



CITY of CLOVIS

AGENDA • CITY COUNCIL MEETING

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

January 10, 2022

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.
- In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic

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 Mouanoutoua

ROLL CALL

PRESENTATIONS/PROCLAMATIONS

1. Presentation by the local Miss America Organization introducing Miss Clovis and Miss Clovis Teen.
- [2.](#) Presentation of Proclamation declaring January as National Slavery and Human Trafficking Prevention Month.
- [3.](#) Presentation of Proclamation to Senior Sanitation Operator Levy Lopez of the City's Public Utilities Department for Heroic Actions Taken.

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.

4. Administration - Approval - Minutes from the December 6, 2021 and December 13, 2021 Council Meetings.
5. General Services – Approval – Res. 22-___, Amending the City's FY 21-22 Position Allocation Plan by adding one (1) Management Analyst position and deleting one (1) Housing Program Coordinator position within the Administration Department.
6. General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Victor Ray Vidrio, III.
7. Planning and Development Services – Approval – Final Acceptance for CIP 16-20, Owens Mountain & Temperance Roundabout.
8. Planning and Development Services – Approval – Bid Award for CIP 21-23 Bus Bay at Department of Social Services; and Authorize the City Manager to Execute the Contract on behalf of the City.
9. Planning and Development Services – Approval – Bid Award for _____; and Authorize the City Manager to Execute the Contract on behalf of the City.
10. Planning and Development Services – Approval – Bid Award for CIP 20-09 Sewer Replacement; and Authorize the City Manager to Execute the Contract on behalf of the City.
11. Planning and Development Services – Approval – Res. 22-___, Bid Award for CIP 21-06 Modular Training Facility; and Authorize the City Manager to Execute the Contract on behalf of the City, Amending the 2021-2022 Community Investment Program Budget for General Services Fund.
12. Planning and Development Services - Approval - Bid Award for CIP 19-08, Traffic Signal Pedestrian Modifications; and Authorize the City Manager to execute the contract on behalf of the City.
13. Planning and Development Services – Approval – Res. 22-_____, Final Map Tract 6348, located at the northeast corner of West Nees and North Timmy Avenues (Gleneagles Homes, Gary McDonald Homes).
14. Planning and Development Services – Approval – Res. 22-_____, Annexation of Proposed Tract 6348, located at the northeast corner of West Nees and North Timmy Avenues, to the Landscape Maintenance District No. 1 of the City of Clovis (Gleneagles Homes, Gary McDonald Homes).

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

15. Consider Approval - Res. 22-____, Update on the Sixth Cycle Housing Element Process and Consideration of Partial Participation in a Multi-Jurisdictional Housing Element Effort.

Staff: Dave Merchen, City Planner & Lily Cha, Associate Planner

Recommendation: Approve

COUNCIL ITEMS

16. Consider Appointment of a Citizens' Advisory Committee to Evaluate the Police Department's Funding, Operations and Staffing Levels, and Report back with Recommendations on Services Provided, Efficiencies, Operations, and Funding and Consider Approval of Committee Guidelines.

Staff: John Holt, City Manager

Recommendation: Approve

CITY MANAGER COMMENTS

17. COVID-19 Update.

COUNCIL COMMENTS

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:

Jan. 18, 2022 (Tue.)

Feb. 7, 2022 (Mon.)

Feb. 14, 2022 (Mon.)

Feb. 22, 2022 (Tue.)

CITY *of* CLOVIS
PROCLAMATION

Proclaiming January 2022 as
National Slavery and Human Trafficking Prevention Month

WHEREAS, Fresno Economic Opportunities Commission Sanctuary and Support Services Central Valley Against Human Trafficking project assisted and identified over 1,500 victims of human trafficking from our local communities; and

WHEREAS, the Central Valley against Human Trafficking project provides resources to empower self-sufficiency, restore dignity, and support recovery from trauma for survivors; and

WHEREAS, the International Labor Organization recognizes there are an estimated 40.3 million people in modern slavery globally where 1 in 4 victims are children; and

WHEREAS, the National Center for Missing and Exploited Children estimates one out of six endangered runaways were likely child sex trafficking victims; and

WHEREAS, the U.S. Department of Labor identified 139 goods from 75 countries made by forced and child labor; and

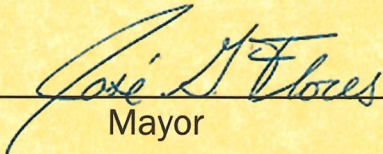
WHEREAS, the City of Clovis recognizes the need for greater awareness and accountability in regard to modern-day slavery.

NOW, THEREFORE, BE IT RESOLVED, that the Clovis City Council does hereby proclaim January 2022, to be

**National Slavery and Human Trafficking
Prevention Month**

IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 10th day of January, 2022.





Mayor

CITY *of* CLOVIS
PROCLAMATION

**Honoring Levy Lopez
 for Heroic Actions Taken**

WHEREAS, The winner of the Safe Fleet 2021 Public Safety Hero award is Levy Lopez from the City of Clovis, Solid Waste Division; and

WHEREAS, Levy Lopez has been a City of Clovis Senior Sanitation Operator for over 14 years with zero accidents. This safety record is impressive on its own, however, Levy has also demonstrated incredible consideration for others in single-handedly offering safety and support to someone in great need; and

WHEREAS, On May 21, 2021, Levy was on his way back from dumping at Clovis landfill when he noticed a vehicle off to the side of the road with someone outside seeming to want to get his attention; and

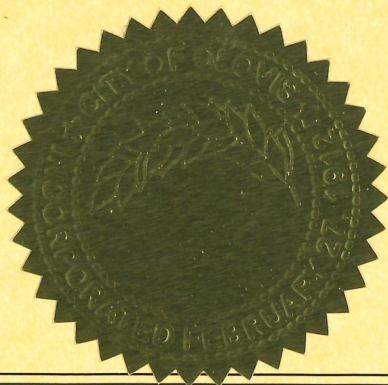
WHEREAS, Levy thought the person might need help. He turned the truck around and found that the man was having a heart attack. Levy called 911 right away, and stayed with the man until the ambulance arrived; and

WHEREAS, Levy is an outstanding employee, and his act of kindness shows that he will go out of his way to make sure not only the employees of the City of Clovis Solid Waste Division are safe, but also the people in the community.

NOW, THEREFORE, BE IT PROCLAIMED, that the Clovis City Council, does hereby honor and commend the heroic actions taken by

Levy Lopez

IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 10th day of January, 2022.





 Mayor

CLOVIS CITY COUNCIL MEETING

December 6, 2021

6:00 P.M.

Council Chamber

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

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

PUBLIC COMMENTS – 6:03

Don, resident, invited Council to attend the *Merry Christmas, George Bailey!* show.

David Phillips, representative of United Health Centers, invited the Council to the grand opening of the new United Health Centers clinic in Clovis.

CONSENT CALENDAR – 6:12

Motion by Councilmember Ashbeck, seconded by Councilmember Mouanoutoua, that the items on the Consent Calendar be approved, including the waiver of the reading of the ordinance. Motion carried by unanimous vote.

1. Administration - Adopted – **Ord. 21-08**, R2021-008, A request to rezone approximately 0.34 acre of property from the C-2 (Community Commercial) Zone District to the P-F (Public Facilities) Zone District, associated with properties located at 2300 Minnewawa Avenue. (Vote: 5-0)
2. Administration - Adopted – **Ord. 21-09**, Amending Section 6.3.22 of Chapter 6.3 of Title 6 of the Clovis Municipal Code Relating to Street Sweeping Service and Charges. (Vote: 5-0)
3. Administration – Approved – Award the Request for Proposals to Zones, Inc. for the purchase of twenty (20) Mobile Data Computers.
4. Fire Department - Approved – **Res. 21-135**, Authorize submittal of an Emergency Vehicle Replacement Program grant application under the San Joaquin Valley Air Pollution Control District Public Benefit Grant Program and Authorize the City Manager to be the Contract Authority; and Approved – **Res. 21-136**, Amending the 2021-2022 FY budget to reflect the grant pre-approval amount and remainder of Fire Engine purchase price and authorizing the sole-source purchase of the Fire Engine from Golden State Fire Apparatus in Sacramento, CA.
5. Fire – Approved – **Res. 21-137**, Amending the 2021-2022 FY Budget to allow for the purchase and implementation of the dispatch to dispatch software to be utilized by Public Safety.
6. General Services – Approved - **Res. 21-138**, Authorizing Amendments to the Records Supervisor Classification in the Police Department.
7. Planning and Development Services - Approved – Final Acceptance for Final Map for Tract 6114, located at the southwest area of Ashlan and Leonard Avenues (Two Creeks South, LP, (Wilson Homes)).
8. Planning and Development Services - Approved – Final Acceptance for Final Map for Tract 6120, located at the northeast area of Leonard and Barstow Avenues (BN 6120 LP, Bonadelle Neighborhoods).

- 9. Planning and Development Services - Approved – **Res. 21-139**, A request to authorize the City Manager to execute a consultant agreement between the City of Clovis and LSA for the preparation of an Environmental Impact Report (EIR) and related services covering approximately ±218 acres of property located South of E. Behymer Avenue, between the Enterprise Canal and N. Sunnyside Avenues. Wilson Premier Homes, Inc., applicant; Harbour & Associates, representative.
- 10. Public Utilities – Approved – Award Solid Waste Large Container Contract to Industrial Waste and Salvage (IWS).

PUBLIC HEARINGS – 6:14

6:14 – ITEM 11 - APPROVED ACTIONS RELATED TO ANNEXATION OF TERRITORY (ANNEXATION #70, T6166 - SEC GETTYSBURG/HIGHLAND) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).CAPS Item 1

11A. - APPROVED - RES. **21-140**, A RESOLUTION ANNEXING TERRITORY (ANNEXATION #70) (T6166 - SEC GETTYSBURG/HIGHLAND) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES) AND CALLING A SPECIAL LANDOWNER ELECTION TO ANNEX TERRITORY (ANNEXATION #70) TO CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES)

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger
Motion carried by unanimous vote.

11B. - APPROVED - RES. **21-141**, A RESOLUTION OF THE CITY OF CLOVIS DECLARING THE RESULTS OF A SPECIAL LANDOWNER ELECTION AND DIRECTING RECORDING OF THE NOTICE OF SPECIAL TAX LIEN FOR CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger
Motion carried by unanimous vote.

6:19 – ITEM 12. - APPROVED ACTIONS RELATED TO ANNEXATION OF TERRITORY (ANNEXATION #71, T6348 - NEC WILLOW/NEES, T6367 - SEC NEES/ARMSTRONG) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

12A. - APPROVED - RES. **21-142**, A RESOLUTION ANNEXING TERRITORY (ANNEXATION #71) (T6348 - NEC WILLOW/NEES, T6367 - SEC NEES/ARMSTRONG) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES) AND CALLING A SPECIAL LANDOWNER ELECTION TO ANNEX TERRITORY (ANNEXATION #71) TO CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger
Motion carried 4-0-0-1 with Councilmember Whalen abstained.

12B. - APPROVED - RES. **21-143**, A RESOLUTION OF THE CITY OF CLOVIS DECLARING THE RESULTS OF A SPECIAL LANDOWNER ELECTION AND DIRECTING RECORDING OF THE NOTICE OF SPECIAL TAX LIEN FOR CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger
Motion carried 4-0-0-1 with Councilmember Whalen abstained.

ADMINISTRATIVE ITEMS – 6:56

6:56 – ITEM 13. - APPROVED – RES. **21-144**, FINAL AMENDMENTS TO THE 2020-21 BUDGET IN CONFORMANCE WITH THE BUDGET ORDINANCE AND RECEIVE AND FILE – YEAR END REPORT FOR ALL FUNDS AS OF JUNE 30, 2021.

Motion for approval by Councilmember Whalen, seconded by Councilmember Ashbeck.
Motion carried by unanimous vote.

7:14 – ITEM 14. – RECEIVED AND FILED - 2020-21 ANNUAL COMPREHENSIVE FINANCIAL REPORT.

7:41 – ITEM 15. - APPROVED – RES. **21-145**, AMENDING THE CITY’S FY 21-22 POSITION ALLOCATION PLAN BY ADDING THREE (3) POLICE OFFICER RECRUIT/LATERAL POSITIONS WITHIN THE POLICE DEPARTMENT.

Motion for approval by Councilmember Whalen, seconded by Councilmember Ashbeck.
Motion carried by unanimous vote.

COUNCIL ITEMS – 7:45

7:45 – ITEM 16. - APPROVED - RES. **21-146**, AGREEMENT FOR PROFESSIONAL LEGAL SERVICES AS CITY ATTORNEY.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Mounoutoua. Motion carried by unanimous vote.

7:53 – ITEM 17. - APPROVED VARIOUS ACTIONS ASSOCIATED WITH THE DEVELOPMENT OF A CITIZENS’ ADVISORY COMMITTEE TO EVALUATE THE POLICE DEPARTMENT’S FUNDING, OPERATIONS AND STAFFING LEVELS, AND REPORT BACK ON RECOMMENDATIONS ON SERVICES PROVIDED, EFFICIENCIES, OPERATIONS, AND FUNDING:

17A. CONFIRMED / AMENDED CONSENSUS DIRECTION PROVIDED TO STAFF AT THE NOVEMBER 15, 2021 MEETING;

It was the consensus of City Council to directed staff to move forward with the creation of a Citizens Advisory Committee (CAC) with the following direction:

1. Form the committee.
2. The makeup of the committee would be 25 members with each Council Member nominating 5 members each.
3. The scope of the Committee analysis would be staffing of the entire Police Department.
4. Review and report expenditures and staffing within the Police Department over the past fifteen years.
5. Consider what it is going to take to stay the “Safest City in the Valley”.
6. Report back on the required timeline should a tax measure be considered to be placed on the November 2022 ballot.

Staff requested further clarification on three items from the November 15, 2021, meeting as follows:

1. What is the consensus of Council participation on the committee? Consensus of Council to allow City Council participation in Committee meetings.
2. Unclear if Committee members would be required to live / work / own property in the City. Consensus of Council to require Committee members live, work, or own property in the City of Clovis.
3. Council indicated they were interested in having members of the general public involved in the process, outside of the selected committee members. Consensus of the Council for public to participate in the Committee meetings as well as town hall meetings after the Committee is concluded.

17B. APPROVED OPTIONS REGARDING FACILITATING THE 25 MEMBER COMMITTEE MEETINGS THROUGH THE PROCESS;

Don W., resident, commented on allowing the committee to independently choose a Chair and Vice Chair with no facilitator and a limit of 15 committee members.

It was the consensus of City Council for the Mayor to choose a Chair and Vice Chair from the Committee members to act as a facilitator for the Committee.

17C. APPROVED THE DRAFT CALENDAR FOR THE COMMITTEE MEETING TIMELINE;

It was the consensus of the Council to approve a draft calendar for the Committee as follows noting that timing could change during the process:

- January – April 2022 – Committee Meetings.
- May 2022 Committee reports back to Council.
- June 2022 – Town hall meeting(s).

- July 2022 – If a tax measure is recommended, there are things that need to be done to meet the deadline.
- August 8, 2022 – deadline to get County Clerk approved documents in time for the November.

17D. RECEIVED AND FILED AN ANALYSIS OF EXPENDITURES AND STAFFING WITHIN THE POLICE DEPARTMENT OVER THE PAST FIFTEEN YEARS.

Jordan, Clovis Police Officers' Association (CPOA) President, requested for Council to not steer the CAC and to not assert political views.

It was the consensus of the Council to receive and file the analysis of expenditures and staffing within the Police Department over the past fifteen years.

CITY MANAGER COMMENTS – 9:39

9:39 – ITEM 18. - COVID-19 UPDATE.

COUNCIL COMMENTS – 9:44

CLOSED SESSION – 9:57

ITEM 19. - Government Code Section 54956.9(d)(1) Conference with Legal Counsel - Existing Litigation In Re: National Prescription Opiate Litigation; U.S. District Court, N.D. Ohio, Eastern Division; Case No. Case No. 1:17-md-2804

Motion by Whalen, seconded by Mouanoutoua, and approved 5-0, the City Council approved of the City participating in the national opioid case settlements and entering into a settlement participation agreement in the Janssen settlement (opioid manufacturer case settlement) and a settlement participation agreement in the Distributor settlement (opioid distributors case settlement).

ITEM 20. - Government Code Section 54956.9(d)(2) Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation One potential case

Mayor Flores adjourned the meeting of the Council to December 13, 2021

Meeting adjourned: 10:40 p.m.

Mayor

City Clerk

CLOVIS CITY COUNCIL MEETING

December 13, 2021

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Flores at 6:03
Flag Salute led by Councilmember Bessinger

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

PRESENTATION – 6:04

6:04 - ITEM 1 - PRESENTATION OF PROCLAMATION IN RECOGNITION OF LENNY "PAPPY" PAPULIAS' SUPPORT OF THE ANNUAL THANKSGIVING LUNCH AT THE CLOVIS SENIOR ACTIVITY CENTER.

The Clovis City Council and the Senior Activity Center staff presented a proclamation recognizing Lenny "Pappy" Papulias for 39 years of support in cooking and serving Thanksgiving meals at the Clovis Senior Activity Center.

6:10 - ITEM 2 - PRESENTATION OF RESOLUTION BY THE BOARD OF DIRECTORS OF THE FRESNO IRRIGATION DISTRICT HONORING LUKE SERPA FOR HIS MANY YEARS OF DEDICATED SERVICE.

Bill Stretch, General Manager of the Fresno Irrigation District, presented a resolution by the Fresno Irrigation District Board recognizing Luke Serpa for his many years of dedicated service.

6:15 - ITEM 3 - PRESENTATION OF PROCLAMATION HONORING CITY MANAGER LUKE SERPA UPON HIS RETIREMENT AND COMMENDING HIM FOR 16 YEARS OF SERVICE TO THE CLOVIS COMMUNITY.

The Clovis City Council presented a proclamation honoring Luke Serpa for his 16 years of service to the City of Clovis and the Clovis community and proclaiming December 13, 2021, as Luke Serpa Day.

COUNCIL ITEM – 6:21

6:21 – ITEM 17 - APPROVED - CONFIRMATION OF CITY MANAGER'S APPOINTMENT OF ASSISTANT CITY MANAGER.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger.
Motion carried 4-0-1 with Councilmember Whalen absent.

PUBLIC COMMENTS – 6:25

Rami Zwebti, resident, commented on concerns regarding CUSD board meetings and COVID-19 vaccine mandates.

CONSENT CALENDAR – 6:33

Mayor Flores identified a conflict of interest with Item 9 due to owning property within 1000 feet of the project and will abstain from voting on the item.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar, with the exception of Item 9, be approved. Motion carried 4-0-1 with Councilmember Whalen absent

4. Administration - Approve - Minutes from the November 15, 2021 Council Meeting.
5. Finance – Received and Filed – Investment Report for the Month of July 2021.
6. Finance – Received and Filed – Treasurer’s Report for the Month of July 2021.
7. Finance – Received and Filed – Investment Report for the Month of August 2021.
8. Finance – Received and Filed – Treasurer’s Report for the Month of August 2021.
10. Finance – Received and Filed – Status Report of Community Facilities District Revenues and Expenditures.
11. General Services – Approved - **Res. 21-148**, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Senior Information Technology Specialist Classification and Salary Range of \$6,028 to \$7,326 per month; and Approved - **Res. 21-149**, Amending the City’s FY 2021-22 Position Allocation Plan by adding one (1) Senior Information Technology Specialist position and deleting one (1) Information Technology Specialist position within the Administration Department.
12. Police - Approved - Waive the City’s Usual Purchasing Requirements and authorize the purchase of a Lenco BearCat; and Approved – **Res. 21-150**, Amending the 2021-2022 Public Utilities Department Fleet Capital Budget to allocate funds for purchase of the Lenco BearCat.
13. Planning and Development Services – Approved – Second Amendment to Land Tenure Agreement with Fresno Wildlife Rehabilitation Service.
14. Planning and Development Services – Approved – Final Acceptance for CIP 16-10 Owens Mountain Parkway Extension.

6:36 - CONSENT CALENDAR - ITEM 9 - FINANCE - APPROVED - **RES. 21-147**, A RESOLUTION OF INTENTION (ROI) TO ANNEX TERRITORY (ANNEXATION #72) (T6349 - NEC SHAW/LOCAN & T6377 SEC SHAW/LEONARD), TO THE COMMUNITY FACILITIES DISTRICT (CFD) 2004-1 AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN AND SETTING THE PUBLIC HEARING FOR JANUARY 18, 2022.

Motion for approval by Councilmember Mouanoutoua, seconded by Councilmember Bessinger. Motion carried 3-0-1-1 with Councilmember Whalen absent and Mayor Flores abstained.

ADMINISTRATIVE ITEMS – 6:38

6:39 – ITEM 15 - APPROVED VARIOUS ITEMS ASSOCIATED WITH CLOVIS LANDMARK SQUARE, LOCATED ON THE NORTH SIDE OF THIRD STREET AT VETERANS MEMORIAL PARKWAY.

ITEM 15A. RECEIVED AND FILED – UPDATE ON LANDMARK SQUARE CONSTRUCTION AND SOIL CONTAMINATION.

ITEM 15B. APPROVED – **RES. 21-151**, AMENDING THE 2021-2022 COMMUNITY INVESTMENT PROGRAM (CIP) BUDGET FOR THE LANDMARK SQUARE PROJECT.

Mayor Flores identified a conflict of interest with Item 15 due to owning property within 1000 feet of the project and will abstain from voting on the item.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua. Motion carried 3-0-1-1 with Councilmember Whalen absent and Mayor Flores abstained.

7:05 – ITEM 15A - CONSIDER APPROVAL – A REQUEST TO WAIVE THE CITY’S USUAL PURCHASING PROCEDURES AND AUTHORIZE THE PURCHASE OF FURNITURE FOR LANDMARK SQUARE FROM CORE BUSINESS INTERIORS UTILIZING PRICING FROM A COMPETITIVE BID AWARD THROUGH THE COUNTY OF FRESNO.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua. Motion carried 3-0-1-1 with Councilmember Whalen absent and Mayor Flores abstained.

COUNCIL ITEMS – 7:10

7:10 – ITEM – 16 - APPROVED – CHANGE OF COUNCIL MEETING SCHEDULE.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger. Motion carried 4-0-1 with Councilmember Whalen absent.

CITY MANAGER COMMENTS – 7:11

7:11 – ITEM 18 - COVID-19 Update.

Rami Zwebti, commented on issues regarding CUSD enforcement of new COVID-19 mandates.

COUNCIL COMMENTS – 7:26

CLOSED SESSION – 7:29

ITEM 19 - GOVERNMENT CODE SECTION 54956.9(D)(1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION CHARLES WAGES V. CITY OF CLOVIS, WORKER’S COMPENSATION APPEALS BOARD CASE NO. ADJ12270931

ITEM 20 - GOVERNMENT CODE SECTION 54956.9 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OR (3) OF SUBDIVISION (D) OF SECTION 54956.9 1 CASE

ITEM 21 - GOVERNMENT CODE SECTION 54956.9(D)(4) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION DECIDING WHETHER TO INITIATE LITIGATION ONE POTENTIAL CASE

Mayor Flores adjourned the meeting of the Council to January 10, 2022

Meeting adjourned: 8:15 p.m.

Mayor

City Clerk



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: January 10, 2022

SUBJECT: General Services – Approval – Res. 22-____, Amending the City’s FY 21-22 Position Allocation Plan by adding one (1) Management Analyst position and deleting one (1) Housing Program Coordinator position within the Administration Department.

ATTACHMENTS: 1. Res. 22-____, Position Allocation Plan

CONFLICT OF INTEREST

None.

RECOMMENDATION

For Council to approve Resolution 22-____ amending the City’s FY 21-22 Position Allocation Plan by adding one (1) Management Analyst position and deleting one (1) Housing Program Coordinator position within the Administration Department.

EXECUTIVE SUMMARY

Currently the Administration Department is authorized for one (1) Housing Program Coordinator position. It is recommended that the City’s Position Allocation Plan be amended to add one (1) Management Analyst position and delete (1) Housing Program Coordinator position. Council approval is required for changes to the Position Allocation Plan.

BACKGROUND

The Administration Department has recently evaluated the work assignments and needs in the department and has determined that the addition of one (1) Management Analyst position and deletion of one (1) Housing Program Coordinator position will more efficiently support the current needs of the department. Following an unsuccessful recruitment for Housing Program Coordinator, it was decided that the management level position of Management Analyst would improve the hiring pool and allow for more qualified and higher educated candidates. The desired position allocation change results in the need to modify the City’s Position Allocation Plan which requires Council approval.

FISCAL IMPACT

The fiscal impact of salary and benefits for the remainder of FY 21-22 is approximately an additional \$2,000. There are adequate funds in the Administration Department budget to cover the costs of the position.

REASON FOR RECOMMENDATION

The addition of one (1) Management Analyst position and the elimination of one (1) Housing Program Coordinator position will provide a more qualified candidate pool and better support the current staffing needs of the Administration Department. The change must be reflected in the authorized FY 21-22 Administration Department position allocation. Modification of the Position Allocation Plan requires Council Approval.

ACTIONS FOLLOWING APPROVAL

The position allocation for the Administration Department will be modified as noted in Attachment A. The position vacancy will be filled through a current eligible list or by a transfer request from the City employees currently in the Management Analyst position.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *AH*

RESOLUTION 22-

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CLOVIS APPROVING AMENDMENTS TO THE
CITY'S FY 21-22 POSITION ALLOCATION PLAN**

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

WHEREAS, the FY 21-22 Position Allocation Plan in the Administration Department was approved as part of the FY 21-22 City budget adoption process; and

WHEREAS, a review of the staffing needs of the City indicates that the addition of one (1) Management Analyst position and the deletion of one (1) Housing Program Coordinator is necessary in order to provide support for the complex assignments associated with the housing assistance and the rehabilitation programs for the Administration Department; and

WHEREAS, amending the City's adopted FY 21-22 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 21-22 Position Allocation Plan shall be amended as noted in Attachment A.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 10, 2022, by the following vote to wit:

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

DATED: January 10, 2022

Mayor

City Clerk

ATTACHMENT 1

POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY 21-22

DEPARTMENT		NUMBER OF POSITIONS
Administration Department		
Add:	Management Analyst	1.0
Delete	Housing Program Coordinator	1.0

ATTACHMENT A



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: General Services Department
 DATE: January 10, 2022
 SUBJECT: General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Victor Ray Vidrio, III.

ATTACHMENTS: None

CONFLICT OF INTEREST

None.

RECOMMENDATION

Reject the General Liability Claim filed on behalf of Victor Ray Vidrio, III.

EXECUTIVE SUMMARY

On behalf of Victor Vidrio, III (claimant), a General Liability Claim against the City of Clovis was filed on December 17, 2021, regarding the allegation that the City caused a dangerous condition by failure to warn drivers of road construction ahead. Mr. Vidrio claims that he sustained bodily injuries and seeks reimbursement for medical expenses. It is recommended that the claim be rejected at this time.

BACKGROUND

On December 17, 2021, a General Liability Claim was filed against the City of Clovis on behalf of Victor Vidrio, III. The claim was considered legally sufficient and timely. Mr. Vidrio alleged that on July 28, 2021, the City of Clovis caused a dangerous condition by failure to guard, protect and warn drivers of roadway construction. Mr. Vidrio sustained bodily injuries from the accident.

Mr. Vidrio seeks damages for his medical expenses, and pain and suffering in an amount in excess of \$25,000. The claim has been filed as a “civil unlimited case”.

FISCAL IMPACT

Rejection of the claim does not result in any fiscal impact.

REASON FOR RECOMMENDATION

It is recommended that the claim be rejected. The City is not liable for this claim. In addition, by rejecting this claim, the time in which lawsuits may be filed against the City will begin to run.

ACTIONS FOLLOWING APPROVAL

A letter will be sent to the claimant informing that the claim has been rejected.

Prepared by: Charles W. Johnson, Management Analyst

Reviewed by: City Manager *AH*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Final Acceptance for CIP 16-20, Owens Mountain & Temperance Roundabout.

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 project replaced the existing signalized intersection with a multi-lane roundabout. Construction consisted of new roadway approaches to the intersection, construction of the roundabout, installation of new concrete sidewalk and curb and gutter, realignment of the storm drainage system, new landscaping, and streetlights.

BACKGROUND

The City Council awarded the project to the lowest bidder, Emmett's Excavation, Inc., on December 9, 2019. The project was completed in accordance with the construction documents. The duration of the project was extended beyond the planned completion date due to unforeseen circumstances caused by discrepancies in the existing underground utilities and shortages of certain materials.

FISCAL IMPACT

1. Contract Award Amount	\$2,568,471.90
2. Cost decrease resulting from differences between estimated quantities used for award and actual quantities installed	(\$134,694.12)
3. Contract Change Orders	\$124,023.80
CCO 1 Additional Water Valves	
CCO 2 temporary Lights	
CCO 3 Portal Sierra Sign	
CCO 4 Multiple Force Account Items	
4. Liquidated Damages Assessed	\$0.00
Final Contract Cost	\$2,557,801.58

This project was budgeted in the 2019-2020 Community Investment Program. Funding for this project is from the Federal Congestion Mitigation and Air Quality Improvements Program (CMAQ) and local funds.

REASON FOR RECOMMENDATION

The Public Utilities Department, City Engineer, Senior Engineering Inspector and 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, Emmett’s Excavation, Inc. has requested final acceptance.

ACTIONS FOLLOWING APPROVAL

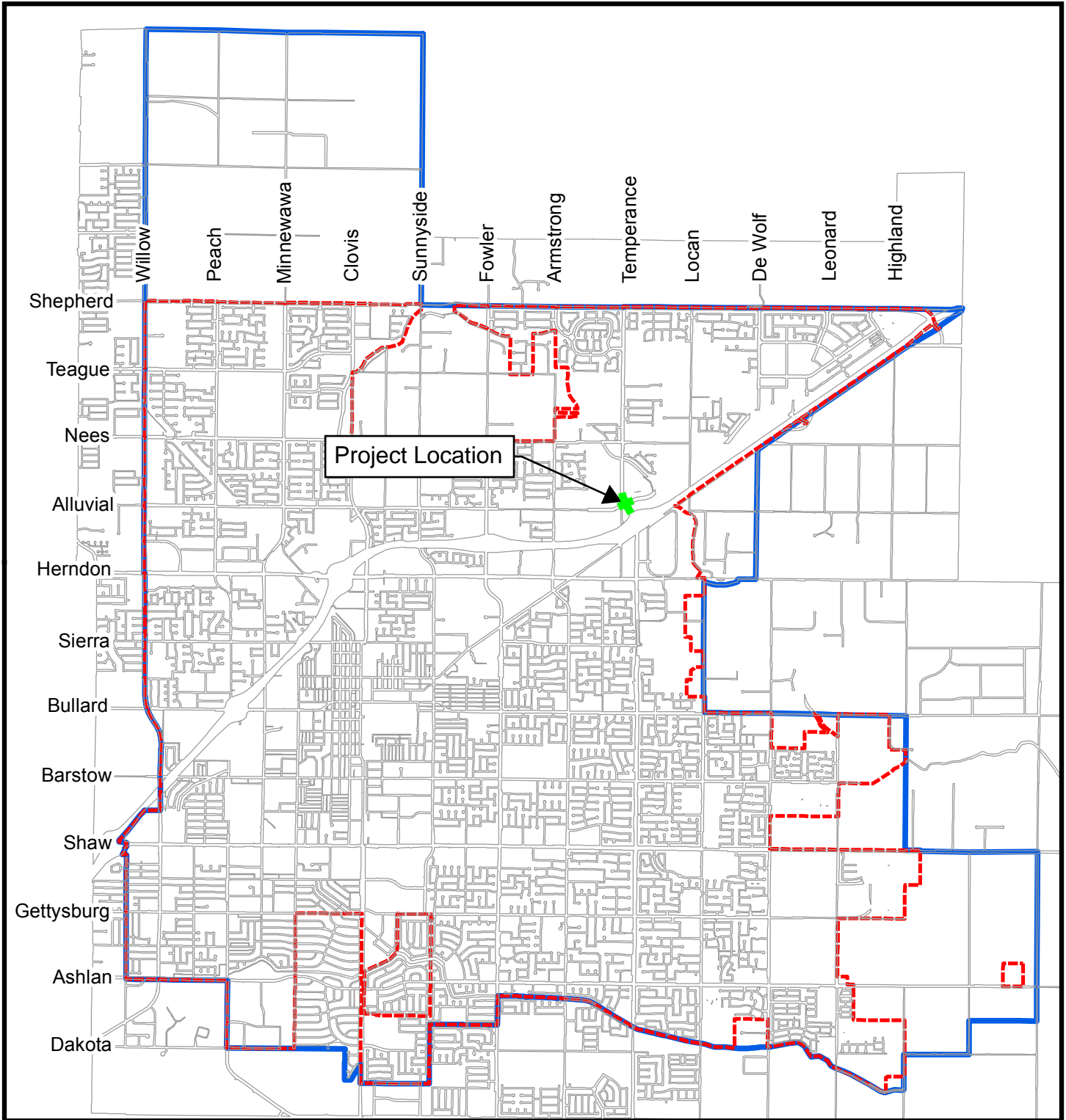
1. The notice of completion will be recorded; and
2. All retention funds will be released pursuant to Federal requirements and the Prompt Payment of Funds Withheld to Subcontractors clause of the Local Assistance Procedures Manual.

Prepared by: Fernando Copetti, Civil Engineer

Reviewed by: City Manager AH

VICINITY MAP

CIP 16-20 Owens Mountain Pkwy & Temperance Avenue Roundabout



ATTACHMENT 1



CITY LIMITS
 SPHERE OF INFLUENCE



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 21-23 Bus Bay at Department of Social Services; 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 21-23, Bus Bay at Department of Social Services to Heavy Road & Rail Inc. in the amount \$76,974; 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 award a contract and authorize the City Manager to execute the contract to Heavy Road & Rail Inc., who was the lowest responsible bidder from a bid opening that took place on December 7, 2021.

The project consists of constructing a bus bay reinforced concrete pad for the street shoulder on the east side of Peach Avenue just north of West Dakota Avenue. This is the location of a regional bus stop near the new Department of Social Services facility that includes services from Fresno Area Express. The area is long enough for multiple busses to stop along the curb.

BACKGROUND

The following is a summary of the bid results of December 7, 2021:

<u>BIDDERS</u>	<u>BASE BIDS</u>
Heavy Road & Rail Inc.	\$76,974.00
Garcia Paving Inc.	\$81,761.30
Terra West Construction Inc.	\$87,280.00
CENCAL Services, Inc.	\$90,450.00
Smith Construction Company, Inc.	\$91,463.40
HBC Enterprises	\$95,089.00
Caliber Contracting Services, Inc.	\$106,357.86
ENGINEER'S ESTIMATE	\$80,150.00

All bids were examined, and the bidder's submittals were found to be in order with Heavy Road & Rail Inc. as the lowest responsible bidder. Staff has validated the lowest bidder's contractor license status.

FISCAL IMPACT

This project was budgeted in the 2021-2022 Community Investment Program. The project is funded by the Measure C Transit Oriented Development Housing Program through the City's Community Investment Program.

REASON FOR RECOMMENDATION

Heavy Road & Rail Inc. is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project.

ACTIONS FOLLOWING APPROVAL

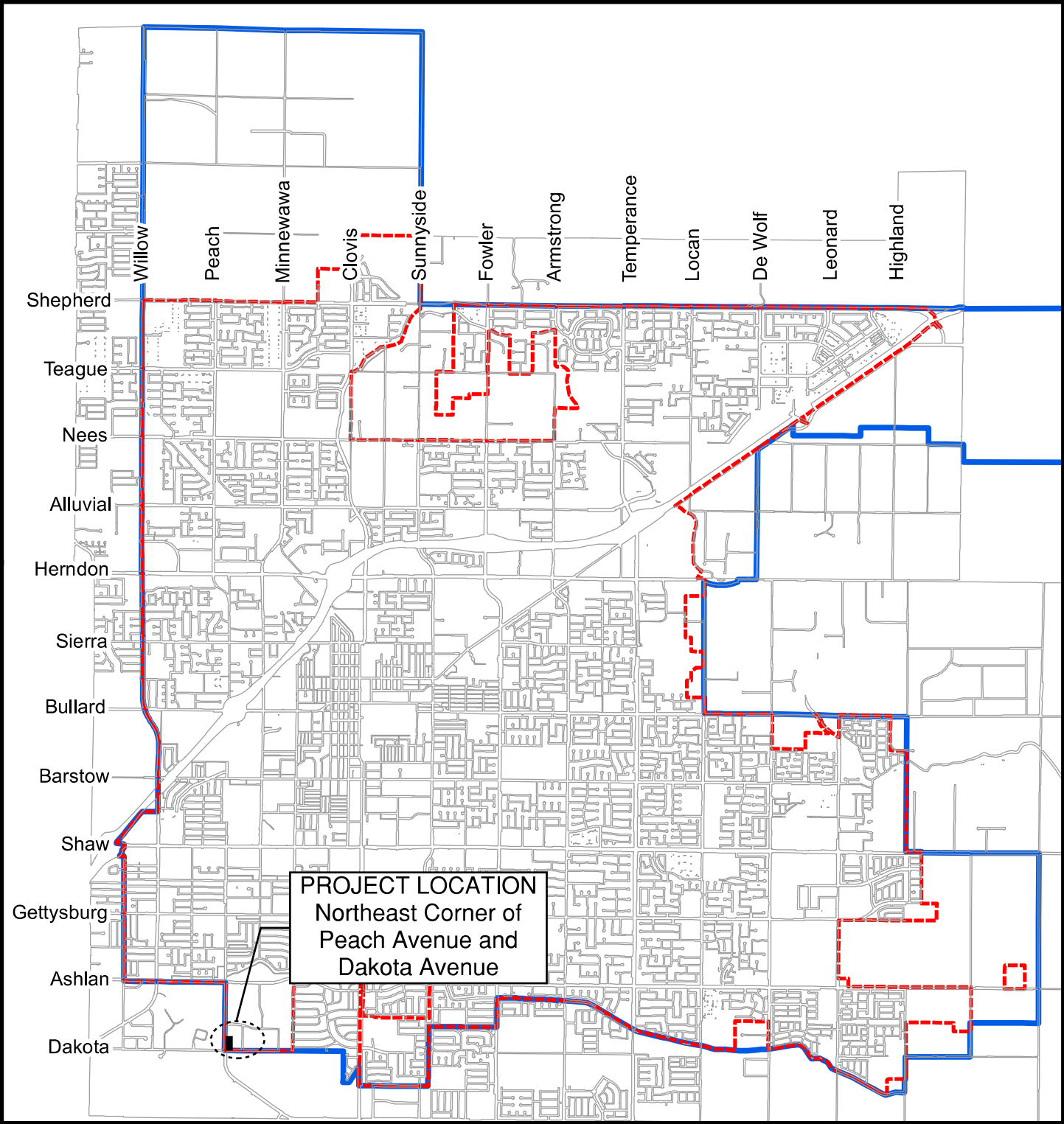
1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction will begin approximately one (1) week after contract execution and be completed in twenty (20) working days thereafter.

Prepared by: Jorge Aguilera, Engineer I

Reviewed by: City Manager AH

VICINITY MAP

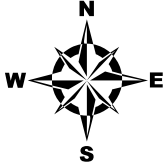
CIP 21-23 Bus Bay at Department of Social Services



PROJECT LOCATION
 Northeast Corner of
 Peach Avenue and
 Dakota Avenue



ATTACHMENT 1





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2021

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 21-08 Sierra Meadows Monument Sign; 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 21-08, Sierra Meadows Monument Sign to HBC Enterprises in the amount \$35,771.79; 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 HBC Enterprises who was the lowest responsible bidder from a bid opening that took place on December 07, 2021.

The park was formerly named Sierra Meadows Park; however, the park was renamed to David McDonald Park. This project was bid as Sierra Meadows Monument Sign. The monument sign will read "David McDonald."

The project consists of the construction of one cast-in-place concrete monument sign at the main entrance to David McDonald Park (formerly known as Sierra Meadows Park), which is located at the Sierra-Coventry Intersection, west of Temperance Avenue.

BACKGROUND

The following is a summary of the bid results of December 07, 2021:

BIDDERS**BASE BIDS**

HBC Enterprises	\$35,771.79
Alfaro Communications Construction, Inc.	\$55,000.00
David A. Bush, Inc.	\$85,083.00

ENGINEER'S ESTIMATE**\$33,000.00**

All bids were examined and the bidder's submittals were found to be in order with HBC Enterprises as the lowest responsible bidder. Staff has validated the lowest bidder's contractor license status.

FISCAL IMPACT

This project was budgeted and funded by the General Fund of the 2021-2022 Community Investment Program.

REASON FOR RECOMMENDATION

HBC Enterprises is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project.

ACTIONS FOLLOWING APPROVAL

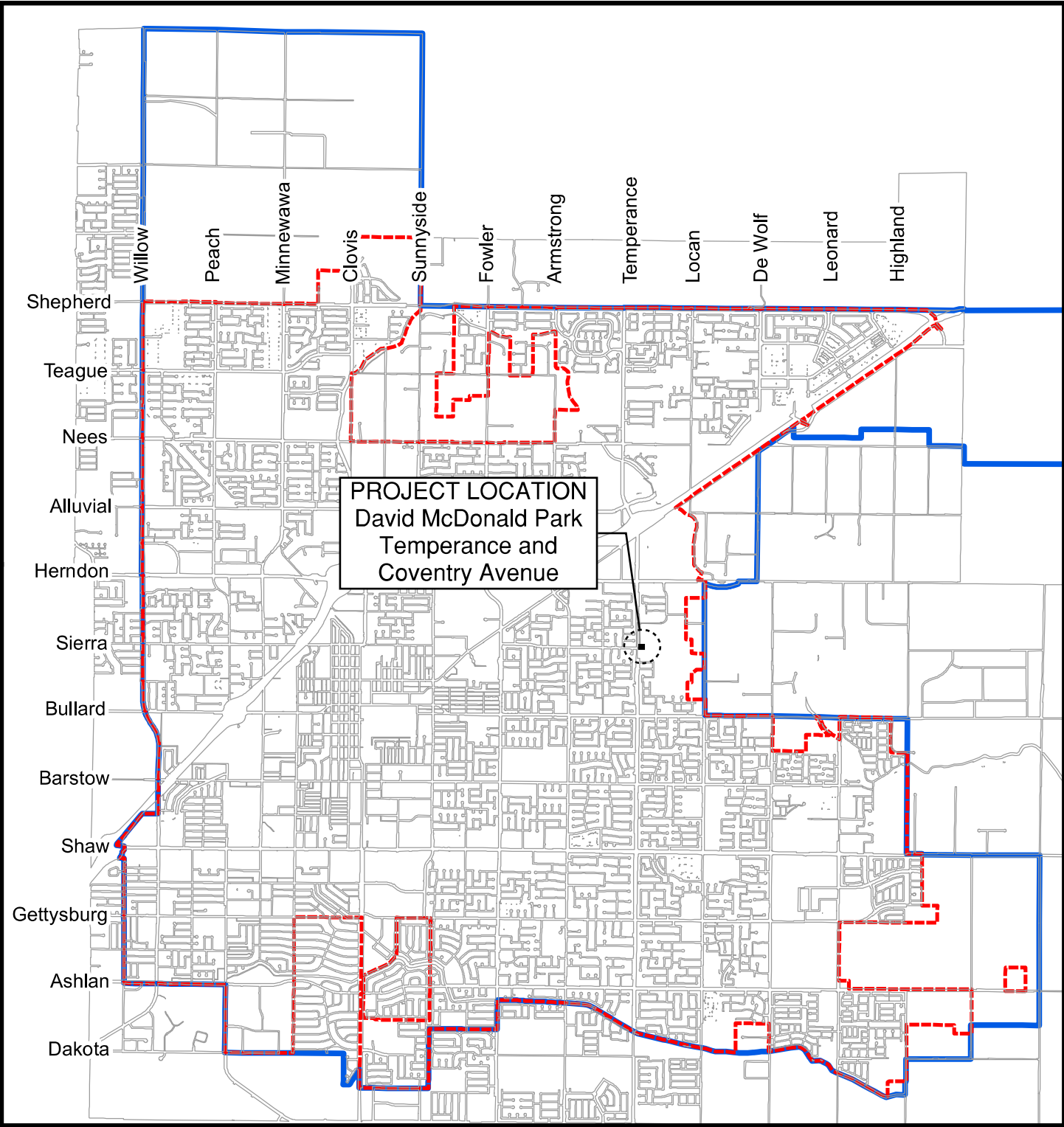
1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction will begin approximately one (1) week after contract execution and be completed in twenty (20) working days thereafter.

Prepared by: Jorge Aguilera, Engineer I

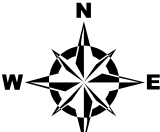
Reviewed by: City Manager AH

VICINITY MAP

CIP 21-08 Sierra Meadows Monument Sign



ATTACHMENT 1





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 20-09 Sewer Replacement; 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 20-09, Sewer Replacement to Emmett's Excavation, Inc. in the amount \$522,367.00; 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 Emmett's Excavation, Inc., who was the lowest responsible bidder from a bid opening that took place on December 14, 2021.

The project consists of the removal and replacement of existing sewer mains to reduce future maintenance costs on the existing sewer mains. There are four locations: Holland Avenue at Paula Dr, alley between Clovis Avenue & Pollasky Avenue from 2nd Street to 1st Street, Stanford Avenue at Robinwood Avenue, & Laverne Avenue at Gibson Avenue.

BACKGROUND

The following is a summary of the bid results of December 14, 2021:

BIDDERS

BASE BIDS

Emmett’s Excavation, Inc.	\$522,367.00
Floyd Johnston Construction Company, Inc.	\$538,599.00

ENGINEER’S ESTIMATE

\$397,035.00

All bids were examined, and the bidder’s submittals were found to be in order with Emmett’s Excavation, Inc. as the lowest responsible bidder. Staff has validated the lowest bidder’s contractor license status. After review of the bids, staff determined that even though the bids are more than 25% over the estimate, they are close to each other and represent the current cost increases in the market. It was also determined that postponing this project would only lead to increased maintenance costs.

FISCAL IMPACT

This project was budgeted in the 2021-2022 Community Investment Program. The project is funded by the Sewer Capital – Enterprise fund through the City Community Investment Program. There is sufficient funding available for the project.

REASON FOR RECOMMENDATION

Emmett’s Excavation, Inc. is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project.

ACTIONS FOLLOWING APPROVAL

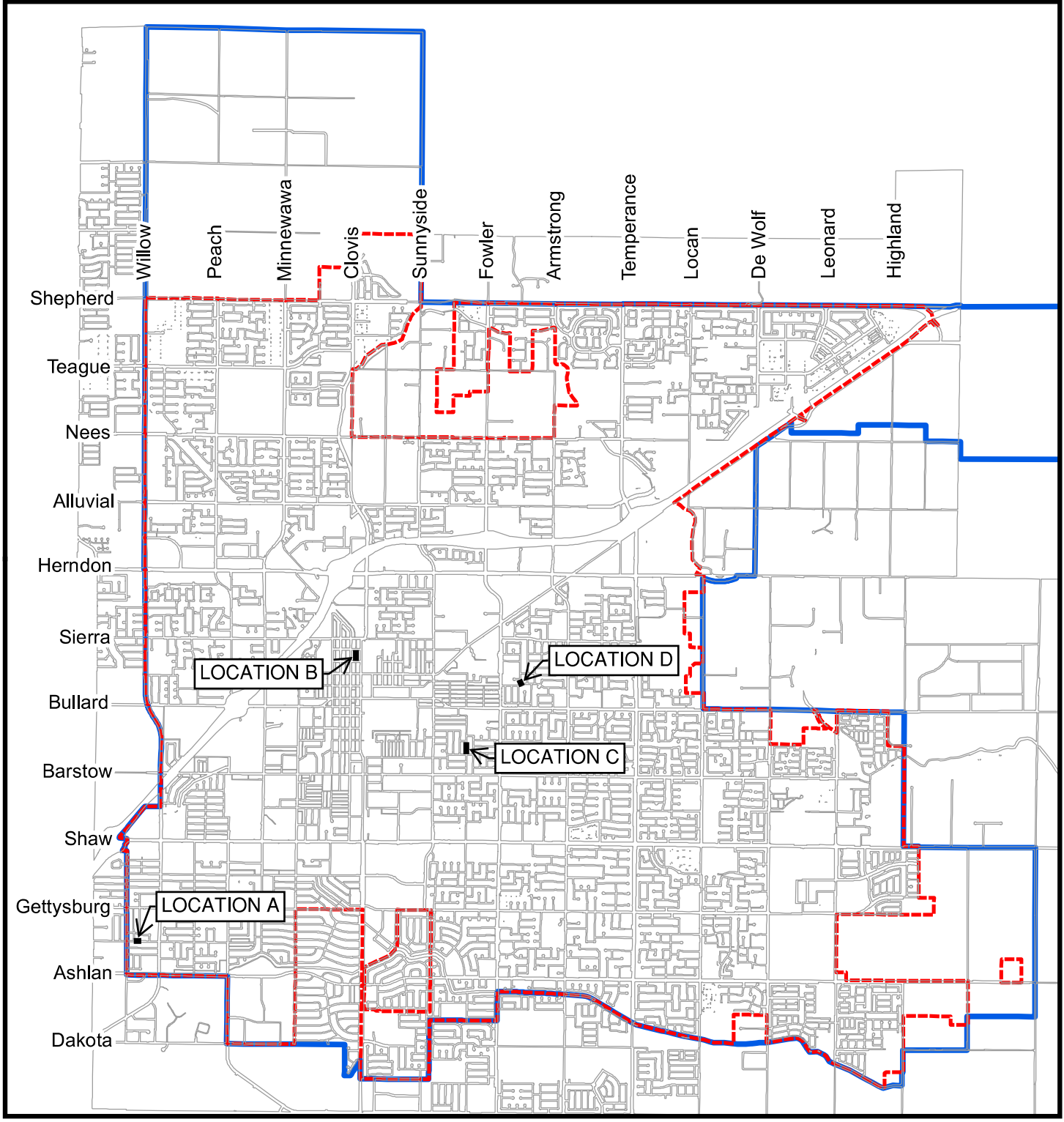
1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction will begin approximately one (1) week after contract execution and be completed in thirty-five (35) working days thereafter.

Prepared by: Nate Stava, Civil Engineer

Reviewed by: City Manager AAH

VICINITY MAP

CIP 20-09 SEWER REPLACEMENT



ATTACHMENT 1





CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Res. 22-___, Bid Award for CIP 21-06 Modular Training Facility; and Authorize the City Manager to Execute the Contract on behalf of the City, Amending the 2021-2022 Community Investment Program Budget for General Services Fund.

ATTACHMENTS: 1. Res. 22-___ - Budget Amendment
2. Vicinity Map

CONFLICT OF INTEREST

None.

RECOMMENDATION

1. For the City Council to approve a resolution amending the 2021-2022 Community Investment Program (CIP) budget for the Modular Training Facility Project; and
2. For the City Council to award a contract for CIP 21-06, Modular Training Facility to Fortune-Ratliff General Contractors, Inc. in the amount \$2,342,502.00; and
3. 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 approve a resolution amending the CIP budget for the Modular Training Facility Project and authorize the City Manager to award and execute the contract to Fortune-Ratliff General Contractors, Inc., who was the lowest responsible bidder from a bid opening that took place on December 14, 2021.

The project consists of the construction of a Modular Training Facility Building located at the northeast corner of Lind Avenue and Pontiac Way. This building will initially be used to temporarily house the crew for Fire Station 2 while the Fire Station 2 building is in the process of being reconstructed on its existing site. Once the new Fire Station 2 building is complete and the Fire Station 2 crew moves out of the modular building, the modular building will be modified to be used as a training facility. The existing Fire Station 2 building condition is degrading rapidly

and is in need of costly maintenance that is difficult to postpone much longer. To avoid this additional maintenance cost, the Fire Station 2 reconstruction project needs to start as soon as possible. The modular building project timing is vital to keep the Fire Station 2 reconstruction project on schedule and to provide a location for the crew in the southwest area during reconstruction of Fire Station 2.

BACKGROUND

The following is a summary of the bid results of December 14, 2021:

<u>BIDDERS</u>	<u>BASE BIDS</u>
Fortune-Ratliff General Contractors, Inc.	\$2,342,502.00
ENGINEER’S ESTIMATE	\$1,251,000.00

All bids were examined, and the bidder’s submittals were found to be in order with Fortune-Ratliff General Contractors, Inc. as the lowest responsible bidder. Staff has validated the lowest bidder’s contractor license status.

After the bid opening, the City’s consultant, Vanir, made inquiries with prospective bidders to find out why they did not submit bids. Initially, there were about 6 modular building companies that had shown interest in the project. Staff expected to have multiple bids submitted on the project, and the one bid submitted had the modular company as a subcontractor instead of a prime contractor. Of the modular companies contacted, one stated they could not meet the timeline laid out in the specifications due to their current workload. A couple of the other companies stated they assumed there were too many bidders, so they decided not to submit. Vanir also contacted the modular company included as the subcontractor for the bid submitted, and they confirmed they are able to meet the construction timelines and they have the materials needed for the building construction.

Engineering staff, the Fire Chief, and Administration discussed alternatives to awarding the project since the bid received is over one million dollars more than the estimate:

- The first option is to cancel the project entirely and temporarily house the Fire Station crew at an alternative location during the Fire Station 2 reconstruction. It was decided that the alternative locations for this option, one of which being Fire Station 1, would increase emergency call times in the southeast area to a point that would not be satisfactory.
- The second option would be not to award the bid received and rebid the project with a hope of more favorable bids. To do this staff would need to make modifications to the project plans and specifications prior to rebidding. It was decided that this option would not guarantee lower bids and it would keep the crew for Fire Station 2 in a building that has major maintenance issues for multiple months longer as we go through the bidding process again. As construction costs increase on a monthly basis, this could also increase the construction cost of Fire Station 2 with the delay.

- The final option of awarding the bid was decided upon as the best option. It will still allow the Fire Station crew to be located in the southwest area during reconstruction of Fire Station 2. It will also allow the Fire Station 2 project to stay on the current schedule.

FISCAL IMPACT

This project was budgeted in the 2021-2022 Community Investment Program. The project is funded by the General Services Fund through the City Community Investment Program. The original budget for the Modular Training Facility project was \$2 million with the assumption of the engineers estimate for construction. Modifications have been made to the budget estimate including the bid amount received for a revised budget amount of \$3 million. The increase to the budget for this project could impact the timing of potential future projects funded by the General Services Fund.

REASON FOR RECOMMENDATION

Fortune-Ratliff General Contractors, Inc. is the lowest responsible bidder. The Budget Amendment is needed to financially account for the additional expenditures in the General Fund.

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 two hundred sixty (260) calendar days thereafter.

Prepared by: Nate Stava, Civil Engineer

Reviewed by: City Manager AdH

RESOLUTION 22-___

**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 Services Fund; and

WHEREAS, the additional expenditures needed for the Modular Building at the Fire Training Facility Construction project were not anticipated or included in the 2021-2022 Community Investment Program – General Services Fund.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Clovis approves the budget amendment as shown in the “Summary of Expenditures by Department”, “Summary of Expenditures by Fund”, and “Summary of Transfers by Fund” attached as Attachment A.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 10, 2022, by the following vote, to wit.

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

DATED: January 10, 2022

Mayor

City Clerk

Attachment A

SUMMARY OF EXPENDITURES BY DEPARTMENT

Department

General Government Facilities \$1,000,000

Total \$1,000,000

SUMMARY OF EXPENDITURES BY FUND

Fund

General Services \$1,000,000

Total \$1,000,000

SUMMARY OF TRANSFERS BY FUND

Transfer In

Fund

General Services \$1,000,000

Total \$1,000,000

Transfer Out

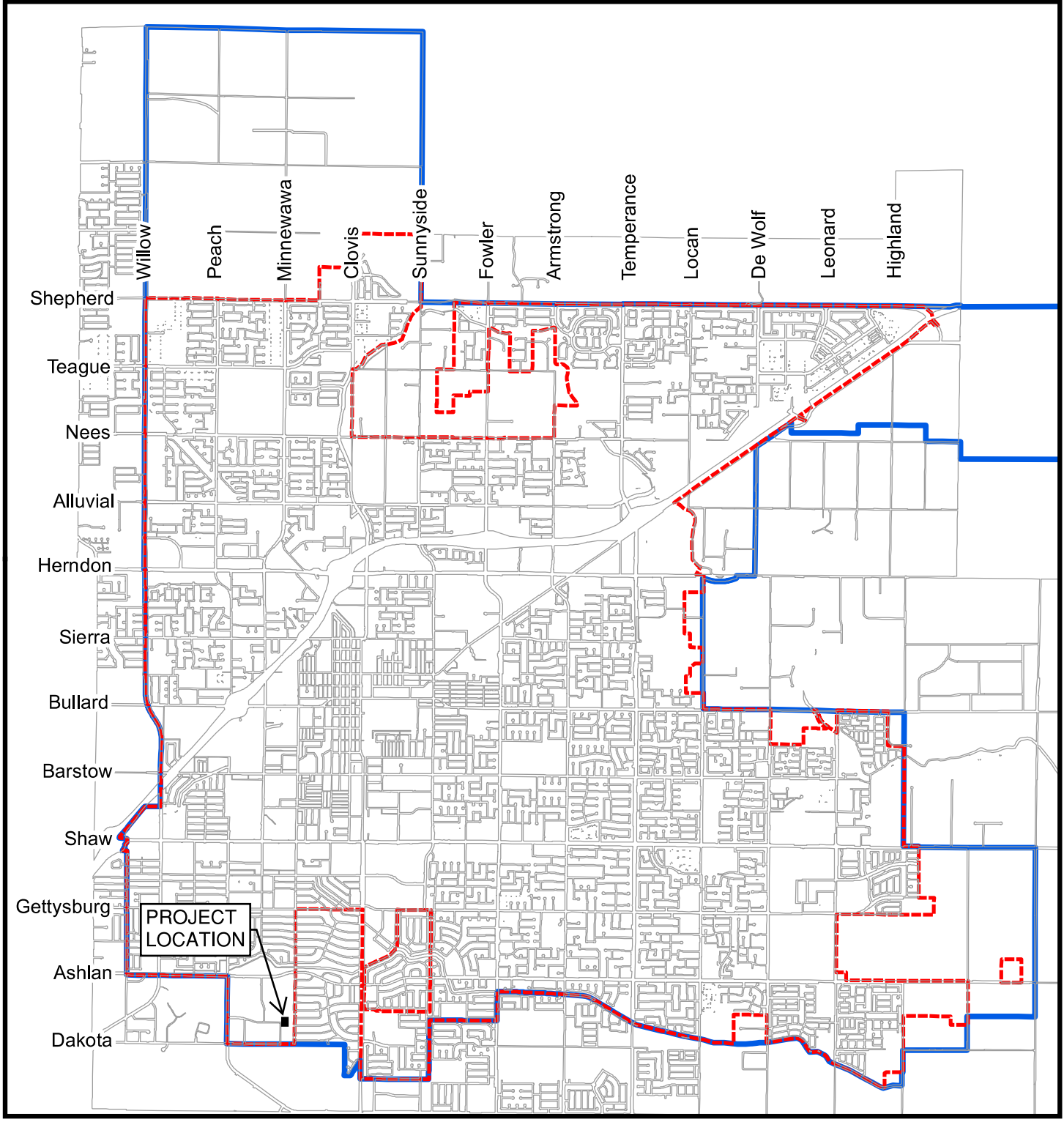
Fund

General Fund \$1,000,000

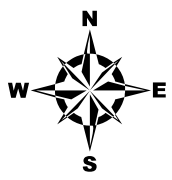
Total \$1,000,000

VICINITY MAP

CIP 21-06 MODULAR TRAINING FACILITY



ATTACHMENT 2





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: January 10, 2022

SUBJECT: Planning and Development Services - Approval - Bid Award for CIP 19-08, Traffic Signal Pedestrian Modifications; 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 19-08, Traffic Signal Pedestrian Modifications, to St. Frances Electric Company, Inc. in the amount of \$492,875; 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 award a contract and authorize the City Manager to execute the contract to St. Francis Electric, Inc., who was the lowest responsible bidder from a bid opening that took place on December 7, 2021.

This project will modify 28 traffic signalized intersections within the City of Clovis to upgrade the pedestrian signal equipment (see vicinity map). These 28 intersections were selected because they did not have Accessible Pedestrian System (APS) equipment, and they were 100% within the operation and maintenance jurisdiction of the City of Clovis. The project includes upgrading the existing pedestrian push button stations with audible accessible pedestrian push buttons stations. In addition, the incandescent pedestrian signal indications will be replaced with LED countdown pedestrian signal modules.

BACKGROUND

The following is a summary of the bid results of December 7, 2021:

BIDDERS	BASE BIDS
St. Frances Electric, Inc.	\$ 492,875.00
Alfaro Communications Construction, Inc.	\$ 495,000.00
Pelagic Engineering	\$ 525,348.00
CINQ 818, Inc. (dba C3 Engineering)	\$ 533,066.00
PTM General Engineering Services, Inc.	\$ 586,068.00
ENGINEER'S ESTIMATE	\$ 376,646.00

All bids were examined, and the bidder's submittals were found to be in order with St. Frances Electric, Inc. as the lowest responsible bidder. Staff has validated the lowest bidder contractor's license status. After review of the bids, staff determined that even though the bids are more than 30% over the estimate, they are close to each other and represent the current cost increases in the market. St. Frances Electric was contacted regarding its bid cost for various equipment bid items. They indicated that the increased prices for equipment are primarily caused by the Covid-19 Virus situation. Suppliers are burdened with material shortages and reduced staffing, therefore there is an expectation of increased material cost and delivery delays. Since these Covid-caused conditions are not expected to subside in the near future and the low bids received were comparatively similar, staff believes that re-bidding this project would not produce substantially lower bid results.

FISCAL IMPACT

This project was included in the 2021-2022 fiscal year budget. The project is funded by the street fund and Highway Safety Improvement Program (HSIP) grant funding. Staff has requested additional HSIP funding for the difference between the engineers estimate and the low bid. If the request for additional HSIP funding is denied, gas tax or Measure C funds will be used for the difference.

REASON FOR RECOMMENDATION

St. Frances Electric, Inc. is the lowest responsible bidder. There are sufficient funds available to complete the 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 two (2) weeks after contract execution and shall be completed in Forty (40) working days thereafter.

Prepared by: Tim Barker, Civil Engineer

Reviewed by: City Manager AH

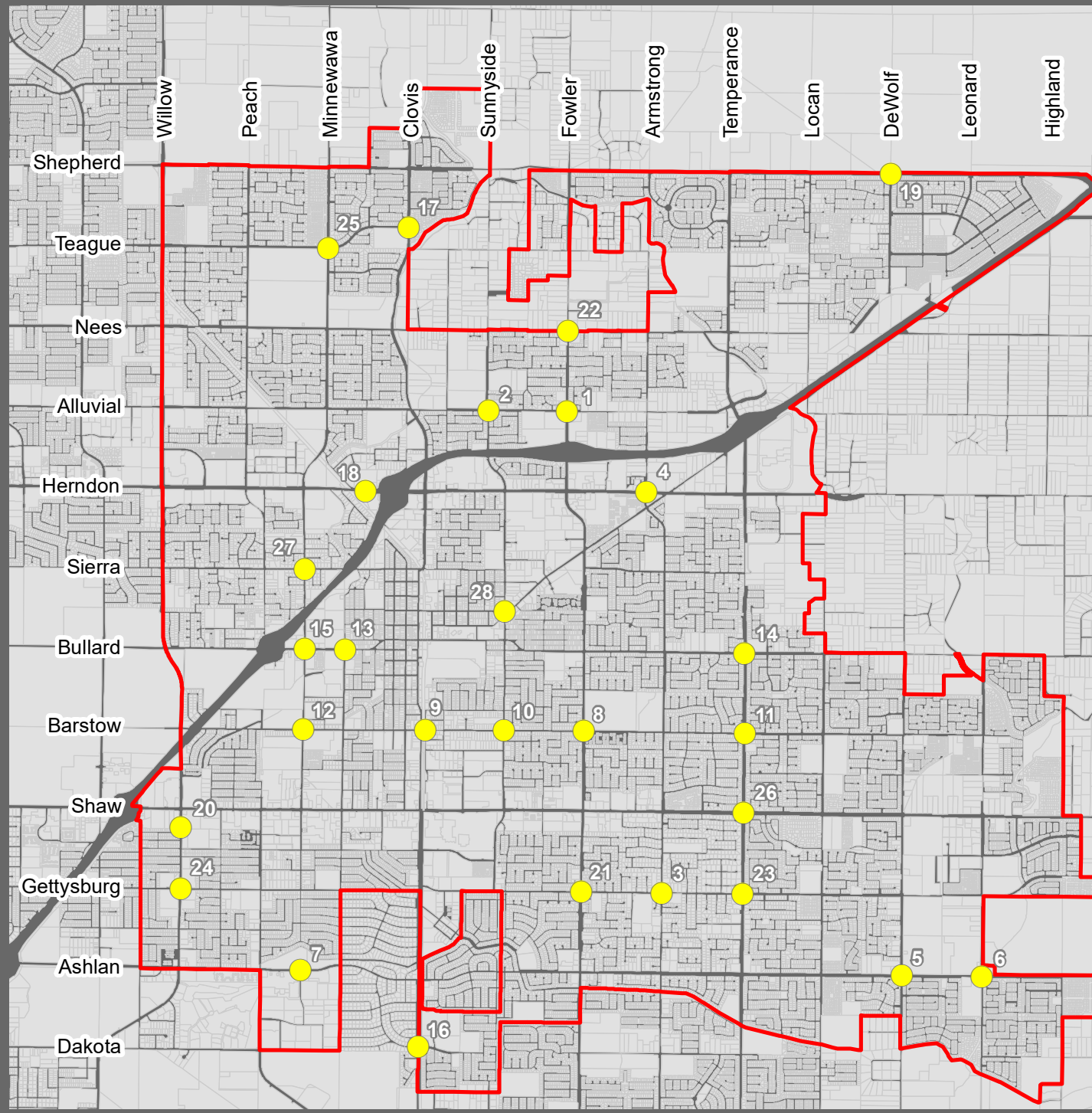




Cycle 9
Highway Safety Program (HSIP)
HSIPL-5208 (168)

Intersection/Location Map

Traffic Signal Pedestrian
Modification Upgrades

March 2021



-  Project Locations
-  Clovis City Limits





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Res. 22-____, Final Map Tract 6348, located at the northeast corner of West Nees and North Timmy Avenues (Gleneagles Homes, Gary McDonald Homes).

ATTACHMENTS: 1. Res. 22-____
2. Vicinity Map
3. Copy of Final Map

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to approve Res. 22-____, which will:

1. Accept the offer of dedication of parcels and public utility easements within Tract 6348; and
2. Authorize recording of the final map.

EXECUTIVE SUMMARY

The owner, Gleneagles Homes (Gary McDonald), acting as the subdivider, has submitted a final map for approval. The improvement plans have been approved by City staff. The improvements to be installed include curb, gutter, sidewalk, streetlights, fire hydrants, street paving, sanitary sewer, water mains, and landscaping. The subject tract is located at the northeast corner of West Nees and North Timmy Avenues. It contains approximately 3.55 acres and consists of 10 residential units, zoned R-1-7500.

FISCAL IMPACT

The subdivider will be installing curb, gutter, sidewalk, streetlights, fire hydrants, street paving, sanitary sewer, potable water mains, and landscaping, which will be perpetually maintained by the City of Clovis.

REASON FOR RECOMMENDATION

The subdivision agreement has been executed by the subdivider and all development fees have been paid or deferred in accordance with Municipal Code. The agreement provides for the developer to complete a technically correct map and improvement plans and to complete all required improvements in compliance with the conditions of approval. The improvements are adequately secured.

ACTIONS FOLLOWING APPROVAL

The final map will be filed with the Fresno County Recorder's office for recording.

Prepared by: Gene G. Abella, Civil Engineer

Reviewed by: City Manager AdH

RESOLUTION 22-___**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING FINAL SUBDIVISION MAP FOR TRACT NO. 6348**

WHEREAS, a final map has been presented to the City Council of the City of Clovis for Tract 6348, by The City of Clovis, a Municipal Corporation; and

WHEREAS, said final tract conforms to the requirements of Chapter 2, Part 2, of Division 4 of the Business and Professions Code and to local ordinances.

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

1. The final map of Tract 6348, consisting of two (2) sheets, a copy of which is on file with the City Clerk, be and the same is hereby approved.

2. The subdivision improvement plans for said tract have been approved by City Staff.

3. The preliminary Engineer's Cost Estimate of development cost of said tract, a copy of which is on file with the City Clerk, be and the same is hereby approved and adopted as the estimated cost of improvements for said subdivision in the sum of \$635,686.25.

4. The offer and dedication for public use of the parcels and easements specified on said map are accepted by the City of Clovis and the City Clerk is authorized and directed to execute said subdivision map.

5. This Council finds that the proposed subdivision, together with the provisions for its design and improvement, are consistent with applicable general and specific plans of the City of Clovis.

6. Improvement Security, as provided hereunder and in said Subdivision Agreement, is fixed at one hundred percent (100%) of the remaining improvements to be constructed or the sum of \$636,000.00 for guaranteeing specific performance of said agreement and fifty percent (50%) of the remaining improvements or the sum of \$318,000.00 for payment of labor and materials furnished by contractors, subcontractors, labormen and materialmen in connection with the improvements required to be made or constructed by said subdivider in conformity with said subdivision map or said agreement.

7. Subdivider shall furnish a bond in the sum of \$63,600.00 being the amount determined by the City Council of the City as necessary for the guarantee and warranty of the work for a period of one year following the completion and acceptance of the tract

against any defective work or labor done, or defective materials furnished. Said bond is required to be furnished prior to acceptance of the tract by the City Council.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 10, 2022, by the following vote, to wit:

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

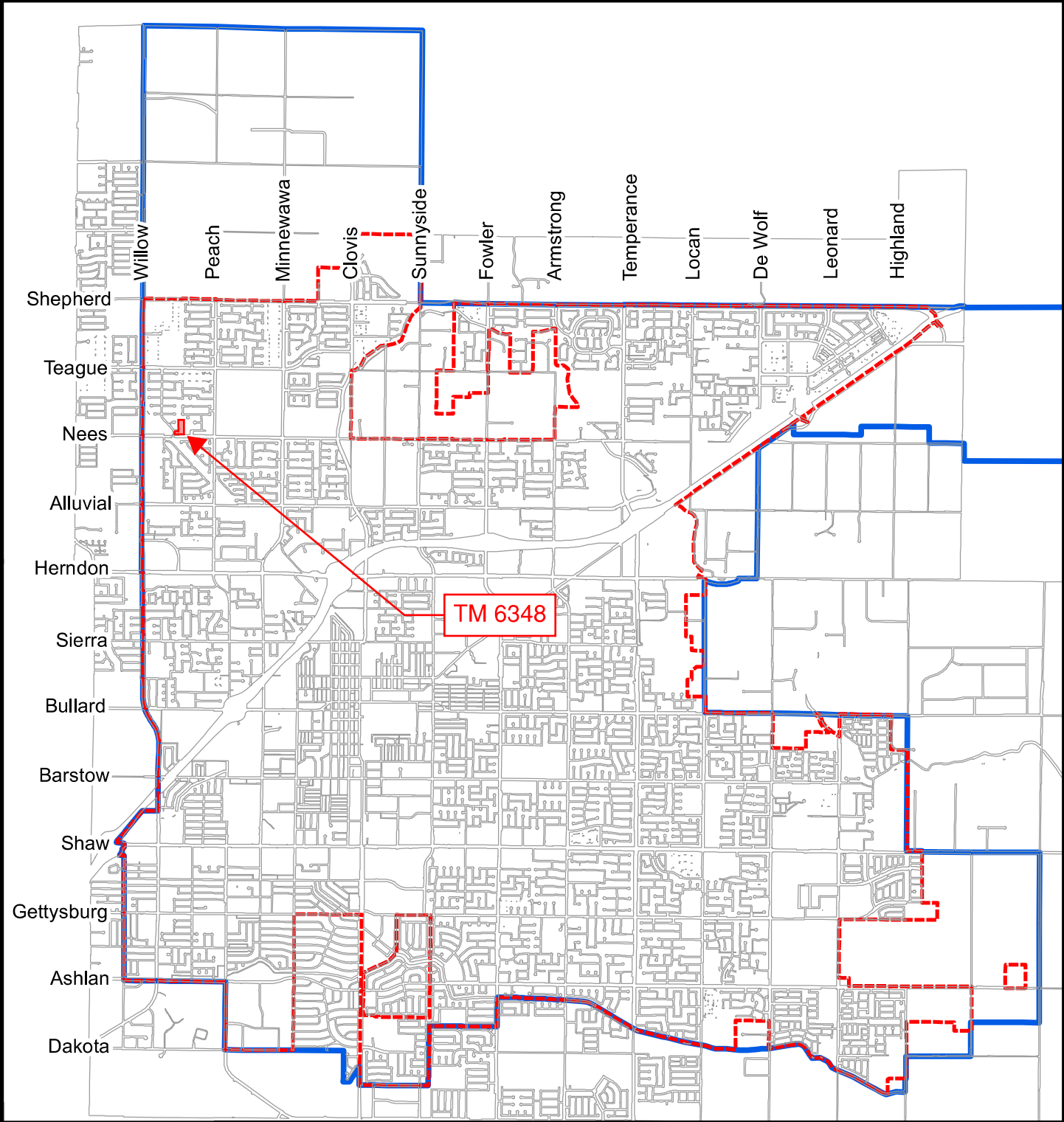
DATED: January 10, 2022

Mayor

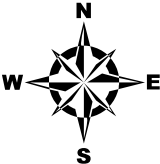
City Clerk

VICINITY MAP

TM 6348 (Gleneagles Homes, Gary McDonald)



ATTACHMENT 2



SUBDIVISION MAP OF

TRACT NO. 6348

IN THE CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA, SURVEYED AND PLATTED IN MAY, 2021 BY HARBOUR & ASSOCIATES CONSISTING OF 2 SHEETS SHEET 1 OF 2

OWNER'S STATEMENT

THE UNDERSIGNED, BEING ALL PARTIES HAVING ANY RECORD TITLE INTEREST IN THE LAND WITHIN THIS SUBDIVISION, HEREBY CONSENT TO THE PREPARATION AND RECORDEATION OF THIS MAP AND OFFER FOR DEDICATION FOR PUBLIC USE THE PARCELS AND EASEMENTS SPECIFIED ON SAID MAP AS INTENDED FOR PUBLIC USE FOR THE PURPOSES SPECIFIED THEREIN.

GLENEAGLES HOMES, A CALIFORNIA CORPORATION. dba GARY McDONALD HOMES

BY: GARY L. McDONALD SECRETARY

NOTARY ACKNOWLEDGEMENTS

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA) COUNTY OF _____)

ON _____, 202__, BEFORE ME _____, NOTARY PUBLIC, PERSONALLY APPEARED GARY L. McDONALD, WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/IT/HEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT, WITH MY HAND,

NAME _____ SIGNATURE _____

MY COMMISSION EXPIRES _____ COUNTY OF _____

COMMISSION NUMBER _____

THIS LAND IS SUBJECT TO THE FOLLOWING:

- 1. SAID LAND LIES WITHIN THE FRESNO METROPOLITAN FLOOD CONTROL DISTRICT AND IS SUBJECT TO DRAINAGE FEES AND/OR REQUIREMENTS TO CONSTRUCT PLANNED LOCAL DRAINAGE FACILITIES, AS DISCLOSED BY INSTRUMENT ENTITLED "RESOLUTION NO. 1816 - THE BOARD OF DIRECTORS OF THE FRESNO METROPOLITAN FLOOD CONTROL DISTRICT", RECORDED JULY 31, 1995 AS SERIES NUMBER 89092128, C.R.F.C.
2. TERMS AND PROVISIONS AS CONTAINED IN AN INSTRUMENT ENTITLED DEED AND COVENANT RECORDED DECEMBER 15, 1997 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 97163841.
3. TERMS AND PROVISIONS AS CONTAINED IN AN INSTRUMENT ENTITLED STATEMENT OF COVENANTS AFFECTING LAND DEVELOPMENT TRACT NO. 5026 PHASE III OF TENTATIVE TRACT NO. 4958 (RIGHT TO FARM) RECORDED NOVEMBER 30, 2001 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 2001-0176334
4. TERMS AND PROVISIONS AS CONTAINED IN AN INSTRUMENT ENTITLED DEED AND COVENANT FOR THE PURPOSE OF A SLOPE EASEMENT RECORDED DECEMBER 15, 1997 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 97163841.

LEGAL DESCRIPTION

PARCEL ONE:

THE WEST 229.40 FEET OF LOT 7 OF SHEPHERD & TEAGUE ALLIUM TRACT NO. 2, IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA, ACCORDING TO THE MAP THEREOF RECORDED OCTOBER 30, 1902 IN BOOK 2 AT PAGE 40 OF RECORD OF SURVEYS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPTING THEREFROM THAT PORTION CONVEYED TO THE CITY OF CLOVIS DESCRIBED AS FOLLOWS:

THAT PORTION OF THE CERTAIN PARCEL OF LAND SITUATED IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA AND DESCRIBED IN THE DEED TO DON L. OSTERGAARD AND DIANE OSTERGAARD, HUSBAND AND WIFE, RECORDED DECEMBER 31, 1989 IN BOOK 5747 AT PAGE 545, OFFICIAL RECORDS, FRESNO COUNTY, DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SECTION 30, TOWNSHIP 12 SOUTH, RANGE 21 EAST, MOUNT DIABLO BASE AND MERIDIAN:

THENCE NORTH 00° 09' 44" EAST, A DISTANCE OF 30.00 FEET;

THENCE NORTH 89° 34' 38" WEST ALONG THE NORTHERLY BOUNDARY SIDELINE OF EAST NEES AVENUE, BEING 80.00 FEET IN WIDTH, TO A POINT ON A LINE PARALLEL WITH AND 456.08 FEET EASTERLY OF THE WEST LINE OF LOT 7 OF THE SHEPHERD AND TEAGUE ALLIUM TRACT NO. 2, IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA, ACCORDING TO THE MAP THEREOF RECORDED IN BOOK 2, PAGE 40, OF RECORD OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF FRESNO COUNTY, SAID POINT ALSO BEING TO THE TRUE POINT OF BEGINNING.

THENCE CONTINUING NORTH 89° 34' 38" WEST ALONG SAID NORTHERLY SIDELINE, A DISTANCE OF 350.00 FEET; THENCE NORTH 86° 57' 24" EAST, A DISTANCE OF 350.26 FEET, TO A LINE PARALLEL WITH AND 456.08 FEET EASTERLY OF THE WEST LINE OF SAID LOT 7;

THENCE SOUTH 00° 00' 31" WEST, ALONG SAID PARALLEL LINE, A DISTANCE OF 16.02 FEET, TO THE TRUE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION LYING EASTERLY OF THE EAST LINE OF THE WEST 229.40 FEET OF SAID LOT 7, ALSO EXCEPTING THEREFROM THAT PORTION OF THE WEST 229.40 FEET OF LOT 7 OF SHEPHERD AND TEAGUE ALLIUM TRACT NO. 2, ACCORDING TO THE MAP THEREOF RECORDED IN BOOK 2, PAGE 40 OF RECORD OF SURVEYS, FRESNO COUNTY RECORDS, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTH QUARTER CORNER OF SECTION 30, TOWNSHIP 12 SOUTH, RANGE 21 EAST, MOUNT DIABLO BASE AND MERIDIAN; THENCE NORTH 89° 34' 38" WEST, ALONG THE SOUTH LINE OF SAID SECTION 30, A DISTANCE OF 1,204.78 FEET; THENCE NORTH 0° 01' 30" EAST, ALONG THE EAST LINE OF THE WEST 229.40 FEET OF SAID LOT 7 AND ITS SOUTHERLY PRODUCTION, A DISTANCE OF 57.47 FEET TO THE TRUE POINT OF BEGINNING; SAID TRUE POINT OF BEGINNING BEING THE NORTHEAST CORNER OF THAT PARCEL DEEDED TO THE CITY OF CLOVIS FOR STREET PURPOSES BY DEED RECORDED NOVEMBER 20, 1995, AS DOCUMENT NO. 95148670, FRESNO COUNTY RECORDS; THENCE NORTH 0° 01' 30" EAST, ALONG SAID EAST LINE, A DISTANCE OF 6.03 FEET; THENCE SOUTH 88° 59' 50" WEST, A DISTANCE OF 229.44 FEET TO THE WEST LINE OF SAID LOT 7; THENCE SOUTH 0° 01' 30" WEST, ALONG SAID WEST LINE, A DISTANCE OF 8.20 FEET TO THE SOUTHWEST CORNER OF SAID LOT 7; THENCE SOUTH 88° 34' 38" EAST, ALONG THE SOUTH LINE OF SAID LOT 7, A DISTANCE OF 106.07 FEET; THENCE NORTH 86° 57' 24" EAST, ALONG THE NORTH LINE OF SAID PARCEL DEEDED TO THE CITY OF CLOVIS FOR STREET PURPOSES, A DISTANCE OF 123.51 FEET TO THE TRUE POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 30, TOWNSHIP 12 SOUTH, RANGE 21 EAST, MOUNT DIABLO BASE AND MERIDIAN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 39, THENCE NORTH 00° 01' 22" EAST, ALONG THE EAST LINE OF SAID LOT 39, A DISTANCE OF 9.43 FEET TO THE TRUE POINT OF BEGINNING;

THENCE NORTH 00° 01' 22" EAST, CONTINUING ALONG THE EAST LINE OF SAID LOT 39, A DISTANCE OF 102.06 FEET; THENCE SOUTH 15° 19' 21" EAST, A DISTANCE OF 19.95 FEET TO A POINT BEING 5.00 FEET EAST OF THE EAST LINE OF SAID LOT 39; THENCE SOUTH 00° 01' 22" WEST, PARALLEL WITH AND 5.00 FEET EAST OF THE EAST LINE OF SAID LOT 39, A DISTANCE OF 79.41 FEET; THENCE SOUTH 45° 13' 22" WEST, A DISTANCE OF 7.05 FEET TO THE TRUE POINT OF BEGINNING.

PURSUANT TO THE CERTAIN LOT LINE ADJUSTMENT NO. PNE2009-06, RECORDED APRIL 17, 2009 AS INSTRUMENT NO. 2009-0055969, FRESNO COUNTY RECORDS.

ALSO EXCEPTING THEREFROM ALL THAT PORTION CONVEYED TO THE CITY OF CLOVIS, A CALIFORNIA MUNICIPAL CORPORATION DESCRIBED IN THE DEED RECORDED APRIL 5, 2013 AS INSTRUMENT NO. 2013-0049747, FRESNO COUNTY RECORDS.

PARCEL TWO:

THE SOUTH 148 FEET OF THE EAST 148 FEET OF LOT 8 1/2 OF SHEPHERD & TEAGUE ALLIUM TRACT NO. 2, ACCORDING TO THE MAP THEREOF RECORDED IN BOOK 2, PAGE 40 OF RECORDS OF SURVEY, FRESNO COUNTY RECORDS, IN THE CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA.

EXCEPTING THEREFROM THAT PORTION OF SAID LAND DEEDED TO THE CITY OF CLOVIS, DESCRIBED AS FOLLOWS:

THE SOUTH 40 FEET OF THE EAST 148 FEET OF SAID LOT 8 1/2.

ALSO EXCEPTING THEREFROM ALL THAT PORTION CONVEYED TO THE CITY OF CLOVIS, A CALIFORNIA MUNICIPAL CORPORATION DESCRIBED IN THE DEED RECORDED APRIL 5, 2013 AS INSTRUMENT NO. 2013-0049747, FRESNO COUNTY RECORDS.

PARCEL THREE:

OUTLOT A OF TRACT NO. 5026, ACCORDING TO THE MAP THEREOF RECORDED NOVEMBER 30, 2001, IN VOLUME 65 OF PLATS AT PAGES 55 AND 56, FRESNO COUNTY RECORDS.



SURVEYOR'S STATEMENT

THE SURVEY FOR THIS MAP WAS MADE BY ME OR UNDER MY DIRECTION AND IS TRUE AND COMPLETE AS SHOWN.

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF GLENEAGLES HOMES, A CALIFORNIA CORPORATION, ON MAY 24, 2021. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN THOSE POSITIONS ON OR BEFORE ONE YEAR AFTER THE DATE THIS MAP IS RECORDED, OR ANY TIME EXTENSION APPROVED BY THE CITY ENGINEER. THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

AARON D. SPRAY, PLS 9484

DATE



CITY ENGINEER'S STATEMENT

I, MICHAEL J. HARRISON, CITY ENGINEER OF THE CITY OF CLOVIS, HEREBY STATE THAT I HAVE EXAMINED THIS MAP, THAT THE SUBDIVISION SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, AND ANY APPROVED ALTERATIONS THEREOF, THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND OF ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH, AND THAT I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

MICHAEL J. HARRISON, P.L.S. 8088 CITY ENGINEER

DATE

CITY CLERK'S STATEMENT

I, JOHN HOLT, HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF CLOVIS, BY RESOLUTION ADOPTED _____ APPROVED THE WITHIN MAP AND ACCEPTED, SUBJECT TO IMPROVEMENT, ON BEHALF OF THE PUBLIC, ANY REAL PROPERTY AND EASEMENTS OFFERED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION.

DATED _____

JOHN HOLT, CITY CLERK

RECORDER'S CERTIFICATE

DOCUMENT NO. _____ FEE PAID \$ _____ FILED THIS _____ DAY OF _____, 20____, AT _____ M. IN VOLUME _____ OF PLATS, AT PAGE(S) _____, FRESNO COUNTY RECORDS, AT THE REQUEST OF OLD REPUBLIC TITLE COMPANY.

PAUL A. DICTOS, CPA FRESNO COUNTY ASSESSOR-RECORDER

BY: _____ DEPUTY



Harbour & Associates Civil Engineers 389 Clovis Avenue, Suite 300 • Clovis, California 93612 (559) 325-7676 • Fax (559) 325-7699

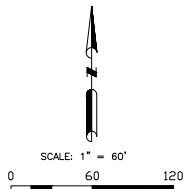
W.O. #21-004

TRACT NO. 6348

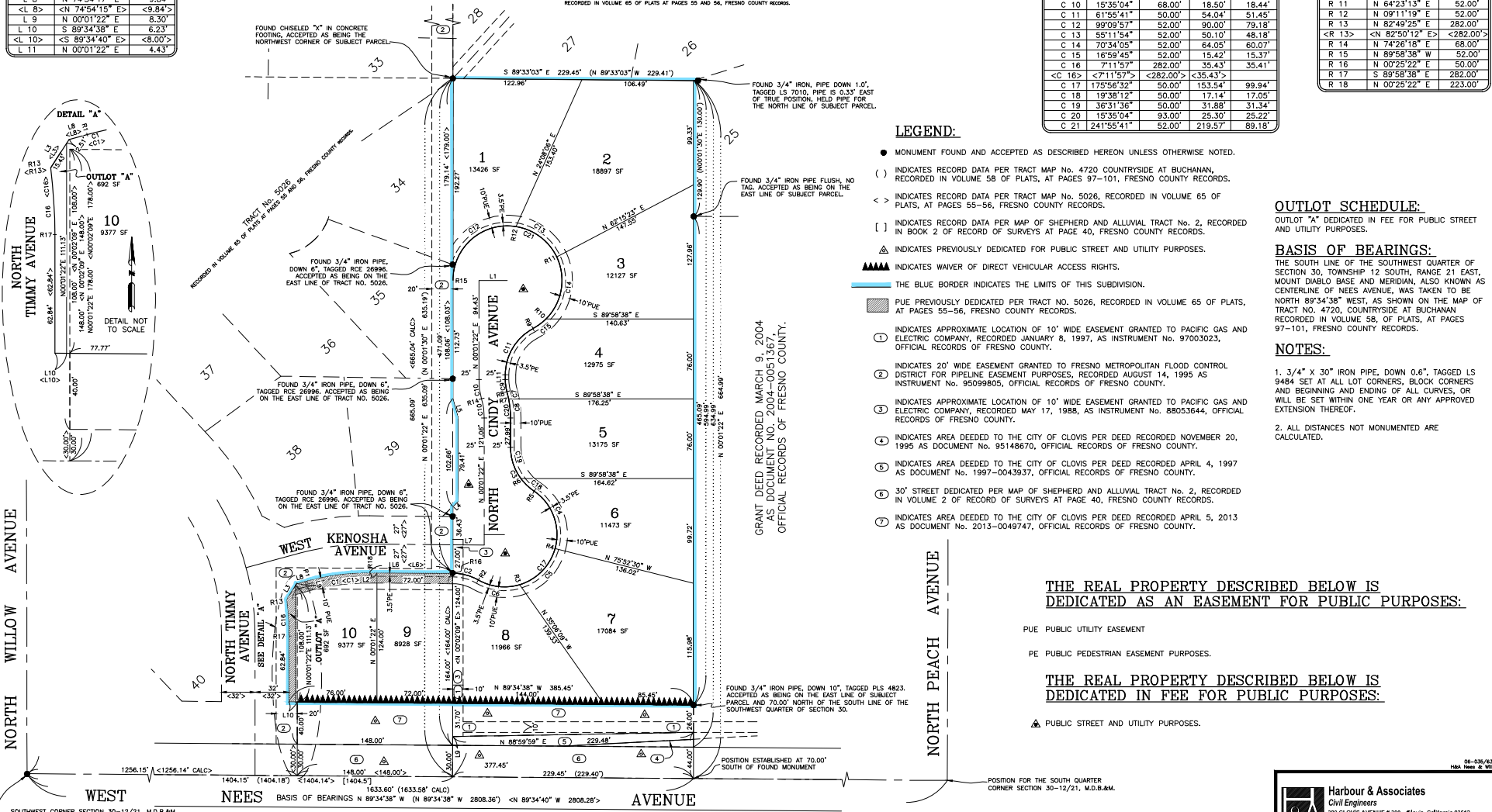
IN THE CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA
 SURVEYED AND PLATTED IN MAY, 2021
 BY HARBOUR AND ASSOCIATES
 CONSISTING OF 2 SHEETS, SHEET 2 OF 2.

LINE DATA:

LINE NUMBER	BEARING	DISTANCE
L 1	S 89°58'38" E	27.00'
L 2	S 89°34'38" E	7.18'
L 3	N 33°14'54" E	17.94'
<L 3>	<N 33°15'39" E>	<17.94>
L 4	N 45°13'22" E	7.05'
L 5	N 15°16'21" W	18.95'
L 6	S 89°34'38" E	79.18'
<L 6>	<S 89°34'40" E>	<79.18>
L 7	S 89°34'38" E	30.00'
L 8	N 74°54'17" E	9.84'
<L 8>	<N 74°54'15" E>	<9.84>
L 9	N 0°01'22" E	8.30'
L 10	S 89°34'38" E	6.23'
<L 10>	<S 89°34'40" E>	<6.00>
L 11	N 0°01'22" E	4.43'



TRACT No. 5026
 RECORDED IN VOLUME 65 OF PLATS AT PAGES 55 AND 56, FRESNO COUNTY RECORDS.



CURVE DATA:

CURVE NUMBER	DELTA	RADIUS	ARC LENGTH	CHORD LENGTH
C 1	15°31'05"	223.00'	60.40'	60.21'
<C 1>	<15°31'05">	<223.00>	<60.40>	<60.21>
C 2	29°22'44"	50.00'	25.84'	25.36'
C 3	56°09'48"	50.00'	49.01'	47.07'
C 4	71°33'49"	50.00'	62.45'	58.47'
C 5	57°43'29"	50.00'	50.37'	48.27'
C 6	46°39'14"	50.00'	40.71'	39.60'
C 7	41°16'12"	93.00'	6.93'	6.93'
C 8	11°18'52"	93.00'	18.37'	18.34'
C 9	15°35'04"	43.00'	11.70'	11.66'
C 10	15°35'04"	68.00'	18.50'	18.44'
C 11	81°55'41"	50.00'	54.04'	51.45'
C 12	90°09'57"	52.00'	90.00'	79.18'
C 13	55°11'54"	52.00'	50.10'	48.18'
C 14	70°34'05"	52.00'	64.05'	60.07'
C 15	16°59'45"	52.00'	15.42'	15.37'
C 16	7°11'57"	282.00'	35.43'	35.41'
<C 16>	<7°11'57">	<282.00>	<35.43>	<35.41>
C 17	17°55'32"	50.00'	153.54'	99.94'
C 18	19°38'12"	50.00'	17.14'	17.05'
C 19	36°31'36"	50.00'	31.88'	31.34'
C 20	15°35'04"	93.00'	25.30'	25.22'
C 21	24°15'54"	52.00'	219.57'	89.18'

RADIAL DATA:

RADIAL NUMBER	RADIAL BEARING	RADIUS
R 1	N 15°05'43" W	223.00'
R 2	S 29°48'06" W	50.00'
R 3	S 16°01'08" E	50.00'
R 4	S 74°34'37" E	50.00'
R 5	N 33°51'34" E	50.00'
R 6	S 53°29'46" W	50.00'
R 7	N 78°42'30" E	93.00'
R 8	N 74°26'18" E	93.00'
R 9	S 28°02'57" E	52.00'
R 10	S 45°02'42" E	52.00'
R 11	N 64°23'13" E	52.00'
R 12	N 09°11'19" E	52.00'
R 13	N 82°49'25" E	282.00'
<R 13>	<N 82°50'12" E>	<282.00>
R 14	N 74°26'18" E	68.00'
R 15	N 89°58'38" W	52.00'
R 16	N 00°25'22" E	50.00'
R 17	S 89°58'38" E	282.00'
R 18	N 00°25'22" E	223.00'

LEGEND:

- MONUMENT FOUND AND ACCEPTED AS DESCRIBED HEREON UNLESS OTHERWISE NOTED.
- () INDICATES RECORD DATA PER TRACT MAP No. 4720 COUNTRYSIDE AT BUCHANAN, RECORDED IN VOLUME 58 OF PLATS, AT PAGES 97-101, FRESNO COUNTY RECORDS.
- <> INDICATES RECORD DATA PER TRACT MAP No. 5026, RECORDED IN VOLUME 65 OF PLATS, AT PAGES 55-56, FRESNO COUNTY RECORDS.
- [] INDICATES RECORD DATA PER MAP OF SHEPHERD AND ALLUVIAL TRACT No. 2, RECORDED IN BOOK 2 OF RECORD OF SURVEYS AT PAGE 40, FRESNO COUNTY RECORDS.
- ▲ INDICATES PREVIOUSLY DEDICATED FOR PUBLIC STREET AND UTILITY PURPOSES.
- ▲▲▲ INDICATES WAIVER OF DIRECT VEHICULAR ACCESS RIGHTS.
- THE BLUE BORDER INDICATES THE LIMITS OF THIS SUBDIVISION.
- ▨ PUE PREVIOUSLY DEDICATED PER TRACT No. 5026, RECORDED IN VOLUME 65 OF PLATS, AT PAGES 55-56, FRESNO COUNTY RECORDS.
- ① INDICATES APPROXIMATE LOCATION OF 10' WIDE EASEMENT GRANTED TO PACIFIC GAS AND ELECTRIC COMPANY, RECORDED JANUARY 8, 1997, AS INSTRUMENT No. 97003023, OFFICIAL RECORDS OF FRESNO COUNTY.
- ② INDICATES 20' WIDE EASEMENT GRANTED TO FRESNO METROPOLITAN FLOOD CONTROL DISTRICT FOR PIPELINE EASEMENT PURPOSES, RECORDED AUGUST 14, 1995 AS INSTRUMENT No. 95099605, OFFICIAL RECORDS OF FRESNO COUNTY.
- ③ INDICATES APPROXIMATE LOCATION OF 10' WIDE EASEMENT GRANTED TO PACIFIC GAS AND ELECTRIC COMPANY, RECORDED MAY 17, 1988, AS INSTRUMENT No. 88053644, OFFICIAL RECORDS OF FRESNO COUNTY.
- ④ INDICATES AREA DEEDED TO THE CITY OF CLOVIS PER DEED RECORDED NOVEMBER 20, 1995 AS DOCUMENT No. 95148670, OFFICIAL RECORDS OF FRESNO COUNTY.
- ⑤ INDICATES AREA DEEDED TO THE CITY OF CLOVIS PER DEED RECORDED APRIL 4, 1997 AS DOCUMENT No. 1997-0043937, OFFICIAL RECORDS OF FRESNO COUNTY.
- ⑥ 30' STREET DEDICATED PER MAP OF SHEPHERD AND ALLUVIAL TRACT No. 2, RECORDED IN VOLUME 2 OF RECORD OF SURVEYS AT PAGE 40, FRESNO COUNTY RECORDS.
- ⑦ INDICATES AREA DEEDED TO THE CITY OF CLOVIS PER DEED RECORDED APRIL 5, 2013 AS DOCUMENT No. 2013-0049747, OFFICIAL RECORDS OF FRESNO COUNTY.

OUTLOT SCHEDULE:

OUTLOT "A" DEDICATED IN FEE FOR PUBLIC STREET AND UTILITY PURPOSES.

BASIS OF BEARINGS:

THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 30, TOWNSHIP 12 SOUTH, RANGE 21 EAST, MOUNT DIABLO BASE AND MERIDIAN, ALSO KNOWN AS CENTERLINE OF NEES AVENUE, WAS TAKEN TO BE NORTH 89°34'38" WEST, AS SHOWN ON THE MAP OF TRACT NO. 4720, COUNTRYSIDE AT BUCHANAN RECORDED IN VOLUME 58, OF PLATS, AT PAGES 97-101, FRESNO COUNTY RECORDS.

NOTES:

1. 3/4" x 30" IRON PIPE, DOWN 0.6", TAGGED LS 9484 SET AT ALL LOT CORNERS, BLOCK CORNERS AND BEGINNING AND ENDING OF ALL CURVES, OR WILL BE SET WITHIN ONE YEAR OR ANY APPROVED EXTENSION THEREOF.
2. ALL DISTANCES NOT MONUMENTED ARE CALCULATED.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES:

- PUE PUBLIC UTILITY EASEMENT
- PE PUBLIC PEDESTRIAN EASEMENT PURPOSES.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE FOR PUBLIC PURPOSES:

- ▲ PUBLIC STREET AND UTILITY PURPOSES.

SOUTHWEST CORNER SECTION 30-12/21, M.D.B.&M.
 FOUND 3/4" FRESNO COUNTY BRASS CAP, DOWN 3".
 VERIFIED POSITION BY TIES ON FILE WITH FRESNO COUNTY SURVEYOR, CORNER RECORD NO. 7129.

POSITION FOR THE SOUTH QUARTER CORNER SECTION 30-12/21, M.D.B.&M.

Harbour & Associates
 Civil Engineers
 388 CLOVIS AVENUE # 300 Clovis, California 93612
 (509) 325-7878 Fax (509) 325-7898 e-mail: h&a_eng@comcast.net



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: January 10, 2022

SUBJECT: Planning and Development Services – Approval – Res. 22-____, Annexation of Proposed Tract 6348, located at the northeast corner of West Nees and North Timmy Avenues, to the Landscape Maintenance District No. 1 of the City of Clovis (Gleneagles Homes, Gary McDonald Homes).

ATTACHMENTS: 1. Res. 22-____ - Annexation to LMD No. 1

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to approve Res. 22-____, which will annex proposed Tract 6348, located at the northeast corner of West Nees and North Timmy Avenues, to the Landscape Maintenance District No. 1 of the City of Clovis.

EXECUTIVE SUMMARY

The owner, Gleneagles Homes (Gary McDonald), acting as the subdivider, has requested to be annexed to the Landscape Maintenance District No. 1 of the City of Clovis as set forth by the Conditions of Approval for Tentative Tract Map 6348.

BACKGROUND

Gleneagles Homes (Gary McDonald), the developer of Tract 6348, has executed a covenant that this development be annexed to the City of Clovis LMD No. 1. An executed copy can be provided on request. Council formed the original District on July 15, 1985, for the purpose of funding the maintenance of landscaped areas and parks.

Under the provisions of the Landscaping and Lighting Act of 1972 and in accordance with Article XIII C and Article XIII D of Proposition 218, all the owners of property proposed for annexation have provided a written request and consent to annexation and have executed a covenant (petition) indicating acceptance of the annual assessment.

FISCAL IMPACT

This project will add landscaping to the Landscape Maintenance District No. 1 of the City of Clovis shown as follows:

	<u>Tract 6348</u>	<u>Year to Date</u>
LMD Landscaping added:	0.200 acres	4.125 acres
Resource needs added:	0.020 persons	0.412 persons

The resource needs estimate is based on 1 person per 10 acres of landscaped area.

REASON FOR RECOMMENDATION

The property owners for the subject tract have requested annexation into the City of Clovis LMD No. 1.

ACTIONS FOLLOWING APPROVAL

Tract 6348 shall become a part of City of Clovis LMD No. 1 and will be assessed next year for maintenance costs.

Prepared by: Gene G. Abella, Civil Engineer

Reviewed by: City Manager AAH

RESOLUTION 22-___

RESOLUTION OF THE COUNCIL OF THE CITY OF CLOVIS, APPROVING ANNEXATION TO LANDSCAPING MAINTENANCE DISTRICT NO. 1 OF THE CITY OF CLOVIS

WHEREAS, City of Clovis Landscape Maintenance District No. 1 ("District") was formed by Resolution No. 85-78, adopted July 15, 1985, pursuant to Part 2 of Division 15 of the Streets and Highways Code (Landscape and Lighting Act of 1972), herein the "Act"; and

WHEREAS, all of the owners of property proposed to be annexed to the District consisting of proposed Tract No. 6348, as described in Attachment "A" attached hereto and incorporated herein by reference, have consented to said annexation and such annexation may be ordered without notice and hearing or filing of engineer's report, or both.

NOW, THEREFORE, IT IS RESOLVED, as follows:

1. That the public interest and convenience require that certain property described in Attachment "A" attached hereto and by reference incorporated herein be annexed into Landscape Maintenance District No. 1 of the City of Clovis for the maintenance and servicing of landscaping facilities.

2. The City Clerk shall receive and file the maps showing the boundaries of the areas annexed as set forth in Attachment A which boundaries shall be used for assessment proceedings until and unless a change of organization is approved pursuant to the Act.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 10, 2022, by the following vote, to wit:

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

DATED: January 10, 2022

Mayor

City Clerk

Legal Description

Lots 1 through 10, inclusive, of Tract Map 6348 recorded in Volume _____ of Plats at Pages _____ through _____, Fresno County Records.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: January 10, 2022

SUBJECT: Consider Approval - Res. 22-___, Update on the Sixth Cycle Housing Element Process and Consideration of Partial Participation in a Multi-Jurisdictional Housing Element Effort.

Staff: Dave Merchen, City Planner & Lily Cha, Associate Planner
Recommendation: Approve

ATTACHMENTS: 1. Res. 22-___, Housing Element Update and Recommendation
 2. Overview of Proposed RHNA Allocation Methodology

CONFLICT OF INTEREST

None.

RECOMMENDATION

Staff recommends that the City Council consider the City's participation in the Fresno Council of Government's (FCOG) multi-jurisdictional housing element in a limited capacity utilizing certain defined regional analyses and data components, such as the housing needs assessment and fair housing assessment. Meanwhile, the City would continue to prepare and adopt its own independent housing element that incorporates the regional assessments. If partial participation in the multi-jurisdictional housing element is infeasible, the City should continue to pursue an independent housing element update.

EXECUTIVE SUMMARY

The City of Clovis, along with other participating cities and the County of Fresno, is currently engaged in the Regional Housing Needs Allocation (RHNA) Subcommittee process for the sixth cycle housing element update that is mediated by the FCOG staff and their consulting team. FCOG and member jurisdictions are also considering the potential for initiating a multi-jurisdictional housing element for the sixth cycle. Each member jurisdiction has been asked to decide whether it will commit to a multi-jurisdictional effort and to provide a decision by the subcommittee's upcoming January 12, 2022 meeting. Analysis of the advantages and disadvantages of the City's participation in a multi-jurisdictional housing element effort led staff to recommend a hybrid approach to participation. Under this scenario, if feasible, the City of Clovis would participate in certain defined components (such as regional needs and housing

assessments) of the multi-jurisdictional effort as a compliment to the work the City has already contracted with Ascent Environmental to perform. If this hybrid approach proves infeasible, staff is recommending that the City continue with an independent process as originally anticipated in its contract with Ascent.

BACKGROUND

As required by state law, each city and county must adopt a housing element as a mandatory element of their general plan. The housing element is required to be updated every eight years and is subject to detailed statutory requirements and mandatory review by the California of Housing and Community Development (HCD). Clovis' next housing element, the sixth cycle housing element, needs to be completed by September of 2023. This schedule is slightly ahead of HCD's mandatory timeline due to the requirements of the Local Early Access Program (LEAP) grant award the City received to cover the costs of the housing element preparation.

Before work typically begins on housing element preparation, the regional housing needs allocation (RHNA) must be calculated for each region by HCD, and then be allocated to individual jurisdictions. As this process relates to the City of Clovis, the HCD provides an overall housing figure for Fresno County, and FCOG is charged with working with local agencies and other stakeholders to allocate the County-wide totals to individual cities and the unincorporated county. This process also includes a further breakdown of the housing unit allocation by income group for each jurisdiction.

Sixth Cycle Housing Element Status – January 2022

The City of Clovis entered into an agreement with Ascent Environmental in January of 2021 to provide housing element-related services. The scope of work includes assisting the City with preparation of housing element annual reports as required by HCD, advising the City relative to the RHNA calculation methodology, and preparing the sixth cycle housing element. For City staff and Ascent team members, work over the last several months has focused on participating in the FCOG process of establishing a RHNA calculation methodology.

FCOG established a RHNA subcommittee comprised of 13 jurisdictions to deliberate on the methodology for allocation of each local government's fair share of the region's total housing need that was assigned by HCD. After several meetings, FCOG and the subcommittee recommended a proposed RHNA methodology for the Fresno County region for HCD's review. The proposed allocation methodology is currently under a 60-day review and will not be implemented until approval by HCD and final adoption by the FCOG Board of Directors.

The proposed allocation methodology includes three general steps. First, a base allocation factor is selected which is used to establish the initial allocation to each jurisdiction. Second, multiple adjustment factors are applied to account for conditions which tend to make jurisdictions more-or-less suitable for added housing. Finally, the units allocated to each jurisdiction are separated by income group using an "income shift" factor. The allocation methodology and process are summarized more thoroughly in Attachment 2. Based on the results of the process thus far, the preliminary RHNA calculations assign a total of 9,179 total units to Clovis, allocated as follows:

Adjusted Allocation (Units)	Very Low Income		Low Income		Moderate Income		Above Moderate Income		Total Income Tier Allocation
	%	HU	%	HU	%	HU	%	HU	
9,179	33%	3,007	17%	1,593	16%	1,473	34%	3,105	9,179

By comparison, the total allocation for the fifth cycle housing element (2016) was 6,328 units, and the total allocation for the fourth cycle housing element (2008) was 15,383 units.

While the final RHNA figures are pending, City Staff and the Ascent team have planned to commence work on the Clovis sixth cycle housing element at the end of January, 2022. The overall schedule may be affected by the Council’s direction regarding participation in a multi-jurisdictional housing element, as discussed further below.

Multi-Jurisdictional Housing Element

A multi-jurisdictional housing element is a coordinated work product prepared by a single consulting team that covers the mandatory requirements applying to multiple agencies. Participating agencies are those that would otherwise each be required to prepare an individual housing element. Ultimately, the document must conform to applicable requirements for each participating agency as determined by HCD. Clovis’ fifth cycle housing element was completed as part of a multi-jurisdictional housing element. Though staff explored the potential for a similar effort for the sixth cycle before contracting with Ascent, FCOG staff was unable at the time to confirm that a multi-jurisdictional effort would be pursued. It should be noted however, that the City’s contract with Ascent anticipates the possibility of a regional effort and allows the City and the consultant to re-scope the project as may be necessary.

After interest was expressed by some cities during the fall of 2021, FCOG staff inquired as to each agency’s interest in participating in a multi-jurisdictional effort. Jurisdictions were asked to provide a response at the upcoming subcommittee meeting to be held on January 12, 2022. With enough interest in participation, FCOG will take the necessary procedures to procure a qualified consultant to proceed with the work. A discussion of the potential advantages and disadvantages to participating in a multi-jurisdictional housing element is provided below.

Advantages of Participation in a Multi-jurisdictional Housing Element

One of the greatest benefits of participating in the multi-jurisdictional effort is the opportunity for a collaborative approach in identifying housing needs, constraints, and potential solutions. For example, rather than duplicating efforts between jurisdictions, one housing needs assessment could be conducted for all jurisdictions. In addition, a joint approach also provides strength in numbers during HCD review of the element. HCD may be more willing to accept a certain approach when applied by all jurisdictions rather than if the same approach was only applied by an individual jurisdiction. For example, a single regional fair housing assessment could be conducted along with individual local fair housing assessments that use a common approach and template. This may help to ensure a standard level of review for all jurisdictions.

New State law requirements to address fair housing are one of the greatest challenges for all jurisdictions in preparing the 6th cycle housing element. Although HCD has released guidance on addressing fair housing in the housing element, the required level of analysis continues to

change as HCD reviews each jurisdiction's housing element. Based on experience gained during the Sacramento Area Council of Governments housing element update process, the fair housing assessment is the greatest hold up in achieving housing element certification. Participating in a multi-jurisdictional may not only streamline the preparation of the fair housing assessment but may also allow for early HCD review and buyoff of the fair housing assessment. This would help to streamline HCD review of the housing element overall and provide greater confidence in expected housing element certification.

Another advantage is the opportunity for coordinated regional stakeholder engagement. Stakeholders are often the same for multiple jurisdictions. For example, housing developers in Clovis are likely the same as developers in the City of Fresno or the surrounding unincorporated county. Homeless service providers and non-profit affordable housing developers also cross jurisdictional lines. A joint stakeholder session could be conducted to gain knowledge on multiple jurisdictions, rather than each jurisdiction conducting their own outreach program.

Disadvantages of Participation in a Multi-Jurisdictional Housing Element

Although there are several benefits to participating in a multi-jurisdictional effort, there are also certain downsides that should be considered. One downside is the reduction in the City's autonomy during the process. The City would be one member of a greater committee and would have less control over consultant selection, community outreach, and scheduling. The City would need to work with the consultant selected by the committee, which may or may not be the City's preferred consultant. In addition, the City would likely receive less one-on-one consultant time as time would probably be shared amongst participating jurisdictions at committee meetings or be limited to certain office hours.

The City might also receive less specialized attention and certain nuances would likely be missed in the multi-jurisdictional effort. Rather than conducting an individualized community outreach program, outreach would be conducted at a regional level. As a result, the City may not gather as much insight or receive the same level of engagement from Clovis residents.

A multi-jurisdictional effort would likely result in a prolonged schedule compared to the schedule outlined in the City's agreement with Ascent. FCOG would need to first conduct a procurement process and would likely begin work in Summer 2022. This would slow down the City's community engagement process and would likely delay the City's target adoption date. As discussed previously, the City received LEAP funding to prepare the housing element update. LEAP funding must be spent by September 2023. Therefore, the City has targeted an adoption date of September 2023, rather than the State's adoption deadline of December 31, 2023. If the City chooses to participate in the multi-jurisdictional effort, the City will have less control over the schedule. The housing element update would likely be adopted after the City's September 2023 target date and may even fall into the State provided 120-day grace period which ends in April 2024.

FISCAL IMPACT

A streamlined multi-jurisdictional effort provides potential cost savings at a regional level. However, the cost savings for the City of Clovis as an individual jurisdiction are less clear. Under the City's agreement with Ascent, the cost for preparation of the housing element, HCD review,

community engagement, environmental compliance, and final documents and adoption is approximately \$170,000.

Under a rough cost estimate provided by FCOG, the proportion of cost identified as the City's responsibility totaled \$183,333. This included costs of \$50,000 beyond that of other smaller jurisdictions due to the size of Clovis. As such, the City would likely not attain any cost savings under the multi-jurisdictional effort, and if so, any savings would be nominal. In addition, it is important to note that the City already received LEAP grant funding that covers the cost of the housing element, so housing element costs will not impact the City's general fund.

REASON FOR RECOMMENDATION

As outlined above, there are both advantages and disadvantages of participating in the multi-jurisdictional effort. The City would likely benefit from participating in the multi-jurisdictional effort at a limited capacity that allows the City to gain certain benefits while avoiding drawbacks. The City could adopt its own independent housing element that incorporates the regional assessments, but would still allow the City to conduct its individual assessments and maintain control of the schedule. The City could commit to participating in a regional housing needs assessment and a fair housing assessment. These assessments would need to be completed early enough in the process for the City to move forward independently and meet its target adoption date. The community outreach program could be limited to regional stakeholder and early community engagement but allow the City to conduct its independent community workshop later in the process to receive community feedback on the public draft. This combined approach would allow the City to collaborate with fellow FCOG jurisdictions while still providing the City the independence needed to meet its own goals.

Unfortunately, the specific regional components that might be available to the City, their cost, and the timeline, are currently unknown. While it makes sense to utilize the regional information if it is available, participation in that manner should not risk delaying the adoption of the City's housing element and/or placing the City in non-conforming status. If partial participation in the multi-jurisdictional housing element is unfeasible, staff recommendation is for the City to proceed with a fully independent document.

ACTIONS FOLLOWING APPROVAL

If directed by the City Council, staff will seek partial participation in the FCOG's multi-jurisdictional housing element assessments and continue work on the City's independent housing element. If partial participation can be worked out, an agreement with FCOG will likely be required and the City's existing agreement with Ascent will need to be amended. Both actions would come back before the Council. If partial participation in the multi-jurisdictional housing element proves infeasible, no changes would be required since the City has a current agreement with Ascent that anticipates an independent process.

Prepared by: Lily Cha, Associate Planner

Reviewed by: City Manager AAH

**DRAFT
RESOLUTION 22-____**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS AUTHORIZING STAFF TO PROCEED WITH PARTIAL PARTICIPATION IN THE MULTI-JURISDICTIONAL HOUSING ELEMENT UPDATE ADMINISTERED BY THE FRESNO COUNCIL OF GOVERNMENTS FOR THE SIXTH CYCLE HOUSING ELEMENT UPDATE

WHEREAS, Government Code 65581 requires the city to prepare and implement the housing element as a mandatory element of its' general plan; and

WHEREAS, the city participated in the Fresno Council of Governments (FCOG) technical subcommittee for the Regional Housing Needs Allocation methodology for the sixth cycle housing element update; and

WHEREAS, FCOG has requested that the participating jurisdictions of the technical subcommittee provide a response for the participation in a multi-jurisdictional housing element effort at its January 12, 2022, subcommittee meeting; and

WHEREAS, staff analyzed the advantages and disadvantages for the City's participation in a multi-jurisdictional housing element and recommends the participation in the regional assessments while continuing the process of adopting an independent housing element; and

WHEREAS, if the partial participation in a multi-jurisdictional housing element is infeasible, the City will proceed with a fully independent housing element document; and

WHEREAS, the City Council has reviewed and considered the staff report and all written materials submitted in connection with the request, and heard, reviewed, and considered the comments from staff and the public at the community meeting and the regular City Council meeting ("Administrative Record").

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis authorizes staff to pursue partial participation in the multi-jurisdictional sixth cycle housing element to include regional analyses and data components applicable to the City of Clovis Housing Element.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 10, 2022, by the following vote, to wit.

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

DATED: January 10, 2022

Mayor

City Clerk

Overview of Proposed RHNA Allocation Methodology

During its monthly meetings from January to September 2021, the subcommittee deliberated on how to best allocate Fresno County’s housing need to its jurisdictions. The final methodology as summarized below was divided into three general steps and was approved by the committee on September 23, 2021.

1. Determine a base allocation to establish the initial allocation for each jurisdiction.

The subcommittee was presented with a comprehensive list of datasets collected relating to the factors and objectives required to be considered as inputs to the RHNA methodology. These datasets are to be considered for creating the base allocation for the jurisdictions. FCOGs consultant, PlaceWorks, facilitated this process by providing necessary information and responding to comments and questions from members. Ultimately, the subcommittee voted to incorporate the following data layers as factors to create the base allocation. The factors were placed into an allocation tool that designates total units to each jurisdiction according to the selected factors. Clovis’ established base allocation was 8,403 units.

- Projected growth
- Current population
- Exclude Sphere of Influence (SOI) area

2. Modify the base allocation to account for selected factors which make a jurisdiction more or less suitable for adding housing.

The subcommittee was tasked with choosing a preferred combination of adjustment factors and corresponding weights for each factor. The factors and weights would adjust the established base allocation to meet the goals or objectives of the region. These adjusted factors were placed into the allocation tool, which distributes housing units from the total regional determination to each jurisdiction according to the factors and their respective weights. Clovis’ adjusted allocation per the selected factors and weights is 9,172 units.

Data Layer to be Factored	Weight of Factor
Percent of non-vacant units	35%
TCAC opportunity score	15%
Regional Share of Jobs (2020)	12.5%
Regional shar of projected job growth (2020-2035)	12.5%
Percent of unconstrained land	20%
Growth over previous 8-year period	5%
Total:	100%

3. Use the “income-shift” methodology to assign units by income tier.

The income-shift approach is an allocation based on four household income groups, including very low income, low income, moderate income, and above moderate income. This approach applies an adjustment factor of 100% or more, which determines the extent to which each jurisdiction’s allocation of units by income tier will match the regional distribution for the current RHNA cycle or move all jurisdictions toward a more even distribution of units by income tier

overall. As the adjustment factor increases, each jurisdiction’s allocation of units by income tier will change depending on how much higher or lower the jurisdiction’s existing distribution of units in that income tier is, compared to the regional average. HCD recommends the adjustment factor be set to a minimum of 150%. The table below shows the individual jurisdiction’s overall RHNA allocation by income tier.

Income Adjustment Factor	150%	Allocation by Income Tier								
Jurisdiction	Jurisdiction Factor Adjusted Allocation	Very Low		Low		Moderate		Above Moderate		Total Income Tier Allocation
		%	HU	%	HU	%	HU	%	HU	
City of Clovis	9,179	33%	3,007	17%	1,593	16%	1,473	34%	3,105	9,179
City of Coalinga	583	28%	163	17%	99	16%	92	39%	229	583
City of Firebaugh	459	23%	107	11%	52	14%	64	51%	236	459
City of Fowler	348	28%	97	17%	58	14%	49	41%	144	348
City of Fresno	39,792	26%	10,313	16%	6,390	15%	6,006	43%	17,082	39,792
City of Huron	336	14%	48	16%	52	16%	53	54%	183	336
City of Kerman	1,102	27%	298	14%	153	15%	161	44%	490	1,102
City of Kingsburg	904	28%	256	18%	166	17%	154	36%	328	904
City of Mendota	668	20%	136	12%	77	14%	94	54%	361	668
City of Orange Cove	478	14%	68	12%	55	17%	83	57%	271	478
City of Parlier	767	20%	157	14%	109	13%	104	52%	398	767
City of Reedley	1,507	28%	418	14%	207	13%	201	45%	681	1,507
City of Sanger	1,559	28%	432	14%	222	15%	238	43%	667	1,559
City of San Joaquin	207	20%	40	16%	32	16%	34	49%	101	207
City of Selma	1,554	27%	414	12%	189	15%	226	47%	726	1,554
Unincorporated Fresno County	3,857	30%	1,166	17%	646	16%	604	37%	1,441	3,857
County Total from Income Allocation formula	63,300		17,121		10,103		9,634		26,443	
County Determination	63,304		17,002		9,970		9,793		26,539	63,304



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: January 10, 2022

SUBJECT: Consider Appointment of a Citizens' Advisory Committee to Evaluate the Police Department's Funding, Operations and Staffing Levels, and Report back with Recommendations on Services Provided, Efficiencies, Operations, and Funding and Consider Approval of Committee Guidelines.

Staff: John Holt, City Manager

Recommendation: Approve

ATTACHMENTS:

1. Citizen Advisory Committee Guidelines
2. December 6, 2021, Staff Report on Development of a Citizens' Advisory Committee to Evaluate the Police Department's Funding, Operations and Staffing Levels, and Report back with Recommendations on Services Provided, Efficiencies, Operations, and Funding
3. November 15, 2021, Staff Report on request from former City of Clovis Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to approve guidelines and appoint 25 citizens to a Citizens' Advisory Committee to evaluate the Police Department's funding, operations and staffing levels, and report back to Council with Recommendations on Services Provided, Efficiencies, Operations, and Funding.

EXECUTIVE SUMMARY

On November 8, 2021, Police Chief Curt Fleming presented a State of the Department update to the City Council. Chief Fleming summarized the findings of a Police Resource Allocation Study (Study) by Etico Solutions, Inc., which is a staffing study that was recently completed. The last staffing study was completed in 2006.

On November 15, 2021, the Council considered a request from former Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing (see Attachment 1). There was significant discussion at that meeting regarding the Committee and how it would be created, facilitated, the focus, and scope.

On December 6, 2021, the Council provided consensus of the scope of the citizen's committee, determined the committee would be facilitated by a chair and vice-chair selected by the mayor, reviewed a draft timeline for committee meetings and received an analysis of expenditures and staffing within the Police Department for the past fifteen years.

Staff is now recommending approval of:

- Appointments of 25 citizens to the Committee as nominated by the Mayor, Mayor Pro-Tem and Councilmembers
- Citizen's Advisory Committee Guidelines (See Attachment 1)

BACKGROUND

On November 8, 2021, Police Chief Curt Fleming presented a State of the Department update to the City Council. Chief Fleming summarized the findings of a Police Resource Allocation Study (Study) by Etico Solutions, Inc., which is a staffing study that was recently completed. The last staffing study was completed in 2006. The Study found that the department initially needs 18 to 22 additional officers to get to staffing levels in the Patrol Division (Patrol) to be sufficient so that Patrol officers can meet industry recommended standards of 50% of a shift to be available for proactive policing matters. Chief Fleming also noted that the City population has risen significantly over the fifteen year period, and the number of officers budgeted is four less than in 2006 (110 then and 106 now). Chief Fleming indicated that the Police Department has eliminated several proactive units since 2006, including the gang, narcotics, mounted and bike units in an effort to staff the Patrol Division.

On November 15, 2021, the Council considered a request from former City of Clovis Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing. There was significant discussion at that meeting regarding the Committee and how it would be created, facilitated, the focus, and scope.

On December 6, 2021, the Council provided consensus of the scope of the citizen's committee, determined the committee would be facilitated by a chair and vice-chair selected by the mayor, reviewed a draft timeline for committee meetings and received an analysis of expenditures and staffing within the Police Department for the past fifteen years.

Staff is now returning with and seeking approval of appointments of 25 citizens to the Committee as nominated by the Mayor, Mayor Pro-Tem and Councilmembers.

Nominated for Appointment:**Mayor Flores**

Babb, Stephanie
Boyajian, Adriana
Casado, Chris
Gomez, Elba
Klose, Thomas

Mayor Pro-Tem Ashbeck

Bak, Karen
Butler, Lauren
Newman, Greg
Samarco, David
Zante, Blake

Councilmember Bessinger

Avila, Enrique
Chisum, Karen
Kintutu, Kilabi
Snow, LaDonna
Verros, Jim

Councilmember Mouanoutoua

Elbaz, Noha
Gomez, Eulalio
Milton, Chris
Vang, Woua
Virk, Jay

Councilmember Whalen

Brinkley, Stacey
Mosher, Drew
Pearce, Diane
Ulam, Jacob
Youdelman, Rachel

In addition, staff is recommending approval of proposed Citizens' Advisory Committee Guidelines that includes the Committee Objective, Leadership, Support, and Proposed Meeting Topics that is attached as Attachment 1. This document was developed based on Council direction at the December 6th, 2021, City Council meeting.

FISCAL IMPACT

There is no significant impact on the budget in reviewing what is being considered in this report.

REASON FOR RECOMMENDATION

At the December 6, 2021, Council meeting, Council provided direction to return to Council regarding the appointment a Citizens' Advisory Committee.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: Andy Haussler, Assistant City Manager

Reviewed by: City Manager AH

Citizens' Advisory Committee Guidelines

Objective

Review:

- Services the City of Clovis Police Department provides with the existing staffing and funding
- Spending and staffing patterns within the Police Department over the past fifteen years

Evaluate:

- Level of resources needed for Clovis to remain "The Safest City in the Valley"

Report Recommendations to City Council:

- Spending and staffing in the Police Department
- Levels of service provided by the Police Department
- Level of resources needed for Clovis to remain "The Safest City in the Valley"
- How levels of service could be maintained or improved should some kind of tax measure be recommended

Leadership

The Mayor will appoint a chair and vice-chair to lead and facilitate the meetings.

Support

In support of the committee's work and as a resource, the committee will be provided by city staff with a series of information presentations covering several meetings, which will include a review of current expenditures and service levels in the Police Department, along with other items important to funding the mission of the department. Additionally, the committee will be provided with detailed information about city revenue and what is legally available for use in the Police Department.

Proposed Meeting Topics

- Meeting #1 Introductions, Objective, Preview, Brown Act protocol, Confirm Appointments of Chair and Vice-Chair to lead and facilitate the meetings
Review: Current Police Department Status
- Meeting #2 Review: City Finances & Economic Development – Where does the Revenue come from and Expenditures go?
- Meeting #3 Review: Historical (15 year) & Current Review of Services/Staffing
- Meeting #4 Review: Historical (15 year) & Current Review of Funding
- Meeting #5 Evaluate: Level of Resources Needed for Clovis to Remain "The Safest City in the Valley"
- Meeting #6 Evaluate: How levels of service could be maintained or improved should some kind of tax measure be recommended (and if so, what type of tax measure and in what amount?)
- Meeting #7 Recommendations: Development/Discussion
- Meeting #8 Report: Report Review/Discussion/Approval



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: December 6, 2021

SUBJECT: Consider Various Actions Associated with the Development of a Citizens' Advisory Committee to Evaluate the Police Department's Funding, Operations and Staffing Levels, and Report back on Recommendations on Services Provided, Efficiencies, Operations, and Funding:

- a. Confirm / amend consensus direction provided to staff at the November 15, 2021 meeting;
- b. Consider options regarding facilitating the 25 member Committee meetings through the process;
- c. Approve the draft calendar for the Committee meeting timeline;
- d. Receive and File an analysis of expenditures and staffing within the Police Department over the past fifteen years.

Staff: John Holt, Assistant City Manager

Recommendation: Approve and Provide Policy Direction

ATTACHMENTS:

1. November 15, 2021 Staff Report on request from former City of Clovis Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing.
2. November 13, 2007 Staff Report to Council

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to consider various actions associated with the development of a Citizens' Advisory Committee to evaluate the Police Department's funding, operations and staffing levels, and report back to Council on Recommendations on Services Provided, Efficiencies, Operations, and Funding:

- a. Confirm / amend consensus direction provided to staff at the November 15, 2021 meeting;
- b. Consider options regarding facilitating the 25 member Committee meetings through the process;
- c. Approve the draft calendar for the Committee meeting timeline;
- d. Receive and File an analysis of expenditures and staffing within the Police Department over the past fifteen years.

EXECUTIVE SUMMARY

On November 8, 2021, Police Chief Curt Fleming presented a State of the Department update to the City Council. Chief Fleming summarized the findings of a Police Resource Allocation Study (Study) by Etico Solutions, Inc. which is a staffing study that was recently completed. The last staffing study was completed in 2006.

On November 15, 2021, the Council considered a request from former Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing (see Attachment 1). There was significant discussion at that meeting regarding the Committee and how it would be created, facilitated, the focus, and scope. During that discussion, there were four specific areas that were discussed that staff is now returning to expand the discussion and confirm direction. Below staff has summarized (or will summarize at the meeting of December 6, 2021) the following four areas:

- a. Consensus direction provided to staff at the November 15, 2021 meeting.
- b. Options regarding facilitating the 25 member Committee through the process.
- c. Draft calendar for the Committee meeting timeline.
- d. An analysis of expenditures and staffing within the Police Department over the past fifteen years.

BACKGROUND

On November 8, 2021, Police Chief Curt Fleming presented a State of the Department update to the City Council. Chief Fleming summarized the findings of a Police Resource Allocation Study (Study) by Etico Solutions, Inc. which is a staffing study that was recently completed. The last staffing study was completed in 2006. The Study found that the department initially needs 18 to 22 additional officers to get to staffing levels in the Patrol Division (Patrol) to be sufficient so that Patrol officers can meet industry recommended standards of 50% of a shift to be available for proactive policing matters. Chief Fleming also noted that the City population has risen significantly over the fifteen year period and the number of officers budgeted is four less than in 2006 (110 then and 106 now). Chief Fleming indicated that the Police Department has eliminated several proactive units since 2006, including the gang, narcotics, mounted and bike units in an effort to staff the Patrol Division.

On November 15, 2021, the Council considered a request from former City of Clovis Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing. There was significant discussion at that meeting regarding the Committee and how it would be created, facilitated, the focus, and scope. During that discussion there were four specific areas that were discussed that staff is now returning to expand the discussion and confirm direction.

A - Confirm / amend consensus direction provided to staff at the November 15, 2021 meeting.

On November 15, 2021, the Council considered a request from former City of Clovis Police Chief Matt Basgall to discuss creating a Citizens' Advisory Committee for the purpose of evaluating police officer staffing. Significant discussion and feedback was provided to staff that evening regarding the request. Staff would like to confirm the consensus of the Council as follows:

1. Form the committee.
2. The makeup of the committee would be 25 members with each Council Member nominating 5 members each.
3. The scope of the Committee analysis would be staffing of the entire Police Department (compared to the Etico Solutions study which focused solely on Patrol staffing).
4. Review and report expenditures and staffing within the Police Department over the past fifteen years.
5. Consider what it is going to take to stay the "Safest City in the Valley".
6. Report back on the required timeline should a tax measure be considered to be placed on the November 2022 ballot.

In reviewing the audio of the meeting, staff would like to confirm two items that were discussed but unclear if there was a consensus as follows:

1. What is the consensus of Council participation on the committee? Will Council participate or not? And if so, in what capacity/frequency?
2. Unclear if Committee members would be required to live / work / own property in the City.
3. Council indicated they were interested in having members of the general public involved in the process, outside of the selected committee members. What type of involvement/participation would Council want from residents, not appointed to the committee, to have?

B - Consider options regarding facilitating the 25 member Committee through the process.

Staff is recommending that City Council consider how the Committee meetings will be facilitated. Facilitating a group of 25 members is going to be challenging. A partial list of options that Council may consider are as follows:

1. Hire an independent outside facilitator. Staff has done some research and has not been able to identify anyone who could act as a facilitator for this type of committee.
2. Select a chair and vice chair for the Committee and have those members act as facilitators.
3. Direct staff to facilitate.

C - Approve the draft calendar for the Committee meeting timeline.

Council was very clear that the Committee being formed was not a “sales tax committee”. That being said, one of the recommendations that the Committee could come back with is a need for additional revenues for the Police Department to add additional sworn officers. Should that be a recommendation, Council directed staff to look into calendar deadlines that would have to be met for the November 2022 to add a tax measure to the ballot.

For election purposes, the November 8, 2022, election is considered a statewide election. When a city calls for an election on a municipal proposition, such as a local tax measure, to be held on the same date and consolidated with a statewide election, the City Council must approve a resolution calling for the election; requesting the municipal election be consolidated with the statewide election; and include the exact form of the question/proposition as it would appear on the ballot. The approved resolution must be filed/submitted with the county at least 88 days prior to the date of the election. The different types of taxes (sales tax, parcel tax, transient occupancy tax, etc.) and whether the tax is general or special does not impact this 88-day deadline. Along with the approval of the resolution, an ordinance imposing the proposed tax (subject to voter approval) is introduced.

Looking ahead at the calendar of City Council meeting dates, Monday, August 8, 2022, is 92 days before the November 8, 2022 election. The resolution calling for the election and approving the ballot measure text would need to be approved no later than August 8, 2022, and then the approved resolution submitted to the Fresno County Clerk/Registrar of Voters no later than Friday, August 12, 2022, to get the measure on the November 8, 2022 ballot. Staff would recommend an earlier date for Council consideration to allow some flexibility should additional time be needed. An earlier Council meeting date could be selected, but August 8, 2022 is the last possible Council meeting date to qualify for the November 8 election. Please recall that Council traditionally goes on recess in August and conducts only the first meeting, which would be August 1, 2022.

Possible calendar for the Committee may be as follows:

- January – April 2022 – two meetings per month on the 2nd and 4th Wednesdays for a total of 8 meetings.
- May 2022 Committee reports back to Council on results of analysis and recommendations.
- June 2022 – Town hall meeting(s) for Council to consider results of analysis and recommendations.
- July 2022 – If Council direction is to place a tax measure on the ballot, there are other administrative matters and deadlines the City Attorney and City Clerk will need to complete with regard to preparing and submitting an impartial analysis and a synopsis of the measure and handling any arguments in favor or against the measure so that they all get sent to the County Clerk/Registrar in time to be included in the voter pamphlet.
- August 8, 2022 – deadline.

D - Receive and File an update on expenditures and staffing within the Police Department over the past fifteen years.

The Finance Department is in the process of completing an analysis of expenditures and staffing in the Police Department between 2005/06 and 2019/20. A copy will be provided to City Council at the meeting on Monday, December 6, 2021.

Attachment 2 is the staff report that went to Council on November 13, 2007 that summarizes the recommendations provided to Council by the Committee. The report is provided as background information for Council for what a similar Committee analyzed between 2007 and 2008.

Ideally, Council would provide the names of their five candidates in time to have the Committee approved by Council at the December 13, 2021 meeting. Staff is currently recommending cancelling the Council meeting of December 20, 2021 as it falls on the week of a holiday. Should we not have the Committee formed until January, it could possibly delay when the Committee could begin to meet.

The venue of where the Committee meetings will be held needs to be determined and how they are conducted. The size and technical configuration of the Council Chamber is not conducive to a 25 member Committee to participate and allow for video broadcasting, such as Council Meetings are done today. One alternative that staff is considering is to select a venue such as the Emergency Operations Center (EOC) or the Senior Center, and have CMAC broadcast the meeting. The meetings would be open to the public. The video broadcasting would not allow for what we have in the Council Chambers today via Webex and two-way communication. Residents who wanted to participate in the meetings would be required to attend.

FISCAL IMPACT

At this point there is no significant impact on the budget in reviewing what is being considered in this report. If Council directs staff to find an outside facilitator, there will be costs incurred. Additionally, if the City uses CMAC to broadcast the video, there will be costs incurred.

REASON FOR RECOMMENDATION

At the November 15, 2021 Council meeting, Council provided direction to return to Council regarding the development of a Citizens' Advisory Committee to provide an analysis of expenditures and staffing within the Police Department over the past fifteen years.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: John Holt, Assistant City Manager

Reviewed by: City Manager 



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: November 15, 2021

SUBJECT: Consider – A request from Matt Basgall for the City Council to Create a Citizens Advisory Committee for the Purpose of Evaluating Police Officer Staffing.

Staff: Luke Serpa, City Manager

Recommendation: Consider request and provide direction.

ATTACHMENTS: 1. Letter from Matt Basgall

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to provide direction to staff based on the request from Matt Basgall. If the direction is to form a committee staff would be looking for direction on the number and criteria to be used for selecting membership, as well as the scope of the committee's work and expected timeline.

EXECUTIVE SUMMARY

Staff is in receipt of a request to the Clovis City Council from former City of Clovis Police Chief Matt Basgall. The request is for the City Council to discuss creating a citizens advisory committee for the purpose of evaluating police officer staffing.

BACKGROUND

As detailed in the Police Department Staffing Study that was presented to Council on November 8, the number of sworn officers that is currently funded is well below the Department's goals. Due to the limitations on staffing, the Police Department has had to reduce or eliminate various services. In response to this situation, former Police Chief and current Clovis resident, Matt Basgall, has submitted a letter requesting that Council establish a Citizen's Advisory Committee to analyze the staffing needs for the Police Department, to provide feedback to the Council regarding what the citizens of Clovis expect from the Department, and to examine funding options to meet those expectations.

A similar Citizens Advisory Committee was established by the Clovis City Council in 2007. For reference, the following is a brief background on that process and outcome: Between April and June 2007 the City Council conducted workshops on future funding for services for Police, Fire, Street Maintenance, and Park Maintenance. By June 2007 the City Council had appointed 15 members (three each) of the public to participate on a Citizens Advisory Committee to evaluate future funding for services for Police, Fire, Street Maintenance, and Park Maintenance. The Committee met twice monthly from June through September 2007. As part of the process the city also retained a consultant to evaluate the benefits of the 1999 Measure A sales tax override and to prepare a survey to gauge the public support for a potential sales tax measure to follow the 1999 Measure A. In December 2008 the Clovis City Council adopted Ordinance 08-27 to enact a one cent sales tax for ten years and a three quarters of a cent thereafter for restoration and protection of essential city services and calling a March 2009 election for the voters to consider. The measure was a general tax and as such required a simple majority for adoption. The measure failed 68% to 32%.

Staff is currently seeking direction from Council regarding the potential establishment of Citizens Advisory Committee as requested by Matt Basgall. If Council decides to establish such a committee, specific direction would be needed regarding the make-up of the committee, the scope of the analyses that they will conduct, and the timeline for providing feedback to Council.

FISCAL IMPACT

At this point in the discussion there is no fiscal impact. Depending on Council's direction, there could be costs for additional studies or surveys to support the committee's work. The cost of any such studies would be expected to be similar in magnitude to the recently completed staffing study, and funding is available for studies of that order.

REASON FOR RECOMMENDATION

Staff is in receipt of a request to the Clovis City Council from former City of Clovis Police Chief Matt Basgall. The request is for the City Council to discuss creating a citizens advisory committee for the purpose of evaluating police officer staffing.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: John Holt, Assistant City Manager

Reviewed by: City Manager LS

TO: Clovis City Council
FROM: Matthew Basgall
DATE: September 22, 2021
SUBJECT: Citizen Advisory Committee

This is a request to discuss a citizens advisory committee for the purpose of police officer staffing levels in the City of Clovis. The Clovis Police Department has been working understaffed since the recession of 2008. Over the past 13 years Clovis PD has seen a significant increase in both residents, businesses and hotels. In 2007-2008 the Clovis Police Department was authorized to be at 116 officers and a commitment to keep officers at a ratio of 1.3 officers per 1000 residents. As a result of the recession Clovis PD was cut to 91 officers. Currently the authorized number is 109. With a population of approximately 125,000 this gives a ratio of .87 officers per 1000 residents.

Since the Police Department relies solely on the general fund the staffing is at the mercy of those revenues. Over the past 13 years we have seen a recession, increase in retirement costs and COVID dramatically impact the police departments ability to grow with the city. The question is what will be the next thing that impacts the city and public safety.

Clovis Police Department has always prided itself on its community support and being a full-service department. With the current environment these commitments are strained and becoming unreasonable to meet. The Police Department relies on volunteers for muni-code enforcement. However with COVID many volunteers have chosen to not return to the PD.

GOALS OF COMMITTEE

Analyze staffing needs for the Police Department

- 1) Provide feedback to the City Council
- 2) Establish what the citizens of Clovis want and expect from Clovis PD
- 3) Examine funding options

QUESTIONS FOR COUNCIL:

- 1) Does the council want to participate in a workshop
- 2) Does council want to appoint members onto the committee
- 3) How many persons should be involved in the process

Clovis Police Department is in process of having a study completed to examine the needs of the department, which will be provided to the Council. The Clovis Police Officers Association has agreed to fund a survey to be sent to the citizens of Clovis that will address the hard questions. What are the citizens willing to pay for safety. What are they willing to give up and what do they want from their police department.