



CITY of CLOVIS

AGENDA • CITY COUNCIL MEETING

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

October 4, 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: www.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. Special Presentation from Fresno County Sheriff Margaret Mims to Clovis Public Safety in Appreciation for Support of the 2020 Creek Fire.

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.

- [2.](#) Administration - Approval - Minutes from the September 20, 2021 Council Meeting.
- [3.](#) Finance - Approval – Res. 21-____, Amending the 2021-22 Budget to reappropriate carryover funding from the 2020-21 budget.
- [4.](#) General Services - Approval – Res. 21-____, Authorizing Amendments to the City's Compensation Plan by Amending the Executive Assistant Monthly Salary Range to \$5,581 to \$6,784; Authorizing City Staff to Freeze the Current Incumbent at the Existing Monthly Salary Range of \$6,926 to \$8,419 until the Incumbent's Retirement Date of December 31, 2021, and; Authorizing Overfill of the Executive Assistant Position for Two Months for Transitional Training.
- [5.](#) Planning and Development Services – Approval - Final Acceptance for Final Map for Tract 6025, located at the southeast area of Shaw Avenue and Leonard Avenue (Lennar Fresno, Inc.).

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.

6. Government Code Section 54957
PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
Title: City Manager
7. Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATOR
Agency designated representative: Scott Cross, City Attorney
Unrepresented employee: City Manager

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:

- Oct. 11, 2021 (Mon.) (Joint Meeting with CUSD)
- Oct. 18, 2021 (Mon.)
- Nov. 1, 2021 (Mon.)
- Nov. 8, 2021 (Mon.)
- Nov. 15, 2021 (Mon.)



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: October 4, 2021

SUBJECT: Special Presentation from Fresno County Sheriff Margaret Mims to Clovis Public Safety in Appreciation for Support of the 2020 Creek Fire.

Fresno County Sheriff Margaret Mims will provide a verbal Special Presentation on this item.

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

CLOVIS CITY COUNCIL MEETING

September 20, 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

PRESENTATION

6:04 – ITEM 1 - PRESENTATION - RECOGNIZING CITY OF CLOVIS FIRE CHIEF JOHN BINASKI FOR HIS SELECTION AS FIRE CHIEF OF THE YEAR AT THE CALIFORNIA FIRE CHIEFS ASSOCIATION ANNUAL CONFERENCE.

City Council recognized City of Clovis Fire Chief John Binaski for his selection as Fire Chief of the Year at the California Fire Chiefs Association annual conference.

CONSENT CALENDAR – 6:25

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar, except item 4, be approved. Motion carried by unanimous vote.

- 2. Administration - Approved - Minutes from the September 13, 2021 Council Meeting.
- 3. Administration - Approved – Closure of City Administrative Offices for In-Service Day on Columbus Day.
- 5. Administration - Received and Filed – Business Organization of Old Town (BOOT) Fourth Quarter Report, April through June 2021.
- 6. General Services – Approved – **Res. 21-104**, Amending the City’s Classification and Compensation Plan by adding the City Surveyor Classification.
- 7. General Services – Approved – **Res. 21-105**, Renewing Medical Plan Options for Eligible Retirees and Restating the Eligibility Requirements for Participation in the Plan.
- 8. Planning and Development Services – Approved – **Res. 21-106**, Final Map Tract 6329, located at the northwest corner of Shepherd and Clovis Avenues (6050 Enterprises, LP (Wilson Homes)).
- 9. Planning and Development Services – Approved – **Res. 21-107**, Annexation of Proposed Tract 6329, located at the northwest corner of Shepherd and Clovis Avenues to the Landscape Maintenance District No. 1 of the City of Clovis (6050 Enterprises, LP (Wilson Homes)).
- 10. Planning and Development Services – Approved – Bid Award for CIP 21-04 Loma Vista Village Green Offsite Improvements; and Authorize the City Manager to Execute the Contract on behalf of the City.

- 11. Public Utilities – Approved – Authorize the City Manager to Execute a First Amendment and Memorandum of First Amendment to License Agreement with Crown Castle to Amend and Extend Their Current Cell Tower License at Well 30, Located at 1124 N. Sunnyside Avenue.
- 12. Public Utilities – Approved – Waive Formal Bidding Requirements and Authorize Entering into a Contract with Golden Bell Products, Inc. for Insect Control in Sanitary Sewer Manholes.

6:26 - CONSENT CALENDAR ITEM 4 - ADMINISTRATION - APPROVED – AGREEMENT BETWEEN CITY OF CLOVIS AND THE BUSINESS ORGANIZATION OF OLD TOWN FOR FISCAL YEAR 2021-2022.

Motion by Councilmember Ashbeck, seconded by Councilmember Whalen, for the Council to approve an agreement between the City of Clovis and the Business Organization of Old Town for Fiscal Year 2021-22. Motion carried by unanimous vote.

PUBLIC HEARINGS

6:42 ITEM 13 - APPROVED – RES. 21-108, APPROVING A PLANNED DEVELOPMENT PERMIT TO ALLOW DEVIATIONS FROM THE R-1-7500 (SINGLE-FAMILY RESIDENTIAL - 7,500 SQ. FT.) ZONE DISTRICT RESIDENTIAL DEVELOPMENT STANDARDS ASSOCIATED WITH TM6367 ON APPROXIMATELY 2 ACRES OF LAND LOCATED IN THE SOUTHEAST AREA OF N. ARMSTRONG AND NEES AVENUES. CAROLYN G. PRIETO, DARLENE J. STORM, KENT R. JURA AND VINCENT J. JURA JR., PROPERTY OWNERS; GARY MCDONALD HOMES/GLENEAGLES HOMES, APPLICANT; HARBOUR & ASSOCIATES, REPRESENTATIVE.

Motion by Councilmember Mouanoutoua, seconded by Councilmember Bessinger, for the Council to approve a planned development permit to allow deviations from the R-1-7500 (Single-Family Residential - 7,500 Sq. Ft.) Zone District residential development standards associated with TM6367 on approximately 2 acres of land located in the southeast area of N. Armstrong and Nees Avenues. Motion carried 3-2 with Councilmembers Ashbeck and Whalen voting no.

7:25 ITEM 14 - 14a. CONDUCT PUBLIC HEARING AND ACCEPT THE ECONOMIC DEVELOPMENT SUBSIDY REPORT FOR THE SALES TAX PARTICIPATION AGREEMENT WITH ANLIN INDUSTRIES, INC.; AND ITEM 14b - APPROVED - FIRST AMENDMENT TO THE SALES TAX PARTICIPATION AGREEMENT WITH ANLIN INDUSTRIES, INC. AND AUTHORIZE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, for the Council to conduct public hearing and accept the Economic Development subsidy report for the Sales Tax Participation Agreement with Anlin Industries, Inc. Motion carried by unanimous vote.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, for the Council to approve a First Amendment to the Sales Tax Participation Agreement with Anlin Industries, Inc. and Authorize City Manager to execute the First Amendment. Motion carried by unanimous vote.

ADMINISTRATIVE ITEMS

7:33 ITEM 15a. APPROVED – **RES. 21-109**, ADDING ONE UTILITY WORKER POSITION TO STAFF THE HHW SITE; AND ITEM 15b - APPROVED – **RES. 21-110**, APPROVING A BUDGET AMENDMENT FOR THE NEW POSITION AND THE HHW ABOP SITE.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, for the Council to approve a resolution adding one utility worker position to staff the HHW site; and Item 15b approving a budget amendment for the new position and the HHW ABOP Site. Motion carried by unanimous vote.

7:52 – ITEM 16 - APPROVED – REPORT AND RECOMMENDATION AND SET PUBLIC HEARING TO INCREASE STREET SWEEPING CHARGES.

Motion by Council Ashbeck, seconded by Councilmember Bessinger for the Council to approve staff’s report and recommendation and set the public hearing to increase street sweep charges for November 15, 2021. Motion carried by unanimous vote.

COUNCIL ITEMS

8:10 ITEM – 17 – CONSIDERED - THE LEAGUE OF CALIFORNIA CITIES’ ANNUAL RESOLUTIONS AND PROPOSED BYLAWS AMENDMENTS SET FOR CONSIDERATION AT THE ANNUAL CONFERENCE ON SEPTEMBER 22 – 24, 2021.

It was the consensus of City Council to recommend the voting delegate vote in support of resolution number 1, and yes on resolution number 2, and yes no on items 1 and 2 of the recommended changes to the bylaws, and yes to items 3 and 4 of the bylaws.

8:25 – ITEM 18 - APPROVED - CONFIRMATION OF CITY MANAGER’S APPOINTMENT OF CITY CLERK.

Motion by Councilmember Ashbeck, seconded by Councilmember Mouanoutoua, for the Council to approve the confirmation of City Manager’s appointment of Karey Cha as City Clerk. Motion carried by unanimous vote.

CITY MANAGER COMMENTS – 8:32

COUNCIL COMMENTS – 8:36

Mayor Flores adjourned the meeting of the Council to October 4, 2021

Meeting adjourned: 8:40 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: October 4, 2021

SUBJECT: Finance - Approval – Res. 21-___, Amending the 2021-22 Budget to reappropriate carryover funding from the 2020-21 budget.

ATTACHMENTS: 1. Res. 21-___, Amendments to the 2021-22 Budget
2. Description of Projects

CONFLICT OF INTEREST

None.

RECOMMENDATION

That the Council approve Resolution 21-___; Reappropriating certain Capital Projects, Services and Capital Outlays from 2020-21 to 2021-22 by Fund and Department as shown on Attachment A of Attachment 1 to the Resolution and as described on Attachment 2.

EXECUTIVE SUMMARY

During the budget process, estimates are made as to projects and services expected to be completed by year-end. For a variety of reasons, some of these projects and services are not completed by June 30th. These unspent funds are available for reappropriation to the next year. This request requires Council approval as it amends the next year's budget. These projects and services will be completed during the next year.

BACKGROUND

As part of the preparation of the 2021-22 Annual Budget, certain projects in the Community Investment Program, capital outlays and services in the operation budgets were estimated to be completed by June 30, 2021, or at least contracts awarded or purchase orders issued. Because of unforeseen delays or planned postponements for the purpose of cost savings, contracts or purchase orders were not awarded in Fiscal Year 2020-21 as originally anticipated. Because these projects were expected to be completed in 2020-21, they were not re-budgeted in 2021-22.

Included on Attachment B of Attachment 1 is a description of the projects to be reappropriated from the various departments with the reason given by the department for the request for reappropriation.

FISCAL IMPACT

The estimated fund balances for the year-end 2020-21 included the anticipated expenditure of funds for these items. Since these items were not encumbered and the funds not expended, the year-end balances will be higher than expected. Sufficient resources are available to cover these expenditures.

REASON FOR RECOMMENDATION

In order to complete the planned projects and procure the necessary items, it is necessary to reappropriate the items for Fiscal Year 2021-22 to provide the budget authorization.

ACTIONS FOLLOWING APPROVAL

Purchase orders or contracts for the reappropriated items will be issued, in most cases, within ninety days.

Prepared by: Gina Daniels, Assistant Finance Director

Reviewed by: City Manager 

RESOLUTION 21-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING AMENDMENTS TO THE 2021-22 BUDGET**

WHEREAS, the City Council of the City of Clovis approved the 2021-22 Budget on June 14, 2021; and

WHEREAS, some capital projects were not commenced and capital outlays and services were not purchased in 2020-21; and

WHEREAS, the 2021-22 Budget assumed that the items would be completed and no provision was made for said items in the 2021-22 Budget and the Fund Balances were adjusted accordingly; and

WHEREAS, the ending June 30, 2021 Fund Balances will be greater by the amount of those items not commenced or purchased in 2020-21; and

WHEREAS, the Council desires that the items be completed.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis amend the 2021-22 Budget as provided in Attachment A of Attachment 1 for the “Summary of Expenditures by Fund” and the “Summary of Expenditures by Department.”

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on October 4, 2021 by the following vote, to wit.

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

DATED: October 4, 2021

Mayor

City Clerk

ATTACHMENT 1

SUMMARY OF REVENUES BY DEPARTMENT

<u>Department</u>	<u>Amount</u>
Police	\$ 80,000
Total Revenues by Department	\$ 80,000

SUMMARY OF REVENUES BY FUND

<u>Fund</u>	<u>Amount</u>
General	\$ 80,000
Total Revenues by Fund	\$ 80,000

SUMMARY OF EXPENDITURES BY DEPARTMENT

<u>Department</u>	
Police	\$ 80,000
Fire	84,500
City Clerk	85,000
General Services	23,000
Planning & Development Services	686,600
Public Utilities	2,465,400
Capital Improvement	52,573,600
Total Expenditures by Department	\$ 55,998,100

SUMMARY OF EXPENDITURES BY FUND

<u>Fund</u>	<u>Amount</u>
General	\$ 164,500
General Services	5,103,600
Planning & Development Services	686,600
Sewer Enterprise	1,196,900
Water Enterprise	525,000
Refuse	115,000
Fleet	628,500
Sewer Construction-Enterprise	599,900
Sewer Construction-Developer	1,828,500
Park Improvement	1,146,500
Street Construction	33,521,600
Water Construction- Enterprise	4,286,800
Water Construction- Developer	4,029,100
Community Sanitation-Enterprise	2,165,600
Total Expenditures by Fund	\$ 55,998,100

2020 - 2021 Reappropriations
Operations and Capital Improvement Program

Department/Account Number	Description and Explanation	Bid Status	Amount
Revenues			
Police Department			
Impound Tow Fees 56300 46338			\$ 80,000
Total Revenue Reappropriations			\$ 80,000

Expenditures			
Police Department			
Misc Police Equipment 56300 68320	Miscellaneous equipment		\$ 40,000
Traffic Related Equipment 56300 68350	Traffic related equipment		40,000
Total Police Department			\$ 80,000

Fire Department			
Travel - Conferences 61000 65001	Fire investigations training Delay due to COVID		\$ 11,500
Travel - Meetings 61000 65002	Pre construction travel for new engine Delay due to COVID		17,000
Education Incentive 61000 65101	Education reimbursement In progress		28,000
Protective Clothing 63000 64403	USAR member protective clothing Delay due to COVID		6,000
Training - Classes & Seminars 63000 65102	Training classes in USAR Delay due to COVID		22,000
Total Fire Department			\$ 84,500

City Clerk			
Information Technology Dept Hardware/Software Systems 36200 68208	PU SCADA VM Hardware Delay due to reissuing RFP	Awarded	\$ 85,000
Total City Clerk Department			\$ 85,000

Department/Account Number	Description and Explanation	Bid Status	Amount
General Services Department			
Facilities			
Building Repair - Miss Winkles 33300 63417	Rekey Facility Limited staff availability		\$ 6,500
Furnishings 33400 68103	Station #3 Commercial grade washer Limited staff availability		10,000
Furnishings 33400 68103	Stations #2 & #3 Refrigerators Limited staff availability		4,000
Furnishings 33400 68103	Station #2 washer/dryer replacement Limited staff availability		2,500
Total General Services Department			\$ 23,000

Public Utilities Department

Fleet Capital			
Turf Equipment 75100 68560	Purchase Turf sweeper for Parks Need to order replacement		\$ 42,000
Fire Light Duty Vehicles 75100 68719	Light duty Fire vehicles 4 trucks purchased, need to build out	Bid	176,500
Light Duty Truck 75100 68720	Light duty truck build out Truck purchased, need to build out	Bid	80,000
Heavy Duty Trucks-over 5 ton 75100 68721	Truck Purchase Need to purchase & build out	Bid	210,000
Fire Trucks 75100 68722	Fire truck build outs Engines 42 & 46	Bid	120,000
Solid Waste			
Corporation Yard Consolidation 76100 71355	Corporate yard expansion Fence, demo & grading contract	Bid	25,000
Consulting Services 76200 63301	Consulting Services Contract for methane well construction	Bid	90,000
Sewer			
Sewer Plant & Facilities 76500 63314	O&M for regional plant pmt increase Increased costs for regional plant		500,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Public Utilities Department - Continued			
Corporation Yard Consolidation 76500 71355	Corp Yard expansion Fence, demo & grading contract	Bid	50,000
Plant and Trunk Capital 76500 73015	Regional plant capital projects Regional plant project delayed		646,900
Water			
Repair & Maintenance 77000 63455	SWTP Repair & Maintenance SWTP tank re-lining	Bid	300,000
Specialty Equipment 77000 68750	Build out of water trucks purchased Funds necessary for equipment		175,000
Corp Yard Consolidation 77000 71355	Corp Yard expansion Fence, demo & grading contract	Bid	50,000
Total Public Utilities Department			\$ 2,465,400
Planning & Development Services			
Consulting Services 74100 63301	Shepherd North CEQA Housing Element SB2 Technical Studies Affordable Housing Project/Strategy	Bid Bid Bid	\$ 253,300 73,300 260,000 35,000
General Plan Update Consultant 74100 63370	General Plan Consultant		65,000
Total Planning & Development Services			\$ 686,600
Community Investment Department			
Government Facilities			
Fire Station #2 - Training Facility 90000 71058	Build bldg at trng site for temp Fire Station 2 In design, not bid yet		\$ 61,300
Fire Station #2 Rebuild 90000 71059	Rebuild the existing Fire Station 2 In design, not bid yet		568,100
Fire Station #4 - Remodel 90000 71079	Kitchen Remodel Limited staff availability		64,700
Civic Center Hydronic Waterline 90000 71232	Replace Hydronic Waterline In construction		468,500

Department/Account Number	Description and Explanation	Bid Status	Amount
Government Facilities - Continued			
Landmark Square - Library District 90000 71324	Civic Center North site improvements In construction		189,300
Landmark Square - Senior Center 90000 71325	Civic Center North site imprvmnts/Sr Ctr In construction		925,000
Senior Ctr Exterior Beam Replace 90000 71342	Replace exterior beams on existing Senior Center In design, not bid yet		144,800
Civic Center Landscape 90000 71361	Design for City Hall/Civic Ctr Campus Improvements Limited staff availability		120,000
Civic Center ADA Improvements 90000 71392	Civic Center ADA Improvements Limited staff availability		119,000
ADA Master Planning 90000 71397	ADA Master Planning Citywide In progress		19,800
Transit Station 90000 71428	Construct new Transit Building In construction		632,100
Fire Station #6 90000 71435	Fire Station #6 In construction		1,242,900
Fiber Optics Installation 90000 71450	Miscellaneous fiber installations In progress, no bid necessary		30,000
Old Town Streetscape Imprvmnts 90000 71460	Add tree wells on Pollasky Avenue In design, not bid yet		53,600
Fire Station Exhaust System 90000 71463	Installation of exhaust systems at 4 Fire Stations In progress no bid necessary		129,900
Fiber Optic Install to Fire Station 6 90000 71465	Fiber Optic Installation to Fire Station 6 In construction		161,800
Letterman Park Irrigation System 90000 75191	Replace Irrigation System Limited staff availability		64,800
Sewer Capital Projects - Enterprise Fund			
Sewer Lift Station #3 Upgrade 91000 72629	Upgrade Electrical Panel In design, not bid yet		90,000
79 N. Sunnyside Tenant Imprvmnt 91000 72631	Tenant Improvements at new PUD bldg In construction		97,500
Misc Sewer Main Replacement 91000 72632	Sewer Main replacement at multiple locations In design, not bid yet		412,400

Department/Account Number	Description and Explanation	Bid Status	Amount
Sewer Capital Projects - Developer Fund			
Shaw Sewer Main/DeWolf-McCall 92000 72141	Install Sewer main in Shaw In design, not bid yet		550,000
Pump Station E Pump Addition 92000 72597	Add a pump at pump station 'E' In design, not bid yet		158,500
Shepherd/Willow Pump Station 92000 73205	Design location of Shepherd/Willow Pump Station In preliminary design only		50,000
Shaw Avenue Recycled Water Main 92000 73376	Install Recycled water main in Shaw In design, not bid yet		770,000
Nees Sewer Main/Minnewawa-Clovis 92000 73377	Install sewer main in Nees In design, not bid yet		300,000
Park Improvements			
SR168/Enterprise Canal Bridge 93000 74980	Pedestrian Bridge over SR168/ Enterprise Canal In design, no bid necessary		714,200
Parks Master Plans 93000 75010	City parks masterplans In progress		8,000
Misc. Developer Park Projects 93000 75015	Reimburse developer park construction In progress		424,300
Street Improvements			
Clovis Avenue Streetscape 95000 71461	Hardscape Improvements on Clovis Avenue In design, not bid yet		614,400
Plan Lines 95000 74007	Create Plan lines for area north of Shepherd In design only, no bid necessary		40,000
Lane Reduction Study 95000 74019	Various lane reduction surveys In design only, no bid necessary		22,800
Preventive Maintenance 95000 74020	Slurry seal on local streets In construction		194,800
Shaw - DeWolf to McCall 95000 74057	Street widening and signals In design, not bid yet - Regional Measure C funded		17,593,600
Minnewawa - Alluvial to Herndon 95000 74059	Street Widening In design/ROW - RSTP funded		593,200
Gettysburg/Norwich Alley 95000 74101	Alley rehabilitation In design, not bid yet		165,700
Sunnyside Bike Lanes-Alluvial-SR168 95000 74107	Bike Lanes Design complete, not bid yet		132,200

Department/Account Number	Description and Explanation	Bid Status	Amount
Street Improvements - Continued			
Bicycle Master Plan Update 95000 74122	Update the bicycle master plan In design, no bid necessary		104,800
Villa - Barstow to Shaw 95000 74132	Street rehabilitation Design complete - STBG funded		919,700
Bullard - Minnewawa to DeWitt 95000 74151	Street restriping In design only, no bid necessary		14,300
Herndon - Temperance to DeWolf 95000 74184	Street widening & signals In design/ROW acq - Regional Measure C funded		7,160,400
Miscellaneous Concrete Repairs 95000 74210	Miscellaneous improvements at various locations In progress		192,000
Miscellaneous Construction Repairs 95000 74215	Misc improvements at various locations In progress		100,000
Nees - Minnewawa to Clovis 95000 74508	Street Widening In design/ROW acq - RSTP funded		2,158,800
Leonard-Enterprise Canal 95000 74529	Replace bridge at Canal In design - HBRR funded		23,700
Trail Pavement Maintenance 95000 74561	Maintenance on areas of the trail system In design, not bid yet		267,000
Local Street ADA ramps 95000 74567	ADA improvements at various City ramps In design, not bid yet		300,000
Shepherd/Peach Intersection 95000 74584	Install traffic signal at the intersection In design/ROW - CMAQ funded		103,500
Nees/Armstrong Intersection 95000 74585	Install traffic signal at the intersection In design/ROW - CMAQ funded		49,000
Alleys - SW of Pollasky/Mitchell 95000 74586	Alley rehabilitation In design - CDBG funded		60,000
Horizontal Control System 95000 74587	Survey city horizontal control system In design only, no bid necessary		21,000
Owens Mtn/Temperance Roundabout 95000 74588	Construct a roundabout at Owens Mtn/Temperance In construction		169,000
Owens Mtn - east of Temperance 95000 74589	Complete street construction In construction		125,000
Loma Vista - west of Leonard 95000 74591	Street construction In construction		88,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Street Improvements - Continued			
Ped Push Button Upgrade 95000 74972	ADA improvements at various City ramps In design, not bid yet - HSIP funded		297,000
Vehicle Video Detection Replacement 95000 74973	Traffic Signal Improvements at various locations In design, not bid yet		673,300
Pavement Management System 95000 74975	Development of the pavement management system Coordinate with other projects		39,000
Armstrong - Tollhouse to Sierra 95000 74981	Street rehabilitation In design SB1 funded		873,000
Local Street Improvements 95000 74995	Slurry seal local streets In progress		290,400
Fowler - Alluvial to Nees 95000 74997	Street rehabilitation In design - STBG funded		73,000
Villa - Barstow to Bullard 95000 74998	Street rehabilitation In design - STBG funded		63,000
Water Capital Projects - Enterprise Fund			
79 N. Sunnyside Tenant Improvement 96000 72631	Tenant Improvements at new PUD building In construction		97,500
Well 11 Improvements 96000 77351	Pump and Motor for Well site In construction		24,200
Recharge Facility 96000 77501	Locate a recharge site Limited staff availability		50,000
Aquifer Storage Recovery 96000 77502	Recharge alternative Limited staff availability		50,000
SWTP - High Service Pumps VFD 96000 77503	Add pumps at SWTP Limited staff availability		1,200,000
Santa Ana/Clovis Water Main 96000 77504	Modify water mains in the intersection Limited staff availability		150,000
Well Site Panel - Control Upgrades 96000 77516	Upgrade electrical panels at well sites In construction		65,200
SWTP Pretreatment 96000 77528	Pretreatment process Limited staff availability		1,525,000
SWTP Process Addition 96000 77531	Addition to the treatment process Limited staff availability		30,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Water Capital Projects - Enterprise Fund - Continued			
Well 18 GAC 96000 77573	GAC at well 18 Limited staff availability		609,000
Well 35 96000 77600	Drill and Develop well site In design, not bid yet		485,900
Water Capital Projects - Developer			
SWTP Expansion 97000 77529	Increase capacity of the plant Limited staff availability		200,000
SWTP Process Addition 97000 77531	Addition to the treatment process Limited staff availability		10,000
SWTP Storage Tank Addition 97000 77532	Addition of an additional storage tank at the SWTP Limited staff availability		200,000
Northeast SWTP 97000 77536	Develop northeast SWTP Limited staff availability		100,000
Shaw Avenue Water Main 97000 77539	Install Water Main in Shaw Ave - DeWolf to McCall In design, not bid yet		980,000
Well 34 Aux Power 97000 77587	Generator at well Site 34 In design, no bid necessary		101,000
Water Development 97000 77725	Secure Water to serve areas w/in the General Plan In progress		300,000
Northern Water Intertie 97000 77750	Connection of Wtr Main to City of Fresno at Willow Limited staff availability		425,000
Water Storage Reservoir #10 97000 78050	Property Acquisition for Reservoir site in NW area In progress		1,713,100
Community Sanitation Improvements - Enterprise Fund			
79 N. Sunnyside Tenant Improvement 99500 72631	Tenant Improvements at new PUD building In construction		97,500
Landfill Entrance 99500 81125	Construct left turn lane into landfill entrance In design, not bid yet		411,100
Landfill Office 99500 81126	New Office Building on west end of landfill Limited staff availability		611,000
Landfill Electric Power 99500 81170	Extension of power to west end of property Limited staff availability		175,000
Landfill Transfer Station 99500 81205	Acquire and construct a Refuse Satellite Facility Limited staff availability		771,000

<u>Department/Account Number</u>	<u>Description and Explanation</u>	<u>Bid Status</u>	<u>Amount</u>
Community Sanitation Improvements - Enterprise Fund - Continued			
Landfill Solar 99500 81211	Install Solar panels Limited staff availability		100,000
Total Community Investment Program Department			<u>\$ 52,573,600</u>
Total Expenditure Reappropriations =			<u>\$ 55,998,100</u>



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: October 4, 2021

SUBJECT: General Services - Approval – Res. 21-____, Authorizing Amendments to the City’s Compensation Plan by Amending the Executive Assistant Monthly Salary Range to \$5,581 to \$6,784; Authorizing City Staff to Freeze the Current Incumbent at the Existing Monthly Salary Range of \$6,926 to \$8,419 until the Incumbent’s Retirement Date of December 31, 2021, and; Authorizing Overfill of the Executive Assistant Position for Two Months for Transitional Training.

ATTACHMENTS: 1. Resolution 21-____

CONFLICT OF INTEREST

None

RECOMMENDATION

For City Council to approve Resolution 21-____, authorizing amendments to the City’s Compensation Plan by amending the Executive Assistant monthly salary range to \$5,581 to \$6,784. In addition, authorize City staff to freeze the current incumbent’s existing salary range at the present monthly rate of \$6,926 to \$8,419 until the incumbent’s scheduled retirement date of December 31, 2021. Finally, staff is requesting a two month overfill where the incumbent and new Executive Assistant can work together to ensure a smooth transition.

EXECUTIVE SUMMARY

In advance of the recruitment for the Executive Assistant classification, staff has determined that per a salary survey, this classification’s salary range is significantly over the market median and therefore needs to be revised to a salary range of \$5,581 to \$6,784 per month. Staff is also recommending the current incumbent’s salary range remain the same at \$6,926 to \$8,419 per month until the incumbent retires on December 31, 2021. Lastly, staff is requesting a two month overfill where the incumbent and new Executive Assistant can work together to ensure a smooth transition.

BACKGROUND

With the upcoming retirement of the Executive Assistant, an analysis of this classification's compensation was conducted and it was determined that the appropriate salary range for this classification is \$5,581 to \$6,784 per month. The current monthly salary range of \$6,926 to \$8,414 will be adjusted to reflect the market rate for this classification.

The incumbent in this classification is retiring on December 31, 2021. A recruitment will be conducted for the Executive Assistant position in advance of the current incumbent's retirement date. This will allow an overlap with two (2) Executive Assistants in the Administration Department for approximately two months for training purposes. It is also being recommended that the current incumbent's salary be Y-Rated to the present monthly salary range of \$6,926 to \$8,419 until the incumbent retires. The Executive Assistant position will remain in the Management Group for benefit purposes. The desired new salary range of \$5,581 to \$6,784 per month results in the need to modify the current City's Compensation Plan which requires City Council approval.

FISCAL IMPACT

While there are six months of salary savings at the new, lower salary rate, there are two months of overfill in the position for transitional training leaving a net additional cost of salary and related benefits for the remainder of the fiscal year of approximately \$3,000. The additional costs were budgeted in the FY 2021-22 Administration Department budget allocation.

REASON FOR RECOMMENDATION

The recommended changes to the City's Compensation Plan is necessary to change the Executive Assistant's salary range to be in line with the market rate. It is also recommended to Y-Rate the current incumbent's salary rate until the incumbent retires on December 31, 2021. In addition, allowing for a two month overfill provides a smooth transition for this single-person position. Modification of the City's Compensation Plan requires the City Council's approval.

ACTIONS FOLLOWING APPROVAL

The City's Compensation Plan will be updated to include the revised monthly salary range of \$5,581 to \$6,784 for the Executive Assistant classification.

Prepared by: Lori Shively/Personnel/Risk Manager

Reviewed by: City Manager *[Signature]*

RESOLUTION 21-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S COMPENSATION PLAN FOR THE EXECUTIVE ASSISTANT CLASSIFICATION

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

WHEREAS, it has been determined that amendments to the salary range for the Executive Assistant classification with a monthly salary range of \$5,581 to \$6,784 is needed to reflect the current market rate for this classification; and

WHEREAS, it has been determined that it is necessary to Y-Rate the current incumbent in the Executive Assistant classification at the existing monthly salary range of \$6,926 to \$8,419 for training purposes until the incumbent's retirement date of December 31, 2021; and

WHEREAS, modification of the City's Compensation 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 Compensation Plan shall be modified for the Executive Assistant Classification with the revised monthly salary range of \$5,581 to \$ 6,784.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on October 4, 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: October 4, 2021

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: October 4, 2021

SUBJECT: Planning and Development Services – Approval - Final Acceptance for Final Map for Tract 6025, located at the southeast area of Shaw Avenue and Leonard Avenue (Lennar Fresno, Inc.).

ATTACHMENTS: 1. Vicinity Map

CONFLICT OF INTEREST

None

RECOMMENDATION

1. Accept the public improvements for Tract 6025; and authorize recording of the Notice of Completion; and
2. Authorize release of the Performance Surety immediately and then release of the Labor and Materials Surety ninety (90) days after the recordation of the Notice of Completion, provided no liens have been filed; and release of Public Improvements Maintenance Surety upon the expiration of the one-year warranty period, and provided any defective work has been repaired to the City's satisfaction.

EXECUTIVE SUMMARY

The owner, Lennar Fresno, Inc., has requested final acceptance of the public improvements constructed or installed in conjunction with this tract. The public improvements include all those shown on the subdivision improvement plans approved by the City Engineer. The construction or installation of the public improvements is complete. The owner has requested final acceptance. Staff is recommending approval of their request.

FISCAL IMPACT

The costs for periodic routine maintenance, as well as repairs needed as the improvements deteriorate with age and usage, will be incorporated into the annual maintenance budget of the Public Utilities Department as these costs are identified.

REASON FOR RECOMMENDATION

The Subdivision Map Act requires that once construction of the required improvements has been completed in compliance with all codes, plans and specifications, and all other required documents have been completed and submitted, final acceptance is required and the appropriate sureties are released.

ACTIONS FOLLOWING APPROVAL

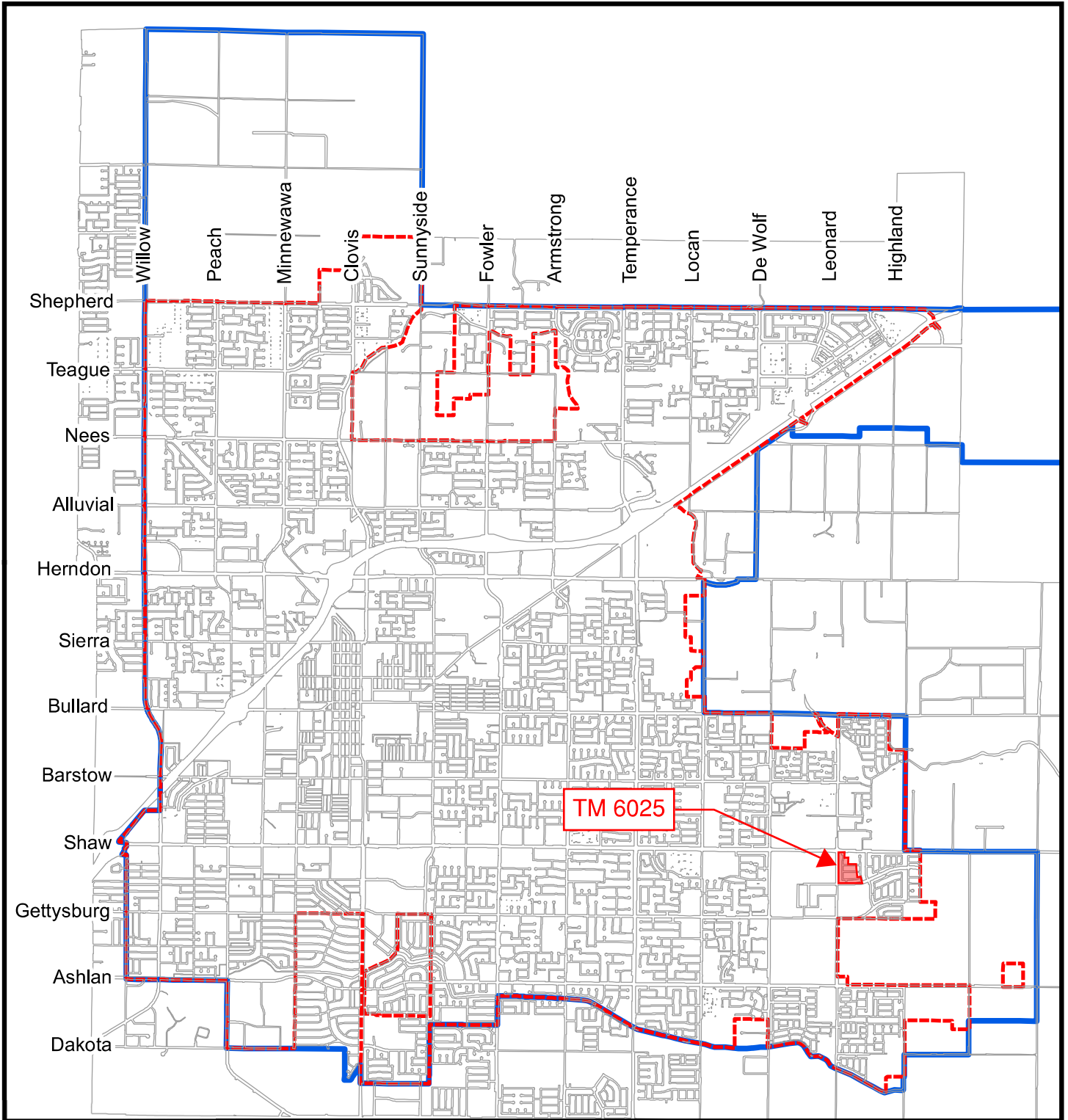
Record the Notice of Completion and release the Performance, Labor and Materials, and Maintenance Sureties as appropriate.

Prepared by: Gene Abella, Civil Engineer

Reviewed by: City Manager *GA*

VICINITY MAP

TM 6025 (Lennar Fresno, Inc.)



ATTACHMENT 1

