Vista to Clovis | Rehabilitation | \$1,256,460 | \$1,112,344 | \$144,116 |
| Bullard-Armstrong to Temperance | Rehabilitation | \$827,070 | \$732,205 | \$94,865 |
| Armstrong-Tollhouse to Sierra | Rehabilitation | \$942,020 | \$833,970 | \$108,050 |
| Nees-Clovis to Sunnyside | Rehabilitation | \$1,116,000 | \$987,995 | \$128,005 |
| | Totals | \$8,847,550 | \$7,832,736 | \$1,014,814 |

The seven STBG applications focus are street rehabilitation projects. Three of the projects, Gettysburg Avenue, Nees Avenue, and Willow Avenue between Sierra and Alluvial Avenues, are joint projects with Fresno County or the City of Fresno, with the City of Clovis being the lead agency. Both Fresno County and the City of Fresno have committed to providing their fair share of the local match if funding is received (see letters - Attachments 2 and 3) Total STBG funds requested is \$7,832,736 or approximately 42% of the total competitive regional funds available. The required local match for all seven projects totals \$1,014,814 and will be

funded through Gas Tax revenues or Measure “C” Local Pass-Through funds, with Fresno County and the City of Fresno providing their proportionate share.

Staff narrowed down the list to a total of four applications for CMAQ. The following table summarizes the City’s submitted projects for the competitive funding consideration.

**2021-22 Federal Transportation Act, FAST Act
Summary of Competitive CMAQ Funding Requests**

| CMAQ Candidate Project | Improvement | Total Project Cost | Federal Funds Requested 88.53% | Local Match 11.47% |
|-------------------------------|---|---------------------------|---|-------------------------------|
| Shaw Clovis to DeWolf | Intelligent Transportation System Upgrades- Adaptive Technology | \$601,600 | \$532,596 | \$69,004 |
| Herndon Clovis to Locan | Intelligent Transportation System Upgrades- Adaptive Technology | \$588,800 | \$521,265 | \$67,535 |
| Clovis- Sierra to Herndon | Sidewalk | \$504,000 | \$446,191 | \$57,809 |
| Nees and Sunnyside | Traffic Signal | \$1,391,308 | \$1,231,725 | \$159,583 |
| | Totals | \$3,085,708 | \$2,731,777 | \$353,931 |

The CMAQ projects are all traffic flow improvements. The projects include upgrades to the intelligent transportation systems on Herndon and Shaw Avenues to integrate adaptive technology, a traffic signal, and a sidewalk project. The projects will relieve congestion, improve traffic flow and safety, help improve air quality, and improve pedestrian mobility. Total CMAQ funds requested is \$2,731,777 or approximately 13% of the region’s total competitive funds. The local match for the projects total \$353,931 and would be funded through either Gas tax revenues or Measure “C” Local Pass-Through funds.

Once the competitive funding recommendations are announced, staff will identify candidate TPP projects and will then request FCOG program all of our non-competitive STBG and CMAQ funds accordingly.

Approval of AB 1012 requires that both State and Federal funds be used in a “timely” manner. That is, they meet project delivery schedules as proposed and programmed within the FTIP. In order to avoid losing any federal or state funds to our region, the “use it or lose it” requirements of AB 1012 place local governmental agencies in a position that they must be able to deliver their projects on time. Given AB 1012 requirements, FCOG is requiring all agencies that submit federal funding applications to also submit an approved resolution, stating each project will meet its proposed delivery schedule. Approved resolutions must be submitted with the applications. Staff has requested all our competitive funds be programmed in the FTIP within the four-year triennial element (2021-22 to 2025-26) as financial capacity

allows. Staff will also request that our non-competitive lifeline funds be programmed within the same timeframe.

FISCAL IMPACT

The City is required to match at a minimum all awarded federal-aid funds at a ratio of no less than 11.47% (of the total project cost). The local match dollars for the candidate projects will be funded out of the capital streets account, specifically utilizing a combination of either Gas taxes or Measure "C" Local Pass-Through funds. For the joint projects, Fresno County and the City of Fresno have committed to providing their fair share of the local match if funding is received.

REASON FOR RECOMMENDATION

To complete the grant application, Council must approve a resolution certifying approval of the City's application for Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality Improvement (CMAQ) Program Funds.

ACTIONS FOLLOWING APPROVAL

Staff will submit to COG the approved resolution certifying the "Timely Use of Funding" as required by AB 1012.

Prepared by: Ryan Burnett, Engineering Program Supervisor

Reviewed by: City Manager *JH*

RESOLUTION 2021-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS SUPPORTING AND IMPLEMENTING THE “TIMELY USE OF FUNDING” AS REQUIRED BY AB1012 FOR CANDIDATE TRANSPORTATION PROJECTS FEDERAL TRANSPORTATION ACT, FAST ACT

WHEREAS, AB 1012 has been enacted into State Law in part to provide for the “timely use” of State and Federal funding; and

WHEREAS, the City of Clovis is able to apply for and receive Federal and State funding under the Federal Transportation Act; and

WHEREAS, the City of Clovis desires to ensure that its projects (Attachment A) are delivered in a timely manner to preclude the Fresno Region from losing those funds for non-delivery; and

WHEREAS, it is understood by the City of Clovis that failure for not meeting project delivery dates for any phase of a project may jeopardize Federal or State funding to the Region; and

WHEREAS, the City of Clovis must demonstrate dedicated and available local matching funds.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Clovis hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded.

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Fresno Council of Governments Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

BE IT FURTHER RESOLVED that the City Council of the City of Clovis does direct its management and engineering staffs to ensure that all projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the City Council of the City of Clovis

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on August 2, 2021 by the following vote, to wit.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

DATED: August 2, 2021

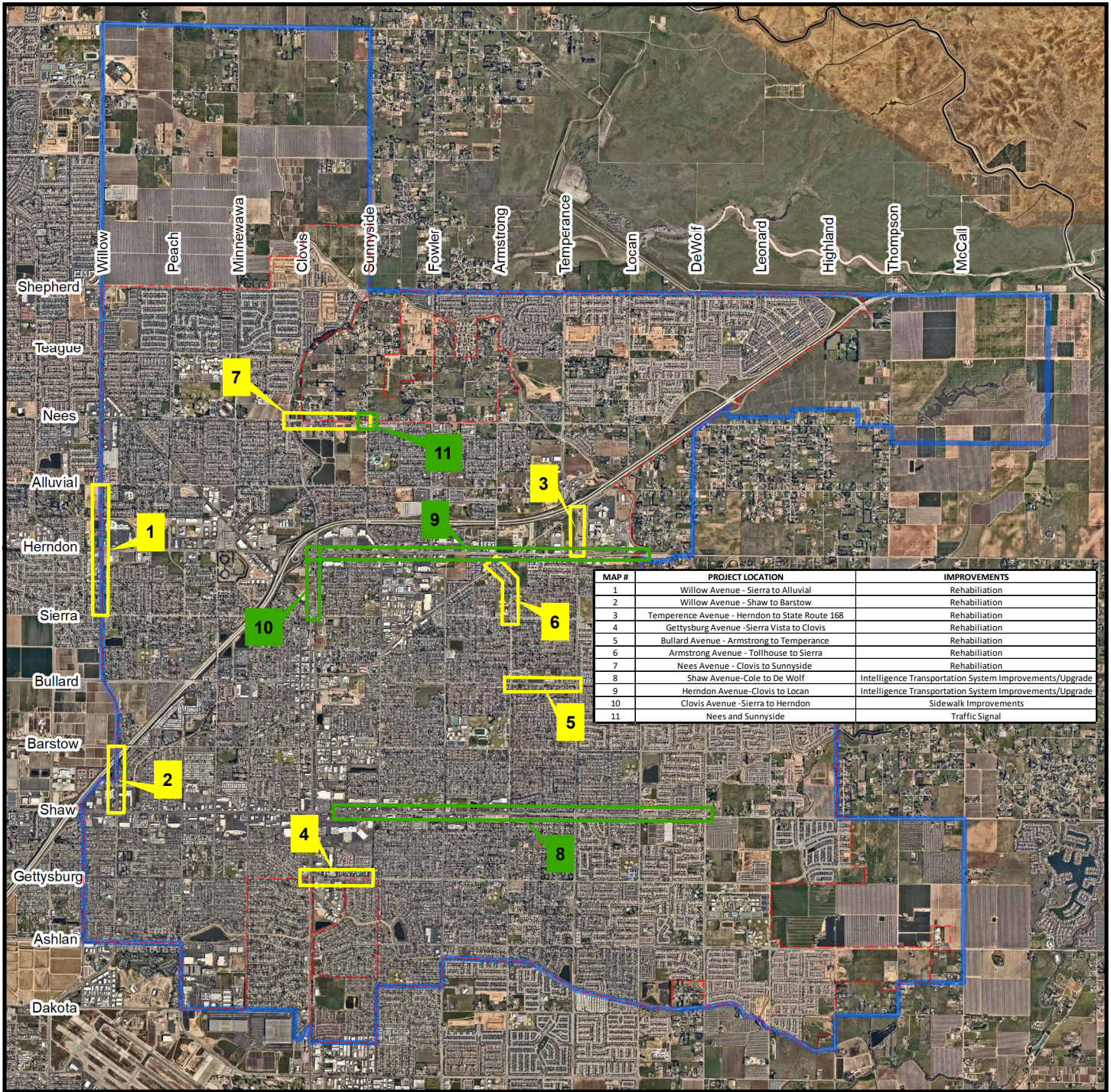
Mayor

City Clerk

ATTACHMENT 1

VICINITY MAP

CANDIDATE 2021-22 FEDERAL TRANSPORTATION ACT PROJECTS



ATTACHMENT A TO ATTACHMENT 1



- CMAQ PROJECTS (COMPETITIVE)
- STBG PROJECT (COMPETITIVE)
- Sphere of Influence
- City Limits



Date: 6/30/2021





County of Fresno

BOARD OF SUPERVISORS
SUPERVISOR NATHAN MAGSIG – DISTRICT FIVE

October 1, 2021

Fresno Council of Governments
Mr. Tony Boren
2035 Tulare Street, Suite 201
Fresno, CA 93721

Re: Gettysburg Avenue Rehabilitation Project between Clovis Avenue and Sierra Vista Parkway

Dear Mr. Boren,

I'm writing this letter in support of the Gettysburg Avenue Rehabilitation Project submitted by the City of Clovis Department of Planning and Development Services.

The project will provide much needed roadway maintenance to Gettysburg Avenue between Clovis Avenue and Sierra Vista Parkway. This segment of Gettysburg is heavily traveled and is located in an area which is comprised of both County and City development, including residential, industrial, and commercial uses. Popular destinations in the area include many businesses, several hotels, the Center for Advanced Research and Technology, and the Sierra Vista Mall. As such, repairing and extending the useful life of this stretch of roadway is critical. This project represents the type of improvements my constituents are vocal about and enthusiastically support.

Due to a portion of Gettysburg Avenue being within County jurisdiction, the County will provide a proportionate share of matching funds for the project if grant funds are awarded.

Thank you for your consideration of this project.

Sincerely,

Nathan Magsig, Supervisor
County of Fresno, District 5

ATTACHMENT 2



County of Fresno

BOARD OF SUPERVISORS
SUPERVISOR NATHAN MAGSIG – DISTRICT FIVE

October 1, 2021

Fresno Council of Governments
Mr. Tony Boren
2035 Tulare Street, Suite 201
Fresno, CA 93721

Re: Nees Avenue Rehabilitation Project between Clovis and Sunnyside Avenues

Dear Mr. Boren,

I'm writing this letter in support of the Nees Avenue Rehabilitation Project submitted by the City of Clovis Department of Planning and Development Services.

The project will provide much needed roadway maintenance to Nees Avenue between Clovis and Sunnyside Avenues. This segment of Nees is heavily traveled and is located in an area which is comprised of both County and City development. The corridor is home to several churches, the Fresno County Fire Protection District Station 85, and is used for school related traffic to several Clovis Unified schools and popular commercial destinations. As such, repairing and extending the useful life of this stretch of roadway is critical. This project represents the type of improvements my constituents are vocal about and enthusiastically support.

Due to portion of Nees Avenue being within County jurisdiction, the County will provide a proportionate share of matching funds for the project if grant funds are awarded.

Thank you for your consideration of this project

Sincerely,

Nathan Magsig, Supervisor
County of Fresno, District 5

**PUBLIC WORKS DEPARTMENT**

City Hall
2600 Fresno Street, 4th Floor
Fresno, California 93721
Ph. (559) 621-8650 FAX (559) 488-1045
www.fresno.gov

Scott L. Mozier
Public Works Director

October 1, 2021

Fresno Council of Governments
Mr. Tony Boren
2035 Tulare Street, Suite 201
Fresno, CA 93721

Re: Willow Avenue Rehabilitation Project between Sierra and Alluvial Avenues

Dear Mr. Boren,

The City of Clovis is submitting a Surface Transportation Block Grant (STBG) application for the Willow Avenue road rehabilitation from Sierra Avenue to Alluvial Avenue. The southbound travel lanes fall within the City of Fresno right of way. Willow Avenue is heavily traveled and rehabilitation is much needed in this corridor. Should the project be awarded funding, the City of Fresno will identify a proportional share of matching funds in the five year Capital Improvement Program budget for the project.

Thank you for your review of this grant proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Mozier".

Scott Mozier, PE
Public Works Director



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: August 2, 2021

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 20-11 Clovis Avenue Street Rehabilitation; and Authorize the City Manager to execute the Contract on behalf of the City.

ATTACHMENTS: 1. Vicinity Map

CONFLICT OF INTEREST

None.

RECOMMENDATION

1. For the City Council to award a contract for CIP 20-11, Clovis Avenue Street Rehabilitation to Dave Christian Construction Co. Inc. in the amount \$638,662.50; and
2. For the City Council to authorize the City Manager to execute the contract on behalf of the City.

EXECUTIVE SUMMARY

Staff is recommending that City Council authorize the City Manager to award and execute the contract to Dave Christian Construction Co., Inc. who was the lowest responsible bidder from a bid opening that took place on July 20, 2021.

The project involves 0.5-mile of street rehabilitation on Clovis Avenue from Alluvial to Nees including grinding and replacing A.C. pavement, replacement of concrete curb returns, adjustment of existing utility boxes, manholes, and utility valve boxes to finish grades, replacement of traffic striping, markings and signage, and reinstallation of traffic loop detectors ("Project").

BACKGROUND

The following is a summary of the bid results of July 20, 2021:

BIDDERS

BASE BIDS

| | |
|---------------------------------------|--------------|
| Dave Christian Construction Co., Inc. | \$638,662.50 |
| Avison Construction, Inc. | \$672,320.00 |
| Emmett's Excavation, Inc. | \$755,018.00 |

ENGINEER'S ESTIMATE

\$674,021.00

All bids were examined and the bidder's submittals were found to be in order with Dave Christian Construction Co., Inc. as the lowest responsible bidder. Staff has validated the lowest bidder's contractor-license status and completeness of federal funding paperwork.

FISCAL IMPACT

This project was budgeted in the 2021-2022 Community Investment Program. The project is funded by the Surface Transportation Block Grant Program (STBG) through the City Community Investment Program.

REASON FOR RECOMMENDATION

Dave Christian Construction Co., Inc. is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project.

ACTIONS FOLLOWING APPROVAL

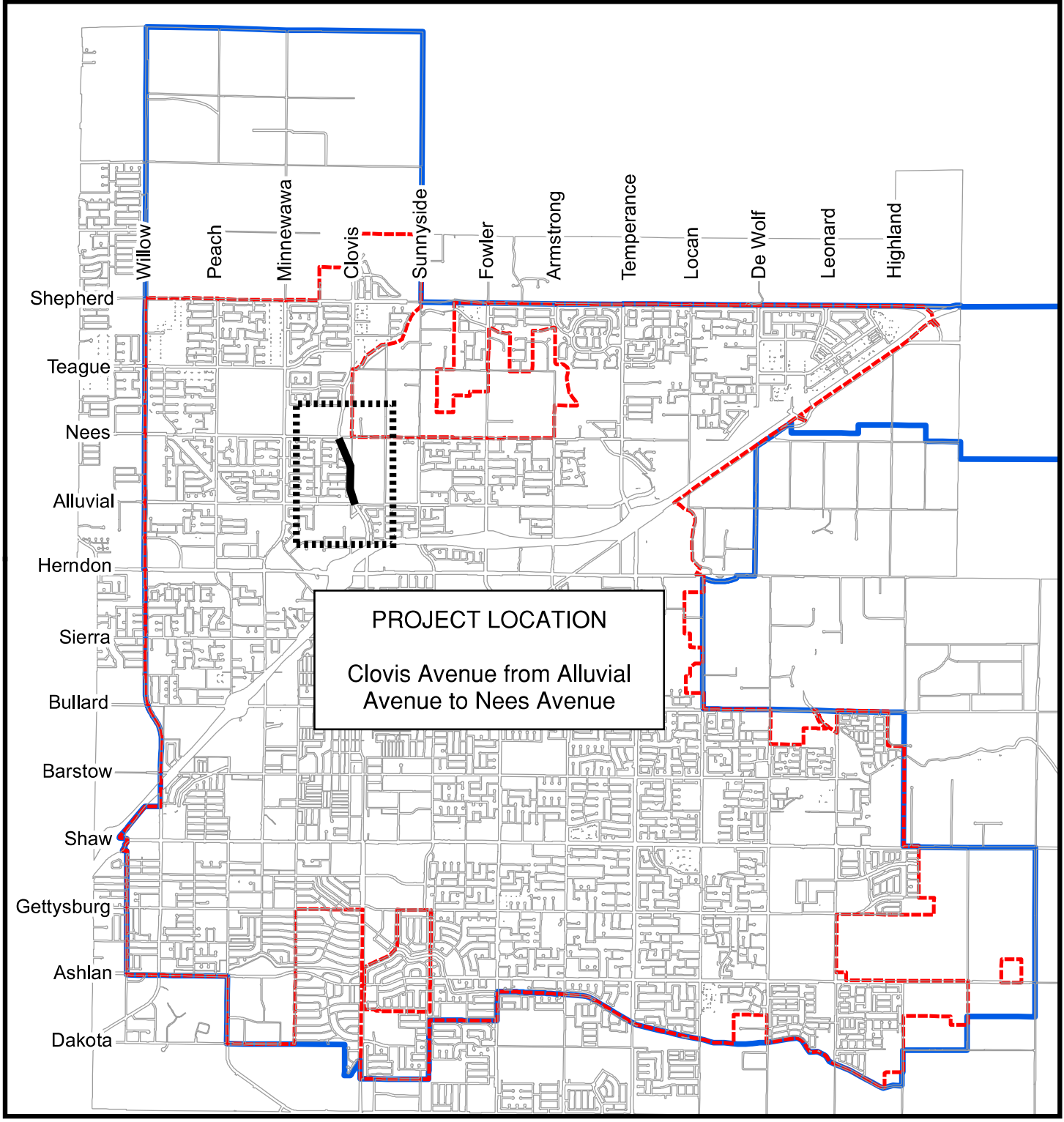
1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction will begin approximately one (1) week after contract execution and be completed in thirty (30) working days thereafter.

Prepared by: Jose Sandoval, Project Engineer

Reviewed by: City Manager *JH*

VICINITY MAP

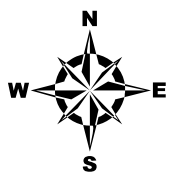
CIP 20-11 Clovis Avenue Street Rehabilitation



PROJECT LOCATION
 Clovis Avenue from Alluvial Avenue to Nees Avenue



ATTACHMENT 1





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: August 2, 2021

SUBJECT: Planning and Development Services – Approval – Res. 21-____, Bid Award for CIP 19-03 Hydronic Piping Replacement; and Authorize the City Manager to Execute the Contract on behalf of the City. Amend the 2021-2022 Community Investment Program Budget for General Government Facilities, Civic Center Hydronic Piping Replacement.

ATTACHMENTS: 1. Vicinity Map
2. Resolution 21-____

CONFLICT OF INTEREST

None

RECOMMENDATION

1. For the City Council to approve a resolution amending the 2021-2022 Community Investment Program (CIP) and budget for the Civic Center Hydronic Piping Replacement; and
2. For the City Council to award a contract for CIP 19-03 Hydronic Piping Replacement to New England Sheet Metal and Mechanical Company in the amount \$507,500.00; and
3. For the City Council to authorize the City Manager to execute the contract on behalf of the City.

EXECUTIVE SUMMARY

The Hydronic Piping Replacement project was originally included in the CIP budget in 2016-2017. During the design the costs for construction were re-estimated and found to be significantly higher than anticipated. The project was placed on hold as facilities maintenance has made annual repairs and staff has looked into alternatives to repair or replace the system. Alternatives did not result in a lower cost to the City and now the City is in an emergency state to replace the piping for the system before other components of the system are damaged.

Staff is recommending that City Council authorize the City Manager to award and execute the contract to New England Sheet Metal and Mechanical Company who was the lowest responsible bidder from a bid opening that took place on July 27, 2021. Staff is also recommending amendment of the CIP budget to accommodate the increased cost of the project.

The project includes replacement of the chilled and hot water piping, isolation valves, concrete sidewalk replacement, and modification to landscaping and irrigation, for the heating and cooling system for the Library, City Hall, Council Chamber, and Planning and Development Services buildings for the Hydronic Piping Replacement (“Project”).

BACKGROUND

The following is a summary of the bid results of July 27, 2021:

| <u>BIDDERS</u> | <u>BASE BIDS</u> |
|--|-------------------------|
| New England Sheet Metal and Mechanical Company | \$507,500.00 |
| HPS Mechanical, Inc. | \$611,445.00 |
| ENGINEER’S ESTIMATE | \$499,334.68 |

All bids were examined and the bidder’s submittals were found to be in order with New England Sheet Metal and Mechanical Company as the lowest responsible bidder. Staff has validated the lowest bidder’s contractor-license status as active.

FISCAL IMPACT

This project was budgeted in the 2020-2021 Community Investment Program. The project is supported by General Government Facilities Fund in the City Community Investment Program at the request of the General Services Department.

REASON FOR RECOMMENDATION

The Budget Amendment is needed to financially account for the additional expenditures and offsetting revenue in the General Government Facilities Fund Account. New England Sheet Metal and Mechanical Company is the lowest responsible bidder.

ACTIONS FOLLOWING APPROVAL

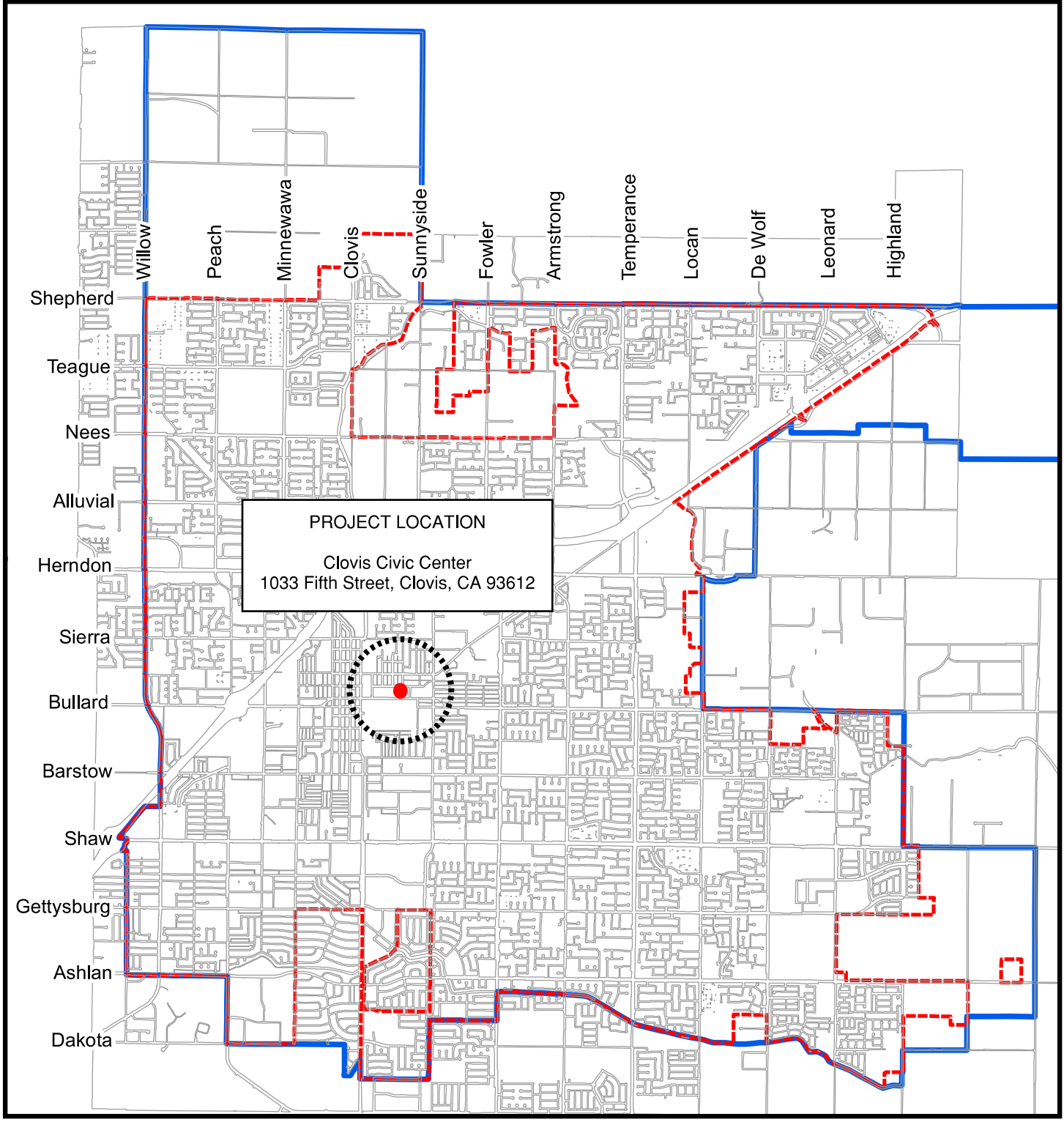
1. Funds will be appropriated and accounted for in the City of Clovis 2021-2022 Budget as specified in the attached budget amendment.
2. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
3. Construction will begin approximately one (1) week after contract execution and be completed in thirty (30) working days thereafter.

Prepared by: Thomas Cheng, Project Civil Engineer

Reviewed by: City Manager *JH*

VICINITY MAP

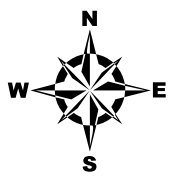
CIP 19-03 Hydronic Piping Replacement



PROJECT LOCATION
 Clovis Civic Center
 1033 Fifth Street, Clovis, CA 93612



ATTACHMENT 1



RESOLUTION 21-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING AN AMENDMENT TO THE ANNUAL BUDGET FOR
FISCAL YEAR 2021-2022**

WHEREAS, the City Council adopted the 2021-2022 Budget on June 14, 2021; and

WHEREAS, the City Council approved the expenditure of funds for the 2021-2022 Community Investment Program – General Government Services Budget; and

WHEREAS, the additional expenditures needed for the Hydronic Piping Replacement Project were not included in the 2021-2022 Community Investment Program – General Government Services Fund.

WHEREAS, it has been determined that the funds for the costs can be allocated from the General Government Services fund using savings from other budgeted projects in the amount of \$288,900 and using general fund balance as described on Exhibit A.

NOW, THEREFORE BE IT RESOLVED as follows:

1. That the City Council of the City of Clovis approves the budget amendment as shown in the “Summary of Expenditures by Section”, “Summary of Expenditures by Fund” attached as Exhibit A.

2. That the City Council hereby approves a transfer in the amount as shown on Exhibit A from the General Fund to the General Government Services Fund.

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on August 2, 2021, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

Mayor

City Clerk

Attachment 2

EXHIBIT A

SUMMARY OF EXPENDITURES BY SECTION

| | |
|------------------------------------|---------------------|
| General Service Capital Facilities | \$100,000.00 |
| Total | \$100,000.00 |

SUMMARY OF EXPENDITURES BY FUND

| | |
|-----------------------------|---------------------|
| General Government Services | \$100,000.00 |
| Total | \$100,000.00 |



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities

DATE: August 2, 2021

SUBJECT: Public Utilities - Approval – Final Acceptance for CIP 20-04, Pasa Tiempo Park Pour-In-Place Rubber Surfacing.

ATTACHMENTS: 1. Vicinity Map

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to accept the work performed as complete and authorize recording of the notice of completion.

EXECUTIVE SUMMARY

This was a maintenance project to address safety and ADA issues at Pasa Tiempo Park by replacing the existing playground surface with new pour-in-place rubber surfacing. The work consisted of site security, removal and disposal of the existing surface, and installation of a new pour-in-place rubber surface.

BACKGROUND

Bids were received on March 9, 2021 and the project was awarded by City Council to the lower bidder, SpectraTurf, on April 5, 2021. The project was completed in accordance with the construction documents and the contractor has submitted a request for acceptance of the project.

FISCAL IMPACT

- | | | |
|----|--|---------------|
| 1. | Award | \$ 190,089.00 |
| 2. | Contract Change Orders CCO No. 1 This change order replaced two (2) playground slides. | \$ 7,850.00 |

| | | |
|----|--|---------------------|
| 3. | CCO No. 2 This change order replaced the net climber footing. | \$ 692.09 |
| 4. | Liquidated Damages Assessed | <u>\$ 0.00</u> |
| | Final Contract Cost | \$198,631.09 |

REASON FOR RECOMMENDATION

The Public Utilities Department, the City Engineer, the Engineering Inspector, and the Project Engineer agree that the work performed by the contractor is in accordance with the project plans and specifications, and has been deemed acceptable. The contractor, SpectraTurf, has requested final acceptance from City Council.

ACTIONS FOLLOWING APPROVAL

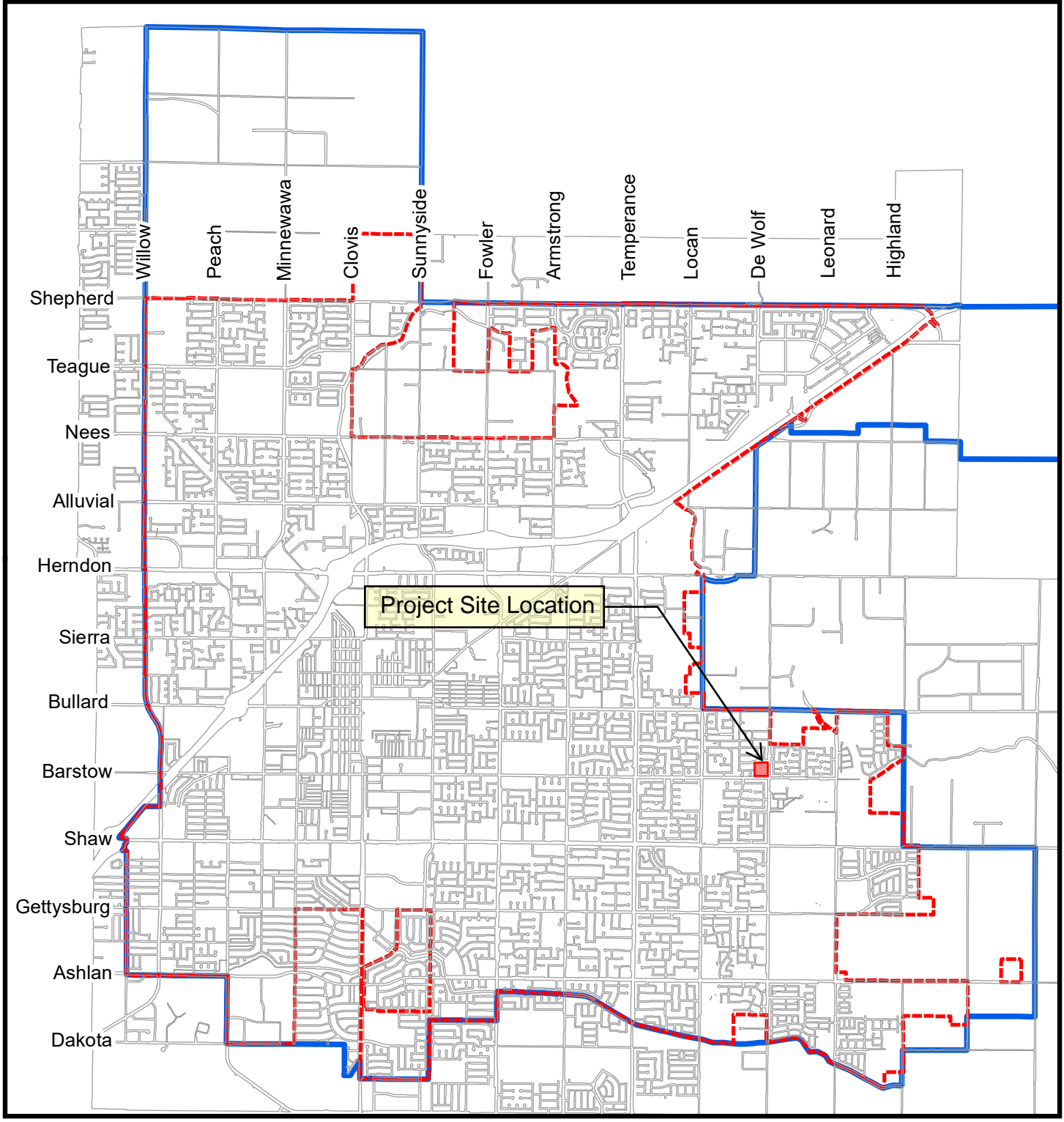
1. The notice of completion will be recorded; and
2. All remaining retention funds will be released 35 calendar days following recordation of the notice of acceptance, provided no liens have been filed. Retention funds may be released within 60 days after the date of completion, provided no liens have been filed, with "completion" defined as the earlier of either (a) beneficial use and occupancy and cessation of labor, or (b) acceptance by the City Council per Public Contract Code Section 7107(c)(2).

Prepared by: Sarai Yanovsky, Civil Engineer

Reviewed by: City Manager *[Signature]*

VICINITY MAP

CIP 20-04 Pasa Tiempo Park Pour-In-Place Rubber Surfacing



ATTACHMENT 1





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: August 2, 2021

SUBJECT: Consider Adoption - Ord. 21-05, R2021-005, A request to rezone approximately 3.54 acres of land located near the northeast corner of Shaw and Locan Avenues from the P-F (Public Facilities) Zone District to the R-1 (Single-Family Residential 6,000 SF) Zone District. (Vote: 4-0-0-1 with Mayor Flores abstaining)

Staff: John Holt, Assistant City Manager / City Clerk

Recommendation: Adopt

ATTACHMENTS: 1. Revised Ordinance showing “track changes”

CONFLICT OF INTEREST

Mayor Flores owns property within 1,000 feet of this project and did not participate in the discussion or approval of the introduction of this ordinance.

BACKGROUND

This item is on the regular agenda because at introduction on July 19, 2021, as it was approved with a less than unanimous vote as a result of Mayor Flores’ recusal.

Also, the additional findings approved by the City Council following the public hearing on July 19th and included in the introduced ordinance have been inserted in the attached “track changes” version for review and adoption. Other minor and technical corrections have also been made to the ordinance for adoption.

Please direct questions to the City Manager’s office at 559-324-2060.

ORDINANCE 21-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS AMENDING ~~AND CHANGING~~ THE OFFICIAL ZONE MAP OF THE CITY OF CLOVIS IN ACCORDANCE WITH SECTION 9.08.020 AND ~~CHAPTER 9.86.010~~ OF THE CLOVIS MUNICIPAL CODE TO REZONE APPROXIMATELY 3.54 ACRES FROM THE PUBLIC FACILITIES (P-F) ZONE DISTRICT TO THE R-1 (SINGLE-FAMILY RESIDENTIAL 6,000 SQ. FT.) ZONE DISTRICT FOR PROPERTY LOCATED NEAR THE NORTHEAST CORNER OF SHAW AND LOCAN AVENUES

LEGAL DESCRIPTION:

~~See the attached Attachment A.~~

WHEREAS, the project proponent, De Young Properties, 677 W. Palmdon, Suite 208, Fresno CA, 93704, submitted an application for Rezone Application R2021-005 in connection with the proposed development of a 17-lot single-family residential subdivision (“Project”) on approximately 3.54 acres of property located near the northeast corner of Shaw and Locan Avenues (“Property”); and

WHEREAS, Rezone Application R2021-005 proposes to rezone the Property from the Public Facilities Zone District to the R-1 (Single-family residential 6,000 sf) Zone District; and

WHEREAS, the proposed rezone will facilitate development of the Project on the Property; and

WHEREAS, the Planning Commission held a duly noticed public hearing ~~was held~~ on June 24, 2021, to consider the pProject approval, at which time interested persons were given opportunity to comment on the pProject; and

WHEREAS, the Planning Commission voted and recommended that the City Council approve Rezone R2021-005; and

WHEREAS, the Planning Commission’s recommendations were forwarded to the City Council for consideration; and

WHEREAS, the City published notice of the public hearing in the Fresno Business Journal on July 7, 2021, mailed public notices to property owners within 800 feet of the Property ten (10) days prior to the City Council hearing, and otherwise posted notice of the public hearing according to applicable law; and

WHEREAS, the City Council held a duly noticed public hearing on July 19, 2021, to consider approval of Rezone R2021-005; and

WHEREAS, the City Council considered the CEQA analysis outlined in the staff report and elsewhere in the Administrative Record which determines that the Project meets the

requirements of a Class 32 (Infill Development) Categorical Exemption pursuant to CEQA Guidelines section 15332, and will not have a significant effect on the environment, pursuant to CEQA Guidelines section 15061(b)(3); and

WHEREAS, the Project site is included on the inventory of sites within the PF (Public Facility) Zone District that are available to meet the City's Regional Housing Needs Allocation (RHNA) Fourth Cycle Carryover requirement for the low income level, with an identified capacity of approximately 120 dwelling units that will no longer be available after the Project is approved; and

WHEREAS, the City Council considered the RHNA analysis presented during the July 19, 2021 public hearing, which provided substantial evidence for the City Council to determine~~determined~~ that the findings allowing a reduction in the residential density on the Project site can be made pursuant to Section 65863 of the California Government Code; and

WHEREAS, the City Council has had an opportunity to review and consider the entire Administrative Record relating to the Project, which is on file with the Department, and reviewed and considered those portions of the Administrative Record determined to be necessary to make an informed decision, including, but not necessarily limited to, the staff report and staff presentation, the written materials submitted with the request, and the verbal and written testimony and other evidence presented during the public hearing.

NOW, THEREFORE, BASED UPON THE ENTIRE RECORD OF THE PROCEEDINGS, THE CITY COUNCIL ~~RESOLVES AND FINDS AS FOLLOWS:~~

Section 1

1. The proposed rezone, which includes a reduction in residential density, is consistent with the goals, policies, and actions of the adopted General Plan, including the Housing Element.
- 4.2. With the rezoning of the Project site from PF (Public Facilities) to R-1 (Single Family Residential), the remaining sites in the City's inventory are adequate to meet the requirements of Section 65583.2 of the California Government Code and to accommodate the City's Fourth Cycle RHNA Carryover requirement for the low-income level. The remaining Fourth Cycle Carryover unaccommodated need is 4,074 dwelling units. The capacity in the remaining sites designated by the City to meet the Fourth Cycle Carryover requirement will be 5,475, resulting in a surplus of approximately 1,397 dwelling units with the approval of the Project.
- 2.3. The proposed rezone would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
- 3.4. The Property is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designation and development of the Project.

4.5. The City Council finds that the Project is categorically exempt from CEQA pursuant to CEQA Guidelines section 15332 (Class 32 – Infill Development), and will not have a significant effect on the environment, pursuant to CEQA Guidelines section 15061(b)(3).

6. The basis and evidence for the findings is/are detailed in the July 19, 2021, staff report and staff presentation addressing the Project during the July 19, 2021, public hearing, both of which are/are hereby incorporated by reference, the staff presentation addressing the Project during the July 19, 2021 public hearing, the entire Administrative Record, as well as the evidence and comments presented during the public hearing.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLOVIS DOES ORDAIN AS FOLLOWS:

Title of Section to be amended/added

Include text of how the section will read after it is added/amended. [DM1][SGC2]

Section 1 2 The Official Map of the City is amended in accordance ~~with~~ Section 9.08.020 and ~~Chapter~~ 9.86.040 of the Clovis Municipal Code by ~~rezoning/reclassification of~~ certain land in the City of Clovis, County of Fresno, State of California, to wit:

LEGAL DESCRIPTION:

See the attached Attachment A.

From the Public/Quasi Public Facilities (PF) ~~Zone District~~ ~~land use designation~~ to the ~~Medium Density Residential~~ [SGC3] R-1 (Single-family residential 6,000 sq. ft.) Zone District ~~(4.1-7.0 DU/Ae).~~

Section 23 This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

APPROVED: July 19, 2021

Mayor

City Clerk

* * * * *

The foregoing Ordinance was introduced and read at a regular meeting of the City Council held on July 19, 2021 and was adopted at a regular meeting of said Council held on August 2, 2021, by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED: August 2, 2021

City Clerk

**ATTACHMENT A
LEGAL DESCRIPTION**

The land referred to is situated in the County of Fresno, City of Clovis, State of California, and is described as follows:

The south 250 feet of the northwest $\frac{1}{4}$ of the southwest $\frac{1}{4}$ of the southeast $\frac{1}{4}$ of Section 11, T13S, R21E MDM.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: August 2, 2021

SUBJECT: Consider Approval – Designation of Voting Delegate and Alternate for the League of California Cities’ Annual Conference and Business Meeting on September 22-24, 2021.

Staff: Luke Serpa, City Manager

Recommendation: Approve

ATTACHMENTS: 1. Annual Conference Voting Procedures Report

CONFLICT OF INTEREST

None.

RECOMMENDATION

That the City Council take action to designate a Councilmember as the City’s voting delegate for the League of California Cities’ Annual Conference for transacting business at the Annual Business Meeting, and that an alternate voting delegate also be designated.

EXECUTIVE SUMMARY

The Annual Business Meeting of the League of California Cities will be conducted in conjunction with the Annual League Conference held on September 24, 2021. In order for the City to cast votes on policy matters coming before the League, it must take action to designate a voting delegate and an alternate voting delegate who will be issued credentials for voting purposes. This authority may not be transferred unofficially and must be accomplished only by action of the City Council.

BACKGROUND

Voting on official business and policy matters of the League of California Cities occurs each year at the Annual Business Meeting, held in conjunction with the Annual League Conference. This year the Annual Business Meeting will be on Friday, September 24, 2021. The voting process for the Annual Business Meeting requires that a voting delegate be designated from each member city by action of the City Council. The attached report from the League of California Cities outlines the procedure to ensure integrity of the voting process.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

In order for the City to exercise its membership responsibility for policy direction of the League of California Cities, it is necessary to vote on such matters at the Annual Business Meeting.

ACTIONS FOLLOWING APPROVAL

The League of California Cities will be advised in writing of the City Councilmember designated as the voting delegate, and the alternate voting delegate for the City of Clovis.

Prepared by: Jacquie Pronovost, Executive Assistant

Reviewed by: City Manager *JH*



Council Action Advised by August 31, 2021

June 16, 2021

TO: City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – September 22-24, 2021**

Cal Cities 2021 Annual Conference & Expo is scheduled for September 22-24, 2021 in Sacramento. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 24. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Wednesday, September 15. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note: Our number one priority will continue to be the health and safety of participants. We are working closely with the Sacramento Convention Center to ensure that important protocols and cleaning procedures continue, and if necessary, are strengthened. Attendees can anticipate updates as the conference approaches.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open mid-June at www.cacities.org. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.
- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but

Attachment 1

only between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 22, 8:00 a.m. – 6:00 p.m.; Thursday, September 23, 7:00 a.m. – 4:00 p.m.; and Friday, September 24, 7:30 a.m.– 11:30 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 15. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



CITY: _____

2021 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to Cal Cities office by Wednesday, September 15, 2021. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email _____

Mayor or City Clerk _____
(circle one) (signature)

Date _____ Phone _____

Please complete and return by Wednesday, September 15, 2021 to:

Darla Yacub, Assistant to the Administrative Services Director

E-mail: dyacub@cacities.org

Phone: (916) 658-8254



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.