



CITY *of* CLOVIS

AGENDA • CITY COUNCIL MEETING

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

May 15, 2023

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 and mic 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 wanting to make a verbal comment via call will need to ensure that they accessed the WebEx meeting with audio and microphone transmission capabilities.

CALL TO ORDER

FLAG SALUTE - Councilmember Basgall

ROLL CALL

PRESENTATIONS/PROCLAMATIONS

1. Presentation of Proclamation Designating May 21 - 27, 2023, as National Public Works Week.

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

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

CONSENT CALENDAR - Items considered routine in nature are to be placed upon the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a

Councilmember requests individual consideration. A Councilmember's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

- [2.](#) Administration - Approval - Minutes from the May 1, 2023, Council Meeting.
- [3.](#) Administration - Adopt - Ord. 23-01, R2022-001, A request to rezone the subject property from the R-1-7500 (Single-family Residential, 7,500 sf) Zone District to the R-2 (Multifamily Medium-High Density Residential) Zone District, located north of Alluvial Avenue, between Sunnyside and Fordham Avenues. (Vote: 5-0)
- [4.](#) Administration - Adopt - Ord. 23-02, A request to approve an ordinance of the City Council of the City of Clovis amending Section 8.1.01.1 of Chapter 8.1 of Title 8 relating to amendments to uniform administrative code to add Photovoltaic and Energy Storage Systems fee Table S-1. (Vote: 5-0)
- [5.](#) Finance – Receive and File – Investment Report for the Month of December 2022.
- [6.](#) Finance – Receive and File – Treasurer's Report for the Month of December 2022.
- [7.](#) Finance – Receive and File – Investment Report for the Month of January 2023.
- [8.](#) Finance – Receive and File – Treasurer's Report for the Month of January 2023.
- [9.](#) General Services – Approval – Res. 23-____, Authorizing Amendments to the City's Classification Plan by Revising the Public Safety Dispatcher Classification in the Police Department.
- [10.](#) General Services - Approval – Res. 23-____, Authorizing Amendments to the City's Classification and Compensation Plans to Adopt the Parts Runner Classification with a Salary Range of \$3,522 to \$4,281 per month, and Approval – Res. 23-____, Amending the City's FY 22-23 Position Allocation Plan.
- [11.](#) Planning and Development Services – Approval – Res. 23-____, Adopt a list of projects funded by SB1: The Road Repair and Accountability Act.

PUBLIC HEARINGS - A public hearing is an open consideration within a regular or special meeting of the City Council, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1.

- [12.](#) Consider Approval – Res. 23-____, a Resolution Confirming the Diagram and Assessments for the Annual Levy, 2023-2024 Landscape Maintenance District No. 1.

Staff: Eric Aller, Parks Manager

Recommendation: Approve

- [13.](#) Consider items associated with approximately 500 acres of land located within the area generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north and the Peach Avenue alignment on the east. City of Clovis, applicant.

a. Consider Introduction – Ord. 23-____, R2023-003, A request to establish rezoning classifications for approximately 333 acres of property and to modify rezoning classifications on approximately 35 acres within the overall 500 acre project area. City of Clovis, applicant.

b. Consider Approval - Res. 23-____, RO309, A Resolution of Application for the annexation of approximately 500 acres into the Clovis City limits.

Staff: Dave Merchen, City Planner

Recommendation: Approve

14. Consider Review and Introduction – Res. 23-____, 2023-24 City of Clovis Annual Budget, Five Year Capital Improvement Program, and information regarding the Clovis Successor Agency.

- a) Finance Department (Jay Schengel)
- b) City Council/City Attorney/City Manager/City Clerk (John Holt/Jesse Velez)
- c) Police Department (Curt Fleming)
- d) Fire Department (John Binaski)
- e) Public Utilities Department (Scott Redelfs)
- f) Planning and Development Services/Community Investment Program (Renee Mathis)
- g) General Services (Shonna Halterman)
- h) Economic Development, Housing, and Communications (Chad McCollum)

Staff: Jay Schengel, Finance Director/John Holt, City Manager

Recommendation: Receive Introduction and continue the public hearing to June 5, 2023

CITY MANAGER COMMENTS

COUNCIL COMMENTS

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

15. Government Code Section 54956.9(d)(1)
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Case Name: Desiree Martinez v. City of Clovis, et al., Case No. F082914

ADJOURNMENT

FUTURE MEETINGS

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

- June 5, 2023 (Mon.)
- June 12, 2023 (Mon.)
- June 19, 2023 (Mon.)
- July 3, 2023 (Mon.)

CITY of CLOVIS
PROCLAMATION
Declaring May 21-27, 2023, as
National Public Works Week

WHEREAS, Public Works focuses on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the City of Clovis; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works employees at all levels of government that are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water and wastewater treatment, solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the City of Clovis to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the American Public Works Association has chosen "Connecting the World through Public Works" as the theme for this year's National Public Works Week to highlight the quality of life Public Works provides to communities; and


WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE BE IT RESOLVED, that the City of Clovis does hereby declare May 21-27, 2023, as

National Public Works Week

IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 15th day of May, 2023.





 Mayor

CLOVIS CITY COUNCIL MEETING

May 1, 2023

6:00 P.M.

Council Chamber

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

Roll Call: Present: Councilmembers Basgall, Bessinger, Mouanoutoua, Pearce
Mayor Ashbeck

PRESENTATION – 6:02

6:02 – ITEM 1 - PRESENTATION OF PROCLAMATION DECLARING MAY 2023, AS OLDER AMERICANS MONTH.

6:13 – ITEM 2 - UPDATE ON THE 2023 TRAIL FEST TO BE HELD ON MAY 6, 2023.

PUBLIC COMMENTS – 6:15

CONSENT CALENDAR – 6:17

Motion by Councilmember Bessinger, seconded by Councilmember Basgall, that the items on the Consent Calendar with the exception of item 11, be approved. Motion carried by unanimous vote.

- 3. Administration - Approved - Minutes from the April 10, 2023, and April 14, 2023, Council Meetings.
- 4. Administration – Approved – Award the Request for Proposals to Zones for the purchase of twenty (20) Mobile Data Computers in the amount of \$97,710.00 plus tax.
- 5. General Services – Approved – **Res. 23-27**, Authorizing the Execution of the Certificates of Assurances for the Low Carbon Transit Operations Program (LCTOP), and Submittal of Two (2) Projects for Fiscal Year 2022-2023.
- 6. Planning and Development Services – Approved – Final Acceptance for CIP 21-06 Modular Training Facility.
- 7. Planning and Development Services – Approved – Final Acceptance for CIP 18-12 Fire Station 6.
- 8. Planning and Development Services – Approved – Final Acceptance for Final Map for Tract 6349, located east of Locan Avenue, between Barstow Avenue and Shaw Avenue (DYP 6260, LP (De Young Properties)).
- 9. Planning and Development Services – Approved – Final Acceptance for Final Map for Tract 6328, located at the northwest corner of Shepherd and Clovis Avenues (6050 Enterprises, LP (Wilson Homes)).
- 10. Planning and Development Services – Approved – Final Acceptance for Final Map for Tract 6273, located at the northwest corner of Ashlan Avenue and Armstrong Avenue (Joseph Crown Construction and Development, Inc.)

12. Public Utilities – Approved – Preliminary Engineer’s Report; and Approved – **Res. 23-28**, a Resolution Declaring the City’s Intention to Levy and Collect the Annual Assessments for Landscape Maintenance District No. 1.

6:18 ITEM 11 - PLANNING AND DEVELOPMENT SERVICES – APPROVED – FINAL ACCEPTANCE FOR FINAL MAP FOR TRACT 6225, LOCATED AT THE NORTHEAST CORNER OF ASHLAN AVENUE AND LOCAN AVENUE (WILSON PREMIER HOMES, INC.). COUNCILMEMBER VONG MOUANOUTOUA HAS A CONFLICT OF INTEREST ON THIS ITEM.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Pearce. Motion carried 4-0-0-1 with Councilmember Mouanoutoua abstaining.

COUNCIL ITEMS – 6:19

6:19 ITEM 13 - APPROVED – APPOINTMENTS TO PERSONNEL COMMISSION AND PLANNING COMMISSION.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua. Motion carried 4-1 with Councilmember Pearce voting no.

ADMINISTRATIVE ITEMS – 6:28

6:28 ITEM 14 - APPROVED – **Res. 23-29**, A RESOLUTION DECLARING THE INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2023-24, AUTHORIZING THE CITY OF CLOVIS ENGINEERING DEPARTMENT TO CONDUCT A PROPERTY OWNER PROPOSITION 218 PROCEEDING, APPROVING THE FISCAL YEAR 2023-24 PRELIMINARY ENGINEER’S REPORT, AND SETTING A PUBLIC HEARING FOR JUNE 19, 2023, OR AT SUCH TIME THEREAFTER FOR AREA 1 OF BENEFIT ASSESSMENT DISTRICT NO. 95-1 (BLACKHORSE ESTATES).

Sam Reid, Resident, expressed concerns regarding landscape maintenance issues and lack of trust with the City on managing funds.

Paul Xiao, Resident, requested to be involved in the evaluation process of the property management company.

Motion for approval by Councilmember Bessinger, seconded by Councilmember Basgall. Motion carried 4-1 with Councilmember Mouanoutoua voting no.

7:20 ITEM 15 - DENIED – A REQUEST TO ALLOW BACKYARD CHICKENS IN THE CITY OF CLOVIS.

David Avakian, Resident, spoke in support of backyard chickens.

Angela Bates, Resident, spoke in support of backyard chickens.

Julie Cotea, Resident, spoke in support of backyard chickens.

Patrick Sherer, Resident, spoke in support of backyard chickens.

David Avakian, Resident, expressed interest in working with the City to compromise.

Motion to uphold denial by Councilmember Bessinger, seconded by Councilmember Basgall. Motion carried 4-1 with Councilmember Mouanoutoua voting no.

PUBLIC HEARINGS – 8:06

8:06 ITEM 16 - APPROVED ITEMS ASSOCIATED WITH THE ANNUAL MILITARY EQUIPMENT REPORT.

16A. ANNUAL REVIEW OF ORDINANCE 22-03, CLOVIS POLICE DEPARTMENT POLICY 706, AND THE 2022 ANNUAL MILITARY EQUIPMENT REPORT.

16B. APPROVED - **RES. 23-30**, RENEWING ORDINANCE 22-03 AND CLOVIS POLICE DEPARTMENT POLICY 706.

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

8:19 ITEM 17 - APPROVED ITEMS ASSOCIATED WITH APPROXIMATELY 1.04 ACRES OF LAND LOCATED ON THE NORTH SIDE OF ALLUVIAL AVENUE, BETWEEN SUNNYSIDE AND FORDHAM AVENUES. STALLION DEVELOPMENT AND CONSTRUCTION – ARMAN ZAKARYAN, OWNER/APPLICANT; DAN ZACK, REPRESENTATIVE.

Dan Zack, Owner/Applicant Representative, addressed Council's questions.

Linda Alvord, Resident, spoke in opposition of the project.

Mark D., Resident, spoke in opposition of the project.

Darrin Alvord, Resident, spoke in opposition of the project.

17A. APPROVED – VACATING THE DENIAL OF GPA2022-001 FROM THE MARCH 6, 2023, COUNCIL MEETING WITH A VOTE OF 3-1-1 WHERE COUNCILMEMBER MOUANOUTOUA VOTED AGAINST THE DENIAL AND WHERE COUNCILMEMBER PIERCE WAS ABSENT.

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

17B. APPROVED - **RES. 23-31**, GPA2022-001, A REQUEST TO AMEND THE GENERAL PLAN TO RE-DESIGNATE THE SUBJECT PROPERTY FROM THE LOW DENSITY RESIDENTIAL (2.1-4.0 DU/AC) CLASSIFICATION TO THE MEDIUM HIGH (7.1-15.0 DU/AC) CLASSIFICATION.

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

17C. APPROVED INTRODUCTION - **ORD. 23-01**, R2022-001, A REQUEST TO REZONE THE SUBJECT PROPERTY FROM THE R-1-7500 (SINGLE-FAMILY RESIDENTIAL, 7,500 SF) ZONE DISTRICT TO THE R-2 (MULTIFAMILY MEDIUM-HIGH DENSITY RESIDENTIAL) ZONE DISTRICT.

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

CITY MANAGER COMMENTS – 9:28

COUNCIL COMMENTS – 9:33

CLOSED SESSION – 9:45

- 18. GOVERNMENT CODE SECTION 54956.9(D)(1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION CASE NAME: DESIREE MARTINEZ V. CITY OF CLOVIS, ET AL., CASE NO. F082914

Motion for legal counsel to file a petition for review and a request for depublication of the court of appeal opinion with the CA Supreme Court. Motion for approval by Councilmember Pearce, seconded by Councilmember Bessinger. Motion carried by unanimous vote.

Mayor Ashbeck adjourned the meeting of the Council to May 8, 2023

Meeting adjourned: 10:45 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: May 15, 2023

SUBJECT: Administration - Adopt - Ord. 23-01, R2022-001, A request to rezone the subject property from the R-1-7500 (Single-family Residential, 7,500 sf) Zone District to the R-2 (Multifamily Medium-High Density Residential) Zone District, located north of Alluvial Avenue, between Sunnyside and Fordham Avenues. (Vote: 5-0)

ATTACHMENTS: None

This item was approved for introduction on May 1, 2023, with a unanimous vote.

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



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: May 15, 2023

SUBJECT: Administration - Adopt - Ord. 23-02, A request to approve an ordinance of the City Council of the City of Clovis amending Section 8.1.01.1 of Chapter 8.1 of Title 8 relating to amendments to uniform administrative code to add Photovoltaic and Energy Storage Systems fee Table S-1. (Vote: 5-0)

ATTACHMENTS: None

This item was approved for introduction on May 8, 2023, with a unanimous vote.

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



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Finance Department
 DATE: May 15, 2023
 SUBJECT: Finance – Receive and File – Investment Report for the Month of December 2022.

ATTACHMENTS: 1. Distribution of Investments
 2. Monthly Investment Transactions
 3. Certificates of Deposit
 4. Municipal Securities
 5. Graph of December 31, 2022 Treasury Rates

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of December 2022. Shown in Attachment 1 is the distribution of investments which lists all the individual securities owned by the City with the book and market values. Book value is the actual price paid for the investment. Market value is the amount that the investment is worth if sold in the open market. The market value (which fluctuates daily) that is used in the report is as of the last working day of the month. Attachment 2 reflects the monthly investment transactions for the month of December 2022. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on December 31, 2022.

The investment of the City's funds is performed in accordance with the adopted Investment Policy. Funds are invested with the following objectives in mind:

1. Assets are invested in adherence with the safeguards and diversity of a prudent investor.
2. The portfolio is invested in a manner consistent with the primary emphasis on preservation of the principal, while attaining a high rate of return consistent with this guideline. Trading of securities for the sole purpose of realizing trading profits is prohibited.

3. Sufficient liquidity is maintained to provide a source for anticipated financial obligations as they become due.

4. Investments may be made, consistent with the Investment Policy Guidelines, in fixed income securities maturing in three years or less and can be extended to five years with the City Manager's approval.

The Finance Department invests the City's assets with an expectation of achieving a total rate of return at a level that exceeds the annualized rate of return on short-term government guaranteed or insured obligations (90-day Treasury bills) and to assure that the principal is preserved with minimal risk of depreciation or loss. In periods of rising interest rates, the City of Clovis portfolio return may be less than that of the annualized 90-day Treasury bill. In periods of decreasing interest rates, the City of Clovis portfolio return may be greater than the annualized 90-day Treasury bill. The current 90-day Treasury bill rate (annualized) is 1.84%. The rate of return for the City of Clovis portfolio is 2.28%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 124% of the Treasury bill rate.

In accordance with the Investment Policy, the investment period on each investment does not exceed three years and can be extended to five years with the City Manager's approval. As of December 2022, the average investment life of the City's investment portfolio is 1.63 years.

Current Investment Environment and Philosophy

During the month of December 2022, the federal funds rate increased to 4.25%-4.50%. On December 31, 2022, the Treasury yield curve increased from 3-month to 6-month notes, then decreased to 10-year notes.

Certificates of Deposit (CD's)

The City purchases both negotiable and non-negotiable Certificates of Deposit (CD's). Although negotiable CD's can be traded, it is the City's policy to buy and hold all CD's. Negotiable CD's are held by U.S. Bank, a third party custodian. Non-negotiable CD's are held in the City's safe.

Purchases and Maturities

- 1 government security totaling \$5,700,000 was purchased.
- 1 government security totaling \$13,000,000 matured.
- 5 certificates of deposit totaling \$1,250,000 were purchased.
- 2 certificates of deposit totaling \$500,000 matured.
- 2 municipal securities totaling \$1,130,000 were purchased.

Market Environment

- During December the federal funds rate increased to 4.25%-4.50%.
- On December 31, the yield curve increased from 3-month to 6-month notes, then decreased to 10-year notes. See Attachment 5, Graph of Treasury Rates on December 31, 2022.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AB*

**City of Clovis
Distribution of Investments
As of December 31, 2022**

AGENDA ITEM NO. 5.

	<u>COST</u>	<u>NET BOOK VALUE</u>	<u>MARKET VALUE *</u>	<u>YIELD TO MATURITY</u>	<u>STATED INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>DAYS TO MATURITY FROM 12/31/2022</u>
<u>GOVT SECURITIES</u>								
FAMCMTN	8,544,965	8,512,717	8,463,025	1.170%	1.350%	02/27/20	02/27/23	58
FHLB	5,255,000	5,078,404	4,987,706	0.600%	2.125%	03/26/20	03/10/23	69
FHLB	13,579,800	13,172,490	12,937,234	0.332%	2.125%	04/30/20	03/10/23	69
FFCB	5,000,000	5,000,000	4,732,200	0.250%	0.250%	03/01/21	03/01/24	426
FHLB	4,998,000	4,998,723	4,909,900	3.276%	3.250%	08/17/22	03/08/24	433
FHLB	1,994,000	1,996,279	1,973,140	3.835%	3.625%	09/14/22	03/08/24	433
FFCB	1,999,000	1,999,363	1,894,940	0.317%	0.300%	03/24/21	03/18/24	443
FHLB	5,000,000	5,000,000	4,682,500	0.350%	0.350%	06/07/21	06/07/24	524
FHLB	941,770	953,142	940,450	4.500%	0.700%	11/17/22	06/24/24	541
FHLB	4,969,000	4,978,608	4,664,100	1.274%	1.050%	01/20/22	11/15/24	685
FHLB	1,595,506	1,616,070	1,601,110	4.515%	0.500%	11/16/22	12/30/24	730
FHLB	3,980,000	3,985,825	3,749,920	1.922%	1.750%	02/28/22	02/28/25	790
FHLB	4,000,000	4,000,000	3,830,840	2.750%	2.750%	04/25/22	04/25/25	846
FAMCMTN	3,947,600	3,961,185	3,656,640	1.121%	0.750%	12/16/21	07/28/25	940
FHLB	5,000,000	5,000,000	4,908,950	3.600%	3.600%	08/30/22	08/28/25	971
FAMCMTN	4,948,500	4,960,869	4,539,200	0.869%	0.600%	10/14/21	09/08/25	982
FHLB	4,963,000	4,971,357	4,393,700	0.750%	0.580%	09/08/21	02/11/26	1,138
FHLB	3,922,000	3,939,437	3,561,760	1.229%	0.750%	12/16/21	02/24/26	1,151
FFCB	4,967,500	4,973,644	4,381,250	1.075%	0.940%	10/14/21	09/28/26	1,367
FHLB	3,649,200	3,674,534	3,556,400	3.342%	1.150%	06/29/22	10/28/26	1,397
FHLB	5,988,000	5,990,250	5,318,460	1.291%	1.250%	11/24/21	11/24/26	1,424
FHLB	5,127,757	5,104,920	4,647,200	1.580%	2.125%	01/20/22	12/11/26	1,441
FHLB	4,043,250	4,043,250	4,138,723	3.397%	1.020%	06/29/22	02/24/27	1,516
FHLB	4,550,000	4,605,977	4,138,723	3.173%	1.020%	08/17/22	02/24/27	1,516
FHLB	3,695,200	3,749,471	3,452,400	2.564%	0.900%	03/31/22	02/26/27	1,518
FHLB	5,050,770	5,099,092	4,970,229	3.971%	1.000%	12/14/22	02/26/27	1,518
FHLB	4,000,000	4,000,000	3,674,120	2.375%	2.375%	03/08/22	03/08/27	1,528
SECURITIES TOTAL	<u>\$ 125,709,818</u>	<u>\$ 125,365,607</u>	<u>\$118,704,819</u>					
LAIF		<u>\$ 74,905,243</u>	<u>\$ 74,905,243</u>					
Municipal Issuance		<u>\$ 52,935,000</u>	<u>\$ 48,186,516</u>					
Sweep Account (Union Bank)		<u>\$ 21,537,434</u>	<u>\$ 21,537,434</u>					
TOTAL CD'S		<u>\$ 19,995,000</u>	<u>\$ 19,489,847</u>					
TOTAL INVESTMENTS		<u>\$ 294,738,284</u>	<u>\$ 282,823,859</u>					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of December 31, 2022

AGENDA ITEM NO. 5.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FHLB	Gov. Sec.	Purchase	5,700,000	5,050,770	1.000%	12/14/22	02/26/27
Foothill De Anza CCD	Mun Iss.	Purchase	540,000	540,000	1.473%	12/15/22	08/01/27
San Diego CCD	Mun Iss.	Purchase	590,000	590,000	2.407%	12/15/22	08/01/27
Alliant Cr Un Chicago	CD	Purchase	250,000	250,000	5.100%	12/30/22	12/30/25
Austin Telco Fed	CD	Purchase	250,000	250,000	4.950%	12/16/22	12/16/25
Community Bank	CD	Purchase	250,000	250,000	4.300%	12/14/22	12/15/25
Morgan Stanley Private	CD	Purchase	250,000	250,000	4.750%	12/09/22	12/09/25
Rogue Cr Un Medford	CD	Purchase	250,000	250,000	5.100%	12/23/22	12/23/25
FHLB	Gov. Sec.	Maturity	13,000,000	13,030,015	1.875%	12/09/22	12/09/22
Live Oak Banking Co.	CD	Maturity	250,000	250,000	1.750%	12/12/22	12/12/22
Wells Fargo Natl Bk	CD	Maturity	250,000	250,000	1.800%	12/13/22	12/13/22

PORTFOLIO DATA

Current Month (12/22)

	Book	Market
CD'S	\$ 19,995,000	\$ 19,489,847
Gov't Securities*	125,365,607	118,704,819
Municipal Securities	52,935,000	48,186,516
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	21,537,434	21,537,434
TOTAL	\$ 294,738,284	\$ 282,823,859

Prior Month (11/22)

	Book	Market
CD'S	\$ 19,245,000	\$ 18,599,372
Gov't Securities*	133,263,676	126,769,132
Municipal Securities	51,805,000	47,365,936
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	20,638,225	20,638,225
TOTAL	\$ 299,857,144	\$ 288,277,908

Three Months Previous (09/22)

	Book	Market
CD'S	\$ 16,245,000	\$ 15,738,360
Gov't Securities*	138,724,630	131,664,480
Municipal Securities	40,070,000	36,705,918
LAIF	74,651,233	74,651,233
Sweep Account (Union Bank)	31,983,745	31,983,745
TOTAL	\$ 301,674,608	\$ 290,743,736

Six Months Previous (06/22)

	Book	Market
CD'S	\$ 12,495,000	\$ 12,207,735
Gov't Securities*	131,232,711	127,006,620
Municipal Securities	25,000,000	23,571,510
LAIF	74,511,731	74,511,731
Sweep Account (Union Bank)	71,690,282	71,690,282
TOTAL	\$ 314,929,724	\$ 308,987,878

One Year Previous (12/21)

	Book	Market
CD'S	\$ 10,485,000	\$ 10,540,664
Gov't Securities*	136,883,894	136,851,221
Municipal Securities	9,465,000	9,393,207
LAIF	74,410,223	74,410,223
Sweep Account (Union Bank)	22,971,018	22,971,018
TOTAL	\$ 254,215,135	\$ 254,166,333

*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis
Certificates of Deposit
As of December 31, 2022**

AGENDA ITEM NO. 5.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 12/31/22	INTEREST FREQUENCY
Valley Cent Svgs Bk	250,000	249,712.50	1.700%	01/15/20	01/17/23	17	QUARTERLY
Sallie Mae Bank	250,000	249,642.50	1.900%	01/23/20	01/23/23	23	QUARTERLY
Servisfirst Bank	250,000	249,122.50	1.600%	02/21/20	02/21/23	52	MONTHLY
Celtic Bank	250,000	248,712.50	1.550%	03/13/20	03/13/23	72	MONTHLY
Axos Bank	250,000	248,455.00	1.550%	03/26/20	03/27/23	86	MONTHLY
Nicolet Natl Bank	250,000	248,152.50	0.900%	03/27/20	03/27/23	86	MONTHLY
Centerstate Bank	250,000	248,015.00	0.900%	03/30/20	03/30/23	89	MONTHLY
Bank Leumi	250,000	248,332.50	1.450%	03/31/20	03/31/23	90	MONTHLY
Discover Bank	250,000	248,287.50	1.350%	04/02/20	04/03/23	93	MONTHLY
Berkshire Bank	250,000	248,117.50	1.300%	04/08/20	04/06/23	96	MONTHLY
American Express	250,000	247,657.50	1.100%	04/21/20	04/21/23	111	MONTHLY
New York Cmnty Bank	250,000	240,162.50	0.350%	12/11/20	12/11/23	345	QUARTERLY
Transportation Alliance Bk	250,000	237,217.50	0.250%	03/12/21	03/12/24	437	QUARTERLY
Preferred Bank	250,000	236,847.50	0.250%	03/25/21	03/25/24	450	QUARTERLY
Banknited Natl Assn	245,000	232,536.85	0.450%	03/31/21	04/01/24	457	QUARTERLY
Greenstate Credit Union	250,000	235,247.50	0.450%	06/16/21	06/17/24	534	QUARTERLY
Eaglemark Savings Bank	250,000	234,847.50	0.400%	06/30/21	06/28/24	545	QUARTERLY
Texas Exchange Bk	250,000	234,845.00	0.500%	07/09/21	07/09/24	556	QUARTERLY
BMW Bk North Amer	250,000	234,625.00	0.550%	07/30/21	07/30/24	577	QUARTERLY
Toyota Finl Svgs	250,000	234,060.00	0.650%	09/09/21	09/09/24	618	QUARTERLY
State Bk India	250,000	233,860.00	0.650%	09/17/21	09/17/24	626	QUARTERLY
Ubs Bank Usa	250,000	232,625.00	0.750%	11/17/21	11/18/24	688	QUARTERLY
Webbank Salt Lake City	250,000	232,517.50	0.750%	11/29/21	11/29/24	699	QUARTERLY
Medallion Bank Salt Lake City	250,000	232,565.00	0.900%	12/20/21	12/20/24	720	QUARTERLY
Beal Bank	250,000	232,300.00	0.950%	01/19/22	01/15/25	746	QUARTERLY
Mountain Amer Fed	250,000	244,110.00	3.450%	08/31/22	02/28/25	790	QUARTERLY
Barclays Bk	250,000	235,047.50	1.700%	03/09/22	03/10/25	800	QUARTERLY
Goldman Sachs Bk	250,000	234,790.00	1.650%	03/09/22	03/10/25	800	QUARTERLY
Safra National Bk	250,000	236,380.00	2.000%	03/23/22	03/24/25	814	QUARTERLY
Pentagon Federal Cr Un	250,000	236,180.00	2.000%	03/28/22	03/28/25	818	QUARTERLY
Beal Bank	250,000	237,265.00	2.200%	04/06/22	04/02/25	823	QUARTERLY
JP Morgan Chase	250,000	238,817.50	2.500%	04/08/22	04/08/25	829	QUARTERLY
First Natl Bank	250,000	244,635.00	2.200%	04/12/22	04/11/25	832	QUARTERLY
One Community Bank	250,000	239,555.00	2.700%	04/29/22	04/29/25	850	QUARTERLY
Americu Credit Union	250,000	240,075.00	2.800%	05/02/22	05/02/25	853	QUARTERLY
Synchrony Bank Retail	250,000	241,642.50	3.100%	05/20/22	05/20/25	871	QUARTERLY
Connexus Credit Union	250,000	240,945.00	3.000%	05/26/22	05/27/25	878	QUARTERLY
Bmo Harris Bank	250,000	241,632.50	3.150%	06/17/22	06/17/25	899	QUARTERLY
Saco Biddeford	250,000	239,882.50	2.850%	06/17/22	06/17/25	899	QUARTERLY
Baxter Credit Union	250,000	250,000.00	3.400%	06/28/22	06/30/25	912	QUARTERLY
Capital One Bank	250,000	242,755.00	3.350%	06/29/22	06/30/25	912	QUARTERLY
American First Cr Un	250,000	241,990.00	3.250%	07/15/22	07/15/25	927	QUARTERLY
Trustone Financial Cr Un	250,000	241,960.00	3.250%	07/19/22	07/21/25	933	QUARTERLY
American Natl Bank	250,000	240,977.50	3.100%	07/27/22	07/28/25	940	QUARTERLY
TCM Bank	250,000	242,497.50	3.350%	07/28/22	07/28/25	940	QUARTERLY
Generations Bank	250,000	242,777.50	3.400%	08/03/22	08/04/25	947	QUARTERLY
Direct Fed Credit	250,000	242,352.50	3.500%	08/17/22	08/18/25	961	QUARTERLY
Resource One Credit	250,000	242,042.50	3.300%	08/17/22	08/18/25	961	QUARTERLY
Connex Credit	250,000	243,212.50	3.500%	08/31/22	08/29/25	972	QUARTERLY
Skyone Fed Credit	250,000	243,825.00	3.600%	08/30/22	09/02/25	976	QUARTERLY
Credit Union of Texas	250,000	243,800.00	3.600%	09/14/22	09/15/25	989	QUARTERLY
Forbright Bank	250,000	243,107.50	3.500%	09/16/22	09/16/25	990	QUARTERLY
Ally Bank Sandy Utah	250,000	246,612.50	4.050%	09/29/22	09/19/25	993	QUARTERLY
Alabama Credit Union	250,000	243,712.50	3.600%	09/20/22	09/22/25	996	QUARTERLY
Kemba Finl Credit Union	250,000	246,275.00	4.000%	09/21/22	09/22/25	996	QUARTERLY
Farmers Merchants	250,000	244,640.00	3.750%	09/28/22	09/29/25	1,003	QUARTERLY
Jefferson Finl FCU	250,000	247,220.00	4.150%	09/29/22	09/29/25	1,003	QUARTERLY
Dort Finl Credit Union	250,000	246,255.00	4.000%	09/30/22	09/30/25	1,004	QUARTERLY
First National Bank	250,000	237,050.00	3.625%	09/30/22	09/30/25	1,004	QUARTERLY
Numerica Credit Union	250,000	248,185.00	4.200%	09/30/22	09/30/25	1,004	QUARTERLY
Vystar Credit Union	250,000	248,507.50	4.350%	09/30/22	09/30/25	1,004	QUARTERLY
Bell Bank Fargo	250,000	247,185.00	4.150%	10/13/22	10/14/25	1,018	QUARTERLY
Pacific Alliance	250,000	247,512.50	4.200%	10/14/22	10/14/25	1,018	QUARTERLY
z1st Financial Bank	250,000	247,185.00	4.150%	10/13/22	10/17/25	1,021	QUARTERLY
Great Southern Bank	250,000	249,502.50	4.500%	10/20/22	10/20/25	1,024	QUARTERLY
American Bank	250,000	248,485.00	4.350%	10/21/22	10/21/25	1,025	QUARTERLY
Queensborough Natl Bank	250,000	247,830.00	4.100%	10/21/22	10/21/25	1,025	QUARTERLY
Public Alliance Cr Un	250,000	249,475.00	4.500%	10/25/22	10/27/25	1,031	QUARTERLY
First Citizens Bank	250,000	250,777.50	4.700%	10/28/22	10/28/25	1,032	QUARTERLY
LCA Bank Corp	250,000	248,807.50	4.400%	10/28/22	10/28/25	1,032	QUARTERLY
Sharonview Fed Cr Un	250,000	251,155.00	4.850%	10/31/22	10/31/25	1,035	QUARTERLY
United Heritage Cr Un	250,000	251,140.00	4.700%	11/04/22	11/04/25	1,039	QUARTERLY
Capital One Natl Assn	250,000	252,140.00	4.900%	11/16/22	11/17/25	1,052	QUARTERLY
Morgan Stanley Bank	250,000	251,150.00	5.000%	11/18/22	11/18/25	1,053	QUARTERLY
Spokane Teachers Cr Un	250,000	252,865.00	5.000%	11/23/22	11/23/25	1,058	QUARTERLY
Morgan Stanley Private	250,000	250,490.00	4.750%	12/09/22	12/09/25	1,074	QUARTERLY
Community Bank Topeka	250,000	248,092.50	4.300%	12/14/22	12/15/25	1,080	QUARTERLY
Austin Telco Fed	250,000	252,587.50	4.950%	12/16/22	12/16/25	1,081	QUARTERLY
Rogue Credit Union	250,000	250,615.00	5.100%	12/23/22	12/23/25	1,088	QUARTERLY
Alliant Credit Union	250,000	253,675.00	5.100%	12/30/22	12/30/25	1,095	QUARTERLY
Negotiable CD TOTAL	\$ 19,995,000	\$ 19,489,847					
CD TOTAL	\$ 19,995,000	\$ 19,489,847					

**City of Clovis
Municipal Securities
As of December 31, 2022**

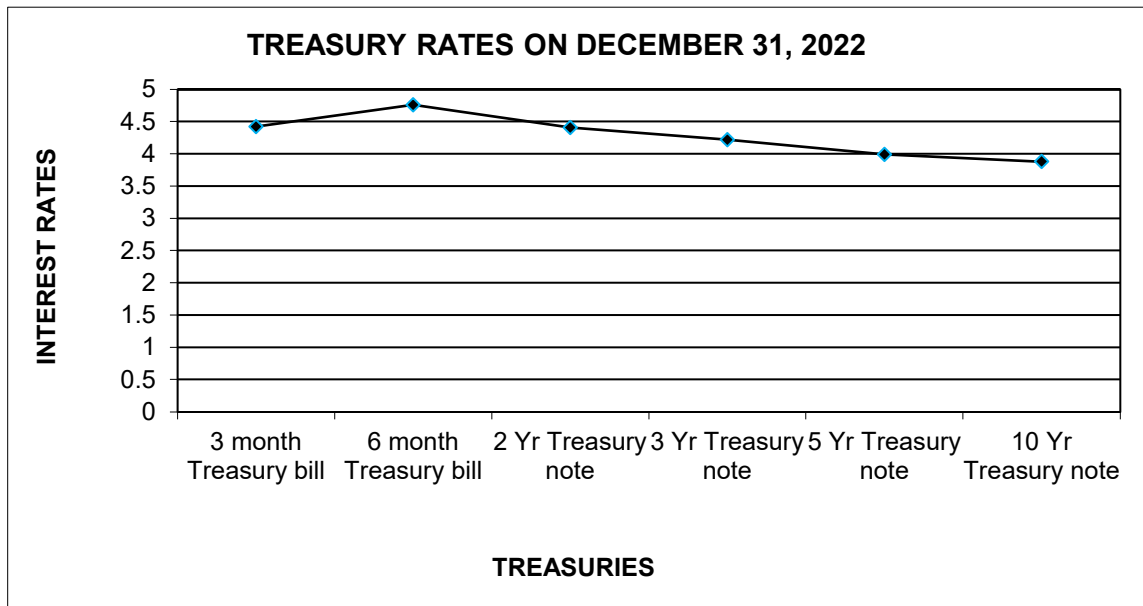
AGENDA ITEM NO. 5.

Municipal Securities	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 12/31/22	INTEREST FREQUENCY
Huntington Beach Pension Bond	1,000,000	980,500	0.381%	04/01/21	06/15/23	166	QUARTERLY
Fresno Unified Taxable Go Ref Bond	500,000	488,845	0.462%	09/30/20	08/01/23	213	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	797,103	0.534%	10/20/20	08/01/23	213	QUARTERLY
San Jose CA USD Ref Bond	775,000	757,214	0.221%	01/20/21	08/01/23	213	QUARTERLY
Vista CA USD Ref Bond	750,000	732,248	0.221%	01/20/21	08/01/23	213	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	976,490	0.366%	12/23/20	08/01/23	213	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	691,164	0.399%	10/27/20	09/01/23	244	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	340,851	0.578%	12/01/20	09/01/23	244	QUARTERLY
California St Univ Ref Bond	3,455,000	3,338,186	0.475%	04/01/22	11/01/23	305	QUARTERLY
San Diego CA Convention Ref Bond	1,450,000	1,389,564	1.527%	08/18/22	04/15/24	471	QUARTERLY
Santa Ana College Ref Bond	440,000	412,931	0.644%	12/17/21	08/01/24	579	QUARTERLY
University CA Rev Bond	1,000,000	964,010	4.350%	09/15/22	05/15/25	866	QUARTERLY
Antelope Valley CA Ref Bond	750,000	695,678	1.767%	05/12/22	08/01/25	944	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,490,000	1,347,735	0.880%	04/29/22	08/01/25	944	QUARTERLY
San Dieguito High School Ref Bond	1,000,000	927,320	1.661%	10/13/22	08/01/25	944	QUARTERLY
Santa Ana CCD Ref Bond	250,000	225,448	0.744%	05/12/22	08/01/25	944	QUARTERLY
Orange County Water Dist Ref Bond	900,000	840,420	2.095%	10/13/22	08/15/25	958	QUARTERLY
San Jose CA Txble Ser B	2,355,000	2,201,642	2.450%	10/13/22	09/01/25	975	QUARTERLY
Los Angeles CA USD Ref Bond	1,000,000	893,870	1.455%	11/15/21	07/01/26	1,278	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,505,000	3,072,939	1.080%	07/27/22	08/01/26	1,309	QUARTERLY
Chaffey CA High School Ref Bond	1,565,000	1,444,839	2.475%	06/30/22	08/01/26	1,309	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,305,000	2,907,342	1.208%	04/29/22	08/01/26	1,309	QUARTERLY
Placentia Yorba USD Ref Bond	1,110,000	974,480	1.070%	05/31/22	08/01/26	1,309	QUARTERLY
San Diego CA Cmnty Ref Bond	470,000	432,682	2.299%	04/29/22	08/01/26	1,309	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	1,877,289	1.147%	11/03/21	08/01/26	1,309	QUARTERLY
Sonoma Cnty Jr College Ref Bond	2,000,000	1,851,440	2.447%	06/30/22	08/01/26	1,309	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,625,000	1,448,996	1.812%	08/18/22	10/15/26	1,384	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,175,000	1,034,341	1.687%	08/18/22	03/01/27	1,521	QUARTERLY
University Gen Rev Bond	2,385,000	2,056,943	1.316%	10/13/22	05/15/27	1,596	QUARTERLY
Colton CA Jt Uni Sch	1,060,000	921,373	1.603%	11/17/22	08/01/27	1,674	QUARTERLY
Contra Costa Ref Bond	880,000	782,584	2.163%	09/15/22	08/01/27	1,674	QUARTERLY
Foothill De Anza CCD	540,000	468,472	1.473%	12/15/22	08/01/27	1,674	QUARTERLY
Fremont CA Uni Sch Dist	1,100,000	921,976	1.113%	11/17/22	08/01/27	1,674	QUARTERLY
Fremont CA USD Ref Bond	1,140,000	996,269	2.000%	05/31/22	08/01/27	1,674	QUARTERLY
Marin CA Cmnty Clg Dist	335,000	315,027	3.330%	11/17/22	08/01/27	1,674	QUARTERLY
Mount San Antonio Cmnty Clg	285,000	245,186	1.139%	11/17/22	08/01/27	1,674	QUARTERLY
Mount San Antonio Ref Bond	405,000	368,117	2.329%	10/13/22	08/01/27	1,674	QUARTERLY
Saddleback VY Uni Ref Bond	3,000,000	2,693,310	2.400%	08/10/22	08/01/27	1,674	QUARTERLY
San Diego CA Com CD	590,000	532,693	2.407%	12/15/22	08/01/27	1,674	QUARTERLY
San Ramon Valley Ref Bond	1,435,000	1,239,768	3.415%	09/15/22	08/01/27	1,674	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	1,000,000	942,650	3.050%	09/15/22	08/01/27	1,674	QUARTERLY
Sierra CA Cmnty Clg Dist	465,000	393,348	1.129%	11/17/22	08/01/27	1,674	QUARTERLY
William Hart CA Un High	200,000	168,342	1.174%	11/17/22	08/01/27	1,674	QUARTERLY
Rancho Santiago Cmnty Clg	335,000	283,490	1.106%	11/17/22	09/01/27	1,705	QUARTERLY
San Jose CA Txble Ser B	910,000	811,402	2.600%	10/13/22	09/01/27	1,705	QUARTERLY
Mun. Securities TOTAL	\$ 52,935,000	\$ 48,186,516					
Municipal Securities TOTAL	\$ 52,935,000	\$ 48,186,516					

**CITY OF CLOVIS
FINANCE DEPARTMENT
DECEMBER 31, 2022 TREASURY RATES**

Treasury Rates as of December 31, 2022

3 month Treasury bill	4.42
6 month Treasury bill	4.76
2 Yr Treasury note	4.41
3 Yr Treasury note	4.22
5 Yr Treasury note	3.99
10 Yr Treasury note	3.88



As indicated in the above graph, treasuries increase from 3-month to 6-month notes, then decrease to 10-year notes.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Finance Department
 DATE: May 15, 2023
 SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of December 2022.

ATTACHMENTS: 1. Summary of Cash Balances
 2. Summary of Investment Activity
 3. Investments with Original Maturities Exceeding One Year

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached for the Council’s information is the Treasurer’s Report for the month ended December 31, 2022.

Pursuant to Section 41004 of the Government Code of the State of California, the City Treasurer is required to submit a monthly report of all receipts, disbursements, and fund balances. Attachment 1 provides a summary of the beginning balance, total receipts, total disbursements, ending balance for all funds, and a listing, by fund, of all month end fund balances. Attachment 2 summarizes the investment activity for the month and distribution, by type of investment, held by the City. Attachment 3 lists all investments with original maturities exceeding one year as of the month ended December 31, 2022.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AA*

City of Clovis
Statement of Cash Balances
As of December 31, 2022

Previous Balance	\$	4,032,605.71
Deposits		35,134,508.94
Disbursements		(35,356,929.41)
		(35,356,929.41)
Current Balance	\$	3,810,185.24

FUNDS	BALANCE
100 General Fund	\$ 2,600,861.87
201 Local Transportation	15,704,094.71
202 Parking and Business Improvements	152,698.45
203 Off Highway Use	72,077.27
204 Community Facilities District 2020-1	98,620.96
205 Senior Citizen Memorial Trust	55,985.58
207 Landscape Assessment District	5,023,849.91
208 Blackhorse III (95-1) Assessment District	80,311.28
301 Park & Recreation Acquisition	13,088,629.06
305 Refuse Equipment Reserve	2,307,049.87
310 Special Street Deposit Fund	45,137,464.23
313 Successor Agency	143,808.06
314 Housing Successor Agency	1,209,893.32
402 1976 Fire Bond Redemption	25,475.23
404 1976 Sewer Bond Redemption Fund	416,167.96
501 Community Sanitation Fund	15,933,111.76
502 Sewer Service Fund	38,150,116.34
504 Sewer Capital Projects-Users	482,542.02
506 Sewer Capital Projects-Developer	7,933,435.96
507 Water Service Fund	43,542,328.54
508 Water Capital Projects-Users	7,251,330.30
509 Water Capital Projects-Developer	14,750,339.42
515 Transit Fund	1,529,581.37
540 Planning & Development Services	16,061,775.44
601 Property & Liability Insurance	703,588.90
602 Fleet Maintenance	22,105,454.98
603 Employee Benefit Fund	8,843,676.82
604 General Government Services	23,887,081.29
605 Facilities Maintenance	3,459,714.23
606 Information Technology	6,233,693.64
701 Curb & Gutter Fund	164,464.66
703 Payroll Tax & Withholding Fund	1,423,449.86
712 Temperance/Barstow Assmt Dist (98-1)	77,606.28
713 Shepherd/Temperance Assmt Dist (2000-1)	5,824.13
715 Supp Law Enforcement Serv	56,484.49
716 Asset Forfeiture	224,454.97
720 Measure A-Public Safety Facility Tax	1,685.33
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(392,819.14)
747 Housing Successor Trust Fund	1,137.98
SUBTOTALS	\$ 298,548,468.73
999 Invested Funds	(294,738,283.49)
TOTAL	\$ 3,810,185.24

**City of Clovis
Summary of Investment Activity
For the month of December 31, 2022**

<hr/> <hr/>		
<u>Balance of Investments Previous Month End</u>		<u>\$299,857,143.54</u>
 <u>Time Certificates of Deposit Transactions</u>		
Investments	1,250,000.00	
Withdrawals	<u>(500,000.00)</u>	
Total CD Changes		750,000.00
 <u>Other Changes</u>		
Government Securities	(7,898,069.00)	
Local Agency Investment Fund	0.00	
Municipal Securities	1,130,000.00	
Sweep Account	<u>899,208.95</u>	
Total Other Changes		<u>(5,868,860.05)</u>
Balance of Investments Current Month End		<u>\$ 294,738,283.49</u>

**City of Clovis
Distribution of Investments
As of December 31, 2022**

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Insured CD's	19,995,000.00
Government Securities	125,365,605.85
US Treasury Notes	0.00
Local Agency Investment Fund	74,905,243.49
Municipal Securities	52,935,000.00
Sweep Account	<u>21,537,434.15</u>
Investment Total	<u>\$ 294,738,283.49</u>

**City of Clovis
Original Maturities Exceeding One Year
As of December 31, 2022**

Institution	Face Value	Investment Balance At Amortized Cost	Maturity	Stated Rate
FAMCMTN	8,500,000.00	8,512,717	2/27/2023	1.350%
FHLB	13,000,000.00	13,172,490	3/10/2023	2.125%
FHLB	5,000,000.00	5,078,404	3/10/2023	2.125%
FFCB	5,000,000.00	5,000,000	3/1/2024	0.250%
FHLB	5,000,000.00	4,998,723	3/8/2024	3.625%
FFCB	2,000,000.00	1,996,279	3/8/2024	0.300%
FHLB	2,000,000.00	1,999,363	3/18/2024	0.350%
FHLB	5,000,000.00	5,000,000	6/7/2024	1.050%
FHLB	1,000,000.00	953,142	6/24/2024	0.700%
FHLB	5,000,000.00	4,978,608	11/15/2024	1.750%
FHLB	1,735,000.00	1,616,070	12/30/2024	0.500%
FHLB	4,000,000.00	3,985,825	2/28/2025	2.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	0.750%
FAMCMTN	4,000,000.00	3,961,185	7/28/2025	0.600%
FHLB	5,000,000.00	5,000,000	8/28/2025	0.580%
FHLB	5,000,000.00	4,960,869	9/8/2025	0.750%
FFCB	5,000,000.00	4,971,357	2/11/2026	0.940%
FHLB	4,000,000.00	3,939,437	2/24/2026	1.150%
FHLB	5,000,000.00	4,973,644	9/28/2026	1.250%
FHLB	4,000,000.00	3,674,534	10/28/2026	2.125%
FHLB	6,000,000.00	5,990,250	11/24/2026	1.020%
FHLB	5,000,000.00	5,104,920	12/11/2026	0.900%
FHLB	4,500,000.00	4,043,250	2/24/2027	2.375%
FHLB	5,000,000.00	4,605,977	2/24/2027	1.020%
FHLB	5,700,000.00	5,099,092	2/26/2027	1.000%
FHLB	4,000,000.00	3,749,471	2/26/2027	3.250%
FHLB	4,000,000.00	4,000,000	3/8/2027	3.600%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Finance Department
 DATE: May 15, 2023
 SUBJECT: Finance – Receive and File – Investment Report for the Month of January 2023.

ATTACHMENTS: 1. Distribution of Investments
 2. Monthly Investment Transactions
 3. Certificates of Deposit
 4. Municipal Securities
 5. Graph of January 31, 2023 Treasury Rates

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of January 2023. Shown in Attachment 1 is the distribution of investments which lists all the individual securities owned by the City with the book and market values. Book value is the actual price paid for the investment. Market value is the amount that the investment is worth if sold in the open market. The market value (which fluctuates daily) that is used in the report is as of the last working day of the month. Attachment 2 reflects the monthly investment transactions for the month of January 2023. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on January 31, 2023.

The investment of the City's funds is performed in accordance with the adopted Investment Policy. Funds are invested with the following objectives in mind:

1. Assets are invested in adherence with the safeguards and diversity of a prudent investor.
2. The portfolio is invested in a manner consistent with the primary emphasis on preservation of the principal, while attaining a high rate of return consistent with this guideline. Trading of securities for the sole purpose of realizing trading profits is prohibited.

3. Sufficient liquidity is maintained to provide a source for anticipated financial obligations as they become due.

4. Investments may be made, consistent with the Investment Policy Guidelines, in fixed income securities maturing in three years or less and can be extended to five years with the City Manager's approval.

The Finance Department invests the City's assets with an expectation of achieving a total rate of return at a level that exceeds the annualized rate of return on short-term government guaranteed or insured obligations (90-day Treasury bills) and to assure that the principal is preserved with minimal risk of depreciation or loss. In periods of rising interest rates, the City of Clovis portfolio return may be less than that of the annualized 90-day Treasury bill. In periods of decreasing interest rates, the City of Clovis portfolio return may be greater than the annualized 90-day Treasury bill. The current 90-day Treasury bill rate (annualized) is 2.20%. The rate of return for the City of Clovis portfolio is 2.37%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 108% of the Treasury bill rate.

In accordance with the Investment Policy, the investment period on each investment does not exceed three years and can be extended to five years with the City Manager's approval. As of January 2023, the average investment life of the City's investment portfolio is 1.65 years.

Current Investment Environment and Philosophy

During the month of January 2023, the federal funds rate remained at 4.25%-4.50%. On January 31, 2023, the Treasury yield curve increased from 3-month to 6-month notes, then decreased to 10-year notes.

Certificates of Deposit (CD's)

The City purchases both negotiable and non-negotiable Certificates of Deposit (CD's). Although negotiable CD's can be traded, it is the City's policy to buy and hold all CD's. Negotiable CD's are held by U.S. Bank, a third party custodian. Non-negotiable CD's are held in the City's safe.

Purchases and Maturities

- 1 government security totaling \$6,800,000 was purchased.
- 0 government securities were called or matured.
- 4 certificates of deposit totaling \$1,000,000 were purchased.
- 2 certificates of deposit totaling \$500,000 matured.
- 0 municipal securities were purchased.

Market Environment

- During January the federal funds rate remained at 4.25%-4.50%.
- On January 31, the yield curve increased from 3-month to 6-month notes, then decreased to 10-year notes. See Attachment 5, Graph of Treasury Rates on January 31, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AB*

**City of Clovis
Distribution of Investments
As of January 31, 2023**

AGENDA ITEM NO. 7.

	<u>COST</u>	<u>NET BOOK VALUE</u>	<u>MARKET VALUE *</u>	<u>YIELD TO MATURITY</u>	<u>STATED INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>DAYS TO MATURITY FROM 1/31/2023</u>
<u>GOVT SECURITIES</u>								
FAMCMTN	8,544,965	8,512,717	8,480,195	1.170%	1.350%	02/27/20	02/27/23	27
FHLB	5,255,000	5,078,404	4,996,070	0.600%	2.125%	03/26/20	03/10/23	38
FHLB	13,579,800	13,172,490	12,958,930	0.332%	2.125%	04/30/20	03/10/23	38
FFCB	5,000,000	5,000,000	4,762,100	0.250%	0.250%	03/01/21	03/01/24	395
FHLB	4,998,000	4,998,723	4,918,100	3.276%	3.250%	08/17/22	03/08/24	402
FHLB	1,994,000	1,996,279	1,976,880	3.835%	3.625%	09/14/22	03/08/24	402
FFCB	1,999,000	1,999,363	1,903,660	0.317%	0.300%	03/24/21	03/18/24	412
FHLB	5,000,000	5,000,000	4,716,700	0.350%	0.350%	06/07/21	06/07/24	493
FHLB	941,770	953,142	946,440	4.500%	0.700%	11/17/22	06/24/24	510
FHLB	4,969,000	4,978,608	4,706,350	1.274%	1.050%	01/20/22	11/15/24	654
FHLB	1,595,506	1,616,070	1,611,295	4.515%	0.500%	11/16/22	12/30/24	699
FHLB	3,980,000	3,985,825	3,792,520	1.922%	1.750%	02/28/22	02/28/25	759
FHLB	4,000,000	4,000,000	3,868,880	2.750%	2.750%	04/25/22	04/25/25	815
FAMCMTN	3,947,600	3,961,185	3,690,800	1.121%	0.750%	12/16/21	07/28/25	909
FHLB	5,000,000	5,000,000	4,909,000	3.600%	3.600%	08/30/22	08/28/25	940
FAMCMTN	4,948,500	4,960,869	4,583,750	0.869%	0.600%	10/14/21	09/08/25	951
FHLB	4,963,000	4,971,357	4,485,800	0.750%	0.580%	09/08/21	02/11/26	1,107
FHLB	3,922,000	3,939,437	3,604,000	1.229%	0.750%	12/16/21	02/24/26	1,120
FFCB	4,967,500	4,973,644	4,471,650	1.075%	0.940%	10/14/21	09/28/26	1,336
FHLB	3,649,200	3,674,534	3,599,240	3.342%	1.150%	06/29/22	10/28/26	1,366
FHLB	5,988,000	5,990,250	5,424,180	1.291%	1.250%	11/24/21	11/24/26	1,393
FHLB	5,127,757	5,104,920	4,699,550	1.580%	2.125%	01/20/22	12/11/26	1,410
FHLB	4,043,250	4,043,250	3,958,939	3.397%	1.020%	06/29/22	02/24/27	1,485
FHLB	4,550,000	4,605,977	4,509,931	3.173%	1.020%	08/17/22	02/24/27	1,485
FHLB	3,695,200	3,749,471	3,656,985	2.564%	0.900%	03/31/22	02/26/27	1,487
FHLB	6,072,400	6,072,400	5,922,615	3.737%	0.900%	01/19/23	02/26/27	1,487
FHLB	5,050,770	5,099,092	5,076,534	3.971%	1.000%	12/14/22	02/26/27	1,487
FHLB	4,000,000	4,000,000	3,739,480	2.375%	2.375%	03/08/22	03/08/27	1,497
SECURITIES TOTAL	<u>\$ 131,782,218</u>	<u>\$ 131,438,007</u>	<u>\$125,970,574</u>					
LAIF		<u>\$ 75,000,000</u>	<u>\$ 75,000,000</u>					
Municipal Issuance		<u>\$ 52,935,000</u>	<u>\$ 49,074,621</u>					
Sweep Account (Union Bank)		<u>\$ 29,536,545</u>	<u>\$ 29,536,545</u>					
TOTAL CD'S		<u>\$ 20,495,000</u>	<u>\$ 19,979,564</u>					
TOTAL INVESTMENTS		<u>\$ 309,404,552</u>	<u>\$ 299,561,304</u>					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of January 31, 2023

AGENDA ITEM NO. 7.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FHLB	Gov. Sec.	Purchase	6,800,000	6,072,400	0.900%	01/19/23	02/26/27
Capital Educators Fed	CD	Purchase	250,000	250,000	4.550%	01/19/23	01/20/26
City National Bank LA	CD	Purchase	250,000	250,000	4.350%	01/25/23	01/26/26
Liberty First Cr Un	CD	Purchase	250,000	250,000	4.550%	01/17/23	01/19/26
Manufacturers Traders	CD	Purchase	250,000	250,000	4.250%	01/31/23	02/02/26
Sallie Mae Bank	CD	Maturity	250,000	250,000	1.900%	01/23/23	01/23/23
Valley Cent Svgs Bk	CD	Maturity	250,000	250,000	1.700%	01/17/23	01/17/23

PORTFOLIO DATA

Current Month (01/23)

	<u>Book</u>	<u>Market</u>
CD'S	\$ 20,495,000	\$ 19,979,564
Gov't Securities*	131,438,007	125,970,574
Municipal Securities	52,935,000	49,074,621
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	29,536,545	29,536,545
TOTAL	\$ 309,404,552	\$ 299,561,304

Prior Month (12/22)

	<u>Book</u>	<u>Market</u>
CD'S	\$ 19,995,000	\$ 19,489,847
Gov't Securities*	125,365,607	118,704,819
Municipal Securities	52,935,000	48,186,516
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	21,537,434	21,537,434
TOTAL	\$ 294,738,284	\$ 282,823,859

Three Months Previous (10/22)

	<u>Book</u>	<u>Market</u>
CD'S	\$ 18,495,000	\$ 17,880,661
Gov't Securities*	130,726,400	123,301,840
Municipal Securities	48,025,000	43,617,521
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	29,977,956	29,977,956
TOTAL	\$ 302,129,599	\$ 289,683,221

Six Months Previous (07/22)

	<u>Book</u>	<u>Market</u>
CD'S	\$ 13,245,000	\$ 12,948,633
Gov't Securities*	131,232,711	127,512,945
Municipal Securities	28,505,000	26,994,880
LAIF	74,651,233	74,651,233
Sweep Account (Union Bank)	51,872,996	51,872,996
TOTAL	\$ 299,506,940	\$ 293,980,687

One Year Previous (01/22)

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,485,000	\$ 10,501,351
Gov't Securities*	137,948,058	137,093,595
Municipal Securities	9,465,000	9,313,433
LAIF	74,453,060	74,453,060
Sweep Account (Union Bank)	42,660,508	42,660,508
TOTAL	\$ 275,011,626	\$ 274,021,947

*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis
Certificates of Deposit
As of January 31, 2023**

AGENDA ITEM NO. 7.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 01/31/23	INTEREST FREQUENCY
Servisfirst Bank	250,000	249,627.50	1.600%	02/21/20	02/21/23	21	MONTHLY
Celtic Bank	250,000	249,202.50	1.550%	03/13/20	03/13/23	41	MONTHLY
Axos Bank	250,000	248,907.50	1.550%	03/26/20	03/27/23	55	MONTHLY
Nicolet Natl Bank	250,000	248,710.00	0.900%	03/27/20	03/27/23	55	MONTHLY
Centerstate Bank	250,000	248,617.50	0.900%	03/30/20	03/30/23	58	MONTHLY
Bank Leumi	250,000	248,810.00	1.450%	03/31/20	03/31/23	59	MONTHLY
Discover Bank	250,000	248,757.50	1.350%	04/02/20	04/03/23	62	MONTHLY
Berkshire Bank	250,000	248,610.00	1.300%	04/08/20	04/06/23	65	MONTHLY
American Express	250,000	248,140.00	1.100%	04/21/20	04/21/23	80	MONTHLY
New York Cmnty Bank	250,000	240,855.00	0.350%	12/11/20	12/11/23	314	QUARTERLY
Transportation Alliance Bk	250,000	237,807.50	0.250%	03/12/21	03/12/24	406	QUARTERLY
Preferred Bank	250,000	237,430.00	0.250%	03/25/21	03/25/24	419	QUARTERLY
Bankunited Natl Assn	245,000	233,068.50	0.450%	03/31/21	04/01/24	426	QUARTERLY
Greenstate Credit Union	250,000	235,745.00	0.450%	06/16/21	06/17/24	503	QUARTERLY
Eaglemark Savings Bank	250,000	235,357.50	0.400%	06/30/21	06/28/24	514	QUARTERLY
Texas Exchange Bk	250,000	235,322.50	0.500%	07/09/21	07/09/24	525	QUARTERLY
BMW Bk North Amer	250,000	235,082.50	0.550%	07/30/21	07/30/24	546	QUARTERLY
Toyota Finl Svgs	250,000	234,507.50	0.650%	09/09/21	09/09/24	587	QUARTERLY
State Bk India	250,000	234,305.00	0.650%	09/17/21	09/17/24	595	QUARTERLY
Ubs Bank Usa	250,000	233,002.50	0.750%	11/17/21	11/18/24	657	QUARTERLY
Webbank Salt Lake City	250,000	232,915.00	0.750%	11/29/21	11/29/24	668	QUARTERLY
Medallion Bank Salt Lake City	250,000	232,902.50	0.900%	12/20/21	12/20/24	689	QUARTERLY
Beal Bank	250,000	232,622.50	0.950%	01/19/22	01/15/25	715	QUARTERLY
Mountain Amer Fed	250,000	243,920.00	3.450%	08/31/22	02/28/25	759	QUARTERLY
Barclays Bk	250,000	235,225.00	1.700%	03/09/22	03/10/25	769	QUARTERLY
Goldman Sachs Bk	250,000	234,975.00	1.650%	03/09/22	03/10/25	769	QUARTERLY
Safra National Bk	250,000	236,487.50	2.000%	03/23/22	03/24/25	783	QUARTERLY
Pentagon Federal Cr Un	250,000	236,230.00	2.000%	03/28/22	03/28/25	787	QUARTERLY
Beal Bank	250,000	237,325.00	2.200%	04/06/22	04/02/25	792	QUARTERLY
JP Morgan Chase	250,000	238,812.50	2.500%	04/08/22	04/08/25	798	QUARTERLY
First Natl Bank	250,000	244,297.50	2.200%	04/12/22	04/11/25	801	QUARTERLY
One Community Bank	250,000	239,475.00	2.700%	04/29/22	04/29/25	819	QUARTERLY
Americu Credit Union	250,000	239,985.00	2.800%	05/02/22	05/02/25	822	QUARTERLY
Synchrony Bank Retail	250,000	241,497.50	3.100%	05/20/22	05/20/25	840	QUARTERLY
Connexus Credit Union	250,000	240,805.00	3.000%	05/26/22	05/27/25	847	QUARTERLY
Bmo Harris Bank	250,000	241,455.00	3.150%	06/17/22	06/17/25	868	QUARTERLY
Saco Biddeford	250,000	239,765.00	2.850%	06/17/22	06/17/25	868	QUARTERLY
Baxter Credit Union	250,000	250,000.00	3.400%	06/28/22	06/30/25	881	QUARTERLY
Capital One Bank	250,000	242,535.00	3.350%	06/29/22	06/30/25	881	QUARTERLY
American First Cr Un	250,000	241,780.00	3.250%	07/15/22	07/15/25	896	QUARTERLY
Trustone Financial Cr Un	250,000	241,747.50	3.250%	07/19/22	07/21/25	902	QUARTERLY
American Natl Bank	250,000	240,792.50	3.100%	07/27/22	07/28/25	909	QUARTERLY
TCM Bank	250,000	242,245.00	3.350%	07/28/22	07/28/25	909	QUARTERLY
Generations Bank	250,000	242,530.00	3.400%	08/03/22	08/04/25	916	QUARTERLY
Direct Fed Credit	250,000	242,110.00	3.500%	08/17/22	08/18/25	930	QUARTERLY
Resource One Credit	250,000	241,810.00	3.300%	08/17/22	08/18/25	930	QUARTERLY
Connex Credit	250,000	242,930.00	3.500%	08/31/22	08/29/25	941	QUARTERLY
Skyone Fed Credit	250,000	243,527.50	3.600%	08/30/22	09/02/25	945	QUARTERLY
Credit Union of Texas	250,000	243,512.50	3.600%	09/14/22	09/15/25	958	QUARTERLY
Forbright Bank	250,000	242,825.00	3.500%	09/16/22	09/16/25	959	QUARTERLY
Ally Bank Sandy Utah	250,000	246,225.00	4.050%	09/29/22	09/19/25	962	QUARTERLY
Alabama Credit Union	250,000	243,407.50	3.600%	09/20/22	09/22/25	965	QUARTERLY
Kemba Finl Credit Union	250,000	245,892.50	4.000%	09/21/22	09/22/25	965	QUARTERLY
Farmers Merchants	250,000	244,297.50	3.750%	09/28/22	09/29/25	972	QUARTERLY
Jefferson Finl FCU	250,000	246,800.00	4.150%	09/29/22	09/29/25	972	QUARTERLY
Dort Finl Credit Union	250,000	245,870.00	4.000%	09/30/22	09/30/25	973	QUARTERLY
First National Bank	250,000	237,087.50	3.625%	09/30/22	09/30/25	973	QUARTERLY
Numerica Credit Union	250,000	247,740.00	4.200%	09/30/22	09/30/25	973	QUARTERLY
Vystar Credit Union	250,000	248,052.50	4.350%	09/30/22	09/30/25	973	QUARTERLY
Bell Bank Fargo	250,000	246,765.00	4.150%	10/13/22	10/14/25	987	QUARTERLY
Pacific Alliance	250,000	247,082.50	4.200%	10/14/22	10/14/25	987	QUARTERLY
z1st Financial Bank	250,000	246,765.00	4.150%	10/13/22	10/17/25	990	QUARTERLY
Great Southern Bank	250,000	249,007.50	4.500%	10/20/22	10/20/25	993	QUARTERLY
American Bank	250,000	248,030.00	4.350%	10/21/22	10/21/25	994	QUARTERLY
Queensborough Natl Bank	250,000	247,387.50	4.100%	10/21/22	10/21/25	994	QUARTERLY
Public Alliance Cr Un	250,000	248,980.00	4.500%	10/25/22	10/27/25	1,000	QUARTERLY
First Citizens Bank	250,000	250,245.00	4.700%	10/28/22	10/28/25	1,001	QUARTERLY
LCA Bank Corp	250,000	248,337.50	4.400%	10/28/22	10/28/25	1,001	QUARTERLY
Sharonview Fed Cr Un	250,000	250,715.00	4.850%	10/31/22	10/31/25	1,004	QUARTERLY
United Heritage Cr Un	250,000	250,595.00	4.700%	11/04/22	11/04/25	1,008	QUARTERLY
Capital One Natl Assn	250,000	251,560.00	4.900%	11/16/22	11/17/25	1,021	QUARTERLY
Morgan Stanley Bank	250,000	250,717.50	5.000%	11/18/22	11/18/25	1,022	QUARTERLY
Spokane Teachers Cr Un	250,000	252,265.00	5.000%	11/23/22	11/23/25	1,027	QUARTERLY
Morgan Stanley Private	250,000	250,145.00	4.750%	12/09/22	12/09/25	1,043	QUARTERLY
Community Bank Topeka	250,000	247,620.00	4.300%	12/14/22	12/15/25	1,049	QUARTERLY
Austin Telco Fed	250,000	251,990.00	4.950%	12/16/22	12/16/25	1,050	QUARTERLY
Rogue Credit Union	250,000	250,285.00	5.100%	12/23/22	12/23/25	1,057	QUARTERLY
Alliant Credit Union	250,000	253,042.50	5.100%	12/30/22	12/30/25	1,064	QUARTERLY
Liberty First Cr Un	250,000	249,300.00	4.550%	01/17/23	01/19/26	1,084	QUARTERLY
Capital Educators Fed Cr	250,000	249,300.00	4.550%	01/19/23	01/20/26	1,085	QUARTERLY
Manufacturers Traders	250,000	247,225.00	4.250%	01/31/23	01/23/26	1,088	QUARTERLY
City Natl Bank	250,000	247,925.00	4.350%	01/25/23	01/26/26	1,091	QUARTERLY
Negotiable CD TOTAL	\$ 20,495,000	\$ 19,979,564					
CD TOTAL	\$ 20,495,000	\$ 19,979,564					

**City of Clovis
Municipal Securities
As of January 31, 2023**

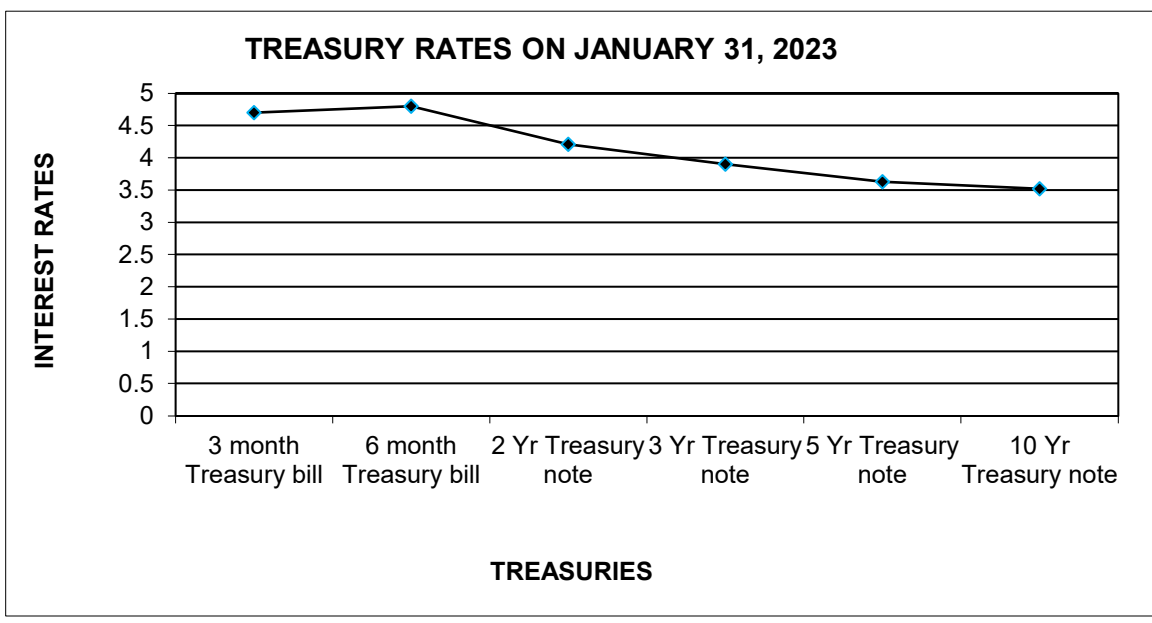
AGENDA ITEM NO. 7.

Municipal Securities	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 01/31/23	INTEREST FREQUENCY
Huntington Beach Pension Bond	1,000,000	984,730	0.381%	04/01/21	06/15/23	135	QUARTERLY
Fresno Unified Taxable Go Ref Bond	500,000	490,460	0.462%	09/30/20	08/01/23	182	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	799,694	0.534%	10/20/20	08/01/23	182	QUARTERLY
San Jose CA USD Ref Bond	775,000	759,229	0.221%	01/20/21	08/01/23	182	QUARTERLY
Vista CA USD Ref Bond	750,000	735,173	0.221%	01/20/21	08/01/23	182	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	979,880	0.366%	12/23/20	08/01/23	182	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	693,961	0.399%	10/27/20	09/01/23	213	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	342,216	0.578%	12/01/20	09/01/23	213	QUARTERLY
California St Univ Ref Bond	3,455,000	3,352,905	0.475%	04/01/22	11/01/23	274	QUARTERLY
San Diego CA Convention Ref Bond	1,450,000	1,395,625	1.527%	08/18/22	04/15/24	440	QUARTERLY
Santa Ana College Ref Bond	440,000	415,668	0.644%	12/17/21	08/01/24	548	QUARTERLY
University CA Rev Bond	1,000,000	975,200	4.350%	09/15/22	05/15/25	835	QUARTERLY
Antelope Valley CA Ref Bond	750,000	704,678	1.767%	05/12/22	08/01/25	913	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,490,000	1,375,985	0.880%	04/29/22	08/01/25	913	QUARTERLY
San Dieguito High School Ref Bond	1,000,000	940,250	1.661%	10/13/22	08/01/25	913	QUARTERLY
Santa Ana CCD Ref Bond	250,000	228,360	0.744%	05/12/22	08/01/25	913	QUARTERLY
Orange County Water Dist Ref Bond	900,000	850,644	2.095%	10/13/22	08/15/25	927	QUARTERLY
San Jose CA Txble Ser B	2,355,000	2,230,303	2.450%	10/13/22	09/01/25	944	QUARTERLY
Los Angeles CA USD Ref Bond	1,000,000	907,960	1.455%	11/15/21	07/01/26	1,247	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,505,000	3,158,986	1.080%	07/27/22	08/01/26	1,278	QUARTERLY
Chaffey CA High School Ref Bond	1,565,000	1,468,267	2.475%	06/30/22	08/01/26	1,278	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,305,000	2,985,340	1.208%	04/29/22	08/01/26	1,278	QUARTERLY
Placentia Yorba USD Ref Bond	1,110,000	994,682	1.070%	05/31/22	08/01/26	1,278	QUARTERLY
San Diego CA Cmnty Ref Bond	470,000	442,223	2.299%	04/29/22	08/01/26	1,278	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	1,915,284	1.147%	11/03/21	08/01/26	1,278	QUARTERLY
Sonoma Cnty Jr College Ref Bond	2,000,000	1,886,980	2.447%	06/30/22	08/01/26	1,278	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,625,000	1,478,360	1.812%	08/18/22	10/15/26	1,353	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,175,000	1,050,274	1.687%	08/18/22	03/01/27	1,490	QUARTERLY
University Gen Rev Bond	2,385,000	2,105,406	1.316%	10/13/22	05/15/27	1,565	QUARTERLY
Colton CA Jt Uni Sch	1,060,000	952,972	1.603%	11/17/22	08/01/27	1,643	QUARTERLY
Contra Costa Ref Bond	880,000	798,679	2.163%	09/15/22	08/01/27	1,643	QUARTERLY
Foothill De Anza CCD	540,000	478,931	1.473%	12/15/22	08/01/27	1,643	QUARTERLY
Fremont CA Uni Sch Dist	1,100,000	959,959	1.113%	11/17/22	08/01/27	1,643	QUARTERLY
Fremont CA USD Ref Bond	1,140,000	1,035,861	2.000%	05/31/22	08/01/27	1,643	QUARTERLY
Marin CA Cmnty Clg Dist	335,000	324,595	3.330%	11/17/22	08/01/27	1,643	QUARTERLY
Mount San Antonio Cmnty Clg	285,000	249,768	1.139%	11/17/22	08/01/27	1,643	QUARTERLY
Mount San Antonio Ref Bond	405,000	374,504	2.329%	10/13/22	08/01/27	1,643	QUARTERLY
Saddleback VY Uni Ref Bond	3,000,000	2,765,310	2.400%	08/10/22	08/01/27	1,643	QUARTERLY
San Diego CA Com CD	590,000	547,904	2.407%	12/15/22	08/01/27	1,643	QUARTERLY
San Ramon Valley Ref Bond	1,435,000	1,271,338	3.415%	09/15/22	08/01/27	1,643	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	1,000,000	970,800	3.050%	09/15/22	08/01/27	1,643	QUARTERLY
Sierra CA Cmnty Clg Dist	465,000	403,667	1.129%	11/17/22	08/01/27	1,643	QUARTERLY
William Hart CA Un High	200,000	172,868	1.174%	11/17/22	08/01/27	1,643	QUARTERLY
Rancho Santiago Cmnty Clg	335,000	286,566	1.106%	11/17/22	09/01/27	1,674	QUARTERLY
San Jose CA Txble Ser B	910,000	832,177	2.600%	10/13/22	09/01/27	1,674	QUARTERLY
Mun. Securities TOTAL	<u>\$ 52,935,000</u>	<u>\$ 49,074,621</u>					
Municipal Securities TOTAL	<u>\$ 52,935,000</u>	<u>\$ 49,074,621</u>					

**CITY OF CLOVIS
FINANCE DEPARTMENT
JANUARY 31, 2023 TREASURY RATES**

Treasury Rates as of January 31, 2023

3 month Treasury bill	4.70
6 month Treasury bill	4.80
2 Yr Treasury note	4.21
3 Yr Treasury note	3.90
5 Yr Treasury note	3.63
10 Yr Treasury note	3.52



As indicated in the above graph, treasuries increase from 3-month to 6-month notes, then decrease to 10-year notes.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: May 15, 2023

SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of January 2023.

ATTACHMENTS:

1. Summary of Cash Balances
2. Summary of Investment Activity
3. Investments with Original Maturities Exceeding One Year

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached for the Council’s information is the Treasurer’s Report for the month ended January 31, 2023.

Pursuant to Section 41004 of the Government Code of the State of California, the City Treasurer is required to submit a monthly report of all receipts, disbursements, and fund balances. Attachment 1 provides a summary of the beginning balance, total receipts, total disbursements, ending balance for all funds, and a listing, by fund, of all month end fund balances. Attachment 2 summarizes the investment activity for the month and distribution, by type of investment, held by the City. Attachment 3 lists all investments with original maturities exceeding one year as of the month ended January 31, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AA*

City of Clovis
Statement of Cash Balances
As of January 31, 2023

Previous Balance	\$	3,810,185.24
Deposits		53,511,785.82
Disbursements		<u>(53,528,210.00)</u>
Current Balance	\$	<u><u>3,793,761.06</u></u>

<u>FUNDS</u>	<u>BALANCE</u>
100 General Fund	\$ 20,123,818.71
201 Local Transportation	14,647,775.08
202 Parking and Business Improvements	161,642.15
203 Off Highway Use	72,189.39
204 Community Facilities District 2020-1	144,233.74
205 Senior Citizen Memorial Trust	56,073.22
207 Landscape Assessment District	7,672,350.66
208 Blackhorse III (95-1) Assessment District	105,528.14
301 Park & Recreation Acquisition	13,073,058.14
305 Refuse Equipment Reserve	2,309,133.88
310 Special Street Deposit Fund	45,347,963.92
313 Successor Agency	114,043.38
314 Housing Successor Agency	1,120,728.88
402 1976 Fire Bond Redemption	25,475.23
404 1976 Sewer Bond Redemption Fund	416,826.38
501 Community Sanitation Fund	15,734,746.78
502 Sewer Service Fund	37,869,842.40
504 Sewer Capital Projects-Users	463,614.93
506 Sewer Capital Projects-Developer	6,347,648.49
507 Water Service Fund	42,193,279.77
508 Water Capital Projects-Users	7,269,100.19
509 Water Capital Projects-Developer	13,678,339.73
515 Transit Fund	933,680.26
540 Planning & Development Services	15,671,424.56
601 Property & Liability Insurance	1,078,335.82
602 Fleet Maintenance	22,527,216.28
603 Employee Benefit Fund	9,504,722.41
604 General Government Services	22,225,009.81
605 Facilities Maintenance	4,144,944.97
606 Information Technology	6,428,597.69
701 Curb & Gutter Fund	164,723.58
703 Payroll Tax & Withholding Fund	1,366,141.38
712 Temperance/Barstow Assmt Dist (98-1)	77,728.17
713 Shepherd/Temperance Assmt Dist (2000-1)	5,829.00
715 Supp Law Enforcement Serv	242,851.45
716 Asset Forfeiture	237,223.97
720 Measure A-Public Safety Facility Tax	1,729.23
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(361,818.89)
747 Housing Successor Trust Fund	1,137.98
SUBTOTALS	<u>\$ 313,198,312.26</u>
999 Invested Funds	<u>(309,404,551.20)</u>
TOTAL	<u><u>\$ 3,793,761.06</u></u>

**City of Clovis
Summary of Investment Activity
For the month of January 31, 2023**

<hr/> <hr/>		
<u>Balance of Investments Previous Month End</u>		<u>\$ 294,738,283.49</u>
 <u>Time Certificates of Deposit Transactions</u>		
Investments	1,000,000.00	
Withdrawals	<u>(500,000.00)</u>	
Total CD Changes		500,000.00
 <u>Other Changes</u>		
Government Securities	6,072,400.00	
Local Agency Investment Fund	94,756.51	
Municipal Securities	0.00	
Sweep Account	<u>7,999,111.20</u>	
Total Other Changes		<u>14,166,267.71</u>
Balance of Investments Current Month End		<u>\$ 309,404,551.20</u>

**City of Clovis
Distribution of Investments
As of January 31, 2023**

<hr/> <hr/>	
Insured CD's	20,495,000.00
Government Securities	131,438,005.85
US Treasury Notes	0.00
Local Agency Investment Fund	75,000,000.00
Municipal Securities	52,935,000.00
Sweep Account	<u>29,536,545.35</u>
Investment Total	<u>\$ 309,404,551.20</u>

City of Clovis
Original Maturities Exceeding One Year
As of January 31, 2023

Institution	Face Value	Investment Balance At Amortized Cost	Maturity	Stated Rate
FAMCMTN	8,500,000.00	8,512,717	2/27/2023	1.350%
FHLB	13,000,000.00	13,172,490	3/10/2023	2.125%
FHLB	5,000,000.00	5,078,404	3/10/2023	2.125%
FFCB	5,000,000.00	5,000,000	3/1/2024	0.250%
FHLB	5,000,000.00	4,998,723	3/8/2024	3.625%
FFCB	2,000,000.00	1,996,279	3/8/2024	0.300%
FHLB	2,000,000.00	1,999,363	3/18/2024	0.350%
FHLB	5,000,000.00	5,000,000	6/7/2024	1.050%
FHLB	1,000,000.00	953,142	6/24/2024	0.700%
FHLB	5,000,000.00	4,978,608	11/15/2024	1.750%
FHLB	1,735,000.00	1,616,070	12/30/2024	0.500%
FHLB	4,000,000.00	3,985,825	2/28/2025	2.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	0.750%
FAMCMTN	4,000,000.00	3,961,185	7/28/2025	0.600%
FHLB	5,000,000.00	5,000,000	8/28/2025	0.580%
FHLB	5,000,000.00	4,960,869	9/8/2025	0.750%
FFCB	5,000,000.00	4,971,357	2/11/2026	0.940%
FHLB	4,000,000.00	3,939,437	2/24/2026	1.150%
FHLB	5,000,000.00	4,973,644	9/28/2026	1.250%
FHLB	4,000,000.00	3,674,534	10/28/2026	2.125%
FHLB	6,000,000.00	5,990,250	11/24/2026	1.020%
FHLB	5,000,000.00	5,104,920	12/11/2026	0.900%
FHLB	4,500,000.00	4,043,250	2/24/2027	2.375%
FHLB	5,000,000.00	4,605,977	2/24/2027	1.020%
FHLB	5,700,000.00	5,099,092	2/26/2027	1.000%
FHLB	4,000,000.00	3,749,471	2/26/2027	3.250%
FHLB	6,800,000.00	6,072,400	2/27/2027	0.900%
FHLB	4,000,000.00	4,000,000	3/8/2027	3.600%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: May 15, 2023

SUBJECT: General Services – Approval – Res. 23-____, Authorizing Amendments to the City’s Classification Plan by Revising the Public Safety Dispatcher Classification in the Police Department.

ATTACHMENTS: 1. Res. 23-____ Classification Plan

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For City Council to approve a resolution authorizing amendments to the City’s Classification Plan by revising the Public Safety Dispatcher classification in the Police Department.

EXECUTIVE SUMMARY

It is necessary to revise the Public Safety Dispatcher classification in order to update the education and experience sections of the classification. Modification of the City’s Classification Plan requires the City Council’s approval.

BACKGROUND

An analysis was conducted of the Public Safety Dispatcher classification in advance of an upcoming recruitment. The analysis revealed that the classification education and experience section needed to be updated to accurately depict the required minimum qualifications necessary for the incumbent to be successful in the position. The education section will be changed to require a high school diploma. The revised education requirement is similar to what other agencies in the valley require for the minimum education requirement for their Public Safety Dispatcher classifications. The department believes that this is necessary to get a larger pool of applicants. The revisions to the classification are included in the update shown in Attachment A of Attachment 1.

FISCAL IMPACT

None

REASON FOR RECOMMENDATION

The Public Safety Dispatcher classification is recommended for revision in order to update the education and experience section to better suit the department's recruitment needs. The recommended changes to the City's Classification Plan require Council approval.

ACTIONS FOLLOWING APPROVAL

The City's Classification Plan will be updated to include the revised Public Safety Dispatcher classification.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *AS*

RESOLUTION 23-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY’S CLASSIFICATION PLAN FOR THE PUBLIC SAFETY DISPATCHER CLASSIFICATION IN THE POLICE DEPARTMENT

WHEREAS, it has been determined that amendments to the education and experience section of the Public Safety Dispatcher classification are necessary in order to recruit for dispatchers; and

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

NOW THEREFORE, BE IT RESOLVED, that the City of Clovis will modify the City’s Classification Plan to include the Public Safety Dispatcher classification (**Attachment A**).

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 15, 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: May 15, 2023

Mayor

City Clerk

City of Clovis
PUBLIC SAFETY DISPATCHER

DEFINITION

Under general supervision, learn and understand City Police Department dispatching policies, methods, and procedures; receive emergency and non-emergency calls for service through 911, radio, phone, and other communications media; dispatch law enforcement, fire, and other public safety personnel and equipment; provide telecommunications support and incident coordination for field units; learn and serve as call taker for the City of Clovis 911 Public Safety Answering Point; assist with other non-emergency responsibilities when assigned; perform general office support assignments; help and serve people in need; and to perform related work as required.

CLASS CHARACTERISTICS

Positions in this class work in a team setting with other Public Safety Dispatchers using radio equipment, and computers where incumbents may be required to handle several emergencies simultaneously. Incumbents work under the guidance of a Lead Public Safety Dispatcher, and under the general supervision of a Communications Supervisor. Incumbents receive thorough instructions when tasks are initially assigned and after training are expected to perform duties without constant supervision. Work is reviewed by the Lead Public Safety Dispatcher, Communications Supervisor, or the Watch Commander while in progress. Incumbents are expected to refer most variations in dispatch work to the supervisor for instructions.

EXAMPLES OF DUTIES

Receive and respond to emergency and non-emergency calls for police, fire, medical, and other related services over phone, 911, radio, and other communications media; respond rapidly to inquiries and requests to ensure proper dissemination of information and dispatch police, fire units, and other public service entities to public safety incidents; interview callers to evaluate location, and the nature and urgency of their situation; request all pertinent information; classify incidents; establish dispatch priorities; investigate law enforcement history pertaining to people and addresses to prepare officers for the situation they will be encountering; query information and provide telecommunications support, using the California Law Enforcement Telecommunications System (CLETS) and other local, regional, national, and international databases to determine alerts and requests for people and property; provide information to support officers and other public safety personnel in the field using a variety of computerized and manual information systems; coordinate and maintain contact with other agencies to assist field personnel in managing and resolving requests and public safety issues, as required and coordinate or transfer requests for emergency and non-emergency medical services with other emergency service providers; transfer calls to other units or agencies as warranted; monitor and broadcast public safety radio transmissions to facilitate communication flow; enter, update, modify, and clear incident data and other related information into the computer-aided dispatching (CAD) system, records management systems (RMS), California Law Enforcement Telecommunications System (CLETS), and other computer systems and databases as required; maintain incident records, cards, and logs including handwriting, documenting, and time stamping

ATTACHMENT A

conversations on the radio and during calls; as directed by a supervisor duplicate recordings of radio and phone communications for court or other purposes; call out special teams and make other notifications as required; operate communications center equipment including but not limited to phones, radios, computers, and printers; monitor locations on multiple computer screens and verify safe status of public safety units; relay information to other appropriate agencies regarding hazards; maintain confidential information in accordance with legal standards and city regulations; confirm out of agency warrants and abstract warrants issued by the City of Clovis Police Department; respond to routine phone requests from the public for information; brief oncoming dispatchers of shift action at end of shift; answer questions and provide information to the public; monitor and relay information obtained through the City of Clovis camera system; and to perform related work as required.

TYPICAL QUALIFICATIONS

LICENSE AND CERTIFICATE OR DOCUMENTATION REQUIRED

- Possession of a valid California Driver's License and a good driving record;
- Possession of valid typing certificate or documentation for a minimum of forty (40) net words per minute;
- Completion of the POST Public Safety Dispatcher's Basic Course training during the first year of service.

EDUCATION AND EXPERIENCE

Education:

- ~~Completion of sixty (60) semester units from an accredited college or university;~~ High school diploma or equivalent;

Or

- ~~A High School Diploma or GED and three (3) years of experience as an Emergency Dispatcher with a Dispatcher POST Certificate, may be substituted for the required college units.~~

Education Desirable:

- Bachelor's Degree

Experience:

- Three (3) years of experience involving public contact work.

QUALIFICATIONS

Knowledge of:

- Operating policies, procedures, and functions of the police department relevant to the position;
- Laws, codes, and regulations pertinent to public safety services;
- Procedures, principles, and techniques of communication center operations, dispatching, public safety and emergency communications, call taking, telecommunications support, and customer courtesy;
- Proper operation and care of communications center equipment including phones, computers, radios, computer software, office equipment, and vehicles used in the

communications center and in the field;

- Principles, practices, and techniques of computer aided dispatch systems;
- General geography of the City of Clovis;
- Public relations methods and techniques;
- Proper English usage, grammar, spelling, and punctuation;
- Techniques of effective communication;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Ability to:

- Learn policies, procedures, and functions of the police department relevant to the position;
- Read and understand the Federal Communications Commission (FCC) broadcasting procedures and rules regarding law enforcement radio transmissions and department procedures, rules, and regulations regarding dispatching and general public safety;
- Learn and operate communications center equipment, to include computers, CLETS terminals, phones, radio, and computer software;
- Analyze situations quickly and use sound judgment, initiative, creativity, and planning in dispatching personnel and equipment;
- Think clearly and act calmly in emergency situations;
- Read, analyze, and interpret written materials, maps, laws, codes, rules, and regulations;
- Evaluate situations and respond appropriately;
- Take and transmit clear and complete directions and information;
- Use patience, courtesy, and tact to recognize and discern various emotional states during all communications;
- Relate effectively to people of a variety of cultures, languages, disabling conditions, and socioeconomic situations;
- Deal tactfully and courteously with the public and other staff;
- Control phone conversations to elicit information;
- Accomplish multiple tasks simultaneously and organize workload with frequent interruptions and distractions in a high stress environment;
- Type and enter data at a speed necessary for successful job performance;
- Receive, retain, and use large quantities of information;
- Anticipate officer needs;
- Type from auditory sources;
- Maintain confidential information in accordance with legal standards;
- Maintain up to date logs, records, and files;
- Operate a computer-aided dispatch (CAD) system with sufficient speed and accuracy;
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Work in a team-based environment and achieve common goals;
- Operate the City of Clovis camera system and provide pertinent updates to field units;
- Distinguish and comprehend simultaneous communications from several sources;
- Communicate clearly and concisely, both orally and in writing;
- Establish and maintain effective working relationships with those contacted in the course of work;
- Operate a vehicle observing legal and defensive driving practices.

**SUPPLEMENTAL INFORMATION
PHYSICAL DEMANDS AND WORKING CONDITIONS**

- Work is primarily sedentary.
- Hearing: Acute to hear in person, radio, phone, or telephone head-set.
- Strength: Light work-lifting, carrying, and/or pushing 25 pounds with frequent lifting and/or carrying of objects weighing up to 25 pounds in the office environment; medium work-lifting, carrying, and/or pushing 50 pounds with frequent lifting and/or carrying of objects weighing up to 50 pounds in the outdoor/driving environments.
- Vision: Corrected to normal.
- Other physical requirements: Clear verbal communication, feeling, finger dexterity, frequent grasping and holding, reaching, talking, and balancing.
- Environment: Primary job functions are performed in an office environment other duties are performed in outdoor and driving environments; incumbents assigned to the outdoor/driving environments are required to work in all weather conditions with the ability to work outdoors when over 100 degrees in the summer and in the cold and rain during the winter months.
- Working conditions: Work is subject to simultaneous emergency situation evaluation; ability to attend periodic evening meetings or meetings outside of regularly scheduled shift; and work rotating shifts including evenings, weekends, and holidays.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: May 15, 2023

SUBJECT: General Services - Approval – Res. 23-____, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Parts Runner Classification with a Salary Range of \$3,522 to \$4,281 per month, and Approval – Res. 23-____, Amending the City’s FY 22-23 Position Allocation Plan.

ATTACHMENTS: 1. Res. 23-____ Classification and Compensation Plan
2. Res. 23-____ Position Allocation Plan

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For City Council to approve a resolution authorizing amendments to the City’s Classification and Compensation Plans by adopting the Parts Runner classification with a salary range of \$3,522 to \$4,281 per month and approve a resolution amending the City’s FY 22-23 Position Allocation Plan by adding one (1) Parts Runner position in the Public Utilities Department.

EXECUTIVE SUMMARY

The Public Utilities Department has a need to add a Parts Runner classification. The proposed classification will be responsible for assisting the Parts Clerks with procuring parts, delivering parts, materials and supplies. Adequate funds were included in the adopted FY 22-23 Public Utilities budget for the new classification. Modification of the City’s Classification, Compensation, and Position Allocation Plans require City Council’s approval.

BACKGROUND

The Public Utilities Department has a need to add the Parts Runner classification. The new classification will perform entry level work assisting the Parts Clerks in obtaining, storing, and issuing automotive and construction equipment. The incumbent will also be responsible for picking up and delivering parts from local vendors. The department will be converting one extra help Parts Runner position to a full-time position.

The position allocation plan will be updated to reflect the one (1) additional position, as noted in Attachment A of Attachment 2.

It is recommended that the new classification be assigned to the Clovis Public Works Association (CPWEA) bargaining unit for employee representation. CPWEA representatives are supportive of the assignment of the classification to the CPWEA employee bargaining unit.

FISCAL IMPACT

The fiscal impact of salary and benefits for converting this position to a full-time position for the remainder of FY 22-23 is approximately an additional \$1,400. There are adequate funds in the Public Utilities Department budget to cover the costs of this position for this fiscal year. The projected impact for FY 23-24 is approximately \$14,000.

REASON FOR RECOMMENDATION

The recommended changes to the City's Classification, Compensation, and Position Allocation Plans better suit the staffing needs of the Public Utilities Department. Modification of the City's Classification, Compensation and Position Allocation Plans require City Council's approval.

ACTIONS FOLLOWING APPROVAL

The position allocation for the Public Utilities Department will be modified as noted in Attachment 2. The position vacancy will be filled by converting the extra help position to a full-time position.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *AH*

RESOLUTION 23-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S CLASSIFICATION AND COMPENSATION PLANS BY ADOPTING A PARTS RUNNER CLASSIFICATION IN THE PUBLIC UTILITIES DEPARTMENT

WHEREAS, it has been determined that the City has a need for a Parts Runner classification to provide the necessary support to the Public Utilities Department; and

WHEREAS, it has been determined that the appropriate salary range for the Parts Runner classification is \$3,522 to \$4,281 per month; and

WHEREAS, it has been determined that it is appropriate to assign the Parts Clerk classification to the Clovis Public Works Employees Affiliation (CPWEA) bargaining group.

NOW THEREFORE, BE IT RESOLVED, that the City of Clovis will modify the City's Classification and Compensation Plans to include the Parts Runner classification (**Attachment A**) with a monthly salary range of \$3,522 to \$4,281.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 15, 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: May 15, 2023

Mayor

City Clerk

City of Clovis
PARTS RUNNER
\$3,522 - \$4,281 Monthly Salary

DEFINITION

Under supervision, receive, store, inventory, issue, pick up and deliver automotive, truck, or heavy construction equipment parts, materials, supplies and other equipment; verify conformance of parts, materials, supplies and other equipment; assist the Parts Clerks in the organization, operation, and maintenance of the City Fleet Maintenance Division parts stockroom.

CLASS CHARACTERISTICS

Positions in this class are entry level and expected to have a general knowledge of basic automotive parts and a fleet stockroom. This position will assist the Parts Clerks and will spend time learning and assisting in accepting invoices, annotating records and preparing reports. Incumbents in this class perform work with established instructions and in accordance with standard City procedures. Incumbents receive thorough instruction when tasks are initially assigned and, after training, are expected to perform duties without constant supervision. Work is reviewed periodically upon completion and while in progress.

EXAMPLES OF DUTIES

Assist Parts Clerks in obtaining, storing, and issuing parts for automotive, truck, or heavy construction equipment. Pick up and deliver parts from local vendors of automotive, truck, or heavy construction equipment parts; identify and issue parts and supplies to appropriate City Staff for automotive, truck, or heavy construction equipment. Could be assigned to order parts under the guidance of the Parts Clerks or Fleet Manager. Interpret parts catalogs for proper parts identification and assist in taking inventories of parts on-hand. Assist in the decommissioning of equipment and vehicles to be sold at auction. Clean parts and shop area rooms; clean, vacuum and wash vehicles; follow proper use, storage and maintenance of supplies and equipment; recognize, report, and correct unsafe conditions and to perform related work as required.

TYPICAL QUALIFICATIONS**LICENSE REQUIRED**

- Possession of a valid California driver's license and a good driving record.

EDUCATION AND EXPERIENCE

Education:

- Education sufficient to ensure the ability to read and write at the level required for successful job performance.

ATTACHMENT A

And

Experience:

- One year experience in driving a Class C vehicle to various locations to pick-up and deliver materials or supplies and basic stockroom principles of organization and inventory.

QUALIFICATIONS

Knowledge of:

- Basic storeroom principles of organization and inventory;
- Modern vehicle care and cleaning techniques;
- Windows based PC computer;
- Routine record keeping procedures.

Ability to:

- Practice appropriate safety precautions and procedures;
- Operate a vehicle observing legal and defensive driving practices;
- Maintain simple records;
- Establish and maintain cooperative and effective working relationships;
- Understand and carry out oral and written directions;
- Learn a computerized inventory parts system;
- Learn and interpret technical information when conducting parts research

SUPPLEMENTAL INFORMATION

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Strength: Heavy work-lifting, carrying and/or pushing 75 pounds with frequent lifting and/or carrying of objects weighing up to 50 pounds.

RESOLUTION 23-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING AMENDMENTS TO THE CITY'S FY 22-23 POSITION
ALLOCATION PLAN

WHEREAS, the FY 22-23 Position Allocation Plan in the Public Utilities Department was approved as part of the FY 22-23 City Budget adoption process; and

WHEREAS, a review of the staffing needs for the Public Utilities Department indicates that the addition of one (1) Parts Runner position is necessary in order to provide the support necessary for the Public Utilities Department; and

WHEREAS, amending the City's adopted FY 22-23 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 22-23 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 May 15, 2023, by the following vote, to wit.

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

DATED:

Mayor

City Clerk

POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY 22-23

DEPARTMENT	NUMBER OF POSITIONS
Public Utilities Department	
Add: Parts Runner	1.0



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: May 15, 2023

SUBJECT: Planning and Development Services – Approval – Res. 23-___, Adopt a list of projects funded by SB1: The Road Repair and Accountability Act.

ATTACHMENTS: 1. Resolution 23-___
2. Vicinity Map

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For the City Council to approve a resolution to adopt a list of projects funded by Senate Bill (SB) 1: The Road Repair and Accountability Act.

EXECUTIVE SUMMARY

Prior to receiving an apportionment of Road Maintenance and Rehabilitation Account (RMRA) funds from the Controller in a fiscal year, a city or county must submit to the California Transportation Commission a list of projects proposed to be funded with these funds. All projects proposed to receive funding must be adopted by resolution by the applicable city council or county board of supervisors at a regular public meeting [SHC 2034(a)(1)].

Pursuant to SHC Section 2034(a)(1) a resolution of the list for SB1 funding is submitted for adoption. The project list submitted is for two street sections that have been called out in the 2023-2024 Five-year Community Investment Program (CIP), specifically the 2023-2024 fiscal year. The two Projects are:

- 1) Armstrong Avenue Street Improvements from Shaw to Barstow
- 2) Barstow Avenue Street Improvements from Willow to Villa

BACKGROUND

On April 28, 2017, the Governor signed Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), which is known as the Road Repair and Accountability Act of 2017. To address basic road maintenance, rehabilitation and critical safety needs on both the state highway and local streets and road system, SB 1: increases per gallon fuel excise taxes; increases diesel fuel sales taxes and vehicle registration fees; and provides for inflationary adjustments to tax rates in future years.

Beginning November 1, 2017, the State Controller (Controller) started to deposit various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). A percentage of this new RMRA funding will be apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code (SHC) Section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, in order to be eligible for RMRA funding, statute requires cities and counties to provide basic annual RMRA project reporting to the California Transportation Commission (Commission).

Prior to receiving an apportionment of RMRA funds from the Controller in a fiscal year, a city or county must submit to the Commission a list of projects proposed to be funded with these funds pursuant to an adopted resolution by the city council at a regular public meeting [SHC 2034(a)(1)].

Pursuant to SHC Section 2034(a)(1) a resolution of the list for SB1 funding is submitted for adoption. The project list submitted is for two street sections that have been called out in the 2023-2024 Five-year Community Investment Program (CIP), specifically the 2023-2024 fiscal year. The two Projects are:

- 1) Armstrong Avenue Street Improvements from Shaw to Barstow
- 2) Barstow Avenue Street Improvements from Willow to Villa

The projects on the list have been chosen by using the City of Clovis Pavement Management System and are programed in the CIP five-year budget.

FISCAL IMPACT

(The estimated cost for the two projects submitted for the SB1 list is \$2.59 million. The projects will be included in the 2023-2024 CIP budget. The City of Clovis will receive an estimated \$3,057,000 in RMRA funding in Fiscal Year 2023-24 from SB 1. The SB1 funding the city will receive in fiscal year 2023-2024 is enough funding to cover the expected cost of the two projects. The projected funding received in subsequent years is expected to increase by a small percentage each year.

REASON FOR RECOMMENDATION

To be eligible to receive the City of Clovis' apportionment of RMRA funding from the State Controller this fiscal year.

ACTIONS FOLLOWING APPROVAL

Staff will submit the SB1 project list and resolution to the California Transportation Commission pursuant to SHC Section 2034(a)(1).

Prepared by: Thad Avery, Supervising Civil Engineer

Reviewed by: City Manager AA

RESOLUTION 23-__**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS TO ADOPT A LIST OF PROJECTS FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Clovis are aware of the projects proposed for funding and which projects have been completed each fiscal year; and

WHEREAS, the City of Clovis must include a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, in the City of Clovis budget, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Clovis, will receive an estimated \$3,057,000 in RMRA funding in Fiscal Year 2023-24 from SB 1; and

WHEREAS, the funding from SB 1 will help the City of Clovis maintain and rehabilitate 217 streets, 18 bridges, add active transportation infrastructure throughout the City of Clovis this year and hundreds of similar projects into the future; and

WHEREAS, the 2016 California Statewide Local Streets and Roads Needs Assessment found that the City of Clovis' streets and roads are in an "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "excellent" condition; and

WHEREAS, without revenue from SB 1, the City of Clovis, would have otherwise been postponing projects throughout the community; and

WHEREAS, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

WHEREAS, police, fire, and emergency medical services all need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

WHEREAS, maintaining and preserving the local street and road system in good condition will reduce drive times and traffic congestion, improve bicycle safety, and make the pedestrian experience safer and more appealing, which leads to reduce vehicle emissions helping the State achieve its air quality and greenhouse gas emissions reductions goals; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive benefit statewide.

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

1. The foregoing recitals are true and correct.
2. The City of Clovis is adopting the following list of projects planned to be funded in fiscal year 2023-2024 with Road Maintenance and Rehabilitation Account revenues:
 - a. Armstrong Avenue Street Improvements from Shaw Avenue to Barstow Avenue. The project will include resurfacing the street and will increase the useful life of the street by 20 years. It is budgeted in the 2023-2024 & 2024-2025 fiscal years with anticipated construction in 2025.
 - b. Barstow Avenue Street Improvements from Willow Avenue to Villa Avenue. The project will include resurfacing the street and will increase the useful life of the street by 20 years. It is budgeted in the 2023-2024 & 2025-2026 fiscal years with anticipated construction in 2026.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 15, 2023, by the following vote, to wit.

AYES:
NOES:
ABSENT:
ABSTAIN:

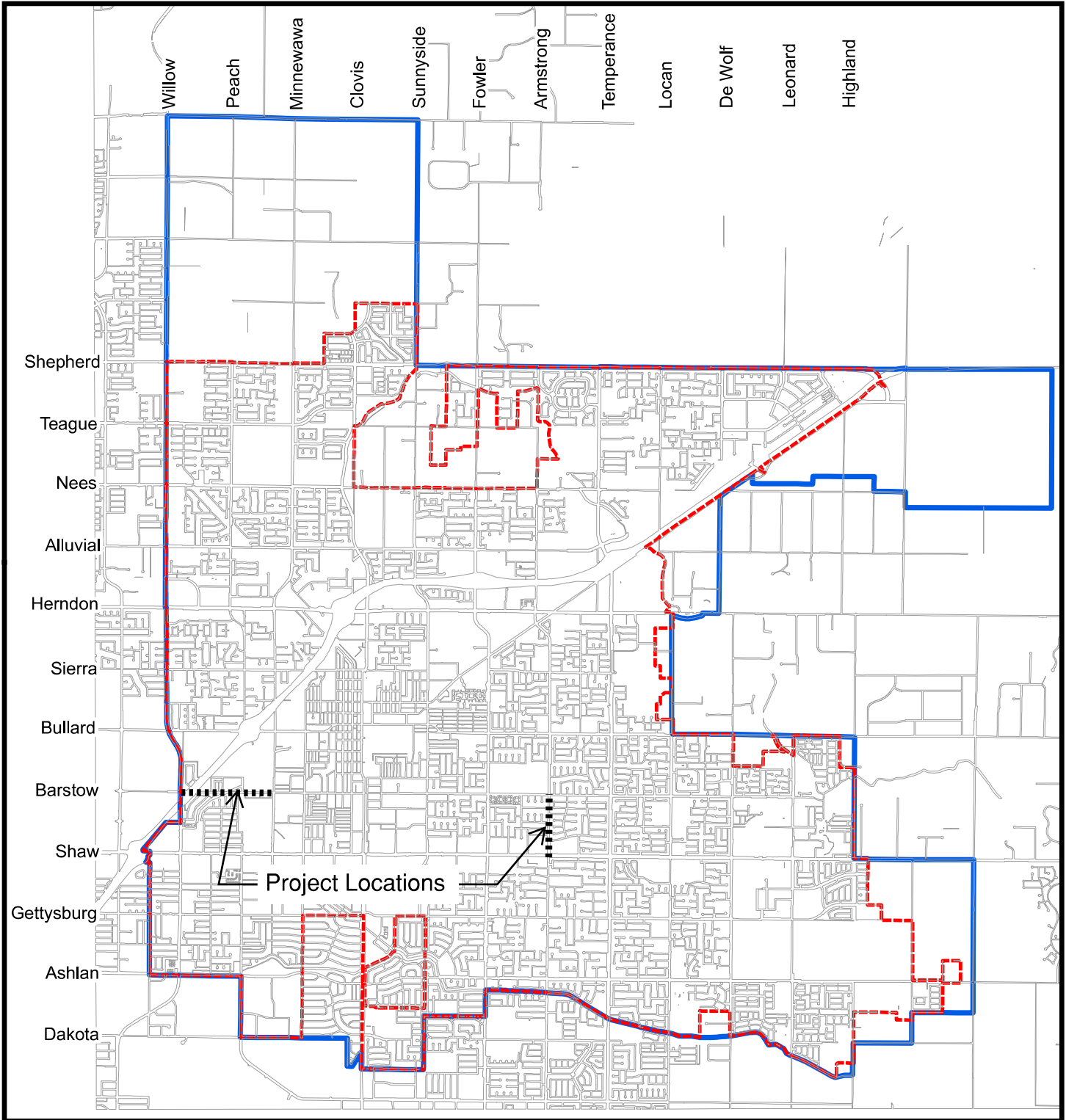
DATED: May 15, 2023

Mayor

City Clerk

VICINITY MAP

2023-2024 SB1 Project List



Attachment 2





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: May 15, 2023

SUBJECT: Consider Approval – Res. 23-____, a Resolution Confirming the Diagram and Assessments for the Annual Levy, 2023-2024 Landscape Maintenance District No. 1.

Staff: Eric Aller, Parks Manager
Recommendation: Approve

ATTACHMENTS: 1. Resolution Confirming Diagram and Assessments
 2. Assessment Diagrams

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

1. Conduct the Public Hearing; and
2. Adopt Resolution No. 23-____, confirming the diagram and assessments for the annual levy of Landscape Maintenance District No. 1 for FY 2023-2024.

EXECUTIVE SUMMARY

A Public Hearing is required by the Landscape and Lighting Act of 1972 (ACT) to consider all written statements and to afford all interested persons the opportunity to hear and be heard concerning the Landscape Maintenance District (LMD) assessments for the coming year. There have been no written comments made or filed as of the writing of this report. At the conclusion of the Public Hearing, the Council will confirm the diagram and assessments in the Engineer's Report, as presented or amended, in order to levy assessments on parcels in the LMD for the following fiscal year.

BACKGROUND

On July 15, 1985, Council adopted Resolution No. 85-78, forming the City of Clovis Landscape Maintenance District No. 1 in accordance with the Landscaping and Lighting Act of 1972, approved by the California State Legislature. The purpose of the District is to fund the operation and maintenance of landscaped areas and parks benefiting development throughout the City.

The yearly assessments established for all properties within the District provide funding for the City's cost for operation, maintenance, and related services. The required operation and maintenance include mowing, edging, fertilizing, weed control, irrigation systems, pruning, plant replacement, lighting, and a depreciation fund to periodically replace picnic area amenities, playground equipment, and other items such as neighborhood monuments. The assessments are collected by the County as a special assessment on the property tax bills.

On May 1, 2023, Council approved the Preliminary Engineer's Report and adopted Resolution No. 23- 28, which declares the City's intention to levy and collect the annual assessments for Landscape Maintenance District No. 1, and gives notice of Public Hearing. The Notice was published in The Business Journal on May 5, 2023. At this time, the Council is to consider all oral and written statements, make any changes to the Engineer's Report, and adopt the Resolution to levy assessments for FY 2023-2024.

Thirteen Assessment Zones will receive a rate increase, thirty Assessment Zones will receive no rate change, and one Assessment Zone is new in fiscal 2022-2023 and will be assessed at its initial calculated rate.

As required by the ACT, the Engineer's Report for Landscape District No. 1 is on file with the City Clerk and includes the following:

- A full and detailed description of the improvements;
- A description of the assessable lots and parcels of land within the LMD;
- A diagram for the Landscape Maintenance District No. 1 showing the exterior boundaries and the boundaries of any zones within the LMD;
- The estimated costs of the improvements; and
- The proposed assessments.

FISCAL IMPACT

Approval of the Engineer's Report will provide the necessary funding for the Landscape Maintenance District No. 1 to continue the operation and maintenance of landscaped areas benefiting development throughout the City for the next fiscal year.

REASON FOR RECOMMENDATION

The resolution confirming the diagram and assessments in the Engineer's Report is required annually by the Landscaping and Lighting Act of 1972. Adoption of the Resolution establishes the levy of assessments in the amount specified in the Engineer's Report for each parcel for the coming fiscal year.

ACTIONS FOLLOWING APPROVAL

1. The Engineer's Report, as amended and approved by Council, will be recorded with the Fresno County Recorder's Office and filed with the Fresno County Auditor-Controller.
2. The assessments will be collected with the property taxes.

Prepared by: Eric Aller, Parks Manager

Reviewed by: City Manager *EA*

RESOLUTION 23-__**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS CONFIRMING THE DIAGRAM AND ASSESSMENTS IN THE ENGINEER'S REPORT FOR THE ANNUAL LEVY, 2023-2024 LANDSCAPE MAINTENANCE DISTRICT NO. 1**

WHEREAS, on May 1, 2023, pursuant to Part 2 of Division 15 of the Streets and Highways Code, the Landscaping and Lighting Act of 1972, the Council of the City of Clovis did adopt Resolution No. 23-28, a Resolution of Intention to Levy and Collect the Annual Assessment for Landscape Maintenance District No. 1 of the City of Clovis (herein "LMD No. 1"); and

WHEREAS, the Council did declare in said Resolution of Intention its intention to levy and collect the annual assessment for the maintenance and operation of the landscaping facilities in said LMD No. 1; and

WHEREAS, notice of the public hearing was given as provided by law.

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

1. The Council determines that the territory within the LMD No. 1, whose boundaries are set forth in the Engineer's Report of the City of Clovis LMD No. 1 dated May 15, 2023, as amended and on file with the City Clerk of the City of Clovis, will be the territory benefited by the maintenance and servicing of the improvements described in said Engineer's Report.
2. The Public Hearing on said annual levy of assessments was held in accordance with law, and all persons filing protests or requesting to speak and who appeared were heard.
3. The Engineer's Report, and the assessment of the estimated costs of the improvements contained therein and each and every part of said report, as amended, is adopted and approved, and the assessments upon the land in the LMD No. 1, being found to be in proportion to the benefits to be received from the improvements, are finally approved and confirmed as the assessments to pay the costs of each improvement and the expenses incidental thereto.
4. The Council hereby orders the levy of the assessments described in the Engineer's Report, as amended.
5. The subdivisions of land within the LMD No. 1 are to be assessed to pay the costs of the landscape maintenance.
6. The City Clerk shall file the Engineer's Report and assessments, as confirmed, or a certified copy thereof with the Recorder of the County of Fresno.

* * * * *

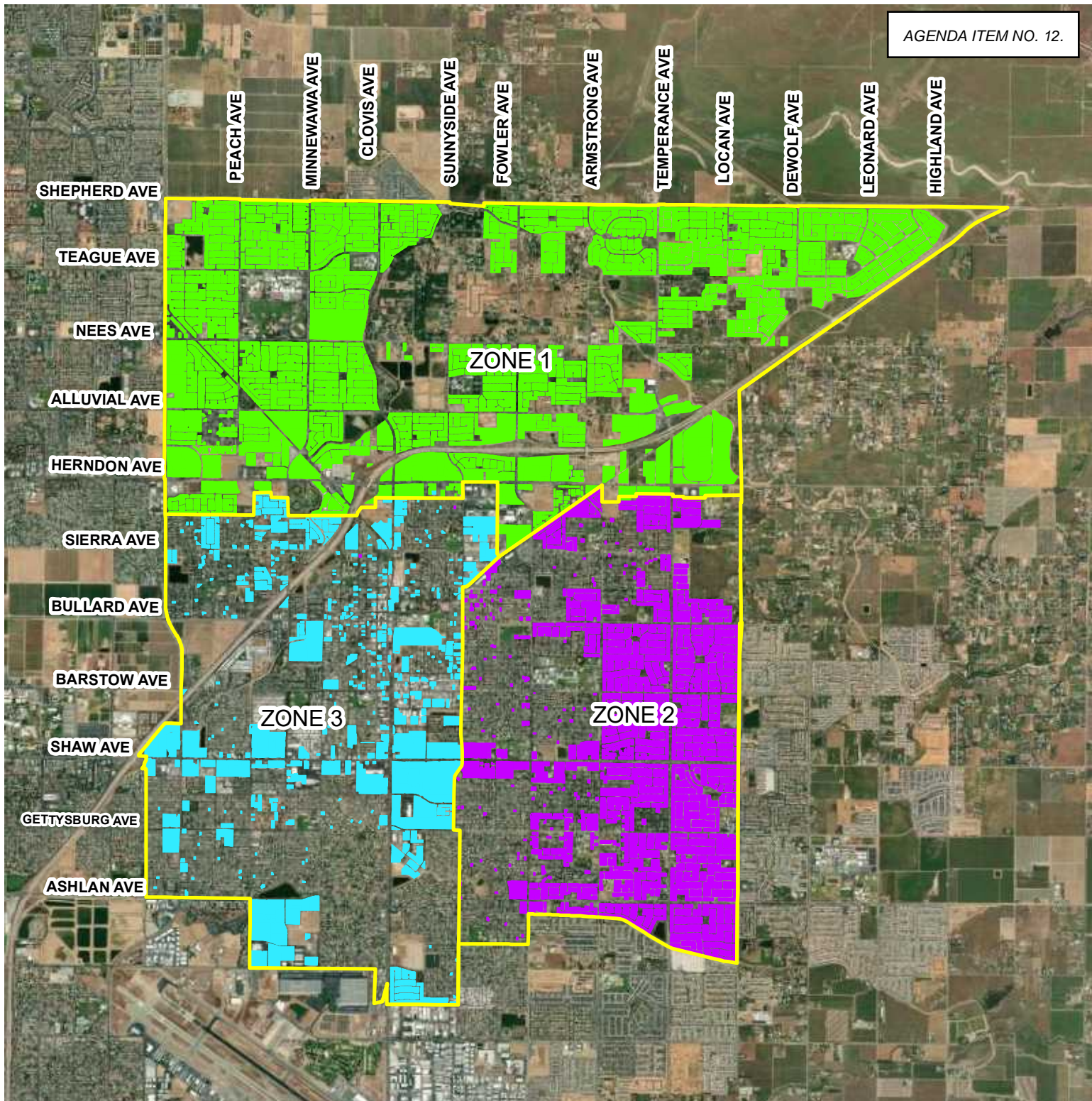
The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 15, 2023, by the following vote, to wit.

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED: May 15, 2023

Mayor

City Clerk

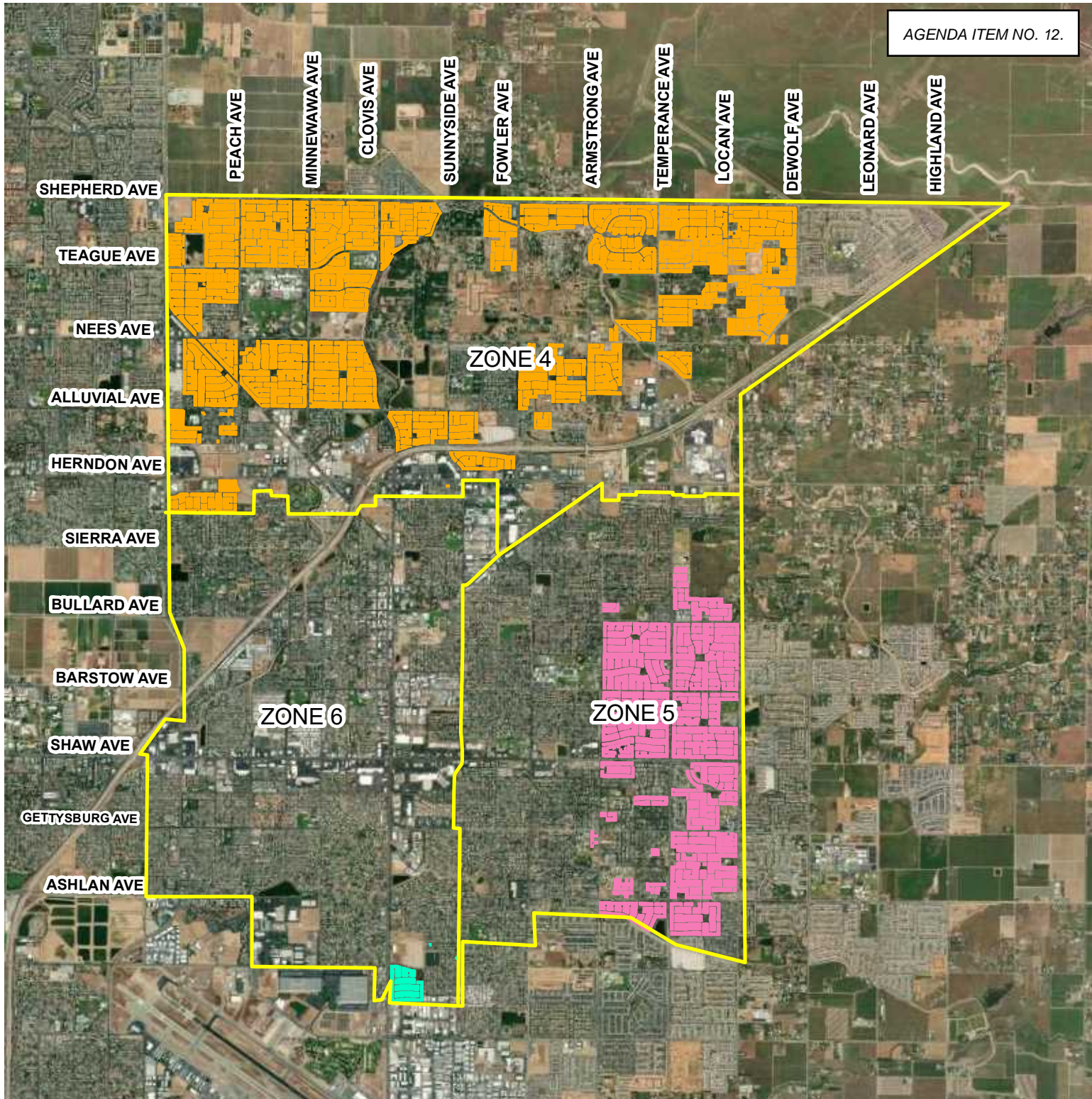


LMD ZONES 1-3
 GENERAL LANDSCAPING
 2023/2024 ASSESSMENT CHANGES
 NO ASSESSMENT CHANGES ZONES 1-3



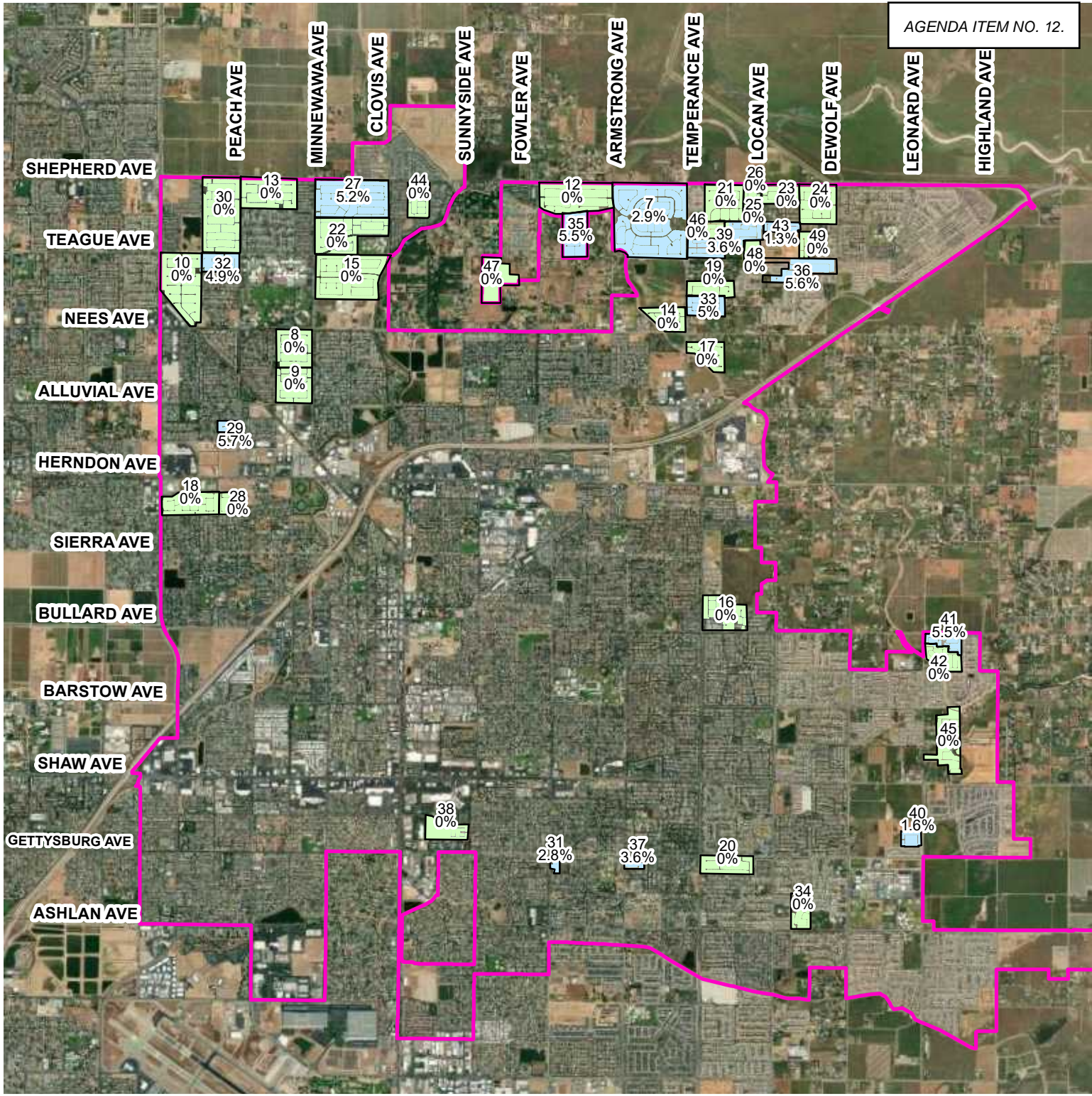
ATTACHMENT 2

1 inch = 5,167 feet



**LMD ZONES 4-6
PARKS
2023/2024 ASSESSMENT CHANGES
NO ASSESSMENT CHANGES ZONES 4-6**





LMD ZONES 7 - 49 NEIGHBORHOOD ENHANCEMENTS 2023/2024 ASSESSMENT CHANGES

Assessment Changes No Change Decrease Increase



ZONE NW

PEACH AVE

MINNEWAWA AVE

CLOVIS AVE

SUNNYSIDE AVE

FOWLER AVE

ARMSTRONG AVE

TEMPERANCE AVE

LOCAN AVE

DEWOLF AVE

LEONARD AVE

HIGHLAND AVE

SHEPHERD AVE

TEAGUE AVE

NEES AVE

ALLUVIAL AVE

HERNDON AVE

SIERRA AVE

BULLARD AVE

BARSTOW AVE

SHAW AVE

GETTYSBURG AVE

ASHLAN AVE

ZONE SE



LMD ZONES SOUTHEAST AND NORTHWEST 2023/2024 ASSESSMENT CHANGES NO ASSESSMENT CHANGE ZONES SE AND NW



1 inch = 5,208



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: May 15, 2023

SUBJECT: Consider items associated with approximately 500 acres of land located within the area generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north and the Peach Avenue alignment on the east. City of Clovis, applicant.

a. Consider Introduction – Ord. 23-___, R2023-003, A request to establish rezoning classifications for approximately 333 acres of property and to modify rezoning classifications on approximately 35 acres within the overall 500 acre project area. City of Clovis, applicant.

b. Consider Approval - Res. 23-___, RO309, A Resolution of Application for the annexation of approximately 500 acres into the Clovis City limits.

Staff: Dave Merchen, City Planner

Recommendation: Approve

ATTACHMENTS:

1. Ord. 2023-___, Rezoning Ordinance
2. Res. 2023-___, Resolution of Application for Annexation
3. Rezoning Map
4. Prezone and Parcel Details
5. Annexation FAQs
6. U-C Preliminary Master Plan
7. Specific Service Plan
8. Agency Comments

CONFLICT OF INTEREST

Chad McCollum owns property within 950 feet of this project and has not participated in the preparation or analysis of this project.

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

Staff recommends that the City Council introduce the ordinance rezoning the subject properties and approve a Resolution of Application for the annexation of the Project area.

EXECUTIVE SUMMARY

At its March 6, 2023, meeting, the City Council initiated the subject rezoning and authorized staff to prepare an annexation application for the Project area, which is comprised of approximately 500 acres generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north, and the Peach Avenue alignment on the east. The Project boundary contains properties designated for residential development that are important in helping the City to meet state housing requirements. These properties must be annexed into the City by the end of calendar year 2023 to meet the state's requirements. Prior to being annexed into the City of Clovis, all properties must be rezoned by the City to establish the land use and development standards that will be applied after the properties are incorporated into the City limits. The proposed rezoning is consistent with the underlying Clovis General Plan land use designations and no changes to the type, density, or intensity of land uses are proposed.

BACKGROUND

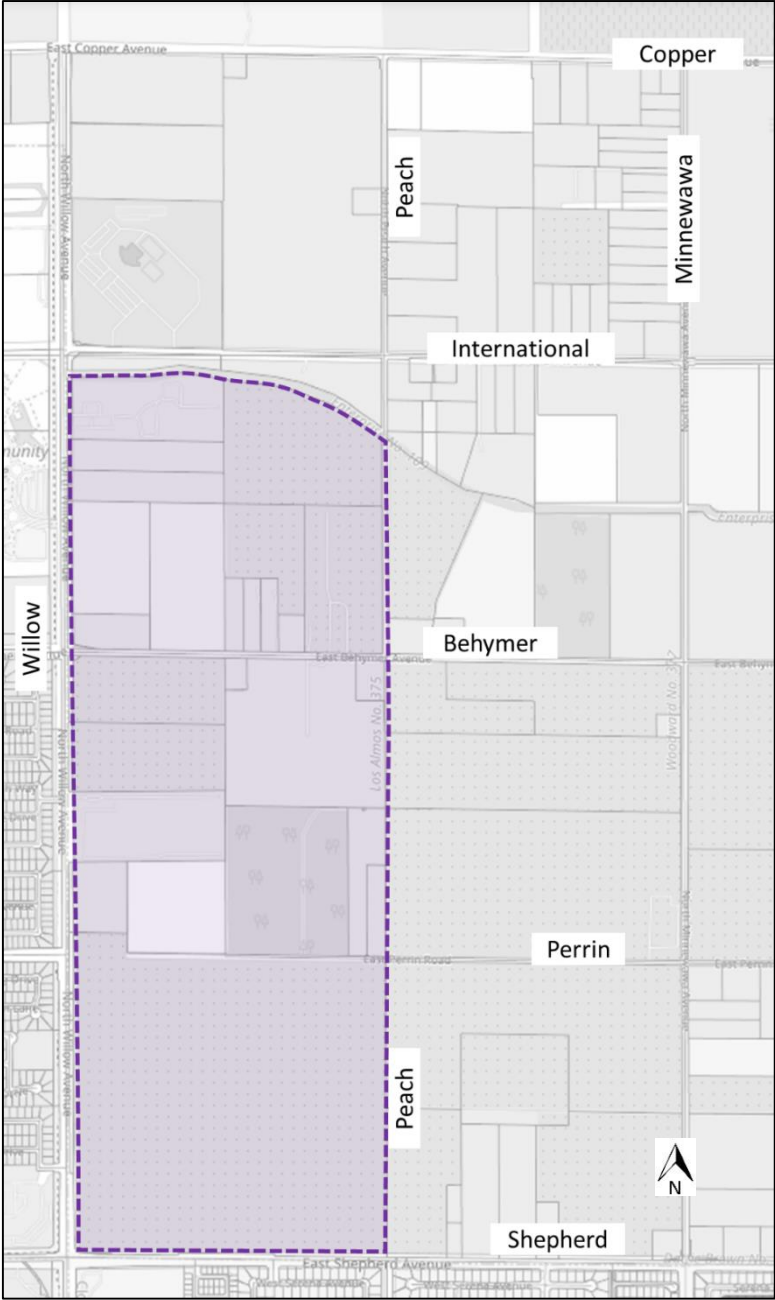
- General Plan Designations: Mixed Use Village, Mixed Use Business Campus, Water, Park, High Density Residential, Medium Density Residential
- Specific Plan/Master Plan: Heritage Grove Design Guidelines
- Existing Zoning: Fresno County AE-20 (Exclusive Agricultural) and CM (Commercial and Light Manufacturing)
- Project Area: ±500 acres
- Current Land Use: Agricultural, undeveloped, rural residential, mini-storage
- Adjacent Land Uses:
 - North: Agricultural, undeveloped, rural residential, church
 - South: Undeveloped (mixed-use project approved but not yet constructed)
 - East: Agricultural, undeveloped, rural residential
 - West: Residential, Clovis Community College, Clovis North High School

PROPOSAL AND ANALYSIS

The City has been working with various property owners and developers for several years on plans to annex and develop property in Heritage Grove as envisioned by the City's General Plan and the Heritage Grove Design Guidelines. Based on those plans, several sites along the Willow Avenue corridor north of Shepherd Avenue have been identified as having the potential to help the City meet state housing requirements in the upcoming Sixth Cycle Housing Element. These properties must be annexed into the City by the end of calendar year 2023 to meet the State's requirements. Although the City was already working on annexing this area in conjunction with developer-based projects, a City-initiated process is necessary to meet the required year-end deadline.

As illustrated in Figure 1 below, the proposed Project area encompasses approximately 500 acres and is generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north, and the Peach Avenue alignment on the east. The Project area includes approximately 26 parcels.

**Figure 1
Project Location and Vicinity Map**



Prezoning Request

Prior to being annexed into the City of Clovis, all properties must be prezoned by the City to establish the land use and development standards that will be applied after the properties are incorporated into the City limits. The proposed prezoning is consistent with the underlying Clovis General Plan land use designations and no changes to the type, density, or intensity of land uses are proposed. A map illustrating the proposed prezoning is included as **Attachment 3**.

Project Area

While the focus of the prezoning and annexation is on the parcels that will be the subject of future development projects, the proposed boundary also includes several existing rural residential properties that will need to be brought into the City limits to form a cohesive, logical boundary. **Attachment 4** provides information regarding each of the individual parcels included in the Project area. All parcels, regardless of size, are proposed to be prezoned in conformance with their current general plan designations. Property owners may continue to maintain their current, legally established land uses regardless of the prezoning classification. **Attachment 5** addresses this topic and other frequently asked questions regarding annexations.

Prezoning of Properties North of Behymer Avenue

Properties within the Project area north of Behymer Avenue are located within the Heritage Grove City Centers North and South Master Plan, which was adopted by the City in 2019. This process included the adoption of an ordinance prezoning all the properties within the Master Plan. The only change proposed to the prezoning north of Behymer at this time is to clarify that the zone district previously described in the Master Plan as “Mixed-Use Village” will actually be “UC - Urban Center”. This modification applies to approximately 35 acres of property. This is a technical change to better correspond to the terminology in the Clovis Development Code and no changes to the Master Plan, land use schedule, or development standards are proposed.

Properties South of Behymer Avenue

Properties south of Behymer Avenue, totaling approximately 333 acres, have not previously been the subject of a prezoning application. The proposed prezoning identifies zone districts that implement the current General Plan land use designations, as follows:

Current General Plan Designation	Proposed Prezoning district
High Density Residential	R-3 (Multifamily High Density)
Medium Density Residential	R-2 (Multifamily Medium-High Density)
Mixed-Use Business Campus	U-C (Urban Center)
Mixed-Use Village	U-C (Urban Center)
Water	P-F (Public Facility)

The residential and public facility zone districts identified above are traditional zone districts where allowable uses and development standards are defined by the Clovis Development Code. The U-C District is a mixed-use zone district that is intended to be applied within commercial village centers located in the City's designated urban growth areas, including Heritage Grove. Allowable uses include a customizable mix of residential, commercial, and other complementary and supporting facilities. A preliminary master plan describing the mix of uses and development standards that will be applied within the proposed Project area is included as **Attachment 6**. The properties south of Behymer that are proposed to be rezoned to the U-C District fall within three categories:

- A 19 acre Darrel's mini-storage property (already developed)
- A 6.9 acre rural residential property that can be redeveloped in the future with commercial and/or residential uses
- Three parcels totaling approximately 210 acres owned by the Ricchiuti Family that are being master planned for mixed-use development

The preliminary master plan included with the proposed rezoning will recognize the existing Darrel's mini-storage and allow development or redevelopment of the other properties to proceed upon annexation. With regard to the Ricchiuti family properties, the preliminary master plan will eventually be replaced by a more comprehensive plan that is being prepared by the primary owner in the area to further guide and streamline development.

Annexation Application

The annexation of the 500-acre Project area is proposed to help the City meet state housing requirements by bringing sites already designated for high density residential into the City limits. No site-specific development applications within the Project area are currently pending. However, significant interest in both residential and commercial development has been expressed. Any future projects within the Project area would be evaluated in accordance with City of Clovis standards and processes. The proposed annexation boundary has been discussed with both LAFCO and Fresno County staff, and no objections were identified. Fresno County has requested that the City accept responsibility for the maintenance of Willow Avenue right of way up to Copper Avenue in conjunction with the annexation. This topic is discussed in more detail below.

Annexation Statistics

- Annexation Boundary Acreage: 499.82 acres
- Parcels: A total of approximately 26 properties are included in the application, reflecting approximately 17 ownership entities. Parcel details are outlined in **Attachment 4**.
- Registered Voters: There are approximately 40 registered voters within the annexation boundary. The annexation will be an inhabited annexation and is therefore subject to a protest hearing conducted by LAFCO. (Any annexation with 12 or more registered voters is considered "inhabited".)

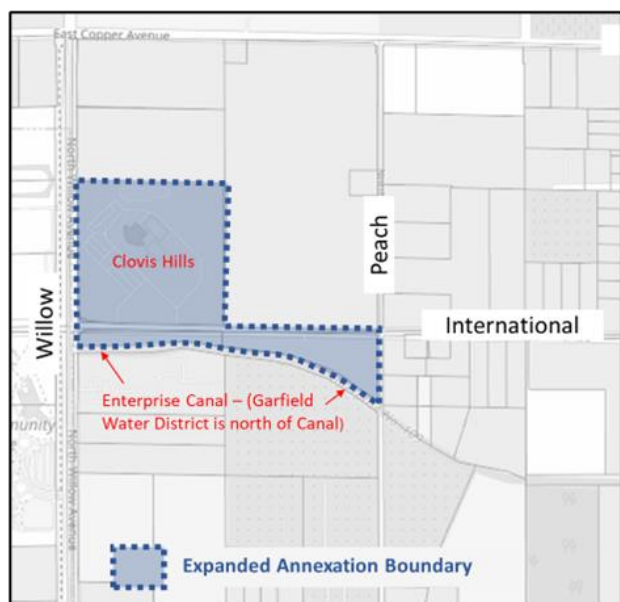
- Owner Consent: Though no owners are actively objecting to the annexation thus far, it is unlikely that 100 percent of the owners will provide consent forms. As noted above, because the annexation is inhabited, the property will be subject to a protest hearing.

Clovis Hills Community Church Property

Clovis Hills Community Church is located on a 40-acre parcel on the northeast corner of Willow and International Avenues, just north of the proposed annexation boundary. Clovis Hills Pastor Shawn Beaty requested that the 40-acre church site be included in the City's annexation. The primary constraint on annexation and further development of the site is the uncertainty as to an available source of water. The property is located within the Garfield Water District and the City's water supply requirements dictate the transfer of the property's water allocation to the City in conjunction with development. Without such a transfer, the identified and planned-for water supply has not been secured to support development.

When the City Council initiated the rezoning and annexation process at its March 6th meeting, Council provided direction to staff as follows:

Figure 2: Additional Annexation Boundary to include Clovis Hills Church



Plan for the inclusion of the Clovis Hills Church site and the property north of the Enterprise Canal on the southeast corner of Willow and International Avenues to this annexation, conditional upon an agreement for a water supply from with the Garfield Water District to provide water to the City of Clovis for the Clovis Hills Church site.

The area that would need to be annexed to include the Clovis Hills Church site is shown in Figure 2. In addition to the church parcel, two parcels south of International Avenue would need to be included, both of which are currently designated for park/trail development in the future.

City staff met with Clovis Hills representatives on March 14, 2023, to discuss the water service provided to the church site, to provide background on the City's water supply plans and agreements, and to outline what is needed to support annexation and further development of the 40-acre church property. Staff encouraged the Clovis Hills representatives to meet with the Garfield Water District directly, which they occurred on May 3, 2023. Garfield Water did not agree to a transfer of water allocations to the City. A follow-up discussion between City, Clovis Hills, and a Garfield Water representative is being targeted for late May. Because this issue is unresolved, and no alternative strategies for a water source have been achieved, staff is unable

to recommend the inclusion of the Clovis Hills church site in the annexation boundary at this time. This does not mean the property cannot be annexed at a future date. When the water supply issue is addressed, the property can be annexed using the conventional process.

Fresno County and Willow Avenue Maintenance

The proposed annexation boundary includes all the Willow Avenue frontage between Shepherd Avenue and the Enterprise Canal, and the City will be responsible for maintaining the right of way and associated street improvements upon annexation. While consulting with the County regarding the annexation boundary, County staff noted their intent to convey Willow Avenue right of way to the City all the way up to Copper Avenue in conjunction with the annexation. The area between the Enterprise Canal and Copper Avenue is outside of the Project area and not intended to be annexed at this time. The purpose of the conveyance is to shift maintenance responsibility from the County to the City. The County's written comments include the following condition of approval:

In order to avoid continued duplication of services, within a reasonable time prior to the recordation of the annexation, the City shall accept conveyances from the County for, or otherwise acquire, all road rights-of-way along N. Willow Avenue north of the proposed annexation boundary to and including the Willow/Copper Avenue intersection within the City's Sphere of Influence.

Subsequent discussion between City and County staff resulted in a clarification that the City would accept the conveyance of right of way from the County up to the northern extent of the intersection at Copper and Willow Avenues. However, the County will retain responsibility for the traffic signals that remain in their jurisdiction. The City is already responsible for the median island, curb, gutter, and streetlights in this area pursuant to an agreement for the Willow Avenue Improvement Project that was completed in 2020. Therefore, the County requirement outlined above would add pavement and striping between the Enterprise Canal and Copper Avenue to the set of improvements to be maintained by the City. Because the entire street section was constructed in 2020 and is in good condition, pavement maintenance is not expected to be a significant burden. For these reasons, staff does not object to the County's requirement, and agreement to accept the conveyance of right of way has been incorporated into the proposed resolution.

Standard Conditions of Annexation: The City Council has established standard conditions which the City considers a baseline for most annexation projects that it considers. The City's standard conditions for annexation are incorporated into the draft resolution, which reflects and are consistent with the requirements agreed to by the tax sharing agreement and to the timing of public services to the site. The conditions are satisfied by the development approvals granted separately for the site, and through LAFCo's standard processing policies and guidelines.

Project Review and Public Comment

Review and Comments by Agencies

The Project was distributed to all City Divisions as well as outside agencies, including Caltrans, Clovis Unified School District, Fresno Irrigation District, Fresno Metropolitan Flood Control District, AT&T, PG&E, and the San Joaquin Valley Air Pollution Control District.

Comments received from interested agencies are included as **Attachment 8**. With the exception of the comment from the County of Fresno described above, comment letters address issues that will apply in conjunction with future development in the Project area.

Public Outreach

An informational meeting was conducted on February 28, 2023 for property owners within the Project boundary to ask questions and provide initial feedback regarding the proposed rezoning and annexation. A total of 13 participants attended the meeting, representing 18 of the 26 parcels included in the Project boundary. No objections were noted regarding the rezoning. Several questions were raised regarding City sewer and water connection requirements after annexation is completed. These questions generally came from the owners of smaller parcels where the existing rural residential home site will likely be retained for the foreseeable future. Staff addressed some of these questions during the meeting and then followed up in March with specific responses to the owners that asked questions.

Planning Commission Consideration

The Planning Commission considered the proposed rezoning at its April 20, 2023, meeting and adopted a resolution recommending approval of the application with a 4-0 vote, with Commissioner Bedsted absent. (Because the annexation is not subject to consideration by the Commission, the Commission is provided background regarding the annexation but does not take any action on that part of the project.) No questions or concerns regarding the proposed rezoning were presented by the Commission. Two owners included in the Project area spoke in favor of the proposal.

The owner of one of the existing rural residential properties within the Project area provided testimony to the Commission, expressing concern about how the proposed rezoning and annexation might affect his parcel. He acquired his 2.09-acre parcel about two years ago, and it is designated for a future park. He questioned whether he would be required to sell his property or if his family could continue to live there as development proceeded around them. He also noted that he didn't intend to have to sell the property so soon after purchasing it.

Staff explained that the land use pattern, including the existing park designation, was established with the 2014 General Plan and carried into the 2016 Heritage Grove Design Guidelines and the 2019 Heritage Grove City Centers Master Plan. The property can continue to be used as a single-family property indefinitely. There are no current plans for the City to acquire it, but the City could inquire about purchasing the property in the future. Both during and after the Planning

Commission meeting Staff invited the property owner to set up a time to discuss the matter further. No follow-up discussion was requested.

Public Notice

The City published notice of this public hearing in The Business Journal on Wednesday, May 3, 2023, and notices were mailed to property owners on May 1, 2023.

California Environmental Quality Act (CEQA)

The proposed Project has been found to be in substantial conformance with the environmental impact report (EIR) performed for the Clovis General Plan. Pursuant to CEQA Guidelines Section 15162, when an EIR has been adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines that there have been substantial changes to the project. The proposed Project is identifying zone districts that implement the current General Plan land use designations. The Project is also consistent with the Heritage Grove Specific Plan and is exempt from further environmental review pursuant to Section 15182 of the CEQA Guidelines. Therefore, the proposed Project is not proposing substantial changes to the adopted EIR and no further environmental review is required for this Project.

FISCAL IMPACT

As City-initiated applications, processing costs associated with the rezoning and annexation have been paid by the City. LAFCO and State Board of Equalization fees will also be required to file and complete the annexation process. Costs associated with the Project will total approximately \$140,000. These are costs that typically paid by property owners and developers in conjunction with development applications. Staff recommends that a mechanism be established to collect each parcel’s fair share of these costs in conjunction with the development of site-specific projects. The fee would be approximately \$292 per acre. Unless otherwise directed, Staff will bring a separate item back to the Council to establish an appropriate fee.

A summary of property tax revenues before and after the annexation is presented below.

Assessed Value:

Land only:	\$ 19,854,523
Improvements:	\$ 8,876,526
Improvement value is 45% of land value (Undeveloped)	

Estimated Tax Share:

	<u>Before</u>	<u>After</u>
County:	\$95,100	\$ 79,664
City:	\$0	\$ 46,787
Fresno County Fire Protection District	\$ 29,943	\$0
Kings River Conservation District	\$1,408	\$0

Note: The County will also receive the cash equivalent of 8% of the City’s sales/use tax for this area.

REASON FOR RECOMMENDATION

The proposed rezoning and annexation are consistent with the goals and policies of the General Plan, the Heritage Grove Design Guidelines, the Heritage Grove City Centers Master Plan, and the Clovis Municipal Code. The Project boundary contains properties designated for residential development that are important in helping the City to meet State housing requirements. These parcels have been incorporated into the draft housing sites inventory for the Sixth Cycle Housing Element. However, the parcels must be within the City limits by the end of 2023. Although the City has been working with various property owners and developers for several years on plans to annex and develop property along the Willow Avenue corridor as envisioned by the City's General Plan and the Heritage Grove Design Guidelines, a City initiated rezoning and annexation process is necessary to meet the required timeline.

Findings - Rezone R2023-003

1. The proposed amendment is consistent with the goals, policies, and actions of the General Plan

The 2014 Clovis General Plan identifies three areas as Urban Centers to focus where outward growth may occur and to ensure that such growth is high quality, fiscally sustainable, balanced, and helps implement the General Plan's goals and policies. The Project area is located within the Northwest Urban Center, relabeled and branded as Heritage Grove. The proposed rezoning implements the land plan adopted in conjunction with the 2014 General Plan and facilitates the annexation and development of the Project site as envisioned by the General Plan and the Heritage Grove Design Guidelines.

2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

The Project proposes to rezone property in conformance with the 2014 General Plan, with no changes to allowable uses, intensity, or density of the affected land, and therefore the City has determined that the Project is not detrimental to the public interest, health, safety, convenience, or general welfare of the City. During review of the Project, agencies and City departments had the opportunity to review the Project to ensure consistency with City codes and regulations. Further, the Project would be adequately served by water and sewer.

3. The proposed amendment is internally consistent with other applicable provisions of the Development Code.

The Project proposes to establish zoning that will be applicable to the subject property upon annexation into the City limits. Development will be consistent with the applicable zoning. No conflicts with any provision of the Development Code have been identified.

4. The property is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated Project.

The Project proposes to prezone property in conformance with the 2014 General Plan, with no changes to allowable uses, intensity, or density of the affected land, and therefore the City has determined that the Project is not detrimental to the public interest, health, safety, convenience, or general welfare of the City.

ACTIONS FOLLOWING APPROVAL

A second reading of the rezoning ordinance will be scheduled for the June 5, 2023, City Council meeting. Staff will file the annexation application with LAFCO as soon as all required application materials have been assembled.

Prepared by: Dave Merchen, City Planner

Reviewed by: City Manager *DM*

ORDINANCE 23-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS ESTABLISHING PREZONING CLASSIFICATIONS FOR APPROXIMATELY 333 ACRES OF PROPERTY TO THE R-2 (MULTIFAMILY MEDIUM-HIGH DENSITY), R-3 (MULTIFAMILY HIGH DENSITY), U-C (URBAN CENTER), AND P-F (PUBLIC FACILITY) ZONE DISTRICTS, AND MODIFYING PREZONING CLASSIFICATIONS ON APPROXIMATELY 35 ACRES FROM MU-V(MIXED USE VILLAGE) TO U-C (URBAN CENTER), WITHIN AN OVERALL PROJECT BOUNDARY OF APPROXIMATELY 500 ACRES GENERALLY BOUND ON THE SOUTH BY SHEPHERD AVENUE, ON THE WEST BY WILLOW AVENUE, ON THE NORTH BY THE ENTERPRISE CANAL, AND ON THE EAST BY THE PEACH AVENUE ALIGNMENT AND FINDING THAT THE PROJECT IS EXEMPT FROM FURTHER ENVIRONMENTAL REVIEW UNDER SECTIONS 15162 AND 15182 OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES

LEGAL DESCRIPTION:

See Attachment A

WHEREAS, at its March 6, 2023 meeting, the City Council of the City of Clovis adopted a resolution initiating Rezone 2023-003, a rezoning of property within an area encompassing approximately 500 acres generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north and the Peach Avenue alignment on the east (“Project area”); and

WHEREAS, several properties within the Project area have been identified as having the potential to help the City meet state housing requirements in the upcoming Sixth Cycle Housing Element; and

WHEREAS, properties within the Project area need to be annexed before the end of calendar year 2023 to be counted in the City’s housing sites inventory; and

WHEREAS, prior to being annexed, all properties must be rezoned by the City in conformance with the underlying Clovis General Plan land use designations to establish the land use and development standards that will be applied after the properties are incorporated into the City limits; and

WHEREAS, properties with the Project area north of Behymer Avenue were previously rezoned in conjunction with the City’s approval of the Heritage Grove City Centers North and South Master Plan in 2019; and

WHEREAS, City has identified the need to clarify that the rezoning classification for approximately 35 acres of property identified with the City Centers North and South Master Plan as being the MU-V (Mixed Use Village) zone district should be instead be rezoned to the U-C (Urban Center) zone district to better correspond to the terminology in the Clovis Development Code; and

WHEREAS, properties within the Project area south of Behymer Avenue, consisting of approximately 333 acres, have not been the subject of a previous rezoning application and are proposed to be rezoned in conformance with the Clovis General Plan; and

WHEREAS, the City has determined that the proposed rezoning application is consistent with the Clovis General Plan, the Heritage Grove Design Guidelines, and the Heritage Grove City Centers North and South Master Plan; and

WHEREAS, the Planning Commission held a noticed Public Hearing on April 20, 2023 to consider the Project, at which time interested persons were given opportunity to comment on the Project; and

WHEREAS, the Planning Commission voted and recommended that the Council approve R2023-003; and

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

WHEREAS, the City published notice of the public hearing in the Fresno Business Journal on May 3, 2023, mailed public notices to property owners within 600 feet of the Property on May 1, 2023, more than ten (10) days prior to the City Council hearing, and otherwise posted notice of the public hearing according to applicable law; and

WHEREAS, a duly noticed public hearing was held on May 15, 2023; and

WHEREAS, the City Council considered the CEQA analysis outlined in the staff report and elsewhere in the Administrative Record which determines that the Project is exempt from further environmental analysis pursuant to CEQA Guidelines Sections 15162 and 15182; and

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

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

1. The proposed Project is consistent with the goals, policies, and actions of the General Plan, the Heritage Grove Design Guidelines, and the Heritage Grove City Centers North and South Master Plan.
2. The proposed rezone would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
3. The Property is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designation and development of the Project.

- 4. The City Council finds that no additional environmental review is required for the Project pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15162 and 15182.
- 5. The basis and evidence for the findings are detailed in the May 15, 2023 staff report and staff presentation addressing the Project during the May 15, 2023 public hearing, both of which are hereby incorporated by reference, the entire Administrative Record, as well as the evidence and comments presented during the public hearing.

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

SECTION 1: The Official Map of the City is amended in accordance with Section 9.08.020 and Chapter 9.86 of the Clovis Municipal Code by reclassification of certain land in the City of Clovis, County of Fresno, State of California, to wit:

LEGAL DESCRIPTION:

See the attached Attachment A.

From City Unclassified (Fresno County AE-20 and CM) to R-2, R-3, U-C, and P-F; and

From the previously established Prezone District MU-V to U-C.

The U-C Prezone Preliminary Master Plan is hereby approved.

SECTION 2: This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

APPROVED: May 15, 2023

_____	_____
Mayor	City Clerk
* * * * *	* * * * *

The foregoing Ordinance was introduced at a regular meeting of the City Council held on May 15, 2023, and was adopted at a regular meeting of said Council held on June 5, 2023, by the following vote, to wit:

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

DATED: June 5, 2023

City Clerk

Attachment A Legal Description

From City Unclassified to R-3 (Multi-Family High Density) Zone District

The Northeast Quarter of the Northwest Quarter of Section 19, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California.

From City Unclassified to R-2 (Multi-Family Medium Density) Zone District

The Southeast Quarter of the Northwest Quarter of Section 19, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California.

From City Unclassified to U-C (Urban Center) Zone District

The Southwest Quarter of Section 19, the Northwest Quarter of the Northwest Quarter of Section 19, and the Southwest Quarter of the Northwest Quarter of Section 19, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California.

Excepting therefrom, the parcel granted to Fresno Metropolitan Flood Control District per the Grant Deed recorded May 22, 1995, as Document No. 95061613, Official Records Fresno County.

Also excepting therefrom, the parcel granted to Fresno Metropolitan Flood Control District per the Grant Deed recorded October 31, 1996, as Document No. 96146859, Official Records Fresno County.

Also excepting therefrom, the parcel granted to Fresno Metropolitan Flood Control District per the Grant Deed recorded August 10, 1997, as Document No. 97098034, Official Records Fresno County.

Also excepting therefrom, the parcel granted to Fresno Metropolitan Flood Control District per the Grant Deed recorded September 4, 1997, as Document No. 97114761, Official Records Fresno County.

From City Unclassified to P-F (Public Facility) Zone District

Those portions of the parcels granted to Fresno Metropolitan Flood Control District, per Grant Deeds recorded May 22, 1995, as Document No. 95061613, Official Records Fresno County, recorded October 31, 1996, as Document No. 96146859, Official Records Fresno County, recorded August 10, 1997, as Document No. 97098034, Official Records Fresno County, and recorded September 4, 1997, as Document No. 97114761, Official Records Fresno County, situated in Northwest Quarter of Section 19, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California.

From City MU-V (Mixed Use Village) to U-C (Urban Center) Zone District

Heritage Grove City Centers North and South Master Plan – Planning Area 1

The South 5 82.34 feet of the fractional Northwest quarter of the Southwest quarter of Section 18, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California, according to the United States Government Township Plat approved by the Surveyor General on June 21, 1856.

Heritage Grove City Centers North and South Master Plan – Planning Area 4

That portion of the fractional Northeast quarter of the Southwest quarter of Section 18, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, In the County of Fresno, State of California, according to the United States Government Township Plat approved by the Surveyor General on June 21, 1856, lying South of the Enterprise Canal.

Excepting therefrom the South 297.50 feet of the East 349 feet of the West 954.50 feet of the fractional Northeast quarter of the Southwest quarter of said Section 18.

Also excepting therefrom the South 60.50 feet lying East of a line parallel with and 954.50 feet East of the West line of the Northeast quarter of the Southwest quarter of said Section 18.

Also excepting therefrom the West 780 feet lying 542.24 feet North of the South line of the fractional Northeast quarter of the Southwest quarter of said Section 18.

Also excepting therefrom that portion described as follows: Beginning at the Southwest corner of the Northeast quarter of the Southwest quarter of said Section 18, thence North $00^{\circ}04'19''$ West a distance of 197.54 feet; thence South $88^{\circ}53'36''$ East, a distance of 67.00 feet to the beginning of a 515.00 foot radius tangent curve concave to the South; thence Easterly, along said curve, through a central angle of $29^{\circ}53'22''$ an arc distance of 268.66 feet, to the beginning of a 515.00 foot radius reverse curve, concave to the North, a radial to said beginning bears South $30^{\circ}59'46''$ West; thence Easterly, along said curve, through a central angle of $29^{\circ}53'22''$ an arc distance of 268.66 feet; thence South $88^{\circ}53'36''$ East, a distance of 28.17 feet to a point being 605.50 feet East of the West line of the Northeast quarter of the Southwest quarter of said Section 18; thence South $00^{\circ}04'19''$ East, parallel with and 605.50 feet East of the West line of the Northeast quarter of the Southwest quarter of said Section 18, a distance of 60.51 feet to the South line of the Northeast quarter of the Southwest quarter of said Section 18; thence North $88^{\circ}53'36''$ West, along the South line of the Northeast quarter of the Southwest quarter of said Section 18, a distance of 605.63 feet to the Point of Beginning.

Together with the West 44.50 feet of the Northwest quarter of the Southeast quarter of said Section 18, lying South of the Enterprise Canal, excepting therefrom the South 60.50 feet thereof.

RESOLUTION 23-____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS MAKING APPLICATION TO THE FRESNO LOCAL AGENCY FORMATION COMMISSION AND REQUESTING THE COMMISSION TO TAKE PROCEEDINGS FOR THE SHEPHERD-WILLOW NORTHEAST REORGANIZATION**

WHEREAS, the City of Clovis desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Division 3, commencing with Section 56000 of the California Government Code, for the reorganization; and

WHEREAS, the specific changes of organization requested are annexation to the City of Clovis and detachment from the Fresno County Fire Protection District and the Kings River Conservation District; and

WHEREAS, the territory proposed to be reorganized is inhabited, and on this day contains approximately 40 registered voters, according to information received from the County Election Officer; and

WHEREAS, a description of the boundaries of the territory is set forth in **Attachment A** attached hereto and by this reference incorporated herein; and

WHEREAS, this proposal is consistent with the sphere of influence of the City of Clovis; and

WHEREAS, the proposal complies with the terms and standards of the tax sharing agreement between the City of Clovis and the County of Fresno; and

WHEREAS, on May 15, 2023, the City Council determined that the Shepherd-Willow Northeast Reorganization is exempt from further environmental analysis pursuant to Sections 15162 and 15182 of the California Environmental Quality Act Guidelines; and

WHEREAS, it is desired to provide that the proposed Shepherd-Willow Northeast Reorganization be subject to the following terms and conditions:

1. The regular assessment roll shall be utilized.
2. Each new development will be required to demonstrate adequate water availability and, if necessary, will be required to drill and test a well, and to connect it to the city water system.
3. Each new development will be required to obtain sewage capacity from the trunk sewer specified by the City Engineer.
4. The provisions of Article II, Annexation by City, as agreed between the City of Clovis and the County of Fresno pursuant to the June 6, 2017, Memorandum of Understanding, as amended from time to time, regarding tax sharing shall apply.

5. Future development shall reimburse the City for any expense associated with the transition agreement for fire services with the Fresno County Fire Protection District that would apply to this proposal.
6. A "Right-to-Farm" covenant shall be recorded for each tract map or made a condition of each tract map.
7. Pursuant to Government Code Section 56663, the City shall consent to the annexation and waive its rights to a hearing.
8. Prior to recordation of a final map, parcel map, or site plan within the boundaries of the Shepherd-Willow Northeast Reorganization ("future project"), the property covered by the such project shall be included within or annexed to a Community Facilities District (CFD), established by the City for the provision of public facilities and services, for which proceedings have been consummated, and shall be subject to the special tax approved with the formation or annexation to the CFD.

The applicant and the property owner for any future project shall acknowledge and agree that if the project was not part of a CFD, the City might lack the financial resources to operate facilities and provide public services, such as police protection, fire protection, emergency medical services, parks and recreation services, street maintenance, and public transit. Absent the requirement for inclusion of the Project within a CFD, the City might not be able to make the finding that the project is consistent with the General Plan and relevant specific plans, and might not be able to make the findings supporting approval of the Project as required by the Subdivision Map Act and the California Environmental Quality Act, and the City might be required to deny the application for the project.

The owner/developer of any future project shall notify all potential lot buyers prior to sale that the project is a part of a Community Facilities District and shall inform potential buyers of the special tax amount. Said notification shall be in a manner approved by the City.

This requirement may be waived in the discretion of the City Council if, at the time of the approval, recordation, or filing of a future project, the City Council has determined that it is not necessary that the project be included in the CFD.

WHEREAS, the terms and conditions above are the sole responsibility of the City of Clovis to monitor and enforce. The Fresno Local Agency Formation Commission will not be required to enforce the aforesaid terms and conditions as a responsible agency; and

WHEREAS, the reason for this proposed reorganization is to provide municipal services, local controls, and logical growth to the unincorporated area of the County that is remote from County services and undergoing urban development; and

WHEREAS, this annexation proposal is consistent with the City of Clovis' General Plan land use diagram, the Heritage Grove Design Guidelines, and the Heritage Grove City Centers North and South Master Plan; and

WHEREAS, the City Council has reviewed and approved the master service plan for the subject change of organization.

NOW, THEREFORE, THE CITY COUNCIL RESOLVES AND FINDS AS FOLLOWS:

1. The annexation of property within the boundaries set forth in **Attachment A** is within and consistent with the Heritage Grove Design Guidelines, and the Heritage Grove City Centers North and South Master Plan.
2. The annexation of property within the boundaries set forth in **Attachment A** is in compliance with the Standards of Annexation as identified in the Memorandum of Understanding between the City of Clovis and the County of Fresno which is commonly referred to as the Tax Sharing Agreement.
3. This Resolution of Application is hereby adopted and approved by the City Council of the City of Clovis, and the Fresno Local Agency Formation Commission is hereby requested to take proceedings for the reorganization of the territory as described in **Attachment A**, according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.
4. Upon recordation of the annexation, City shall accept the conveyance of Willow Avenue right of way from the County of Fresno between the northern limits of the annexation boundary to the northern extents of the intersection at Copper and Willow Avenues. The County will retain responsibility for the traffic signals that remain in their jurisdiction.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 15, 2023, by the following vote, to wit.

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED: May 15, 2023

Mayor

City Clerk

ATTACHMENT A

LEGAL DESCRIPTION REORGANIZATION RO309 – SHEPHERD WILLOW NORTHEAST REORGANIZATION TO BE ANNEXED TO THE CITY OF CLOVIS AND DETACHED FROM THE FRESNO COUNTY FIRE DISTRICT AND FROM THE KINGS RIVER CONSERVATION DISTRICT

Area to be detached from the Fresno County Fire Protection District and Kings River Conservation District and Annexed to the City of Clovis.

That portion of the Southwest Quarter of Section 19, the Northwest Quarter of Section 19, and the Southwest Quarter of Section 18, Township 12 South, Range 21 East, Mount Diablo Base and Meridian, in the County of Fresno, State of California, described as follows;

Beginning at the Southwest Corner of said Southwest Quarter of Section 19, said point being on the City Limit Line of the City of Clovis, thence

- 1) North 0°05'39" West along the West Line of said Southwest Quarter of Section 19, a distance of 2633.15 feet to the Northwest Corner of said Southwest Quarter of Section 19; thence
- 2) North 0°05'11" West along the West Line of said Northwest Quarter of Section 19, a distance of 2662.50 feet to the Northwest Corner of said Northwest Quarter of Section 19; thence
- 3) North 0°06'01" West along the West Line of said Southwest Quarter of Section 18, a distance of 2428.26 feet more or less to the intersection with the centerline of the Enterprise Canal; thence
- 4) Along said centerline of the Enterprise Canal South 89°08'44" East, 705.24 feet; thence along said centerline of the Enterprise Canal the following courses:
- 5) North 85°43'49" East, 112.03 feet; thence
- 6) North 78°07'42" East, 221.06 feet; thence
- 7) North 86°29'03" East, 30.78 feet; thence
- 8) North 90°00'00" East, 72.44 feet; thence
- 9) South 82°17'55" East, 266.74 feet; thence
- 10) South 83°40'02" East, 442.05 feet; thence
- 11) South 78°18'11" East, 230.04 feet; thence
- 12) South 68°44'03" East, 277.61 feet; thence

- 13) South 63°16'01" East, 117.71 feet; thence
- 14) South 51°32'43" East, 150.43 feet; thence
- 15) South 55°27'06" East, 85.56 feet; thence
- 16) South 58°24'45" East, 95.96 feet; thence
- 17) South 52°08'38" East, 166.91 feet to the East Line of said Southwest Quarter of Section 18; thence
- 18) South 0°02'36" East along the East Line said Southwest Quarter of Section 18, a distance of 1943.35 feet to the Southeast Corner of said Southwest Quarter of Section 18; thence
- 19) South 0°08'28" East along the East Line of said Northwest Quarter of Section 19, a distance of 2656.68 feet to the Southeast Corner of said Northwest Quarter of Section 19; thence
- 20) South 0°08'42" East along the East Line of said Southwest Quarter of Section 19, a distance of 2654.36 feet to the Southeast Corner of said Southwest Quarter of Section 19, said point also being on the City Limit Line of the City of Clovis; thence
- 21) North 89°17'45" West along the South Line of said Southwest Quarter of Section 19 and said City Limit Line, 2833.26 feet to the Southwest Corner of said Southwest Quarter of Section 19 and the Point of Beginning.

MATCH LINE - SEE SHEET 2

PERRIN AVE. ALIGNMENT

WEST 1/4 COR.
SEC. 19 -12/21

CENTER COR.
SEC. 19 - 12/21

COUNTY OF FRESNO

APN 556-020-18

CITY OF FRESNO

2663.15'

① N0°05'39"W

WILLOW AVE.

APN 556-020-29

2654.36'

② S0°08'42"E

PEACH AVE. ALIGNMENT

APN 556-020-03

P.O.B.
SOUTHWEST COR.
SEC 19 -12/21

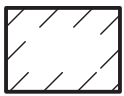
SOUTH 1/4 COR.
SEC. 19 - 12/21

SHEPHERD AVE.

② N89°17'45"W 2833.26'

CITY OF CLOVIS

LEGEND



AREA TO BE DETACHED FROM THE FRESNO COUNTY FIRE PROTECTION AND THE KINGS RIVER CONSERVATION DISTRICTS AND ANNEXED TO CITY OF CLOVIS. AREA =±499.82 ACRES

- F.C.R. FRESNO COUNTY RECORDS
- P.M. BOOK OF PARCEL MAPS
- R.S. RECORD OF SURVEYS
- P.O.B. POINT OF BEGINNING
- ① COURSE CALL OF LEGAL DESCRIPTION

DISCLAIMER:
"FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED."

BASIS OF BEARINGS:

THE NORTH LINE OF THE SOUTHWEST QUARTER OF SECTION 18, T12S, R21E, M.D.B.&M. PER THE RECORD OF SURVEY RECORDED IN BOOK 46 OF RECORD OF SURVEYS AT PAGE 50, F.C.R. TAKEN TO BEAR: N88°47'19"W

NOTE:

THIS EXHIBIT IS BASED ON RECORD INFORMATION FOUND ON FILE WITH THE FRESNO COUNTY RECORDER.



H:\SURVEY\PROJECTS\ANNEXATION - WILLOW CORRIDOR\EXHIBITS\ANNEXATION - WILLOW CORRIDOR.DWG

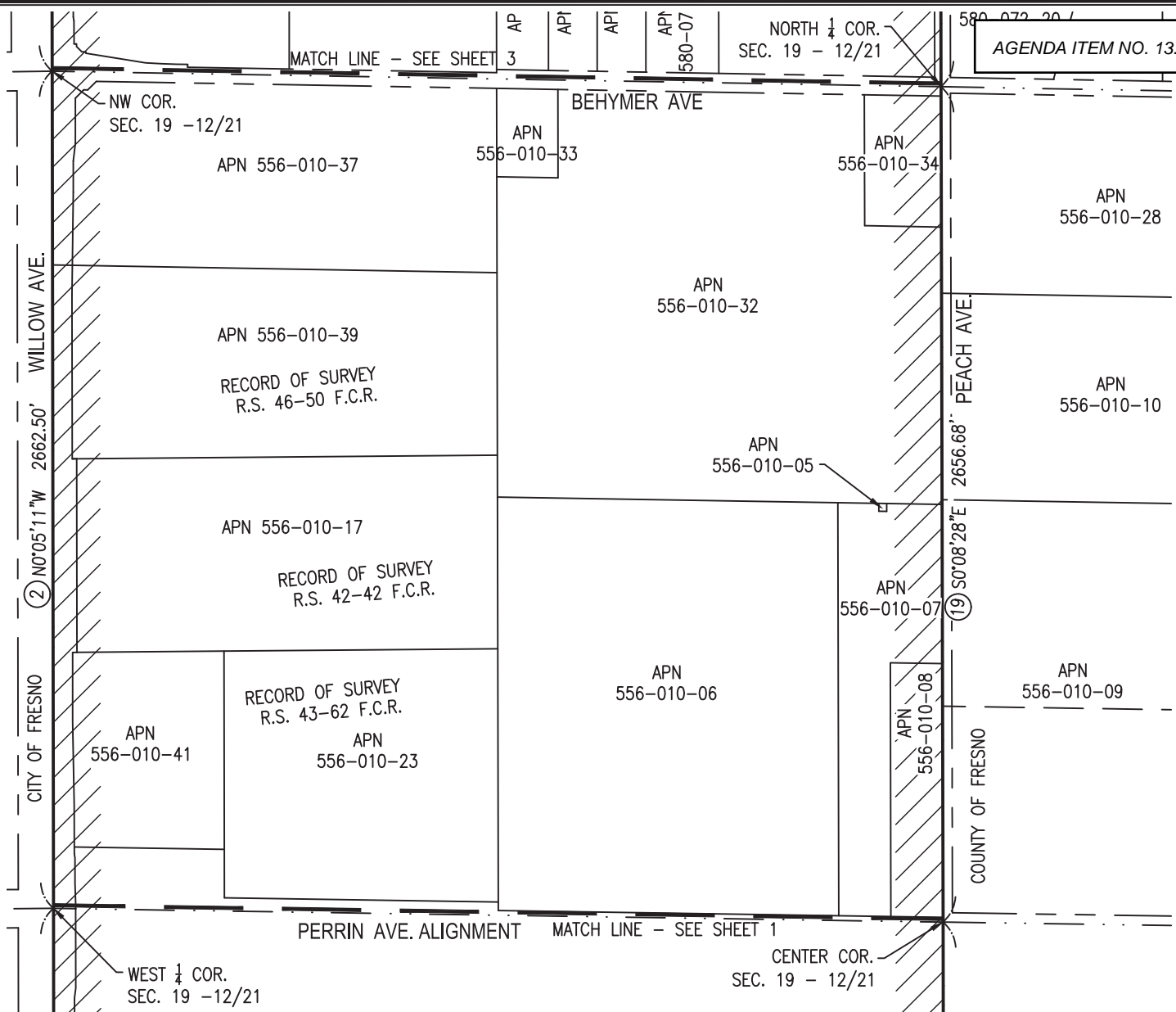
CITY OF CLOVIS - PLANNING AND DEVELOPMENT SERVICES



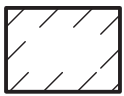
CITY of CLOVIS

SHEPHERD-WILLOW NORTHEAST REORGANIZATION
SITUATED IN THE SW QUARTER OF SEC. 19, NW QUARTER OF SEC. 19, SW QUARTER OF SEC. 18 T.12S., R.21E., M.D.B.&M.
TO BE ANNEXED TO THE CITY OF CLOVIS AND DETACHED FROM FRESNO COUNTY FIRE PROTECTION DISTRICT AND KINGS RIVER CONSERVATION DISTRICT

DATE:	5/01/23
PROJECT:	R0307
DRAWN BY:	J.S.L.
SCALE:	1" = 84'
SHEET:	1 of 5



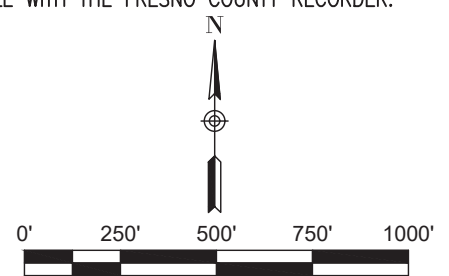
LEGEND

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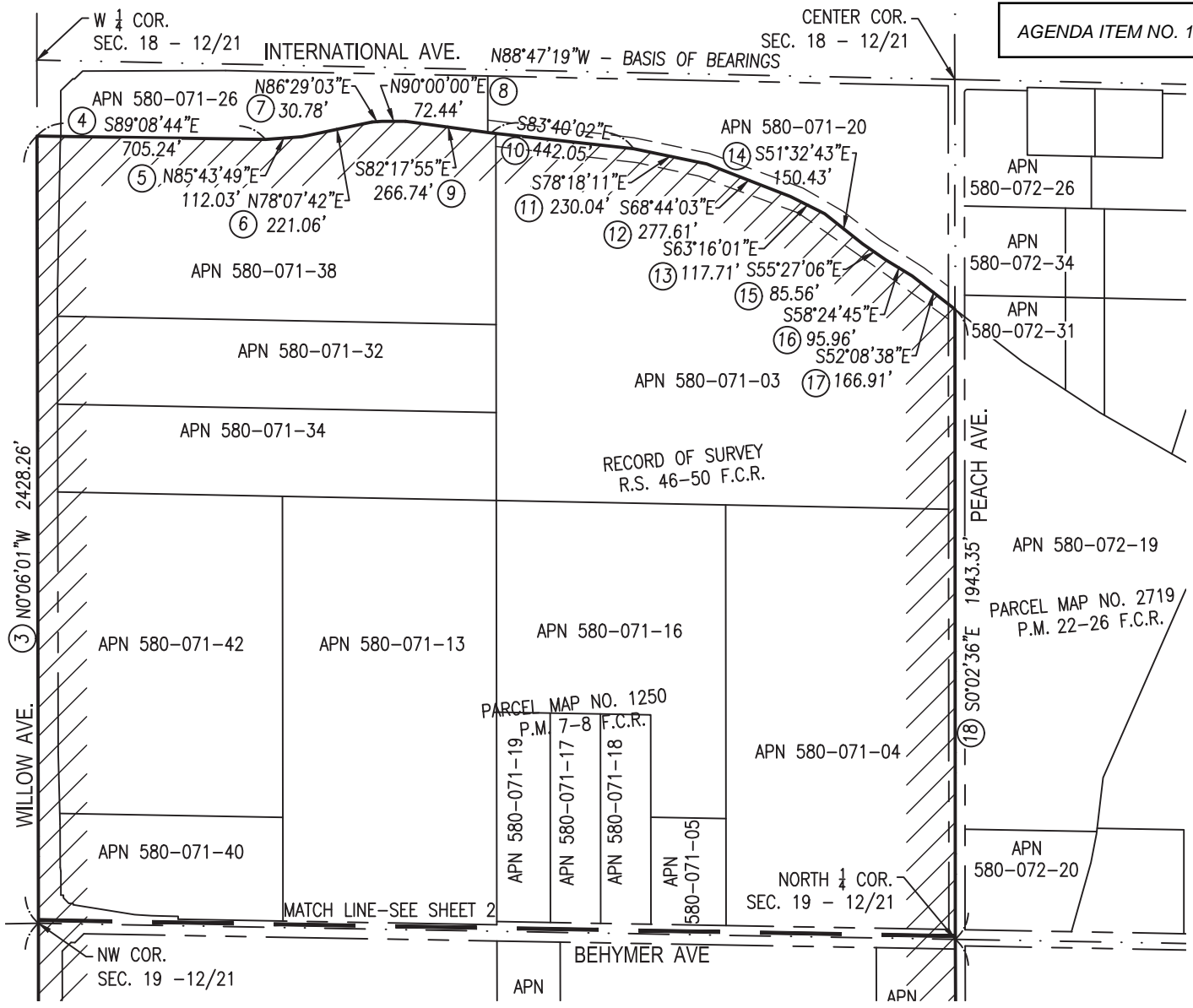
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CITY OF CLOVIS - PLANNING AND DEVELOPMENT SERVICES

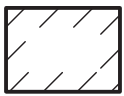


SHEPHERD-WILLOW NORTHEAST REORGANIZATION
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 TO BE ANNEXED TO THE CITY OF CLOVIS AND DETACHED FROM FRESNO COUNTY FIRE PROTECTION DISTRICT AND KINGS RIVER CONSERVATION DISTRICT

DATE:	5/01/23
PROJECT:	R0307
DRAWN BY:	J.S.L.
SCALE:	1" = 85'
SHEET:	2 of 5



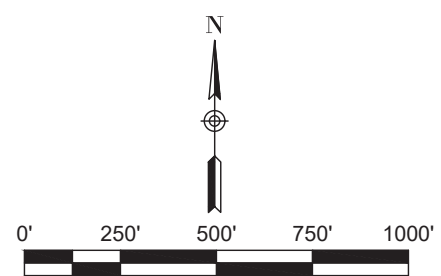
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NOTE:
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H:\SURVEY\PROJECTS\ANNEXATION - WILLOW CORRIDOR\EXHIBITS\ANNEXATION - WILLOW CORRIDOR.DWG

CITY OF CLOVIS - PLANNING AND DEVELOPMENT SERVICES

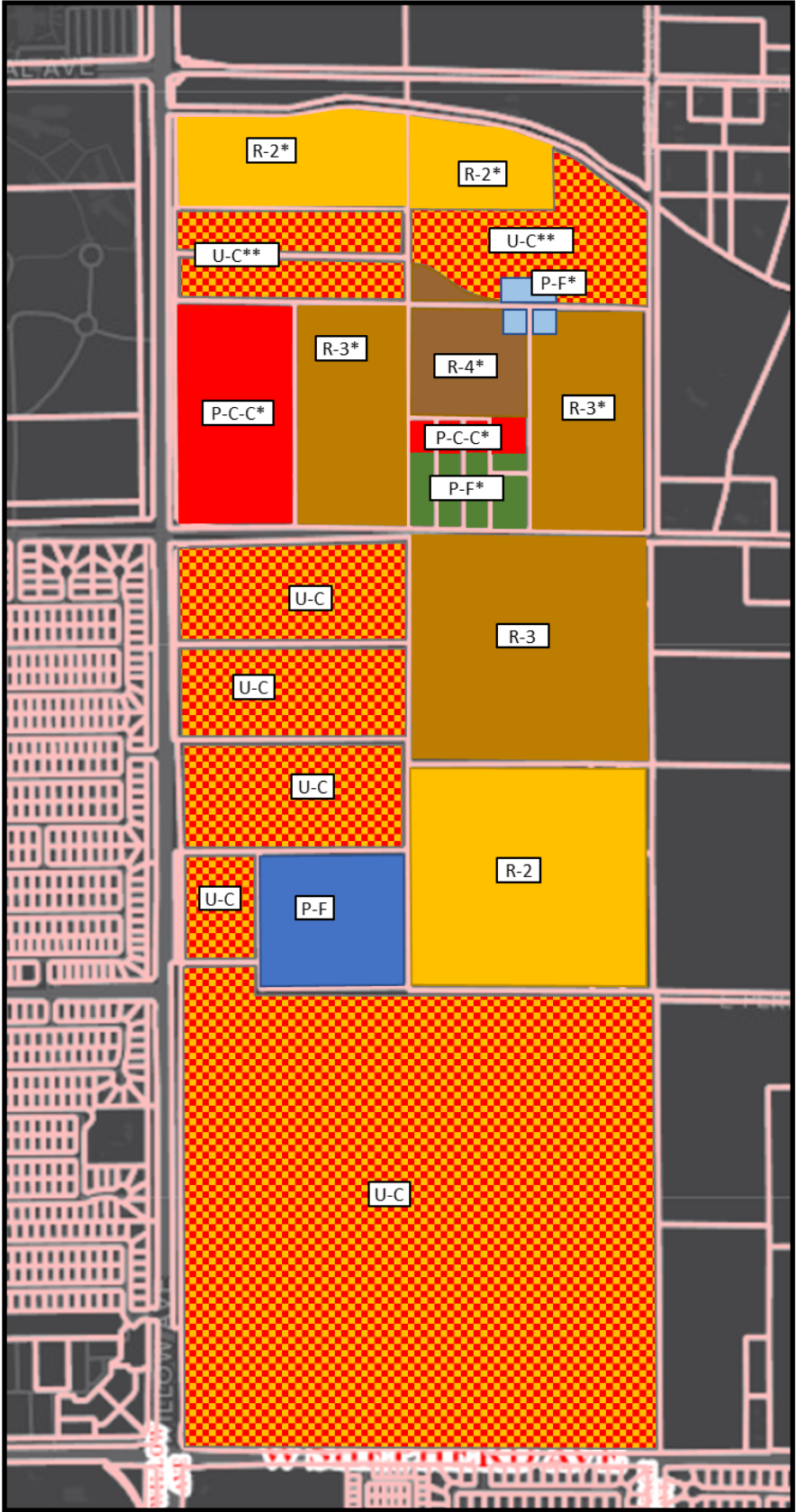


SHEPHERD-WILLOW NORTHEAST REORGANIZATION
 SITUATED IN THE SW QUARTER OF SEC. 19, NW QUARTER OF SEC. 19, SW QUARTER OF SEC. 18 T.12S., R.21E., M.D.B.&M.
 TO BE ANNEXED TO THE CITY OF CLOVIS AND DETACHED FROM FRESNO COUNTY FIRE PROTECTION DISTRICT AND KINGS RIVER CONSERVATION DISTRICT

DATE:	5/01/23
PROJECT:	R0307
DRAWN BY:	J.S.L.
SCALE:	1" = 86
SHEET:	3 of 5

R2023-003 — Willow Avenue Corridor Prezoning Map

- Prezoning Districts
- R-2 (Multifamily Medium-High Density)
 - R-3 (Multifamily High Density)
 - R-4 (Multifamily Very High Density)
 - U-C (Urban Center)
 - P-F (Public Facility - Park & Water)
 - P-C-C (Planned Commercial Center)

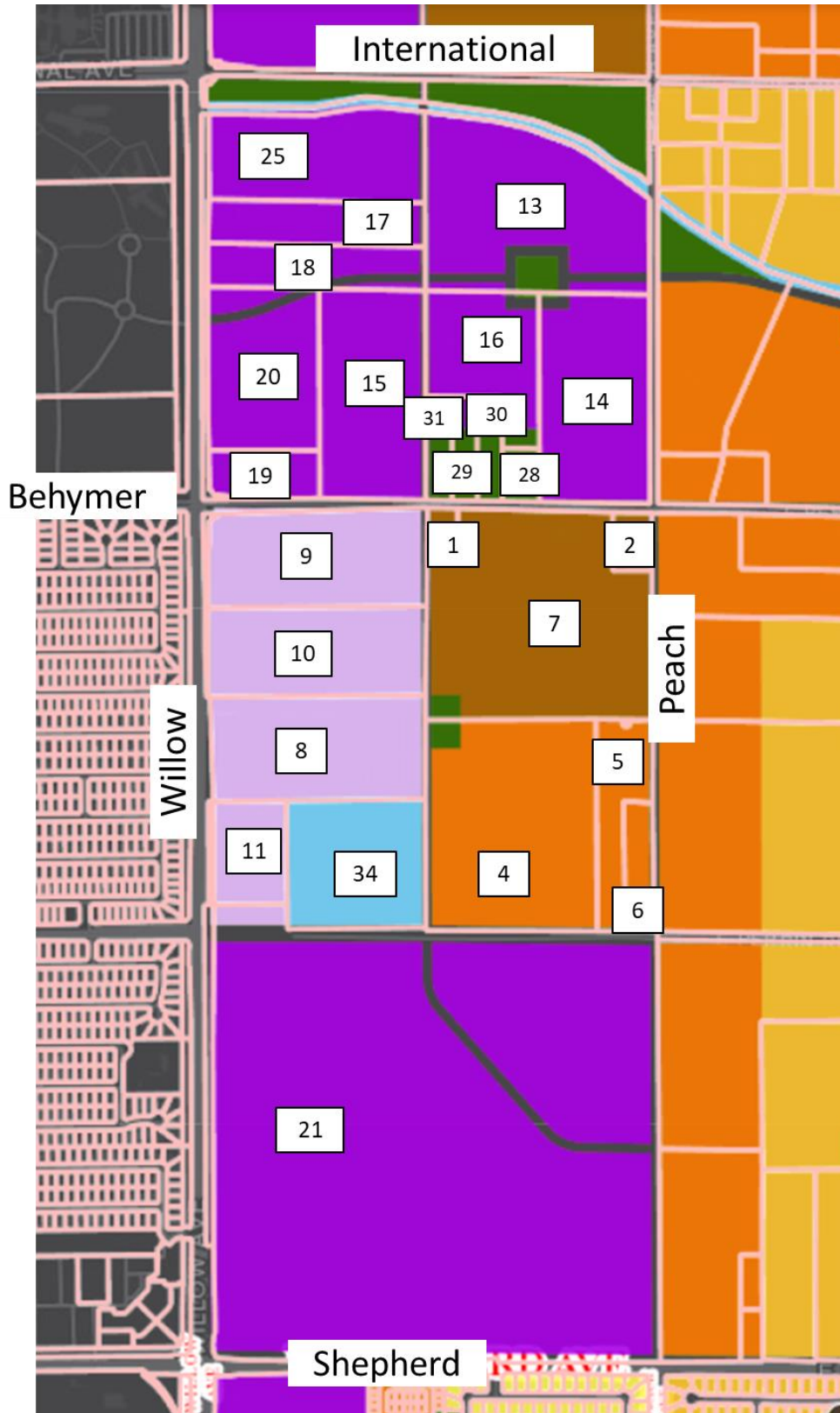


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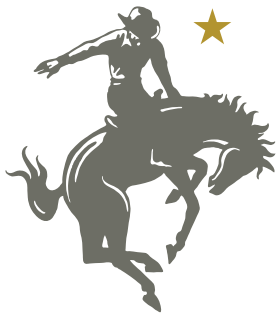
- * Prezoning previously approved through Ord 2019-08
- ** Ord 2019-08 identified zoning as "Mixed Use Village". Zoning will be clarified as U-C (Urban Center) to reflect zone districts established in the development code.

WILLOW AVENUE CORRIDOR – PROJECT BOUNDARY & PARCEL DETAILS

(Parcel Reference Numbers Correlate with Data on the Following Page)



Parcel Ref #	APN	Approx Acres	GP Designation	Prezoning (Preliminary)	Owner Name
Properties North of Behymer - Master Planned and Prezoned in 2019 Through Ordinance 2019-908					
13	58007103	29.9	Mixed Use Village	R-2, U-C (MU-V), PF, R-4	SMITTCAMP WILLIAM S & LINDA L TRUSTEES
14	58007104	20.5	Mixed Use Village	R-3, PF	SMITTCAMP WILLIAM S & LINDA L TRS
15	58007113	19.7	Mixed Use Village	R-3	INTERNATIONAL CHURCH OF THE
16	58007116	12.3	Mixed Use Village & Park	R-4, P-F, P-C-C	SMITTCAMP WILLIAM S & LINDA L TRUSTEES
17	58007132	8.4	Mixed Use Village	U-C (MU-V)	MAIN STREET PROMENADE LLC
18	58007134	8.4	Mixed Use Village	U-C (MU-V)	MAIN STREET PROMENADE LLC
19	58007140	4.8	Mixed Use Village	P-C-C	INTL CHURCH OF THE FOUR SQ GOSPEL
20	58007142	15.7	Mixed Use Village	P-C-C	INTL CHURCH OF THE FOUR SQ GOSPEL
25	58007138S	17.5	Mixed Use Village	R-2	DE PRIMA NANCY TRUSTEE
28	58007105	1.8	Mixed Use Village & Park	P-F	GEORGE STANLEY C TRUSTEE
29	58007117	2.3	Mixed Use Village & Park	P-F & P-C-C	LACEY JON D
30	58007118	2.3	Mixed Use Village & Park	P-F & P-C-C	DIMAR
31	58007119	2.5	Mixed Use Village & Park	P-F & P-C-C	CALIFORNIA DEVELOPMENT CO LLC FBO
Properties South of Behymer That Have Not Previously Been Prezoned					
1	55601033	1.3	High Density Residential	R-3	GROOM KENDALL TRUSTEE
2	55601034	2.1	High Density Residential	R-3	HERBOLD JEANNETTE L
3	55601005S	0.0	High Density Residential	R-3	CONTINENTAL TITLE COMPANY
4	55601006S	32.6	Med-High Density Resid	R-2	PALOMATE PACKING CO INC
5	55601007S	6.9	Med-High Density Resid	R-2	CONTINENTAL TITLE COMPANY
6	55601008S	3.1	Med-High Density Resid	R-2	CONTINENTAL TITLE COMPANY
7	55601032	38.8	High Density Res & Park	R-3	BEHYMER/MINNEWAWA LLC
8	55601017	18.9	Mixed Use Bus Campus	U-C	EASTBAK L P
9	55601037	18.0	Mixed Use Bus Campus	U-C	P R FARMS INC
10	55601039	18.6	Mixed Use Bus Campus	U-C	P R FARMS INC
11	55601041	6.9	Mixed Use Bus Campus	U-C	RUDD PATRICIA L TRS
21	55602029S	169.7	Mixed Use Village	U-C	RICCHIUTI VINCENT ANTHONY TRS
34	55601023ST	16.3	Water	P-F	FRESNO MET FLD CONT DIST



CITY *of* CLOVIS

PLANNING & DEVELOPMENT

1033 FIFTH STREET • CLOVIS, CA 93612

City of Clovis Annexation Frequently Asked Questions

1. **I have large animals (horses and cattle). What happens to them after annexation?**
You can maintain animals as allowed under the zoning you had as a County resident. This right to keep and maintain farm animals and livestock on the property is only allowed for you as the owner at time of annexation. This right cannot be assigned to another owner should the property be sold or transferred.
2. **Do I have to connect to the city sewer line immediately?**
You are required to connect to the City's sewer system within three years after it has been made available to your property. Until this occurs, you may continue to use and maintain the existing septic tank on the property. Responsibility for the use and maintenance of the system will still reside with you as the property owner and you must comply with Fresno County Environmental Health Department standards.
3. **Can I replace my septic tank or do substantial work on the leach field once I am in the City of Clovis?**
Repairs may be allowed in certain instances. Generally, a connection to the City's public sewer system is required unless a deferment is granted by the City Engineer and Building Official under specific conditions as defined in the Municipal Code.
4. **What does it cost to connect a house to the city sewer and does the city offer financing?**
If you would like to connect to Clovis utility services following annexation, the City may provide you with financing for connection costs to the property line. For more information regarding septic/sewer connection requirements, you can contact Planning and Development Services, Engineering Department at 559-324-2350.
5. **Can I keep my existing well and continue to use it after annexation to the City of Clovis?**
As the owner, you may continue to use the existing well(s) on your property and defer connection to the Clovis water system. Use and maintenance of the system are your responsibility, and they must be kept in a condition consistent with Fresno County Environmental Health Department standards.
6. **Is there a time in which I must connect the house to city water, what is the cost, and is there any financing available?**
There is no defined time when you are required to connect to the City water system once your land has been annexed. If you would like to connect to Clovis utility services following annexation, the City may provide you with financing for connection costs to the property line. For more information regarding water connectivity and usage, please contact Planning and Development Services, Engineering Department (559) 324-2350.

7. **When connecting to city water, will I get a meter and how much will I pay?**
Yes, you will get a meter and the cost will be included with the connection fees. In addition to this fee, you will be charged \$10 to set up a billing account with the City. Water usage is billed with a base charge and then a tiered usage rate.
8. **If my well goes out, can I re-drill it to provide water for landscaping and irrigation?**
New wells are prohibited within the City unless approved by the City Engineer and Building Official under specific conditions as defined in the Municipal Code.
9. **I now have trash service from a private contractor, can I keep my existing service and for how long?**
You can change to City service immediately, or you can keep your existing franchised service provider for up to five years from the date of annexation. After that, you will be required to sign up for the City's services.
10. **Will my property taxes change after annexation?**
It is our understanding under the rules the voters of California approved under Proposition 13, that annexation alone does not change your taxes. Additional improvements to your property in the City of Clovis or the County of Fresno may result in a change in your tax bill. For more information, contact the Fresno County Assessor at (559) 600-3534.
11. **What happens to my street address after annexation?**
When your property is annexed into the City, you will receive a Change of Address Request. This will need to be filled out and sent to the Fresno County Assessor/Recorder's office. Your new address information will be uploaded into the respective dispatch system for emergency response services.
12. **I have a home-based business. What happens to it after annexation?**
In order to operate a home-based business within the City, you will need to apply for a Home Occupation Business License. You will need to complete the application and submit it along with a completed Business Registration and Tax Certificate Application to the City's Finance Department. According to the Clovis Municipal Code, there are two tiers of home occupation permits, which have their own submittal fee.
- a. Small Home Occupation (\$119.00 due at time of submittal) – A residence utilizing one room of a dwelling for business purposes.
 - b. Large Home Occupation (\$250.00 due at time of submittal) – The use of two or more rooms in a dwelling for business purposes. Permitted uses are Group Housing Situations in compliance with Article 6 of Chapter 9.4.110 of the Clovis Municipal Code.
- Please reference the Clovis Municipal Code Chapter 9.58 for detailed information regarding the Clovis Home Occupation Permit requirements.
13. **I have dogs, how much are city licenses?**
The City of Clovis dog licenses are \$5 a year for all dogs that are spayed/neutered and need to be renewed each year. Licenses for dogs that are **not** spayed or neutered are \$25 per year and will also need to be renewed on an annual basis. Senior citizens can purchase licenses for their dogs regardless of their spay or neutering status at a rate of \$5 per year. Licenses can be obtained by mail or visiting the City's finance lobby or by stopping by the Animal Services building (by appointment only). Dog owners must present proof of spay or neuter as well as a current and valid rabies certificate to obtain a dog license.

14. **I have access to Fresno Irrigation District (FID) water and my neighbors want to sell their property to subdivide, will I still be able to continue receiving my FID water?**
Yes, you will be able to continue receiving your FID water until your property is connected to the City's water system. Upon connection, the water allocation you receive from FID shall be transferred to the City and the City will become the water provider.
15. **My individual circumstances do not really fit any of the things we have discussed. Can special arrangements be made?**
City staff can be made available to discuss your specific circumstances. Please contact the Long Range Planning section of Planning Division at (559)324-2340 for more information or to set up a meeting.

Thank you for your interest in annexing to the City of Clovis. The City of Clovis strives to provide its citizens with superior service consistent with its vision statement, which is as follows:

A City that is committed to the Clovis Community Family, their needs, their values, and a quality way of life for all; reflecting that commitment in how it develops and in the activities it undertakes.

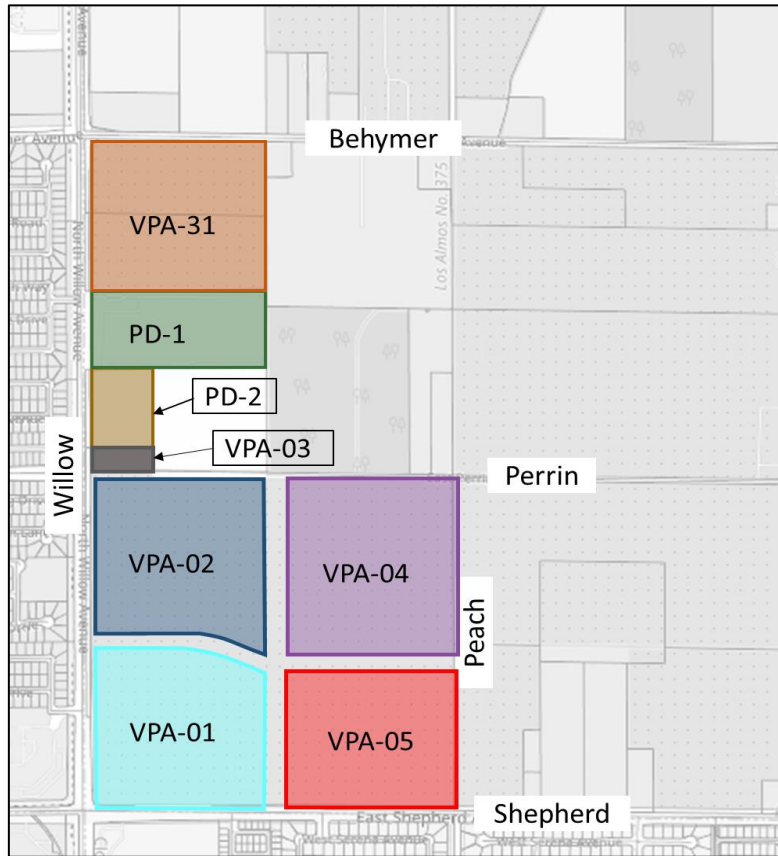
For more information, feel free to call the Planning Division at (559) 324-2340.

WILLOW CORRIDOR ANNEXATION

URBAN CENTER (U-C)PREZONE

PRELIMINARY MASTER PLAN

Attachment 6



Planning Area	GP Designation	Approx Gross Acres	Residential	Retail	Comm/Office	Max Density	Max DUs	Retail		Commercial/Office	
								Target FAR	Target Floor Area Sq. Ft.	Target FAR	Target Floor Area Sq. Ft.
VPA-01	Mixed Use Village	36	35%	55%	10%	43	1,567	0.25	218,257	0.5	79,366
VPA-02	Mixed Use Village	37	10%	85%	5%	43	1,578	0.25	339,621	0.5	39,955
VPA-04	Mixed Use Village	36	75%	15%	10%	43	1,553	0.25	58,986	0.5	78,648
VPA-05	Mixed Use Village	30	80%	10%	10%	43	1,296	0.25	32,812	0.5	65,623
VPA-03	Mixed Use Business C	1	0%	90%	10%	25	36	0.25	13,819	0.5	3,071
VPA-31	Mixed Use Business C	38	25%	19%	56%	25	962	0.2	63,662	0.34	318,980
PD-1	Mixed Use Business C	19	0%	0	100%	0	0	0	0	N/A	N/A
PD-2	Mixed Use Business C	7	25%	25%	50%	25	43	0.2	15,028	0.34	51,096

Permitted Uses and Development Standards by Planning Area

Permitted Uses¹	VPA 01, VPA-02, VPA-04, VPA-05	VPA-03 and VPA-31
Residential	Uses permitted in all residential districts	Uses permitted in R-3 District
Commercial	Uses permitted in all commercial districts	Uses Permitted in C-P District
Industrial	Uses permitted in all industrial districts (per the use schedule), excluding M-2	Uses permitted in all industrial districts (per the use schedule)
Special Purpose	Uses permitted in all special purpose districts	Uses permitted in all special purpose districts
Building Intensity		
All residential	Per the residential district corresponding to the project density	Per the residential district corresponding to the project density
Non Residential		
Minimum Lot Size	None required	None required
Minimum Lot Width	None required	None required
Minimum Lot Depth	None required	None required
Maximum Lot Coverage	None required	None required
Maximum Height	50'	50'
Maximum FAR	4.0	4.0
Building Setbacks		
All Residential	Per the residential district corresponding to the project density	Per the residential district corresponding to the project density
All Industrial	Per the M-1 District	Per the M-1 District
All Commercial, Office & Other	Per the C-2 District	Per the C-2 District
Parking Lot Setbacks		
Arterial Highway	15'	15'
Internal Collectors	10'	10'
Internal Local Street	10'	10'
Private alley/driveway	5'	5'
Interior Property Line	5'	5'
Interior Property Line adjacent to Residential Land Use	5'	5'
Parking Requirement		
All Uses	Per the Municipal Code	Per the Municipal Code

Permitted Uses ¹	PD-1 ²	PD-2
Residential	Residential uses are limited to the caretaker units utilized in the operation of the existing mini-storage	The existing home and outbuildings directly related to the home shall be considered allowable uses. Future uses are limited to those permitted in R-3 District
Commercial	Existing, legally established mini-storage facilities shall be considered allowed uses. Future expansion in the size or intensity of the mini-storage or development of other commercial uses shall be in conformance with the C-2 District and all application sections of the Clovis Municipal Code.	Uses Permitted in C-P District
Industrial	Uses permitted in all industrial districts, excluding M-2	Uses permitted in all industrial districts
Special Purpose	Uses permitted in all special purpose districts	Uses permitted in all special purpose districts

Building Intensity		
All residential	Per the residential district corresponding to the project density	Per the residential district corresponding to the project density
Non Residential		
Minimum Lot Size	None required	None required
Minimum Lot Width	None required	None required
Minimum Lot Depth	None required	None required
Maximum Lot Coverage	None required	None required
Maximum Height	50'	50'
Maximum FAR	4.0	4.0

Building Setbacks		
All Residential	Per the residential district corresponding to the project density	Per the residential district corresponding to the project density
All Industrial	N/A	Per the M-1 District
All Commercial, Office & Other	Per the C-2 District	Per the C-2 District

Parking Lot Setbacks		
Arterial Highway	15'	15'
Internal Collectors	10'	10'
Internal Local Street	10'	10'
Private alley/driveway	5'	5'
Interior Property Line	5'	5'
Interior Property Line adjacent to Residential Land Use	5'	5'

Parking Requirement		
All Uses	Per the Municipal Code	Per the Municipal Code

Footnotes

- Where permitted uses refer to uses allowed in a zone district(s), the use schedule for the applicable district(s) shall apply, including any requirement for an administrative or conditional use permit.
- Planning Area PD-1 consists of a single parcel, fully developed within an existing Darrel's Mini-storage business.



CITY *of* CLOVIS

PLANNING & DEVELOPMENT

1033 FIFTH STREET • CLOVIS, CA 93612

SPECIFIC SERVICE PLAN SHEPHERD-WILLOW NORTHEAST REORGANIZATION REZONE 2023-003 & RO309

1.1 INTRODUCTION

A Site Specific Service Plan for providing services and improvements to land being annexed to the City is required by the Fresno Local Agency Formation Commission (LAFCo). The site specific service plan provides assurance to LAFCo that newly annexed land to the City will be properly served as urban territory. The service plan also provides information to property owners, districts and interested parties who may have projects underway within the vicinity of the proposed annexation.

On March 6, 2023, The Clovis City Council adopted a resolution to initiate a rezoning of property within the area generally bound by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north and the Peach Avenue alignment on the east and authorizing staff to prepare an annexation application for the same boundary.

On April 20, 2023, the Clovis Planning Commission conducted a noticed public hearing and adopted a resolution recommending approval of the following application:

- a. Rezone 2023-003, a request to establish rezoning classifications for approximately 333 acres of property and to modify rezoning classifications on approximately 35 acres within an overall project boundary of approximately 500 acres generally bound on south by Shepherd Avenue, on the west by Willow Avenue, on the north by the Enterprise Canal, and on the east by the Peach Avenue alignment.

On May 15, 2023, the Clovis City Council conducted a noticed public hearing and took action to approve the following rezoning and annexation projects:

- a. Rezone 2023-003, Introduction of an ordinance establishing rezoning classifications for approximately 333 acres of property and to modify rezoning classifications on approximately 35 acres within an overall project boundary of approximately 500 acres generally bound on south by Shepherd Avenue, on the west by Willow Avenue, on the north by the Enterprise Canal, and on the east by the Peach Avenue alignment.
- b. RO 309, Adoption of a resolution addressing Reorganization RO309, requesting the Fresno Local Agency Formation Commission (LAFCo) take proceedings for the reorganization of the territory known as the Shepherd-Willow Northeast Reorganization.

On June 5, 2023, the Clovis City Council conducted the second reading and adopted the rezoning ordinance for Rezone 2023-003.

1.2 SERVICES EXISTING OR PROPOSED

1. Community Water Service

The Water Master Plan Update, completed in 2017, by Provost & Pritchard Consulting Group, was prepared to support the 2014 Clovis General Plan, and the development plans therein. The plan examined the feasibility of continued growth in the greater Clovis area from a water resource perspective. This included a review of existing and future demands for water from surface, groundwater, and reclaimed water. The study area corresponded with the General Plan planning area. The 2015 Urban Water Management Plan updated the water supply and demand issues identified in the 2017 Master Plan.

The City and Tarpey Village have 37 domestic water wells to provide for the needs of its residents. Some of these have wellhead treatment facilities to treat contaminated groundwater. The wells discharge water into a distribution main grid, based on a minimum of 12-inch mains, spaced at half-mile intervals. The present water storage facilities consist of one elevated tank and three ground level tanks. The total storage capacity is 7 million gallons.

The City began operations of the Surface Water Treatment Facility, located on the Enterprise Canal on the east side of Clovis, in 2004. Kings River water is supplied to the plant via Fresno Irrigation District's (FID) Enterprise Canal. This 15 million gallon-per-day (MGD) plant allows Clovis to serve existing users and new growth areas, while lessening the demand on groundwater. In 2014, treatment capacity at the SWTF was increased to 22.5 MGD.

In 2009, the City began operation of the Water Reuse Facility (WRF) to treat wastewater from a portion of the City's growth areas. In 2012, the City began using recycled water from this facility to irrigate public landscapes. At build-out of the system, this facility will be able to produce 8.4 MGD of recycled water.

The strategy for future water supply is termed "conjunctive use" where multiple elements are used to provide a secure long-term supply. It includes using both groundwater and treated surface water to ensure a secure drought-resistant water supply with the flexibility to use surface and groundwater supplies in a cost and operationally-efficient manner. This strategy is conducive to phased development that is critical to both community approval and existing operational constraints.

Water systems for newly developed areas, such as the project site, will be financed by development fees, assessment districts, and capital facilities funding. Additional surface water supplies for certain growth areas will be financed by the Water Supply development fee.

Land uses within the boundary of the Shepherd-Willow Northeast Reorganization are consistent with the Clovis General Plan, which is the basis for the City's water system master plan. Specific conditions for improvements to the water system will be issued as development projects are proposed and approved.

2. Wastewater

The Fresno-Clovis Regional Wastewater Treatment Facility serves the Fresno and Clovis urban area from its location southwest of the two cities. The City of Clovis owns and maintains sewer lines within the City Sphere of Influence, with the exception of the Tarpey Village area, which is maintained by the City of Fresno. The City operates the Water Reuse Facility which treats wastewater from a portion of the City and provides recycled water for use in public landscapes. This facility will be expanded as required to serve portions of the northwest and northeast growth areas. The City does not have sewer collection facilities constructed for the entire current Sphere of Influence at this time, but all areas have been master planned.

The Clovis Wastewater Master Plan Update in 2017 provided the City with a course of action with respect to wastewater service needs through the year 2035, in keeping with the Clovis General Plan.

Wastewater facilities for newly developed areas will be financed by development fees, assessment districts, and capital facilities funding.

Land uses within the boundary of the Shepherd-Willow Northeast Reorganization are consistent with the Clovis General Plan, which is the basis for the City's wastewater master plan. Specific conditions for improvements to the sewer collection system will be issued as development projects are proposed and approved.

4. Solid Waste Collection

Refuse Collection collects and disposes of solid waste generated by residential and commercial customers located within the City. Private vendors, under City contract, collect waste from select commercial customers and recyclables and yard wastes from residential customers. For improved cost accounting and control, the Refuse Collection Unit is further organized into four sub-accounts identified as Administration, Residential, Commercial, and Community Cleanup.

Refuse Landfill conducts all operations necessary to landfill City refuse in accordance with county, state, and federal requirements. The Clovis landfill is an active Class III landfill which accepts municipal solid waste that is currently permitted through the year 2053.

Refuse Contracts provides refuse-related services to the community through contracts with private vendors. These include refuse compactor and roll-off services for larger businesses, and residential curbside recycling, and greenwaste programs.

5. Fire Protection

The Fire Department employs two primary measures in determining service for the community and future development. The first measure is distribution. "Distribution" describes station locations that allow for a rapid first-due response deployment to mitigate fire and medical aid emergencies before they result in further life/property loss. Distribution is measured by how much of the jurisdiction is covered by first due units within our adopted response time goal of arrival within 5 minutes or less 90% of the time. The second term, "concentration" is a measure of how many multiple units are within sufficient proximity to provide the necessary tools, equipment and personnel, known as an effective response force, for a large scale incident or when another unit is assigned to a concurrent emergency. An initial effective response force is one that has been determined likely to stop the escalation of a fire emergency and bring it effectively under control.

In addition to these factors, Clovis Fire has conducted several station location studies over the last ten years to ensure efficient and effective operations. Stations have generally been located in between 4.5 to 5 mile squares near major street intersections. Previous studies identified various station configurations that could serve City growth depending on the type of development and infrastructure planned for these areas. Currently, the Clovis Fire Department operates out of five fire stations located throughout the City.

In determining desired levels of resource concentration to maintain existing standards and to provide equal protection to future growth areas, the Clovis Fire Department analyzed the risk assessment, call volume, population, critical task analysis, and industry standards. Depending on the factors previously noted, the number of units needed for an initial effective response force are dispatched as defined in the Critical Task Analysis document.

Consideration for community protection must also take into account utilization of Automatic Aid Agreements that provide the closest available resources, regardless of jurisdiction. Using software programs and data from neighboring jurisdictions, fire staff are able to analyze the concentration of units revealing detailed information regarding the deployment of resources necessary to provide an effective fire fighting force within defined response time goals for a geographic area neighboring other fire protection districts.

The Emergency Services Bureau is responsible for providing the resources needed by Fire Department staff who respond daily to requests for emergency and non-emergency services from the citizens of Clovis through four divisions: Operations, Support Services, Training, and Communications. The Operations Division activities include: responding to fires, first responder medical services, mutual/automatic aid, mapping, apparatus replacement, etc. The Training Division activities include coordination of recruitment, testing and training of new employees, in-service training for all Department employees and coordinated use of the Fire Training Center. Support Services Division activities include: apparatus maintenance, facilities maintenance, station supplies, etc. The Communications Division has responsibility for coordinating dispatch services to the Fire Department. Fire dispatch services are provided via a contract with the Fresno County Emergency Medical Services Division. Dispatch services coordinate the emergency response of all City fire resources and mutual or automatic aid resources. The Department continues to promote sound planning, economic efficiency, and effective use of the City resources while providing essential and valuable services.

The Life Safety and Enforcement Bureau is responsible for providing community risk reduction activities through two divisions: Fire Prevention and Emergency Preparedness. The Fire Prevention Division assists local businesses and building development through activities such as inspections and plan review to ensure safe occupancies comply with fire codes, standards, and local ordinances. Additional risk reduction is performed through public education where citizens learn about actions they can take to reduce their fire risk and learn emergency preparedness skills that are essential during times of crisis. Within the Bureau, the Investigations team has the responsibility to investigate all fires for cause and origin, and enforce minimum standards to safeguard life, health, property, and public welfare.

The Emergency Preparedness Division has the responsibility for preparing and carrying out emergency plans to protect property and the citizens of Clovis in case of actual or threatened conditions of disaster or extreme peril. This includes having an emergency plan in place, maintaining an Emergency Operations Center (EOC), ensuring policies and procedures are compliant with the National Incident Management System (NIMS) guidelines and exercises are conducted to evaluate system effectiveness. Within the Emergency Preparedness section are the Hazardous Materials Response Team and an Urban Search and Rescue Team. These teams are capable of responding to emergency incidents that require specialized tools, equipment, and personnel. Some funding for this division is augmented by state and federal grants.

The Fire Administration Division is responsible for supporting all department operations, administering the Accreditation program, and the development and administration of the Fire Department budget. Fire Administration provides administrative analysis, report preparation, coordination of programs, incident response data management, timekeeping, and other routine duties performed daily that support the delivery of emergency and non-emergency services. Fire Administration also identifies, writes, and manages grants to supplement funding for all Department programs.

6. Law Enforcement

The responsibility of the Police Department is to provide protection and police-related services to the community. The Department's mission is to do this in a manner that builds public confidence and improves the quality of life in Clovis. Police headquarters is located at the Clovis Civic Center. Currently, the Police Department is allotted for 112 sworn officers. The current ratio is 0.90 sworn officers per 1,000 residents. In accordance with the recommendations contained in the Police Department Master Service Plan, the Police Department will seek funding to achieve and maintain a ratio of 1.3 officers per 1,000 residents.

Police protection to the unincorporated areas is provided by the Fresno County Sheriff and California Highway Patrol. The City has a mutual aid assistance agreement with both agencies.

The operations of the Police Department, now and as the City grows, will be funded through the General Fund, Community Facilities District (CFD) fund, and grants. It is noted that continued annexation and development without proportionate increase in the funding of safety services will have an effect on the city's ability to maintain acceptable service levels. If unable to maintain acceptable service levels, the department

will have to reduce response to certain calls and possibly eliminate other services altogether. This reduction of services will greatly impact our citizens and the quality of life in our community.

The Department is organized into three major divisions, which are composed of seven budgetary sections.

7. Parks & Recreation

The Parks Section provides maintenance to City parks, trails and trail lighting, street landscaping, City trees, and numerous recreational facilities, including playgrounds and picnic sites; maintains Old Town streetscape; and provides grounds maintenance at City administrative facilities. Some of these areas are maintained by Parks personnel, while others are maintained through contracts administered by the Parks section. Parks also provides support for civic activities such as hanging banners and decorating for Christmas, Rodeo Weekend, Big Hat Days, and Farmer's Market. The Parks Section administers the Landscape Maintenance District (LMD), which provides funding for maintenance of certain parks, trails, street landscaping, streetlights, and neighborhood architectural enhancement features for areas within the Landscape Maintenance District. All City owned landscaping that is not within the LMD is funded through the General Fund.

With approval of the Shepherd-Willow Northeast Reorganization and as development occurs, applicants will be required to incorporate planned parks and open space and develop that portion of the trail system within their project areas. All projects will contribute a proportionate share to the development of the trail and open space system as required by the General Plan.

8. Transit Services

The Community Services Division administers various senior citizen programs at the Clovis Senior Activity Center. The Division also administers the City's Round-Up demand-response transit program, the fixed-route Stageline transit program, and administers the City's contract with Fresno Area Express (FAX). User fees, and state and federal transit funds and grants support the transit service.

9. Storm Drainage

Storm Drain responds to significant rainfall events by providing sand bags, pumping of flooded areas, monitoring stream channels, placing warning signage, and pumping temporary storm drain basins when needed. It also provides pre-storm cleaning of drain inlets to ensure debris do not hamper proper operation of the storm drain collection system. As development occurs, applicants will be required to construct storm drainage facilities in accordance with the standard and requirements of the Fresno Metropolitan Flood Control District. Specific conditions for improvements to the storm drainage system will be issued as development projects are proposed and approved.

10. Street Lighting

The City is responsible for maintenance of traffic signals, the cost of energy/repairs/replacements for PG&E-owned streetlights within the City, energy and materials for City-owned streetlights, and maintenance of City-owned streetlights.

11. Schools

The City of Clovis and its sphere of influence lies primarily within the Clovis Unified School District (CUSD). The portion the sphere of influence within the Loma Vista Specific Plan, east of the Highland Avenue alignment lies within the Sanger Unified School District (SUSD). Only a small portion of the southwest area of the city lies in the Fresno Unified School District (FUSD). These districts are affected by residential growth in the Clovis area. The area of the City serviced by FUSD is fully built-out and future development within the City's sphere of influence will not affect this district.

The project boundary is located within the Clovis Unified School District. CUSD is managing growth by financing new facilities through bonds, development fees, and state schools funding. While there are no planned school sites within the boundaries of the Shepherd-Willow Northeast Reorganization, CUSD has planned and/or acquired sites in the near vicinity to accommodate future student demand.

12. Other Services

Pacific Gas and Electric (PG&E) provides gas and electrical service to the City of Clovis, its sphere of influence, and Fresno County. Electrical service is supplied by underground and overhead lines routed through three substations in the greater Clovis area. The hierarchy of establishing electrical power lines from generation stations to customers is as follows: transmission distribution; sub-transmission; and service. PG&E provides gas to customers through plastic and steel underground lines. Residents not serviced by PG&E use propane fuel.

13. Financing of Services and Facilities

The City Council has established fiscal policies that govern the city's financial administration and are designed to safeguard the City's assets, provide a stable funding base, and ensure that adequate accounting data are compiled. These accounting data allow for the preparation of various accounting reports such as the annual budget and the annual year-end financial report. Following are the financial policies that provide the basis for the financial direction of the city.

- The City's budget policy states that all operating budgets shall be balanced and ongoing costs will not exceed current revenues plus available fund balance that exceeds reserve requirements. The minimum reserve for any operational fund is 10% of the budgeted expenditures with the goal for reserves of 15% of budgeted expenditures unless capital borrowing or extraordinary fiscal conditions require that higher levels of reserves be maintained. As discussed during the five-year forecast, the General Fund target reserve is now set at 25%, the current General Fund reserve is approximately 16.5%. Budgetary and purchasing controls have been instituted that ensure adherence to the adopted budget.
- The Enterprise Funds are to be fully supported by user fees and charges, and the Internal Services Funds are to be funded at appropriate levels to ensure reasonable ability to respond to unforeseen events. Annually, the City has designated a contribution of general funds to the General Government Services Fund (an Internal Service Fund) to address the building space needs for new fire stations, safety training facilities, regional park facilities, business and industrial parks, upgrades and new technology for improved productivity, and major remodeling, repairs, or additions to existing facilities.
- The City will not issue long-term debt to cover current operations. The City will consider the issuance of long-term debt to purchase/build capital assets when those assets will benefit users over several years and it is determined that it is more equitable to spread the capital investment and financing costs of the asset to current and future users of the asset.
- Annually the City will have an independent audit of its financial records prepared by a certified public accountant pursuant to generally accepted auditing practices of the government finance industry and submit an annual financial report to the City Council by December 31 for the previous fiscal year.
- Fees for services will be charged directly to users of the services when appropriate and should cover the full cost of service delivery. Fees are to be reviewed on an annual basis to ensure that the fee is appropriate for the service provided compared to actual cost or an approved cost index.
- Development impact fees will be established to ensure that new growth pays the cost of infrastructure improvements and is not a burden to existing tax payers.

- The City will invest available cash assets in a manner consistent with the safeguards and diversity that a prudent investor would adhere to with primary emphasis on preservation of principal, sufficient liquidity to cover anticipated payment outflows, and high yields consistent with the first two goals. The City's investments will be consistent with Section 53601 of the Government Code of the State of California that identifies which types of investments are eligible for investment of public funds and the maximum percentage of an investment portfolio that is allowed for any one investment.

The City is in compliance with all of its financial policies.

14. California Environmental Quality Act (CEQA) Compliance

The City of Clovis has completed an environmental review (an assessment of the Project's impact on natural and manmade environments) of the proposed project, as required by the State of California. The proposed project has been found to be in substantial conformance with the environmental impact report (EIR) performed for the Clovis General Plan. Pursuant to CEQA Guidelines Section 15162, when an EIR has been adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines that there have been substantial changes to the project. The proposed project is identifying zone districts that implement the current General Plan land use designations. The Project is also consistent with the Heritage Grove Specific Plan and is exempt from further environmental review pursuant to Section 15182 of the CEQA Guidelines.



County of Fresno

DEPARTMENT OF PUBLIC HEALTH
Environmental Health Division

April 12, 2023

LU0022178
2604

Dave Merchen, City Planner
City of Clovis
Planning and Development Services Department
1033 Fifth Street
Clovis, CA 93612

Dear Mr. Merchen:

PROJECT NUMBER: R2023-003, RO309

R2023-003, RO309; A request to annex and pre-zone approximately 500 acres generally bounded by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north, and the Peach Avenue alignment on the west, in accordance with the Clovis General Plan.

APN: Multiple ZONING: P-C-C, P-F, R-2 , -3, -4, U-C ADDRESS: NEC Shepherd & Willow Avenues

Comments/Concerns:

Since all of the retail/commercial tenants have not been identified for this application, the full range of **Zoning Uses** must be considered. The potential adverse impacts could include (but are not limited to) storage of hazardous materials and/or wastes, medical waste, solid waste, water quality degradation, excessive noise, and odors.

Recommended Conditions of Approval:

- Construction permits for development should be subject to assurance of sewer capacity of the Regional Wastewater Treatment Facility. Concurrence should be obtained from the California Regional Water Quality Control Board (RWQCB). For more information, contact staff at (559) 445-5116.
- Construction permits for the development should be subject to assurance that the City of Clovis community water system has the capacity and quality to serve this project. Concurrence should be obtained from the State Water Resources Control Board, Division of Drinking Water-Southern Branch. For more information call (559) 447-3300.
- Prior to issuance of building permits, food facility applicants will be required to submit complete food facility plans and specifications to the Fresno County Department of Public Health, Environmental Health Division, for review and approval. Future applicants shall apply for and obtain permits to operate a food facility from the Fresno County Department of Public Health, Environmental Health

Division. A permit, once issued, is nontransferable. Contact the Consumer Food Protection Program at (559) 600-3357 for more information.

- Prior to any proposed alcohol sales, the applicant(s) shall first obtain their license to sell alcoholic beverages. Contact the California Alcoholic Beverage Control Department at (559) 225-6334 for more information.
- Facilities that use and/or store hazardous materials and/or hazardous wastes shall meet the requirements set forth in the California Health and Safety Code (HSC), Division 20, Chapter 6.95, and the California Code of Regulations (CCR), Title 22, Division 4.5. Your proposed business will handle hazardous materials and/or hazardous waste and will be required to submit a Hazardous Materials Business Plan pursuant to the HSC, Division 20, Chapter 6.95 (<http://cers.calepa.ca.gov/>). Contact the Fresno County Hazmat Compliance Program at (559) 600-3271 for more information.
- Should underground storage tanks be proposed, then prior to the issuance of building permits the applicant shall submit three (3) sets of complete plans and specifications regarding the installation of any underground storage tanks to the Fresno County Department of Public Health, Environmental Health Division. Contact the Fresno County Hazmat Compliance Program at (559) 600-3271 for more information.
- Prior to operations of any fuel facility, the applicant shall apply for and secure a Permit to Operate an Underground Storage Tank System from the Fresno County Department of Public Health, Environmental Health Division. Contact the Fresno County Hazmat Compliance Program at (559) 600-3271 for more information.
- The applicant(s) may be required to obtain a Medical Waste Permit from the California Department of Health Services, Medical Waste Management Program. Call (916) 449-5671 for more information.
- Should any body art facility (i.e. tattoo, piercing, branding or permanent cosmetics facility) be proposed, prior to issuance of building permits, the tenant shall submit complete body art facility plans and specifications to the Fresno County Department of Public Health, Environmental Health Division, for review and approval. Entrances into a body art facility will require a separate outdoor entrance from living quarters (internal access including doors and/or staircase would be prohibited). Contact the Body Art Program at (559) 600-3357 for more information.
- The proposed project has the potential to expose nearby residents to elevated noise levels. Consideration should be given to your City's municipal code.
- As a measure to protect ground water, all water wells and/or septic systems that exist or have been abandoned within the project area should be properly destroyed by an appropriately licensed contractor.

- Should any underground storage tank(s) be found during the project, the applicant shall apply for and secure an Underground Storage Tank Removal Permit from the Fresno County Department of Public Health, Environmental Health Division. Contact the Fresno County Hazmat Compliance Program at (559) 600-3271 for more information.

The following comments pertain to the demolition of any existing structures:

- Should the structure(s) have an active rodent or insect infestation, the infestation should be abated prior to demolition of the structure(s) in order to prevent the spread of vectors to adjacent properties.
- In the process of demolishing the existing structure(s), the contractor may encounter asbestos containing construction materials and materials coated with lead-based paints.
- If asbestos containing materials are encountered, contact the San Joaquin Valley Air Pollution Control District at (559) 230-6000 for more information.
- If the structure(s) were constructed prior to 1979 or if lead-based paint is suspected to have been used in these structures, then prior to demolition work the contractor should contact the following agencies for current regulations and requirements:
 - California Department of Public Health, Childhood Lead Poisoning Prevention Branch, at (510) 620-5600.
 - United States Environmental Protection Agency, Region 9, at (415) 947-8000.
 - State of California, Industrial Relations Department, Division of Occupational Safety and Health, Consultation Service (CAL-OSHA) at (559) 454-5302.

REVIEWED BY:



Kevin Tsuda, R.E.H.S.
Environmental Health Specialist II

(559) 600-33271

KT

cc: Rogers, Moreno, A. Xiong, Bains & Armstrong- Environmental Health Division (CT. 55.25)

California Department of Transportation

DISTRICT 6 OFFICE
1352 WEST OLIVE AVENUE | P.O. BOX 12616 | FRESNO, CA 93778-2616
(559) 908-7064 | FAX (559) 488-4195 | TTY 711
www.dot.ca.gov



April 12, 2023

FRE-168-R7.137
Application for REZ – Rezone
R2023-003 and RO309

<https://ld-igr-gts.dot.ca.gov/district/6/report/14379>

SENT VIA EMAIL

Dave Merchen, City Planner
Planning and Development Services Department
City of Clovis
1033 Fifth Street
Clovis, CA 93612

Dear Mx. Merchen:

Thank you for the opportunity to review Rezone (R) 2023-003 which proposes to prezone a 500-acre area for annexation to be consistent with the City's General Plan. The pre zoning includes multi-family, urban center, public facility – park and water, planned commercial center zone districts. The project is located on the northeast quadrant of Willow Avenue and Shepherd Avenue, bounded to the east by Peach Avenue and north by International Avenue, approximately 2.6 miles north of the State Route 168 and Herndon Avenue interchange.

Caltrans provides the following comments consistent with the State's smart mobility goals that support a vibrant economy and sustainable communities:

1. Understanding this is a pre zoning prior to annexation, when developers begin constructing residential projects, it is recommended the project proponents consider working with the City to convert a portion of the planned residential units to affordable housing units.
2. Caltrans recommends that the City consider creating a VMT Mitigation Impact Fee to help reduce potential impacts of future developments on local roads and the State Highway System.

Dave Merchen, R2023-003 and RO309

April 12, 2023

Page 2

3. It is recommended that future projects contribute to all applicable Impact Fee programs, such as the City's Development Fee and the Regional Transportation Mitigation Fee (RTMF) program to ensure that the developments contribute to its fair share toward future improvement needs for local roads and the State Highway System facilities.
4. Alternative transportation policies should be applied to the future development of the planned annexed area. An assessment of multimodal facilities should be conducted to develop an integrated multimodal transportation system to serve and help alleviate traffic congestion resulting from the project and related development in the area of the City. The assessment should include the following:
 - a. Pedestrian walkways should not only be limited to the project's internal connectivity but be connected to existing walkways and transit facilities outside the project area.
 - b. The project should consider coordinating connections to local and regional bicycle pathways to encourage the use of bicycles for commuter and recreational purposes.
 - c. If transit is not available within 1/4-mile of the project area, transit should be extended to provide services to high-activity centers of the project.
5. As part of the statewide effort to reduce greenhouse gas emissions, Caltrans recommends that the City consider encouraging future developments including the installation of public Level 2 Electric Vehicle (EV) and DC Fast Charging EV charging stations.
6. Active Transportation Plans and Smart Growth efforts support the state's 2050 Climate goals. Caltrans supports reducing VMT and GHG emissions in ways that increase the likelihood that people will use and benefit from a multimodal transportation network

If you have any other questions, please call or email Christopher Xiong at (559) 908-7064 or Christopher.Xiong@dot.ca.gov.

Sincerely,



DAVID PADILLA, Branch Chief
Transportation Planning – North



2907 S. Maple Avenue
Fresno, California 93725-2208
Telephone: (559) 233-7161
Fax: (559) 233-8227

CONVEYANCE. COMMITMENT. CUSTOMER SERVICE.

April 13, 2023

David Merchen
Planning and Development Services Dept.
City of Clovis
1033 Fifth Street
Clovis, CA 93612

RE: Rezone 2023-003 and Reorganization 309
S/E International and Willow avenues
FID's Enterprise No. 109, Los Almos No. 375

Dear Mr. Merchen:

The Fresno Irrigation District (FID) has reviewed Rezone 2023-003 and Reorganization 309 for which the City of Clovis proposes to annex and prezone approximately 500-acres in accordance with the Clovis General Plan, APNs: Multiple. FID has the following comments:

Summary of Requirements Upon Development:

- Grant of Easement w/ 20-feet full width drive banks
- Canal Bank Improvements
- Channel Improvements
- Drive Approaches per FID Detail No. 1-02
- Replace 18-inch and 20-inch NRCP w/ 24-inch RGRCP C361
- Grant of Exclusive Pipeline Easement (20-feet wide)
- Existing Encroachments removed and/or relocated if any
- Review and Approval of all Plans
- Execute additional Agreement(s), if necessary
- Project Fees
- No Encroachments (i.e. trees, monuments, fences, PUE, etc.)

Areas of Concern

FID previously reviewed and commented on the subject area on March 8, 2022, as Notice of Preparation of Draft Environmental Impact Report for the Heritage Grove Specific Plan. Those comments and conditions still apply, and a copy of FID's can be provided upon request. Specific FID related systems impacted by the proposed annexation and prezone include the Enterprise No. 109, Los Almos No. 375 and various private systems. FID's additional comments pertaining to the subject project are as follows:

General Comments

1. FID requires the applicant and or the applicant's engineer contact FID at their earliest convenience to discuss specific requirements.

2. FID requires its easements be shown on all maps/plans with proper recording information, and that FID be made a party to signing the final map.
3. FID does not allow FID owned property or easements to be in common use with public utility easements but will in certain instances allow for its property to be in common use with landscape easements and trails if the City of Clovis enters into the appropriate agreement.
4. FID requires the applicant to submit for FID's approval a grading and drainage plan which shows that the proposed development will not endanger the structural integrity of the Canal, or result in drainage patterns that could adversely affect FID.
5. FID requires its review and approval of all improvement plans which affect its property/easements and canal/pipeline facilities including but not limited to Sewer, Water, Fresno Metropolitan Flood Control District (FMFCD), Street, Landscaping, Dry Utilities, and all other utilities.
6. Footings of retaining walls shall not encroach onto FID property/easement areas.
7. FID requires its review and approval of all Private and Public facilities that encroach into FID's property/easement. If FID allows the encroachment, the Public or Private party will be required to enter into the appropriate agreement which will be determined by FID.
8. FID is concerned that the proposed development may negatively impact local groundwater supplies. The area was historically agricultural land and a significant portion of its water supply was imported surface water, supplemented by groundwater pumping. Under current circumstances the project area is experiencing a modest but continuing groundwater overdraft. Should the proposed development result in a conversion from imported surface water to groundwater, this deficit will increase. FID recommends the City of Clovis require the proposed development balance anticipated groundwater use with sufficient recharge of imported surface water in order to preclude increasing the area's existing groundwater overdraft problem.
9. California enacted landmark legislation in 2014 known as the Sustainable Groundwater Management Act (SGMA). The act requires the formation of local groundwater sustainability agencies (GSAs) that must assess conditions in their local water basins and adopt locally-based management plans. FID and the City of Clovis are members of the North Kings Groundwater Sustainability Agency which will manage the groundwater basin within the FID service area. This area is completely reliant on groundwater pumping and SGMA will impact all users of groundwater and those who rely on it. The City of Clovis should consider the impacts of the development on the City's ability to comply with requirements of SGMA.

10. As with developer projects, there will be considerable time and effort required of FID's staff to plan, coordinate, engineer, review plans, prepare agreements, and inspect the project. FID's cost for associated plan review will vary and will be determined at the time of the plan review.
11. The above comments are not to be construed as the only requests FID will have regarding this project. FID will make additional comments and requests as necessary as the project progresses.

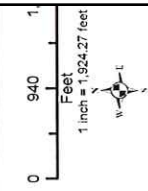
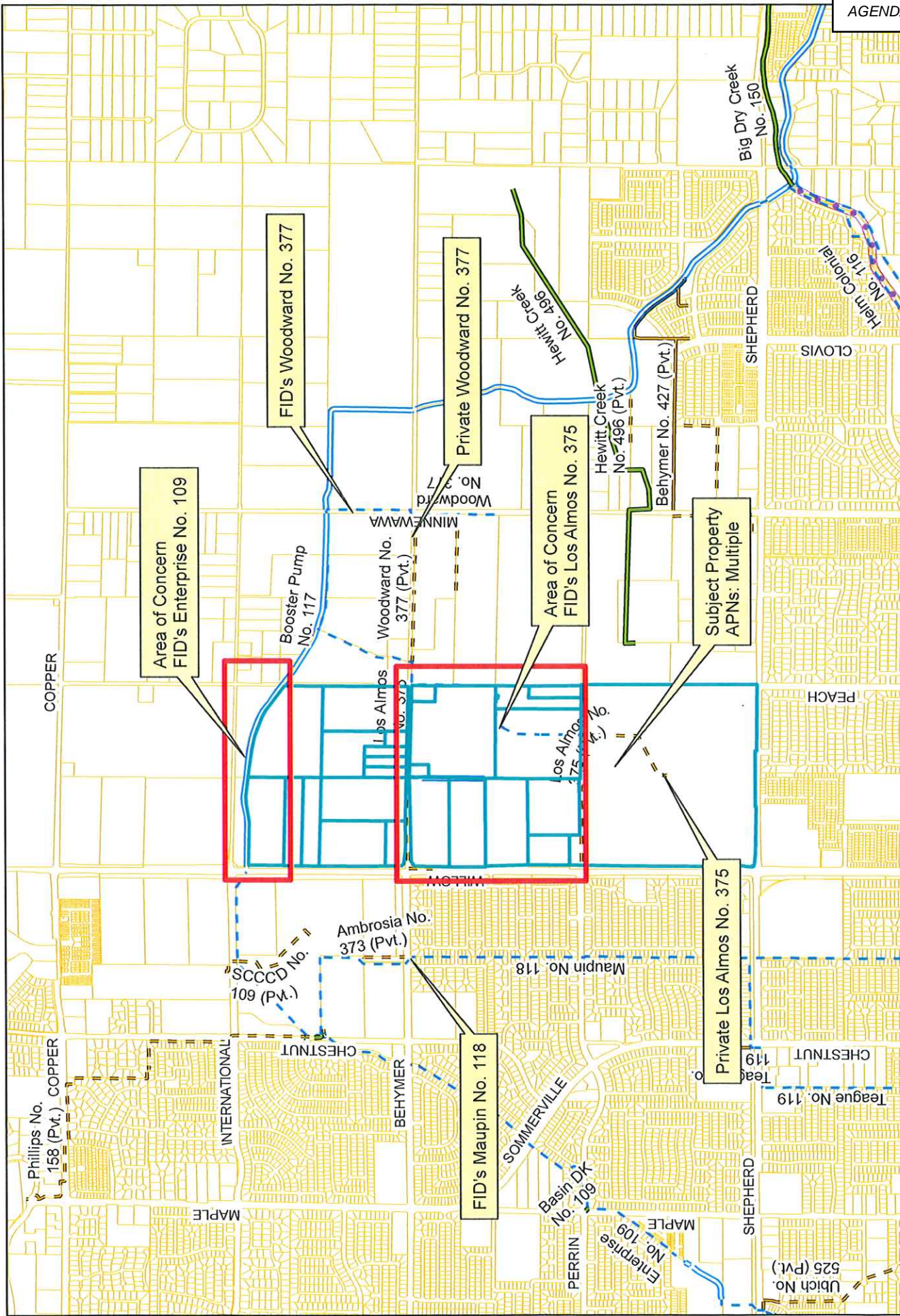
Thank you for submitting this for our review. We appreciate the opportunity to review and comment on the subject documents for the proposed project. If you have any questions, please feel free to contact Chris Lundeen at (559) 233-7161 extension 7410 or clundeen@fresnoirrigation.com.

Sincerely,



Laurence Kimura, P.E.
Chief Engineer

Attachment



This map was produced by the Fresno Irrigation District and is provided for reference and informational purposes only, and is not intended to show map scale, accuracy or all inclusive map features, nor for legal purposes. FID makes no statements regarding the accuracy of this map as the features shown are in their approximate location. Please contact the FID Engineering Dept. at (559) 233-7161 for further information on FID facilities.

Path: G:\FID\GIS\20230223 FID Compact.mxd
 Spatial Reference
 Name: NAD 1983 StatePlane California IV FIPS 0404

Legend

- FID Canal
- Private Canal
- Abandoned Canal
- FID Pipeline
- Private Pipeline
- Abandoned Pipeline
- Stream Group
- Other-Creek/River
- Other-Pipeline
- FID Boundary
- Railroad
- Streets & Hwys
- Parcel
- FMFCD Acquired Basins
- FMFCD Proposed Basins





City of Clovis
 Department of Planning and Development Services
 CITY HALL - 1033 Fifth Street - Clovis, CA 93612

Distribution Date: **3/28/2023**

PLANNING APPLICATION REQUEST FOR COMMENTS

Project Manager - Dave Merchen, City Planner

PLEASE ROUTE TO:

(In House)

- Planning Division
- Building Division
- Engineering Divisor
- Utilities Division
- Solid Waste Divisor
- Fire Department
- Police Department
- City Landscape Com
- Legal Description Review
- Other (Specify)
-

(Out-of-House)

- Fresno Irrigation District
- Fresno Metropolitan Flood Control Dist.
- Pacific Gas & Electric
- AT&T
- Clovis Unified School District
- Cal Trans
- SJV Unified Air Pollution Control Dist.
- State of California Department of Fish and Game
- LAFCO (when annexation is involved)
- County of Fresno Development
- Fresno County Environmental Health

Item(s): **R2023-003, RO309** Location: **Northeast Area of Shepherd and Willow Avenues**

APN: Multiple Zoning: AE-20, CM General Plan: U-V, MU-BC, PK, MH, H, RHNA Site: _____

Name of Applicant: City of Clovis - Dave Merchen Phone/Email: (559)324-2346/davidm@cityofclovis.com

Applicant Address: 1033 Fifth Street City: Clovis State: CA Zip: 93612

Previously Reviewed Under DRC: _____ Or Other Entitlement: _____

Project Description: **R2023-003, RO309: A request to annex and prezone approximately 500 acres generally bounded by Shepherd Avenue on the south, Willow Avenue on the west, the Enterprise Canal on the north, and the Peach Avenue alignment on the west, in accordance with the Clovis General Plan.**

This item is tentatively scheduled for a public hearing to be consiCity Council.
 The attached information is circulated for your comments. Please attach your comments and recommendations i
 condition form and return to the project manag4/12/2023

Please check one below:

- No Comments Comments e-mailed or saved on: _____

RECOMMENDED CONDITIONS: Please draft conditions in final form that are acceptable to your department
 They must be legible. Please phrase positively and clearly:

GOOD EXAMPLE: "1. Prior to occupancy, the developer shall install all landscaping as per the approved

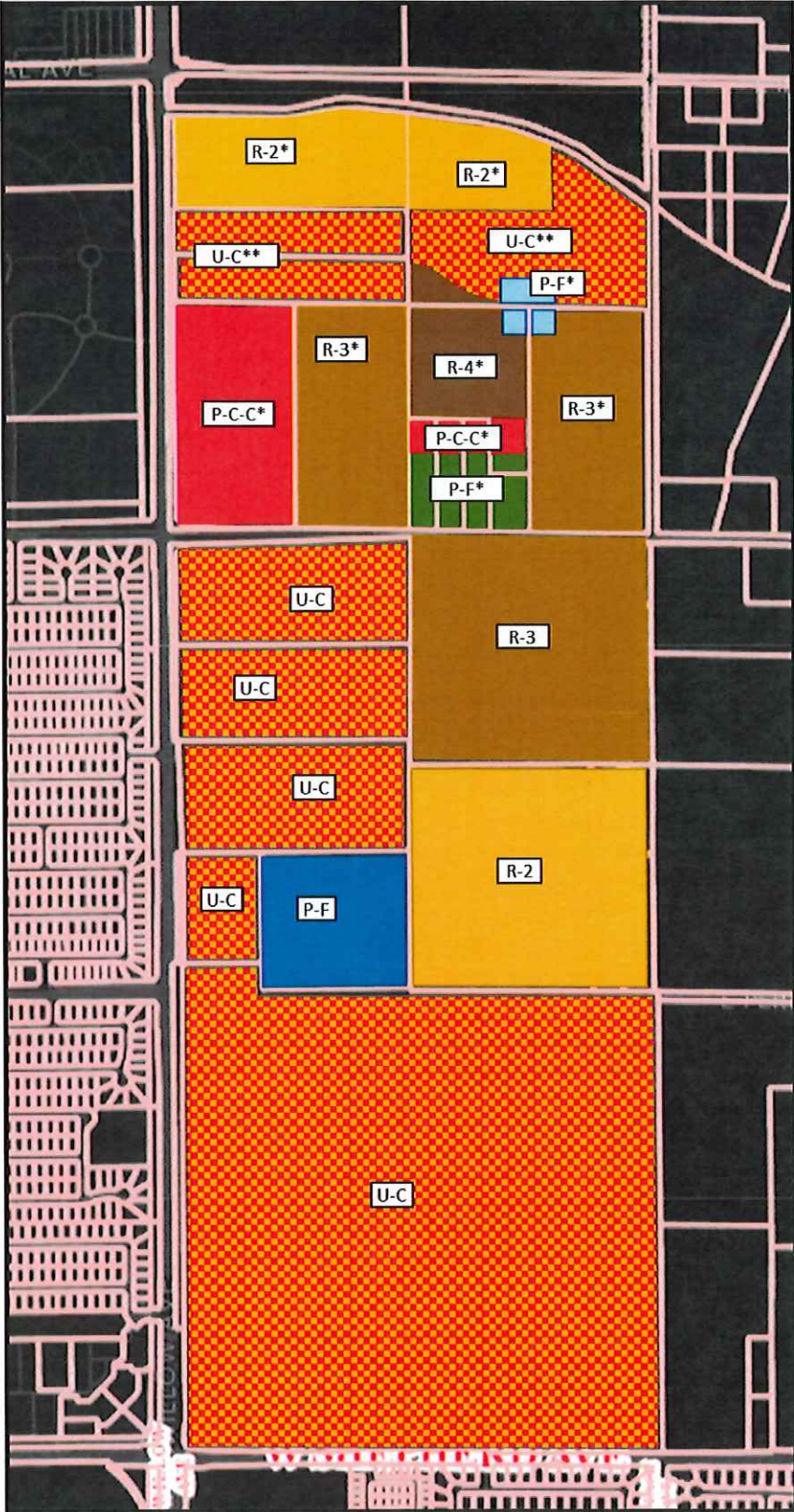
POOR EXAMPLE: "1. Install landscaping."

REVIEWED BY (please sign): _____

PLEASE RETURN TO:
 Dave Merchen, City Planner
 Planning and Development Services Dept.
 1033 Fifth St., Clovis, CA 93612
 Phone: 324-2346 Fax: 324-2866

R2023-003 — Willow Avenue Corridor Prezoning Map

- Prezoning Districts
- R-2 (Multifamily Medium-High Density)
 - R-3 (Multifamily High Density)
 - R-4 (Multifamily Very High Density)
 - U-C (Urban Center)
 - P-F (Public Facility - Park & Water)
 - P-C-C (Planned Commercial Center)



Notes:

* Prezoning previously approved through Ord 2019-08

** Ord 2019-08 identified zoning as "Mixed Use Village". Zoning will be clarified as U-C (Urban Center) to reflect zone districts established in the development code.



2907 S. Maple Avenue
 Fresno, California 93725-2208
 Telephone: (559) 233-7161
 Fax: (559) 233-8227

CONVEYANCE. COMMITMENT. CUSTOMER SERVICE.

March 8, 2022

George Gonzalez
 Department of Planning and Development Services
 City of Clovis
 1033 Fifth Street
 Clovis, CA 93612

RE: Notice of Preparation of Draft Environmental Impact Report for the Heritage Grove Specific Plan
 N/E Shepherd and Willow avenues
 FID's Enterprise Canal No. 109, Woodward No. 377, Los Almos No. 375

Dear Mr. Gonzalez:

The Fresno Irrigation District (FID) has reviewed the Notice of Preparation of Draft Environmental Impact Report for the Heritage Grove Specific Plan. FID has the following comments and conditions:

1. This area was reviewed most recently on September 11, 2020, as Heritage Grove Plan Lines and reviewed previously on November 30, 2010, as City of Clovis Northwest Urban Village – Draft Alternatives. Those comments and conditions still apply, and a copy is attached for your reference.

FID has the following additional comments:

1. FID is concerned that proposed development may negatively impact local groundwater supplies. The area was historically urban residential, agricultural land where a significant portion of its water supply was imported surface water, supplemented by groundwater pumping. Under current circumstances the project area is experiencing a modest but continuing groundwater overdraft. Should the proposed development result in a conversion from imported surface water to groundwater, this deficit will increase. FID recommends the City of Clovis require the proposed development balance anticipated groundwater use with sufficient recharge of imported surface water in order to preclude increasing the area's existing groundwater overdraft problem.

G:\Agencies\Clovis\General & Specific Plans\Clovis-NW Urban Village\Heritage Grove\20220308 NOPEIR Heritage Grove Specific Plan.doc

George Gonzalez
Re: Heritage Grove Specific Plan
March 8, 2022
Page 2 of 2

2. California enacted landmark legislation in 2014 known as the Sustainable Groundwater Management Act (SGMA). The act requires the formation of local groundwater sustainability agencies (GSAs) that must assess conditions in their local water basins and adopt locally-based management plans. FID and the City of Clovis are members of the North Kings Groundwater Sustainability Agency which will manage the groundwater basin within the FID service area. This area is completely reliant on groundwater pumping and SGMA will impact all users of groundwater and those who rely on it. The City of Clovis should consider the impacts of the development on the City's ability to comply with requirements of SGMA.
3. The above comments are not to be construed as the only requests FID will have regarding this project. FID will make additional comments and requests as necessary as the project progresses.

Thank you for submitting this for our review. We appreciate the opportunity to review and comment on the subject documents for the proposed project. If you have any questions, please feel free to contact Chris Lundeen at (559) 233-7161 extension 7410 or clundeen@fresnoirrigation.com.

Sincerely,



Laurence Kimura, P.E.
Chief Engineer

Attachment



2907 S. MAPLE AVENUE
 FRESNO, CALIFORNIA 93725-2208
 TELEPHONE: (559) 233-7161
 FAX: (559) 233-8227

A Century of Commitment, Conveyance & Customer Service

September 11, 2020

Gene Abella
 City of Clovis
 1033 Fifth Street
 Clovis, CA 93612

RE: Heritage Grove Plan Lines

Dear Mr. Abella:

The Fresno Irrigation District (FID) has reviewed the Heritage Grove Plan Lines provided by the City of Clovis. FID has the following comment:

FID Design Considerations and Concerns

- The below comments are general in nature and reflect FID comments and conditions on future road developments and Agency improvements. FID reserves the right to provide additional comments and conditions as future projects are submitted and progress.
- The following FID Standards shall be applied to any Agency or Developer improvements impacting FID facilities and are attached for your reference: 1-01, 1-02, 2-01, 3-01, and 3-02.
- Impacted FID Canals: FID requires all top of banks to be 20 feet full width. All intersections with major streets require FID drive approaches at all four corners per Standard Detail 1-02. Box Culverts are required at all street crossings and must have 2 feet of freeboard above the high-water line.
- Impacted FID Pipelines: FID requires all pipelines be provided exclusive and perpetual easements per FID standards, be located outside City rights-of-ways, any PUE's, and to the extent possible, outside of any residential, commercial, industrial parcels or urban developments. All FID pipelines that require relocation shall be brought up to FID's current standards and be located within landscape and/or trail areas with no encroachments.

Copper Avenue, Willow to Sunnyside Alignment

1. FID does not own, operate, or maintain any facilities along this stretch of Copper Avenue, as shown on the attached FID exhibit map.

G:\Agencies\Clovis\Streets\Heritage Grove Plan Lines\Heritage Grove Plan Lines.doc

Gene Abella
 Re: Heritage Grove Plan Lines
 September 11, 2020
 Page 2 of 3

International Avenue, Willow to Minnewawa

1. FID's Enterprise No. 109 canal runs westerly approximately 175 feet south of the plan line for International Avenue and crosses Willow Avenue, as shown on the attached FID exhibit map and may be impacted by the future Heritage Grove Plan Lines.

Behymer Avenue, Willow to the Sunnyside Alignment

1. FID's Enterprise No. 109 pipeline runs westerly crossing Behymer Avenue approximately 1,530 feet east of Minnewawa Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.
2. FID's Woodward No. 377 pipeline runs southerly along the east side of Minnewawa Avenue, crossing the intersection at Behymer Avenue and continues south along the west side of Minnewawa Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.
3. FID's Los Almos No. 375 pipeline runs southerly and crosses Behymer Avenue approximately 2,300 feet west of Minnewawa Avenue and continues both south and west along the south side of Behymer Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.
4. For informational purposes, a private facility known as the Woodward No. 377 runs westerly beginning at the southwest corner of Behymer and Minnewawa avenues and continues along the south side of Behymer Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines. FID records indicate this facility is active and should be treated as such.
5. For informational purposes, a private facility known as the Los Almos No. 375 runs westerly being approximately 1,420 feet east of Willow Avenue and continues along the south side Behymer Avenue eventually turning south along the east side of Willow Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines. FID records indicate this facility is active and should be treated as such.

Minnewawa Avenue, Shepherd to International

1. FID's Enterprise No. 109 canal runs westerly crossing Minnewawa Avenue approximately 1,300 feet north of Behymer Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.
2. FID's Woodward No. 377 pipeline runs southerly along the east side of Minnewawa Avenue, crossing the intersection at Behymer Avenue and continues south along the west side of Minnewawa Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.
3. For informational purposes, a private facility known as the Woodward No. 377 runs westerly beginning at the southwest corner of Behymer and Minnewawa avenues and continues along the south side of Behymer Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines. In addition, another private section known as the Woodward No. 377 runs westerly approximately

Gene Abella
Re: Heritage Grove Plan Lines
September 11, 2020
Page 3 of 3

660 feet south of Behymer Avenue, as shown on the attached FID exhibit map and will also be impacted. FID records indicate these facilities are active and should be treated as such.

4. For informational purposes, a private facility known as the Behymer No. 427 runs westerly crossing Minnewawa Avenue approximately 665 feet north of Shepherd Avenue and parallels the west side of Minnewawa Avenue, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines. FID records indicate this facility is active and should be treated as such.

Clovis Avenue, Behymer to Copper

1. FID's Enterprise No. 109 canal runs westerly crossing Behymer Avenue approximately 1,520 feet east of Minnewawa Avenue, parallels the east side of the Clovis Avenue plan line for approximately 1,230 feet before turning west and crossing the future Clovis Avenue plan line, as shown on the attached FID exhibit map and will be impacted by the future Heritage Grove Plan Lines.

International-Minnewawa Connection

1. FID does not own, operate, or maintain any facilities in the vicinity of this intersection, as shown on the attached FID exhibit map.

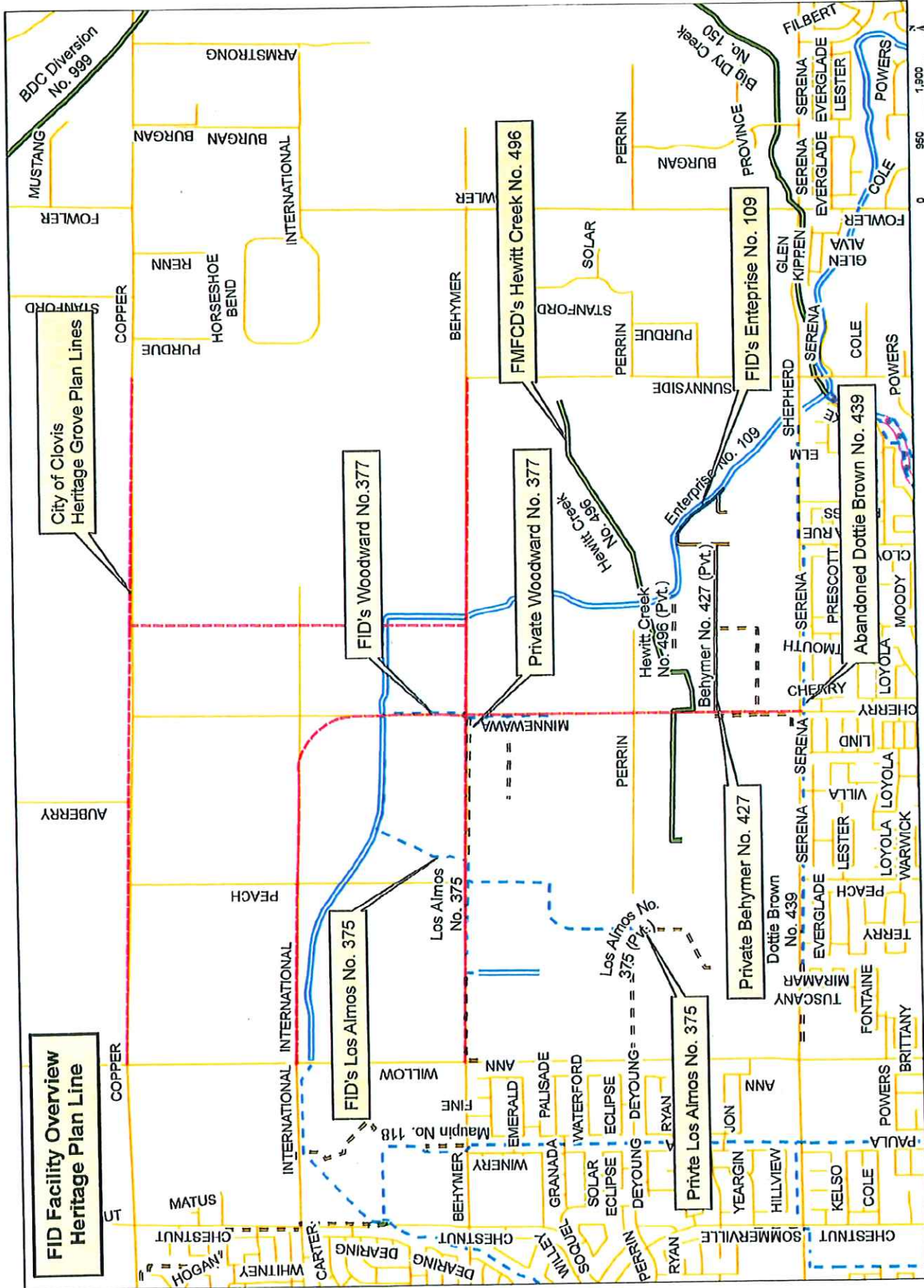
Thank you for submitting this for our review. We appreciate the opportunity to review and comment on the subject documents for the proposed project. If you have any questions, please feel free to contact Chris Lundeen at (559) 233-7161 extension 7410 or clundeen@fresnoirrigation.com.

Sincerely,



Laurence Kimura, P.E.
Chief Engineer

Attachments



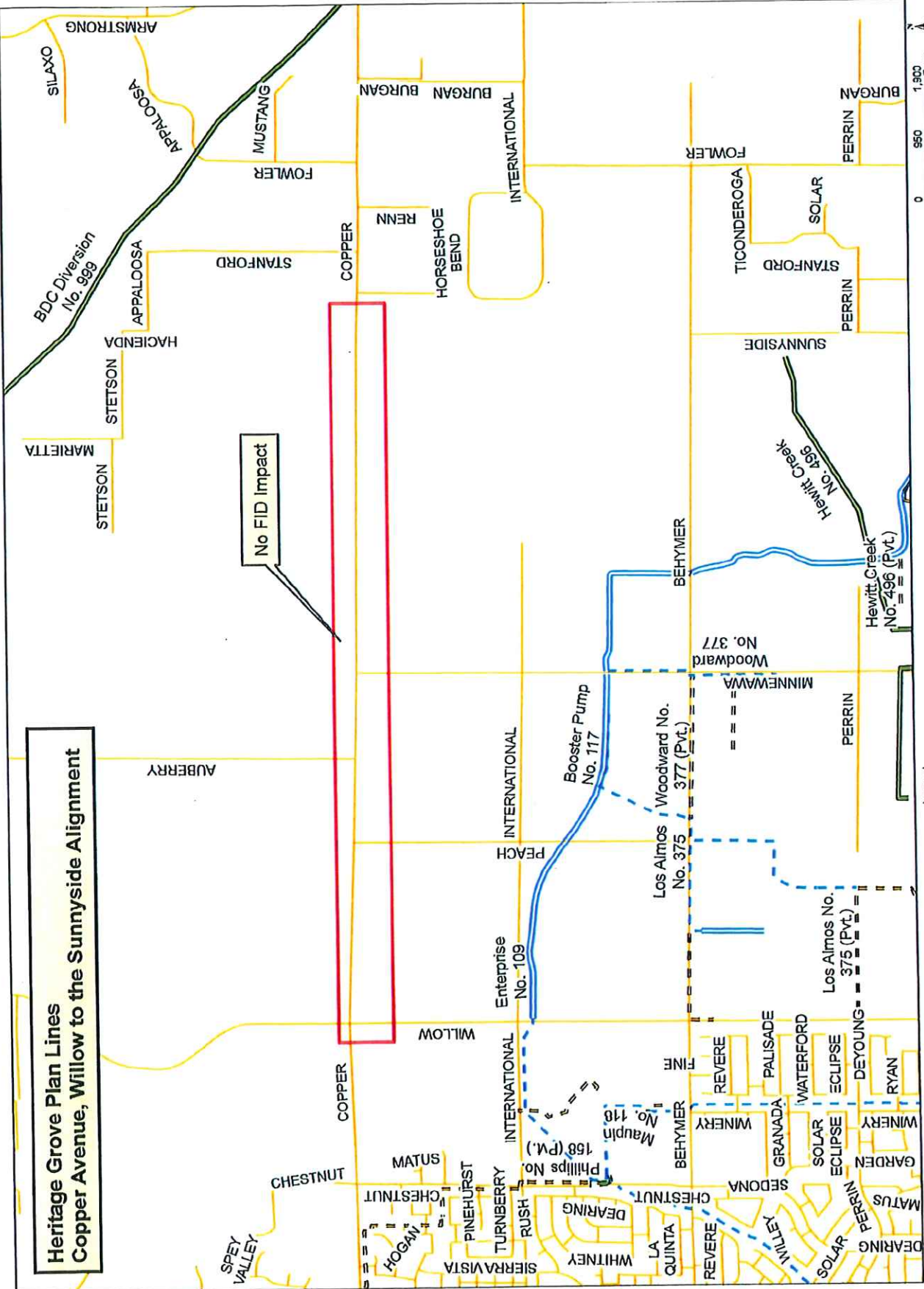
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- Legend**
- FID Canal
 - Private Canal
 - Abandoned Canal
 - FID Pipeline
 - Private Pipeline
 - Abandoned Pipeline
 - Stream Group
 - Other-Creek/Other
 - Other-Pipeline
 - Abandoned Pipeline
 - FID Boundary
 - Railroad
 - Streets & Hwys
 - Parcel
 - FMFCD Acquired Basins
 - FMFCD Proposed Basins

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FRESNO IRRIGATION DISTRICT



**Heritage Grove Plan Lines
Copper Avenue, Willow to the Sunnyside Alignment**

No FID Impact



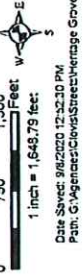
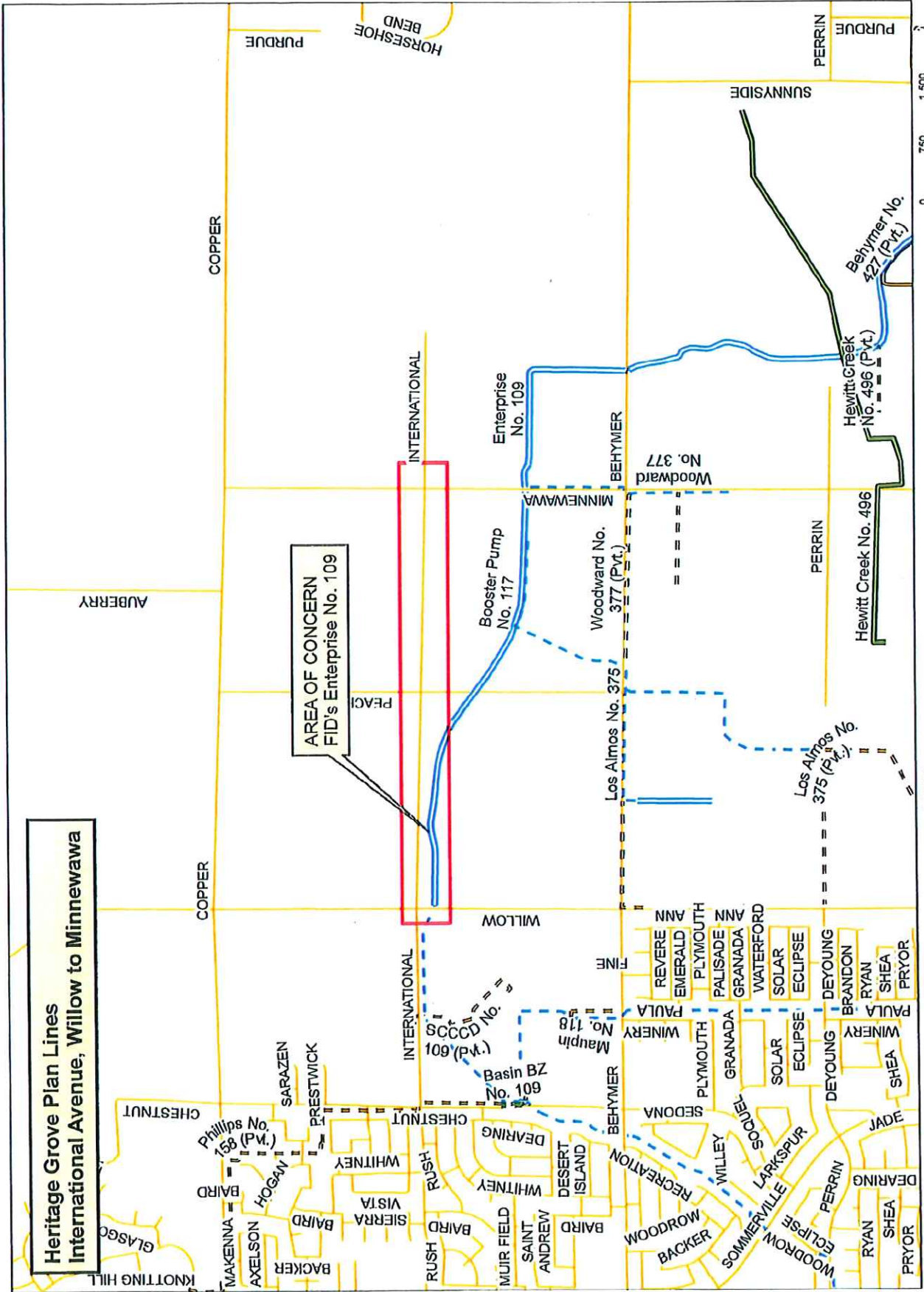
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FRESNO IRRIGATION DISTRICT

Heritage Grove Plan Lines
International Avenue, Willow to Minnewawa

AREA OF CONCERN
FID's Enterprise No. 109



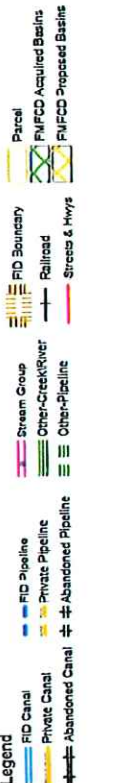
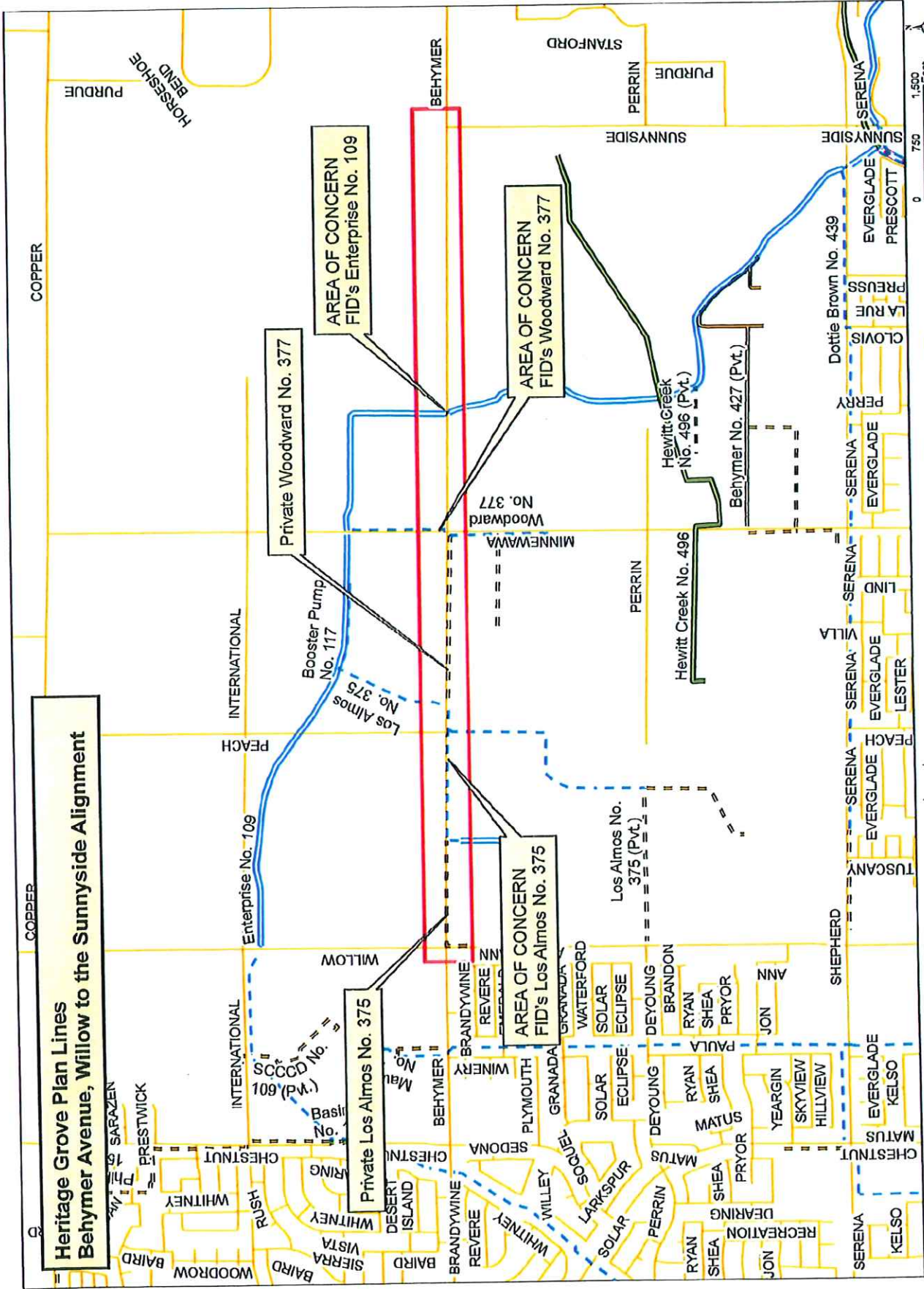
- Legend**
- Parcel
 - FID Boundary
 - Stream Group
 - FID Pipeline
 - FID Canal
 - Abandoned Canal
 - Other-Creek/Other
 - Private Pipeline
 - Private Canal
 - Abandoned Pipeline
 - Streets & Hwy
 - Railroad
 - FMPCD Acquired Basins
 - FMPCD Proposed Basins

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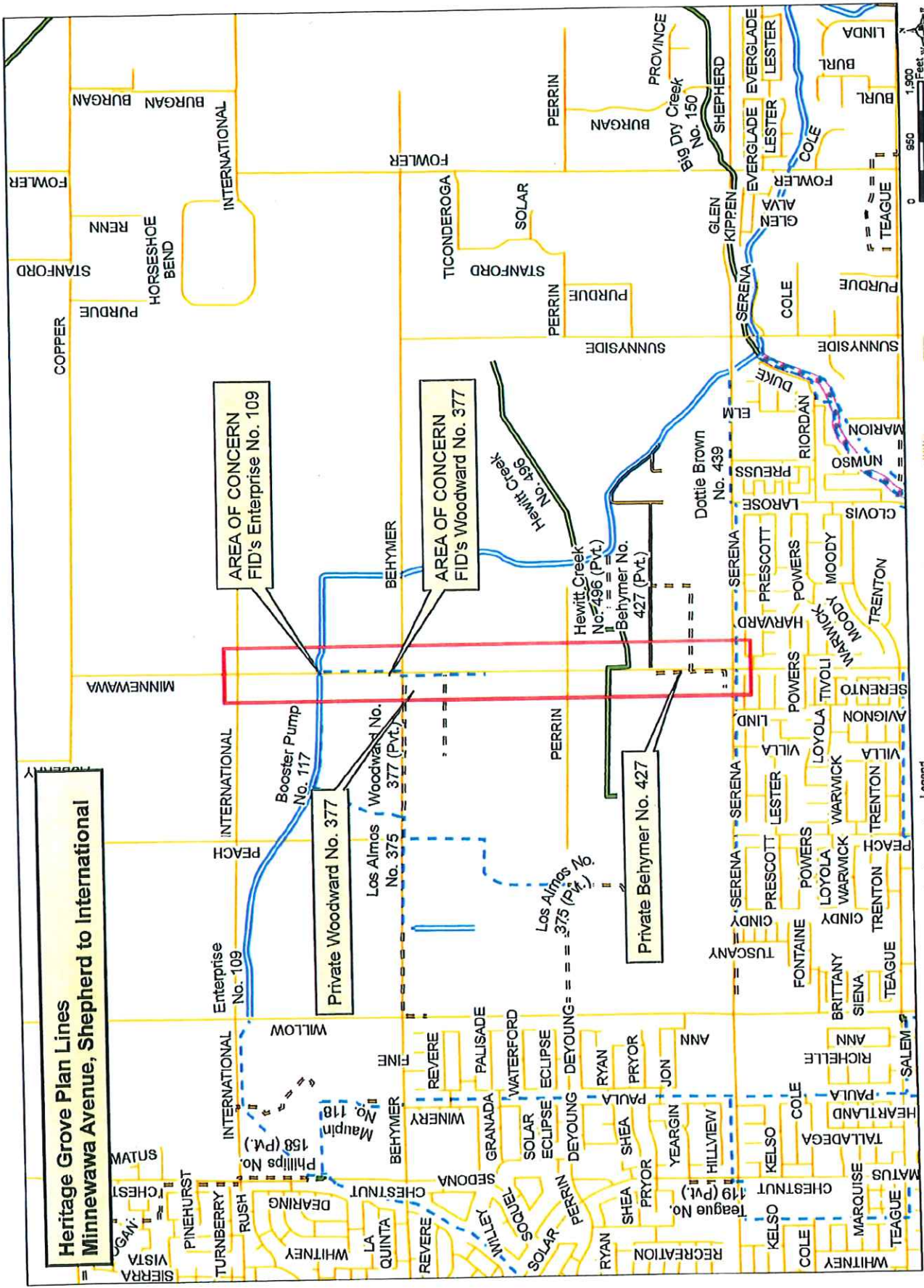
FRESNO IRRIGATION DISTRICT

**Heritage Grove Plan Lines
Behymer Avenue, Willow to the Sunnyside Alignment**



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1 inch = 1,978.54 feet
 0 500 1,000 Feet

Parcel
 FID/CD Acquired Basins
 FID/CD Proposed Basins

Stream Group
 Other-Creek/River
 Other-Pipeline
 Abandoned Canal
 FID Pipeline
 Private Pipeline
 Abandoned Pipeline
 FID Boundary
 Railroad
 Streets & Highways

Legend
 FID Canal
 Private Canal
 Abandoned Canal

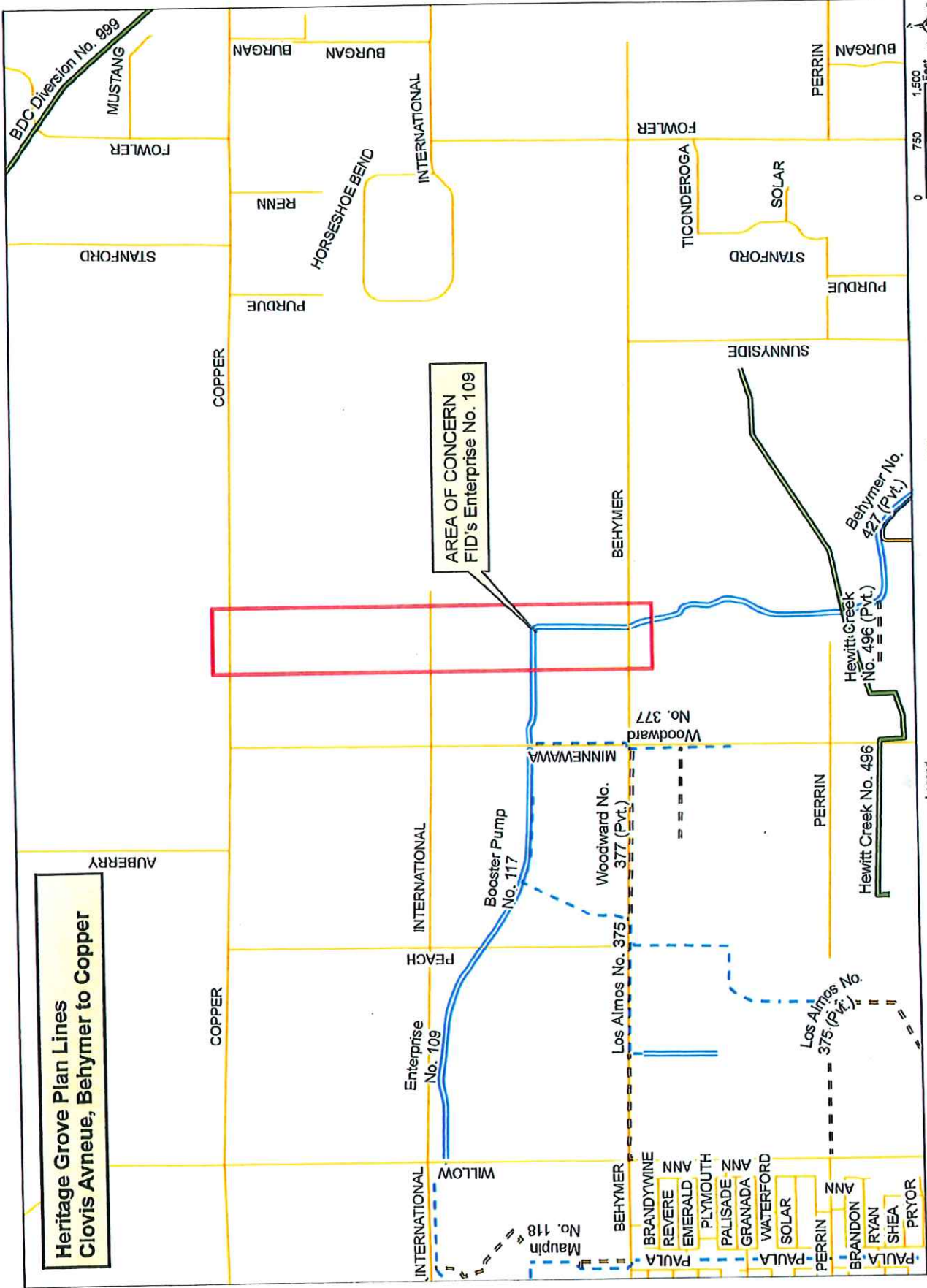
Enterprise No. 109
 Private Woodward No. 377
 Private Behymer No. 427
 Los Almos Woodward No. 375 (Pvt.)
 Los Almos DeYoung No. 375 (Pvt.)
 Hewitt Creek No. 496 (Pvt.)
 Behymer No. 427 (Pvt.)
 Dottie Brown No. 439
 Booster Pump No. 117

AREA OF CONCERN
 FID's Enterprise No. 109
 AREA OF CONCERN
 FID's Woodward No. 377

Heritage Grove Plan Lines
 Minnewawa Avenue, Shepherd to International

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**Heritage Grove Plan Lines
Clovio Avneue, Behymer to Copper**

**AREA OF CONCERN
FID's Enterprise No. 109**

Legend

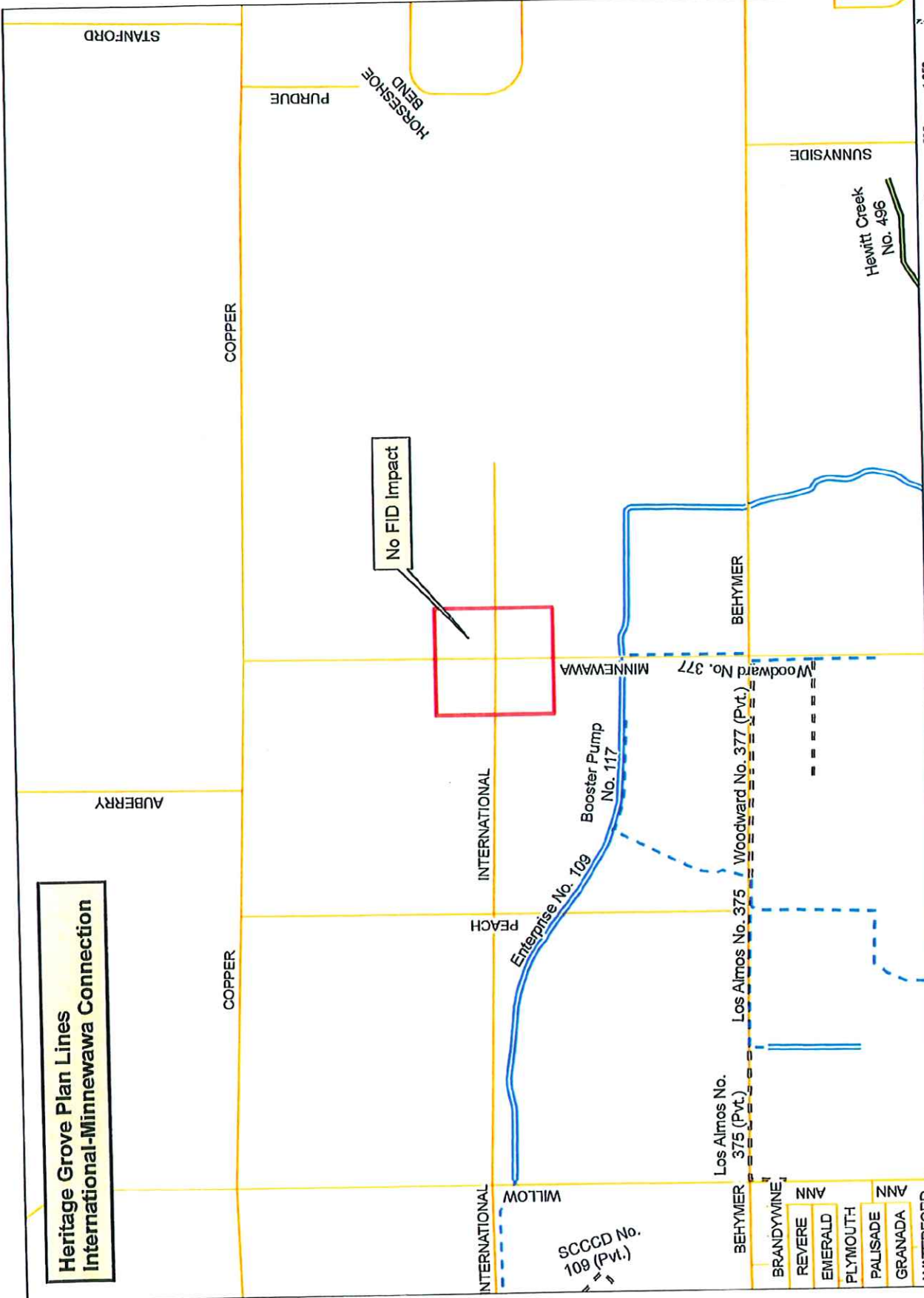
- FID Canal
- Private Canal
- Abandoned Canal
- FID Pipeline
- Private Pipeline
- Abandoned Pipeline
- Stream Group
- Other-Creek/River
- Other-Pipeline
- Streets & hwy's
- Railroad
- FID Boundary
- FWFCD Acquired Basins
- FWFCD Proposed Basins
- Parcel

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FRESNO IRRIGATION DISTRICT

**Heritage Grove Plan Lines
International-Minnewawa Connection**

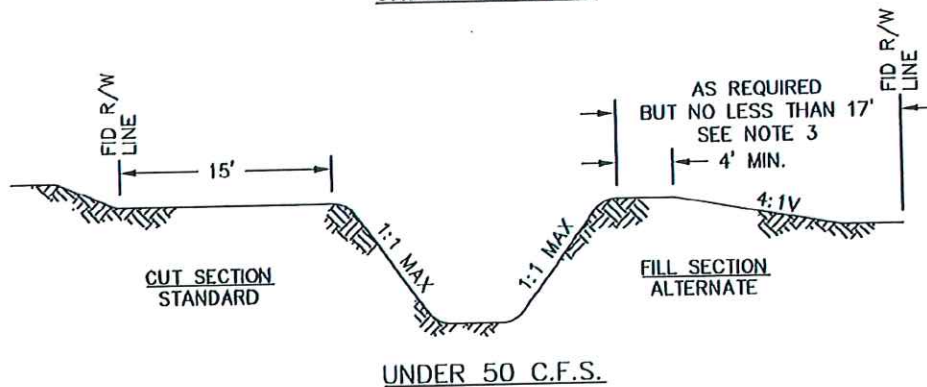
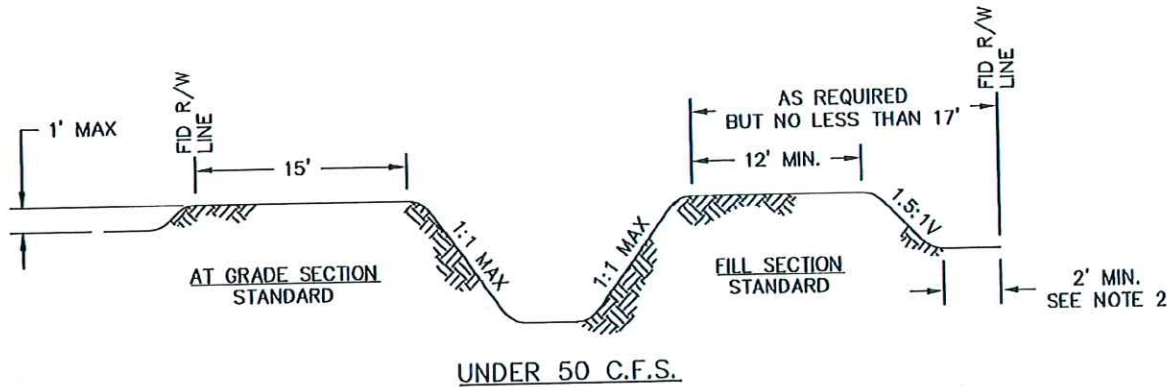
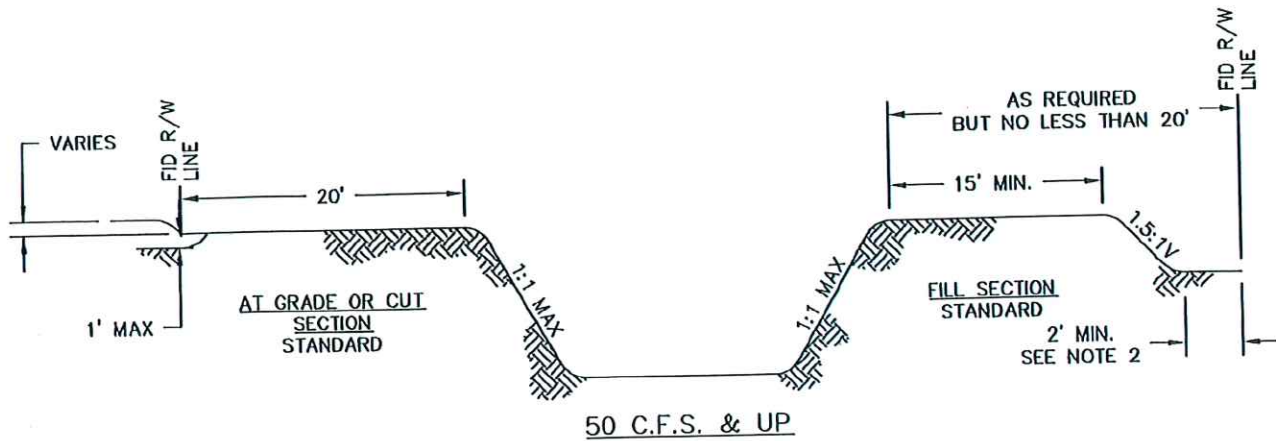


- Legend**
- Parcel
 - FID Boundary
 - Stream Group
 - FID Pipeline
 - Other Pipeline
 - Abandoned Canal
 - Other-Creekriver
 - Private Canal
 - Abandoned Pipeline
 - Railroad
 - Streets & Hwys
 - FNIFCD Acquired Basins
 - FNIFCD Proposed Basins

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FRESNO IRRIGATION DISTRICT



NOTES:

1. ALL PRIVATE FACILITIES TO BE LOCATED OUTSIDE FID RIGHT-OF-WAY.
2. ADD 2 FEET TO EMBANKMENT WIDTH TO ESTABLISH OVERALL RIGHT-OF-WAY WIDTH TO ACCOMMODATE GRADER BLADE CLEARANCE.
3. THE ALTERNATE SECTION CANNOT BE USED IF THE OVERALL WIDTH EXCEEDS THE STANDARD WIDTH AND IS PERMITTED ONLY WHEN DISTRICT OPERATIONS AND MAINTENANCE FUNCTIONS DO NOT REQUIRE A STANDARD ROADWAY.



FRESNO IRRIGATION DISTRICT

"Your Most Valuable Resource - Water"

CANAL RIGHT-OF-WAY

SCALE: NOT TO SCALE

DATE: JANUARY 2018

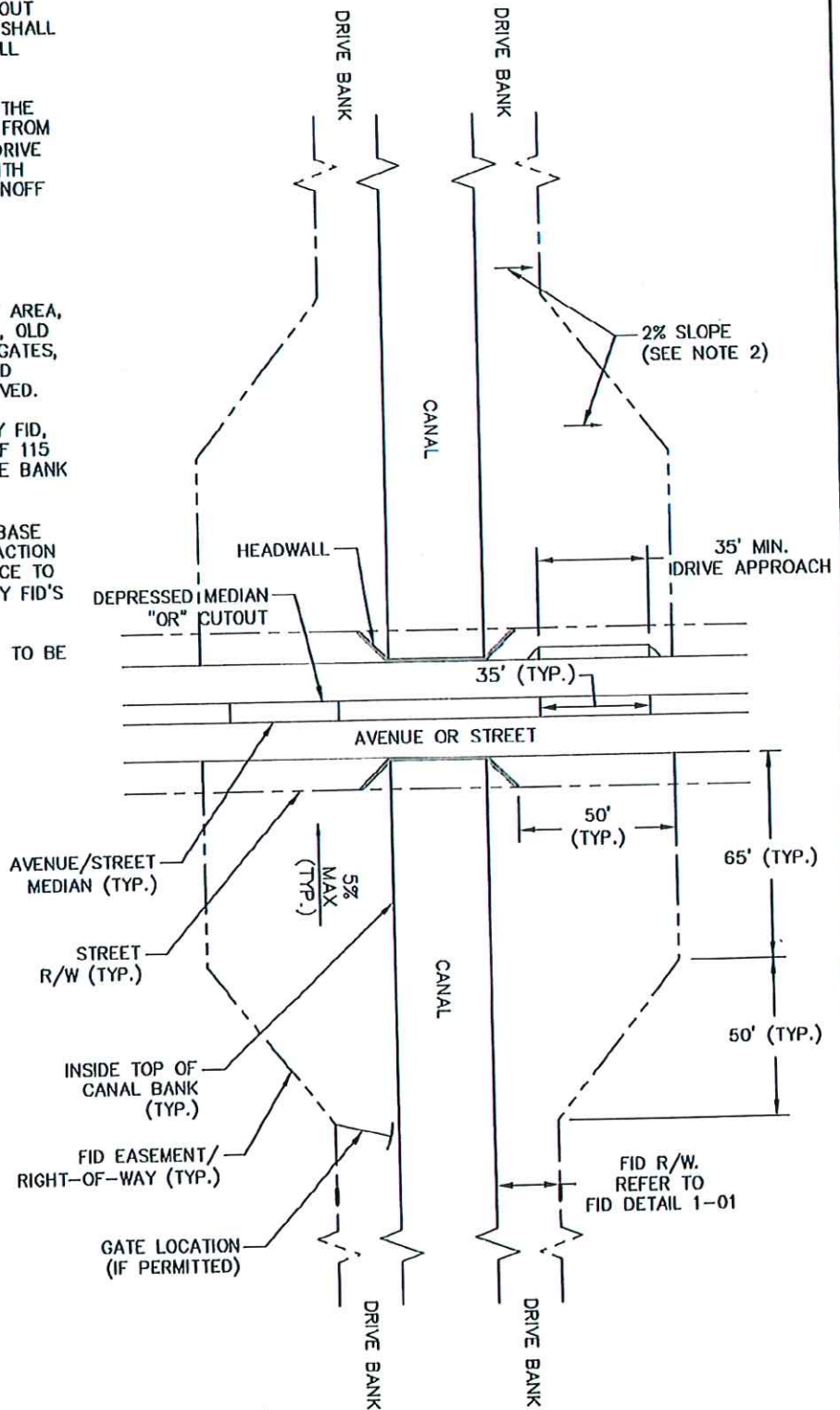
STANDARD DETAIL

1-01

SHEET 1 OF 1

NOTES:

1. DIMENSIONS AND NOTES ARE FOR LAYOUT PURPOSES ONLY. A SCALED DRAWING SHALL BE PREPARED AND SUBMITTED WITH ALL PLAN SETS PRIOR TO CONSTRUCTION.
2. DRAINAGE WILL NOT BE ACCEPTED IN THE CANAL AND SHALL BE ROUTED AWAY FROM FID PROPERTY/DRIVE BANKS. SLOPE DRIVE BANKS 2% AWAY FROM THE CANAL WITH PROVISIONS MADE FOR RAINFALL. RUNOFF TO BE CONVEYED TO NEARBY PUBLIC STREETS OR DRAINAGE SYSTEM BY DRAINAGE SWALES OR OTHER FID ACCEPTABLE ALTERNATIVES.
3. WITHIN FID EASEMENT/RIGHT-OF-WAY AREA, ALL EXISTING TREES, BUSHES, DEBRIS, OLD CANAL STRUCTURES, PUMPS, CANAL GATES, AND OTHER NON OR INACTIVE FID AND PRIVATE STRUCTURES MUST BE REMOVED.
4. IF AN ACCESS GATE IS PERMITTED BY FID, GATE MUST BE PLACED A MINIMUM OF 115 FEET AWAY FROM ROAD, WHERE DRIVE BANK NARROWS TO 20 FEET.
5. THREE INCH (3") THICK AGGREGATE BASE COMPACTED TO 93% RELATIVE COMPACTION SHALL BE REQUIRED AT THE ENTRANCE TO EACH DRIVE BANK AS DETERMINED BY FID'S ENGINEER. NO REGRIND ASPHALT.
6. DRIVEWAY APPROACH MINIMUM WIDTH TO BE 35 FEET.



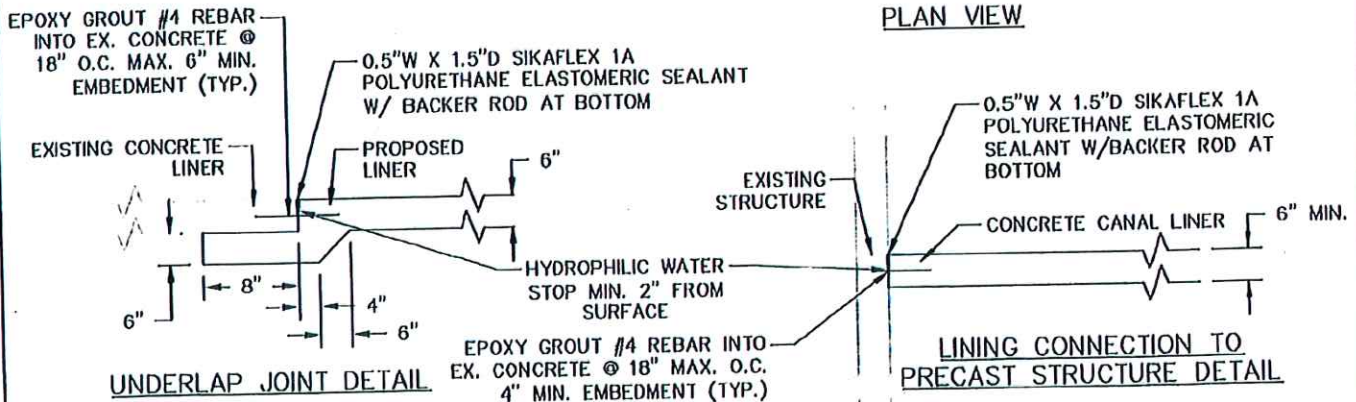
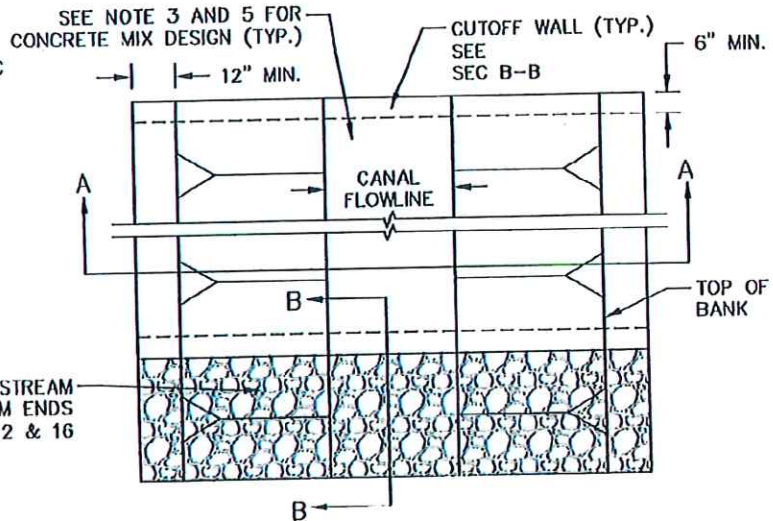
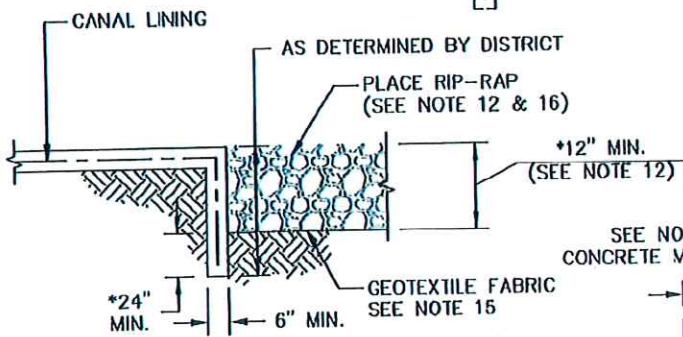
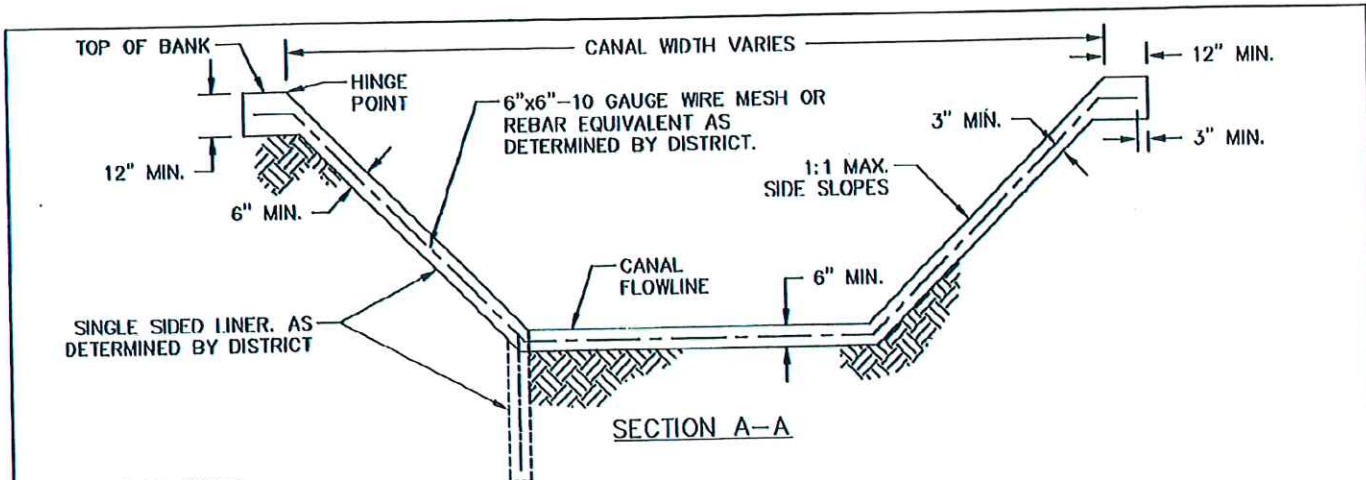
FRESNO IRRIGATION DISTRICT

DRIVE APPROACH - URBAN AREAS

"Your Most Valuable Resource - Water"

SCALE: NOT TO SCALE
DATE: JANUARY 2018

STANDARD DETAIL
1-02
SHEET 1 OF 1



FRESNO IRRIGATION DISTRICT

"Your Most Valuable Resource - Water"

CANAL LINING

SCALE: NOT TO SCALE
DATE: JANUARY 2018

STANDARD DETAIL
2-01
SHEET 1 OF 2

CANAL LINING NOTES:

1. LINING SHALL BE PLACED ON FIRM COMPETENT MATERIAL. IF THE UNDERLYING SOILS ARE NOT SUITABLE FOR CONCRETE PLACEMENT, CONTRACTOR SHALL OVER-EXCAVATE AND REPLAGE WITH COMPACTED ENGINEERED FILL.
2. ALL DISTURBED SOILS TO HAVE MINIMUM OF 93% RELATIVE COMPACTION PER ASTM D-1557 IN FILL AREAS FOR A DISTANCE 5 FEET MINIMUM AROUND CONCRETE LINER.
3. CONCRETE LINING SHALL BE A MINIMUM OF 6-1/2 SACK WITH A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF 3,500 PSI.
4. CONTRACTOR SHALL SUBMIT CONCRETE MIX DESIGN TO FID FOR APPROVAL PRIOR TO CONSTRUCTION.
5. FIBERCAST 500 OR EQUIVALENT CONCRETE FIBER REINFORCEMENT WITH FIBER LENGTHS BETWEEN 1.5 INCH TO 2 INCH. APPLICATION RATE SHALL BE AT A MINIMUM OF 1.5 POUNDS. PER CUBIC YARD AND BE INCLUDED IN THE CONCRETE MIX.
6. 6" X 6" - 10" X 10" GAUGE WIRE MESH MAY BE UNCOATED OR GALVANIZED.
7. INSTALL ACCESS/SAFETY LADDERS ON ALTERNATE SIDES OF CANAL 18 INCH ON CENTER AT 100 FEET INTERVALS PER CAL OSHA STANDARDS OR AS DETERMINED BY DISTRICT.
8. LINING CUTOFF WALLS TO BE CONSTRUCTED UPSTREAM AND DOWNSTREAM OF CONCRETE LINING. LINING CUTOFF DEPTH TO BE DETERMINED BY DISTRICT.
9. AS DIRECTED BY FID'S INSPECTOR OR ENGINEER, CONTRACTOR SHALL MAKE AVAILABLE 7 DAY AND 28 DAY COMPRESSIVE STRENGTH TEST RESULTS.
10. CONTROL JOINTS REQUIRED EVERY 10 FEET IN TRANSVERSE DIRECTIONS WITH CONCRETE JOINT SEAL AND BACKER ROD.
11. CONCRETE LINER REQUIRED FOR A MINIMUM OF 5 FEET IN LENGTH OR LIMITS OF DISTURBED SOIL, WHICHEVER IS GREATER.

RIP-RAP NOTES:

12. RIP-RAP REQUIREMENT AS DETERMINED BY FID ENGINEER AND/OR INSPECTOR.
13. CLASS 2 RIP-RAP WITH METHOD B PLACEMENT FOR A MINIMUM OF 5 FEET PER 2010 CALTRANS STANDARDS AROUND CHANNEL FLOOR AND SIDE SLOPES OR AS DETERMINED BY FID'S ENGINEER. PLACE WOVEN GEOTEXTILE FABRIC BENEATH RIP-RAP.
14. CUTOFF WALLS SHALL BE EXCAVATED TO A MINIMUM OF 3 FEET BELOW NATIVE GRADE AND 24 INCHES BELOW RIP-RAP SUBGRADE UNLESS OTHERWISE DETERMINED BY FID'S ENGINEER.
15. WOVEN GEOTEXTILE FABRIC SHALL BE MIRAFI FW500 OR APPROVED EQUIVALENT.
16. RIP-RAP REQUIRED FOR A MINIMUM OF 5 FEET ON UPSTREAM AND DOWNSTREAM ENDS OF CONCRETE LINING.



FRESNO IRRIGATION DISTRICT

"Your Most Valuable Resource - Water"

CANAL LINING NOTES

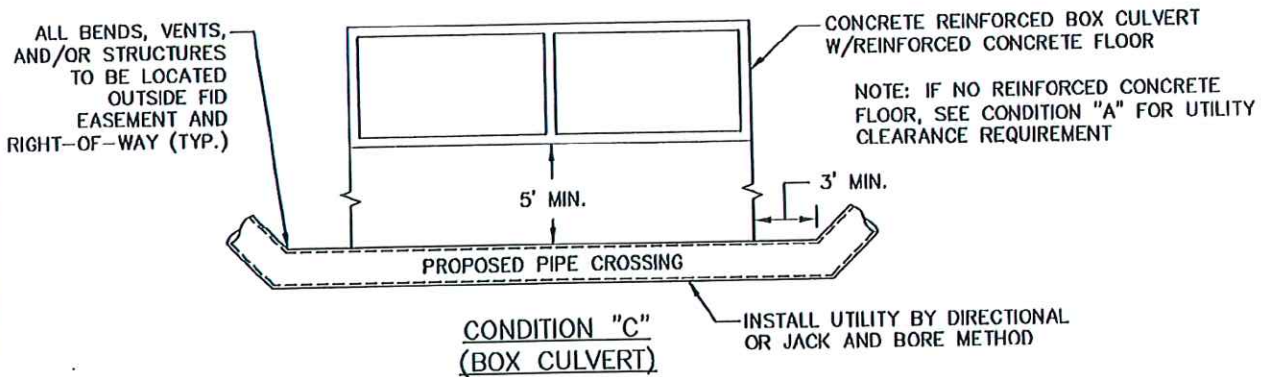
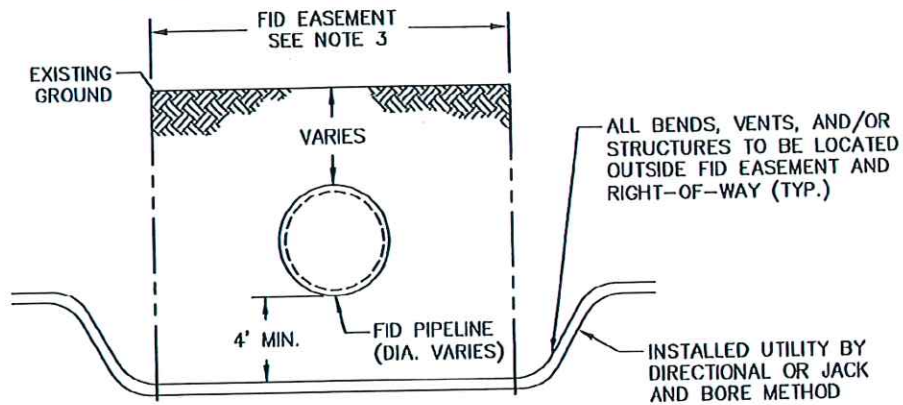
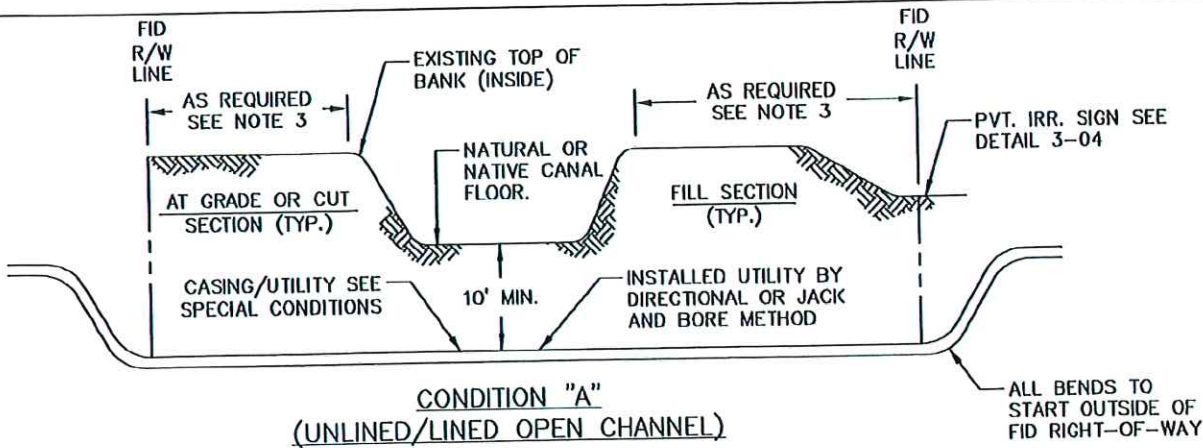
SCALE: NOT TO SCALE

DATE: JANUARY 2018

STANDARD DETAIL

2-01

SHEET 2 OF 2



NOTES:

1. ALL BORING OPERATIONS ARE NOT ALLOWED DURING FID'S IRRIGATION SEASON (TYPICALLY MARCH 1 THROUGH AUGUST 30).
2. FID'S INSPECTOR SHALL BE ON-SITE DURING THE BORE. UTILITY CLEARANCE MUST BE VERIFIED BY FID'S INSPECTOR.
3. REFER TO DETAIL 1-01 FOR RIGHT-OF-WAY REQUIREMENTS, P-06 FOR PIPELINE EASEMENT REQUIREMENTS.
4. FOR SITE SPECIFIC REQUIREMENTS, SEE SPECIAL CONDITIONS ISSUED WITH PERMIT.
5. ALL BORE PITS MUST BE SITUATED OUTSIDE OF FID'S RIGHT-OF-WAY.
6. WET UTILITY CROSSINGS MAY REQUIRE STEEL CASING AS DETERMINED BY FID ENGINEER.



FRESNO IRRIGATION DISTRICT

"Your Most Valuable Resource - Water"

PIPE CROSSING - BORING CLEARANCE

SCALE: NOT TO SCALE
DATE: JANUARY 2018

STANDARD DETAIL
3-01

SHEET 1 OF 2

FRESNO IRRIGATION DISTRICT
 SPECIAL CONDITIONS
 FOR
 JACK & BORE / DIRECTIONAL BORE UTILITY INSTALLATIONS
 (REVISED MARCH 29, 2018)

THE CONTRACTOR IS SUBJECT TO THE CONDITIONS STATED BELOW:

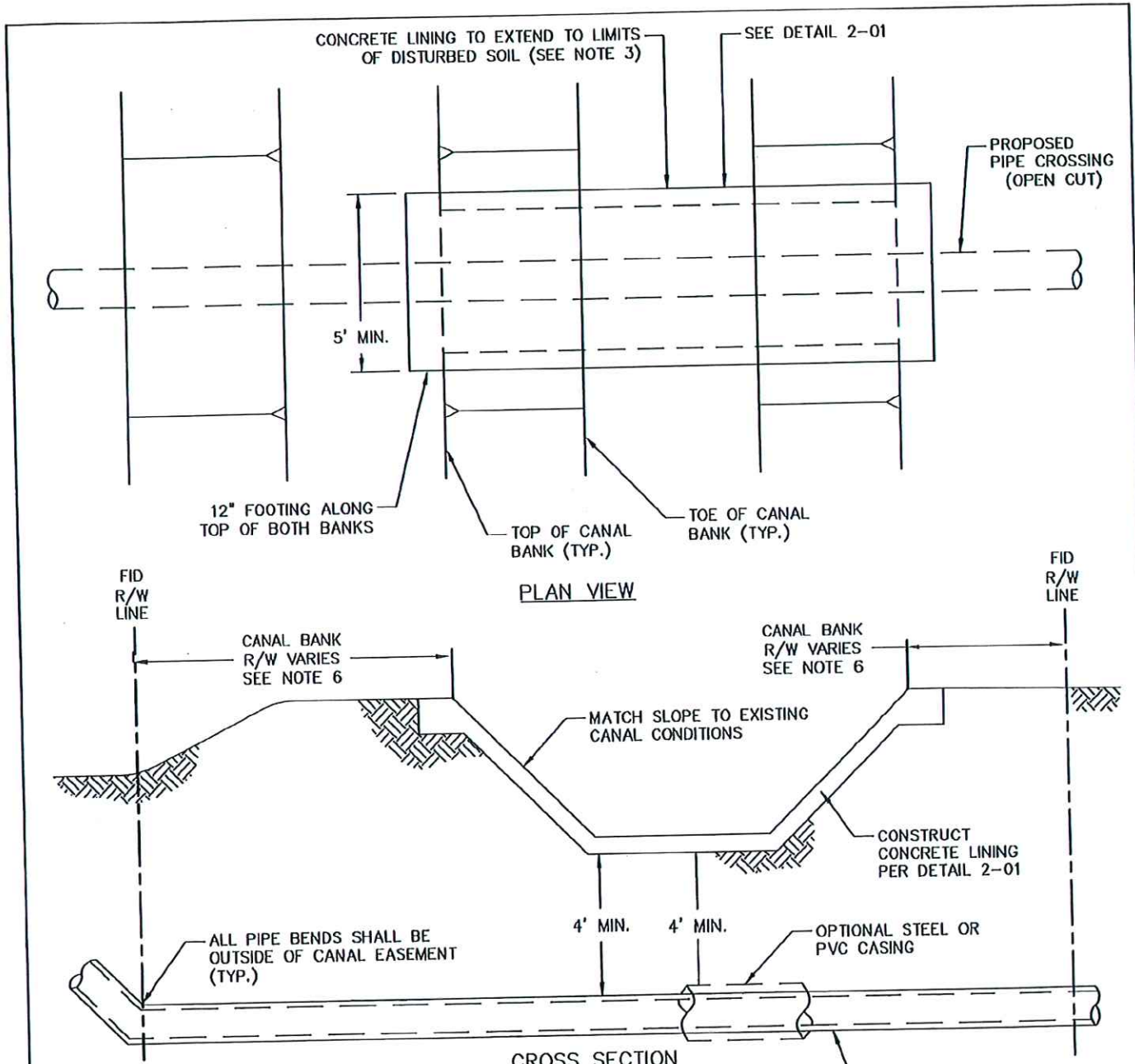
1. FRESNO IRRIGATION DISTRICT'S (FID) ENGINEERING DEPARTMENT, (559) 233-7161, SHALL BE NOTIFIED 48 HOURS PRIOR TO CONSTRUCTION. NO WORK SHALL BEGIN WITHOUT A 'PERMIT TO WORK WITHIN EASEMENT AND RIGHT-OF-WAY' ISSUED BY FID (INSPECTION FEES ARE ASSESSED AS FOLLOWS: MINIMUM OF \$125.00 PER WEEK (2 1/2 HOURS) OR \$50 PER DAY (1 HOUR). IF ADDITIONAL INSPECTION HOURS ARE NECESSARY, THE COST INCURRED WILL BE WITHHELD FROM THE DEPOSIT OR INVOICED TO THE PERMITEE AT \$50.00 PER HOUR). ALL WORK SHALL BE COMPLETED BY THE DATE SPECIFIED ON THE FID PERMIT, AND THE AREA RESTORED TO ITS ORIGINAL CONDITION. ANY WORK REQUIRED AFTER THE COMPLETION DATE, SHALL BE APPROVED BY FID'S ENGINEER AND ASSESSED A LATE COMPLETION FEE AS SPECIFIED ON THE PERMIT.
2. ALL UTILITY CROSSINGS SHALL BE INSTALLED UNDER FID'S PIPELINE/PIPE CULVERT/CANAL/BOX CULVERT AND MINIMUM CLEARANCE SHALL BE MAINTAINED FOR ENTIRE LENGTH OF RIGHT-OF-WAY.
3. AT LOCATIONS WHERE FID APPROVES UTILITY CROSSINGS OVER FID'S PIPELINE, THE UTILITY SHALL BE BACKFILLED WITH A RED CONCRETE SLURRY MIXTURE. THE SLURRY BACKFILL SHALL CONSIST OF A FLUID, WORKABLE MIXTURE OF AGGREGATE, CEMENT AND WATER. AGGREGATE MATERIAL SHALL BE A DIAMETER OF 1/4-INCH (.25") OR LESS WITH A 2-SACK CEMENT MIX AND 4 POUNDS OF RED DYE PER CUBIC YARD.
4. CONSTRUCTION SHALL NOT INTERFERE WITH THE MAINTENANCE AND/OR OPERATION OF FID'S FACILITY. BORE PITS SHALL BE SITUATED SUCH THAT THEY ARE OUTSIDE FID'S RIGHT-OF-WAY LIMITS. LOCATION OF BORE PITS ARE TO BE CONFIRMED WITH FID'S FIELD INSPECTOR.
5. IF THE FID CANAL IS A MAJOR CONVEYOR OF STORM WATERS, THE ANTICIPATED STORM FLOWS THROUGH THE CANAL MAY REQUIRE CONSTRUCTION TO BE TEMPORARILY SHUT DOWN UNTIL PEAK FLOWS HAVE PASSED. JACK AND BORE AND DIRECTIONAL BORE WILL NOT BE ALLOWED DURING FID'S IRRIGATION SEASON, WHICH USUALLY RUNS MARCH 1 THROUGH AUGUST 31.
6. FID SHALL NOT BE RESPONSIBLE FOR ANY WATER THAT MAY FLOW IN THE IRRIGATION FACILITY OR AREA OF CONSTRUCTION DURING THE TIME OF THE UTILITY INSTALLATION, INCLUDING ANY DAMAGE RESULTING FROM SUCH WATER..
7. CONTRACTOR AND/OR AGENCY SHALL HAVE EQUIPMENT MOBILIZED TO REPAIR DAMAGE IN THE EVENT OF A CANAL BREACH.
8. ALL EXCESS MATERIAL AND/OR DEBRIS SHALL BE REMOVED FROM FID'S EASEMENT AND RIGHT-OF-WAY UPON COMPLETION OF ALL UTILITY INSTALLATION.
9. ALL WORK WITHIN FID'S EASEMENT AND RIGHT-OF-WAY SHALL BE INSPECTED AND APPROVED BY FID'S FIELD INSPECTOR OR ENGINEER BEFORE BACKFILLING CAN OCCUR.
10. ALL WORK SHALL BE COMPLETED BY THE DATE SPECIFIED ON THE FID CONSTRUCTION PERMIT AND THE AREA RESTORED TO ITS ORIGINAL CONDITION. ANY WORK REQUIRED AFTER THE COMPLETION DATE SHALL BE APPROVED BY FID'S ENGINEER AND LIQUATED DAMAGES IN THE AMOUNT OF \$2,500.00 PER DAY WILL BE ASSESSED.
11. IN SITUATIONS WHERE A CASING IS REQUIRED, VOIDS SHALL BE FILLED WITH SUITABLE MATERIAL THROUGH INJECTION POINTS AT A MINIMUM 3 FEET (3') ON CENTER (I.E. SAND, GROUT, ETC.) AND SEALED IN ORDER TO MINIMIZE FLOW THROUGH CASING/VOID SHOULD THE INTEGRITY BE COMPROMISED AS DETERMINED BY FID'S FIELD INSPECTOR. AT A MINIMUM, CASING ENDS SHALL BE SEALED. CASING/VOID GROUT ENDS SHALL BE TERMINATED AT THE EDGE OF FID'S RIGHT-OF-WAY UNLESS APPROVED OTHERWISE.

BORE AND JACK SPECIFIC NOTES:

1. TOP OF BORE PITS SHALL BE A MINIMUM OF ONE-FOOT (1') HIGHER THAN EXISTING HIGH WATER MARK OF THE CANAL. IN ADDITION, BORE PITS SHALL BE DESIGNED TO CONTAIN WATER SHOULD THE CANAL BREACH. ALL BORE PIT BERMS SHALL BE COMPACTED TO 93% RELATIVE COMPACTION.
2. BORE PITS SHALL BE BACKFILLED IMMEDIATELY AFTER CONSTRUCTION IS COMPLETED AND ALL DISTURBED SOIL SHALL BE COMPACTED TO A MINIMUM 93% RELATIVE COMPACTION.
3. COMPACTION TESTS SHALL BE PROVIDED TO FID UPON REQUEST BY FID'S ENGINEER.
4. CASING PIPE SHALL BE PROVIDED WITH END SEALS APPROVED BY FID ENGINEER.



FRESNO IRRIGATION DISTRICT "Your Most Valuable Resource - Water"	PIPE CROSSING BORE CLEARANCE NOTES	
	SCALE: NOT TO SCALE DATE: JANUARY 2018	STANDARD DETAIL 3-01 SHEET 2 OF 2



NOTES:

1. REFER TO FID SPECIAL CONDITIONS FOR OPEN-EXCAVATION UTILITY INSTALLATION.
2. ALL DISTURBED SOIL TO HAVE 93% RELATIVE COMPACTION.
3. FID'S INSPECTOR TO DETERMINE LIMITS OF DISTURBED SOIL.
4. NO BENDS, VENTS OR STRUCTURES TO BE LOCATED WITHIN CANAL RIGHT-OF-WAY.
5. CONCRETE LINING REQUIRED FOR OPEN CUT INSTALLATIONS ONLY.
6. WIDTH OF CANAL BANK RIGHT-OF-WAY SHALL CONFORM TO DETAIL 1-01.
7. THE CONCRETE LINER SHALL NOT BE CONSTRUCTED HIGHER THAN THE FLOOR ELEVATION OF AN EXISTING CULVERT OR CHECK STRUCTURE UPSTREAM OF THE PROPOSED CROSSING AS REQUIRED BY FID ENGINEER.



FRESNO IRRIGATION DISTRICT		CANAL CROSSING - OPEN CUT	
"Your Most Valuable Resource - Water"		SCALE: NOT TO SCALE	STANDARD DETAIL
		DATE: JANUARY 2018	3-02
			SHEET 1 OF 1

HERITAGE GROVE PLAN LINES
Design Considerations and Concerns

Copper Avenue, Willow to the Sunnyside Alignment

1. Fresno County will soon be constructing a traffic signal at the Auberry intersection.
2. Westbound traffic at the Sunnyside alignment will content with existing power poles, when transitioning from a two-lane County road to a divided four-lane.

International Avenue, Willow to Minnewawa

1. The segment of Willow Avenue between International and the Enterprise Canal is undefined.
2. Staff has been receiving calls about the planned open space on the south side of International, between Willow and the planned Village Street.
3. Consideration to be made for the existing home in the planned open space on the south side of International, immediately east of the planned Village Street. If the International alignment is shifted north to accommodate the existing home, there would ultimately be added cost due to the increased area.
4. Consideration to be made for the existing homes along International and their close proximity to the ultimate Right-of-Way line.

Behymer Avenue, Willow to the Sunnyside Alignment

1. Consideration to be made for the existing homes on the north side, where the planned open space is. Is this location appropriate?
2. Consideration to be made for the existing homes along Behymer and their close proximity to the ultimate Right-of-Way line.
3. The ultimate Right-of-Way is avoiding an existing wetland immediately adjacent to the Sunnyside alignment. The Right-of-Way is shift north so that the existing fence line is the southern Right-of-Way. Consideration to be made to conform to the existing County road to the east (a 797.5' transition within the City limits for a speed limit of 50 mph). The alignment transitions westerly back to the existing centerline between the planned Neighborhood Boulevard and the Enterprise Canal.

Minnewawa Avenue, Shepherd to International

1. Consideration to be made for transitioning the bike lanes south of Shepherd to the planned alignments north of Shepherd, where the bike lanes (north and southbound) are on the west side of Minnewawa.
2. Consideration to be made for the existing homes along Minnewawa and their close proximity to the ultimate Right-of-Way line.
3. Consideration to be made for the planned Neighborhood Boulevard with Canal Trail, when pedestrians are to cross Minnewawa along the Enterprise Canal trail. Two options discussed are (1) a signalized intersection (after meeting warrants), and (2) by sufficiently separating the trail crossing from the Neighborhood Boulevard and installing a high-intensity activated crosswalk beacon (HAWK) at the trail crossing.

Clovis Avenue, Behymer to Copper

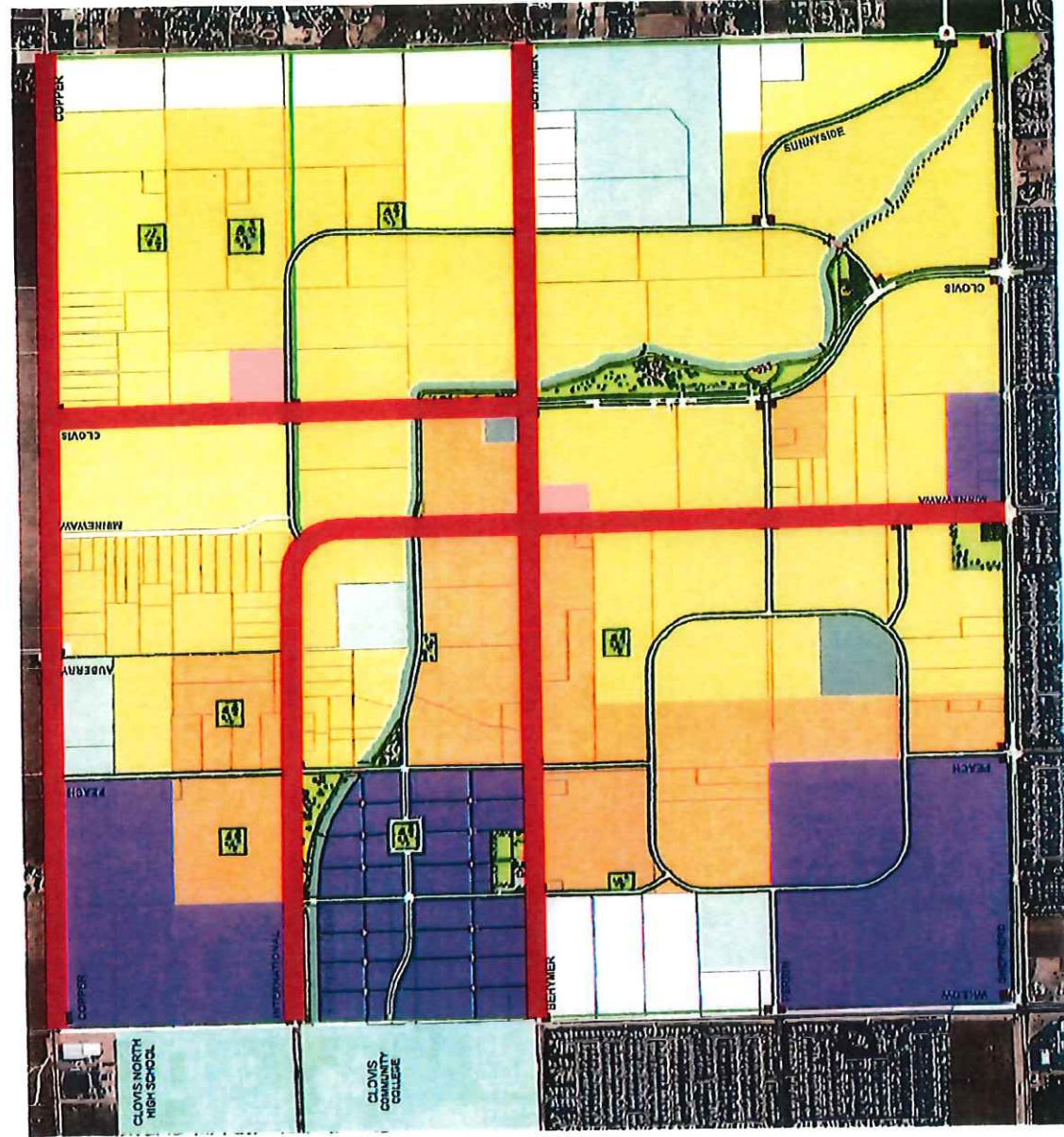
1. The Clovis alignment south of Behymer is set.

2. Consideration to be made for the planned Neighborhood Boulevard with Canal Trail, when pedestrians are to cross Clovis along the Enterprise Canal trail. Two options discussed are (1) a signalized intersection (after meeting warrants), and (2) by sufficiently separating the trail crossing from the Neighborhood Boulevard and installing a high-intensity activated crosswalk beacon (HAWK) at the trail crossing.
3. The alignment for this segment is set by the existing home at Copper Avenue, and starts on its west property line.

International-Minnewawa Connection

1. Consideration to be made for the proposed school on the east side of Minnewawa, south of the International alignment.
2. Initial concept is to install a roundabout at each tee intersection (two total)
3. Consideration to be made for offsite street parking for the proposed school.
4. In general (although discussed with this exhibit), consideration to be made for the Fire-required 14' vertical clearance with the trees as conceptualized in the street cross-sections.
5. This connection to be discussed with the school district.

- LAND USE:**
- RR - Rural Residential (1 DU/2.5 AC)
 - VL - Very Low Density Residential (0.6-2.0 DU/AC)
 - L - Low Density Residential (2.1-4.0 DU/AC)
 - MUV - Mixed Use Village
 - MUBC - Mixed Use Business Campus
 - NC - Neighborhood Commercial
 - S - School
 - M - Medium Density Residential (4-7.0 DU/AC)
 - MH - Medium High Density Residential (7-15.0 DU/AC)
 - H - High Density Residential (15.1-25.0 DU/AC)
 - P - Public/Quasi-Public Facilities
 - PK - Park
 - W - Water
- LEGEND:**
- PARKS / OPEN SPACE
 - INTERIOR GATEWAY
 - COMMUNITY GATEWAY
 - CORNER GATEWAY
 - CANAL
 - TRAIL AT CANAL
 - COMMUNITY TRAIL
 - ROUNDABOUT



Street Segments to be discussed





Heritage Grove Design Guidelines INTRODUCTION

NorthWest Plan Area

1.5



 Copper Avenue
 Willow to Sunnyside
 1" = 100'

 8/8/2020



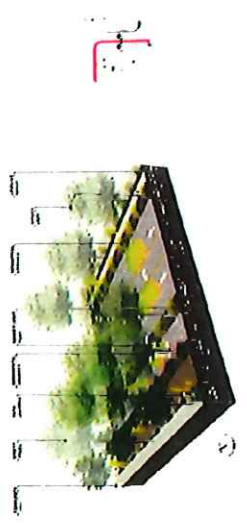
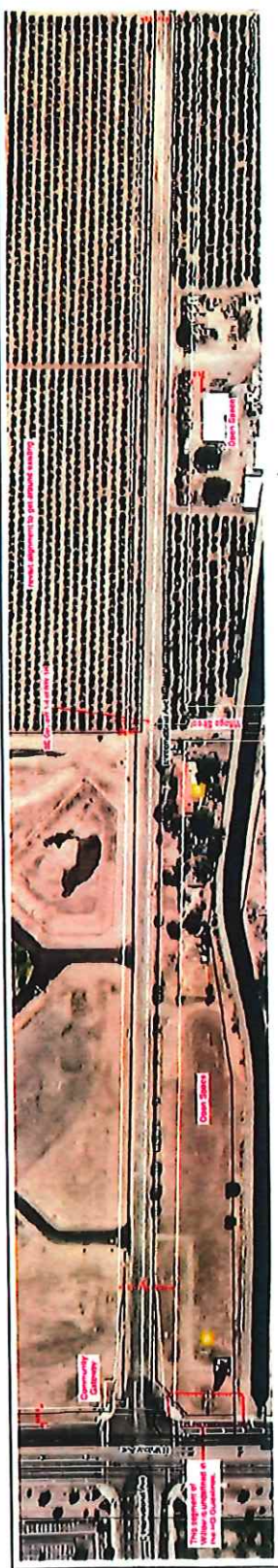



International Avenue
Willow to
Minneapolis

1" = 100'




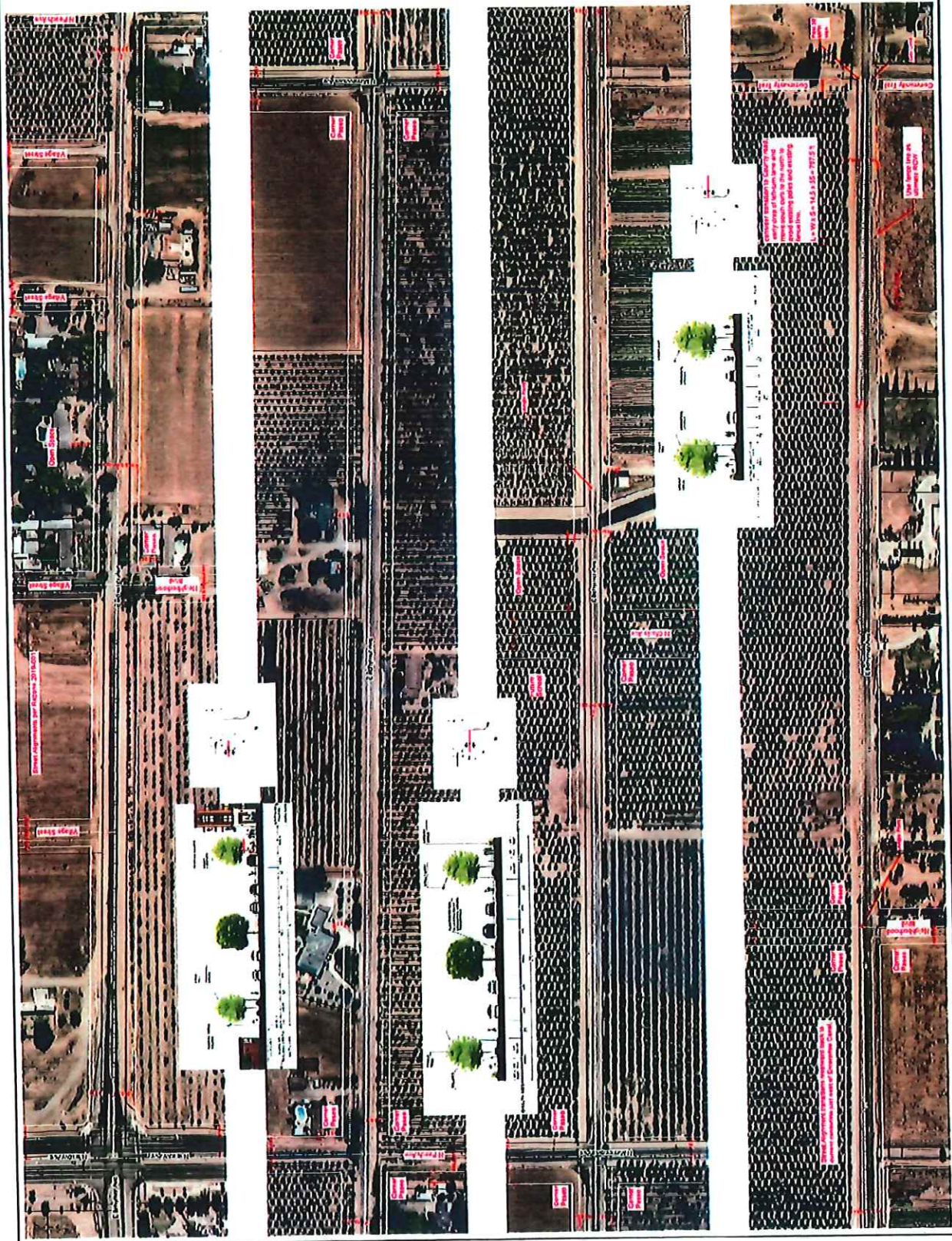
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 Behymer Avenue
Willow to Sunnyside

1" = 100'

 8/3/2020

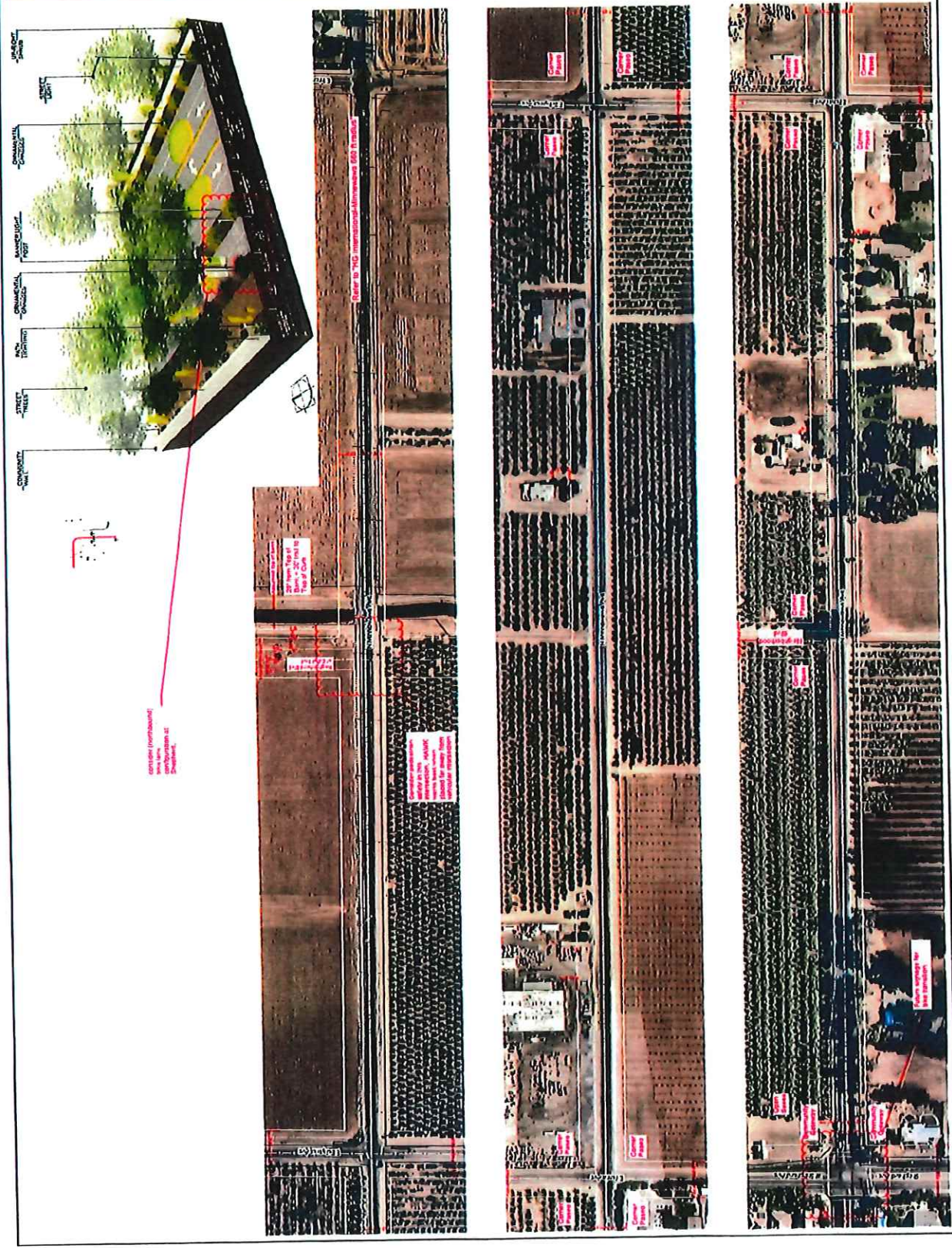



 Minnewawa Avenue
 International to
 Shepherd

1" = 100'



8/13/2020



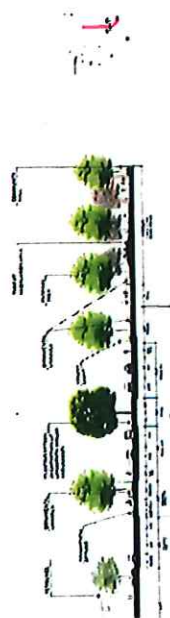
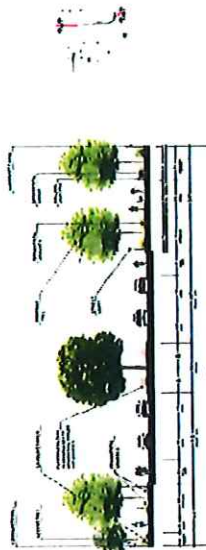


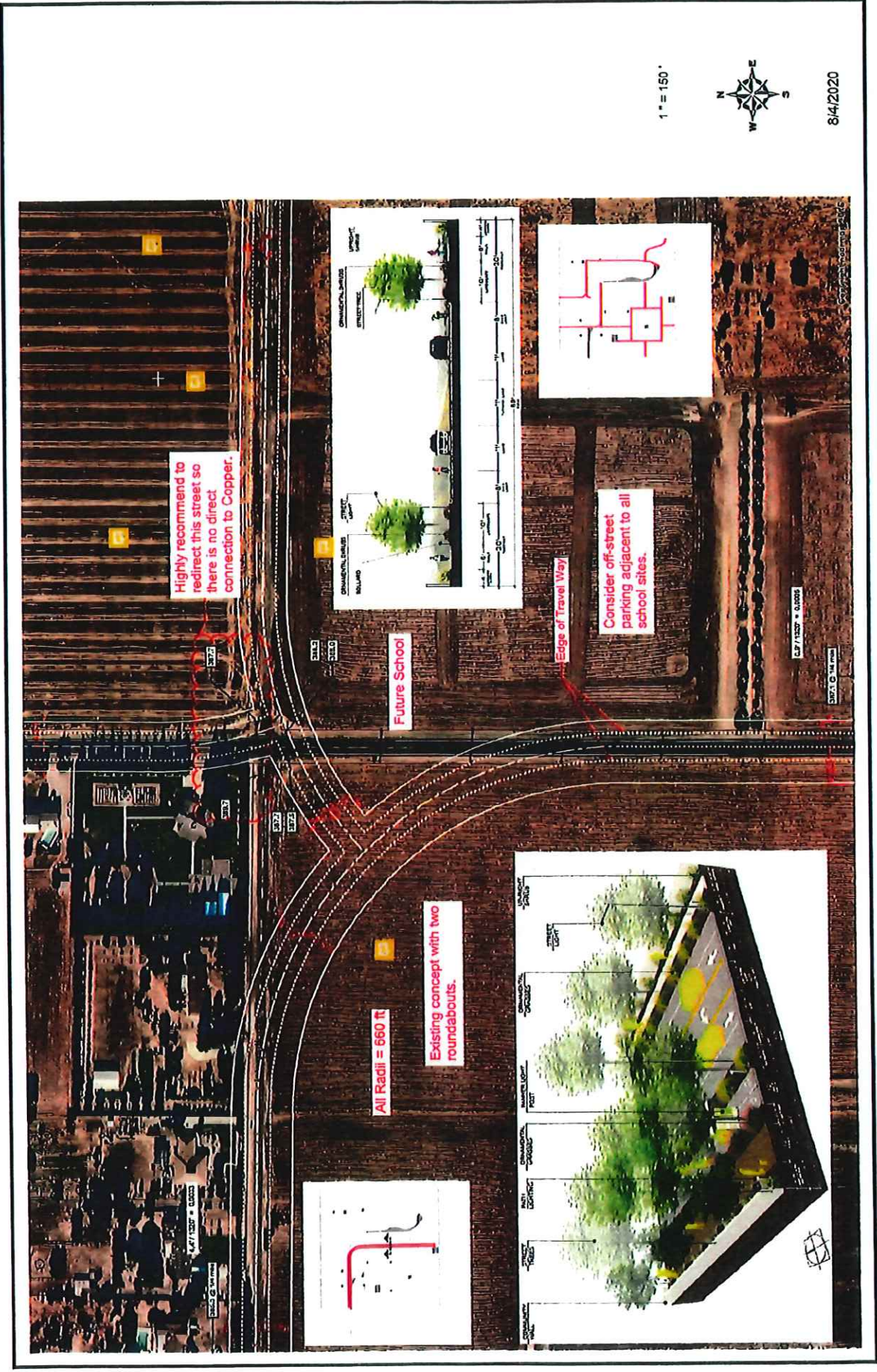
Clovis Avenue
Copper to
Behymer

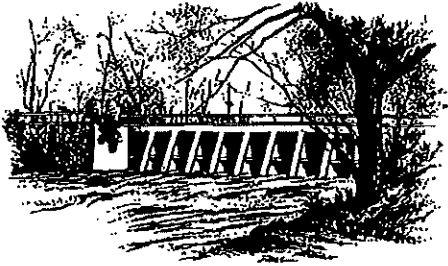
1" = 100'



8/3/2020







YOUR MOST VALUABLE RESOURCE - WATER

OFFICE OF
FRESNO
 IRRIGATION DISTRICT

TELEPHONE (559) 233-7161
 FAX (559) 233-8227
 2907 S. MAPLE AVENUE
 FRESNO, CALIFORNIA 93725-2218

November 30, 2010

Mr. David E. Fey, AICP
 City of Clovis
 Planning and Development Services Dept.
 1033 Fifth Street
 Clovis, CA 9361

RE: City of Clovis Northwest Urban Village – Draft Alternatives

Dear Mr. Fey:

The Fresno Irrigation District (FID) has received and reviewed the three preliminary conceptual plans that reflect different approaches to developing the Northwest Urban Village (Village) in the City of Clovis. The area covers 2,540 acres (approximately 4 square miles) – bounded by Herndon, Copper, Willow and Sunnyside Avenues - and includes approximately 785 acres outside of the City's current sphere of influence. We appreciate the opportunity to review and comment on the subject alternatives and conceptual plans. The Village is a significant development and requires thorough and careful consideration of all of the potential impacts.

As shown on the attached map, roughly half of the Village is located within FID's boundary line. Several FID facilities that traverse the Village carry irrigation water for FID users, recharge water for the City of Clovis, and flood waters during the winter months. The Enterprise Canal traverses through the Village and delivers water to the City of Fresno's Surface Water Treatment Plant (SWTP), located approximately ½ mile downstream of the Village. In addition to FID's facilities, private facilities also traverse portions of the proposed development site.

FID is part of the Technical Advisory Committee that last met on October 19, 2010 to discuss the three alternatives. The City stated it will take 20-30 years for the Village to reach full buildout, but there will be some near-term demand near the southwest and southeast corners. The City also believes a similar demand will occur to the northwest

BOARD OF DIRECTORS President JEFFREY G. BOSWELL, Vice-President JEFF NEELY
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Re: Clovis Northwest Urban Village – Draft Alternatives
November 30, 2010
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corner due to the close proximity to the Willow International Community College, Clovis North High School, and the Clovis Hills Church. The three alternatives consist of:

Alternative 1 – Business as Usual
Alternative 2 – Master Planned Community
Alternative 3 – Uptown Old Town

General Comments for Alternatives 1, 2 and 3: Listed below are FID's general comments for all three alternatives.

1. FID assumes that Clovis will continue to process projects in a manner similar to its current practice which allows FID to review and comment on projects and *place conditions on them to mitigate impacts to our canal system and water supply*. Potential conditions include, but are not to be limited to: Developers responsible for funding (100% usually) canal improvements (piping and/or lining), providing the necessary area to maintain its infrastructure through deeding land in fee-title or easements, requiring the necessary agreements for utility crossings, approving plans that cross or are adjacent to the canals, Developers paying plan review fees, FID having oversight of the plans, etc.
2. Trails along FID Open Canals – the plan discusses trails along the Enterprise Canal. As with other developments with trails proposed along the canals, FID will require the following:
 - A. FID will not allow the trail easement to be in common use with FID-owned property or easements.
 - B. FID requires all trail improvements be placed outside of FID-owned properties and easements.
 - C. FID will not allow any portion of a tree canopy to encroach within its properties or easements.
 - D. FID's canals will not accept any drainage from the trail or the canal bank.
 - E. FID may require improvements be made to the canal depending on the existing canal condition, the proposed trail, and the adjacent development.
 - F. FID requires the canal right-of-way to be graded to provide a smooth uniform drive surface and cleared of all encroachments including, but not limited to, trees, bushes, brush, pipes, stand pipes, wells, miscellaneous debris, etc.

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3. Future Developments Planned Adjacent to Enterprise Canal - Typically, for any type of development that impacts a large open canal or is adjacent to one, FID requires the developer to improve the canal with either concrete lining, encasing the canal in a box culvert, or other approved means to protect the canal's integrity for an urban setting. There is a portion of the canal roughly between Shepherd and Behymer Avenues where the canal has raised banks and in some cases, the majority of the canal is above the surrounding ground elevation. The requirements listed below are in addition to FID's typical requirements and are meant to address the potential issues where the canal has raised banks.

A. Canal Improvements - Due to the huge increase in exposure to liability as a result of residential/commercial/industrial developments adjacent to the canal, FID will most likely require a combination of the following two things: 1) canal lining or piping; and 2) wider than normal maintenance roads on either side of the canal (i.e. 30-feet instead of 20-feet) or requiring building pads to be raised 1-foot above the canals highwater line. Listed below are some additional comments.

- i. Lining – Although many sections of the canal are already concrete lined, most of the lining is very thin (less than 1-inch thick at some locations) and in poor condition. Steep side slopes (1:1) add to the issue as well. FID will require the Developer to replace the existing lining with 6-inch thick concrete lining at a minimum side-slope of (1.5H:1V).
- ii. Piping – FID does not typically require or allow its larger canals (such as the Enterprise), to be placed underground in large culverts (typically multiple bay), but Staff does review and evaluate this requirement on a project by project basis. There are typically three reasons why FID prefers to leave the larger canals open which include: 1) Higher expense to maintain and/or to replace the large culvert versus the pipelines which are typically installed on smaller canals ranging between 15-inch to 72-inch inside diameter; 2) Difficulty removing sediment that accumulates inside culverts; and 3) Difficulty observing water levels during operations.

B. Trail – The City has masterplanned a trail to be adjacent to the Enterprise canal. Although it's unclear what side it will be located on FID does not have a preference at this time to which side the trail is constructed on. It is FID's understanding that the trail right-of-way will be approximately 35-foot wide. FID and City staff have discussed this over the past few years, and it appears that both agencies would prefer to construct the trail in

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such a manner where the walking surface would be several feet below the canal maintenance road.

- C. Hewitt Creek Crossing – This creek is maintained by the Fresno Metropolitan Flood Control District (FMFCD) and there has been some preliminary discussion of the existing flume structure where the Creek crosses the Enterprise canal. The flume structure is approximately 90 years old and was identified as one of the structures to be upgraded as part of the improvements needed for the SWTPs. Access to FID's maintenance roads take up a large area at this location as four access ramps are needed. The agencies may consider replacing the flume with a culvert to be placed underneath the canal, which would eliminate the need for access ramps, reduce area needed for canal property/rights-of-way acquisition needed, reduce area needed for trail property (assuming trail will be adjacent to canal), upgrade an old structure, etc.
- D. Construction Window – FID's average irrigation season lasts 6-months and the construction window will vary depending on flood routings. However, the Enterprise Canal delivers water to the Cities SWTPs 11 months with a 1-month maintenance period during the month of November. Depending on the water season, storm season, and construction schedule, a bypass may be needed.
- E. Block Wall – Although FID does not typically require their canals to be fenced, FID and the City may want to require a masonry block wall at the edge of FID's property/easement. A block wall may provide Developers with additional land (reduced canal easement/property), privacy (if block wall is constructed tall enough to prevent FID Operation crews from looking down into adjacent homes and businesses), and additional barrier if canal breaches, especially along the raised canal section between Shepherd and Behymer Avenues.
- F. Freeboard – FID typically requires between 1.0 to 1.5 feet of freeboard. If the Canal is used to route storm waters, and is one of the larger canals (such as the Enterprise), FID will require a minimum of 1.5 feet of freeboard and a maximum of 2.0 feet. The Developer will be required to either import or export material to match that criteria per FID's standards.
- G. Maintenance – FID will typically dredge their canals and deposit the spoils on top of the banks to dry out. Once the spoils have dried, FID will spread them out along the canal bank as time permits. Some canals also have large volumes of trash, debris, shopping carts that are deposited into the Canal. FID's crews will typically remove the trash, etc., and deposit it on

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top of the canal bank and another crew will come by to remove the trash. The hauling off of this material may occur several weeks after the trash has been placed on the side of the canal, and the trash may be considered a nuisance (sight and smell). If the Developer and/or City require a different level of maintenance effort, they will need to enter into an agreement with FID for that purpose. The City will be responsible to fund the "higher level" of maintenance.

- H. Drive banks/maintenance roads - Both banks must be sloped a minimum of 2% away from the canal with provisions made for rainfall. Drainage will not be accepted into the canal and must be routed away from FID property/drive banks. Runoff must be conveyed to nearby public streets or drainage system by drainage swales or other FID acceptable alternatives.
4. Masterplanning Streets, Landscape Easements (LE) and Public Utility Easements (PUE) – There are several FID pipelines that will need to be replaced and placed in new easements which range in width between 15-40 feet.
- A. Overlapping Easements - Although FID prefers exclusive easements, FID has allowed the Cities to overlap portions of the easement with a LE and will continue this process so long as the City continues to enter into FID's Common Use of Easements agreement.
- B. Trees – Although FID has allowed the Cities to overlap its easements with a LE, there seems to be a constant struggle with the placement of trees near FID's pipelines and canals. FID will not allow any type of tree to be planted within 8-feet of the outside edge of the pipeline nor will FID allow any portion of a tree canopy to encroach within its properties or easements (open canals). Furthermore, if a tree is planted outside of FID's easement, the City shall not plant trees with aggressive root systems that will migrate over to the pipeline over time. Both agencies dealt with this issue along Peach Avenue, south of Nees Avenue in 2009. The City should consider these issues when masterplanning the streets, utilities and landscaping where FID canals and pipelines exist.
- C. Canal Access - FID requires a 50-foot wide drive approach narrowing to 20 feet wide drive banks (See attached "Drive Approach in Urban Areas" Detail No. 62). The 50-foot width is defined as starting from the end portion of the bridge/railing outward (away from the bridge). The City has not recently supported this particular FID requirement, therefore a drive approach acceptable to all parties will need to be worked out if FID's standard is not supported by the City. Every road and canal intersection is

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different and therefore each access will be different. The major factors affecting the proposed width will be the angle of the road intersecting the canal, grade of canal bank vs. City road, median vs. no median, etc.

- D. Culvert upgrades – The City is responsible to maintain the canal culverts under the City's road rights-of-way. Many of the existing culverts are over 40-years old, and do not meet today's standards (joint/rubber gasket design, soil cover, steel reinforcement, etc.). Most of the road culverts on some of the smaller FID canal systems are often overlooked during development and do not get upgraded as the surrounding area develops.
5. Water Supply and Groundwater - Approximately 50% of the Village lies upgradient from FID's Service Area and outside FID's boundary line and therefore is not entitled to water from the Kings River. In addition:
- A. The area was historically agricultural land and FID is concerned that the proposed developments may negatively impact local groundwater levels, supply and quality in the localized area, including those areas adjacent to or neighboring the proposed development areas, as well as under FID and the Kings Sub Basin. There is a significant cone of depression beneath the Cities of Fresno and Clovis and development in this area will add to the problem unless the City of Clovis acquires a new water supply to help offset the future demand. If an additional water supply is not obtained, the exportation of groundwater will be a significant impact and a balanced water supply will not occur. The potential impacts must then be thoroughly evaluated and mitigated.
- B. A significant portion of the water supply in this area was imported surface water, supplemented by groundwater pumping. Under current circumstances the project area is experiencing a modest but continuing groundwater overdraft. Should the proposed development result in a conversion from imported surface water to groundwater, this deficit will increase. FID recommends the City require the proposed developments to balance anticipated groundwater use with sufficient recharge of imported surface water in order to preclude increasing the area's existing groundwater overdraft problem.
- C. At this time it is unclear if the source of water for that portion of the Village that lies outside of FID's boundary line is solely groundwater or a mixture of treated surface water from FID's Enterprise Canal. If treated surface water will be used, the City must acquire additional water from a water purveyor, such as FID, for that purpose so as to not reduce water supplies to, or create water supply deficits in, other areas of the City. Water supply

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issues must be resolved before any further “hardening” of the water supply demand is allowed to take place.

- D. The proposed land use (or change in land use) should be such that the need for water is minimized and/or reduced so that groundwater impacts to the proposed project area and any surrounding areas are eliminated. The “demand” side of water consumed needs to be evaluated or scrutinized as much as the “supply” side of the water supply.
- E. It should be noted that without the use of surface water, continued dependence on solely a groundwater supply will do nothing to reverse or correct the existing overdraft of the groundwater supply beneath the Cities of Clovis and Fresno and FID’s service area. As this project will “harden” or make firmer the need for water, the long-term correction of the groundwater overdraft should be considered as a requirement of the project.
- F. As the project site currently does receive surface water supplies, FID will need to evaluate whether the surface water is best provided through the service area system which this development is located within. Once a feasible surface water source location is determined, the project will be able to utilize water during the normal irrigation season to the agricultural users. The City will be required to enter into a Water Purchase Agreement and it will be based on actual water usage measured volumetrically. It should also be noted that absent this agreement, impacts to water supply and quality should be considered significant (but avoidable).

Specific Comments for Alternatives 1, 2 and 3: At this time, FID does not have a preference to the three alternatives presented. However, Alternative 3 does present many potential issues to FID. The City will need to resolve these issues with FID before FID fully supports this alternative. Those issues are listed below.

Specific Comments for Alternatives 3: This alternative highlights realigning approximately 2/3 mile of the Enterprise Canal immediately east of Willow Avenue, approximately 400 feet south of its current alignment to “expand development capacity and create major parkway feature (the Mall)”. FID has several concerns but we may be agreeable so long as all of our concerns are met. FID envisions an agreement with the City of Clovis (and possibly the Developers) which will address the following:

1. Liability – the City would be responsible for all liability associated with the canal within the area of the mall. This would include liability associated with operations, maintenance, people utilizing the canal property/rights-of-way to shop

Mr. David E. Fey, AICP
Re: Clovis Northwest Urban Village – Draft Alternatives
November 30, 2010
Page 8 of 9

and eat, etc. During recent discussions, the City envisions businesses backing up against the canal allowing people to walk up against the canal, eat outside next to the canal, etc.

2. Fencing - The project will invite people to the canal and the City will need to consider what kind of fencing or barrier should be installed to prohibit people from falling into the canal, throwing trash in the canal, etc. FID assumes that the fencing or barrier would be constructed in such a way that would prohibit children from easily accessing the canal. FID also assumes that there would not be any access given to the general public to walk down to the water and play in the canal. The City will also need to consider signage and water awareness education.
3. Operations – Although the canal currently has water in it for approximately 11 months of the year, this may change once the City of Fresno constructs their raw water pipeline from the Friant-Kern Canal to their SWTP. The City of Clovis should anticipate the possibility of the canal only having water in it for the normal irrigation season which is 6-months, but can be as short as 3-months. Located downstream of the Mall, FID currently delivers surface water to Ag users, City recharge basins and the City of Fresno's SWTP. Because of the unique concerns with delivering water to a SWTP, FID may require the City of Fresno's consent with the project.
4. Maintenance – FID assumes the City will require a different level of maintenance effort and therefore will most likely be responsible to fund the "higher level" of maintenance. FID will most likely require several things to decrease maintenance including:
 - A. Trash Removal – An automated trash cleaning device shall be required on the east side of Willow Avenue where the canal enters a 96-inch diameter pipeline. The City will be responsible to purchase, install, and maintain the trash cleaning device. The City will also be responsible for trash removal.
 - B. Aquatic Herbicide – FID currently treats the canal several times throughout the year with several types of aquaticide to treat the aquatic weeds and algae. Herbicides may also be used in and around the canal to address weeds. If the City requests additional treatments to limit the unsightly growth and smell, the additional costs shall be borne by the City. The City will need to consider several factors when designing the canal section within the Mall. If the canal is widened, there will be slower velocities which will trigger increased aquatic weeds and algae.

- C. Realignment/Reconfiguration – FID requires that open canals that are realigned be concrete lined. FID will most likely require that the canal be constructed with a structural concrete which will limit the on-going maintenance that normal canal lining may require.
- D. Structures, Lining & Fencing – FID will most likely require the City to either be responsible or reimburse FID for the upkeep of all structures related to the canal within the Mall including water control structures, lining, fencing, paved/concrete walking paths, etc.

Thank you for making available to us the preliminary project development agreement for our review and allowing us the opportunity to provide comment. We appreciate the City's consideration and incorporation of our requirements and concerns. As previously noted, the proposed project is very unique, but complex, and will have the potential to significantly impact FID's Enterprise Canal unless adequate conditions and measures are required.

Please feel free to contact me with any questions or concerns at 233-7161 extension 318 or bstretch@fresnoirrigation.com.

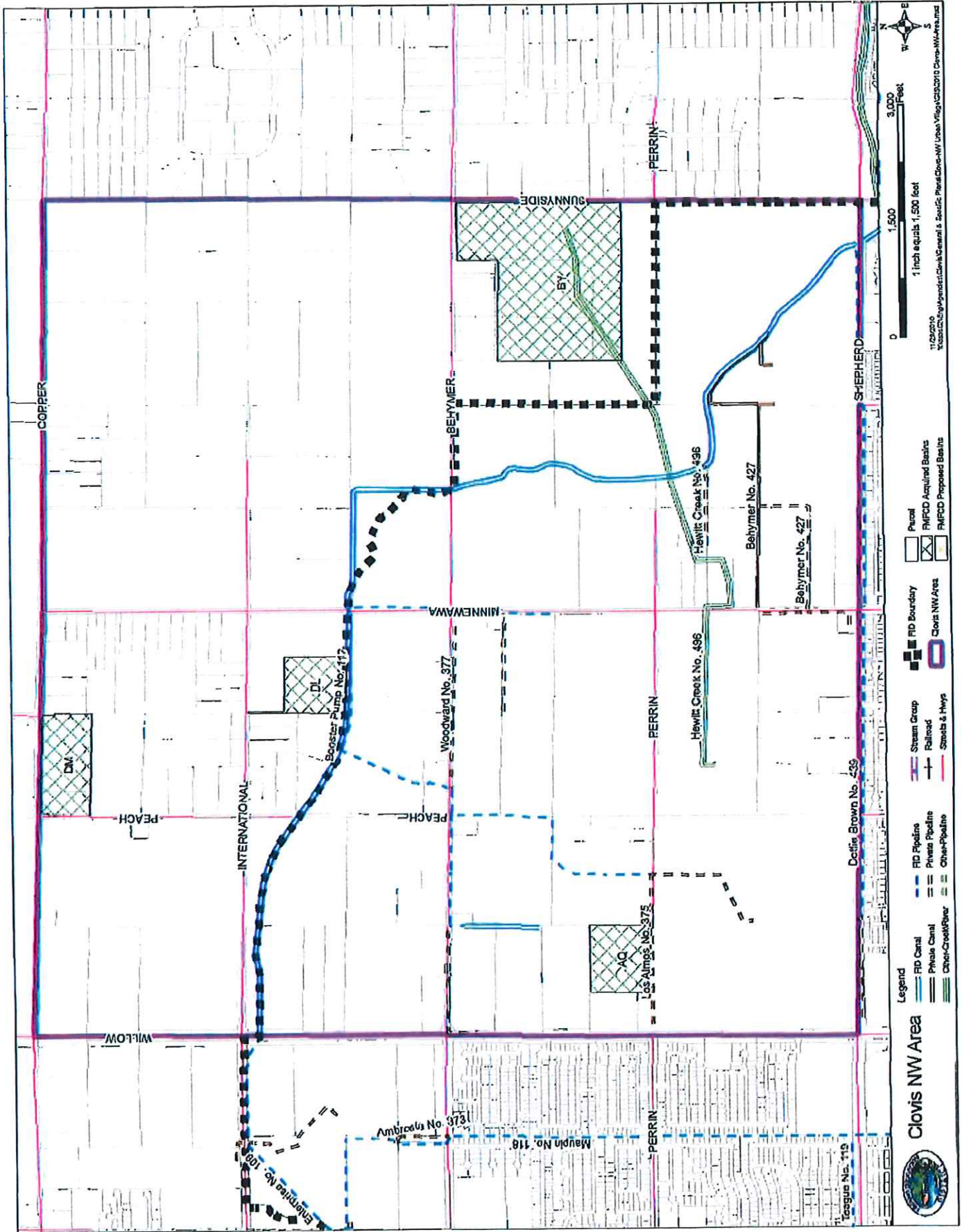
Sincerely,



William R. Stretch, P.E.
Chief Engineer

Attachments – 1) Location Map
2) Drive Approach in Urban Areas – Detail No. 62

cc: Gary Serrato - FID
Laurence Kimura - FID



NOTES:

(1) DIMENSIONS AND NOTES ARE FOR LAYOUT PURPOSES ONLY. A SCALED DRAWING SHALL BE PREPARED AND SUBMITTED WITH ALL PLAN SETS PRIOR TO CONSTRUCTION.

(2) IF CULVERT/BRIDGE STRUCTURE CAN COLLECT TRASH ON ITS PIERS, DEVELOPER MUST PROVIDE A SAFE ACCESS TO TRASH PIER RIDER. GALVANIZED STEEL OR CONCRETE CATWALK WITH CHAIN-LINK BARRIER MAY NEED TO BE INCORPORATED INTO CULVERT DESIGN (ON THE UPSTREAM SIDE OF THE BRIDGE/CULVERT STRUCTURE).

(3) DRAINAGE WILL NOT BE ACCEPTED IN THE CANAL AND SHALL BE ROUTED AWAY FROM FID PROPERTY/DRIVE BANKS. SLOPE DRIVE BANKS MINIMUM OF 2% AWAY FROM THE CANAL WITH PROVISIONS MADE FOR RAINFALL. RUNOFF TO BE CONVEYED TO NEARBY PUBLIC STREETS OR DRAINAGE SYSTEM BY DRAINAGE SWALES OR OTHER FID ACCEPTABLE ALTERNATIVES.

(4) WITHIN FID EASEMENT/RIGHT-OF-WAY AREA, ALL EXISTING TREES, BUSHES, DEBRIS, OLD CANAL STRUCTURES, PUMPS, CANAL GATES, AND OTHER NON OR IN-ACTIVE FID AND PRIVATE STRUCTURES MUST BE REMOVED.

(5) RAISED BANKS-1.0 TO 1.5 FEET OF FREEBOARD IS REQUIRED.

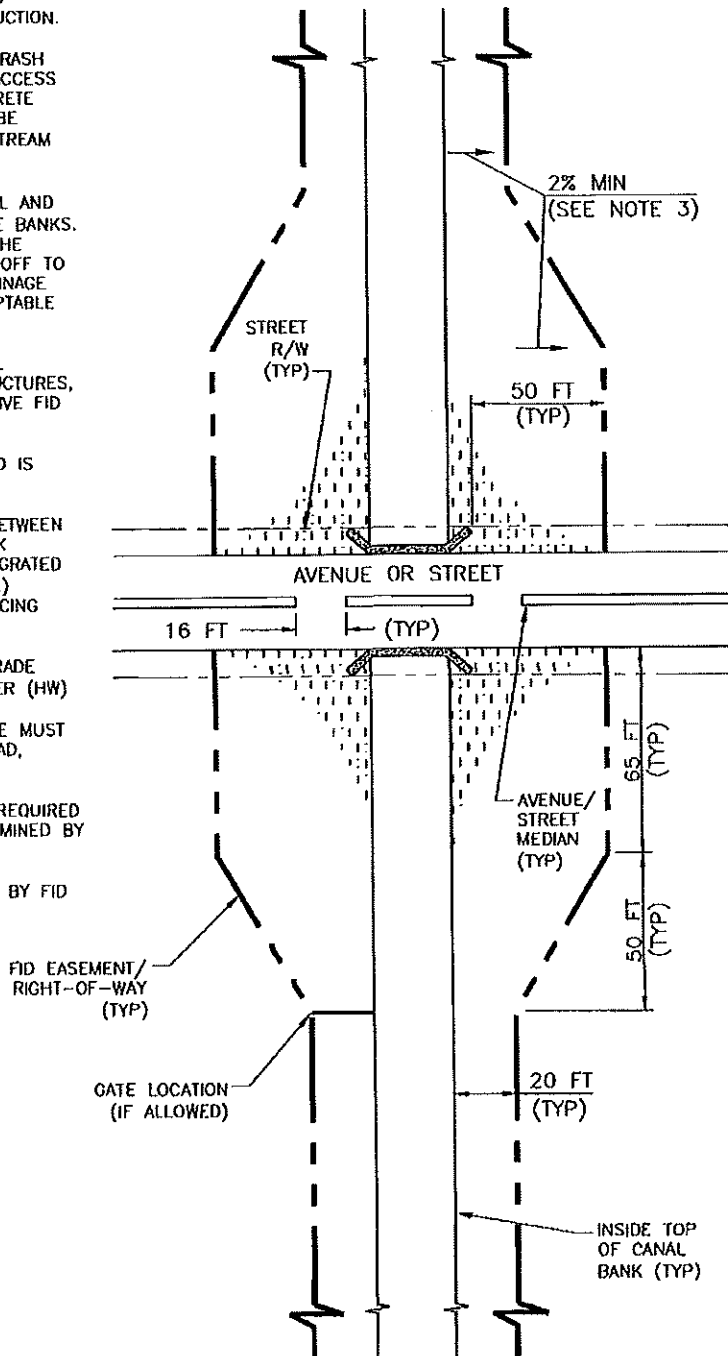
(6) BLOCK/MASONRY WALL SHALL BE REQUIRED BETWEEN THE OPEN CANALS AND DEVELOPMENT. CHAIN-LINK FENCING IS AN ACCEPTABLE ALTERNATIVE WITH INTEGRATED VISUAL BARRIERS (SLATS, SCREENS, SHEETING, ETC.) APPROVED ON A CASE-BY-CASE BASIS. WOOD FENCING WILL NO LONGER BE ACCEPTED.

(7) LINE CANAL BANKS OR RAISE SURROUNDING GRADE ELEVATIONS TWELVE (12) INCHES ABOVE HIGH-WATER (HW)

(8) IF AN ACCESS GATE IS PERMITTED BY FID, GATE MUST BE PLACED A MINIMUM OF 115 FT AWAY FROM ROAD, WHERE DRIVEBANK NARROWS TO 20 FT.

(9) THREE (3) INCH THICK GRAVEL BASE MAY BE REQUIRED AT THE ENTRANCE TO EACH DRIVE BANK AS DETERMINED BY FID ENGINEER.

(10) DRIVEWAY APPROACH WIDTH TO BE APPROVED BY FID ENGINEER.



DRIVE APPROACH IN URBAN AREAS

NOT TO SCALE

Jeremy Landrith

From: George Gonzalez <georgeg@ci.clovis.ca.us>
Sent: Wednesday, February 9, 2022 3:43 PM
Subject: Notice of Preparation of a Draft Environmental Impact Report for the Heritage Grove Specific Plan
Attachments: Heritage_Grove_SP_EIR_NOP.pdf
Importance: High
Follow Up Flag: Follow up
Flag Status: Flagged

Greetings,

The City of Clovis (City) is the lead agency responsible for preparation of an Environmental Impact Report (EIR) for the Heritage Grove Specific Plan (proposed project or proposed Specific Plan). Pursuant to provisions of the California Environmental Quality Act (CEQA), the City has prepared the attached Notice of Preparation (NOP) for the proposed project. The purpose of this NOP is to provide agencies, interested parties, and organizations with sufficient information describing the proposed project and its potential environmental effects to enable meaningful input related to the scope and content of information to be included in the EIR.

The Heritage Development Company (Project Applicant) has requested to urbanize approximately 881 acres currently outside the City limits, but within the City's sphere of influence (SOI). The area proposed for development (referred to as the Specific Plan Area), is located within the Northwest Urban Center area identified in the City's General Plan, now referred to as Heritage Grove. The general boundaries of the proposed Specific Plan Area are N. Willow Avenue to the west, W. Shepherd Avenue to the south, N. Sunnyside Avenue to the east, and (north of) E. Behymer Avenue to the north.

A public scoping meeting as been scheduled to inform interested parties about the proposed Specific Plan and provide the opportunity for comments on the scope and content of the EIR. The meeting time and location is as follows:

City of Clovis Council Chamber
 1033 Fifth Street
 Clovis, CA 93612
 Date: Wednesday, February 23, 2022
 Time: 6:00pm to 7:30pm

Should you have any questions or require additional information, please contact me directly at 559-324-2383 or georgeg@cityofclovis.com. Thank you.

Sincerely,



George González, MPA | Senior Planner
 City of Clovis | Planning Division
 1033 Fifth Street, Clovis, CA 93612
 p. 559.324.2383 | f. 559.324.2844
georgeg@cityofclovis.com

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**NOTICE OF PREPARATION
OF A DRAFT ENVIRONMENTAL IMPACT REPORT
FOR THE HERITAGE GROVE SPECIFIC PLAN**

Date: February 9, 2022

To: Office of Planning and Research, Responsible and Trustee Agencies, Other Public Agencies and Other Interested Parties

Subject: Notice of Preparation of Draft Environmental Impact Report for the Heritage Grove Specific Plan

Lead Agency: City of Clovis

Project Title: Heritage Grove Specific Plan

Project Applicant: Heritage Development Company

Contact: George Gonzalez, MPA, Senior Planner
Planning Division
1033 Fifth Street
Clovis, CA 93612
(559) 324-2383
georgeg@cityofclovis.com

Comment Period: February 9, 2022 to March 10, 2022

PURPOSE OF NOTICE

The City of Clovis (City) is the lead agency responsible for preparation of an Environmental Impact Report (EIR) for the Heritage Grove Specific Plan (proposed project or proposed Specific Plan). Pursuant to provisions of the California Environmental Quality Act (CEQA), the City has prepared this Notice of Preparation (NOP) for the proposed project. Once a decision is made to prepare an EIR, the lead agency must prepare a NOP to inform all responsible and trustee agencies that an EIR will be prepared (CEQA Guidelines Section 15082). The purpose of this NOP is to provide agencies, interested parties, and organizations with sufficient information describing the proposed project and its potential environmental effects to enable meaningful input related to the scope and content of information to be included in the EIR.

PUBLIC REVIEW PERIOD

As required by Section 15082 of the CEQA Guidelines, this NOP has been prepared and distributed to solicit comments from interested parties and potential responsible and trustee agencies and other public agencies so that project-related concerns relevant to each agency's statutory responsibilities in connection with the proposed Specific Plan can be addressed in the EIR, as well as any related issues from interested parties other than potential responsible and trustee agencies, including other agencies and affected members of the public. The EIR will be the environmental document of reference for Responsible and Trustee Agencies when considering subsequent discretionary approvals.

This NOP is being circulated for public review and comment for a period of 30 days beginning February 9, 2022. The City requests that any potential responsible or trustee agencies responding to this NOP reply in a manner consistent with Section 15082(b) of the CEQA Guidelines, which requires submittal of any comments in response to this notice no later than 30 days after receipt of the NOP. Comments in response to this NOP will be accepted through 5:00 p.m., March 10, 2022.

Please send your written comments to Mr. Gonzalez and include your name, address, phone number, and/or email address so that we may contact you for clarification, if necessary.

Copies of the Notice of Preparation may be reviewed at the following locations:

- Clovis Regional Library, 1155 5th Street, Clovis, during library hours;
- City of Clovis, Planning and Development Department, 1033 Fifth Street, Clovis, between 8:00 a.m. and 4:00 p.m.; or
- Online at: <https://cityofclovis.com/planning-and-development/planning/ceqa/>

PROJECT DESCRIPTION

Heritage Development Company (Project Applicant) has requested to urbanize approximately 881 acres currently outside the City limits, but within the City's sphere of influence (SOI). The area proposed for development (referred to as the Specific Plan Area), as shown in Figure 1, is located within the Northwest Urban Center area identified in the City's General Plan, now referred to as Heritage Grove.

The proposed Specific Plan would be developed in three phases.

- **Phase 1.** Phase 1 would include the construction of residential, retail, commercial, park, and public facility uses within the Specific Plan Area between Shepherd Avenue and E. Perrin Avenue. At complete buildout, Phase 1 would include the development of a maximum of 5,100 single- and multi-family residential units, 568,981 square-feet of retail uses, and 487,501 square-feet of commercial uses built over approximately 399 acres.
- **Phase 2.** Phase 2 would include the construction of residential, retail, commercial, and park uses within the Specific Plan Area between E. Perrin Avenue and E. Behymer Avenue. At complete buildout, Phase 2 would include the development of a maximum of 2,194 single- and multi-family residential units, 74,931 square-feet of retail uses and 304,441 square-feet of commercial uses built over approximately 310 acres.

- **Phase 3.** Phase 3 would include the construction of residential, public facility and park uses within the Specific Plan Area north of E. Behymer Avenue. At complete buildout, Phase 3 would include the development of a maximum of 1,241 single- and multi-family residential units built over approximately 172 acres.

In addition, development of the proposed Specific Plan would include infrastructure improvements including roadways and utilities, to the extent that they are known. Additional details for all proposed Specific Plan components, including the location of land uses within the Specific Plan Area would be developed and refined as part of the preparation of the Specific Plan, during review of the Specific Plan application, and during the evaluation process that will occur simultaneously with the preparation of the EIR.

The proposed project would include the following actions and approvals to support the future construction of a mixed-use urban development in the Specific Plan Area:

- Specific Plan
- General Plan Amendment
- Annexation
- Rezoning
- Tentative Tract Map
- Planned Development Permit
- Site Plan Review
- Residential Site Plan Review

ALTERNATIVES TO BE ANALYZED IN THE EIR

In accordance with Section 15126.6 of the CEQA Guidelines, the EIR will assess a range of reasonable alternatives to the proposed project. The range of alternatives to be addressed will include alternatives that are specifically required by CEQA (e.g., the No Project Alternative), as well as other alternatives intended to reduce or eliminate potentially significant impacts, as identified through the coordinated consultation and planning process.

POTENTIAL ENVIRONMENTAL EFFECTS

An Initial Study is typically prepared during the environmental scoping process to determine whether a project warrants the preparation of an EIR. Pursuant to CEQA Guidelines Section 15060(d), the lead agency can determine that an EIR will be clearly required for a project and may skip further initial review and begin work directly on the EIR. The City has determined that there is substantial evidence that the proposed project could result in significant environmental impacts and/or have a significant impact on the quality of the human environment, thereby necessitating the preparation of an EIR.

The EIR will evaluate the potential environmental impacts of the proposed Specific Plan, after having first established the environmental setting, or baseline, for the environmental analysis. The proposed Specific Plan will be analyzed in the EIR relative to both short-term construction and long-term operations in the environmental topics listed below. In each instance, the significance of potential impacts, cumulative impacts, and appropriate mitigation measures associated with the proposed project would be thoroughly discussed in the EIR.

The EIR will be comprehensive and will evaluate each of the environmental issue topics required by CEQA. The individual environmental topics include:

- Aesthetics
- Agriculture and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities and Service Systems
- Wildfire

There are contaminated sites within the Specific Plan Area that are identified as cleanup sites consistent with Government Code Section 65962.5.

PUBLIC SCOPING MEETING

The City will hold a public scoping meeting to inform interested parties about the proposed Specific Plan, and to provide agencies and the public with an opportunity to provide comments on the scope and content of the EIR. The meeting time and location is as follows:

City of Clovis Council Chamber
 1033 Fifth Street
 Clovis, CA 93612
 Date: Wednesday, February 23, 2022
 Time: 6:00 p.m. to 7:30 p.m.

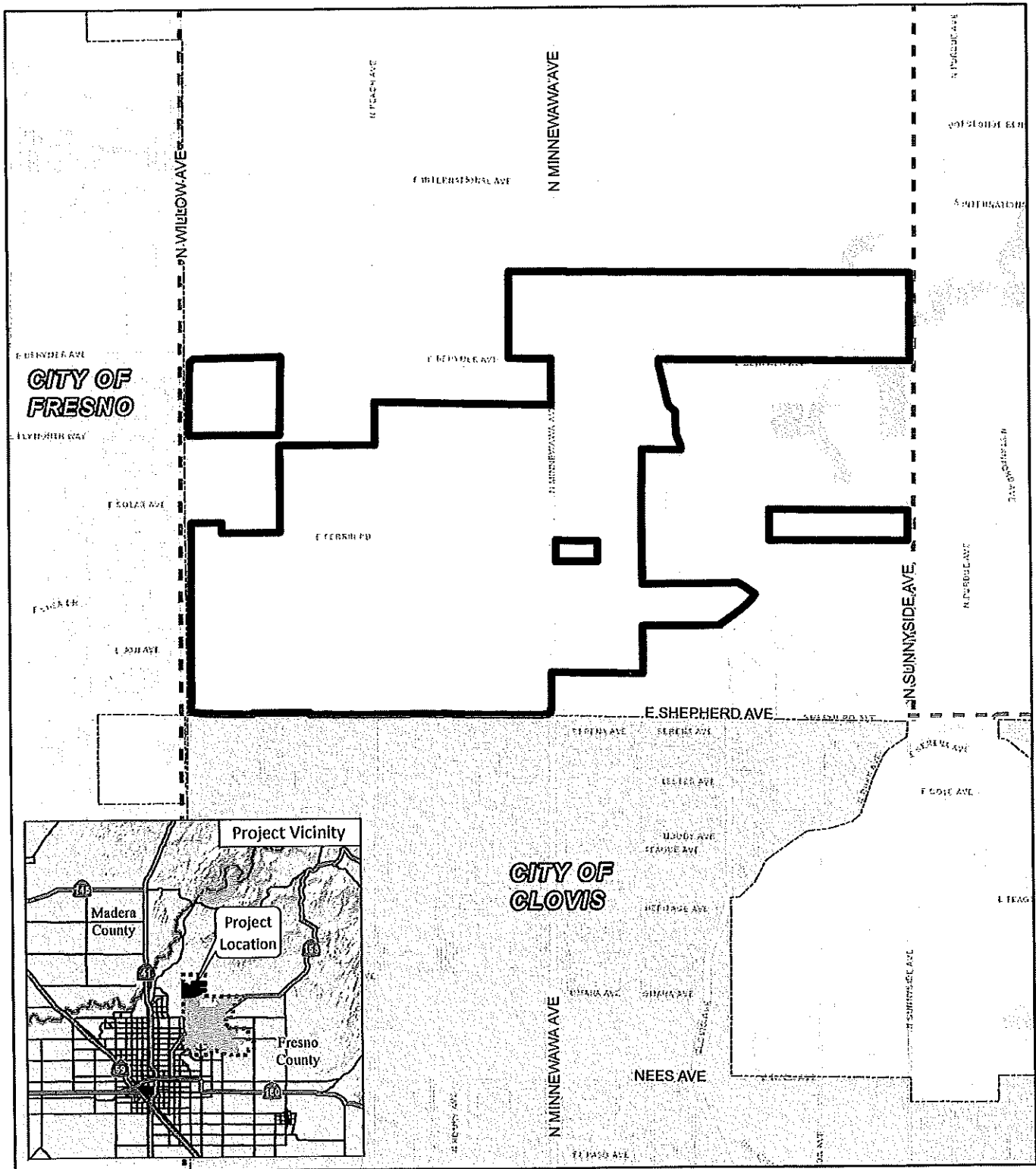
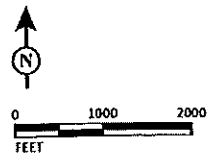


FIGURE 1

LSA

- LEGEND
- Project Site
 - Clovis Sphere of influence
 - City Boundary



SOURCE: Esri Streetmap (2021)
 I:\CIT2103\GIS\MXD\Local_Regional_Map.mxd (1/20/2022)

Heritage Grove Specific Plan EIR NOP
 Project Location and Regional Vicinity Map



Fresno Metropolitan Flood Control District
Capturing Stormwater since 1956

File 210.434
310. "AQ", "BC"

April 17, 2023

Mr. Dave Merchen, City Planner
City of Clovis
Planning and Development Services Dept.
1033 Fifth Street
Clovis, CA 93612

Dear Mr. Merchen,

Prezone Application No. R2023-003
Willow Avenue Corridor - Approximately 500 Acres
Bounded by Shepherd Avenue, Willow Avenue,
the Enterprise Canal, and the Peach Avenue Alignment
Drainage Areas "AQ" and "BC"

The proposed prezone lies within the District's Drainage Areas "AQ" and "BC". Based on information submitted at this time, the District's system can accommodate the proposed prezone.

Please contact us if you need further information at (559) 456-3292.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Robert Villalobos', is written over a light blue horizontal line.

Robert Villalobos
Engineering Technician III

RV/lrl



State of California – Natural Resources Agency
 DEPARTMENT OF FISH AND WILDLIFE
 Central Region
 1234 East Shaw Avenue
 Fresno, California 93710
 (559) 243-4005
www.wildlife.ca.gov

GAVIN NEWSOM

AGENDA ITEM NO. 13.

CHARLTON H. BONHAM, Director



April 27, 2023

Joyce Roach, Planning Technician
 City of Clovis, Planning Division
 1033 Fifth Street
 Clovis, California. 93612
 (559) 324-2341
joycer@cityofclovis.com

**Subject: Willow Avenue Corridor Rezoning R2023-003, RO309 Project (Project)
 Request for Comments/Early Consultation (CON)**

Dear Joyce Roach:

The California Department of Fish and Wildlife (CDFW) received a request for early consultation from the City of Clovis for the above-referenced Project pursuant to the California Environmental Quality Act (CEQA) and CEQA Guidelines.¹

Thank you for the opportunity to provide comments and recommendations regarding those activities involved in the Project that may affect California fish and wildlife. Likewise, CDFW appreciates the opportunity to provide comments regarding those aspects of the Project that CDFW, by law, may be required to carry out or approve through the exercise of its own regulatory authority under Fish and Game Code. While the comment period may have ended, CDFW would appreciate if you will still consider our comments.

CDFW ROLE

CDFW is California's **Trustee Agency** for fish and wildlife resources and holds those resources in trust by statute for all the people of the State (Fish & G. Code, §§ 711.7, subd. (a) & 1802; Pub. Resources Code, § 21070; CEQA Guidelines § 15386, subd. (a)). CDFW, in its trustee capacity, has jurisdiction over the conservation, protection, and management of fish, wildlife, native plants, and habitat necessary for biologically sustainable populations of those species (*Id.*, § 1802). Similarly, for purposes of CEQA,

¹ CEQA is codified in the California Public Resources Code in section 21000 et seq. The "CEQA Guidelines" are found in Title 14 of the California Code of Regulations, commencing with section 15000.

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
Page 2

CDFW is charged by law to provide, as available, biological expertise during public agency environmental review efforts, focusing specifically on projects and related activities that have the potential to adversely affect fish and wildlife resources.

CDFW is also submitting comments as a **Responsible Agency** under CEQA (Pub. Resources Code, § 21069; CEQA Guidelines, § 15381). CDFW expects that it may need to exercise regulatory authority as provided by the Fish and Game Code. As proposed, for example, the Project may be subject to CDFW's lake and streambed alteration regulatory authority (Fish & G. Code, § 1600 et seq.). Likewise, to the extent implementation of the Project as proposed may result in "take" as defined by State law of any species protected under the California Endangered Species Act (CESA) (Fish & G. Code, § 2050 et seq.), related authorization as provided by the Fish and Game Code will be required.

Nesting Birds: CDFW has jurisdiction over actions with potential to result in the disturbance or destruction of active nest sites or the unauthorized take of birds. Fish and Game Code sections that protect birds, their eggs and nests include sections 3503 (regarding unlawful take, possession or needless destruction of the nest or eggs of any bird), 3503.5 (regarding the take, possession or destruction of any birds-of-prey or their nests or eggs), and 3513 (regarding unlawful take of any migratory nongame bird).

In this role, CDFW is responsible for providing, as available, biological expertise during public agency environmental review efforts (e.g., CEQA), focusing specifically on Project activities that have the potential to adversely affect fish and wildlife resources. CDFW provides recommendations to identify potential impacts and possible measures to avoid or reduce those impacts.

PROJECT DESCRIPTION SUMMARY

Proponent: Dave Merchen

Objective: The City of Clovis (City) is proposing to annex an area along the Willow Avenue corridor encompassing approximately 500 acres. The project boundary contains properties designated for residential development that are important in helping the City to meet State housing requirements. These properties must be annexed into the City by the end of calendar year 2023 to meet the State's requirements. Prior to being annexed, the property must be pre-zoned.

The City has been working with various property owners and developers for several years on plans to annex and develop property in Heritage Grove as envisioned by the City's General Plan and the Heritage Grove Design Guidelines. Based on those plans, several sites along the Willow Avenue corridor have been identified as having the potential to help the City meet State housing requirements in the upcoming Sixth Cycle

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
Page 3

Housing Element. There are several properties that are designated for high density residential development within this area that cannot be counted in the City's housing sites inventory if they are not within the City limits before January 1, 2024. Although the City was already working on annexing this area in conjunction with developer-based projects, a City-initiated process is necessary to meet the required year-end deadline.

Location: The Project area is generally bound by West Shepherd Avenue on the south, North Willow Avenue on the west, the Enterprise Canal on the north and the Peach Avenue alignment on the east.

Per Google aerial photography, the proposed Project site is mainly comprised of agriculture. Orchards make up the southern portion of the site, the remainder of the area contains a Darrel's Mini Storage facility, additional orchards, a strawberry farm, rural residential housing, a training stable, and disturbed/tilled agriculture fields. The Enterprise Canal is the northern border of Project limits. Per Google historical imagery, this area has remained very similar to its current state.

There is a very large residential neighborhood, along with Clovis Community College to the west, across North Willow Avenue, along with another very large residential neighborhood across West Shepherd Avenue to the south.

Timeframe: N/A

COMMENTS AND RECOMMENDATIONS

CDFW offers the following comments and recommendations to assist the City of Clovis in adequately identifying and/or mitigating the Project's significant, or potentially significant, direct and indirect impacts on fish and wildlife (biological) resources. Editorial comments or other suggestions may also be included to improve the document.

There are special-status resources that may utilize the Project site and/or surrounding area, and these resources need to be evaluated and addressed prior to any approvals that would allow ground-disturbing activities. CDFW is concerned regarding potential impacts to special-status species including, but not limited to, the State species of special concern (SSC) burrowing owl (*Athene cunicularia*).

Burrowing Owl (BUOW)

BUOW have the potential to be present within and/or adjacent to the Project site (CDFW 2023). BUOW inhabit open grassland and/or adjacent canal banks, rights of way, vacant lots, and any other habitat containing small mammal burrows, a requisite habitat feature used by BUOW for nesting and cover. The Enterprise Canal is dirt-lined

Joyce Roach, Planning Technician
 City of Clovis
 April 27, 2023
 Page 4

and could contain habitat for this species. The agricultural fields may contain prey for BUOW.

Potentially significant direct impacts associated with subsequent ground disturbing construction activities include burrow collapse, inadvertent entrapment, nest abandonment, reduced reproductive success, reduction in health and vigor of eggs and/or young, and direct mortality of individuals.

CDFW recommends assessing presence/absence of BUOW by having a qualified biologist conduct surveys for BUOW as part of the biological technical studies conducted in support of the CEQA document and then repeat the focused surveys, regardless of the initial results, 10 days prior to Project construction. CDFW recommends surveys follow the California Burrowing Owl Consortium's (CBOC) "Burrowing Owl Survey Protocol and Mitigation Guidelines" (CBOC 1993) and CDFW's Staff Report on Burrowing Owl Mitigation" (CDFG 2012). Specifically, CBOC and CDFW's Staff Report suggest three or more surveillance surveys conducted during daylight with each visit occurring at least three weeks apart during the peak breeding season (April 15 to July 15), when BUOW are most detectable.

CDFW recommends no-disturbance buffers, as outlined in the "Staff Report on Burrowing Owl Mitigation" (CDFG 2012), be implemented prior to and during any ground-disturbing activities. Specifically, CDFW's Staff Report recommends that impacts to occupied burrows be avoided in accordance with the following table unless a qualified biologist approved by CDFW verifies through non-invasive methods that either: 1) the birds have not begun egg laying and incubation; or 2) that juveniles from the occupied burrows are foraging independently and are capable of independent survival.

Location	Time of Year	Level of Disturbance		
		Low	Med	High
Nesting sites	April 1-Aug 15	200 m*	500 m	500 m
Nesting sites	Aug 16-Oct 15	200 m	200 m	500 m
Nesting sites	Oct 16-Mar 31	50 m	100 m	500 m

* meters (m)

If BUOW are found within these recommended buffers and avoidance is not possible, it is important to note that according to the Staff Report (CDFG 2012), exclusion is not a take avoidance, minimization, or mitigation method and is considered a potentially significant impact under CEQA. However, if necessary, CDFW recommends that burrow exclusion be conducted by qualified biologists and only during the non-breeding season, before breeding behavior is exhibited and after the burrow is confirmed empty through non-invasive methods, such as surveillance. CDFW recommends replacement of occupied burrows with artificial burrows at a ratio of 1 burrow collapsed to 1 artificial burrow constructed (1:1) as mitigation for the potentially significant impact of evicting

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
Page 5

BUOW. BUOW may attempt to colonize or re-colonize an area that will be impacted; thus, CDFW recommends ongoing surveillance, at a rate that is sufficient to detect BUOW if they return.

EDITORIAL COMMENTS AND/OR SUGGESTIONS

Nesting birds: CDFW encourages that Project implementation occur during the bird non-nesting season; however, if ground-disturbing or vegetation-disturbing activities must occur during the breeding season (February 1 through September 15), the Project applicant is responsible for ensuring that implementation of the Project does not result in violation of the Migratory Bird Treaty Act or relevant Fish and Game Codes as referenced above.

To evaluate Project-related impacts on nesting birds, CDFW recommends that a qualified biologist conduct a habitat assessment and analysis of impacts to nesting birds as part of the biological technical studies conducted in support of the CEQA document. Pre-activity surveys for active nests, should be conducted regardless of the initial results, no more than 10 days prior to the start of ground or vegetation disturbance to maximize the probability that nests that could potentially be impacted are detected. CDFW also recommends that surveys cover a sufficient area around the Project sites to identify nests and determine their status. A sufficient area means any area potentially affected by the Project. In addition to direct impacts (i.e., nest destruction), noise, vibration, and movement of workers or equipment could also affect nests. Prior to initiation of construction activities, CDFW recommends that a qualified biologist conduct a survey to establish a behavioral baseline of all identified nests. Once construction begins, CDFW recommends having a qualified biologist continuously monitor nests to detect behavioral changes resulting from the Project. If behavioral changes occur, CDFW recommends halting the work causing that change and consulting with CDFW for additional avoidance and minimization measures.

If continuous monitoring of identified nests by a qualified biologist is not feasible, CDFW recommends a minimum no-disturbance buffer of 250 feet around active nests of non-listed bird species and a 500-foot no-disturbance buffer around active nests of non-listed raptors. These buffers are advised to remain in place until the breeding season has ended or until a qualified biologist has determined that the birds have fledged and are no longer reliant upon the nest or on-site parental care for survival. Variance from these no-disturbance buffers is possible when there is compelling biological or ecological reason to do so, such as when the construction areas would be concealed from a nest site by topography. CDFW recommends that a qualified biologist advise and support any variance from these buffers and notify CDFW in advance of implementing a variance.

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
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Light Impact Analysis: The lead agency should submit as part of the draft Environmental Document Isolux Diagrams that note current light levels present during Pre-Project conditions and the predicted Project light levels that will be created upon completion of the Project. If an increase in light output from current levels to the projected future levels is evident, additional avoidance, minimization or mitigation shall be developed in coordination with natural resource agencies to offset indirect impacts to State listed species. Within 60 days of Project completion the lead agency shall conduct a ground survey that compares projected future light levels with actual light levels achieved upon completion of the Project through comparison of Isolux diagrams. If an increase from the projected levels to the actual levels is discovered additional avoidance, minimization or mitigation measures may also be required in coordination with natural resource agencies. This analysis should be conducted across all potential alternatives and compared in table and map format.

All LED's or bulbs installed as a result of the Project shall be rated to emit or produce light at or under 2700 kelvin that results in the output of a warm white color spectrum.

Cumulative Impacts: CDFW recommends that a cumulative impact analysis be conducted for all biological resources that will either be significantly or potentially significantly impacted by implementation of the project, including those whose impacts are determined to be less than significant with mitigation incorporated or for those resources that are rare or in poor or declining health and will be impacted by the project, even if those impacts are relatively small (i.e. less than significant). Cumulative impacts should be analyzed using an acceptable methodology to evaluate the impacts of past, present, and reasonably foreseeable future projects on resources and should be focused specifically on the resource, not the project. An appropriate resource study area should be identified and utilized for this analysis. CDFW staff are available for consultation in support of cumulative impacts analyses as a trustee and responsible agency under CEQA.

ENVIRONMENTAL DATA

CEQA requires that information developed in environmental impact reports and negative declarations be incorporated into a database which may be used to make subsequent or supplemental environmental determinations (Pub. Resources Code, § 21003, subd. (e)). Accordingly, please report any special-status species and natural communities detected during Project surveys to the California Natural Diversity Database (CNDDDB). The CNDDDB field survey form can be found at the following link: <https://www.wildlife.ca.gov/Data/CNDDDB/Submitting-Data>. The completed form can be mailed electronically to CNDDDB at the following email address: CNDDDB@wildlife.ca.gov. The types of information reported to CNDDDB can be found at the following link: <https://www.wildlife.ca.gov/Data/CNDDDB/Plants-and-Animals>.

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
Page 7


FILING FEES

If it is determined that the Project has the potential to impact biological resources, an assessment of filing fees will be necessary. Fees are payable upon filing of the Notice of Determination by the Lead Agency and serve to help defray the cost of environmental review by CDFW. Payment of the fee is required in order for the underlying project approval to be operative, vested, and final (Cal. Code Regs, tit. 14, § 753.5; Fish & G. Code, § 711.4; Pub. Resources Code, § 21089).

CDFW appreciates the opportunity to comment on the Project to assist the City of Clovis in identifying and mitigating the Project's impacts on biological resources.

More information on survey and monitoring protocols for sensitive species can be found at CDFW's website (<https://www.wildlife.ca.gov/Conservation/Survey-Protocols>). If you have any questions, please contact Kelley Nelson, Environmental Scientist, at the address provided on this letterhead, or by electronic mail at Kelley.Nelson@wildlife.ca.gov.

Sincerely,

DocuSigned by:

FA83F09FE08945A...

Julie A. Vance
Regional Manager

cc: Patricia Cole (patricia_cole@fws.gov)
United States Fish and Wildlife Service

Krista Tomlinson
Larry Bonner
California Department of Fish and Wildlife

Joyce Roach, Planning Technician
City of Clovis
April 27, 2023
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LITERATURE CITED

California Burrowing Owl Consortium (CBOC).1993. Burrowing owl survey protocol and mitigation guidelines. April 1993.

California Department of Fish and Game (CDFG). 2012. Staff Report on Burrowing Owl Mitigation. California Department of Fish and Game.

California Department of Fish and Wildlife. 2023. Biogeographic Information and Observation System (BIOS). 2023.



County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING
STEVEN E. WHITE, DIRECTOR

April 20, 2023

Dave Merchen, City Planner
City of Clovis
Planning and Development Services
1033 Fifth St., Clovis, CA 93612
davidm@cityofclovis.com

SUBJECT: Request for Comments R2023-003 – Willow Avenue Corridor Rezoning

Dear Dave:

The County of Fresno appreciates the opportunity to review and comment on the subject project being reviewed by the City of Clovis. The documents received for this review were circulated to our various Fresno County Public Works and Planning divisions. Based on the County's initial review, we offer the following comments from our various divisions:

The Administration Department offers the following comments:

In order to avoid continued duplication of services, within a reasonable time prior to the recordation of the annexation, the City shall accept conveyances from the County for, or otherwise acquire, all road rights-of-way along N. Willow Avenue north of the proposed annexation boundary to and including the Willow/Copper Avenue intersection within the City's Sphere of Influence. The Department is preparing an exhibit illustrating the area in question and will provide it to the City upon completion.

The Development Engineering Section offers the following comments:

According to the Wetlands Mapper of U.S. Fish and Wildlife Service, a wetland may be present within/nearby the subject property. For any future development on wetlands, U.S. Fish and Wildlife Service and other appropriate agencies should be consulted regarding any requirements they may have.

According to the U.S.G.S. Quad Map, intermittent stream may be present within the subject area. Any future work within or near a stream will require a clearance from California Department of Fish and Wildlife (CDFW).

According to FEMA FIRM Panel 1580H, southern portion of the subject area is found to be under shaded Flood Zone X. The shaded flood zone x refers to areas of 0.2% annual chance flood, areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile, and areas protected by levees from 1% annual chance flood.

The project site will not be developed in the future under the jurisdiction of the County of Fresno. Furthermore, the subject area is within FMFCD Drainage Zone and anticipated to be annexed into the City of Clovis. Thus FMFCD and City of Clovis should be consulted regarding any requirements they may have.

If you have any further questions, please contact Leonardo Navos at lnavos@fresnocountyca.gov.

If you have any questions regarding the information described in this letter, please contact me at rmartin@fresnocountyca.gov or (559) 600-4305.

Sincerely,

Raymond Martin, Staff Analyst
Development Services and Capital Projects Division

G:\4360Devs&Pln\PROJSEC\PROJDOCS\Environmental\OAR\City of Clovis\R2023-003 Willow Ave Corridor Prezone\R2023-003 Comment Response Letter.docx



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: May 15, 2023

SUBJECT: Consider Review and Introduction – Res. 23-____, 2023-24 City of Clovis Annual Budget, Five Year Capital Improvement Program, and information regarding the Clovis Successor Agency.

- a) Finance Department (Jay Schengel)
- b) City Council/City Attorney/City Manager/City Clerk (John Holt/Jesse Velez)
- c) Police Department (Curt Fleming)
- d) Fire Department (John Binaski)
- e) Public Utilities Department (Scott Redelfs)
- f) Planning and Development Services/Community Investment Program (Renee Mathis)
- g) General Services (Shonna Halterman)
- h) Economic Development, Housing, and Communications (Chad McCollum)

Staff: Jay Schengel, Finance Director/John Holt, City Manager

Recommendation: Receive Introduction and continue the public hearing to June 5, 2023

ATTACHMENTS: 1. Resolution
2. 2023-24 City of Clovis Annual Budget

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

Receive the 2023-24 City of Clovis Annual Budget and open the public hearing for departmental review and comment, continue the public hearing to June 5, 2023, and adopt the budget resolution no later than June 30, 2023.

EXECUTIVE SUMMARY

According to the Municipal Code, the City Manager is responsible for providing the City Council with a recommended annual budget prior to commencement of the succeeding fiscal year and by no later than the third regular Council meeting in May. The Annual Budget is a plan for the financial operations of the City and includes a spending plan for all City operations, a five-year community investment program, and estimated revenues for the upcoming fiscal year.

The purpose of the budget is to enable the City Council to make financial plans for current and long-term expenditure needs, to ensure that executive management is administering the plans as set forth, and to allow citizens and investors with an opportunity to form opinions about the financial policies and administration of the City.

BACKGROUND

The 2023-24 Annual Budget is the spending plan for community investment in local services such as public safety, parks and recreation, transit, streets, water and sewer, and repairs/maintenance of public facilities. The annual budget is also the spending plan for investment in infrastructure of the community. The annual budget provides for a range of public services and focuses on those services that are essential to our citizens. Continuing prudent fiscal decisions and ongoing economic development initiatives enable the City to grow service levels and remain fiscally sustainable.

The General Fund Emergency Reserve is being maintained at 22%, or \$22.7 million set aside for unforeseen emergencies. The budget also includes \$49 million in City capital improvement projects. The City's General Fund budget is being funded through current year revenues.

Budget highlights include:

- **Provide Targeted Neighborhood Revitalization Investments.** This is a long-term effort to improve community appearance, neighborhood stabilization, amenities in older neighborhoods, and economic opportunities. **These investments total \$13.7 million in the proposed 2023-2024 budget building on an investment in 2022-23 of \$26.3 million and including the following:**
 - **Affordable Housing Programs Continue Unprecedented Level of Investment** of nearly \$7 million in Grant Funding.
 - \$4.0 million for **Housing Rehabilitation Loans**
 - \$1.15 million for **Down-Payment Housing Assistance**
 - \$1.53 million to **support the creation of new affordable housing.**
 - Continuing the **Emergency Housing Repairs Program** at \$0.28 million

- **Active code enforcement** will continue with a cross-departmental effort.
- **Public street improvements.** Reconstruct or Design:
 - Reconstruct Barstow Avenue – Sunnyside to Fowler, Clovis to Sunnyside, and Willow to Villa Avenues.
 - Reconstruct Bullard Avenue – Villa to Minnewawa Avenues.
 - Reconstruct Sierra Avenue – Willow to Peach Avenues.
 - Reconstruct Sunnyside Avenue – Barstow to Shaw Avenues.
 - Willow Avenue – Shaw to Barstow.
 - Construct ADA Improvements as part of various street improvement projects.
- **Sidewalk Improvements.** Design reconstruction of sidewalks near Sierra Vista Elementary School.
- **Alley Improvements.** Reconstruct various alleys in eligible lower-income neighborhoods.
- **Water & Sewer Improvements.**
 - Sewer main replacement on Santa Ana Avenue west of Clovis Avenue.
 - Water Well 35 Improvements at DeWitt and Santa Ana Avenues.
- **Economic Development Investments.**
 - Revitalization planning for underutilized Shaw Avenue commercial properties.
 - Offer small and micro business incubation services in Southwest Clovis in partnership with the Clovis Culinary Center and regional partners.
 - Continue marketing the area for retail and job generating uses to serve adjacent to the neighborhoods and the City as a whole.
- **Enhance Public Safety.** Public safety is a core service to the City.
 - Increase of 5 sworn Police personnel bringing the total authorized to 117 officers and adding one Community Services Officer.
 - The budget provides for the replacement of 13 additional vehicles and 2 utility trucks in the Police Department during the budget year.
 - The purchase of SWAT vests for the Police Department.
 - Construction of a gym at Fire Station #3.
 - Fund two Fire Department Command Vehicles.
 - Replace the Public Safety UPS system.
- **Provide Fiscal Security.** The Emergency Reserve is proposed to be 22% (of General Fund Expenditures), or \$22.7 million, set aside this year for unforeseen emergencies. The City's auditors recommended a target amount of 20%-25% as a prudent reserve for a city operation the size of Clovis. This fund protects service levels from catastrophic and unexpected losses. Utilization of these funds requires a 4/5ths vote of the City Council.

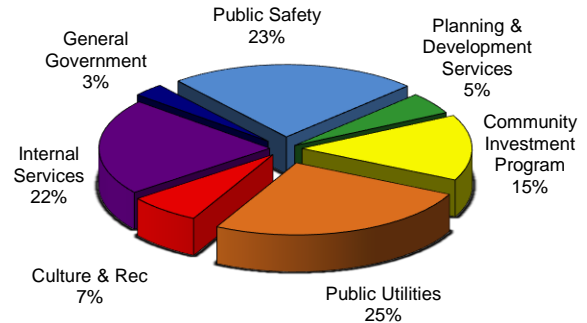
- **Further Secure Water Supplies and Systems.**
 - Upgrade outdated supervisory control and data acquisition (SCADA) software that is no longer supported and does not adhere to current industry security standards for industrial control systems (ICS). Modern SCADA will provide ease of use and advanced functionality for operators, developers, and system administrators.
 - Continue investments with the Fresno Irrigation District for the firm surface water supply.
 - Improve treatment at the Surface Water Treatment Plant to improve the quality of the water.
 - Installation of an additional pump at Pump Station E to allow for the expansion of recycled water use.
 - Design of Wastewater diversion improvements to increase capacity of the Sewer System.
- **Invest in Employees.** The budget includes a budgeted cost of living increase and funds for employee benefits. Funds for training and educational opportunities have been included and encouraged to be used to allow employees to reach their full potential at the City. In addition, new positions have been added to meet the growing needs of the City.
- **Invest in Planning our Future.** The budget includes funding for the preparation of environmental impact reports for development projects and master plans that are currently being processed. In addition, funding is included for continued work on the Sixth Cycle Housing Element and the update to the General Plan. The Housing Element is expected to be complete in the fall of 2023.
- **Invest in the City's Economic Future.** Staff will be actively working on attracting commercial and industrial businesses to Clovis to add jobs and revenues to the City. Staff will continue to make strategic marketing efforts aimed at top revenue producing businesses to support the financial needs of the City. Relationships are being developed with critical development partners in the community and assisting projects through the development process. Staff will also be working with regional partners to develop entrepreneurial and small business growth resources. Staff will continue a focused marketing effort on reinforcing Clovis as a medical hub for services, education, and research leverage with the expansion of Clovis Regional Medical Center and the expansion of California Health Sciences University.
- **Continuing to Serve our Seniors.** City funds are budgeted to complete construction work for the new Senior Center and Transit Hub at Landmark Square. Pending approval of the County's regional library, the city will ensure that a pad area is made available to facilitate its future construction on-site. The new facilities will more than double the capacity of the library and Senior Center, and offer a new amenity to the community, a Transit

Hub. This will bolster Old Town as the heart of Clovis and leverage the investment the community has made in the trail system and Old Town.

The 2023-24 Annual Budget for all funds, which totals \$330.8 million, is balanced using current revenues, anticipated rate increases, and capital reserves. This budget represents a 14% decrease compared to estimated expenditures for 2022-23 due primarily to several large capital projects being completed in the current year and not reflected in the proposed budget.

A summary of expenditures by function is provided below:

General Government	\$ 9,602,900
Public Safety	78,564,600
Planning & Development Services	15,348,900
Community Investment Program	49,006,000
Public Utilities	82,712,800
Culture & Rec.	21,690,900
Internal Services	73,827,700
TOTAL	<u>\$ 330,753,800</u>



The General Fund, which is the only source of discretionary funding used for basic government services such as public safety, streets, parks, recreation, and senior services, is budgeted to increase 7% above estimated expenditures for 2022-23. Department budgets are proposed to increase due to budget increases for core services as well as additional salary and benefit costs. Total current revenue in the General Fund is estimated at \$105.2 million and expenditures of \$105.3 million are being proposed.

The Executive Summary and Introduction Sections of the Annual Budget provides an overview of the important goals, target actions, resulting projects, and fiscal overview addressed within the budget. The Annual Budget presented to the City Council addresses the goals by which the community will measure its success, meets the most essential service needs for the community, provides substantial investment in planned maintenance of sewer, water, and street facilities, directs resources to economic development and support for job creation, continues the effort to plan for the community, and is balanced, with prudent emergency reserve funding set aside, as requested by the Council. For these reasons, the budget is recommended for consideration and adoption by the City Council.

Attached is the Budget Document containing additional summary narratives, details of revenues, expenditures, personnel, and debt and capital projects.

FISCAL IMPACT

In accordance with the Municipal Code, and in compliance with State law, the City Council is required to adopt a balanced, annual budget for each fiscal year by June 30. The Annual Budget provides a spending plan for the upcoming year that is balanced with expenditures kept in line with revenues, includes a five-year community investment program, includes a prudent reserve of funds for emergencies and unforeseen events, and authorizes position allocations, all as approved by the Council.

REASON FOR RECOMMENDATION

The City Council must conduct a public hearing to provide an opportunity for the public to comment on the proposed Annual Budget; must review the proposal to determine that the financial plan fairly represents the fiscal policies and priorities of the City Council; and is required by local ordinance, in compliance with State law, to adopt a balanced budget by no later than June 30, 2023. If the Council fails to adopt a budget by that date, then the City Manager's proposed budget will automatically become effective to avoid any interruption in City operations, but no capital projects or capital purchases would be allowed until final action by the City Council.

ACTIONS FOLLOWING APPROVAL

On May 15, 2023, the 2023-24 City of Clovis Annual Budget will be presented with a recommendation to open the public hearing for departmental review and comment, continue the public hearings to June 5, 2023, and adopt the budget resolution no later than June 30, 2023. Copies of the recommended Annual Budget will be available for review by the public by May 15, 2023 and prior to the budget hearings at the Clovis Branch of the Fresno County Library, at City Hall, and on the City's website found at www.cityofclovis.com.

Prepared by: Gina Daniels, Assistant Finance Director

Reviewed by: City Manager *JH*

RESOLUTION 23-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2023-2024, ORDERING TRANSFERS, AND ADOPTING THE SUMMARY OF APPROPRIATIONS BY FUND AND DEPARTMENT AND OTHER NECESSARY ACTIONS RELATED TO APPROVING THE 2023-2024 BUDGET

WHEREAS, the City Council is required to adopt the Budget by June 30 of each year; and

WHEREAS, the Council has conducted a public hearing on the recommended 2023-2024 Budget; and

WHEREAS, the adoption of Proposition 111 on June 5, 1990, requires the Council adopt an Appropriation Limit; and

WHEREAS, the Council intends to establish the City's Appropriation Limit in conformance with the provisions of Proposition 111; and

WHEREAS, the City Council finds it necessary to adopt the 2023-2024 Budget.

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

* Note: Exhibits A – E will be available at the June 5, 2023 meeting.

1. The 2023-2024 Annual Budget and corresponding Personnel Allocation is approved.
2. The City Council approves and orders the transfer of monies in and out of various funds as set forth in the "Notes to Resources and Appropriations Summary" of said 2023-2024 Budget Book.
3. The "Summary of Expenditures/Expenses 2023-2024 by Department within Fund-Legal Level of Budgetary Control" attached as **Exhibit A** is approved.
4. The Appropriation Limit as calculated and shown on Page 9 of the 2023-2024 Budget book is approved for \$404,728,778.
5. The Council orders that any budget savings or unanticipated revenue be transferred to reserves in accordance with the Appropriation Limit.
6. Any amendments to the appropriations as may be subsequently approved by the Council shall be in conformance with Section 2-8.11, Section 2-8.13 and Section 2-8.17 of the Clovis Municipal Code.

- 7. The City Council orders that \$22,700,000 of the Fund Balance from the City's General Fund be designated as Emergency Reserve.
- 8. The City Council approves the Five-Year Capital Improvement Program that is included within the Annual Budget.
- 9. The Clovis Redevelopment Successor Agency's information is included in the City budget and accounting systems for administrative purposes and is shown on **Exhibit A**.
- 10. The updated Monthly Salary Schedules by bargaining group are attached as **Exhibit B**.
- 11. The City Council will implement the approved 3% annual increase in sewer user rates and will refund in full the \$7.30 per month sewer bond surcharge thereby adopting the fees itemized in **Exhibit C**.
- 12. The City Council will implement the approved annual 4% increase in rates for refuse, residential recycling and greenwaste and street sweeping as shown in **Exhibit D**.
- 13. The City Council will implement the approved 3% annual increase in water user rates thereby adopting the fees itemized in **Exhibit E**. The non-drought rates on **Exhibit E** will be in effect for 2023-2024.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 5, 2023, the following vote, to wit:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

Dated: June 5, 2023

Mayor

City Clerk

RECOMMENDED

2023-2024

Annual Budget



Including Five-Year Community Investment Program

ATTACHMENT 2



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Clovis
California**

For the Fiscal Year Beginning

July 1, 2022

Christopher P. Morill

Executive Director

GFOA DISTINGUISHED BUDGET AWARD PRESENTATION

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Clovis, California for its annual budget for the fiscal year beginning July 1, 2022.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITY OF CLOVIS



2023 - 2024 BUDGET

**Submitted to City Council
May 15, 2023**

Lynne Ashbeck
Mayor

Vong Mouanoutoua
Mayor Pro-Tem

Drew Bessinger
Council Member

Matt Basgall
Council Member

Diane Pearce
Council Member

HOW TO USE THIS BUDGET

This Budget document has been designed to provide the public concise and readable information about the City of Clovis. The Budget explains the services and objectives, annual spending plan for 2023-2024, debt obligations, and other vital information about the operations of the City.

This Budget document is separated into ten sections, designated by tabbed pages that provide quick identification of its contents. The Table of Contents lists every subject covered in this document and the associated page number.

The tabbed pages include brief descriptions of the data within each section. The following are the ten major sections and a brief explanation of each:

Table of Contents

A listing of all major sections, subsections, and the associated page numbers.

Executive Summary

The Executive Summary Section includes the City Manager's letter to the Mayor, City Council, and residents of the City of Clovis which provides an overview of the recommended Budget and its objectives, policies and goals, a discussion of funding for City services, a discussion of major capital projects, and a general economic outlook for the City.

Introduction

The Introduction Section provides general information about the City, long-range goals, major policies, financial policies, discretionary revenues, economic outlook, basis of budgeting, budget process and calendar, budgetary controls, appropriation limitation, fund descriptions, and organizational charts.

Summary of Revenues and Expenditures

The Summary of Revenues and Expenditures Section provides several summary presentations of financial transactions contained in the recommended Budget and a listing of primary revenue sources for the General Fund.

Debt Obligations

The Debt Obligation Section provides information about the City's policies on long-term debt, current long-term debt obligations, and the legal debt limit.

Personnel

The Personnel Section provides a summary and a detailed list of all the employee positions and the proposed changes in the recommended Budget.

Operations

The Operations Section provides detailed information about the programs and proposed expenditures for each department. Each department begins with a summary identifying all activities for the department. The summary is followed by department performance measures, which includes detail for each activity. Activity narratives include a brief "Five-Year Outlook" that addresses future budget considerations. Following the activity narratives is the activity budget detail including position allocations.

Community Investment Program

The Community Investment Program Section provides a general explanation of all capital projects planned for 2023-2024 and is organized by activity. Projects are identified on the basis of priority need and availability of funding.

Five-Year Community Investment Program

The Five-Year Community Investment Program Section provides a general explanation of all capital projects planned for 2023-2024 through 2027-2028 and beyond and is also organized by activity. Projects are identified on the basis of priority need and availability of funding.

Appendix

The Appendix Section provides demographic information, phone numbers of City offices, elected officials, miscellaneous statistics, and a glossary of terms used in this document.

Every attempt has been made to make this Budget document as easy to understand as possible. We apologize for the use of "technical terms"; but due to the nature of accounting, their use is sometimes unavoidable. We hope that including a Glossary of terms in the Appendix Section will help the reader through these technical areas. If you have any questions or need clarification of items in this Budget, contact the Finance Department by calling (559) 324-2130.

The Budget document is available for public inspection at City Hall, Clovis Civic Center, 1033 Fifth Street, and the Clovis Branch Library, 1155 Fifth Street, during regular business hours, as well as the City's website at www.cityofclovis.com. Individual copies may also be purchased from the Finance Department.

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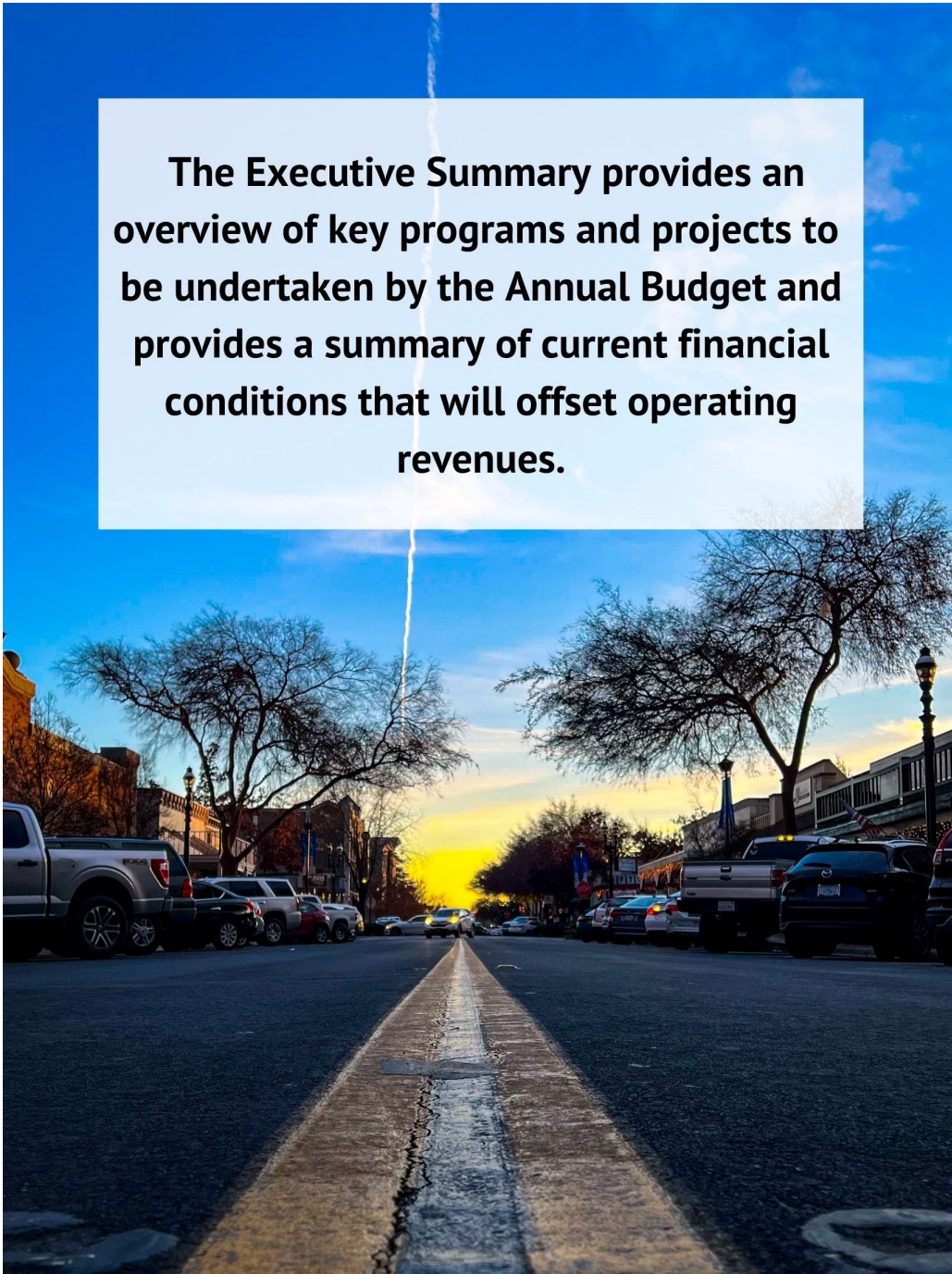
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EXECUTIVE *SUMMARY*

The Executive Summary provides an overview of key programs and projects to be undertaken by the Annual Budget and provides a summary of current financial conditions that will offset operating revenues.





CITY *of* CLOVIS

1033 FIFTH STREET • CLOVIS, CA 93612

May 15, 2023

To: Mayor Ashbeck, Members of the City Council, and Citizens of Clovis

EXECUTIVE SUMMARY

The 2023-2024 Annual Budget for general operations and capital improvement programs for the City of Clovis in the amount of \$330.8 million is hereby submitted, in accordance with the Clovis Municipal Code.

The 2023-2024 Annual Budget was developed to grow the City's operations to match growth and provide targeted investments in the City to improve the quality of life for its residents. While economic uncertainty still exists and the General Fund is still constrained, the City is in a solid fiscal position. This proposed budget further solidifies the City's financial position in maintaining reserves, setting aside funds for future needs, and reduces the potential need for debt financing while restoring critical services and making significant investments in our City.

Highlights. The 2023-2024 Annual Budget is the spending plan for local services and investment in infrastructure of the community. The Annual Budget provides for a range of public services and focuses on those services that are essential to our citizens. Continuing prudent fiscal decisions and ongoing economic development initiatives enable the City to continue to maintain service levels and remain fiscally sustainable. The 2023-2024 Annual Budget highlights include:

- **Provide Targeted Neighborhood Revitalization Investments.** This is a long-term effort to improve community appearance, neighborhood stabilization, amenities in older neighborhoods, and economic opportunities. **These investments total \$13.7 million in the proposed 2023-2024 budget building on an investment in 2022-23 of \$26.67 million and including the following:**
 - **Affordable Housing Programs Continue Unprecedented Level of Investment** of nearly \$7 million in Grant Funding.
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 - \$1.53 million to **support the creation of new affordable housing.**
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 - **Active code enforcement** will continue with a cross-department effort.
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 - Reconstruct Barstow Avenue – Sunnyside to Fowler, Clovis to Sunnyside, and Willow to Villa Avenues.
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- **Enhance Public Safety.** Public safety is a core service to the City.
 - Increase of 5 sworn Police personnel bringing the total authorized to 117 officers and adding a Community Services Officer.
 - The budget provides for the replacement of 13 additional vehicles and 2 utility trucks in the Police Department during the budget year.
 - The purchase of SWAT vests for the Police Department.
 - Construction of a gym at Fire Station #3.
 - Fund two Fire Department Command Vehicles.
 - Replace the Public Safety UPS system.
- **Provide Fiscal Security.** The Emergency Reserve is proposed to be 22% (of General Fund Expenditures), or \$22.7 million, set aside this year for unforeseen emergencies. The City's auditors recommended a target amount of 20%-25% as a prudent reserve for a city operation the size of Clovis. This fund protects services levels from catastrophic and unexpected losses. Utilization of these funds requires a 4/5th's vote of the City Council.
- **Further Secure Water Supplies and Systems.**
 - Upgrade outdated supervisory control and data acquisition (SCADA) software that is no longer supported and does not adhere to current industry security standards for industrial control systems (ICS). Modern SCADA will provide ease of use and advanced functionality for operators, developers, and system administrators.
 - Continue investments with the Fresno Irrigation District for the firm surface water supply.
 - Improve treatment at the Surface Water Treatment Plan to improve the quality of the water.
 - Installation of an additional pump at Pump Station E to allow for the expansion of recycled water use.
 - Design of Wastewater diversion improvements to increase capacity of the Sewer System.
- **Invest in Employees.** The budget includes a budgeted cost of living increase and funds for employee benefits. Funds for training and educational opportunities have been included and encouraged to be used to allow employees to reach their full potential at the City. In addition, new positions have been added to meet the growing needs of the City.
- **Invest in Planning our Future.** The budget includes funding for the preparation of environmental impact reports for development projects and master plans that are currently being processed. In addition, funding is included for continued work on the Sixth Cycle Housing Element and the update to the General Plan. The Housing Element is expected to be complete in the Fall of 2023.
- **Invest in the City's Economic Future.** Staff will be actively working on attracting commercial and industrial businesses to Clovis to add jobs and revenues to the City. Staff will continue to make strategic marketing efforts aimed at top revenue producing businesses to support the financial needs of the City. Relationships are being developed with critical development partners in the community and assisting projects through the development process. Staff will also be working with regional partners to develop entrepreneurial and small business growth resources. Staff will continue a focused marketing effort on reinforcing Clovis as a medical hub for services, education, and research leverage with the expansion of Clovis Regional Medical Center and the expansion of California Health Sciences University.
- **Serve our Seniors.** City funds are budgeted to complete construction work for the new Senior Center and Transit Hub at Landmark Square. Pending approval of the County's regional library, the City will ensure that a pad area is made available to facilitate its future construction on-site. The new facilities will more than double the capacity of the library and Senior Center, and offer a new amenity to the community, a Transit Hub. This will bolster Old Town as the heart of Clovis and leverage the investment the community has made in the trail system and Old Town.

The 2023-2024 Annual Budget will be available for review at the City Clerk's Office - 1033 Fifth Street, at the Clovis Branch Library - 1155 Fifth Street, and at the City's website at www.cityofclovis.com as of May 15, 2023. Individual copies are available for purchase from the Finance Department. Public hearings to consider the Annual Budget will be at the regular City Council meeting of June 5, 2023, and, if needed, June 19, 2023, with adoption scheduled at the conclusion of the hearings.

Our Vision, Our Mission, and Our Guiding Principles

The Vision Statement articulates the most desirable qualities that will define the City of Clovis of the future; it builds on the City's values and opportunities and serves to inspire its citizens to achieve the community's potential. Our Vision and Community Values for Clovis:

A City that is committed to the Clovis Community Family, their needs, their values, and a quality way of life for all; reflecting that commitment in how it develops and in the activities it undertakes.

The Mission Statement developed by the City Council after consultation with citizens provides a statement to summarize those things that really matter to the City Council in leading the community and delivering services to the citizens of Clovis:

Define and deliver local government better than anyone today and tomorrow.

The guiding principles for achieving and perpetuating Our Vision for Clovis as a livable community and Our Mission as a local government are:

- Keeping focus on Our Vision and Our Mission as the community grows and in the activities we undertake.
- Educating and informing the citizens of Clovis and our employees of Our Vision and Our Mission.
- Mobilizing citizen support for Our Vision and Our Mission.
- Believing that Our Vision and Our Mission will happen through the actions we take.
- Providing opportunities for volunteers to contribute to Our Vision and Our Mission.
- Providing adequate funding and resources to achieve Our Vision and Our Mission.
- Celebrating the successes of Our Vision and Our Mission along the way.
- Focusing on the very best for the entire community and withstanding individual pressures to stray from Our Vision and Our Mission.

Fiscal Overview

The City of Clovis rapidly recovered from the recession related to the COVID-19 pandemic. The City's unemployment rate peaked in May of 2020 at 13%, dropped to as low as 2.5% in March of 2022, and in March of 2023 is at 3.8%, which is very close to the unemployment rate pre-pandemic. The City has also enjoyed higher than average retail sales when compared to other cities and the state, and significantly better occupancy at hotels than both forecasted and experienced elsewhere. This has rapidly increased the City revenues but the rate of increase is unlikely to be sustainable. The recovery was coupled with historic inflation rates, nearing 10% in the past year and coming down to 5% in April of 2023. This inflationary pressure pushed the Federal Reserve to make rapid increases in interest rates to moderate demand. The national economy is forecasted to face a recession in the next year and some signs of slowing are evident, it is unclear how deep or long the recession will be if it even occurs. As was evident during the 2020 recession, the City's efforts over many years to build a strong and diverse economy that attracts high quality businesses, employees, and residents to our community will be key in walking through more uncertainty.

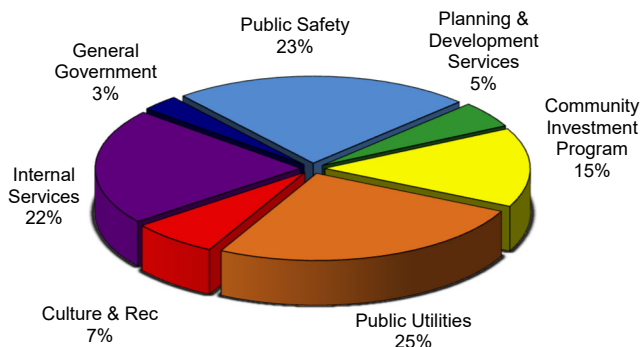
In addition, the City as a whole is faced with a rapidly changing environment. The method of product delivery is transitioning to non-taxable digital services and delivery services rather than brick and mortar locations. Many employees are continuing to telecommute, changing daily traffic patterns, and finding labor is a continued challenge. This has resulted in changes in real estate demand. In this, there are opportunities for the City to address the changes in the upcoming General Plan Update and projects such as the Shaw Avenue revitalization strategy being developed. The City has also supported and leveraged the large and continued increases in entrepreneurial start-ups.

As we gain deeper knowledge of the economic shifts that rapidly occurred during the pandemic, it has confirmed that the City is on solid ground economically with new businesses, ideas, and way of doing business coming forth to keep Clovis strong for the long run despite short term challenges in the labor market, inflationary pressures, and monetary policy. The fundamentals of a well-educated community, excellent infrastructure, good land use policies, and a heritage of hard work will provide for an economic engine that gives hope for the future. Continuing a spirit of partnership with Clovis businesses is going to be critical in reaching mutual goals of a vibrant community that allows for success of all residents.

Budget Overview

The 2023-2024 Annual Budget for all funds totals \$330.8 million, including \$281.8 million in operating expenses and \$49.0 million in capital improvement expenditures. The budget is balanced using current revenues, anticipated rate increases, and capital reserves. This budget represents an 14% decrease compared to estimated expenditures for 2022-2023, due primarily to several large capital projects being completed in the current year and not reflected in the proposed budget. A summary of expenditures by function is provided below:

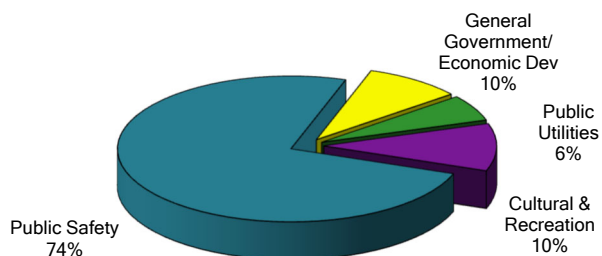
General Government	\$ 9,602,900
Public Safety	78,564,600
Planning & Development Services	15,348,900
Community Investment Program	49,006,000
Public Utilities	82,712,800
Culture & Recreation	21,690,900
Internal Services	73,827,700
TOTAL	\$ 330,753,800



General Fund

The proposed General Fund Budget is balanced using current year revenues. Expenditures are projected at \$105.3 million and represent an increase of 7% compared to the estimated expenditures for 2022-2023. Revenues are projected at \$105.2 million, which is an increase of 4% when compared to the estimated revenues for 2022-2023.

The summary of General Fund expenditures by function is provided below:



Public Safety	\$ 78,564,600
General Government/Economic Dev.	9,602,900
Public Utilities	6,116,900
Cultural & Recreation	11,054,800
TOTAL	\$ 105,339,200

The 2023-2024 Annual Budget projects sales tax revenues to be \$32.0 million, which represents a 1% increase from the 2022-2023 Annual Budget. Over the last two years, sales tax experienced dramatic growth due to the shift to online purchases which was exacerbated by the pandemic. California’s AB 147, the Marketplace Facilitator’s Act, also provided vigorous gains in the county pools due to online purchases, of which the City receives a share. The City does not anticipate this rate of growth to continue and is projecting a moderate increase after experiencing robust growth in the prior two fiscal years. Sales tax is expected to flatten or grow modestly due to inflationary pressures on households shifting dollars away from discretionary spending as larger portions of income go to essentials such as food, transportation, and housing costs. Sales tax comprises 39% of the projected discretionary revenue for fiscal year 2023-2024.

Property tax revenues are expected to continue to rise, although new housing development is not anticipated to continue at historical levels. Commercial property tax revenues will be closely monitored as they may be impacted by the accelerated shift to online shopping and remote office work. Property taxes, including in-lieu vehicle license fees, are projected to be \$37.4 million in fiscal year 2023-2024, which represents a 11% increase from the previous fiscal year. These property taxes comprise 46% of the projected discretionary revenue for fiscal year 2023-2024.

A key to ensuring Clovis’ long-term fiscal health is to accumulate sufficient funds to maintain an Emergency Reserve that is adequate to protect the City against an unexpected catastrophic event and for the continuance of essential City services during a rapid economic downturn. The City’s auditors recommend a target amount of 20%-25% as a prudent reserve for a city operation the size of Clovis. The 2023-2024 Annual Budget includes a transfer of \$1.7 million to the Emergency Reserve, which results in a balance of \$22.7 million or 22% of expenditures. The Budget also includes an unassigned fund balance of \$2 million to be carried forward as a contingency for economic uncertainty and in case of unexpected expenditures or revenue shortfalls.

The General Fund is the only fund with discretionary revenues to fund all or portions of operations, such as Police and Fire protection, streets and parks maintenance, recreation, and senior services. The distinction between

“discretionary” and “non-discretionary” revenues is key to understanding the financing of local government core services. It is also the key to understanding how decisions about funding of local government and use of revenues made at the state or local level can affect the City’s core services. Only 26% of the City’s total current year revenues are available for discretionary spending. The remaining revenues are designated for specific purposes. A more detailed description of the use of discretionary revenues is provided in the **Introduction Section** of this budget.

Other Funds

Although a major focus of the budget discussion is the General Fund because it represents the essential core services delivered to citizens and is supported by general tax revenues, other funds are no less important. These other funds include the community investment funds, enterprise funds, and internal service funds. All these funds are balanced for 2023-2024, utilizing current revenue and reserves when appropriate.

In the Public Utilities Department, Sewer will have a 3% rate increase in this year’s budget and will refund the full \$7.30 bond surcharge. The Water Fund will implement the authorized 3% increase and has two rate schedules: one for normal conditions and one for drought conditions. This year’s budget anticipates normal conditions. Community Sanitation will have a 4% increase for recycling and greenwaste services, a 4% increase for refuse service and a 4% increase for Street sweeping charges. The Transit Enterprise Fund and Planning and Development Services Fund (PDS) are fully funded this year. These funds are included in the Summary of Fund Balances and other tables in the **Summary of Revenue and Expenditures** section of this budget.

The Internal Service Funds are included in this budget and act as cost accumulation and allocation centers. All these funds are fully funded with adequate balances to manage emergencies in the respective operational areas, should the need arise. In addition, the Community Investment Program (CIP) is included in this budget with details included in the CIP section.

The 2023-2024 Annual Budget represents the City being in a strong fiscal position poised to make investments to continue Clovis’ heritage and mission to “Define and deliver local government better than anyone today and tomorrow”. I wish to thank the Council, the City’s Executive Management Team, and all City Employees for their extraordinary efforts during the past three years as we have continued to provide excellent public service during unprecedented and challenging times. I am confident that we will continue to excel in 2023-2024.

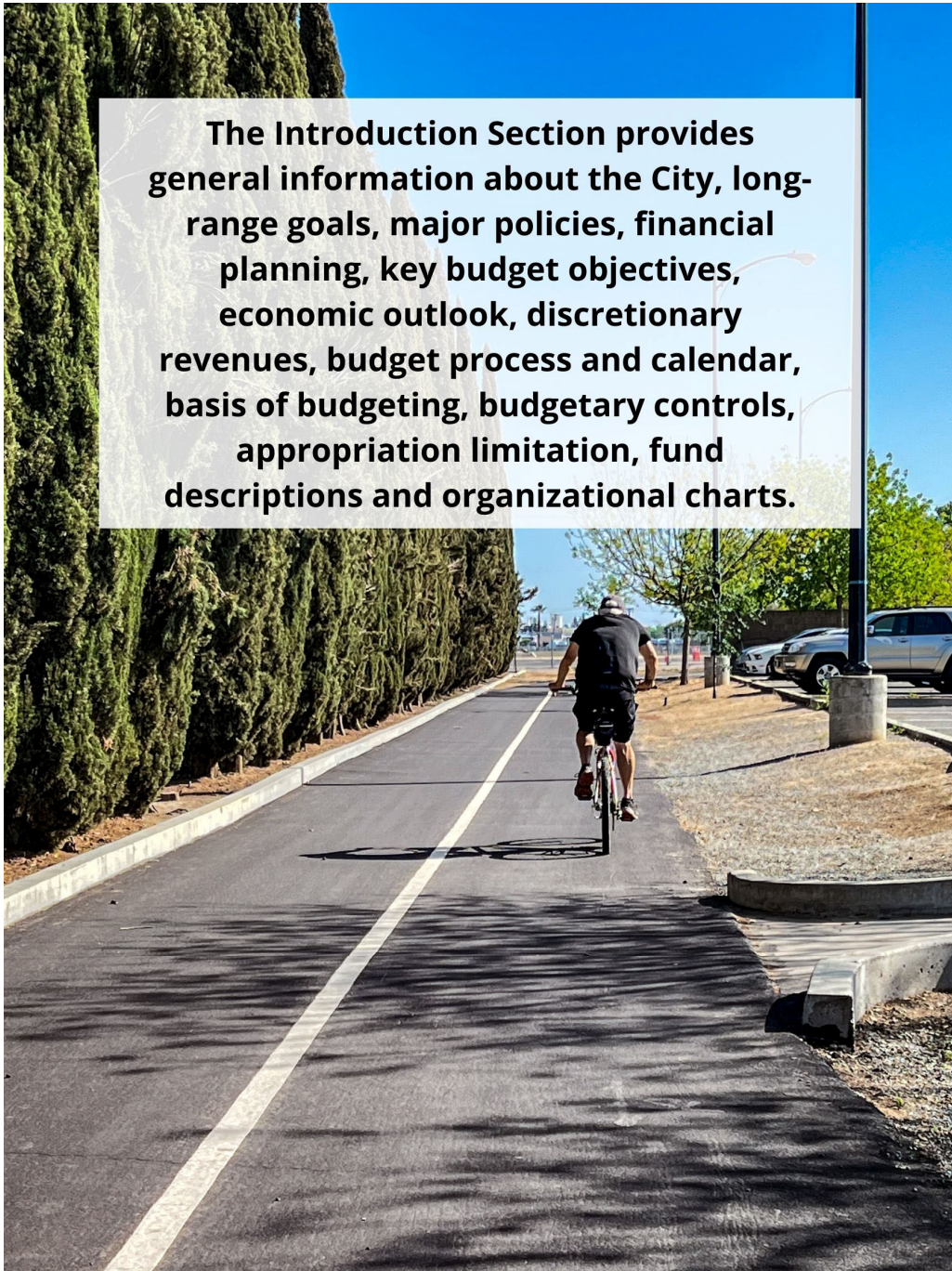
Respectfully submitted,

John Holt
City Manager

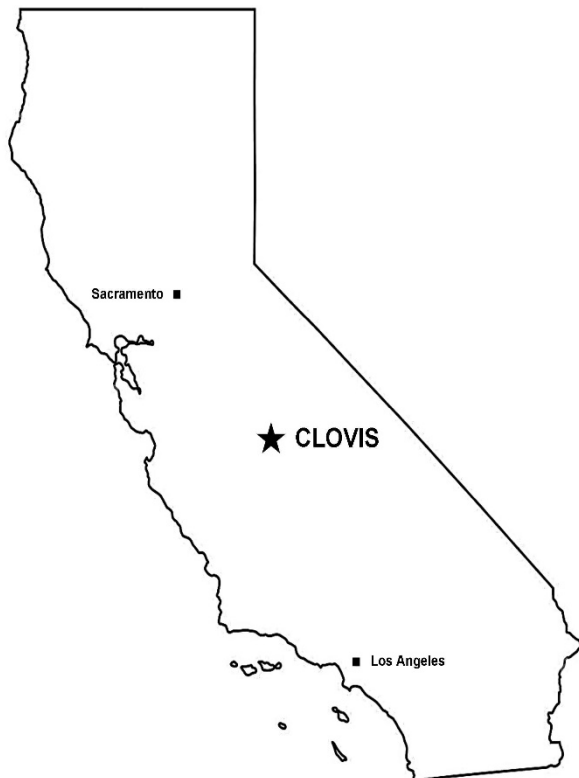
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INTRODUCTION *SECTION*

The Introduction Section provides general information about the City, long-range goals, major policies, financial planning, key budget objectives, economic outlook, discretionary revenues, budget process and calendar, basis of budgeting, budgetary controls, appropriation limitation, fund descriptions and organizational charts.



INTRODUCTION



The City of Clovis was incorporated on February 27, 1912, as a general law city of the State of California and as such can exercise the powers allowed by the Constitution and laws of the State of California. The City is governed by the City Council-Manager form of government in which the City Council determines the mission, land use, and spending policies of the City and appoints the City Manager to oversee the day-to-day operation in carrying forward those policies. The City Council consists of five members elected at large for alternating four-year terms. The City provides the following services: public safety, animal control, transit, senior services, parks, recreation, economic development, planning and zoning, building inspection and engineering, street maintenance, water treatment and delivery, refuse collection and disposal, sewage collection and treatment, water reuse, street cleaning, and general administrative services.

In accordance with state law and the Clovis Municipal Code, the City prepares and adopts an annual balanced budget on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the General Fund, special revenue funds, capital project funds, and debt service funds. Spending plans are also adopted for the proprietary funds.

FINANCIAL POLICIES

The City Council has established fiscal policies that govern the City's financial administration and are designed to safeguard the City's assets, provide for a stable funding base, and ensure that adequate accounting data is compiled. The accounting data allows for the preparation of various accounting reports such as this budget and the Annual Comprehensive Financial Report (ACFR). Following are the financial policies that provide the basis for the financial direction of the City:

- The City's budget policy states that all operating budgets shall be balanced, and ongoing costs will not exceed current revenues plus the available fund balance that exceeds reserve fund requirements. The minimum reserve for any operational fund is 10% of the budgeted expenditures with the goal for reserves of 20-25% of budgeted expenditures unless capital borrowing or extraordinary fiscal conditions require that higher levels of reserves be maintained.
- The Enterprise Funds are to be fully supported by user fees and charges, and the Internal Services Funds are to be funded at appropriate levels to ensure reasonable ability to respond to unforeseen events. Annually, the City has designated a contribution of general funds to the General Government Services Fund (an Internal Service Fund) to address the building space needs for new fire stations, safety training facilities, regional park facilities, business and industrial parks, upgrades and new technology for improved productivity, and major remodeling, repairs, or additions to existing facilities.
- The City will not issue long-term debt to cover current operations. The City will consider the issuance of long-term debt to purchase/build capital assets when those assets will benefit users over several years and it is determined that it is more equitable to spread the capital investment and financing costs of the assets to current and future users of the assets.

- Annually, the City will have an independent audit of its financial records prepared by a certified public accountant, pursuant to generally accepted auditing standards, and will submit an annual financial report to the City Council by December 31 for the previous fiscal year.
- Fees for services provided will be charged directly to users of the services when appropriate and should cover the full cost of service delivery. Fees will be reviewed on an annual basis to ensure that the fee is appropriate for the service provided compared to actual cost or an approved cost index.
- Development impact fees will be established with the goal that new growth pays the cost of infrastructure improvements and minimizes the burden to existing residents.
- The City will invest available cash assets in a manner consistent with the safeguards and diversity that a prudent investor would adhere to with primary emphasis on preservation of principal, sufficient liquidity to cover anticipated payment outflows, and high yields consistent with the first two goals. The City's investments will be consistent with Section 53601 of the Government Code of the State of California that identifies which types of investments are eligible for investment of public funds, and the maximum percentage of an investment portfolio that is allowed for any one investment.

The City is in compliance with all of its financial policies.

KEY BUDGET OBJECTIVES

The City intends to maintain facilities and deliver essential core services at levels that will meet the most urgent needs of the community, while keeping expenditures in line with revenues. The following are the key objectives of this budget. For more details on how these objectives relate to departmental goals, refer to the Department Summaries included in the Operations Section.

1. Maximize service levels for public safety, crime prevention, hazard prevention, and emergency response in the community by prioritizing the most urgent demands for services and seeking alternative methods to meet lesser priority demands consistent with the need for sustainable spending.
2. Implement and begin update of the General Plan and all service and infrastructure master plans.
3. Maintain appropriate service levels that will best promote community appearance and the environment and seek to protect the substantial public investment in streetscapes, parks, and trails.
4. Implement an Economic Development Strategy that seeks to facilitate the growth of new or expanding businesses and jobs that improve the overall tax base of the City, improve the diversity of the local economy, and improve the income of residents in the community.
5. Pursue an aggressive capital investment program to provide a safe, clean, and well-maintained community for the residents, to provide first-rate public facilities to serve the City's population well into the future, and to induce increased local employment from construction contracts; and to provide preventative maintenance as a priority expenditure to avoid greater costs in the future.
6. Provide targeted neighborhood revitalization investments. This is a long-term effort to improve community appearance, neighborhood stabilization, infrastructure improvements, amenities in older neighborhoods, and economic opportunities. These investments total \$13.7 million in the 2023-24 budget on top of \$26.67 million in the previous year budget in funding primarily reinvesting in some of the City's older neighborhoods.

DISCRETIONARY VERSUS NON-DISCRETIONARY REVENUES

The distinction between these categories of revenue is especially important for the General Fund. It is the key to understanding the financing of general government operations and services. Understanding these categories of revenue makes clear how decisions that are made about funding for local government and use of these revenues can affect these core government services. With constrained sources of revenue, the terms "discretionary" and "non-discretionary" revenues have taken on greater importance.

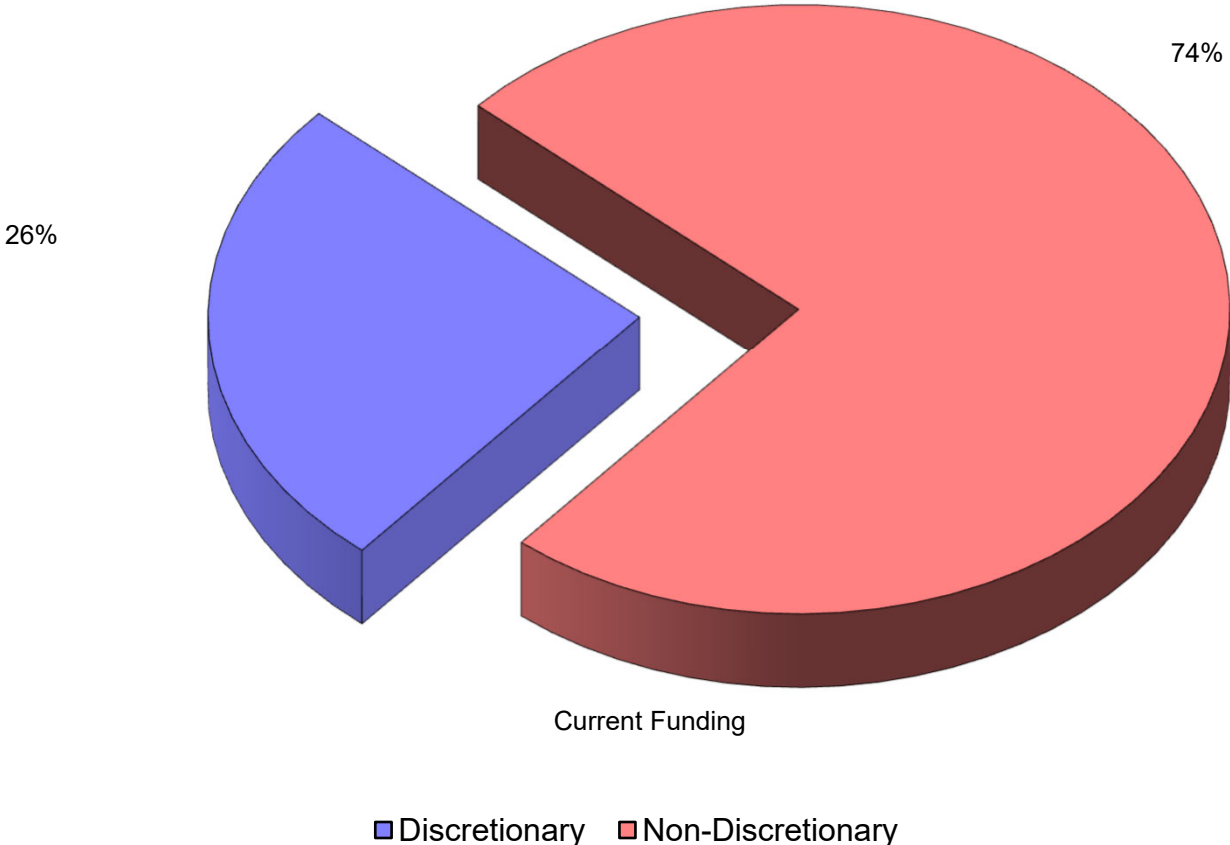
Discretionary revenues are those for which the City can decide, without restriction, how these funds will be expended and on which programs. Examples of discretionary revenues are property taxes, most sales taxes, and business license fees, all of which may be allocated to support any lawful purpose of the City's choosing. Discretionary revenues are used to support the General Fund operations and programs. The primary sources of discretionary revenues are property, sales, and certain other taxes which account for more than 97% of total discretionary funding.

Non-discretionary revenues have restrictions, and the City must spend these revenues on the programs for which they are intended. Examples of non-discretionary revenues include gas taxes that must be used for street maintenance; and development fees that must be used for land use entitlement processes and inspections or investment in public improvements associated with new development.

The chart on the following page titled "Summary of Discretionary and Non-Discretionary Revenues 2023-2024" illustrates that only 26% of total annual revenues are discretionary with the remaining 74% non-discretionary. The City's discretionary revenues this year total \$81.8 million, of which \$81.5 million are being appropriated in the General Fund and \$0.35 million are being transferred to the Planning and Development Services Fund to pay for the public benefit supported by that operation. The remaining \$248.9 million of revenues are non-discretionary. Of the discretionary revenues, the chart titled "Use of Discretionary Revenues 2023-2024" shows that the City will use 87%, or \$71.5 million, of the total \$81.8 million of discretionary funds for public safety.

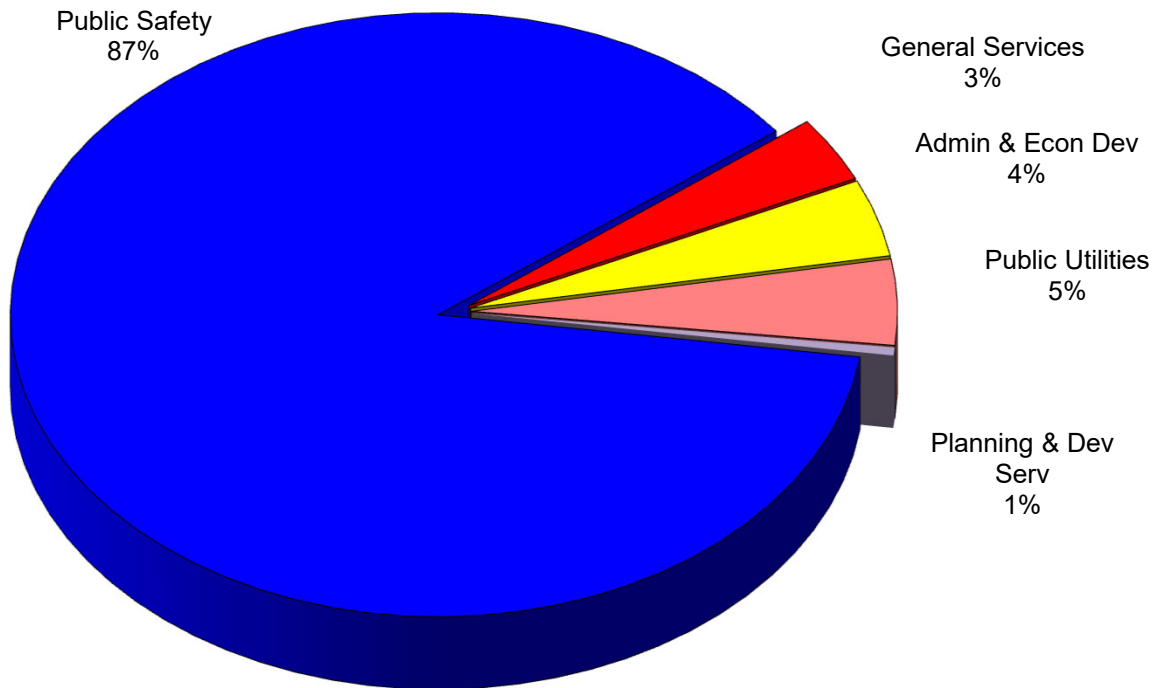
SUMMARY OF DISCRETIONARY AND NON-DISCRETIONARY REVENUES 2023-2024

	<u>Discretionary</u>	<u>Non- Discretionary</u>	<u>Total</u>
Property Taxes	34,307,000	3,061,000	37,368,000
Sales & Other Taxes	44,994,000	550,000	45,544,000
Licenses & Permits	1,370,000	3,912,000	5,282,000
Fines & Forfeitures	0	188,000	188,000
Use of Money & Property	405,000	1,713,000	2,118,000
Revenue From Other Agencies	257,000	44,980,000	45,237,000
Charges For Current Services	50,000	181,852,000	181,902,000
Other Revenues	0	945,000	945,000
TOTAL CURRENT FUNDING	81,383,000	237,201,000	318,584,000
(Additions to)/Use of Available Balance	507,200	11,662,600	12,169,800
TOTAL	81,890,200	248,863,600	330,753,800



USE OF DISCRETIONARY REVENUES 2023-2024

Departments	Total Expenditures	Non-Discretionary Revenues	Use of Discretionary Revenues
City Council	560,700	185,000	375,700
City Attorney	1,123,200	752,000	371,200
City Manager	9,517,000	7,580,900	1,936,100
General Services	70,203,200	67,337,800	2,865,400
Finance	3,982,100	3,273,000	709,100
Police	54,524,000	4,697,000	49,827,000
Fire	24,040,600	2,332,000	21,708,600
Public Utilities	102,448,100	98,701,000	3,747,100
Planning & Development Services	15,348,900	14,998,900	350,000
Community Investment Program	49,006,000	49,006,000	0
TOTAL	<u>330,753,800</u>	<u>248,863,600</u>	<u>81,890,200</u>



ECONOMIC OUTLOOK

The City of Clovis rapidly recovered from the recession related to the COVID-19 pandemic. The City's unemployment rate peaked in May of 2020 at 13%, dropped to as low as 2.5% in March of 2022, and in March of 2023 is at 3.8%, which is very close to the unemployment rate pre-pandemic. The City has also enjoyed higher than average retail sales when compared to other cities and the state, and significantly better occupancy at hotels than both forecasted and experienced elsewhere. This has rapidly increased the City revenues but the rate of increase is unlikely to be sustainable. The recovery was coupled with historic inflation rates, nearing 10% in the past year, and coming down to 5% in April of 2023. This inflationary pressure pushed the Federal Reserve to make rapid increases in interest rates to moderate demand. This once again leaves the City in a period of fiscal uncertainty. With consumer and business demand being squeezed due to monetary policies it is likely the City will see a slowing in revenues.

The national economy is forecasted to face a recession in the next year and some signs of slowing are evident it is unclear how deep or long the recession will be if it even occurs. As was evident during the 2020 recession, the City's efforts over many years to build a strong and diverse economy that attracts high quality businesses, employees, and residents to our community will be key in walking through more uncertainty.

In addition, the City as a whole is faced with a rapidly changing environment. The method of product delivery is transitioning to non-taxable digital services and delivery services rather than brick and mortar locations. Many employees are continuing to telecommute changing daily traffic patterns and finding labor is a continued challenge. This has resulted in changes in real estate demand. In this there are opportunities for the City to address the changes in the upcoming General Plan Update and projects such as the Shaw Avenue revitalization strategy being developed. The City has also supported and leveraged the large and continued increases in entrepreneurial start-ups. This is occurring in various settings including the Clovis Culinary Center and the Valley Small Business Development Center with Clovis residents launching businesses. The City has resourced these start-ups with assistance and will be continuing these efforts significantly with investments in this budget.

As we gain deeper knowledge of the economic shifts that rapidly occurred during the pandemic, it has confirmed that the City is on solid ground economically with new businesses, ideas, and way of doing business coming forth to keep Clovis strong for the long run despite short term challenges in the labor market, inflationary pressures, and monetary policy. The fundamentals of a well-educated community, excellent infrastructure, good land use policies, and a heritage of hard work will provide for an economic engine that gives hope for the future. Continuing a spirit of partnership with Clovis businesses is going to be critical in reaching mutual goals of a vibrant community that allows for success of all residents.

Upcoming projects that will have a positive effect on the local economy include:

- California Health Sciences University (CHSU) increasing enrollment candidates for becoming medical doctors in the Sierra Gateway Commerce District;
- Further attraction of businesses to the Sierra Gateway Commerce District;
- Businesses locating in the expanded Dry Creek Industrial Park and nearby business developments;
- Additional expansion of medical facilities at Clovis Community Medical Center and on adjacent properties;
- Targeted investments of \$13.7 million that will improve older Clovis neighborhoods and provide economic opportunities;
- Development of approximately 400,000 square feet of industrial buildings on vacant parcels in the Clovis Industrial Business Park beginning in 2023-2024;
- The development on the Clovis and Dakota Avenue site into approximately 400,000 square feet of industrial will add at least 1,000 jobs to the City;
- The beginning of commercial development in the Heritage Grove growth area;
- Additional commercial development coming to the Herndon Avenue Corridor;
- Continued investment in the Shaw Avenue Corridor;
- Additional retail coming to the Loma Vista Urban Center; and
- Construction of a six-lane expressway on Shaw Avenue from DeWolf to McCall Avenues.

FUND ACCOUNTING

The accounts of the City are organized on a basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenses/expenditures. Government resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent. The various funds are grouped into three broad categories as follows:

Governmental Fund Types - Governmental funds are used to account for all of the City's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition of or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in some other fund.

Proprietary Funds - Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration and the primary intent is to recover the costs of providing the goods or services through user charges. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds).

Fiduciary Funds - Fiduciary funds are used to account for assets held on behalf of outside parties in a trustee capacity. Assessment Districts fall within this category as does the Redevelopment Successor Agency.

BASIS OF BUDGETING

The budgets of the governmental fund types (General Fund, special revenue, capital projects, debt service, and assessment districts) are prepared on a modified accrual basis. This means expenditures are recorded when the liability is incurred, and revenues are recognized if they are received during the fiscal year or shortly thereafter. In addition, the City treats encumbrances as expenditures only for budgetary control purposes. Encumbrances open at year-end are reported as assignments of fund balances since they do not constitute expenditures or liabilities. Available expendable resources include beginning fund balance and current year revenues and transfers from other funds.

The spending plans for the proprietary fund types, comprised of internal service funds (employee benefits, fleet, liability and property insurance, and general services) and enterprise funds (water, sewer, community sanitation, planning and development services, and transit), are prepared on a full accrual basis. Expenses are recorded when the liability is incurred, and revenues are recognized when the service is provided. Exceptions exist in the way the City prepares its spending plans for the enterprise funds and the way they are reported in the City's Annual Comprehensive Financial Report (ACFR). Depreciation on assets is not shown in the spending plan, but expenditures for capital are shown at the full purchase price. The ACFR shows depreciation but not the capital expenditure, which is in accordance with generally accepted accounting principles. Available expendable resources for proprietary funds include beginning working capital, current revenues, and transfers in. Beginning working capital is defined as current assets less current liabilities; in other words, working capital represents cash available to pay expenses.

FIVE-YEAR COMMUNITY INVESTMENT PROGRAM

Based on the City's Master Development Plans, the program consists of broad evaluation and establishment of priorities for capital projects essential for future development, as well as the replacement of existing City facilities as needed to ensure the continued delivery of services to the public. An important part of the process of developing the community investment program for capital improvements is determination of the logical order of construction of projects included in the master plans so that underground work is well coordinated to be accomplished in advance of above groundwork. Public service programs and the master plans are the principal bases for determining general priorities. Other factors, however, may influence the final decision as to when a particular project is to be undertaken, such as public demand, major commercial or industrial users, the need to coordinate with other jurisdictions, or even special funding. The five-year community investment program is not designed to do all things that need to be done, but rather to develop a reasonable program of public needs and a dependable order of urgency for each project in relation to other projects. The preparation of the capital budget provides greater assurance that the projects will be undertaken in order of need, that overlapping projects will be avoided, that costly mistakes can be avoided, and that all projects can be

coordinated with each other. Below are a few highlights of projects included in the Five-Year Community Investment Program:

- Sewer Main Replacement in Santa Ana Avenue west of Clovis Avenue
- Design of Sewer Diversion Projects to extend life of Herndon Sewer Service Area
- Pump Station E (Ashlan/Leonard) Addition of Pump
- Design of Recharge Basin Park at Barstow and Agua Dulce
- Construction of Roundabout at Owens Mountain Parkway and Dewolf Avenue
- Design of Various Street Rehabilitation Projects
- Rehabilitation or Widening of Various Streets, including
 - Armstrong – Bullard to Sierra
 - Clovis – Shepherd to Teague
 - Minnewawa – Alluvial to Herndon
 - Shaw - Dewolf to Leonard, includes overpass
 - Sierra – Willow to Peach
- Well 35 – Dewitt/Santa Ana Pump and Motor
- Water Conveyance System Master Planning

BUDGET PROCESS

The proposed budget is required by City Ordinance to be submitted to the City Council by the third meeting in May for the upcoming fiscal year (which begins July 1 and ends June 30). The Council holds public hearings following the submittal of the budget, and may add to, subtract from, or change appropriations within revenues and reserves estimated as available. The Council is required to adopt a balanced budget by June 30. If a balanced budget is not adopted by June 30, to ensure continuity of government services, the City Manager’s proposed budget becomes effective (excluding capital expenditures).

As part of the budget process, City staff prepares a five-year forecast that analyzes the City's long-term fiscal condition. It identifies trends and issues that must be addressed early to ensure the City's continued financial success in meeting the service needs of the City's residents. These planning sessions are intended to identify Council goals and priorities for the upcoming year. The departments then provide budgetary requests necessary to provide the services required to meet the Council goals. Once the City Manager confirms that the budget is structurally balanced with current resources sufficient to cover current expenditures, the Finance Department accumulates the data into a budget book representing the proposed budget that is submitted to Council.

Following adoption of the budget, it is sometimes necessary to amend the budget. The City Manager may transfer any appropriation within a specific fund not to exceed \$5,000 for appropriations and \$2,500 for reserves. Transfers exceeding these amounts require Council action. Also, the Personnel section from time to time may require an amendment should additional staffing be necessary or should the complement of staff require adjustment. These changes also require Council action.

BUDGET CALENDAR

Departmental Submittal (including CIP)	March 10, 2023
City Manager Budget Review	March 13 - April 14, 2023
Introduction of Recommended Budget to City Council	May 15, 2023
Council Budget Review and Public Hearings	June 5, 2023
Adoption of Budget	June 5, 2023

BUDGET CONTROL

Budgetary control is maintained at the department level by fund for both expenditures and personnel. The City utilizes encumbrance accounting in governmental funds under which purchase orders, contracts, and other commitments for expenditures are recorded to reserve the budgeted line item. Monthly reports to staff and quarterly reports to Council are utilized to affect budgetary control and reporting.

APPROPRIATIONS LIMITATION

In November of 1979, California voters approved a constitutional amendment that established an Appropriations Limitation for the state and local governments. In June of 1990, the electorate approved

Proposition 111 that amended the provisions of the constitution to provide for the adjustment of the Limitation. The formula now used to calculate the Appropriations Limit is the percentage change in California Per Capita Income (PCI) or the percentage change in valuations of non-residential construction (NRC) plus the percentage change in the City's population or the County's, whichever is greater. The State Department of Finance has provided the City with the population estimates and the Per Capita Income. The City's population increased approximately 0.80% from 2022. The percentage change in the California PCI was approximately 4.44%. The change in non-residential construction was 1.54%. Therefore, the change in PCI is used.

Appropriations Limitation 2022-2023	\$384,447,189
Add: Change in Population (0.80%)	<u>3,075,578</u>
	\$387,522,767
Add: Change in PCI (4.44%)	<u>17,206,011</u>
Appropriations Limitation 2023-2024	\$404,728,778
Less: Proposed Expenditures Subject to Limitation in 2023-2024	<u>86,374,947</u>
Amount of Unused Authorized Appropriations	<u>\$318,353,831</u>

Over the past five years, the City of Clovis' expenditures have been less than the appropriation (approximately 25% of the limit); therefore, it is not likely that the City of Clovis will reach the Appropriations Limit in the future. It is recommended that the Council's adoption of the Budget include the establishment of the City's Appropriations Limitation for the 2023-2024 fiscal year at \$404,728,778.

DESCRIPTION AND PURPOSE OF ACCOUNTING FUNDS

The information below provides a brief outline for each of the funds utilized by the City to account for revenue and expenditures for the various activities of the City.

Community Facilities District 2020-1 Fund

The Community Facilities District 2020-1 Fund is a special revenue fund that houses the collection and spending of tax assessments within Community Facilities District 2020-1. Assessments collected will be used to finance all costs associated with the maintenance and operation of certain public sewer facilities and the eventual replacement thereof.

Community Sanitation Fund

The Community Sanitation Fund, which is self-supporting from fees, is operated as a City business or "enterprise." All costs including depreciation are recorded in this fund. All revenue from service charges related to the collection and disposal of solid waste, recycling, greenwaste, and street sweeping fees is deposited into this fund.

Employee Benefits Fund

This fund accounts for the cost of employee benefits including retirement, workers' compensation, health insurance, unemployment insurance, and social security and Medicare insurance. The source of funding is a charge to all departments with personnel.

Fleet Maintenance and Replacement Fund

This fund accounts for the expenditures for maintaining the City's fleet and for equipment replacement. The source of funding is rental and replacement charges to all operating departments that use vehicles or equipment.

General Fund

The purpose of the General Fund is to account for general government activities such as public safety, planning, some public works, and revenue collection administration. All local tax revenues, building fees, certain user charges, and all discretionary revenues are deposited in the General Fund. The General Fund also receives non-discretionary revenues related to specific activities that are performed by the operating sections within the General Fund.

General Government Services/Facilities Fund

This fund accounts for centralized support provided to other departments including computer services, central supplies, communications, energy, and janitorial services and for government facility maintenance, enhancements, and acquisitions. The sources of funding come from a charge to all operating departments.

Housing & Community Development Fund

This fund accounts for the operations of the Housing and Community Development Program. The funding source is the Housing and Community Development Block Grant.

Housing Successor Fund

This fund was created to continue those City managed housing projects not affected by the State's elimination of Redevelopment Agencies.

Landscape Maintenance Fund

This fund accounts for the expenditures of the Landscape Maintenance Districts.

Liability and Property Insurance Fund

This fund accounts for the cost of general liability and property damage claims and insurance. The source of funding is from a charge to all operating departments.

Park Projects Fund

This fund accounts for the revenue, primarily from developer fees and park grants, for the purpose of park development, including acquisition of property. Also, as needed, funds are transferred from this fund to the Park Bond Debt Service Fund for payment of the annual principal and interest on the Park Bonds, which were used for park acquisition and development.

Planning & Development Services Fund

This fund accounts for the activities of the building, planning, and engineering departments of the City. Revenue is mainly generated from permit fees for services provided.

Sewer Construction-Developer Fund

This fund accounts for the revenue from developer fees from the Major Facilities Sewer charge and to account for capital improvements for major trunk sewer projects and expansion at the treatment plant.

Sewer Construction-Enterprise Fund

This fund accounts for capital expenditures for sewer main construction. Funds are transferred into the fund from the Sewer Service Fund for user-related projects and from the Developer Trust Fund as reimbursements are made for developer projects.

Sewer Service Fund

This enterprise fund accounts for the operation and maintenance of the City's sanitary sewer system, including operating costs of the City's share of the Fresno-Clovis Wastewater Treatment Facility. The fund is self-supporting from sewer user fees.

Street Construction Fund

This fund accounts for the capital street projects paid for out of the City's share of Transportation Development Act (SB 325) funds allocated by the state, 1/2 cent sales tax for transportation, Special Gas Tax Select Street funds, and federal funding sources under the Federal Intermodal Surface Transportation Efficiency Act. In addition, funds are transferred from the Developer Trust Fund as reimbursements are made for developer-financed projects.

Successor Agencies Fund

This fund was established to manage the wind down of the Clovis Community Development Agency. State actions eliminated Redevelopment Agencies effective 1/31/12 and required the creation of this fund.

Transit Fund

This fund accounts for the operation of the City's transit system including Stageline and Round-Up and services contracted from Fresno Area Express (FAX). The sources of funding for this activity are SB 325 monies, farebox revenues, and 1/2 cent sales tax for transportation.

Water Construction-Developer Fund

This fund accounts for the revenue from developer fees and for capital improvements for major water lines, water wells, and other major capital improvements.

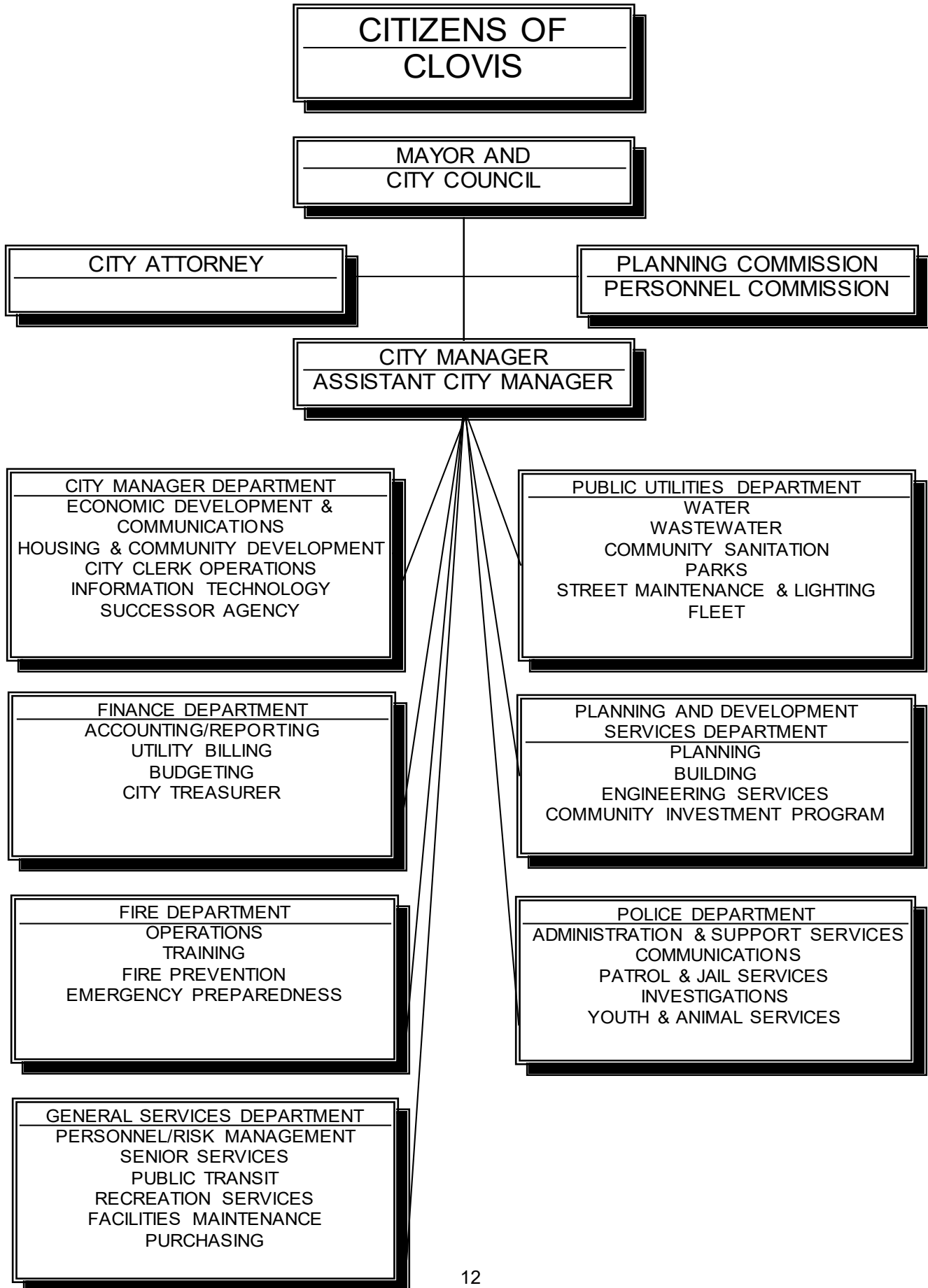
Water Construction-Enterprise Fund

This fund accounts for revenue from developer fees and expenditures for installation of water mains.

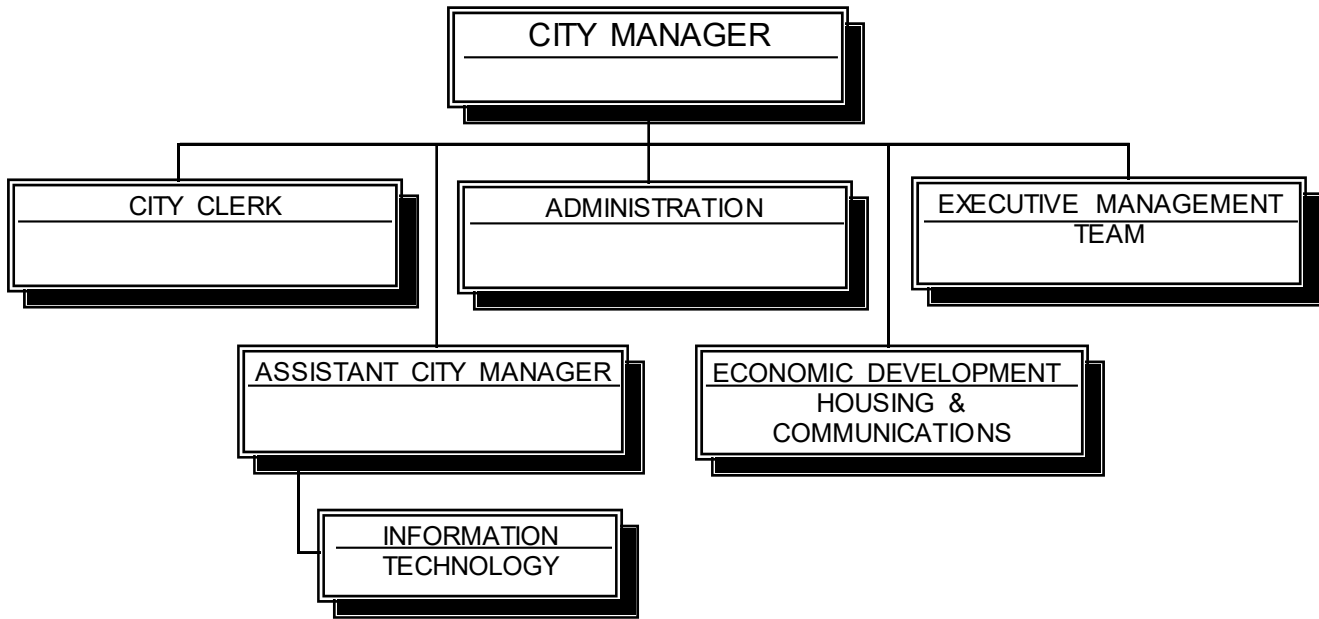
Water Service Fund

This enterprise fund accounts for revenues from delivery of water and the related expenditures to operate and maintain the water system. Funds are transferred from this fund to the Water Main Construction Fund for system maintenance and upgrades.

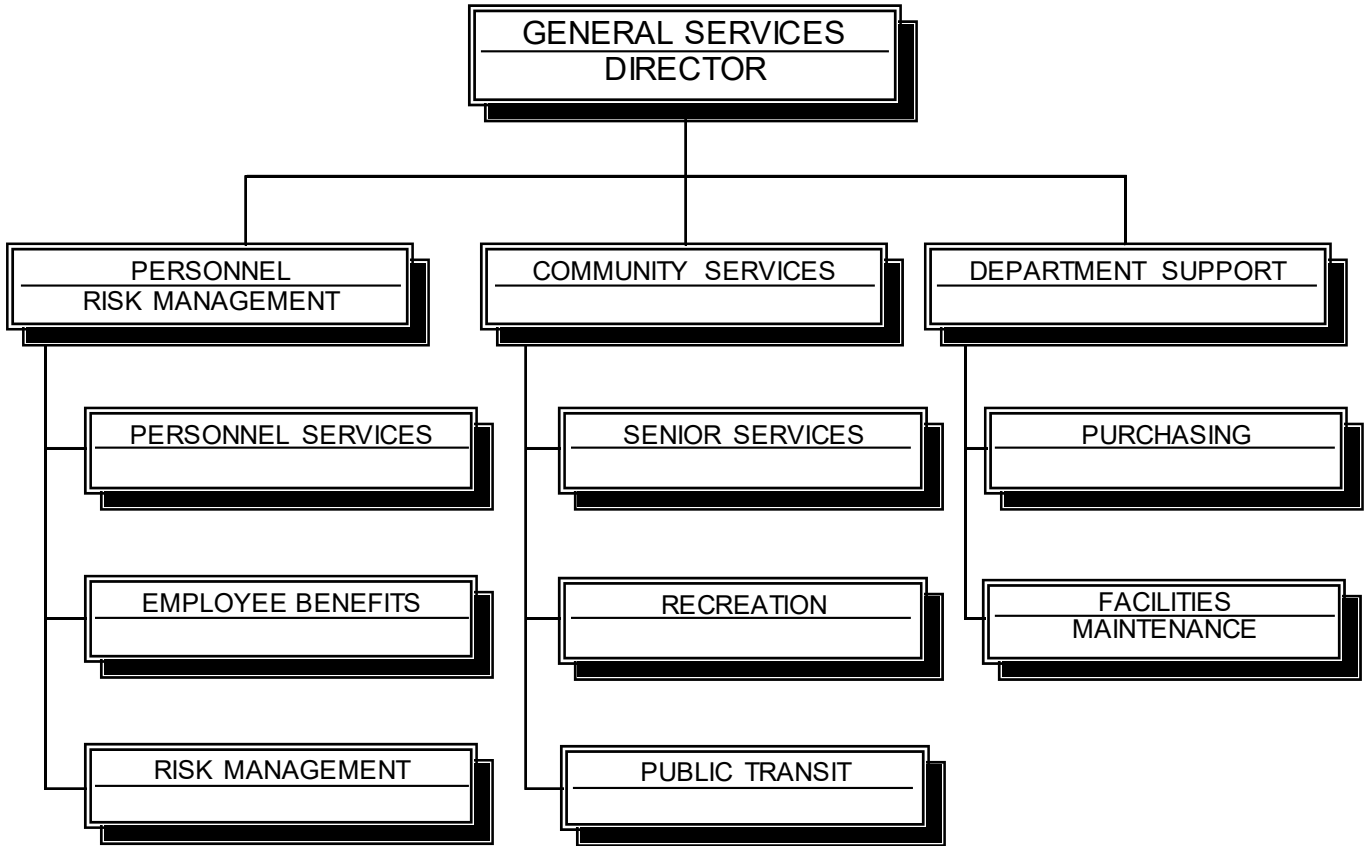
City Of Clovis Organization Chart



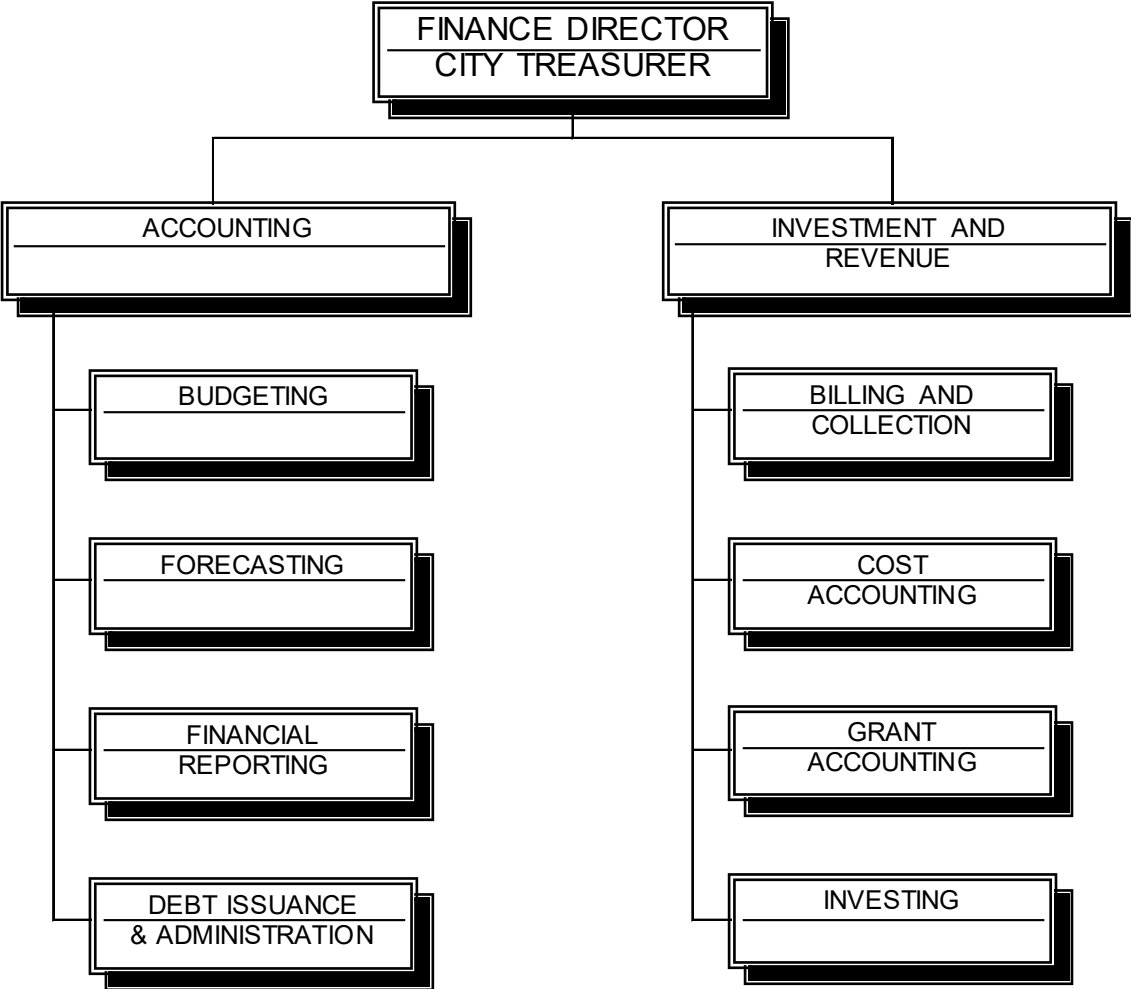
City Manager Department



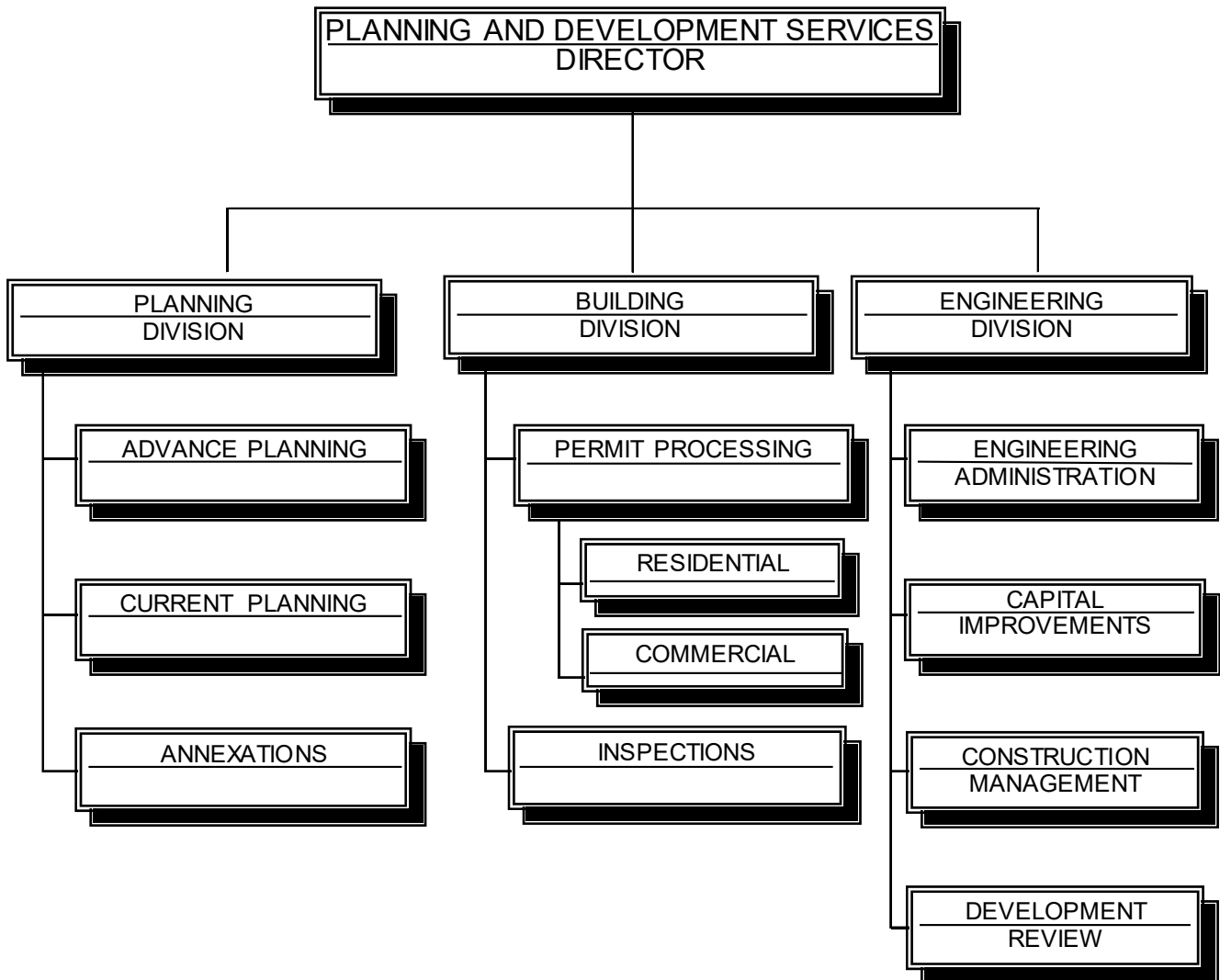
General Services Department



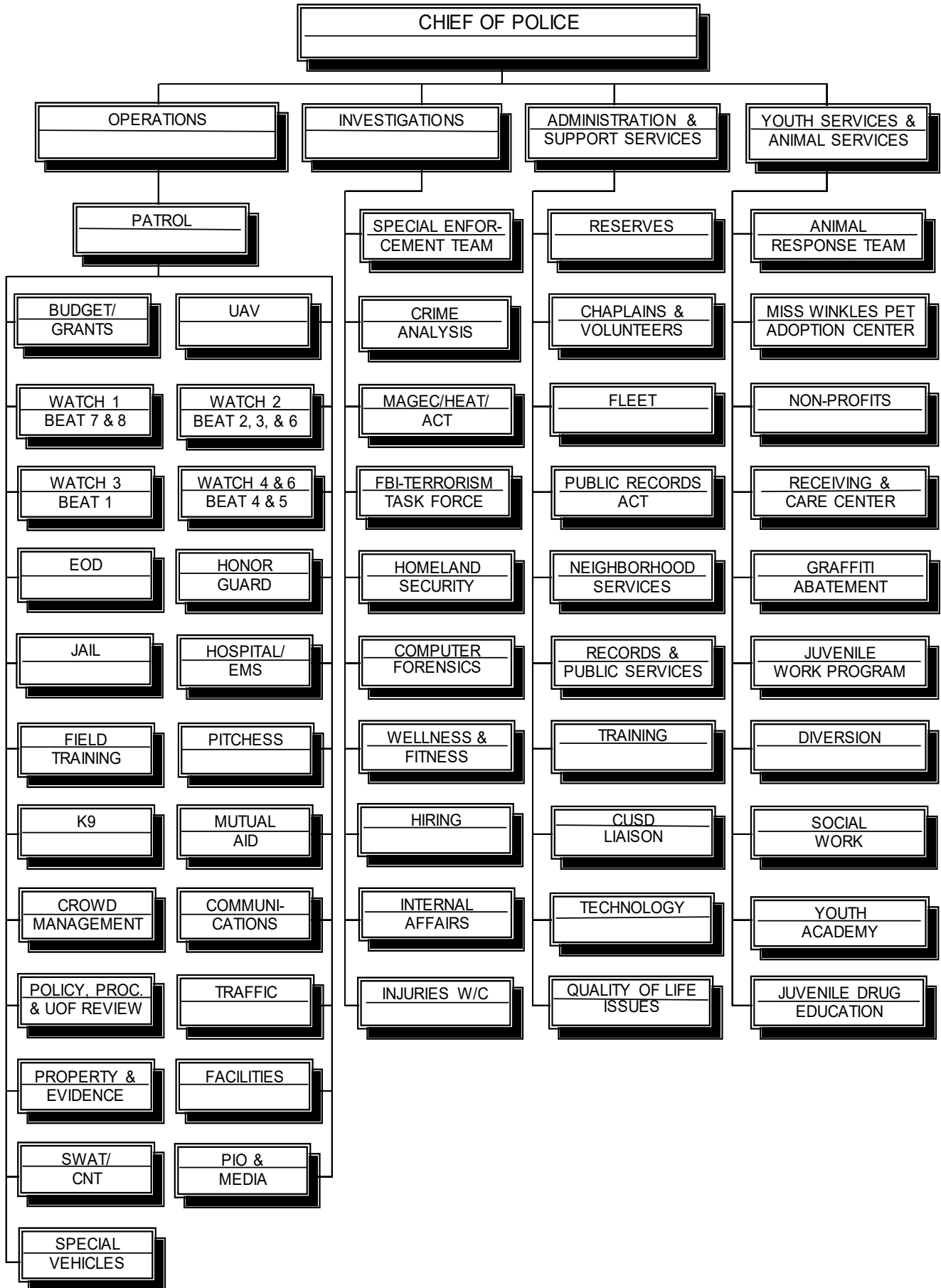
Finance Department



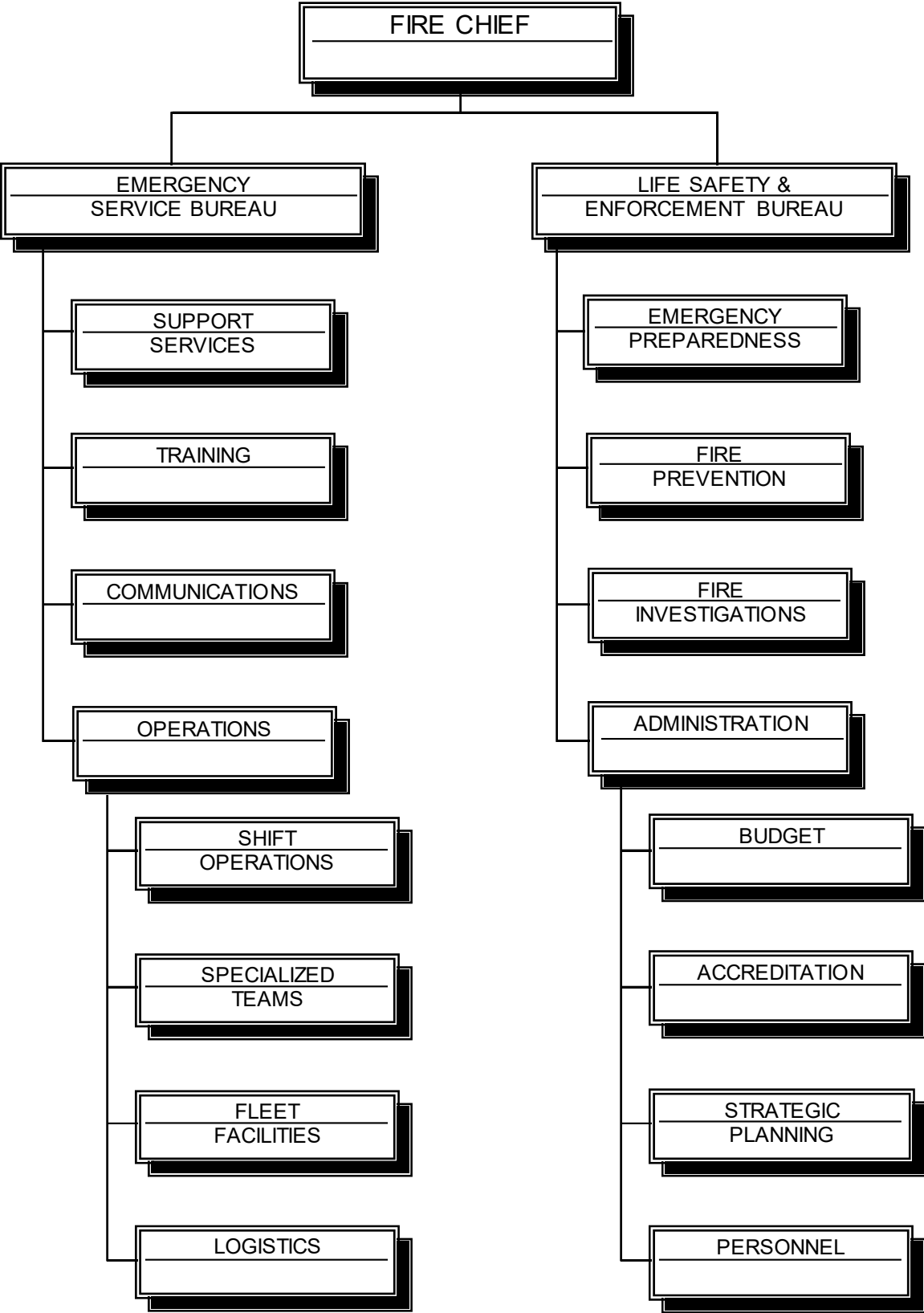
Planning and Development Services Department



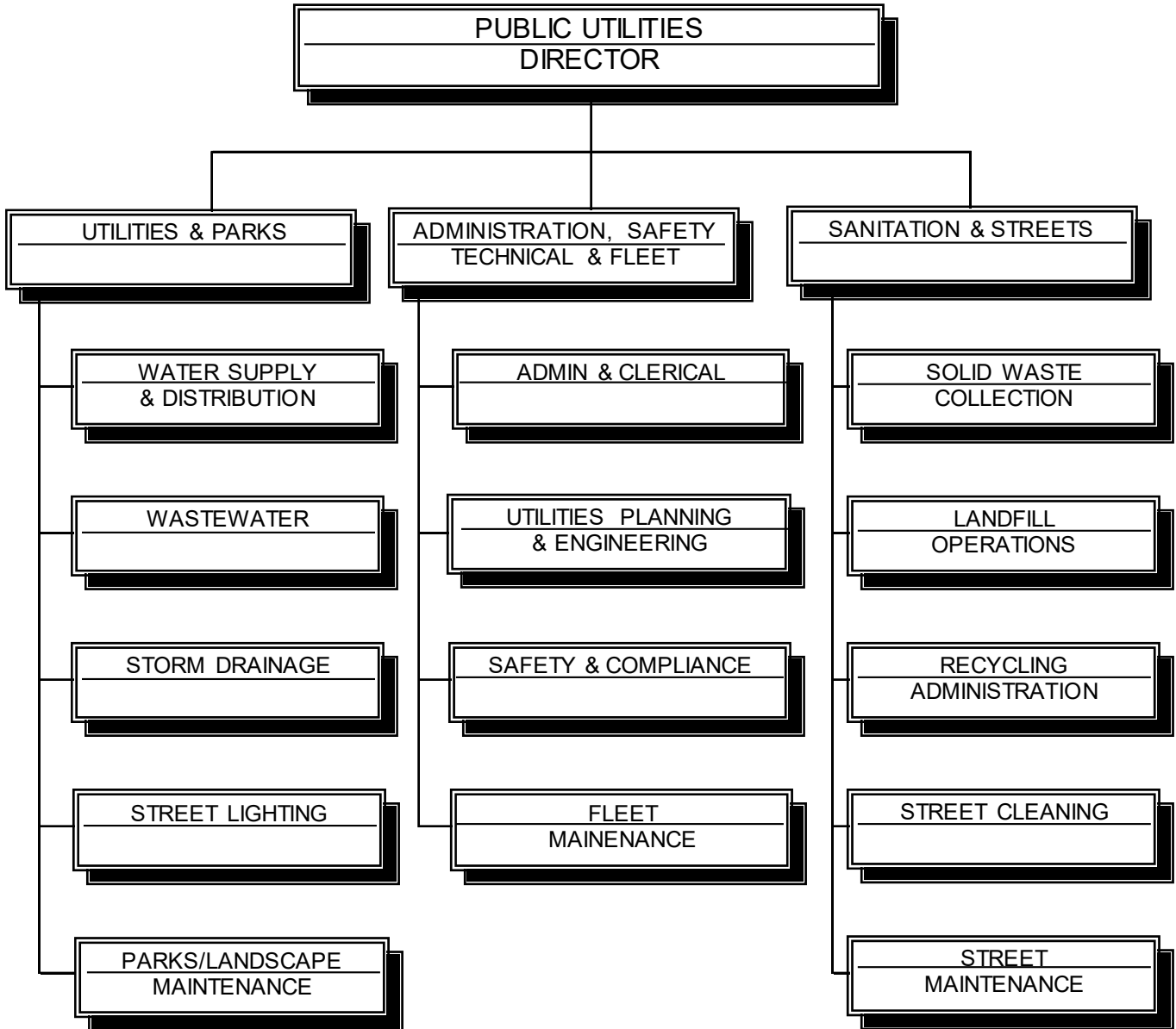
Police Department



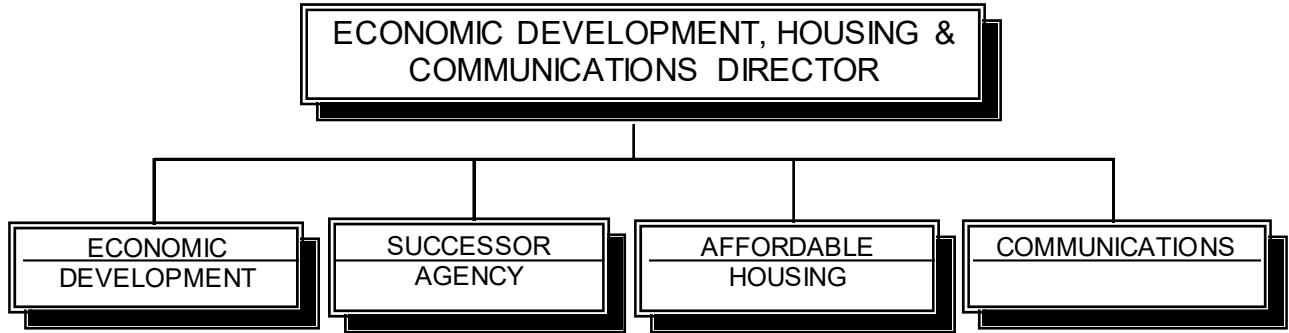
Fire Department



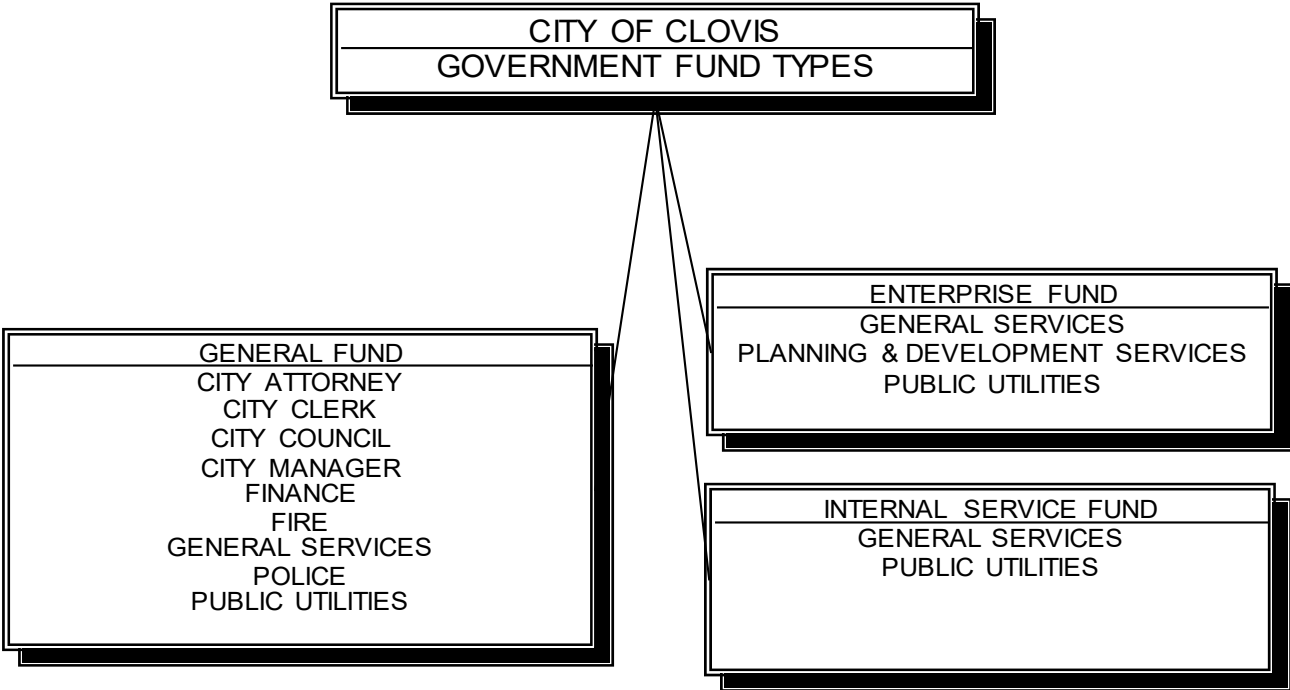
Public Utilities Department



Clovis Successor Agencies



City Departments by Fund Type



**CITY OF CLOVIS
2023-2024 MANAGEMENT STAFF**

John Holt, City Manager
Andrew Haussler, Assistant City Manager
Karey Cha, City Clerk
Chad McCollum, Economic Development, Housing & Communications Director
Scott Cross, City Attorney
Curt Fleming, Police Chief
John Binaski, Fire Chief
Jay Schengel, Finance Director/Treasurer
Shonna Halterman, General Services Director
Renee Mathis, Planning & Development Services Director
Scott Redelfs, Public Utilities Director

BUDGET PREPARATION TASK FORCE

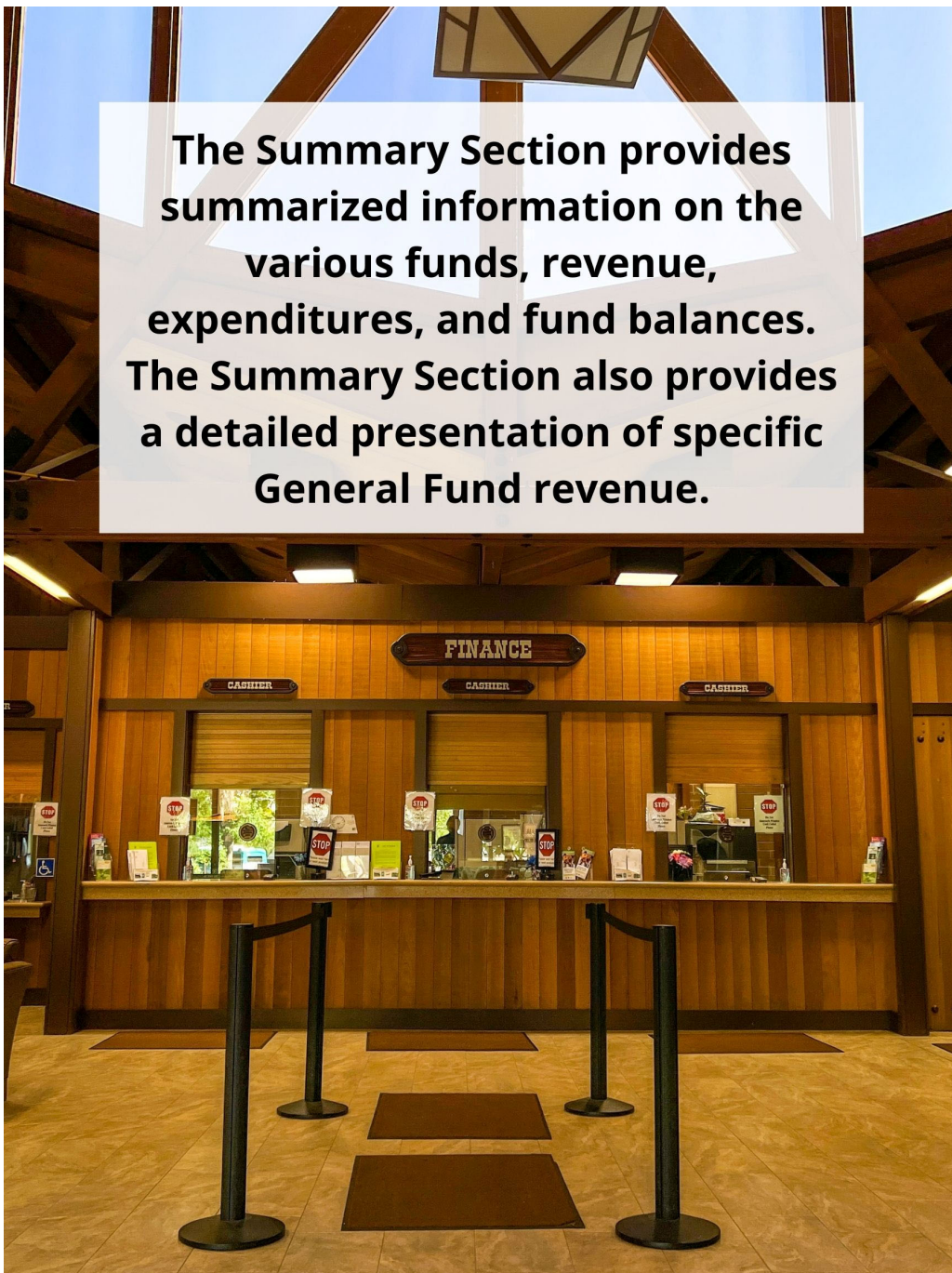
John Holt, City Manager
Jay Schengel, Finance Director

Andrew Haussler
Gina Daniels
Jeff Blanks
Susan Evans
Jose Reynoso
Jose Cortez
Ran Chan
Thad Avery
Rebecca Simonian

SUMMARY

OF REVENUES & EXPENDITURES

The Summary Section provides summarized information on the various funds, revenue, expenditures, and fund balances. The Summary Section also provides a detailed presentation of specific General Fund revenue.



FUND BALANCE SUMMARY

This section contains information about the various funds utilized by the City presented in summary form. The narrative, Highlights of Fund Activities, provides facts about the major fund groups. The information is intended to present to the reader, in a condensed form, important data about each fund group.

The Summary of Resources and Appropriations, which follows the Highlights, provides a very concise presentation of the various funds. For each fund, the Summary includes the estimated beginning fund balance as of July 1, 2023; the total estimated revenue for 2023-2024; the total proposed budget expenditures for 2023-2024; and the projected ending fund balance for each fund as of June 30, 2024.

The Notes to Resources and Appropriations Summary, immediately following the Summary of Resources and Appropriations, provides detail on the various fund transfers along with notes about fund presentation and is an integral part of the Summary.

These schedules provide, in a condensed form, an overview of the financial position of the City for the budget year.

FUND HIGHLIGHTS

General Fund - General Fund expenditures are being funded through current year revenues and use of fund balance. Projected revenues are \$105.2 million which is \$4.3 million or 4% more than the revised revenues for 2022-2023. Revenues for 2023-2024 are increasing mainly due to property taxes, sales taxes, and transient occupancy taxes with a full operating year of a new hotel, an increase to the transient occupancy tax rate and increase in short term rentals. Proposed expenditures are \$105.3 million and represent \$7 million or 7% more when compared to 2022-2023 estimated expenditures. The increase in 2023-2024 projected expenditures is largely due to increased costs for employee benefit programs including retirement and health insurance along with general price increases on the cost of services and supplies. Eight new positions are recommended for the General Fund for 2023-2024. There are six in the Police Department, one in the Recreation Division of the General Services Department and one in the Public Utilities Parks Division. Additionally, one position will be converted in the Fire Department. The General Fund has \$22.7 million, or 22% of expenditures, designated as an emergency reserve. The General Fund also reflects a \$2.0 million unreserved, unassigned balance available to offset the impact of any revenue shortfall or cover any unexpected expenditures that do not meet the emergency designation.

Special Revenue Funds - The Housing and Community Development Fund projects a fund balance of \$1.0 million for 2023-2024 with current program costs funded using capital funds for projects and revenues sufficient to cover current operational program costs. The City Manager Department will add one position and convert one position within the HCD Block Grant Fund. The Landscape Assessment District Fund shows a projected fund balance of \$8.6 million for 2023-2024. This amount is being accumulated for required reserve and future equipment replacement. The Community Facilities District 2020-1 shows a projected fund balance of \$150,600.

Internal Service Funds - All of the City's Internal Service Funds have adequate revenues or reserves to cover current operating requirements. All Internal Services Funds derive revenue primarily from charges to user departments. One new position and four position conversions in the General Services Department are recommended for 2023-2024. The General Government Facilities Fund includes a limited number of minor projects with the reserves committed to future debt service obligations.

Enterprise Funds - All of the City's Enterprise Funds show sufficient revenue and working capital to meet current operating requirements. With the increase in development over the last few years, the City has rebated utility customers the Sewer bond coverage charge of \$7.30 per month. The City will continue to rebate the \$7.30 per month Sewer bond coverage charge in 2023-2024. Sewer operations have an authorized 3% escalator, which is included in the proposed budget. The Community Sanitation Enterprise has an approved 4% increase effective every July 1 as needed. The need for this increase has been reviewed and will be implemented effective July 1, 2023 for the Recycling and Greenwaste programs, the Refuse program and the Street Sweeping program. The Water Enterprise Fund reflects the approved 3% rate increase effective July 1, 2023, with rate increases approved in future years if necessary. The Water/Sewer/Community Sanitation operations will add five new positions in 2023-2024 to accommodate continued growth of the City. The Transit Enterprise will continue utilizing the annual money received from State Transit Assistance (STA) to improve transit services and for capital improvements. The Transit Enterprise has two new recommended positions in 2023-2024. To accommodate staffing changes and market demands, the Planning & Development Enterprise has three new positions and one position conversion for 2023-2024.

Capital Improvements - Several major projects are included in the 2023-2024 budget and are listed in the **Community Investment Program Section**. The City has also identified several major projects in the **Five-Year Community Investment Program Section** for years beyond 2023-2024 that do not currently have funding sources identified.

More details regarding the recommended positions included in the 2023-2024 budget in the **General Fund**, **Internal Service Funds**, and **Enterprise Funds** are included in the **Personnel Section**.

SUMMARY OF RESOURCES AND APPROPRIATIONS 2023-2024

Fund	Beginning Balance	Transfers	Current Resources	Expenditures	Ending Balance
GENERAL					
General Fund*	6,067,900	(3,930,000)	105,182,000	105,339,200	1,980,700
SPECIAL REVENUE FUNDS					
Housing & Community Develop.	1,049,300	0	313,000	348,900	1,013,400
Landscape Assessment Dist	7,948,000	0	5,997,000	5,298,000	8,647,000
Community Facilities Dist 2020-1	128,300	0	55,000	32,700	150,600
Total Special Revenue	9,125,600	0	6,365,000	5,679,600	9,811,000
INTERNAL SERVICE FUNDS					
Liability & Property Insurance	1,593,600	0	6,765,000	6,791,600	1,567,000
Employee Benefits	14,182,600	0	39,423,000	39,311,900	14,293,700
Fleet Maintenance	18,528,300	0	13,920,000	12,084,100	20,364,200
General Government Services	17,202,800	0	15,667,000	15,640,100	17,229,700
Total Internal Service	51,507,300	0	75,775,000	73,827,700	53,454,600
ENTERPRISE FUNDS					
Community Sanitation	8,715,700	150,000	24,643,000	27,625,000	5,883,700
Sewer Service	24,501,200	500,000	15,891,000	19,499,400	21,392,800
Water Service	18,441,500	950,000	22,123,000	24,140,800	17,373,700
Transit	448,100	0	10,287,000	10,287,200	447,900
Planning & Development Service	9,883,000	350,000	15,207,000	15,348,900	10,091,100
Total Enterprise	61,989,500	1,950,000	88,151,000	96,901,300	55,189,200
CAPITAL IMPROVEMENT FUNDS					
Sewer Construction	3,162,300	(500,000)	5,120,000	7,607,000	175,300
Park Projects	4,242,000	(1,700,000)	2,387,000	1,240,000	3,689,000
Street Construction	14,730,800	0	21,747,000	24,865,000	11,612,800
Water Construction	6,460,000	750,000	4,065,000	7,026,000	4,249,000
Housing & Community Develop.	45,000	0	7,015,000	7,060,000	0
Refuse Construction	0	0	1,000,000	1,000,000	0
General Govt Facilities	0	3,580,000	1,777,000	208,000	5,149,000
Total Capital Improvement	28,640,100	2,130,000	43,111,000	49,006,000	24,875,100
	<u>157,330,400</u>	<u>150,000</u>	<u>318,584,000</u>	<u>330,753,800</u>	<u>145,310,600</u>
	Beginning Balance	Transfers	Additions	Deductions	Ending Balance
SUCCESSOR AGENCIES TRUST FUND					
Clovis Successor Agencies**	909,200	0	1,366,000	1,362,000	913,200

* The General Fund maintains a \$22,700,000 set aside, or 22% of expenditures, as an emergency reserve as directed by the City Council.

**The Clovis Successor Agencies are Private Purpose Trust Funds and as such are reported separately and not included in Citywide totals.

NOTES TO RESOURCES & APPROPRIATIONS SUMMARY

1. Summary of Transfers

Interfund operating transfers are legally authorized transfers from one fund receiving revenue to the fund where the resources are to be expended.

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Purpose</u>
\$ 350,000	General Fund	Planning and Dev	General Fund supported activity
80,000	General Fund	General Services	Gym at Fire Station #3
3,500,000	General Fund	General Services	Various capital projects
1,700,000	Parks	Water Service	Basin/Park property reimbursement
150,000	Comm Sanitation Cap*	Comm Sanitation Oper	Acquisition of refuse containers
200,000	Sewer Service	Sewer Cap-User	Capital projects
270,000	Sewer Capital-Dev	Sewer Service	Capital projects
430,000	Sewer Capital-Dev	Sewer Service	Developer share of debt service
750,000	Water Service	Water Capital-Dev	Debt service

2. For presentation purposes, several funds were combined on the Summary of Fund Balances as follows:

Sewer Capital -
 Sewer Capital-Enterprise
 Sewer Capital-Developer

Water Construction -
 Water Capital-Enterprise
 Water Capital-Developer

*Community Sanitation Capital Fund is unbudgeted and as such, is not shown on the preceding schedule, but is fully disclosed in the City's Annual Financial Report.

SUMMARY REVENUES AND EXPENDITURES

The following summary schedule provides an excellent overview of the City's 2023-2024 revenues and expenditures. The schedule on the following page combines all the City's funds into one summary schedule while the "2023-2024 Budget Summary-By Fund" provides a summary of revenues and expenditures for each fund.

Care needs to be taken when attempting to draw conclusions from summary schedules, especially when comparing one budget year to prior years. Because of the up-and-down nature of capital project expenditures, the City's total budget can experience wide swings from year to year. An example of this may be a large street or sewer project that is budgeted in one budget year and may not exist in the next. This type of project may increase the budget by several million dollars in any one year.

The reader should also be aware that the majority of the City's revenue and expenditures are restricted to specific purposes and cannot be transferred from one fund to another. As was indicated in the City Manager's letter and further discussed in the Introduction Section, the General Fund is the only fund with discretionary revenues to pay for City services, such as police and fire. The other funds are restricted in their use, such as the Water Enterprise Fund, which can only be used to pay expenses related to water delivery.

Following the summary schedules is a detailed description of major revenue sources. We are providing historical trends, budgeting assumptions, and other information as appropriate.

The "2023-2024 Budget Summary-All Funds" includes all funding sources and expenditures for all Governmental and Proprietary Funds. A review of the revenue shows that "Charges for Current Services" is the largest revenue source followed by "Charges to Other Departments". Included in "Charges for Current Services" are the charges for the City's Enterprise Funds (water, sewer, refuse, etc.). This revenue source makes up 33% of the total funding sources. The source "Charges to Other Departments" reflects interfund charges, or revenue derived, by the City's Internal Service Funds such as General Services, Employee Benefits, Fleet Services, and Liability and Property Insurance to other operating funds for services received from the Internal Service Funds. This funding source reflects 24% of the total. (Please read the note at the bottom of the "2023-2024 Budget Summary-All Funds" about the effect Internal Service Fund charges have on the City's revenues and expenditures.) Property Taxes, show an increase due primarily to expected countywide growth, improving property values from prior years, and the statutory Prop 13 increase of 2% or California CPI, whichever is less. The California CPI for 2023-2024 is 2%. Property taxes account for 12% of the City's revenue. The revenue source "Sales & Use Tax" which accounts for 10% of total revenue, is projected at only moderate growth due to inflationary pressures on consumer spending.

Overall the City budget is lower when compared to the prior year. Capital outlays/improvements account for 17% of the total budgeted expenditures in 2023-2024 and are decreasing when compared to the 2022-2023 estimated budget amounts. The combined totals for all salaries and benefits, which account for 34% of the total expenditures, are showing an increase from the previous year due to the net addition of twenty positions and the conversion of seven positions for this fiscal year. Reflected in the category "Administrative and Overhead," which makes up 9% of the total, is the expenditure side of the interfund charges by the City's Internal Service Funds. This expenditure reflects costs such as computer services, communications, energy, and office supplies. The expenditure category "Employee Related ISF Charges" which accounts for 12% of total expenditures is another interfund related expenditure account and reflects the internal transfer of a portion of employee benefits.

Again, the reader is requested to view each of these revenue and expenditure categories on a per fund and departmental basis along with looking at a "Total Summarized Picture." Each of the department presentations included in the Operational Section will provide further information about the programs and proposed expenditures for each department.

2023-2024 BUDGET SUMMARY - ALL FUNDS

Included in the schedule below are items that are not considered revenue/expenses for financial reporting purposes. These items are:
 Long-term Debt (COPs and loans; included in "Other Financing Sources") -- Reported as liabilities for financial reporting
 Principal payments on long-term debt (included in "Debt Service") -- Reported as a reduction to liabilities for financial reporting
 Capital additions (included in "Capital Outlays") -- Reported as fixed assets for financial reporting

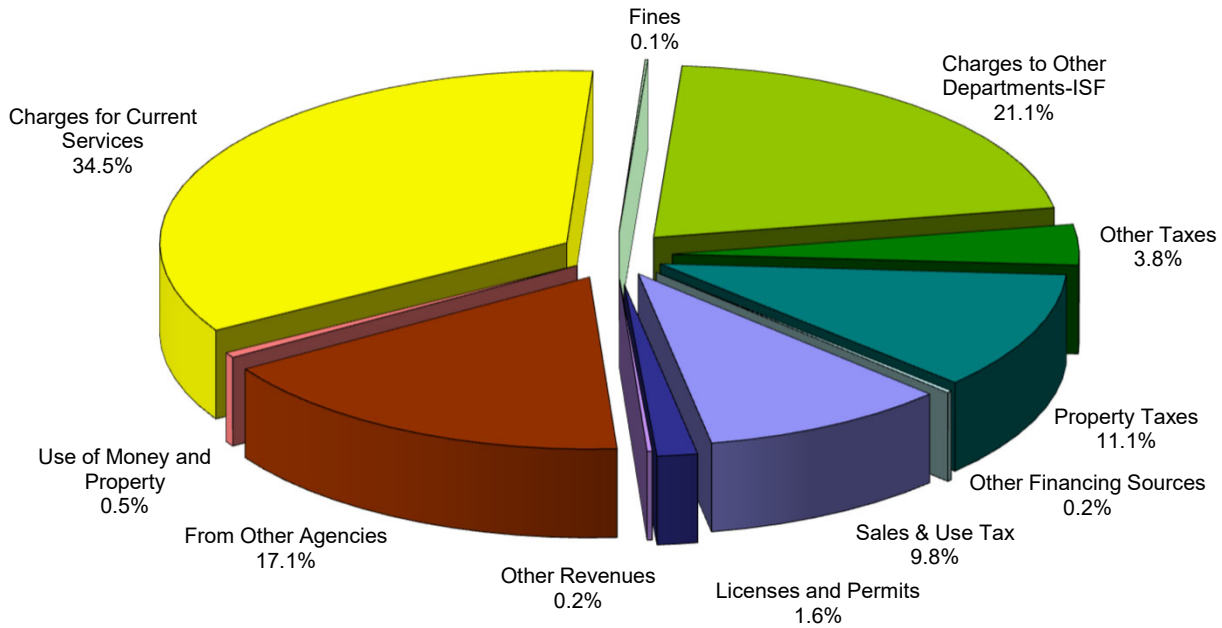
	<u>2021-2022</u> <u>ACTUAL</u>	<u>2022-2023</u> <u>ESTIMATED</u>	<u>2023-2024</u> <u>BUDGET</u>
<u>FUNDING SOURCES</u>			
Property Taxes	32,367,910	35,226,000	37,368,000
Sales & Use Tax	31,105,966	31,211,000	31,995,000
Other Taxes	11,297,912	12,115,000	13,549,000
Licenses and Permits	4,381,193	5,207,000	5,282,000
Fines	189,018	189,500	188,000
Use of Money & Property	(545,849)	1,322,900	2,118,000
From Other Agencies	42,346,823	54,350,300	45,237,000
Charges for Current Services	97,067,848	109,227,800	106,431,000
Other Revenues	3,524,098	742,100	944,000
Charges to Other Departments-ISF	62,457,219	66,939,400	75,471,000
Other Financing Sources	42,077	390,200	1,000
Total Revenues and Other	<u>284,234,215</u>	<u>316,921,200</u>	<u>318,584,000</u>
Financing Sources	284,234,215	316,921,200	318,584,000
Beginning Fund Balances	201,886,488	223,074,000	157,330,400
Total Available Resources	<u><u>486,120,703</u></u>	<u><u>539,995,200</u></u>	<u><u>475,914,400</u></u>
<u>EXPENDITURES/EXPENSES</u>			
Salaries-Regular	50,365,226	57,918,000	63,479,300
Overtime	6,880,888	7,104,600	6,412,000
Extra Help	2,530,894	3,620,200	3,831,800
Benefits	30,918,060	34,302,700	38,853,400
Vehicle Charges	11,145,675	13,510,900	14,508,700
Energy	8,680,940	9,004,500	10,922,300
Communications	599,995	745,300	751,500
Professional Services	23,448,354	29,452,100	30,765,600
Repair and Maintenance	5,171,949	5,808,400	5,587,200
State Mandates	1,054,710	1,065,000	1,080,000
Special Events	55,668	94,600	110,000
Building and Equipment Rental	3,026	24,800	81,000
Office Supplies	647,429	668,600	754,700
Materials and Supplies	5,747,187	7,256,600	7,883,400
Travel and Meeting Expense	170,316	377,000	370,100
Training	698,561	992,100	982,400
Dues and Subscriptions	409,360	436,860	502,600
Administration and Overhead	26,568,977	26,048,200	29,096,400
Employee-Related ISF Charges	29,168,329	34,065,500	38,468,800
Liability Insurance Prog-ISF	3,885,815	6,001,900	6,402,400
Debt Service	14,386,195	14,362,700	14,306,000
Capital Outlays/Improvements	40,659,149	129,954,240	55,604,200
Total Expenditures/Expenses and Other Uses	<u>263,196,703</u>	<u>382,814,800</u>	<u>330,753,800</u>
Net Operating Transfers *	150,000	150,000	150,000
Ending Fund Balances	<u><u>223,074,000</u></u>	<u><u>157,330,400</u></u>	<u><u>145,310,600</u></u>

The numbers presented above include revenue and expenses for the City's Internal Service Funds. These funds act as cost allocation departments in that they accumulate the cost of goods and services and distribute these costs to the various other user departments. The user departments in turn record an expense/expenditure, and the Internal Service Fund records revenue. Therefore, a doubling effect occurs for those revenues and expenses/expenditures.

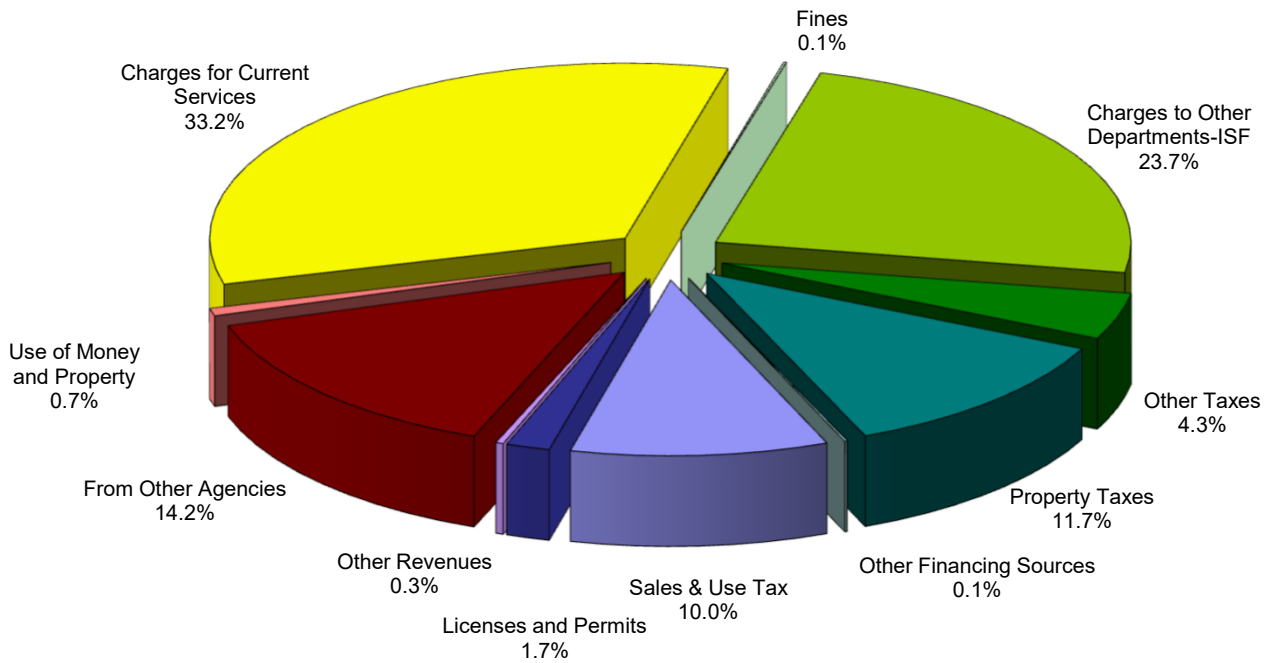
The Clovis Successor Agencies are Private Purpose Trust Funds and as such are reported separately and not included in Citywide totals.

* Net transfers are the result of the transfer to the Refuse Disposal Fund from the Community Sanitation Fund, an unbudgeted fund.

2022-2023 ESTIMATED REVENUES



2023-2024 BUDGET REVENUES



Expenditure charts are presented by fund later in this section and by department and function in the Operations section.

2023-2024 BUDGET SUMMARY - BY FUND

	<i>Enterprise Funds</i>					Planning & Development Services
	General	Community Sanitation	Sewer Service	Transit	Water Service	
<u>FUNDING SOURCES</u>						
Property Taxes	37,313,000					
Sales & Use Tax	31,995,000					
Other Taxes	13,549,000					
Licenses and Permits	1,507,000					3,775,000
Fines	188,000					
Use of Money & Property	653,000	378,000	567,000	40,000	411,000	
From Other Agencies	5,216,000	165,000		10,246,000		147,000
Charges for Current Services	14,174,000	25,014,000	15,299,000	1,000	21,522,000	11,229,000
Other Revenues	587,000	86,000	25,000		190,000	56,000
Charges to Other Departments-ISF						
Other Financing Sources						
Total Sources	105,182,000	25,643,000	15,891,000	10,287,000	22,123,000	15,207,000
<u>EXPENDITURES/EXPENSES</u>						
Salaries-Regular	38,097,300	5,601,300	1,480,700	2,168,000	4,069,600	6,904,900
Overtime	5,484,200	488,500	19,300	99,100	147,600	98,000
Extra Help	1,887,600	149,000	3,700	1,598,000	4,500	149,000
Benefits	26,702,900	2,823,100	679,600	1,465,000	1,952,200	2,983,700
Vehicle Charges	5,836,700	5,642,800	332,300	1,383,700	719,300	338,200
Energy	3,196,600	26,000	1,875,000		4,375,000	
Communications	282,900	12,500	2,500	172,500	18,000	50,000
Professional Services	7,312,200	5,857,500	6,726,200	554,400	2,237,600	2,080,000
Repair and Maintenance	385,300	89,400	402,600		1,133,500	
State Mandates		1,055,000				
Liability Insurance Prog-ISF		2,000				3,000
Special Events	6,000					8,000
Building and Equipment Rental	31,000	50,000				
Office Supplies	96,200	68,000	5,500		44,000	17,000
Materials and Supplies	1,513,200	206,600	332,500	11,000	1,705,500	14,000
Travel and Meeting Expense	238,700	20,500	6,000	18,000	8,000	54,000
Training	626,600	63,500	18,200	6,500	57,500	47,500
Dues and Subscriptions	95,600	16,500	5,000	2,400	6,700	27,000
Administration and Overhead	12,320,600	4,037,300	3,000,300	1,393,600	3,848,300	2,460,600
Employee-Related ISF Charges						
Debt Service			1,239,000			
Capital Outlays/Improvements	1,225,600	2,415,500	3,371,000	1,415,000	3,813,500	114,000
Total Uses	105,339,200	28,625,000	19,499,400	10,287,200	24,140,800	15,348,900

2023-2024 BUDGET SUMMARY - BY FUND

AGENDA ITEM NO. 14.

	<i>Internal Service Funds</i>				<i>Capital Projects Funds</i>			
	Liability and Property Insurance	Employee Benefits	General Services	Fleet	Sewer	Park Projects	Streets	Water
<u>FUNDING SOURCES</u>								
Property Taxes								
Sales & Use Tax								
Other Taxes								
Licenses and Permits								
Fines								
Use of Money & Property			69,000					
From Other Agencies			292,000			415,000	21,468,000	
Charges for Current Services			1,719,000		5,120,000	1,972,000	279,000	4,065,000
Other Revenues								
Charges to Other Departments-ISF	6,765,000	39,423,000	15,363,000	13,920,000				
Other Financing Sources			1,000					
Total Sources	6,765,000	39,423,000	17,444,000	13,920,000	5,120,000	2,387,000	21,747,000	4,065,000
<u>EXPENDITURES/EXPENSES</u>								
Salaries-Regular	182,800	362,200	2,836,000	1,622,000				
Overtime	3,000	3,000	54,300	15,000				
Extra Help			40,000					
Benefits	87,100	162,200	1,131,600	810,300				
Vehicle Charges	7,400	18,100	152,600	70,400				
Energy			1,449,700					
Communications			211,100	2,000				
Professional Services		10,900	471,100	170,000				
Repair and Maintenance			2,658,900	890,500				
State Mandates				25,000				
Liability Insurance Prog-ISF	6,397,400							
Special Events		96,000						
Building and Equipment Rental								
Office Supplies			522,500	1,500				
Materials and Supplies	8,000		279,800	3,807,800				
Travel and Meeting Expense	4,400	1,200	13,300	4,000				
Training	43,500	39,600	67,000	12,500				
Dues and Subscriptions	1,000	500	344,300	1,100				
Administration and Overhead	57,000	99,400	623,900	1,225,400				
Employee-Related ISF Charges		38,468,800						
Debt Service			3,237,000	628,000	6,171,000			3,031,000
Capital Outlays/Improvements		50,000	1,755,000	2,798,600	1,436,000	1,240,000	24,865,000	3,995,000
Total Uses	6,791,600	39,311,900	15,848,100	12,084,100	7,607,000	1,240,000	24,865,000	7,026,000

2023-2024 BUDGET SUMMARY - BY FUND

	<i>Special Revenue Funds</i>			<i>Total</i>	<i>Trust Fund</i>
	Housing & Community Development	Landscape Assessment District	Community Facilities Dist 2020-1		Successor Agency Trust Fund*
<u>FUNDING SOURCES</u>					<u>Additions</u>
Property Taxes			55,000	37,368,000	1,366,000
Sales & Use Tax				31,995,000	
Other Taxes				13,549,000	
Licenses and Permits				5,282,000	
Fines				188,000	
Use of Money & Property				2,118,000	
From Other Agencies	7,288,000			45,237,000	
Charges for Current Services	40,000	5,997,000		106,431,000	
Other Revenues				944,000	
Charges to Other Departments-ISF				75,471,000	
Other Financing Sources				1,000	
<i>Total Sources</i>	<u>7,328,000</u>	<u>5,997,000</u>	<u>55,000</u>	<u>318,584,000</u>	<u>1,366,000</u>
<u>EXPENDITURES/EXPENSES</u>					<u>Deductions</u>
Salaries-Regular	154,500			63,479,300	
Overtime				6,412,000	
Extra Help				3,831,800	
Benefits	55,700			38,853,400	
Vehicle Charges	7,200			14,508,700	
Energy				10,922,300	
Communications				751,500	
Professional Services	42,000	5,298,000	5,700	30,765,600	20,000
Repair and Maintenance			27,000	5,587,200	
State Mandates				1,080,000	
Liability Insurance Prog-ISF				6,402,400	
Special Events				110,000	
Building and Equipment Rental				81,000	
Office Supplies				754,700	
Materials and Supplies	5,000			7,883,400	
Travel and Meeting Expense	2,000			370,100	
Training				982,400	
Dues and Subscriptions	2,500			502,600	
Administration and Overhead	30,000			29,096,400	
Employee-Related ISF Charges				38,468,800	
Debt Service				14,306,000	1,342,000
Capital Outlays/Improvements	7,110,000			55,604,200	
<i>Total Uses</i>	<u>7,408,900</u>	<u>5,298,000</u>	<u>32,700</u>	<u>330,753,800</u>	<u>1,362,000</u>

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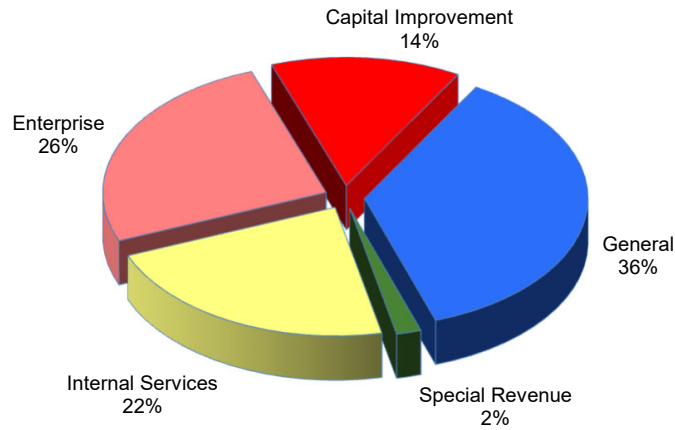
SUMMARY OF REVENUES BY FUND

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
GENERAL FUND	103,800,229	100,896,000	105,182,000
SPECIAL REVENUE FUNDS			
Housing & Community Development	43,466	405,600	313,000
Landscape Maintenance District	4,999,080	5,309,000	5,997,000
Community Facilities Dist 2020-1	57,516	55,000	55,000
INTERNAL SERVICES FUNDS			
Liability & Property Insurance	4,279,786	5,017,000	6,765,000
Employee Benefit	31,460,668	34,544,300	39,423,000
Fleet Maintenance	10,412,067	13,695,500	13,920,000
General Government Services	16,992,783	14,842,800	15,667,000
ENTERPRISE FUNDS			
Community Sanitation	23,257,369	21,552,000	24,643,000
Sewer Service	13,448,371	15,187,800	15,891,000
Transit	7,404,039	9,798,100	10,287,000
Water Service	18,849,132	21,517,700	22,123,000
Planning & Development Services	10,077,826	14,106,800	15,207,000
CAPITAL IMPROVEMENTS FUNDS			
Sewer Construction	9,785,917	8,635,000	5,120,000
Parks Projects	2,428,158	4,817,000	2,387,000
General Government Facilities	5,704,803	3,609,000	1,777,000
Street Construction	13,258,218	33,631,600	21,747,000
Water Construction	7,690,953	5,972,000	4,065,000
Refuse Construction	114,088	2,575,000	1,000,000
Housing & Community Development	169,746	754,000	7,015,000
TOTAL	<u>284,234,215</u>	<u>316,921,200</u>	<u>318,584,000</u>
SUCCESSOR AGENCY TRUST FUND			
Clovis Successor Agencies*	<u>1,251,797</u>	<u>1,361,200</u>	<u>1,366,000</u>

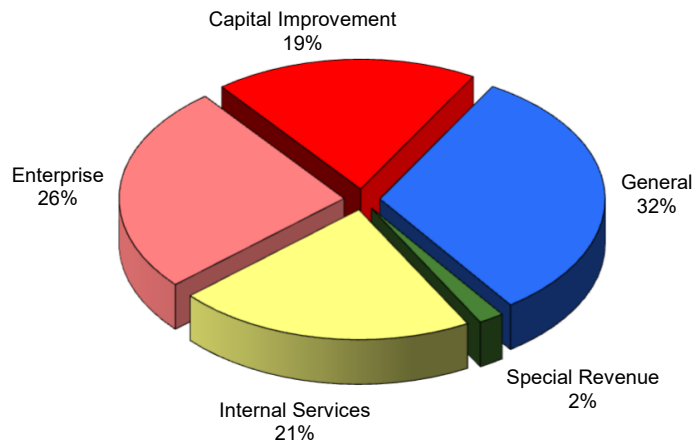
*The Clovis Successor Agencies are Private Purpose Trust Funds and as such are reported separately and not included in Citywide totals.

REVENUES BY FUND TYPE

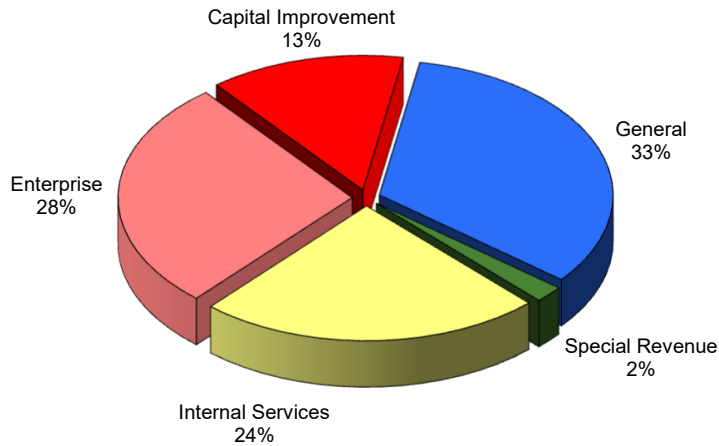
2021-2022 ACTUAL



2022-2023 ESTIMATED



2023-2024 BUDGET



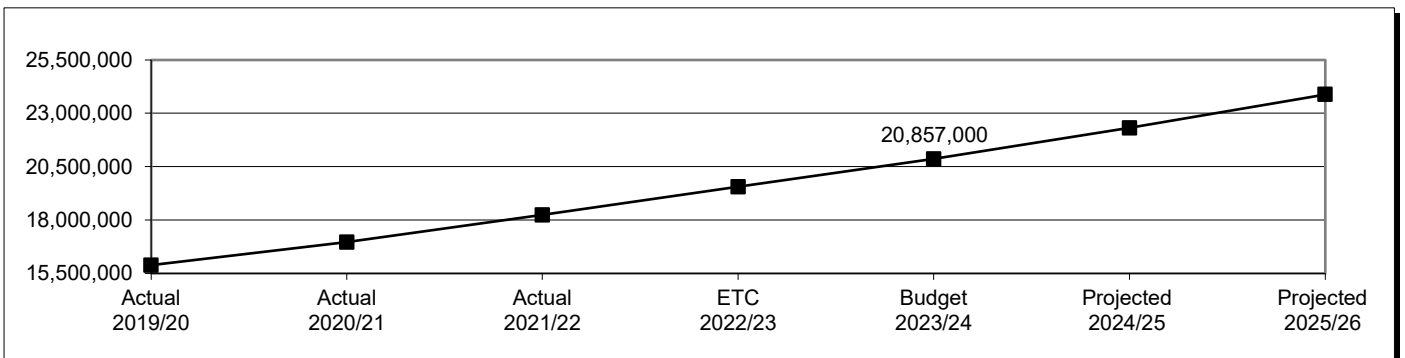
REVENUE BY SOURCE

Property Taxes-General Fund

Property tax revenues have taken on a larger role in the General Fund's revenue structure due to actions taken at the state level. Vehicle License Fees (VLF), previously a state subvention revenue source, are now replaced with a like amount of property tax revenues. This is a permanent shift and will increase in the same percentage as increases in assessed valuation in the City. (See "Property Tax in lieu of VLF-General Fund" for the chart on this revenue). The County of Fresno assesses property owners within the county and distributes the tax to the appropriate agencies based on their sharing percentage. The City's share of the county-wide 1% is 18.67% of the gross taxes before reductions. In 2023/24, the City of Clovis is expecting to receive about \$20,857,000 in property taxes on real and personal property. Growth in this revenue source is affected by several factors, such as increased assessed values due to new construction, increased base due to annexation, the statutory maximum increase in assessed value of 2% maximum per year, and changes in value related to property resale. On February 1, 2012, all redevelopment agencies in California were dissolved. Property tax revenues formerly distributed to redevelopment agencies as tax increment are now distributed to schools, counties, and cities in the project area. Property tax revenue is 20% of total General Fund revenue.

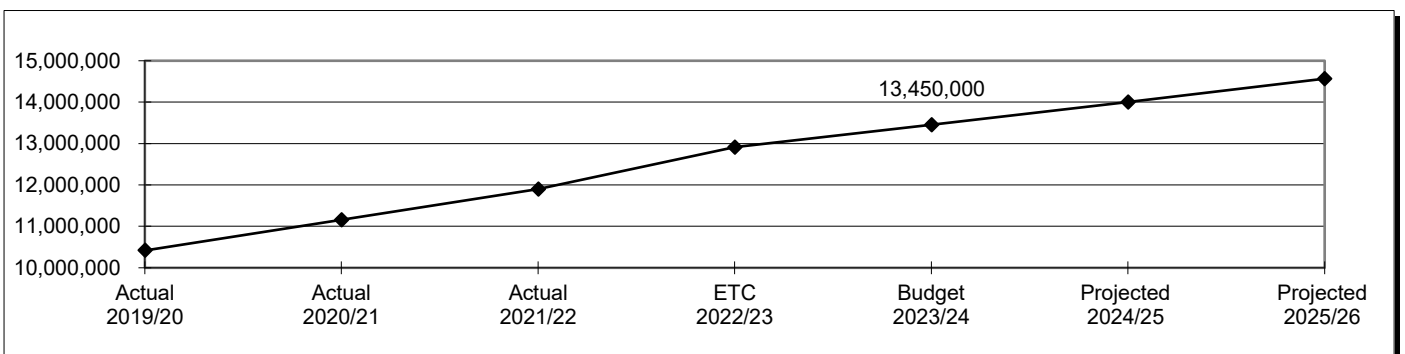
The gross assessed valuation (in millions) for Clovis is:

2018/19	\$10,806	2020/21	\$12,456	2022/23	\$14,442	2024/25	\$16,503 est.
2019/20	\$11,615	2021/22	\$13,299	2023/24	\$15,435 est.	2025/26	\$17,534 est.



Property Tax in lieu of VLF-General Fund

In 2004, the State permanently reduced the vehicle license tax rate, thus reducing the taxes allocated to counties and cities. The State's general fund backfill was also eliminated. Instead, counties and cities now receive additional transfers of property tax revenues in lieu of VLF. The property tax in lieu of VLF for the City increases annually in proportion to the growth in gross assessed valuation. This revenue represents 13% of General Fund revenue.



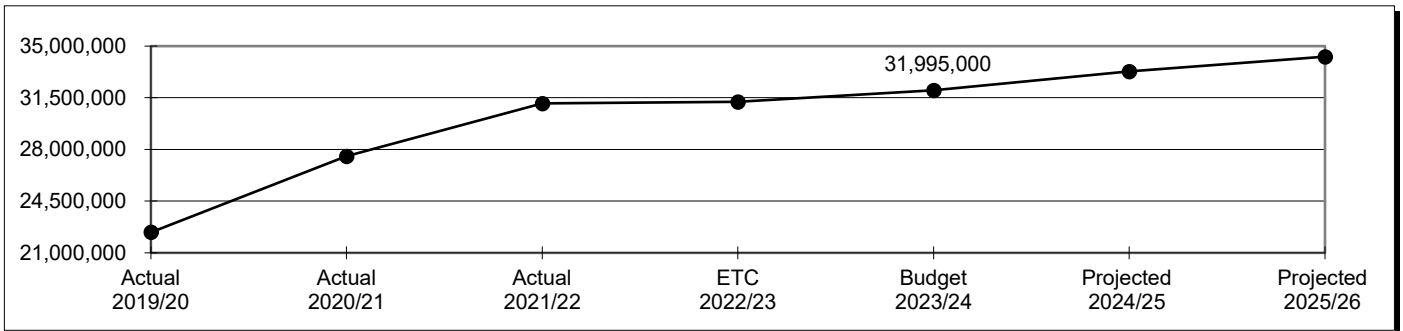
REVENUE BY SOURCE

Sales Tax-General Fund

The City of Clovis receives sales tax revenue based on 1% of the taxable sales that take place within its boundaries. The City and the County have agreed to share this 1%. The County receives 5%-8% of the City's 1%.

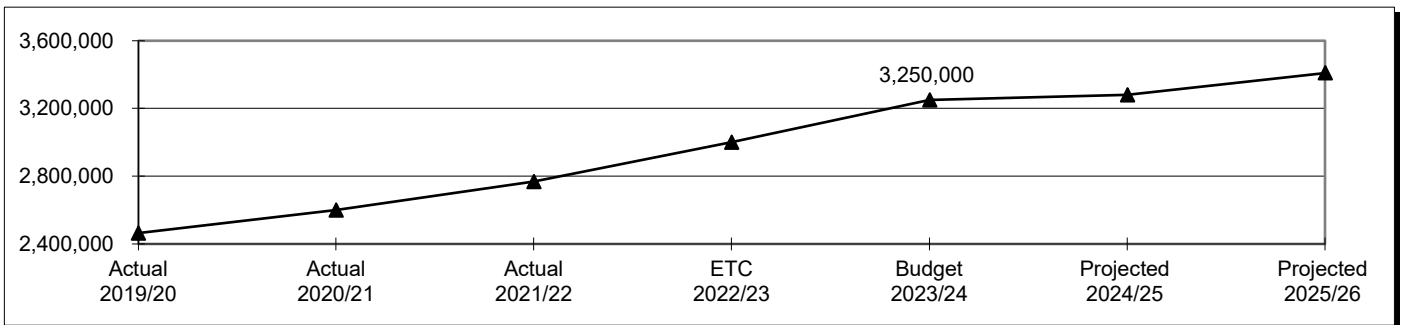
Major Segments:	General Consumer Goods	31%
	Auto Sales	19%
	State & County Pools	15%
	Building and Construction	11%
	Restaurants & Hotels	11%
	Fuel & Service Stations	6%

The top ten retailers generate 41% of the sales tax and the top 100 retailers generate 80% of the sales tax in Clovis. Sales Tax is 30% of the General Fund revenue. In 2020/21 and 2021/22, sales tax experienced significant growth due to COVID-19 prompting the acceleration of online sales and the positive impact on sales tax due to the passage of AB-147. Beginning in 2022/23, sales tax is estimated to experience more normalized growth as inflationary pressures may affect consumers spending less on discretionary items that generate sales tax.



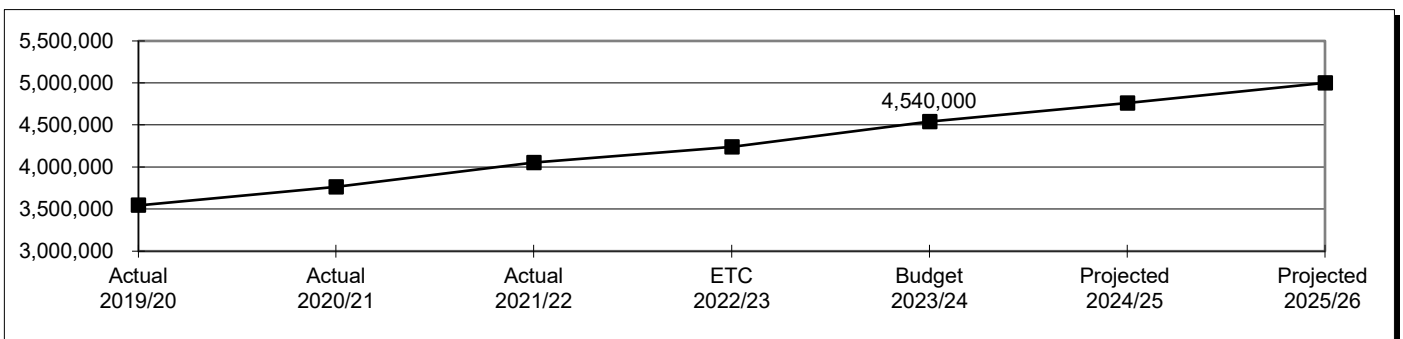
Franchise Fees-General Fund

The City receives a Franchise Fee from Pacific Gas & Electric, Comcast Cable, and AT&T based on their gross receipts in Clovis. The revenue is projected to increase only slightly as AT&T moves customers from cable to satellite service that isn't subject to franchise fees. This revenue source is approximately 3% of the General Fund revenue.



Business Licenses-General Fund

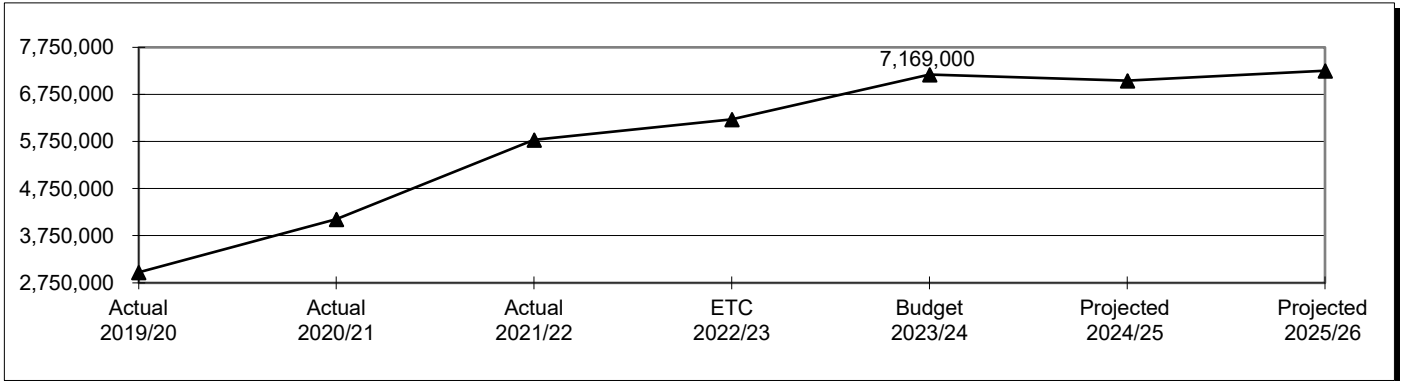
Business Licenses are required of all businesses within Clovis. Most businesses pay fees based on gross receipts. There is a minimum and a maximum business license fee, which is annually adjusted for inflation. Business license revenues are projected to remain at a normal revenue growth at the rate of inflation and adjusted for new businesses.



REVENUE BY SOURCE

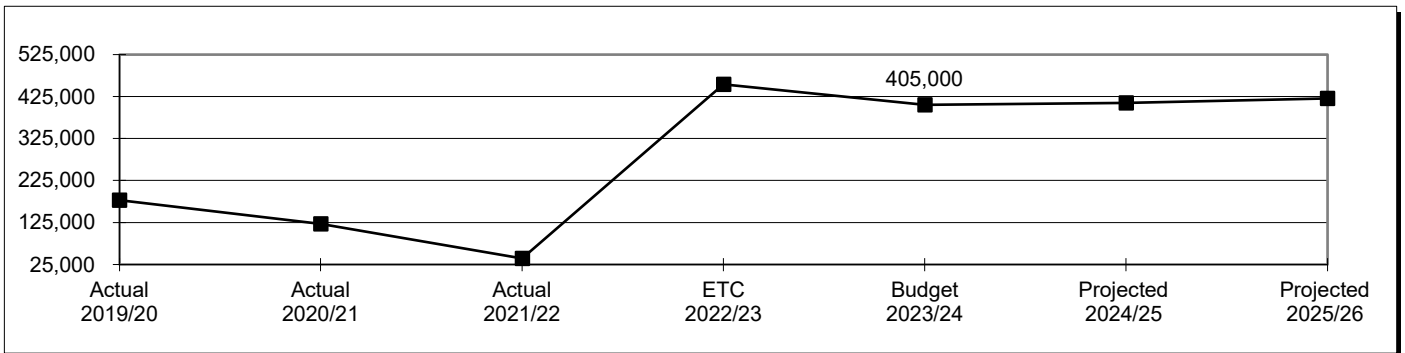
Other Taxes-General Fund

This category includes transient occupancy tax, real property transfer tax, and card room permits. This category was particularly impacted by the shelter in place orders from COVID-19 but these revenues have rebounded as consumer confidence in using hotels and entertainment has returned. Marriott's Residence Inn opened in March 2023 bringing the City's total hotels to thirteen. 2023/24 anticipates an increase in short term rentals.



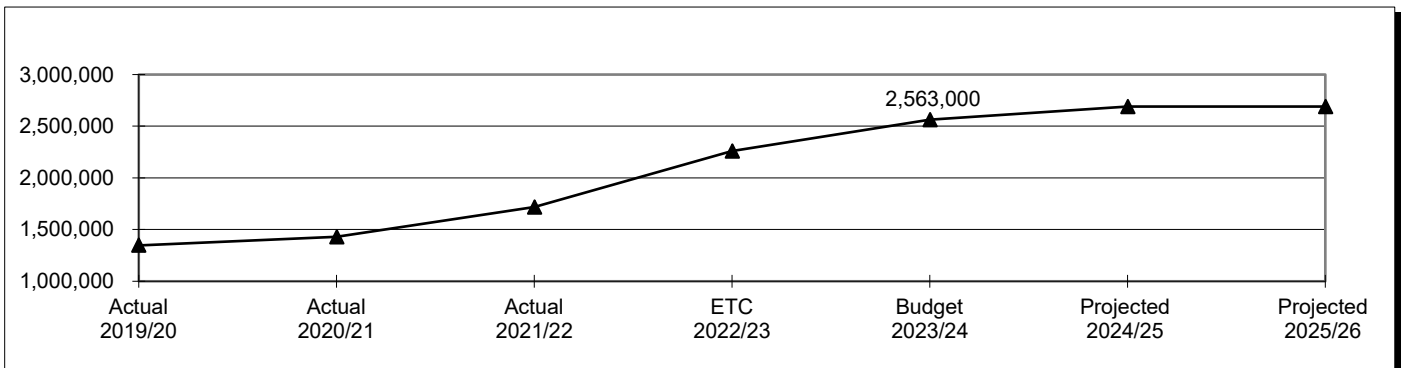
Interest Revenue-General Fund

The City pools all available cash for investment purposes. Funds are invested in accordance with an investment policy. Interest is allocated from the pool in proportion to the daily cash balance attributable to each fund. The interest varies from year to year based on available cash for investment and the rate of return. The estimated rates of return for 2022/23 and 2023/24 are 0.97% and 1.59%, respectively.



State Subventions-General Fund

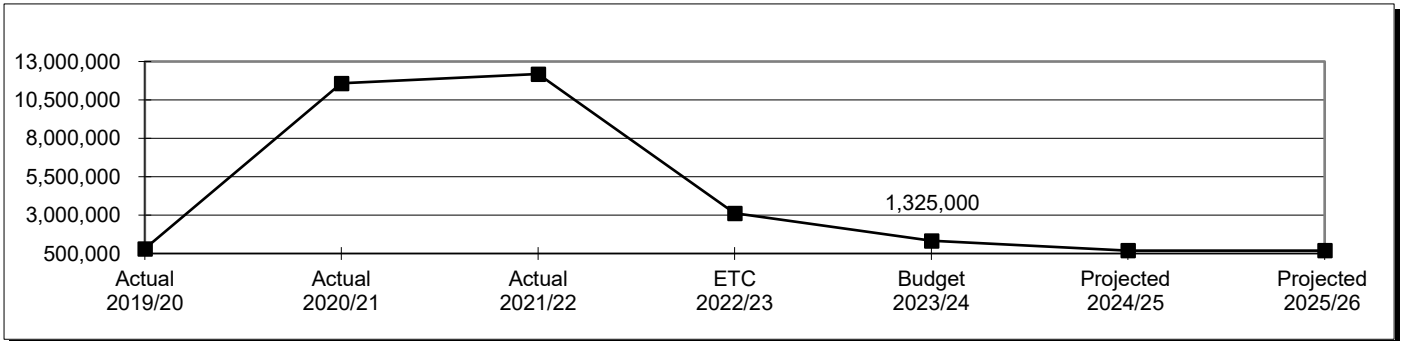
This category includes revenue collected at the state level and redistributed back to local agencies on a per-capita basis. Revenue sources mainly include gas tax. The increase in 2022/23 and 2023/24 is largely due to transferring additional gas tax funds from street capital projects to street maintenance and lighting in the General Fund.



REVENUE BY SOURCE

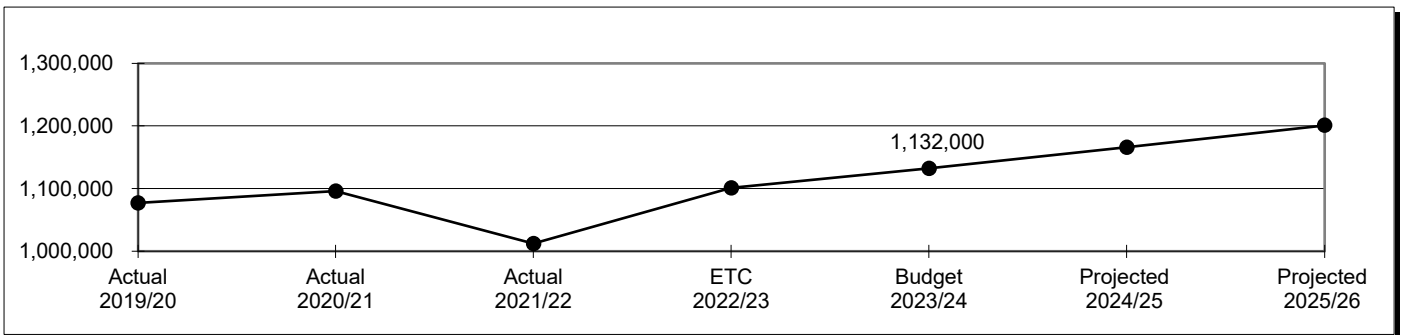
Grants-General Fund

Sources of this revenue are from the state and federal governments. Revenues from programs such as Community and Development Block Grant, Highway Safety Programs, and Older Americans Act depend on availability and approval of funds for qualified city projects. The 2020/21 and 2021/22 increases are largely from reimbursements from the CA Office of Emergency Services for state fire assistance along with one time funding from the CARES Act and ARPA. Also, included in 2020/21 - 2023/24 is the SAFER grant awarded to hire 9 additional firefighters. Grants are usually projected at a three year average of reoccurring grants.



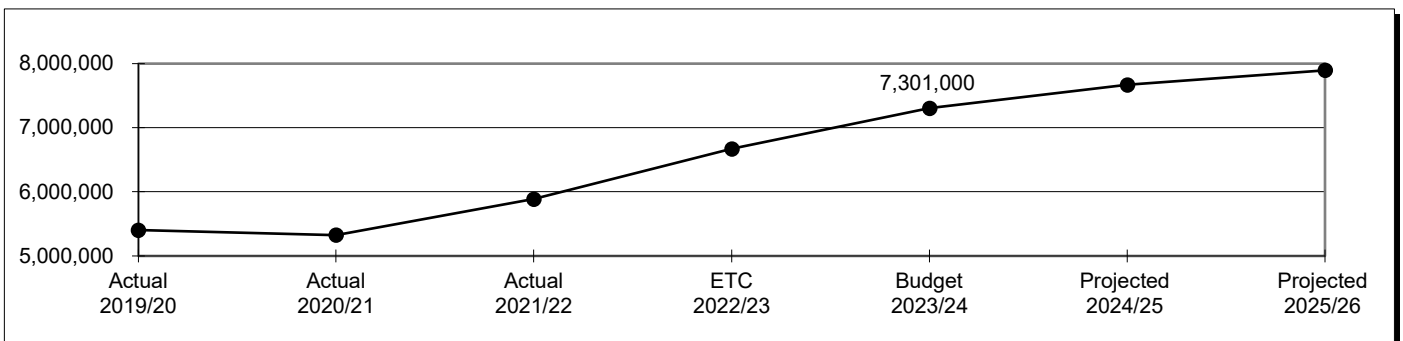
Revenue From Other Agencies-General Fund

This revenue is from other public agencies including reimbursements. Revenues in 2019/20 - 2020/21 are mostly due to additional reimbursements from FEMA in response to the COVID-19 pandemic. Reimbursements from AB109 for interagency coordinated police efforts known as ACT are also reflected here.



Revenue for Current Services-General Fund

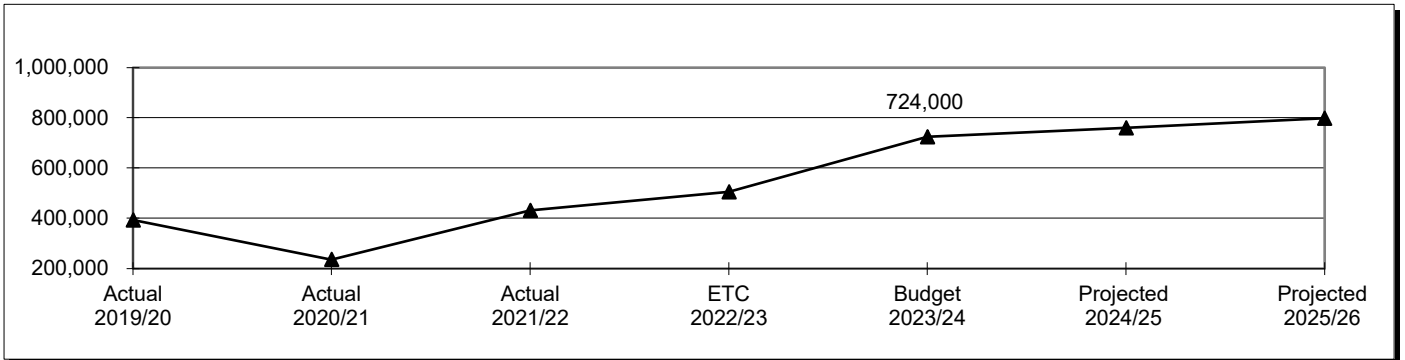
This revenue category includes revenue from fees for landscape maintenance charges, charges for use of Police Reserves, weed abatement, alarm response, Senior and Recreation Center use charges, and park reservation fees. The revenue in this category varies with service activity. The Senior and Recreation Centers revenues are projected to increase with the opening of the new Senior Center and the increase in participation in adult sports.



REVENUE BY SOURCE

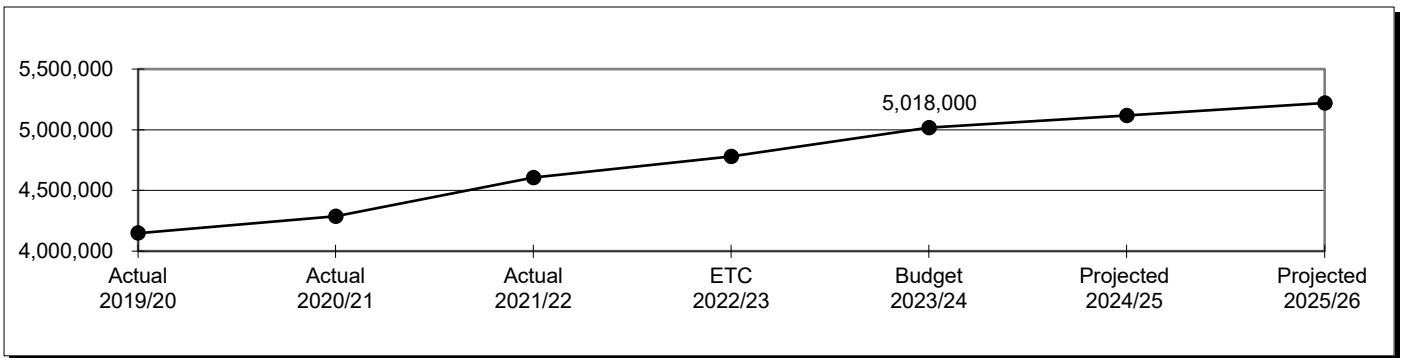
Other Revenue-General Fund

This category includes revenue from the sale of equipment, legal settlements, damage restitution, home owner property tax relief, and donations. 2023/24 reflects an anticipated donation for the new Senior Activity Center planned for opening in the fall of 2023.



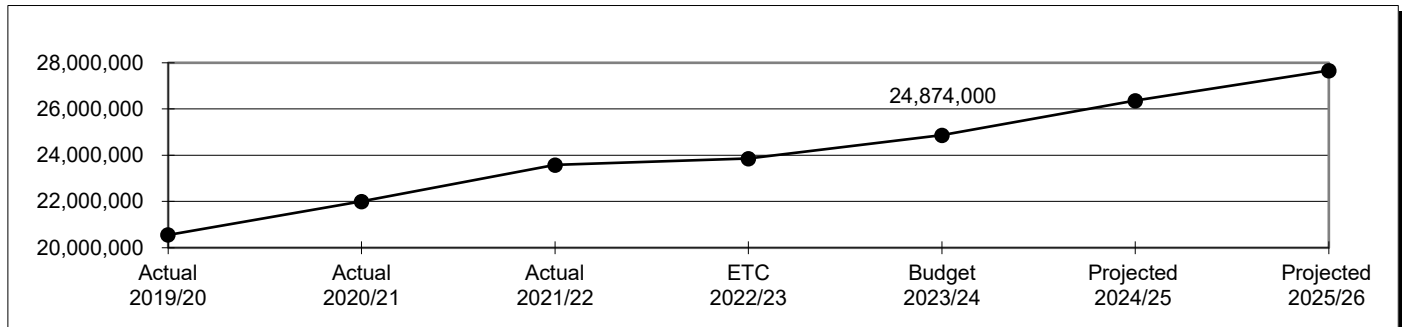
Administrative Charges-General Fund

Administrative charges result from the recovery of the cost of services provided for specific activities of the support services within the General Fund. These support activities include City Council, City Clerk, City Manager, City Attorney, Finance, and Personnel. This revenue source contributes about 5% of the General Fund revenue.



Refuse / Street Cleaning Charges-Community Sanitation Fund

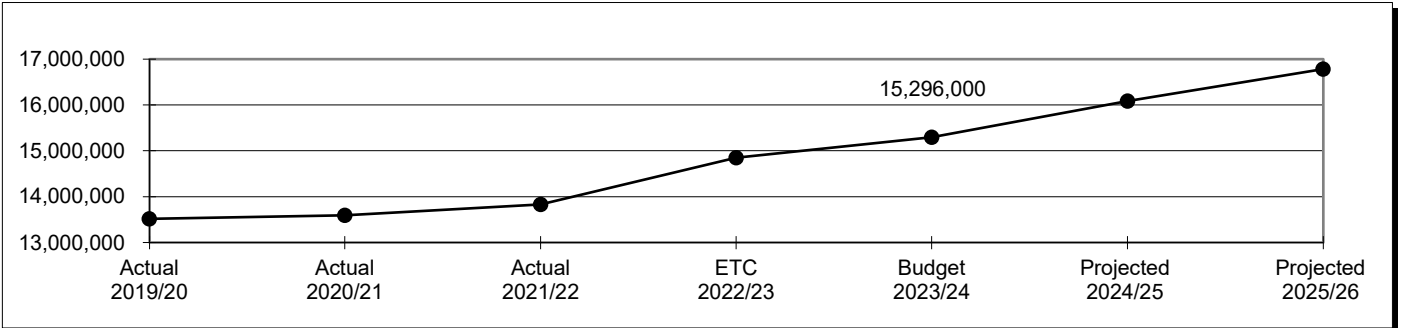
Refuse charges are collected from both residential and commercial users based on different rates depending on type of service and frequency of service. Also included in the refuse revenue are charges for the City's greenwaste and recycling programs provided by private contract. The City Council approved rate increases in refuse charges of 4% July 1, 2005 and every July 1 thereafter, if necessary. Refuse rates are projected to increase by 4% in 2024/25 through 2025/26 and increase 4% each year after. Recycling and greenwaste rates are projected to increase by 4% in 2024/25 through 2025/26 and increase by 4% annually. Street Cleaning charges are projected to increase by 4% in 2024/25 through 2025/26 and are anticipated to grow based on the estimated increase in residential and commercial units.



REVENUE BY SOURCE

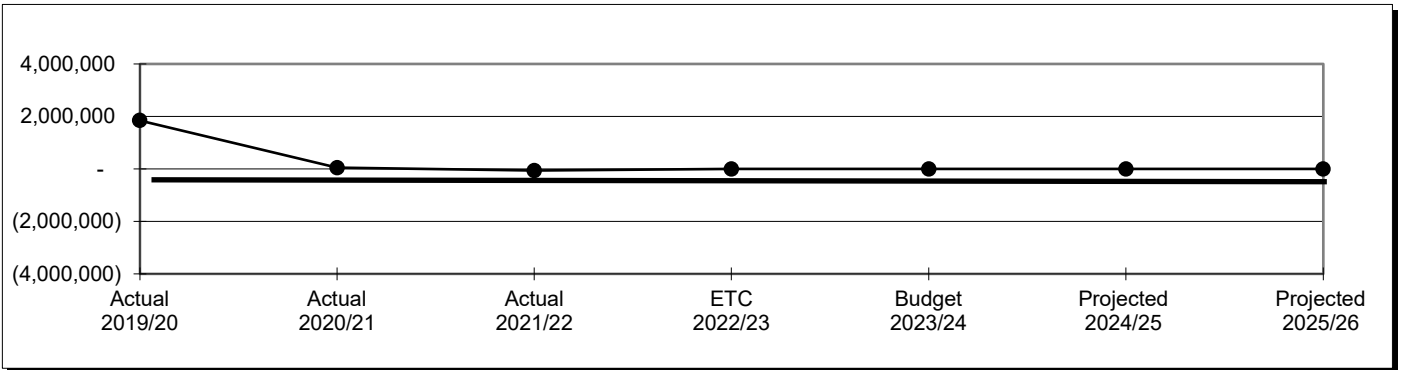
Sewer Charges-Sewer Service Fund

Users are charged for the maintenance of sewer lines, treatment of waste water, operation of the Sewer Treatment/Water Reuse Facility, and to meet bond covenants. Revenue is projected to grow proportionately to new units, along with rate increases 3% annually if deemed necessary. Increases of 3% are projected for 2024/25 through 2025/26.



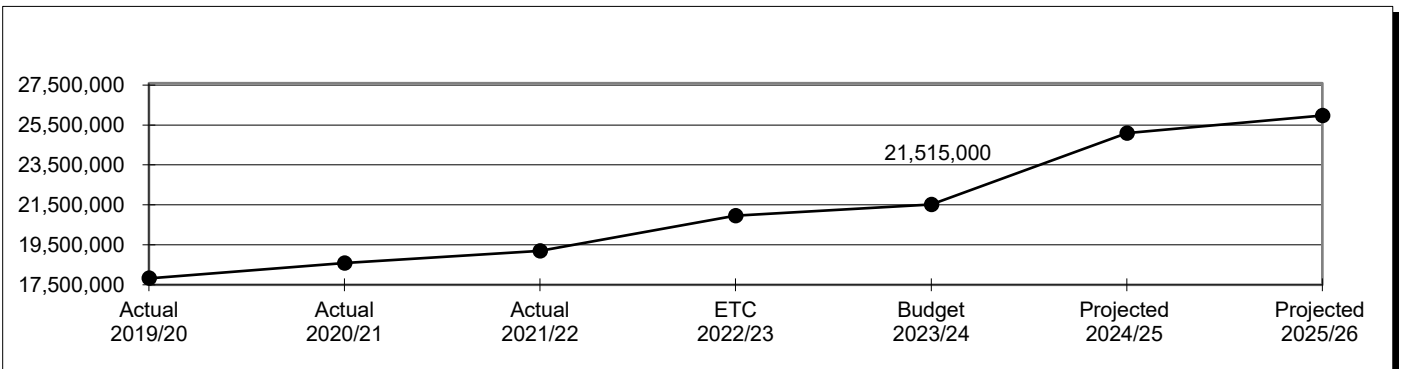
Sewer Bond Coverage Charges-Sewer Service Fund

Beginning in 2012/13, the City implemented a sewer bond coverage charge to partially cover the debt service on development related bonds. Each year the coverage charge is evaluated for any revision necessary to meet required bond coverage. Beginning July 1, 2021, no bond charge is projected through June 30, 2026.



Water Charges-Water Service Fund

Production, distribution, and treatment of water are charged to residential and commercial users based on usage. Different rates are established for different types of users and different quantities used based upon the costs of delivering services. Factors that are considered in revenue projections include new units and rate increases. Council approved rate increases annually of 3%, if deemed necessary. Increases of 3% are projected for 2024/25 through 2025/26 and is intended to cover increased costs to treat and distribute potable water, major capital improvements, and to provide debt service coverage.



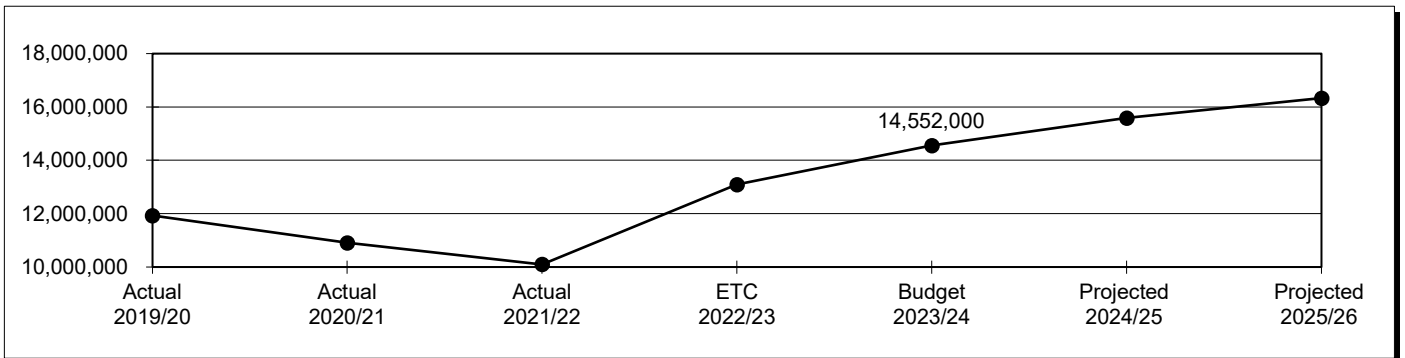
REVENUE BY SOURCE

Building Permits / Planning Fees / Engineering Fees-Planning & Development Fund

The City collects a fee for each building-related permit issued. The fees are based on the national uniform building codes. The City's building activity was significantly impacted by the housing market downturn in 2008 resulting in decreased permit revenue. Permit revenue has steadily increased since the Great Recession of 2008 until the impact of COVID-19 on permits and fees experienced declines. 2022/23 shows an anticipated increase due to General Plan fees recognized for expenses related to the City's General Plan updates, along with anticipated increases in Building permits and charges for the City's Capital Improvement Program.

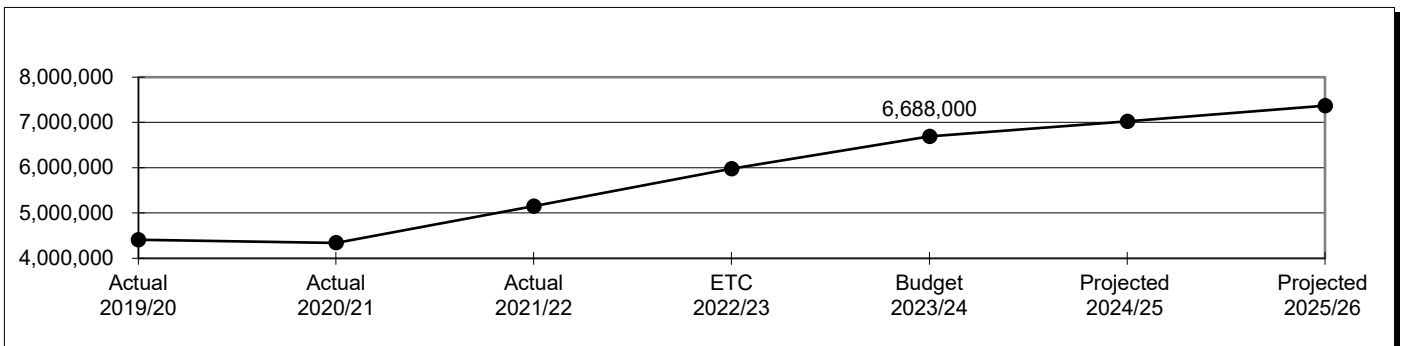
Building permit activity for dwelling units:				Total building valuation for 2022 was \$252,836,000.
<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	
848	1112	1238	859	

Planning fees are charged for processing requests for use permits or entitlement permits. This includes conditional use permits, zone changes, subdivision maps, and General Plan changes. The amount of revenue is directly related to the amount of advance development activity. Additional revenue is generated from the implementation of a fee to pay the cost to prepare and update the City's General Plan. Engineering fees are charged for the processing of private development plans and for inspection of public improvements required of the development. Revenue varies with the amount of development activity for subdivisions and public infrastructure projects. This category also includes charges for services to the City's Capital Improvement Program.



Local Transportation Funding-Transit Funds

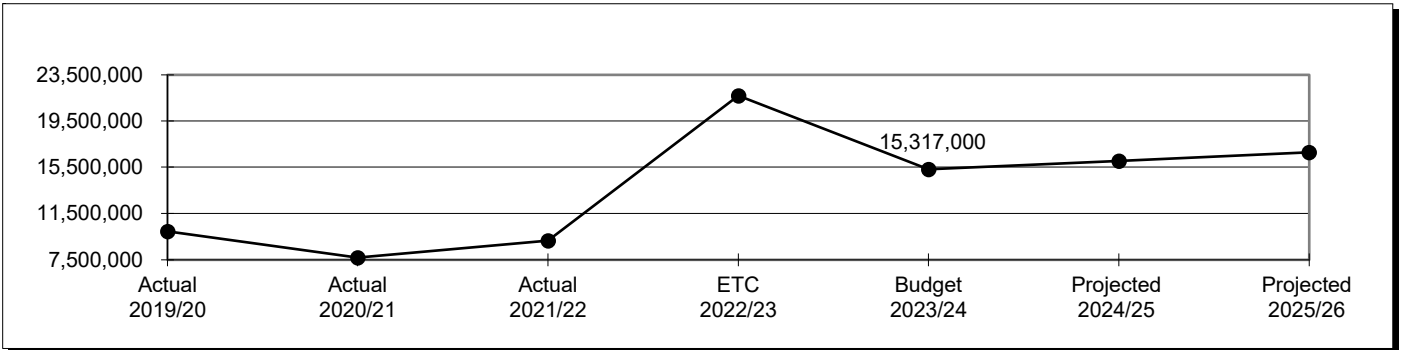
This source of revenue is generated by a 1/4 cent tax on general sales, which is collected by the state and distributed to the local agencies on a formula basis for support of local transportation services. Starting in 2014/15, all LTF funding available to the City is required to be allocated to transit for cities with populations greater than 100,000. Revenue is recognized only when eligible expenses are incurred. Some of these funds were used in constructing the new Transit Station anticipated to open in fall of 2023.



REVENUE BY SOURCE

Measure C (1/2 cent Sales Tax)

This tax is a county-wide tax used to fund street improvements and transit operations. In November 2006, voters in Fresno County passed an extension to this program through 2027, generating more than \$1.7 billion over 20 years. Although the tax rate is the same, the distribution percentage changed resulting in an increase in the City of Clovis' share of this sales tax. The increase in 2022/23 represents the City's allocation of Measure C funds for Streets, Parks, and Transit. The majority of this amount is for reimbursement of funds from the Regional Transportation Program for specific street improvement projects such as widening of Herndon and traffic signal installation at Temperance and DeWolf and constructing a 6-lane divided expressway on Shaw from DeWolf to McCall with traffic signal, curb and gutter, and other major improvements.



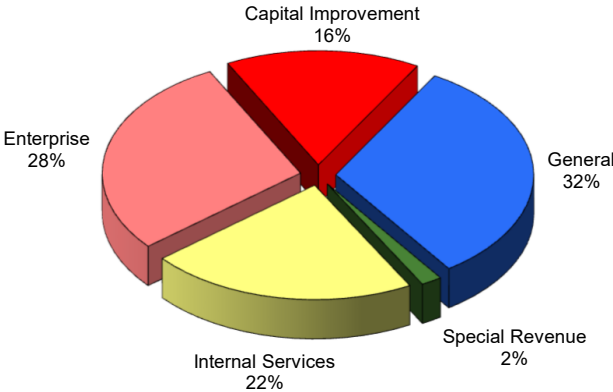
SUMMARY OF EXPENDITURES BY FUND

	2021-2022 <u>Actual</u>	2022-2023 <u>Revised Estimate</u>	2023-2024 <u>Budget</u>
GENERAL FUND	83,964,245	98,079,100	105,339,200
SPECIAL REVENUE FUNDS			
Housing and Community Development	139,620	217,900	348,900
Landscape Maintenance District	4,270,093	4,658,000	5,298,000
Community Facilities Dist 2020-1	5,700	5,700	32,700
INTERNAL SERVICES FUNDS			
Liability & Property Insurance	4,223,595	5,501,400	6,791,600
Employee Benefit	29,807,560	34,797,700	39,311,900
Fleet Maintenance	11,201,514	17,606,200	12,084,100
General Government Services	12,515,203	20,089,500	15,640,100
ENTERPRISE FUNDS			
Community Sanitation	24,028,216	26,342,300	27,625,000
Sewer Service	14,210,951	18,017,600	19,499,400
Transit	7,194,123	9,797,000	10,287,200
Water Service	18,338,694	23,801,200	24,140,800
Planning & Development Services	11,142,845	14,402,800	15,348,900
CAPITAL IMPROVEMENTS FUNDS			
Sewer Construction	7,153,289	8,920,700	7,607,000
Parks Projects	2,346,629	10,840,000	1,240,000
General Government Facilities	16,674,880	24,540,500	208,000
Street Construction	10,318,066	42,679,800	24,865,000
Water Construction	5,210,538	18,731,000	7,026,000
Refuse Construction	114,088	2,575,000	1,000,000
Housing and Community Development	336,854	1,211,400	7,060,000
TOTAL	<u>263,196,703</u>	<u>382,814,800</u>	<u>330,753,800</u>
SUCCESSOR AGENCY TRUST FUND			
Clovis Successor Agencies*	<u>1,367,802</u>	<u>1,367,000</u>	<u>1,362,000</u>

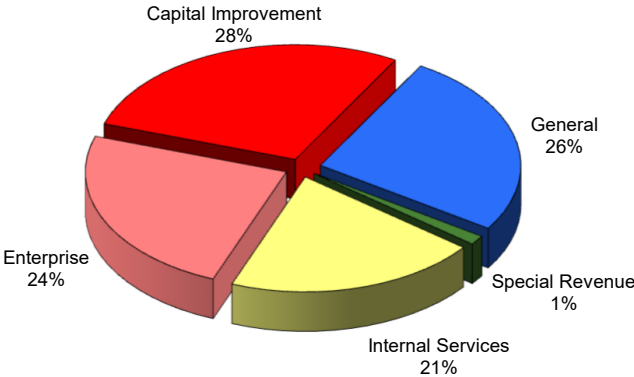
*The Clovis Successor Agencies are Private Purpose Trust Funds and as such are reported separately and not included in Citywide totals.

EXPENDITURES BY FUND TYPE

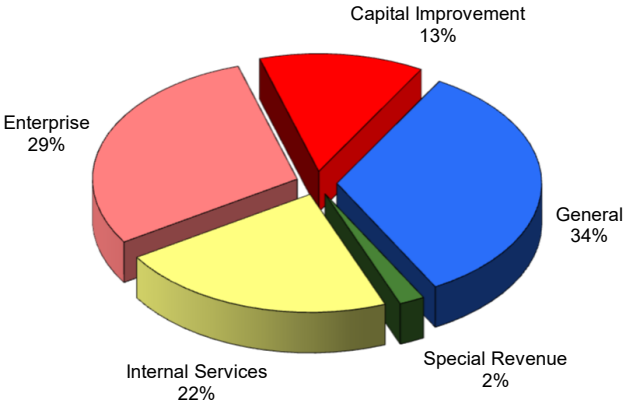
2021-2022 ACTUAL



2022-2023 ESTIMATED

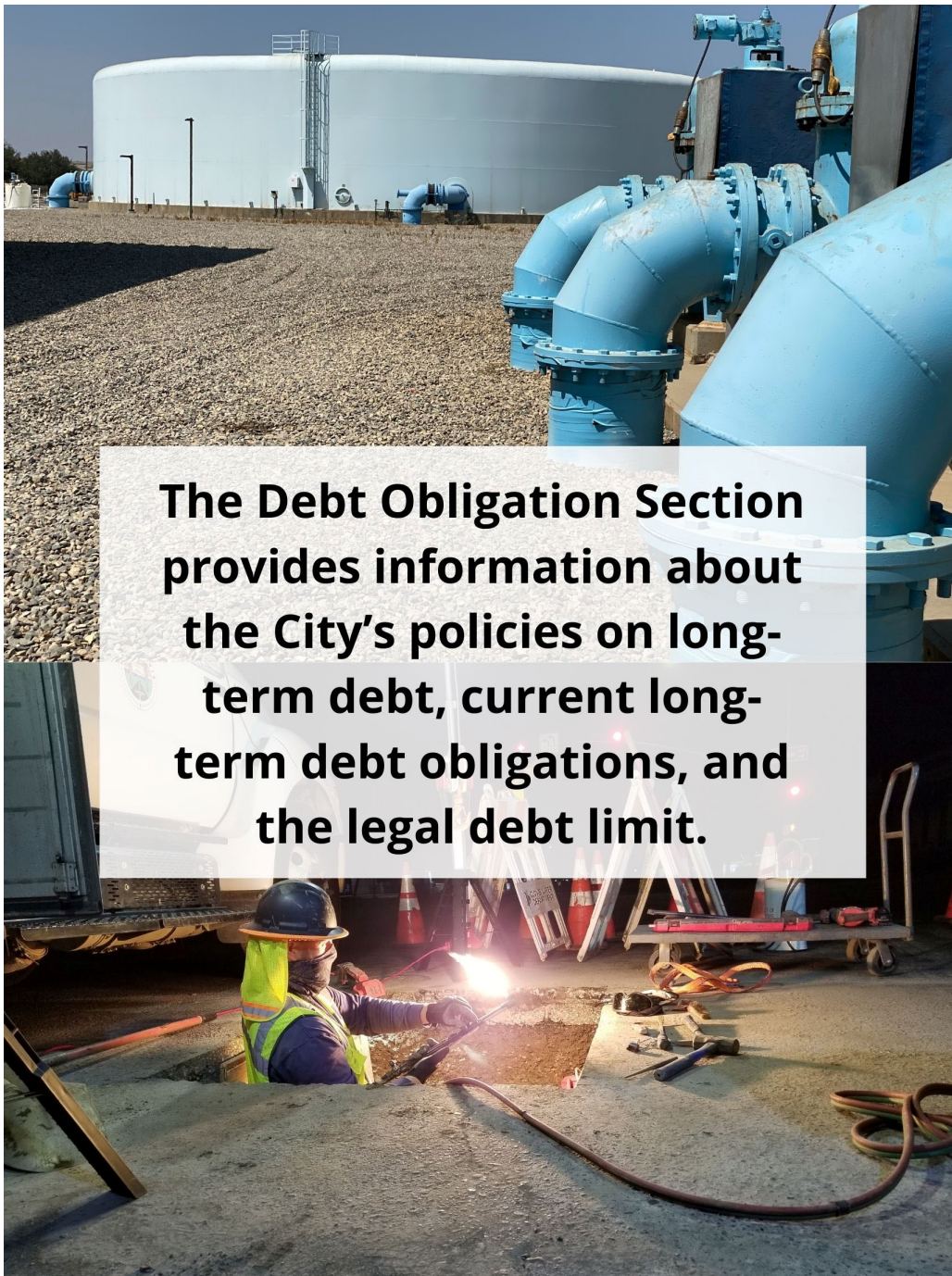


2023-2024 BUDGET



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DEBT OBLIGATIONS



The Debt Obligation Section provides information about the City's policies on long-term debt, current long-term debt obligations, and the legal debt limit.

DEBT OBLIGATIONS

The City of Clovis has several long-term debt obligations consisting of tax allocation bonds, revenue bonds, long-term loans, capital leases, and long-term contracts. At the present time there is no outstanding general obligation bond debt.

The City utilizes long-term debt to fund its capital needs. It is City policy to undertake long-term debt to fund capital assets (including infrastructure) when those assets will be a benefit over several budget years and there is a need to conserve liquid assets (cash). The City has been able to finance various projects with very attractive rates due to the City's favorable credit rating.

General obligation bonds are direct obligations of the City and are backed by the full faith and credit of the City, requiring voter approval, and may have a tax rate set to cover repayment. General obligation debt is also subject to a legal debt limitation. The legal debt limit for fiscal year 2023/24 is calculated at 15% of total assessed valuation or \$2,166,300,596. The City currently has no general obligation debt outstanding.

LEGAL DEBT LIMIT

Assessed Valuations	\$ 14,347,247,474
Add back exempt property	<u>94,756,500</u>
Total Assessed Value	<u>\$ 14,442,003,974</u>
Legal Debit Limit	
15% of Total Assessed Value	\$ 2,166,300,596

The other long-term debts are payable from revenue sources that are not an obligation of the general taxpayer and do not fall under the legal debt limitation. These debts include, tax allocation bonds (which are an obligation of the Clovis Successor Agencies); loans, revenue bonds and contracts (which are an obligation of the revenues received in the water, refuse and sewer enterprise operations); and capital leases (which are leases secured by the leased asset). Total non-general obligation debt by type as of June 30, 2023, is as follows:

Long-Term Interfund Loans	\$22,800,000
Long-Term Loans	1,908,902
Capital Leases	11,370,847
Revenue Bonds	97,505,000
Long-Term Contracts	<u>1,203,925</u>
Total	<u>\$134,788,674</u>
Successor Agency Tax Allocation Bonds	\$9,535,000

2023-2024 DEBT SUMMARY

The City of Clovis has various financing sources available to fund its capital needs. These financing sources include: tax allocation bonds, capital leases, loans, contracts and revenue bonds. The schedule below lists the amounts required to meet the principal and interest payments. The various issues have various funding sources, obligations, terms, interest rates, security, etc. Each type of debt is discussed in more detail in the following pages.

	<i>Total Amount Issued</i>	<i>Amount Outstanding 6/30/2023</i>	DEBT SERVICE REQUIREMENTS (Principal and Interest Only)		
			2021-2022	2022-2023	2023-2024
			<i>Actual</i>	<i>Revised Estimate</i>	<i>Budget</i>
<u>Long-Term Interfund Loans</u>					
* Sewer Developer Fund	15,300,000	15,300,000	0	0	0
General Services Fund	7,500,000	7,500,000	0	750,000	750,000
<u>Long-Term Loans</u>					
California Energy Project Loan	953,239	243,766	85,533	85,700	86,000
PG&E Energy Project Loan	220,121	-	11,385	-	-
California Energy Project Loan	70,700	8,225	8,286	8,400	10,000
2016 PG&E Energy Project Loan #3	168,239	32,045	19,227	19,300	20,000
2018 California Energy Project Loan	1,840,035	1,413,999	125,322	125,400	126,000
2020 PG&E Energy Project Loan #5	164,401	108,230	16,440	16,500	17,000
2020 PG&E Energy Project Loan #6	207,841	102,637	30,791	30,800	31,000
<u>Capital Leases</u>					
Fire Station 31 Relocation	6,090,000	-	270,273	-	-
Safety Facilities Solar	2,454,100	1,273,392	194,702	194,800	196,000
Pet Adoption Center	3,000,000	1,719,414	216,855	219,400	221,000
2013 Corporation Yard	14,377,528	4,777,886	1,270,573	1,276,800	1,281,000
Fire Truck, Fire & Police Vehicles	1,795,000	76,768	77,423	77,900	79,000
2015 Police/Fire Comm. Towers	1,810,000	492,821	202,671	204,300	205,000
2015 Solar Project	2,000,000	1,405,649	139,255	139,800	141,000
2016 Police/Fire Vehicles	1,460,000	143,104	49,120	49,600	50,000
2018 Police/Fire Vehicles	573,000	-	123,557	124,400	-
2019 Police/Fire Vehicles	1,125,000	120,782	243,606	245,600	123,000
2020 Police Vehicles	1,038,104	425,876	216,906	217,200	218,000
2020 Fire Truck	1,301,896	935,155	142,343	142,600	143,000
<u>Revenue Bonds</u>					
2013 Waste Water	12,500,000	7,800,000	1,006,685	1,018,700	1,018,000
2015 Waste Water	21,600,000	20,450,000	1,045,224	1,045,100	1,046,000
2017 Waste Water	50,710,000	43,195,000	3,808,659	3,835,700	3,837,000
2013 Water Improvement	31,810,000	13,135,000	2,975,468	3,013,500	3,021,000
2021 Landmark Square Senior Center	13,355,000	12,925,000	524,047	656,300	652,000
<u>Long-Term Contracts Payable</u>					
** 1993 WWTP Expansion/Upgrade (Payable to the City of Fresno)	17,618,748	1,203,925	1,214,414	1,232,400	1,232,000
<u>Total</u>	<u>\$211,042,952</u>	<u>\$134,788,674</u>	<u>\$14,018,765</u>	<u>\$14,730,200</u>	<u>\$14,503,000</u>
SUCCESSOR AGENCY TRUST FUND					
<u>Tax Allocation Bonds</u>					
2008 Tax Allocation Bonds	19,100,000	9,535,000	1,041,093	1,341,100	1,337,000
* Repayments of principal are budgeted as transfers. Please see transfers schedule for more information.					
** This contract was amended in September 2007. The amount shown is revised to reflect the current agreement with the City of Fresno.					

2023-2024 DESCRIPTION OF LONG-TERM DEBT

Long-Term Interfund Loans

In 2023/24 the Sewer Construction - Developer Fund has no current plans to borrow from the Sewer Enterprise Fund to meet required bond covenants. The interest rate on the loan is variable and is set at the annual rate of return earned by the City's pooled cash and will be paid annually. Repayment will begin when development fee revenue exceeds revenue bond payment requirements.

In June 2022 the General Service Fund borrowed \$7,500,000 from the Water Service Fund to finance the construction of Fire Station #6. The interest rate on the loan is variable and is set at the annual rate of return earned by the City's pooled cash. Repayment will begin in 2023/24 with annual principal payments of \$750,000 and interest at the annual rate of return earned by the California State Local Agency Investment Fund (LAIF).

Capital Leases

In December 2006 the City entered into a fifteen-year lease for \$6,090,000 for the relocation and construction of fire station #31. The interest rate on the lease is 4.00%. The last payment was made December 2021.

In June 2011 the City entered into a twenty-year lease for \$2,454,100 for a solar project located at the police/fire headquarters and fire stations #1 and #5. The interest rate on the lease is 4.95%. The last payment is scheduled for June 2031. Included in the 2023/24 budget is \$134,000 for principal and \$62,000 for interest.

In July 2012 the City entered into a twenty-year lease for \$3,000,000 for a new pet adoption center. The interest rate on the lease is 4.00%. The last payment scheduled is for July 2032. Included in the 2023/24 budget is \$153,000 for principal and \$68,000 for interest.

In September 2013 the City entered into a fourteen-year lease for \$14,377,528. The proceeds were used to refinance the 2001 Corporation Yard Revenue Bonds which were issued to pay for the construction of a new corporation yard and are recorded in the General Government Services Fund. The interest rate on the lease is 3.10%. The last payment is scheduled for March 2027. Included in the 2023/24 budget is \$1,141,000 for principal and \$140,000 for interest.

In March 2014 the City entered into a ten-year lease for \$1,795,000 for a new fire truck (\$692,000), four fire safety command vehicles (\$299,000), and fifteen police vehicles (\$804,000). The interest rate on the lease is 1.86%. The last payment is scheduled for March 2024. Included in the 2023/24 budget is \$77,000 for principal and \$2,000 for interest.

In August 2015 the City entered into an eleven-year \$1,810,000 lease purchase for communications towers and equipment, of which \$1,712,000 related to Police communications and \$98,000 related to Fire communications. The interest rate on the lease is 2.35%. The last payment is scheduled for February 2026. Included in the 2023/24 budget is \$194,000 for principal and \$11,000 for interest.

In November 2015 the City entered into a twenty-one year \$2,000,000 lease purchase for solar projects at Miss Winkles Pet Adoption Center and three fire stations along with an LED lighting upgrade at the corporation yard. The interest rate on the lease is 3.48%. The last payment is scheduled for May 2036. Included in the 2023/24 budget is \$92,000 for principal and \$49,000 for interest.

In January 2016 the City entered into a ten-year \$1,460,000 lease for the purchase of Police Department vehicles (\$1,023,000) and Fire Department vehicles (\$438,000). The interest rate on the lease ranges from 3.00% to 1.00%. The last payment is scheduled for January 2026. Included in the 2023/24 budget is \$47,000 for principal and \$3,000 for interest.

In April 2018 the City entered into a five-year \$573,000 lease for the purchase of Police Department vehicles (\$501,800) and Fire Department vehicles (\$71,200). The interest rate on the lease is 3.00%. The last payment is scheduled for April 2023.

2023-2024 DESCRIPTION OF LONG-TERM DEBT

Capital Leases – Continued

In September 2018 the City entered into a five-year \$1,125,000 lease for the purchase of Police Department vehicles (\$313,500) and Fire Department vehicles (\$811,500). The interest rate on the lease is 3.23%. The last payment is scheduled for September 2024. Included in the 2023/24 budget is \$121,000 for principal and \$2,000 for interest.

In July 2020 the City entered into a five-year \$1,038,104 lease for the purchase of Police Department vehicles. The interest rate on the lease is 1.71%. The last payment is scheduled for June 2025. Included in the 2023/24 budget is \$212,000 for principal and \$6,000 for interest.

In June 2020 the City entered into a ten-year \$1,301,896 lease for the purchase of a fire truck. The interest rate on the lease is 1.71%. The last payment is scheduled for June 2030. Included in the 2023/24 budget is \$127,000 for principal and \$16,000 for interest.

The following is a schedule of the future lease payments for the City's capital leases:

Year Ending June 30,	Principal	Interest	Total
2024	2,298,000	359,000	2,657,000
2025	2,153,880	287,274	2,441,154
2026	1,902,952	223,418	2,126,370
2027	1,811,806	163,802	1,975,608
2028	581,248	114,917	696,165
2029 - 2033	2,291,863	258,941	2,550,804
2034 - 2036	331,098	16,635	347,733
Total	<u>\$11,370,847</u>	<u>\$1,423,987</u>	<u>\$12,794,834</u>

2023-2024 DESCRIPTION OF LONG-TERM DEBT

Long-Term Loans

During 2010/11 the City entered into a ten-year \$953,239 agreement with the California Energy Commission for a loan to provide solar project funding. The interest rate on this loan is 3.00%. The last payment is scheduled for June 2026. Included in the 2023/24 budget is \$79,000 for principal and \$7,000 for interest.

During 2011/12 the City entered into a ten-year \$220,121 agreement with the Pacific Gas & Electric for a loan to provide LED street light fixtures. The interest rate on this loan is 0.00%. The last payment was made December 2021.

During 2014/15 the City entered into a ten-year \$70,700 agreement with the California Energy Commission for a loan to provide street light LED (Light Emitting Diode) retrofits. The interest rate on this loan is 1.00%. The last payment is scheduled for June 2024. Included in the 2023/24 budget is \$9,000 for principal and \$1,000 for interest.

During 2015/16 the City entered into a nine-year \$168,239 agreement with the Pacific Gas & Electric for a loan to provide LED lighting at the Corp Yard. The interest rate on this loan is 0.00%. The last payment is scheduled for February 2025. Included in the 2023/24 budget is \$20,000 for principal and \$0 for interest.

During 2018/19 the City entered into a seventeen-year \$1,840,035 agreement with the California Energy Commission for a loan to provide LED lighting in City buildings. The interest rate on this loan is 1.00%. The last payment is scheduled for June 2035. Included in the 2023/24 budget is \$112,000 for principal and \$14,000 for interest.

During 2019/20 the City entered into a ten-year \$164,401 agreement with the Pacific Gas & Electric for a loan to provide LED project funding. The interest rate on this loan is 0.00%. The last payment is scheduled for March 2030. Included in the 2023/24 budget is \$17,000 for principal and \$0 for interest.

During 2019/20 the City entered into a seven-year \$207,841 agreement with the Pacific Gas & Electric for a loan to provide LED project funding. The interest rate on this loan is 0.00%. The last payment is scheduled for October 2027. Included in the 2023/24 budget is \$31,000 for principal and \$0 for interest.

The following is a schedule of the future payments for the City's long-term loans:

Year Ending June 30,	Principal	Interest	Total
2024	268,000	22,000	290,000
2025	252,338	16,153	268,491
2026	244,489	13,251	257,740
2027	141,364	10,477	151,841
2028	132,436	9,350	141,786
2029 - 2033	623,242	28,956	652,198
2034 - 2035	247,033	3,005	250,038
Total	\$1,908,902	\$103,192	\$2,012,094

2023-2024 DESCRIPTION OF LONG-TERM DEBT

Long-Term Contracts Payable

In 1993 the City of Fresno issued Revenue Bonds for the upgrade and expansion of the Fresno-Clovis Regional Wastewater Treatment Plant (WWTP). The City of Clovis is obligated contractually to the City of Fresno to make semi-annual payments based on Clovis's share of the project. In January 1998 Clovis's share of the project was changed from 6.08% to 8.11% of the total \$196,280,000 issued. The Revenue Bonds were issued in September 1993 at interest rates varying from 3.50% to 6.25% and payments run through September 2023. Included in the 2023/24 budget is \$1,204,000 for principal and \$28,000 for interest. Below is a schedule of the future payments to the City of Fresno for these contracts:

Year Ending June 30,	Principal	Interest	Total
2024	1,203,925	28,000	1,231,925
Total	<u>\$1,203,925</u>	<u>\$28,000</u>	<u>\$1,231,925</u>

Revenue Bonds

In July 2013 the City issued the 2013 Sewer Enterprise Revenue Bonds for \$12,500,000 at interest rates varying from 2.00% to 5.00%. The proceeds were used to refinance the 1998 Sewer Enterprise Revenue Bonds for which proceeds were used to refund the 1991 Fowler Trunk Contract payable to the City of Fresno and the 1991 Armstrong Trunk Certificates of Participation. The last payment is scheduled for fiscal year 2027/28. Included in the 2023/24 budget is \$645,000 for principal and \$373,000 for interest.

In July 2013 the City issued 2013 Water Improvement Bonds for \$31,810,000 at interest rates varying from 2.00% to 5.00%. The proceeds were used to refinance the 2003 Water Improvement Bonds for which proceeds were issued to pay for a surface water treatment plant, a water banking, plant, transmission lines and canal improvements; and to refund the Certificates of Participation for major water system improvements. The final payment is scheduled for March 2028. Included in the 2023/24 budget is \$2,385,000 for principal and \$636,000 for interest.

In August 2015 the City issued the 2015 Wastewater Refunding Revenue Bonds for the purpose of refunding the \$21,600,000 of outstanding 2005 Wastewater Bonds. The Wastewater bonds were issued to pay for the initial phase of construction of a new wastewater treatment plant needed due to planned development in the City. The bond was issued to pay for a pump station, sewer trunk, and a force main. The interest rate on the 2015 bonds carry interest rates varying from 2.00% to 5.25% with a True Interest Cost of 3.50%. The final payment on the 2015 Bonds is scheduled for August 2035, the same as the Refunded 2005 bonds. Included in the 2023/24 budget is \$190,000 for principal and \$856,000 for interest.

In August 2017 the City issued the 2017 Wastewater Refunding Revenue Bonds for the purpose of refunding the \$50,710,000 of outstanding 2007 Wastewater Bonds. The Wastewater bonds were issued to pay for the initial phase of construction of a new wastewater treatment plant needed due to planned development in the City. The interest rate on the 2017 bonds carry interest rates varying from 2.00% to 5.00% with a True Interest Cost of 4.70%. The final payment on the 2017 Bonds is scheduled for August 2039, the same as the Refunded 2007 bonds. Included in the 2023/24 budget is \$1,720,000 for principal and \$2,117,000 for interest.

In April 2021 the City issued the 2021 Lease Revenue Bonds for \$13,355,000. The Lease Revenue Bonds were issued to pay for the construction of Landmark Square, which includes a senior center, transit hub and a Fresno County library. The interest rate on the 2021 bonds carry interest rates varying from 2.00% to 4.00% with a True Interest Cost of 2.48%. The final payment on the 2021 Bonds is scheduled for November 2051. Included in the 2023/24 budget is \$285,000 for principal and \$367,000 for interest.

2023-2024 DESCRIPTION OF LONG-TERM DEBT

Revenue Bonds – Continued

The following is a schedule of the debt service payments for the City's revenue bonds:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	5,225,000	4,349,000	9,574,000
2025	6,340,000	4,063,841	10,403,841
2026	7,515,000	3,726,869	11,241,869
2027	7,895,000	3,353,244	11,248,244
2028	8,275,000	2,956,413	11,231,413
2029 - 2033	22,700,000	10,595,551	33,295,551
2034 - 2038	26,505,000	5,486,841	31,991,841
2039 - 2043	8,330,000	885,064	9,215,064
2044 - 2048	2,840,000	415,876	3,255,876
2049 - 2051	1,880,000	70,776	1,950,776
Total	<u>\$97,505,000</u>	<u>\$35,903,475</u>	<u>\$133,408,475</u>

2023-2024 DESCRIPTION OF LONG-TERM DEBT

SUCCESSOR AGENCY TRUST FUND

Tax Allocation Bonds

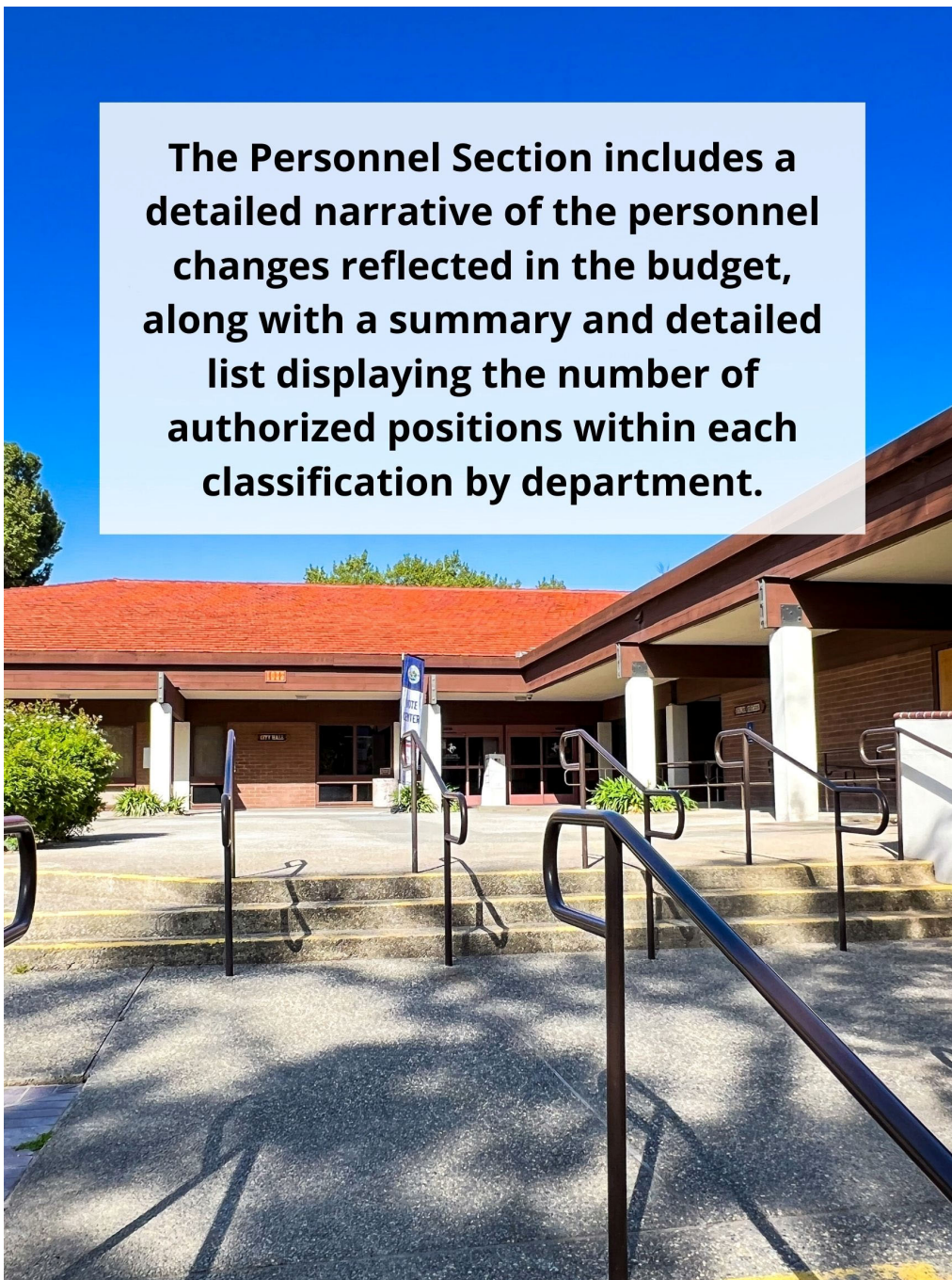
In April 2008 the former Clovis Community Development Agency issued tax allocation bonds in the amount of \$19,100,000 at interest rates varying from 3.25% to 4.75%. The proceeds are being utilized to aid in the financing of the former Clovis Community Development Agency's projects and were used for the refunding of \$7,170,000 aggregate principal amount of the Agency's outstanding 1996 tax allocation bonds. Due to the elimination of redevelopment, the City is acting as the Successor Agency. The City has completed the necessary requirements, and applied to the State Department of Finance for the "finding of completion." Upon award of the finding of completion from the Department of Finance, the remaining bond proceeds will be used for the original intended purposes. The last debt service payment is scheduled for the fiscal year 2037/38. Included in the 2023/24 budget is \$915,000 for principal and \$422,000 for interest.

The following is a schedule of debt service payments for the 2008 Tax Allocation Bonds:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	915,000	422,000	1,337,000
2025	960,000	379,181	1,339,181
2026	995,000	333,972	1,328,972
2027	1,050,000	286,681	1,336,681
2028	1,095,000	237,078	1,332,078
2029 - 2033	3,075,000	574,029	3,649,029
2034 - 2038	1,445,000	177,532	1,622,532
Total	<u>\$9,535,000</u>	<u>\$2,410,473</u>	<u>\$11,945,473</u>

PERSONNEL *SECTION*

The Personnel Section includes a detailed narrative of the personnel changes reflected in the budget, along with a summary and detailed list displaying the number of authorized positions within each classification by department.



PERSONNEL

There are twenty new positions being proposed for 2023-2024, as well as the conversion of seven positions. Of the new positions, eight are within the General Fund, and consist of five Police Officers and one Community Service Officer in the Police Department, one Maintenance Worker in the Parks Division of the Public Utilities Department, and one Recreation Leader in the Recreation Division of the General Services Department. The City Manager Department added a Staff Analyst within the HCD Block Grant Special Revenue Fund and an Assistant Building Technician was added the the Facilities Maintenance Internal Service Fund. Within the Enterprise Funds, the Planning and Development Services Department added three positions, Public Utilities Department added five positions and Transit added two. Also listed are seven position conversions, reorganized within the respective departments.

The following additional positions are recommended for 2023-2024:

<u>Position</u>	<u>Department</u>
Staff Analyst (1)	City Manager
Assistant Building Technician (1)	General Services/Facilities Maint
Bus Driver (2)	General Services/Transit
Recreation Leader (1)	General Services/Recreation
Deputy City Engineer (1)	Planning and Development Services
Engineering Inspector (1)	Planning and Development Services
Traffic Signal Operations Specialist (1)	Planning and Development Services
Community Service Officer (1)	Police
Police Officer (5)	Police
Engineering Inspector (1)	Public Utilities
Maintenance Worker (1)	Public Utilities/Parks
Sanitation Operator (1)	Public Utilities/Community Sanitation
Utility Worker (3)	Public Utilities

The following positions are recommended for conversion in 2023-2024:

<u>Position</u>	<u>Department</u>
Management Analyst to Housing Supervisor	City Manager
Management Analyst to Fire Administrator	Fire
Management Analyst to Transit Supervisor	General Services
Transit Supervisor to Transit Manager	General Services
General Services Mgr to Deputy Gen Services Director	General Services
Personnel-Risk Mgr to Deputy Gen Services Director	General Services
Senior Plans Examiner to Senior Building Inspector	Planning and Development Services

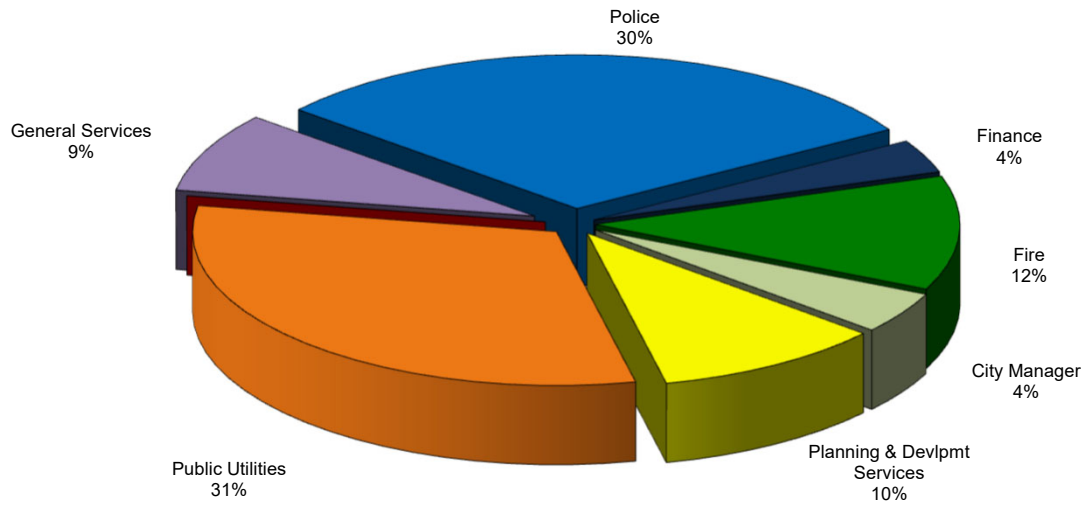
During the year changes to the personnel allocation are made through budget amendments approved by Council. There are position reallocations between sections noted by account in the **Operations Section** to better reflect current work assignments.

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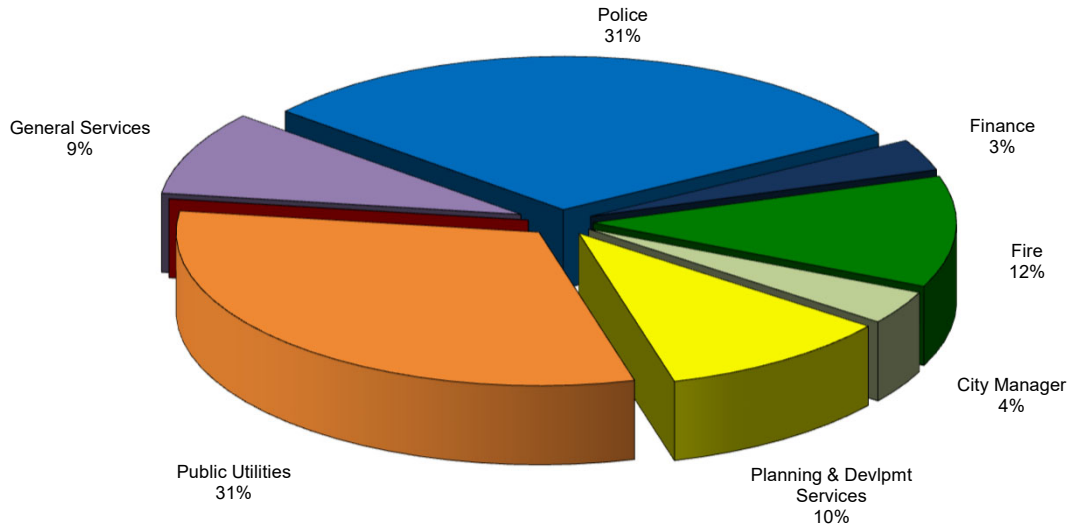
SUMMARY OF POSITIONS BY DEPARTMENT

Department	2021-2022 Prior Year	2022-2023 Current Year Approved	2023-2024 Recommended Positions	Change Increase/ (Decrease)
City Manager	24.75	26.75	27.95	1.20
General Services	51.10	51.10	55.10	4.00
Finance	21.00	21.00	21.00	-
Planning & Development Services	60.85	61.85	64.65	2.80
Fire	73.00	73.00	73.00	-
Police	180.00	184.00	190.00	6.00
Public Utilities	176.30	189.30	195.30	6.00
TOTAL	587.00	607.00	627.00	20.00

**CURRENT
2022-2023**



**RECOMMENDED
2023-2024**



DETAIL OF POSITIONS BY DEPARTMENT

<u>Department</u>	<u>2021-2022 Prior Year</u>	<u>2022-2023 Current Year Approved</u>	<u>2023-2024 Recommended Positions</u>	<u>Change Increase/ (Decrease)</u>
CITY MANAGER				
Assistant City Manager	1.00	1.00	1.00	-
Business Development Manager	1.00	1.00	1.00	-
City Clerk	1.00	1.00	1.00	-
City Manager	1.00	1.00	1.00	-
Communications & Marketing Analyst	-	0.50	0.50	-
Community & Econ Development Dir	1.00	-	-	-
Deputy Director of Information Tech	1.00	1.00	1.00	-
Economic Dev Housing & Comm Dir	-	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Finance Business Systems Analyst	-	1.00	1.00	-
Geographic Information System Analyst	0.25	0.25	0.45	0.20
Housing Supervisor	-	-	1.00	1.00
Information Tech. Cybersecurity Analyst	-	1.00	1.00	-
Information Technology Specialist	4.00	4.00	4.00	-
Information Technology Supervisor	2.00	2.00	2.00	-
Information Technology Technician	2.00	2.00	2.00	-
Management Analyst	1.00	1.00	-	(1.00)
Principal Office Assistant	1.00	1.00	1.00	-
Public Affairs & Information Manager	0.50	-	-	-
Senior Information Technology Analyst	6.00	6.00	6.00	-
Senior Information Technology Specialist	1.00	1.00	1.00	-
Staff Analyst	-	-	1.00	1.00
TOTAL	24.75	26.75	27.95	1.20
GENERAL SERVICES				
Administrative Assistant	2.00	2.00	2.00	-
Assistant Building Technician	3.00	3.00	4.00	1.00
Building Maint Worker/Leadworker	2.00	2.00	2.00	-
Bus Driver	16.00	16.00	18.00	2.00
Communications & Marketing Analyst	-	0.10	0.10	-
Department Support Manager	1.00	-	-	-
Deputy General Services Director	-	-	2.00	2.00
Facilities Maintenance & Purchasing Mgr	-	1.00	1.00	-
Facilities Maintenance Supervisor	1.00	1.00	1.00	-
General Services Director	1.00	1.00	1.00	-
General Services Manager	1.00	1.00	-	(1.00)
Lead Bus Driver	4.00	4.00	4.00	-
Management Analyst	4.00	4.00	3.00	(1.00)
Personnel Technician	3.00	3.00	-	(3.00)
Personnel Technician/Senior	-	-	3.00	3.00
Personnel/Risk Manager	1.00	1.00	-	(1.00)
Principal Office Assistant	3.00	3.00	3.00	-
Public Affairs & Information Manager	0.10	-	-	-
Recreation Leader	1.00	1.00	2.00	1.00
Recreation Specialist	2.00	2.00	2.00	-
Recreation Supervisor	1.00	1.00	1.00	-
Senior Center Nutrition Svs Worker	1.00	1.00	1.00	-
Senior Custodian	1.00	1.00	1.00	-
Transit Dispatcher	2.00	2.00	2.00	-
Transit Manager	-	-	1.00	1.00
Transit Supervisor	1.00	1.00	1.00	-
TOTAL	51.10	51.10	55.10	4.00

DETAIL OF POSITIONS BY DEPARTMENT

<u>Department</u>	<u>2021-2022 Prior Year</u>	<u>2022-2023 Current Year Approved</u>	<u>2023-2024 Recommended Positions</u>	<u>Change Increase/ (Decrease)</u>
FINANCE				
Accountant/Senior	3.00	3.00	3.00	-
Accounting Supervisor	1.00	-	-	-
Acctg Systems Tech/Senior/Principal	4.00	4.00	4.00	-
Assistant Finance Director	1.00	1.00	1.00	-
Deputy Finance Director	1.00	1.00	1.00	-
Finance Director/Treasurer	1.00	1.00	1.00	-
Finance Manager	-	1.00	1.00	-
Principal Office Assistant	1.00	1.00	1.00	-
Senior Account Clerk/Principal	9.00	9.00	9.00	-
TOTAL	21.00	21.00	21.00	-
PLANNING & DEVELOPMENT SERVICES				
Assistant/Associate Planner	3.00	3.00	3.00	-
Building Inspector/Sr Bldg Inspector	5.00	4.00	5.00	1.00
Building Official	1.00	1.00	1.00	-
Business Workflow Analyst	1.00	1.00	1.00	-
Business Workflow Specialist	1.00	1.00	1.00	-
City Engineer	1.00	1.00	1.00	-
City Planner	1.00	1.00	1.00	-
City Surveyor	1.00	1.00	1.00	-
Communications & Marketing Analyst	-	0.10	0.10	-
Construction Manager	1.00	1.00	1.00	-
Deputy Building Official/Plan Checker	1.00	1.00	1.00	-
Deputy City Engineer	-	-	1.00	1.00
Deputy City Planner	1.00	1.00	1.00	-
Dir of Planning & Development Serv	1.00	1.00	1.00	-
Engineer I/Engineer II/Civil Engineer	14.00	14.00	14.00	-
Engineering Inspector/Sr Eng Inspector	6.00	6.00	7.00	1.00
Engineering Program Supervisor	1.00	1.00	1.00	-
Engineering Tech/Sr Eng Tech	3.00	3.00	3.00	-
Geographic Info System Analyst	0.75	0.75	0.55	(0.20)
Geographic Info System Tech	1.00	1.00	1.00	-
Management Analyst	1.00	2.00	2.00	-
PDS Admin Services Manager	1.00	1.00	1.00	-
Permit Technician	3.00	2.00	2.00	-
Planning Technician I/II	2.00	2.00	2.00	-
Plans Examiner/Senior Plans Examiner	4.00	5.00	4.00	(1.00)
Principal Office Assistant	1.00	1.00	1.00	-
Public Affairs & Information Manager	0.10	-	-	-
Senior Planner	1.00	3.00	3.00	-
Staff Analyst	2.00	1.00	1.00	-
Supervising Civil Engineer	2.00	2.00	2.00	-
Traffic Signal Operations Specialist	-	-	1.00	1.00
TOTAL	60.85	61.85	64.65	2.80

DETAIL OF POSITIONS BY DEPARTMENT

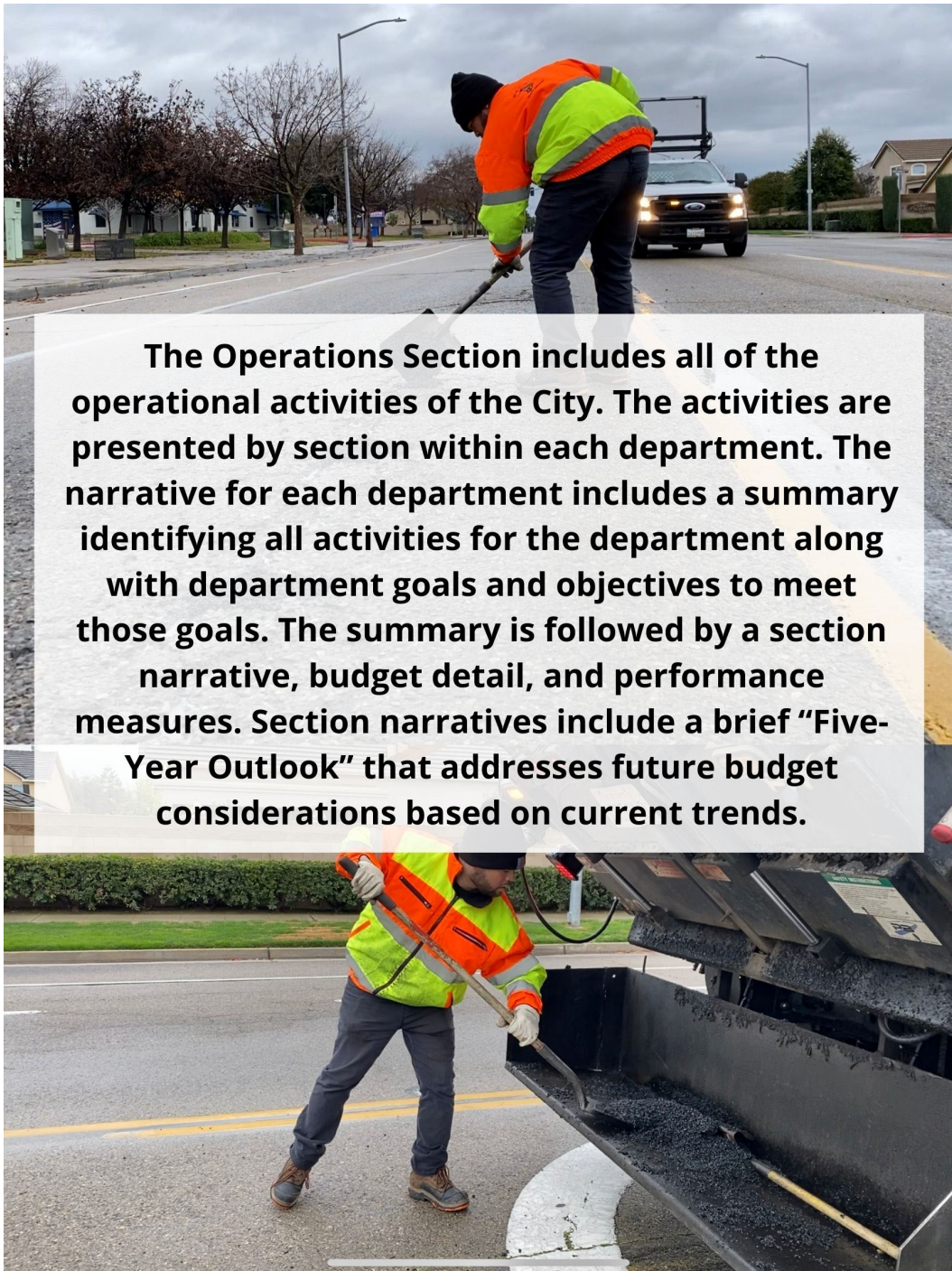
<u>Department</u>	<u>2021-2022 Prior Year</u>	<u>2022-2023 Current Year Approved</u>	<u>2023-2024 Recommended Positions</u>	<u>Change Increase/ (Decrease)</u>
POLICE				
Administrative Assistant	2.00	3.00	3.00	-
Animal Control Officer	6.00	6.00	6.00	-
Animal Services Aide	1.00	1.00	1.00	-
Communications Supervisor	-	1.00	1.00	-
Community Service Officer	14.00	14.00	15.00	1.00
Crime Analysis Supervisor	1.00	1.00	1.00	-
Crime Specialist	2.00	2.00	2.00	-
Digital Forensic Analyst	1.00	1.00	1.00	-
Lead Public Safety Dispatcher	4.00	5.00	5.00	-
Management Analyst	2.00	2.00	2.00	-
Police Captain	3.00	3.00	3.00	-
Police Chief	1.00	1.00	1.00	-
Police Corporal	15.00	18.00	18.00	-
Police Lieutenant	4.00	5.00	5.00	-
Police Officer/Recruit	78.00	73.00	78.00	5.00
Police Sergeant	8.00	12.00	12.00	-
Police Service Manager	1.00	1.00	1.00	-
Public Safety Dispatcher/PSO	19.00	18.00	18.00	-
Principal Office Assistant	8.00	7.00	7.00	-
Property & Evidence Supervisor	1.00	1.00	1.00	-
Property & Evidence Technician	1.00	1.00	1.00	-
Records Supervisor	1.00	1.00	1.00	-
Senior Property/Evidence Technician	1.00	1.00	1.00	-
Senior Systems Video Analyst	-	2.00	2.00	-
Staff Analyst	2.00	2.00	2.00	-
Supervisor of Animal Services	2.00	2.00	2.00	-
Systems Video Technician	2.00	-	-	-
TOTAL	180.00	184.00	190.00	6.00
FIRE				
Battalion Chief	3.00	3.00	3.00	-
Deputy Fire Chief	1.00	1.00	1.00	-
Fire Administrator	-	-	1.00	1.00
Fire Captain	18.00	18.00	18.00	-
Fire Chief	1.00	1.00	1.00	-
Fire & Life Safety Specialist	1.00	1.00	1.00	-
Fire Engineer	18.00	18.00	18.00	-
Fire Inspector I	1.00	1.00	1.00	-
Firefighters	24.00	24.00	24.00	-
Management Analyst	1.00	1.00	-	(1.00)
Principal Office Assistant	2.00	-	-	-
Spec Proj/Life Safety Enforcement Mgr	1.00	1.00	1.00	-
Staff Analyst	-	2.00	2.00	-
Training Officer (Captain)	2.00	2.00	2.00	-
TOTAL	73.00	73.00	73.00	-

DETAIL OF POSITIONS BY DEPARTMENT

<u>Department</u>	<u>2021-2022 Prior Year</u>	<u>2022-2023 Current Year Approved</u>	<u>2023-2024 Recommended Positions</u>	<u>Change Increase/ (Decrease)</u>
PUBLIC UTILITIES				
Administrative Assistant	1.00	1.00	1.00	-
Assistant Mechanic/Service Worker	5.00	5.00	5.00	-
Assistant Public Utilities Director	3.00	3.00	3.00	-
Assistant Water Systems Technician	4.00	4.00	4.00	-
Communications & Marketing Analyst	-	0.30	0.30	-
Disposal Leadworker	3.00	3.00	3.00	-
Electrician	3.00	3.00	3.00	-
Engineer I/Engineer II/Civil Engineer	6.00	6.00	6.00	-
Engineering Inspector/Sr Eng Inspector	1.00	1.00	2.00	1.00
Engineering Tech/Sr Engineering Tech	1.00	2.00	2.00	-
Equipment Mechanic	6.00	7.00	7.00	-
Equipment Operator	2.00	2.00	2.00	-
Fleet Maintenance Leadworker	2.00	2.00	2.00	-
Fleet Maintenance Service Writer	1.00	1.00	1.00	-
Fleet Manager	1.00	1.00	1.00	-
Landfill Leadworker	1.00	1.00	1.00	-
Landfill Supervisor	1.00	1.00	1.00	-
Maintenance Leadworker	6.00	6.00	6.00	-
Maintenance Worker/Sr Maint Worker	39.00	42.00	43.00	1.00
Management Analyst	2.00	2.00	2.00	-
Meter Reader	4.00	4.00	4.00	-
Parks Maintenance Leadworker	3.00	3.00	3.00	-
Parks Manager	1.00	1.00	1.00	-
Parts Clerk	2.00	2.00	2.00	-
Parts Runner	-	1.00	1.00	-
Principal Office Assistant	6.00	5.00	5.00	-
Principal Utilities Engineer	-	1.00	1.00	-
Public Affairs & Information Manager	0.30	-	-	-
Public Utilities Director	1.00	1.00	1.00	-
Sanitation Operator/Senior San Operator	25.00	26.00	27.00	1.00
Solid Waste Manager	1.00	1.00	1.00	-
Staff Analyst	-	1.00	1.00	-
Street Maintenance Manager	1.00	1.00	1.00	-
Street Sweeper Operator	6.00	6.00	6.00	-
Supervising Civil Engineer	1.00	1.00	1.00	-
Utility Manager	1.00	1.00	1.00	-
Utility Worker	30.00	35.00	38.00	3.00
Water Production Manager	1.00	1.00	1.00	-
Water System Supervisor	1.00	1.00	1.00	-
Water System Technician	1.00	1.00	1.00	-
Water Treatment Plant Operator	3.00	3.00	3.00	-
TOTAL	176.30	189.30	195.30	6.00
CITY TOTAL	587.00	607.00	627.00	20.00

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OPERATIONS SECTION



The Operations Section includes all of the operational activities of the City. The activities are presented by section within each department. The narrative for each department includes a summary identifying all activities for the department along with department goals and objectives to meet those goals. The summary is followed by a section narrative, budget detail, and performance measures. Section narratives include a brief “Five-Year Outlook” that addresses future budget considerations based on current trends.

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SUMMARY OF EXPENDITURES

BY DEPARTMENT

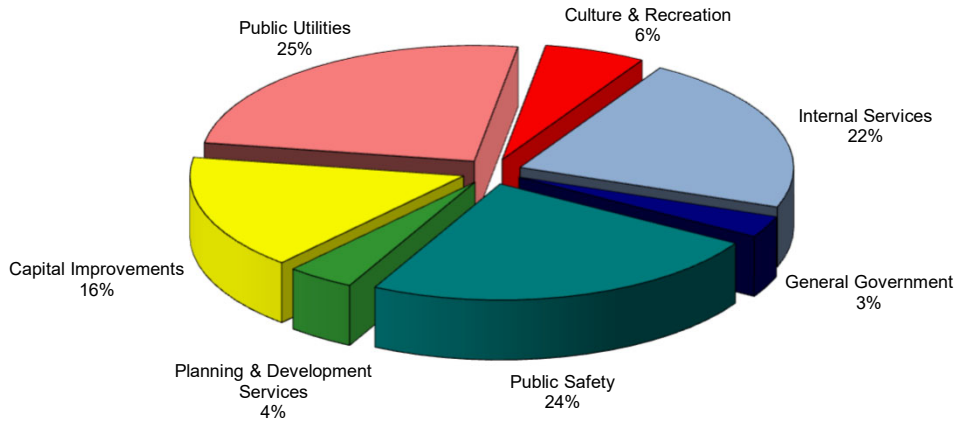
	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
City Council	340,862	361,400	560,700
City Attorney	691,496	789,000	1,123,200
City Manager	6,895,212	12,856,500	9,517,000
General Services	52,300,322	63,962,000	70,203,200
Finance	3,308,140	3,637,800	3,982,100
Planning & Development Services	11,142,845	14,402,800	15,348,900
Police	42,346,887	49,784,700	54,524,000
Fire	20,950,321	24,173,300	24,040,600
Public Utilities	83,066,277	103,348,900	102,448,100
Capital Improvements	42,154,341	109,498,400	49,006,000
TOTAL	<u>263,196,703</u>	<u>382,814,800</u>	<u>330,753,800</u>

BY FUNCTION

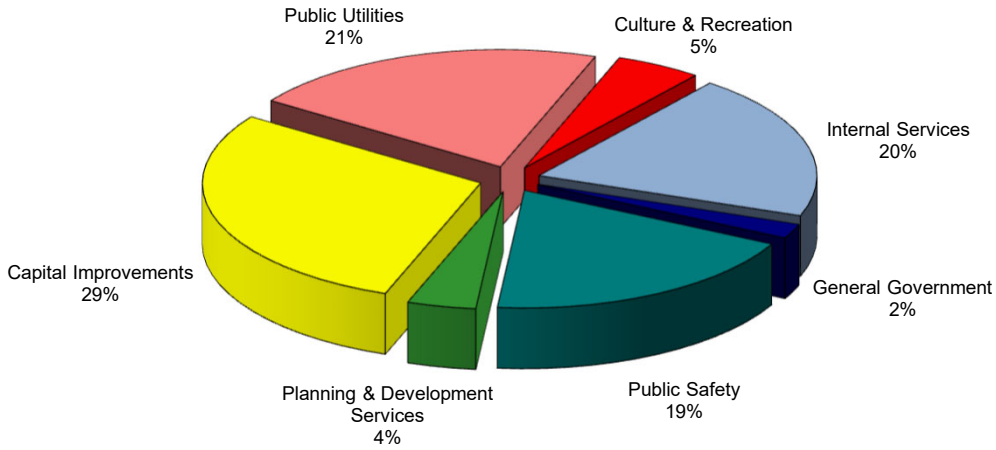
General Government	7,464,456	8,331,400	9,602,900
Public Safety	63,297,208	73,958,000	78,564,600
Planning & Development Services	11,142,845	14,402,800	15,348,900
Capital Improvements	42,154,341	109,498,400	49,006,000
Public Utilities	65,584,602	78,519,100	82,712,800
Culture & Recreation	15,805,376	20,110,300	21,690,900
Internal Services	57,747,875	77,994,800	73,827,700
TOTAL	<u>263,196,703</u>	<u>382,814,800</u>	<u>330,753,800</u>

EXPENDITURES BY FUNCTION

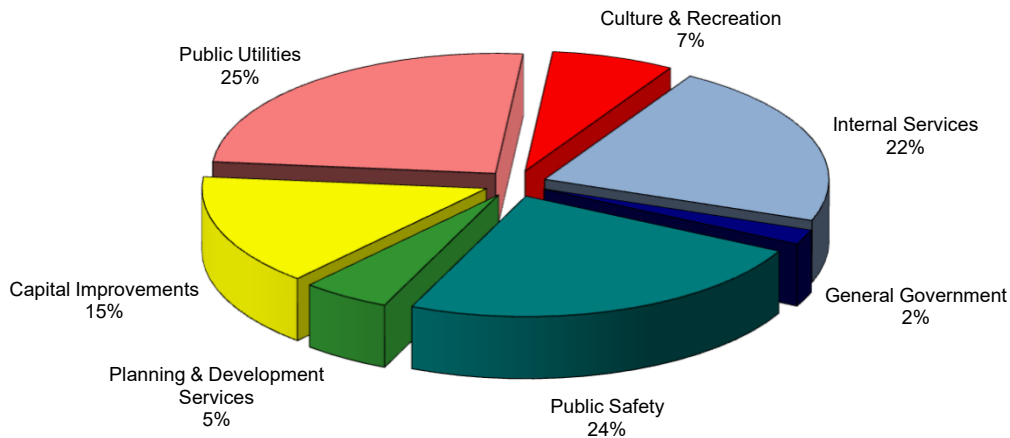
2021-2022 ACTUAL



2022-2023 ESTIMATED



2023-2024 BUDGET



CITY COUNCIL SUMMARY

The City Council is the elected legislative body of the City of Clovis and has the overall responsibility for the scope, policy direction, and financing of City services and all decisions concerning the expenditure of tax and other revenues utilized for the benefit of the citizens of Clovis. The City Council is also responsible for establishing land use policies through the City's General Plan and zoning regulations.

The Mayor and City Council represent and lead the local government in determining the overall vision for the community and its future. They also determine the mission of the local government in the conduct of its daily business of governance and service delivery. Within the structure of the Council-Manager form of government utilized by the City of Clovis, the City Council provides policy direction to the City Manager who is a professional manager responsible for administering City operations. In setting policy, the City Council works closely with citizen advisory commissions and committees, considers staff information and recommendations, and receives comments from citizens and the general public.

Department Goals 2023-2024

- Provide for orderly and planned community growth consistent with the vision adopted with the City's General Plan.
- Make Clovis the Safest City in the Valley providing quick and effective responses to high priority calls for emergency services.
- Provide for economic development strategies to grow businesses, jobs, and to enhance the revenue base of the community; position the City to compete in the global market.
- Provide for a financially sustainable City as the community grows.
- Make Clovis a great place for families to live.
- Foster regional leadership by maintaining a distinct community identity and pride.
- Encourage and promote citizen engagement and community leadership.
- Maintain Clovis as a public sector employer of choice.

Budgetary Highlights

- Provide policy guidelines to update the provisions of the Clovis General Plan to guide future growth and revitalization of the community.
- Provide policy guidelines that assure the fiscal sustainability of the City for today and into the future.
- Support efforts to attract investment and quality job creation in local business parks; strengthen partnerships with business, economic development organizations, and educational resources in the region to facilitate economic diversity and an improved jobs-housing balance.
- Review the community-wide survey and provide guidance on service enhancements and expectations identified by residents.
- Maintain active membership in regional and statewide organizations of local governments to participate in information sharing networks and provide training and legislative advocacy on matters of law and policy.
- Support training and efforts in succession planning to create the next generation of City leaders.
- Support opportunities for citizen engagement to promote better understanding of local governments and to foster the next generation of civic leaders.
- Continue to focus on core services and opportunities to partner for more efficient services.

CITY COUNCIL

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	87,300	88,400	91,000
Benefits	111,722	107,100	106,900
Professional Services	0	300	204,000
Travel & Meeting Expense	11,911	20,500	41,000
Dues & Subscriptions	33,929	35,000	37,000
Admin & Overhead	<u>96,000</u>	<u>110,100</u>	<u>80,800</u>
TOTAL CITY COUNCIL	<u><u>340,862</u></u>	<u><u>361,400</u></u>	<u><u>560,700</u></u>

SOURCES OF FUNDING			
Interfund Charges	200,000	203,000	185,000
Use of Discretionary Funds	<u>140,862</u>	<u>158,400</u>	<u>375,700</u>
TOTAL	<u><u>340,862</u></u>	<u><u>361,400</u></u>	<u><u>560,700</u></u>

DETAIL OF POSITIONS

The City Council consists of five council members, who are elected at large.

CITY ATTORNEY DEPARTMENT SUMMARY

The City Attorney is an appointed office established under the laws of the State of California and the Clovis Municipal Code. Professional legal services for the City Attorney are presently obtained by contract as determined by the City Council. The City Attorney is the City's chief legal advisor and represents the City in civil actions; prosecutes violations of the Municipal Code; drafts ordinances, resolutions, contracts, leases, deeds, covenants, bonds and other financial documents, and other legal documents required by the City Council, City Manager, City Commissions, and City Departments; and pursues right-of-way acquisitions.

All departments contribute a pro rata share to fund the primary operations of the City Attorney's office. When departments require litigation or special legal services funded by sources other than the General Fund, the additional expense is charged to the receiving department. In addition, development fees reimburse a portion of the City Attorney's costs when the City must acquire a right-of-way for new projects, litigate, or otherwise intervene.

Department Goals 2023-2024

- Provide accurate and timely consultation and advice to City Council, the City Manager, and City departments.
- Emphasize “best practices” for legal issues in administrative matters and also in the prevention of litigation through workshops and briefings on municipal law and through early involvement in major issues and projects.
- Prosecute, defend, and manage litigation in a cost-effective manner.

Budgetary Highlights

- Provide ongoing legal review and consultation with the City Manager and City departments weekly.
- Present a minimum of two workshops on legal issues to City Council and City departments during the year.
- Present a comprehensive review of all litigation to City Council at least two times during the year with periodic case updates as needed.

CITY ATTORNEY DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Professional Services	663,596	750,000	1,074,000
Admin & Overhead	27,900	39,000	49,200
TOTAL CITY ATTORNEY	691,496	789,000	1,123,200

SOURCES OF FUNDING			
Intergovernmental Charges	748,000	743,000	752,000
Use of Discretionary Funds	(56,504)	46,000	371,200
TOTAL	691,496	789,000	1,123,200

DETAIL OF POSITIONS

The functions for this section are handled by contract.

CITY MANAGER DEPARTMENT SUMMARY

The City Manager is an appointed office established by the Clovis Municipal Code and under the laws of the State of California. The City Manager is appointed by the City Council to serve as the chief administrative officer. The City Manager is responsible for administering all operations, finances, activities, and projects consistent with City Council policy directives and applicable municipal, state, and federal laws. The City Manager appoints and removes all employees on the recommendation of the various department heads and appoints and/or dismisses department heads subject to confirmation of the City Council. The City Manager also serves as the Executive Director of the Public Finance Authority which issues financing instruments to fund various projects. Various functions are under the City Manager Department including Administration, Economic Development, Affordable Housing, City Clerk, and Information Technology. In previous years, the City Clerk and Information Technology Division were under the City Clerk Department. This has shifted due to the reorganization of the City Clerk and Assistant City Manager roles. The City Clerk Division now reports to the City Manager and the Information Technology Division is overseen by the Assistant City Manager.

Administration

Section 25100

The City Manager's office is the administrative, cost-control center for the entire City operation and is responsible for ensuring that City Council policies are carried forward by action. Department staff also provides administrative support to the City Council, City Clerk, and oversees Information Technology.

Economic Development & Communications

Section 25200

Economic Development Division of the Economic Development, Housing & Communications Department is responsible for fostering a healthy business environment by facilitating business development and investment to expand the City's tax base and for seeking an improved balance of jobs and housing in the City.

The Communications Division is responsible for effectively promoting City services, programs, meetings, and events to residents through a variety of means, including social media, traditional print and broadcast media, flyers, and signage. Department staff also responds to various inquiries from media, residents, and community partners and connects those parties with the best City Department to handle their needs.

Housing & Community Development

Sections 42750/49210

Housing & Community Development staff is responsible for the day-to-day operation of Clovis' allocation of federal Community Development Block Grant (CDBG) program funds. This includes citywide oversight to ensure that all CDBG expenditures are made in accordance with the regulations of the funder, the U.S. Department of Housing and Urban Development (HUD). Staff in this section also administers all affordable housing programs. This includes Clovis' multi-family affordable housing development funding, home rehabilitation loan program, home repair grant program, first-time homebuyer loan program, and the mobile home replacement loan program. Staff in this section is also responsible for the accounting for and disposition of assets and liabilities of Clovis' affordable housing programs. In addition, staff coordinates with county, state, and federal agencies to secure funding for ongoing and future affordable housing projects.

City Clerk

Section 15000

Pursuant to local ordinance, the City Clerk is appointed by the City Manager and confirmed by the City Council, taking on additional administrative duties as assigned and supervised by the City Manager. Primary duties include the following major categories:

- Elections – As Elections Official, the City Clerk conducts and oversees the municipal election process. Voter registration and voting is coordinated with the Fresno County Clerk's Election Division and election services are provided by the County Clerk's Election Division.
- Filing Official – The City Clerk is the local Filing Official for all State and local financial disclosure statements which includes Statements of Economic Interests for City Councilmembers, Commissioners, and

designated employees in accordance with the City's Conflict of Interest Code. The City is responsible for election campaign disclosure statements for all local candidates and campaign committees. AGENDA ITEM NO. 14.

- Legislative Administration – The City Clerk facilitates the execution of official and legislative processes. This includes administering oaths of office, attesting to official documents and the passing of resolutions and ordinances, participating in all City Council meetings, and filing all petitions and appeals.
- Municipal Code and Information Dissemination – The City Clerk maintains and publishes the Municipal Code, and prepares legal and promotional publications and notices of public hearings.
- Records Management – The City Clerk's office records official actions and legislation of the municipal government, documenting the proceedings of meetings and retaining other legal and historical records. Records are maintained while providing appropriate public access to government business. The City Clerk manages the proper maintenance and disposition of City records and information according to statute, and helps to preserve City history. The City Clerk is also responsible for an ongoing initiative to transfer all written documents to electronic images for ease of storage and retrieval.

Information Services/Communications Division

Sections 36200/36300

The Information Technology Division is responsible for the implementation, maintenance, administration and security of the City's information systems; and for coordinating technology projects and initiatives with other divisions, departments and with outside agencies. The Division has transitioned from reporting to the City Clerk to the Assistant City Manager. The Division's services include cyber-security preparedness, telecommunications, geographic information systems, network infrastructure including fiber-optics, server and desktop virtualization, application and systems development, and 24x7 on-call support for Public Safety and other mission critical applications.

Department Goals 2023-2024

- Implement the vision, mission, strategic goals, and target actions set forth by the City Council.
- Provide thorough and timely information about projects and proposals to the City Council to allow for informed decision making.
- Assist the City Council in developing growth management, public service, and financing policies to guide implementation of the General Plan Update, public service and facility master plans, and preservation and renewal of older neighborhoods.
- Assist the City Council in assessing new and/or changed policies and programs that will regain and expand the City's revenue and tax base and help attract jobs that will raise per capita income for residents, a leading indicator of economic vitality.
- Seek ways to reduce the cost of and/or demand for services and improve service delivery; assist the City Council in determining ways to develop and sustain funding resources for essential services.
- Develop policies that support a sustainable community.
- Provide learning opportunities for the next generation of City leaders.
- Carry out the affordable housing function by managing the housing program assets and programs, improving existing housing and increasing the supply of affordable housing.
- Provide administrative support for special project assignments from the City Manager such as preparation for tax sharing agreements with the county and other public agencies.
- Continue the planning and implementation of a Succession/Leadership team of managers, preparing newer managers for future leadership positions.
- Effectively communicate with residents, businesses, and stakeholders on programs, services, meetings, and events.

City Clerk Division

- Implement a public records request management system.
- Review and update the City's Document Management Policy & Procedures (last updated in 2000).
- Prepare for and coordinate the next General Municipal Election in November 2024.
- Provide timely response to citizens and departmental requests for information and advice.
- Maintain an accurate record of City Council actions: minutes, ordinances, resolutions and agreements.
- Update the Clovis Municipal Code as ordinances become adopted.
- Provide timely and thorough responses to special project assignments for the City Manager.

Information Technology Division

- Continue to improve the security posture of the City's information systems and protect from all vulnerabilities including unauthorized access, hacks and malware.
- Coordinate with other agencies including the City of Fresno, County of Fresno, the Clovis Unified School District and other agencies in the use of the City's and regional fiber infrastructure.
- Provide technology, automation and innovation to the city and departments so staff works smarter not harder.
- Provide cyber-security awareness information, threat assessments and other training resources.
- Continue to maintain the city's network infrastructure, applications and systems and strive for 99% uptime.

CITY MANAGER DEPARTMENT SUMMARY

Budgetary Highlights

Administration Division

- Monitor the results of budgetary performance, focus on long-term fiscal sustainability, and recommend adjustments as necessary.
- Build a responsive and community service-oriented workforce.
- Provide policy analysis concerning the impact of fiscal strategies upon the City's long-range service plans; pursue future funding strategies for essential core services as directed by the City Council.
- Provide oversight of the implementation of the General Plan, Sphere of Influence, and related public service and sustainable financial strategies.
- Establish effective communication strategies that promote community activities, services, history, key projects, and citizen access to local government.
- Provide opportunities to build the organizational culture by education and information for employees; assist with skill and capacity building as part of the succession planning strategy.

Economic Development & Communications Division

- Continue marketing strategy to encourage the medical industry to locate in Clovis, leveraging the investments being made by Clovis Community Hospital, California Health Sciences University, and other medical businesses.
- Encourage private sector development in the community by working with property owners, brokers and developers to make Clovis competitive in attracting new businesses.
- Begin Phase 2 work on analysis of Shaw Avenue to determine future uses of commercial corridor, including Sierra Vista Mall.
- Work with the Tourism Advisory Committee and regional efforts to position Clovis as a regional and state tourist destination; support opportunities to host community special events that are aligned with community interests to aid in growing the tourism economy in Clovis.
- Maintain content of City websites and social media accounts, monitor comments, and observe and report on trends.
- Assist various City departments in their marketing efforts to communicate new or existing services and programs, as well as public meetings and City events.
- Organize and participate in online and in-person community outreach efforts, including diversity outreach, recruiting efforts, and other ways to connect with community members.

Housing Development Division

- Provide funds to repair/rehabilitate/construct 45 homes and construct 59 new affordable housing units.
 - Repair/rehabilitation through Calhome & CDBG.
 - Funds committed to assist in the construction of new affordable housing units.
- Assist developers in creating additional affordable housing in the community.
- Provide funds for 15 first time home buyers.

City Clerk Division

- Implement a public records request management system.
- Review and update the City's Document Management Policy & Procedures (last updated in 2000).
- Maximize utilization of technology to improve services.
- Complete workflow analysis of all documents that flow through Administration to the City Council and update/streamline the approval/adoption process.

Information Technology Division

- Assist the Finance Department with the implementation of a Utility billing system software.
- Install additional fiber optic connections between City facilities.
- Increase data storage capacity in its data centers.
- Upgrade the City's core network and voice communications systems software.
- Replace the Uninterruptable Power Supply (UPS) System in the Public Safety Building.
- Upgrade the network to increase security of the system.

CITY MANAGER DEPARTMENT PERFORMANCE MEASURES

Administration Division

- The Administration Division’s Goal is to ensure that the City Council’s policies are implemented as efficiently as possible throughout all City Departments.

Economic Development Division

- One department goal is to facilitate job growth in the City of Clovis and to continually improve the jobs/housing balance ratio until it is in balance. The jobs/housing balance is measured as the ratio between jobs and residents in the labor force. Communities with a job-to-housing ratio ranging from 0.8:1 to 1.25:1 are generally considered to be in balance. The City has gained back most of the job losses experienced due to the economic impact of COVID-19. Meanwhile, housing production has continued growing but at a slower pace than past years, requiring additional jobs to keep the jobs/housing balance ratio on target. The focus going forward will be further gains in job creation.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Total Jobs Increase/(Decrease)	2,000	2,000	700
Jobs/Housing Balance Ratio	.75:1	.85:1	.85:1

- Increase retail sales by encouraging occupancy of vacant retail space, development of new commercial retail and ensuring that existing retail businesses are offered the opportunity to expand their operations. Retail sales trends continue to shift online, a trend which accelerated due to the COVID-19 pandemic. Online sales, disruptions in supply, and shifting market trends will impact this revenue stream going forward to some degree and continued growth likely won’t be sustained at the levels experienced the past few years. We will also continue with our Phase 2 analysis of the Shaw Avenue Corridor, to determine best future uses for the retail spaces, including the Sierra Vista Mall.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Total Retail Sales Tax	\$30,639,077	\$30,759,935	\$31,500,000
Percentage Increase/(Decrease)	12.7%	.4%	2.4%

Communications Division

- Engage with community members as effectively as possible using available resources, including our City websites and social media accounts. One goal is to respond to each question and comment from residents within 24 hours of their ask. We also want to modernize and simplify the way residents find and reach out to City Staff by creating an online portal, printed materials, etc.

Housing Development Division

The goal of the Housing Division is to increase and improve the supply of affordable housing.

- Increase the supply of affordable housing: Provide funds for multi-family development projects utilizing the impact-fee reduction program, and other funding sources, to administer housing and conduct first-time homebuyer program.
- Improve the supply of affordable housing: Provide housing rehabilitation and other services to at least 45 households to improve the quality of the housing stock and the neighborhoods in which that housing is located.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-</u>
New Units Constructed/Added	63	75	64
Rehabilitated Housing	16	15	45
Down Payment Assistance Program	0	0	10
Emergency Housing Payments	0	0	0

City Clerk Division

The mission of the City Clerk Division is to protect the interests of the citizens, the Council, and other City departments of Clovis by administering applicable city and state laws and to preserve and maintain the integrity of the City's records with efficient records management.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
<ul style="list-style-type: none"> Conduct the General Municipal Election in accordance with state law in the most efficient and economical manner possible. Complete, but unofficial, results should be available by 10:00 p.m. on election night. 			
Unofficial Election Results	N/A	100%	N/A
<ul style="list-style-type: none"> Implement an automated records request system. 			
Implement Records Request System	0%	25%	100%
<ul style="list-style-type: none"> Review and update the City's Document Management Policy & Procedures (last updated in 2000). 			
Review Current Document Management Policy & Procedures	0%	25%	100%
Update and Implement New Document Management Policy & Procedures	0%	0%	75%
<ul style="list-style-type: none"> Implement the records imaging management plan. 			
Implement Records Imaging System	75%	80%	85%
<ul style="list-style-type: none"> Operate the general records management program to provide accurate information and efficient response time for information requested by citizens, the City Council, and City departments. 			
City Council Agenda Packets and Minutes published within target time	95%	95%	95%
Resolutions & Ordinances processed within target time	N/A	95%	100%
Public Records Request Ten-Day Response Time	100%	100%	100%

Data summarizing activity within the City Clerk's Division is provided below:

<u>Criteria</u>	<u>Estimated 2022-2023 Activity</u>
City Council Packets Prepared and Published	24
Staff Reports Processed	300
City Council Resolutions Processed	141
City Council Ordinances Processed	7
City Council Proclamations Prepared	9
Agreements Processed	128
Statements of Economic Interests (Form 700) Processed	120
Public Records Requests Processed	136
Election Candidate Packets Issued	13
Election Candidate Packets Processed	10
Campaign Statements Processed	129

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CITY MANAGER DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Administration	1,185,121	1,000,000	1,134,800
Economic Development & Communications	899,914	1,164,500	1,394,300
Housing & Community Development	139,620	217,900	348,900
City Clerk	258,685	433,600	344,000
Information Technology	<u>4,411,872</u>	<u>10,040,500</u>	<u>6,295,000</u>
TOTAL ALL ACTIVITIES	<u><u>6,895,212</u></u>	<u><u>12,856,500</u></u>	<u><u>9,517,000</u></u>

BUDGET BY FUND			
General Fund	2,343,720	2,598,100	2,873,100
Housing & Community Dev Fund	139,620	217,900	348,900
General Services - Information Technology	<u>4,411,872</u>	<u>10,040,500</u>	<u>6,295,000</u>
TOTAL ALL FUNDS	<u><u>6,895,212</u></u>	<u><u>12,856,500</u></u>	<u><u>9,517,000</u></u>

2023-2024 Goals

- Assist the City Council with policy development and implementation of priority goals and target actions.
- Provide oversight for implementation of the land use planning process and of the General Plan Update.
- Implement the adopted budget in a timely manner and provide regular progress reports to the City Council to assure that financial targets and program goals are being met.
- Provide alternatives and pursue plans for sustainable funding strategies for General Fund operations as directed by the City Council.
- Continue to seek ways to improve communications between City government and the general public.
- Represent the City's interests in matters of regional and statewide significance.

Objectives to Meet the Goals

- Monitor state and federal legislation that affects municipal operations and financing through association with the League of California Cities, the Council of Fresno County Governments, state and federal delegation participation and direct contact with legislators; regularly advise the City Council on actions to support, oppose, or amend proposed legislation and ballot propositions that have a direct impact on City operations.
- Provide oversight of the implementation of the General Plan and develop growth management and financial policies to guide the implementation. Sustain City services and facilities, and renew and stabilize older neighborhoods.
- Continue to promote economic development strategies that attract and retain businesses and jobs in Clovis.
- Monitor department work programs and budget activities monthly to determine continued need for actions and availability of funding; conduct periodic management audits of City services and operations to meet service standards, reduce costs, reduce demand, or improve service delivery.
- Continue to pursue cost effective communication methods that describe City services, financial plans, history and community projects, and how citizens may gain access to local government; utilize online resources to feature City services and issues.
- Participate on various regional boards and committees to ensure representation of the City's interests and to gain information useful to advance the City's goals.
- Monitor local economy closely to determine any changes that need to occur to ensure the City is fiscally sustainable.

Five-Year Outlook

This year's budget is being written when the nation continues to be impacted by supply chain disruptions, labor shortages, and high - yet beginning to ease - inflation pressure. The economy in Clovis has bounced back from the COVID-19 pandemic with record low unemployment, positive growth and commercial investment, but the economy needs the labor market to grow in order to meet businesses needs to continue growing. Many economists are forecasting a recession during the next budget year. It is likely the City has reached peak revenues during the past budget year, and as such, staff has pulled back on growth expectations. The City was able to grow the Emergency Reserve and leverage additional fiscal aid available to better the position the City for the long term. An important ongoing initiative is working on the implementation of the General Plan which is planned for an update over the next few years. This program is as much a land use plan as it is a financial plan for the future of the City. Sustainability of the character, appearance and quality of life in the community as it continues to grow in the future will be the challenge. Economic development and job generation must remain a high priority for the City. Identifying and mentoring the next generation of City leaders will continue to be one of the major goals of the department. The resiliency of our community relies on prudent fiscal policies, wise investments in the community, to provide a high level of service, well-crafted land use policies, and a robust economic development effort.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	685,792	512,900	548,000
Overtime	13,416	0	0
Extra Help	0	0	30,000
Benefits	225,151	201,300	224,900
Vehicle Charges	19,481	19,900	21,600
Professional Services	29,335	85,100	105,100
Materials & Supplies	8,311	11,000	20,000
Travel & Meeting Expense	23,183	17,500	15,500
Training	7,676	0	0
Dues & Subscriptions	5,376	2,000	5,300
Admin & Overhead	167,400	150,300	164,400
TOTAL ADMINISTRATION	<u>1,185,121</u>	<u>1,000,000</u>	<u>1,134,800</u>

SOURCES OF FUNDING			
Interfund Charges	644,000	599,000	655,000
Miscellaneous Income	57,316	77,000	77,000
Use of Discretionary Funds	<u>483,805</u>	<u>324,000</u>	<u>402,800</u>
TOTAL	<u>1,185,121</u>	<u>1,000,000</u>	<u>1,134,800</u>

DETAIL OF POSITIONS			
Assistant City Manager	0.50	0.50	0.50
City Manager	1.00	1.00	1.00
Communications & Marketing Analyst	-	0.50	0.50
Executive Assistant	1.00	1.00	1.00
Principal Office Assistant	0.20	0.20	0.20
Public Affairs & Information Manager	0.50	-	-
TOTAL	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>

The Economic Development Division is aggressively pursuing private sector investments for job generation. The Division will focus on job retention and renewed expansion efforts. The Division will work toward business development and investment to expand the City's tax base and for seeking an improved balance of jobs and housing in the City. The Division is responsible for marketing the Clovis Industrial Park and the Sierra Gateway Commerce Center also known as the Research & Technology Park. In addition, the Division markets industrial and commercial properties through cooperation with real estate brokers and landowners. The Division works with businesses and industries wishing to locate in the City and is responsible for working with existing businesses to retain them in Clovis and to help them expand as necessary. The Division is responsible for promoting tourism activities to attract visitors to Clovis hotels and services. All of this work is done in coordination between the City departments and local/regional business organizations such as the Business Organization of Old Town, Clovis Chamber of Commerce, Clovis Tourism Advisory Committee, Economic Development Corporation, Fresno County Workforce Investment Board, and Fresno-Clovis Convention and Visitors Bureau.

The Communications Division is working to ensure effective internal and external communications using a variety of means. The Division will focus on working closely with all City departments to assist with promoting services, programs, meetings, and events to residents. The Division maintains relationships with traditional local media outlets and work with those outlets to help amplify our messaging, which is also distributed through our City websites and social media accounts.

2023-2024 Goals

- Retain and expand existing Clovis businesses by assisting the business community with handling the volatile economic conditions.
- Encourage new commercial and industrial development in the City.
- Facilitate growth in the number of jobs available for residents improving the jobs-housing balance.
- Implement goals and objectives of the City of Clovis Economic Development Strategy.
- Implement the goals and objectives of the Business Retention, Expansion and Attraction Program.
- Grow our social media reach to provide effective two way communication with residents.
- Market the City to potential businesses and visitors.

Objectives to Meet the Goals

- Develop and maintain relationships with existing Clovis businesses through business visitations.
- Develop and maintain relationships with commercial/industrial real estate brokers and assist them in marketing Clovis.
- Invest targeted resources to assist in an uptick in entrepreneurs starting businesses.
- Invest in assessing the retail market space Clovis offers and forecast space needs into the future to adjust land use plan accordingly.
- Continue Phase 2 of the Shaw Avenue Corridor study of retail space.
- Continue to develop strategies to make Clovis competitive in business attraction, including digital marketing tools and targeted trade show participation with special focus on the medical industry.
- Provide project coordination for major retail and industrial projects to resolve problems and accelerate siting.
- Continue to work with the Business Organization of Old Town, Fresno EDC, Small Business Development Center, Clovis Culinary Center, and the Workforce Investment Board, to retain, expand and attract businesses.
- Continue to update inventory of available commercial and industrial property; develop reliable contacts with commercial real estate brokers.

- Communicate with the business community and potential investors highlighting the economic activities in Clovis.
- Work with the Tourism Advisory Committee, Clovis Hotel Association, and Clovis Unified School District to increase tourism opportunities and grow related tax revenues.
- Work with the Fresno County Workforce Investment Board (WIB) to provide training opportunities for businesses and residents of Clovis.
- Analyze our communication efforts with businesses and residents to ensure we are maximizing all available tools at our disposal.

Five-Year Outlook

The Economic Development Division will take the lead role in promoting and assisting commercial and industrial growth in the City of Clovis, seeking expansion of the local tax base. The Division will be closely monitoring economic trends and needs in Clovis and assist and guide businesses toward growth during a period of economic uncertainty. The City will promote and assist marketing strategies to position the City of Clovis in the forefront of the medical, technology, and agile manufacturing business community. The Division will coordinate work with other City departments to develop and implement a plan to maximize the economic development potential of industrial- and commercial-zoned property throughout the City. The Communications Division will work with all City departments to promote their programs, services, meetings, and events. The Division will expand the City's digital footprint, growing the City's website and social media reach.

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	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	289,910	373,700	450,800
Overtime	20,055	0	0
Extra Help	26,290	41,800	30,000
Benefits	131,446	172,900	199,800
Vehicle Charges	11,089	15,000	17,400
Professional Services	335,399	455,500	572,000
Materials & Supplies	546	0	0
Travel & Meeting Expense	4,189	10,100	15,100
Training	6,061	0	0
Dues & Subscriptions	3,829	4,500	4,500
Admin & Overhead	71,100	91,000	104,700
	<u>899,914</u>	<u>1,164,500</u>	<u>1,394,300</u>
TOTAL ECONOMIC DEVELOPMENT & COMMUNICATIONS	<u>899,914</u>	<u>1,164,500</u>	<u>1,394,300</u>

SOURCES OF FUNDING			
Intergovernmental Charges	60,000	60,000	60,000
Interfund Charges	10,000	10,000	10,000
Use of Discretionary Funds	<u>829,914</u>	<u>1,094,500</u>	<u>1,324,300</u>
TOTAL	<u>899,914</u>	<u>1,164,500</u>	<u>1,394,300</u>

DETAIL OF POSITIONS			
Assistant City Manager	0.50	0.50	0.50
Business Development Manager	1.00	1.00	1.00
Community & Econ Development Dir	1.00	-	-
Economic Dev Housing & Comm Dir	-	1.00	1.00
TOTAL	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>

2023-2024 Goals

- Administer the Community Development Block Grant (CDBG) program in accordance with federal regulations, and in a manner that improves the community by providing decent, affordable housing and a suitable living environment for low- to moderate-income residents of Clovis.
- Preserve and expand Clovis' supply of affordable housing.
- Implement the Housing Element programs as applicable.

Objectives to Meet the Goals

- Utilize current federal and state funding to preserve the affordable housing supply.
- Improve street and trail infrastructure in eligible low- to moderate-income neighborhoods.
- Provide funds for ADA improvements throughout Clovis.
- Assist with job creation for low- to moderate-income citizens of Clovis.
- Plan and execute projects for the development of new additional multi-family and single family affordable housing.
- Provide information to the public on affordable housing.
- Establish and maintain relationships with federal, state, surrounding local and non-profit housing agencies.
- Be a resource for affordable housing information for private developers, in an effort to promote private investment in affordable housing development.
- Research funding opportunities for affordable housing and complete funding applications.
- Partner with the Fresno-Madera Continuum of Care for provision of services to unhoused individuals and families. Support the Housing Element Programs in order to ensure compliance with state law.

Five-Year Outlook

Projects will be identified annually to preserve and expand Clovis' supply of affordable housing. In addition, projects will be identified annually to improve infrastructure and provide needed public services in low- to moderate-income neighborhoods in accordance with adopted policies. It is anticipated that the number of units created or rehabilitated will be 195. Staff in this Division will continue to take advantage of all feasible opportunities to obtain funding for affordable housing, and will do so in accordance with the Housing Element and the General Plan. Staff will work with the private sector to encourage and incentivize the development of affordable housing.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	35,100	117,000	154,500
Benefits	18,434	44,900	55,700
Vehicle Charges	2,020	7,300	7,200
Professional Services	6,817	2,000	42,000
Materials & Supplies	23	100	5,000
Travel & Meeting Expense	11	100	2,000
Dues & Subscriptions	2,500	2,500	2,500
Admin & Overhead	16,500	14,000	30,000
CCDA Capital Improvements	<u>58,215</u>	<u>30,000</u>	<u>50,000</u>
TOTAL HOUSING & COMMUNITY DEVELOPMENT	<u><u>139,620</u></u>	<u><u>217,900</u></u>	<u><u>348,900</u></u>

SOURCES OF FUNDING

Federal Grants	0	217,800	348,900
Project Participation	138,282	0	0
Miscellaneous Income	<u>1,338</u>	<u>100</u>	<u>0</u>
TOTAL	<u><u>139,620</u></u>	<u><u>217,900</u></u>	<u><u>348,900</u></u>

DETAIL OF POSITIONS

Housing Supervisor	-	-	1.00
Management Analyst	1.00	1.00	-
Staff Analyst	<u>-</u>	<u>-</u>	<u>1.00</u>
TOTAL	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>2.00</u></u>

2023-2024 Goals

- Implement a public records request management system.
- Review and update the City's Document Management Policy & Procedures (last updated in 2000).
- Prepare for and coordinate the next General Municipal Election in November 2024.
- Provide timely response to citizens and departmental requests for information and advice.
- Maintain an accurate record of City Council actions: minutes, ordinances, resolutions and agreements.
- Update the Clovis Municipal Code as ordinances become adopted.
- Provide timely and thorough responses to special project assignments for the City Manager.

Objectives to Meet the Goals

- Complete the implementation of an automated records request management system to streamline the management of this process and ensure that the City is complying with the California Public Records Act.
- Review the City's Document Management Policy & Procedures (2000) and update retention schedules according to new and updated state legislation.
- Complete workflow analysis of all documents that flow through Administration to the City Council and update/streamline the approval/adoption process.
- Continue to implement a computerized records management system that provides for efficient records retention and retrieval.
- Continue to provide timely responses to citizens and departmental requests for information.
- Develop and train staff, and maximize utilization of technology to improve services.

Five-Year Outlook

The City Clerk's budget will vary from year to year depending on whether general City or special elections are scheduled. The next scheduled municipal election will be in November 2024, when two of the five seats on the City Council will be up for election.

Over the next five years, the City Clerk's division will continue to analyze administrative workflow processes and work towards utilizing technology to improve and streamline services. The City Clerk's division recently worked with departments to analyze the current records requests process and identified the City's needs for a records request system. In the next fiscal year, staff will implement an automated system to improve the processing of public records requests and to ensure that the City is complying with the California Public Records Act. Additionally, the City Clerk's division will review the City's Document Management Policy & Procedures, update the document retention schedules according to new and updated state laws, and work with departments to improve the processing of documents throughout the City.

City staff is continuing to convert records to digital files with the record imaging system. What started in the Administrative Office with over 1,600,000 pages being scanned, including over 190,000 documents in the City Clerk's office alone, is now in Phase IV, scanning Planning & Development Services' records, which will continue for several years due to the large volume of documents.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	141,750	166,600	169,900
Overtime	239	0	0
Benefits	65,399	70,700	75,800
Vehicle Charges	5,040	7,300	7,200
Professional Services	13,058	130,000	35,000
Travel & Meeting Expense	3,255	4,000	5,300
Training	4,338	10,000	4,000
Dues & Subscriptions	706	700	800
Admin & Overhead	24,900	44,300	46,000
TOTAL CITY CLERK	<u>258,685</u>	<u>433,600</u>	<u>344,000</u>

SOURCES OF FUNDING			
Interfund Charges	119,015	160,000	134,000
Miscellaneous Income	577	1,000	1,000
Use of Discretionary Funds	<u>139,093</u>	<u>272,600</u>	<u>209,000</u>
TOTAL	<u>258,685</u>	<u>433,600</u>	<u>344,000</u>

DETAIL OF POSITIONS			
City Clerk	1.00	1.00	1.00
Principal Office Assistant	0.80	0.80	0.80
TOTAL	<u>1.80</u>	<u>1.80</u>	<u>1.80</u>

2023-2024 Goals

The goals of the Information Technology Division are to provide timely and secure access to the financial systems, network and telecommunications systems, Police systems, and regional geographic information systems by all authorized personnel, train on changes to the systems, train new personnel on system use, and review and evaluate new systems for application on a City-wide basis.

- Enhanced training for key personnel on the financial, network and telecommunications systems.
- Enhanced documentation for the financial, network, and other systems.
- Maintain, monitor and secure the network resources to ensure their availability to City staff.
- Assist with the ongoing implementation of the Geographic Information System.
- Assist with implementation of Utility Billing Software.

Objectives to Meet the Goals

- Continue to prioritize cyber security and other information technology security efforts.
- Provide key personnel with the training to allow for backup for the financial and network systems.
- Provide staff resources to maintain and enhance support levels.
- Develop the necessary backup systems to maintain access in the event of system problems.
- Implement the necessary systems security infrastructure to ensure that network resources are protected and available to City staff.
- Devote time and personnel to continue expanding the Geographic Information System.
- Maintain and enhance the City's website and other online services.
- Maintain the telecommunications, wireless and fiber optic systems.

Five-Year Outlook

The Division will continue to maintain and improve the City's telecommunications and network infrastructure to ensure that secure and reliable access is available to City staff. The Division will participate in the implementation of the Utility Billing System and assist with upgrading the City's finance system. The Division will continue to upgrade and support the City's Geographic Information System which will provide departments with a new way to provide the public with needed information. The Division will also be assisting the Police Department with its ongoing and new projects in coordination with the Fresno County Sheriff's Department. The Division will participate in county-wide E-Government projects.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	1,378,494	1,662,100	1,821,800
Overtime	41,792	46,400	46,500
Extra Help	27,292	30,000	30,000
Benefits	560,073	633,900	717,300
Vehicle Charges	37,347	42,400	42,600
Communications	188,452	211,000	204,000
Professional Services	89,435	135,000	105,000
Repairs & Maintenance	727,511	895,500	1,046,000
Office Supplies	54,975	40,000	42,500
Materials & Supplies	197	0	150,000
Travel & Meeting Expense	1,000	1,500	2,500
Training	36,322	50,000	50,000
Admin & Overhead	390,404	412,700	504,800
Capital Outlays - Computers	878,578	5,867,500	1,532,000
Capital Outlays - Vehicles	0	12,500	0
TOTAL INFORMATION TECHNOLOGY	4,411,872	10,040,500	6,295,000

SOURCES OF FUNDING			
Interfund Charges	4,397,084	10,025,500	6,280,000
Project Participation	14,400	14,000	14,000
Miscellaneous Income	388	1,000	1,000
TOTAL	4,411,872	10,040,500	6,295,000

DETAIL OF POSITIONS			
Deputy Director of Information Tech	1.00	1.00	1.00
Finance Business Systems Analyst	-	1.00	1.00
Geographic Information Systems Analyst	0.25	0.25	0.45
Information Tech. Cybersecurity Analyst	-	1.00	1.00
Information Technology Specialist	4.00	4.00	4.00
Information Technology Supervisor	2.00	2.00	2.00
Information Technology Technician	2.00	2.00	2.00
Senior Information Technology Analyst	6.00	6.00	6.00
Senior Information Technology Specialist	1.00	1.00	1.00
TOTAL	16.25	18.25	18.45

GENERAL SERVICES DEPARTMENT SUMMARY

The General Services Department is responsible for providing internal services to City departments and community services programs to the public. Internal services provided by the General Services Department include: maintenance of City buildings and facilities; central purchasing and procurement of goods and services; and personnel, labor relations, and risk management services. Community services provided by the General Services Department include senior citizen programs, public transit services, and community recreation programs.

Personnel/Risk Management Division

Sections 30000, 31000, 32000

The Personnel/Risk Management Division is responsible for administering all aspects of personnel duties for the City. These duties include: administration of the City's Personnel Ordinance and Personnel Rules, employee classification, recruitment, orientation and training, Department of Transportation administration, employee benefits administration, personnel records management, and labor relations. This fiscal year, the Division was tasked with the changing COVID regulations and ensuring that the City was in compliance with the OSHA and the Fresno Health Department guidelines. The Division also administers the City's risk management function, which includes: procurement of various insurance coverages, processing liability claims, administration of the City's workers' compensation program, and development of employee safety/loss control programs.

The Personnel/Risk Management Division is an internally funded division consisting of revenue from all City departments, both general fund and enterprise funds.

Department Support Division

Sections 33300, 33400

The Department Support Division is responsible for the purchase and acquisition of goods and services utilized for Department Support functions. Specific responsibilities of the Division include: development of bid specifications and requests for proposals, administration of the City's e-procurement system, administration of the City's Purchasing Ordinance and Procedures, and administration of various contracts for goods and services provided to the City from outside vendors. The Division is also responsible for maintaining all City buildings and related equipment. The Division establishes maintenance schedules, coordinates procurement of supplies and equipment, performs building maintenance, repairs, and new construction, and administers various facility-related maintenance contracts.

The Department Support Division is an internally funded division consisting of revenue from all City departments, both general fund and enterprise funds. The costs for operations of the Division and the regular maintenance and utilities costs for the City facilities is \$9,345,100. This does not include major projects or replacements.

Community Services Division

Sections 34200, 34400, 34700, 34800

The Community Services Division consists of three sections:

- Senior citizen programs for people age 50+ at the Clovis Senior Activity Center.
- Public transit including the City's Roundup demand-response transit program, the fixed-route Stageline transit program, and the City's contract with Fresno Area Express (FAX).
- The City of Clovis Recreation programs and facilities including the Clovis Rotary Skatepark, the Clovis Batting Range and the Clovis Recreation Center.

The Clovis Senior Activity Center section is funded partially by discretionary funds, fees paid by students and participants, donations, fundraising, and grants. Software at the center tracks those seniors who sign in for lunch or a scheduled class. Participants are counted when visiting the center to socialize, attend a class or lunch, outside activities held at the center such as tax preparation or AARP driving class, or when attending a special event that does not require a ticket. In addition, the center answers over 100 phone calls per day and provides information, assistance, and referrals.

The discretionary general fund portion for the senior center for the FY 2023-2024 budget is approximately \$1,026,200, of which \$366,200 is for senior center operations and \$660,000 is to pay debt service on the new senior center building anticipated to open in FY2023-2024. Below is a breakdown of visitors to the senior center, discretionary fund contribution per visitor, and per Clovis resident.

Clovis Unduplicated Seniors	Fresno Unduplicated Senior Visitors	Total Unduplicated Senior Visitors	Annual Discretionary Contribution Per Visiting Senior
2,065	2,074	4,139	\$247.93

Clovis Senior Activity Sign-ins	Fresno Senior Activity Sign-ins	Total Senior Activity Sign-ins	Annual Discretionary Contribution Per Activity
24,932	18,382	43,314	\$23.69

Discretionary Cost Per Resident 123,000 total	Discretionary Cost Per Clovis Resident age 50+ 36,900 total
\$8.34	\$27.81

The City of Clovis Recreation Section is funded by a combination of participant fees and discretionary general fund dollars. The discretionary portion for recreation for the FY 2023-2024 budget is approximately \$1,164,400. An estimated 80,000 visits to recreation programs in FY 2023-2024 will equate to \$14.56 per visit which is offset using general fund dollars.

Clovis Transit is funded through a combination of state funded Local Transportation Funds (LTF), State Transit Assistance (STA), local Measure C, and various state grants for special projects within the scope of the grant funding. Measure C funds are used to meet the farebox revenue requirements as part of the Transportation Development Act funding. No general fund dollars are used for transit services. Roundup service provides door-to-door service to disabled Clovis residents while Stageline provides fixed-route bus service to the general public on a pre-determined route.

In October 2020, the Clovis City Council approved a proposal to provide fare-free rides on Stageline and Roundup bus services; bus rides on Stageline and Roundup remain free to everyone. The COVID-19 pandemic severely impacted bus ridership, but as work and school sites return to in-person, passengers are using the bus to travel which reduces the overall cost per passenger for transit services significantly.

Operational costs per passenger trip are as follows:

Stageline Cost per Passenger Trip	Roundup Cost per Passenger Trip
\$41.96	\$78.60

Department Goals 2023-2024

- Maximize efficient expenditures of City funds.
- Increase efficiency of department workforce.
- Maintain internal services provided to City departments.
- Provide transit, senior services and recreation services to the community.

Budgetary Highlights

- Complete position recruitments for all open positions.
- Continue to improve operating systems in City facilities as additional facilities are added.
- In cooperation with the City's employee bargaining units, implement strategies for containing costs related to employee benefit programs.
- Utilize all available Clovis Recreation Center building space to improve recreational services and expand youth programs.
- Continue strategic fundraising efforts to support operation of the new senior activity center building.
- Prepare to move senior center and transit operations to the Landmark Square facilities as they are completed in FY 23-24.

GENERAL SERVICES

DEPARTMENT PERFORMANCE MEASURES

The mission of the General Services Department is to provide quality internal services to support the operational and administrative needs of City departments and to provide community programs that meet the public transportation, senior services, and recreational needs of the public.

- Employee recruitment will be conducted with the objective of recruiting, testing, and selecting the most qualified candidates for departmental hiring. As a benchmark, the Personnel/Risk Management Division will complete 95% of all recruitment within 90 days of receipt of authorized hiring request.

	<u>2021-2022 (actual)</u>	<u>2022-2023(estimated)</u>	<u>2023-2024 (proposed)</u>
90-Day Recruitment	100%	100%	95%

- Employee benefit programs will be administered in a manner that will ensure quality services and cost containment. The benchmarks will be to realize cost savings whenever possible, to continue to contain costs in the Employee Health Plan at or below the annual medical inflation rates and maintain quality health services without reducing benefit levels. The City of Clovis Health Insurance rates are below the California industry average of 3.85%.

Health Benefit Cost Containment	Increased Costs of -2.5%	Increased Costs of 1.1%	Increased Costs Estimated at 10.5%
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- The Risk Management Section will continue to emphasize the protection of the public, City employees, and City assets through training, risk identification, risk transfer, and insurance coverage procurement. As a benchmark, the number of annual work-related employee accidents resulting in the OSHA reporting 3+ lost workdays will be 35 or less, and safety/risk management training programs will be offered to all employees.

Injuries Involving 3+ Lost Work Days	12	49	35
Safety/Risk Management Training Programs	99	215	200

- The Facility Maintenance Section will respond to service requests related to maintenance of City facilities promptly. Staff will respond to facility service requests within 24 hours, 95% of the time.

Number of Service Requests	1068	1110	1103
Response Time Within 24 Hours	95%	90%	90%

- Major facility maintenance projects (i.e., those requiring more than 5 days to complete) will be completed within budgetary parameters and within the projected period for the project. The benchmark is 95% of all major projects which will be completed on time and within budget.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Number of Major Projects	19	16	5
Projects Completed within Established Budget and Time Frame	95%	95%	95%
Square Footage of Buildings/Facilities Maintained	391,061	398,961	442,241

GENERAL SERVICES

DEPARTMENT PERFORMANCE MEASURES

Clovis Senior Activity Center will continue to safely offer social and supportive services/programs to the community and will add more programs as needed.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Program Participants/Contact	207,312	274,466	300,000
Nutrition Meals Served (In-Center)	0*	0*	0*
Nutrition Meals Served (Home-Delivered)	0*	0*	0*
Number of Programs Offered	39	68	75

*FMAAA Lunch Program remains suspended through FY23 but may return as operations move into new Senior Center facility on Third Street.

The City of Clovis Recreation will continue to safely offer recreational programs to the community and will offer additional activities as staffing and space allows.

Program Participants	94,705	100,000	115,000
Number of Programs Offered	45	65	80

The Community Services Division will provide responsive public transit to the community through the Roundup (demand response) and Stageline (fixed route) services. As a benchmark, the Roundup service will pick up 98% of its riders within 30 minutes of their request for Clovis destinations and within 45 minutes for Fresno destinations. Stageline service will maintain scheduled headways and operate on time 96% of the time.

Clovis Destinations	97%	98%	99%
Fresno Destinations	96%	97%	99%
Maintain Scheduled Fixed-Route Headways	97%	97%	97%

GENERAL SERVICES DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Personnel	780,238	945,100	1,063,800
Employee Benefits	29,807,560	34,797,700	39,311,900
Liability and Property Insurance	4,223,595	5,501,400	6,791,600
Facilities Maintenance	4,431,043	5,093,000	4,939,600
Department Support	3,672,291	4,956,000	4,405,500
Senior Services	1,217,609	1,403,700	1,688,200
Recreation	973,863	1,468,100	1,715,400
Transit	<u>7,194,123</u>	<u>9,797,000</u>	<u>10,287,200</u>
 TOTAL ALL ACTIVITIES	 <u>52,300,322</u>	 <u>63,962,000</u>	 <u>70,203,200</u>

BUDGET BY FUND			
General Fund	2,971,710	3,816,900	4,467,400
General Services Fund	8,103,334	10,049,000	9,345,100
Employee Benefits Fund	29,807,560	34,797,700	39,311,900
Liability and Property Insurance Fund	4,223,595	5,501,400	6,791,600
Transit Fund	<u>7,194,123</u>	<u>9,797,000</u>	<u>10,287,200</u>
 TOTAL ALL FUNDS	 <u>52,300,322</u>	 <u>63,962,000</u>	 <u>70,203,200</u>

2023-2024 Goals

The primary goal of the Personnel Section is to effectively administer the City's Personnel Ordinance and Regulations, and to provide quality personnel support services to City departments.

Specific goals include the following:

- Provide customer-oriented personnel services to all employees and City departments.
- Develop training programs to meet employee needs in a changing work environment.
- Administer Citywide Department of Transportation Program.
- Maintain cooperative employee relations among management, employees, and employee bargaining units.
- Maximize the efficient use of City resources and technology allocated to the Personnel Section.
- Timely response to departmental requests for service.
- Compliance with COVID-19 personnel related regulations.

Objectives to Meet the Goals

- Complete recruitment for vacated and newly authorized positions in a timely manner.
- Survey and appraise employees' training needs and prepare programs to meet those needs.
- Complete classification studies for specified employee groups or classes.
- Administer bargaining unit contracts in cooperation with each employee bargaining unit to facilitate a productive, efficient, and professional work environment.
- Track COVID-19 cases and provide timely COVID-19 related information and benefits to employees.

Five-Year Outlook

Legislative obligations and the ever-changing workplace will continue to require modifications to the manner in which employee benefit programs are administered. Updated employee training programs will continue to be necessary in order to properly equip employees with the knowledge and skills to meet the requirements of the workplace.

Increasing service demands along with an increase in the number of employee retirements will require significant commitment of time and resources to meet the hiring and subsequent training needs of the various departments.

	2021-2022	2022-2023	2023-2024
	Actual	Revised Estimate	Budget

BUDGET DETAIL

Salaries - Regular	317,275	355,300	368,000
Overtime	6,089	2,000	2,500
Extra Help	5,192	11,000	55,000
Benefits	129,784	144,000	171,000
Vehicle Charges	15,660	18,700	18,700
Professional Services	141,240	225,000	223,000
Travel & Meeting Expense	1,636	2,000	3,500
Training	6,292	18,000	21,000
Dues & Subscriptions	2,600	4,700	4,800
Admin & Overhead	154,200	164,400	196,300
Insurance & Claims	270	0	0
	<u>780,238</u>	<u>945,100</u>	<u>1,063,800</u>
TOTAL PERSONNEL	<u>780,238</u>	<u>945,100</u>	<u>1,063,800</u>

SOURCES OF FUNDING

Interfund Charges	322,000	329,000	389,000
Miscellaneous Income	15	0	0
Use of Discretionary Funds	<u>458,223</u>	<u>616,100</u>	<u>674,800</u>
TOTAL	<u>780,238</u>	<u>945,100</u>	<u>1,063,800</u>

DETAIL OF POSITIONS

Deputy General Services Director	-	-	0.300
General Services Director	0.250	0.250	0.250
Management Analyst	0.300	0.300	0.300
Personnel/Risk Manager	0.300	0.300	-
Personnel Technician	1.900	1.900	-
Personnel Technician/Senior	-	-	1.900
Principal Office Assistant	0.600	0.600	0.600
	<u>3.350</u>	<u>3.350</u>	<u>3.350</u>
TOTAL	<u>3.350</u>	<u>3.350</u>	<u>3.350</u>

2023-2024 Goals

The primary goal of the Employee Benefits Section is to provide quality personnel benefits to employees and their dependents in an efficient manner while containing the cost of providing and administering those benefits.

Specific goals include the following:

- Control the City's costs in the areas of healthcare, workers' compensation, and retirement healthcare in light of new regulations and increasing health benefit costs and exposure.
- Continue to develop and provide a quality benefit package for employees at reasonable costs in order to attract and retain well-qualified employees.

Objectives to Meet the Goals

- Continue to evaluate and implement administrative measures to contain the cost of delivering benefits to employees and their dependents.
- Work with the represented bargaining units to identify health cost containment measures.
- Provide employee training in the areas of health, safety and financial planning.

Five-Year Outlook

The City and the employee bargaining units will continue to pursue affordable, quality benefits through review of benefit plans and community resources to identify creative strategies for providing quality employee benefits at reasonable rates. The City's membership in the PRISM Insurance Authority has achieved savings in health costs through the combined purchasing power of the member agencies. Retiree healthcare continues as a significant issue as the number of employees approaching retirement age increases.

Risk identification and abatement, light duty work for injured employees, safety training, and efficient management of claims continue to be the focus of the City's efforts to contain worker's compensation costs. Access to improved safety/training modules that may be utilized interdepartmentally will continue to provide more effective employee training at reduced costs.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	311,563	350,000	362,200
Overtime	5,964	2,400	3,000
Benefits	131,515	145,300	162,200
Vehicle Charges	15,192	18,100	18,100
Professional Services	4,581	5,200	10,900
Special Events	52,405	82,000	96,000
Travel & Meeting Expense	400	1,000	1,200
Training	17,757	18,000	39,600
Dues & Subscriptions	24	300	500
Admin & Overhead	100,100	95,400	99,400
Health Insurance Program - ISF	9,992,205	10,754,100	12,090,300
Unemployment Charges - ISF	36,206	70,000	75,000
Workers Comp Program - ISF	2,735,258	3,598,200	4,250,000
Retirement Contribution - ISF	15,596,024	18,737,800	20,936,300
Deferred Compensation - ISF	808,366	905,400	1,087,200
Compensated Future Absences	0	0	30,000
Capital Outlays - Computers	0	14,500	50,000
	<u>29,807,560</u>	<u>34,797,700</u>	<u>39,311,900</u>
TOTAL EMPLOYEE BENEFITS			

SOURCES OF FUNDING

Employee Benefit Charges	<u>29,807,560</u>	<u>34,797,700</u>	<u>39,311,900</u>
TOTAL	<u><u>29,807,560</u></u>	<u><u>34,797,700</u></u>	<u><u>39,311,900</u></u>

DETAIL OF POSITIONS

Deputy General Services Director	-	-	0.350
General Services Director	0.125	0.125	0.125
Management Analyst	1.300	1.300	1.300
Personnel/Risk Manager	0.350	0.350	-
Personnel Technician	0.800	0.800	-
Personnel Technician/Senior	-	-	0.800
Principal Office Assistant	0.700	0.700	0.700
	<u>3.275</u>	<u>3.275</u>	<u>3.275</u>
TOTAL			

2023-2024 Goals

Risk reduction and the protection of the City’s assets, facilities, and employees from loss are the major goals of the Liability and Property Insurance Section. Services provided include automobile and general liability insurance, property insurance, employee bonds, safety training and loss control programs.

Specific goals include the following:

- Maintain safe facilities and workplace environment for employees and citizens.
- Continue to use risk transfer programs to protect City assets.
- Pursue subrogation and recovery as appropriate.
- Prevent losses before they occur via a proactive risk identification program.
- Compliance with COVID-19 related health and safety requirements.

Objectives to Meet the Goals

- Minimize risk exposures by analyzing City policies and practices and updating the policies as needed.
- Maintain and implement a comprehensive risk management program for all City departments through departmental health and safety review committees and regular safety inspections.
- Manage compliance with the City’s updated Injury and Illness Prevention Plan including COVID-19 related updates.
- Manage the City’s insurance and risk pooling programs to maximize coverages in the most cost-effective manner.
- Continue the City’s participation/leadership in pooled risk management organizations like the Central San Joaquin Valley Risk Management Authority and the Local Agency Workers’ Compensation Excess Authority.
- Continue required protocol to reduce the spread of COVID-19 at City workplaces.

Five-Year Outlook

The City’s participation and leadership in the Central San Joaquin Valley Risk Management Authority will continue to provide coverage at a reasonable cost. The program has provided a very stable environment in the sometimes volatile insurance market.

Loss reduction through risk identification/risk transfer as well as liability/safety training programs will continue to be the foundation of the City’s risk management efforts.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
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BUDGET DETAIL

Salaries - Regular	156,061	178,000	182,800
Overtime	4,485	2,500	3,000
Benefits	71,661	79,400	87,100
Vehicle Charges	6,183	7,400	7,400
Supplies - Safety	5,141	8,000	8,000
Admin & Overhead	2,500	0	0
Travel & Meeting Expense	1,317	1,700	4,400
Training	18,957	25,000	43,500
Dues & Subscriptions	160	1,000	1,000
Admin & Overhead	96,500	56,300	57,000
Liability Insurance	<u>3,860,630</u>	<u>5,142,100</u>	<u>6,397,400</u>
TOTAL LIABILITY & PROPERTY INSURANCE	<u><u>4,223,595</u></u>	<u><u>5,501,400</u></u>	<u><u>6,791,600</u></u>

SOURCES OF FUNDING

Liability and Property Charges	<u>4,223,595</u>	<u>5,501,400</u>	<u>6,791,600</u>
TOTAL	<u><u>4,223,595</u></u>	<u><u>5,501,400</u></u>	<u><u>6,791,600</u></u>

DETAIL OF POSITIONS

Deputy General Services Director	-	-	0.350
Management Analyst	0.400	0.400	0.400
Personnel/Risk Manager	0.350	0.350	-
Personnel Technician	0.300	0.300	-
Personnel Technician/Senior	-	-	0.300
Principal Office Assistant	<u>0.700</u>	<u>0.700</u>	<u>0.700</u>
TOTAL	<u><u>1.750</u></u>	<u><u>1.750</u></u>	<u><u>1.750</u></u>

2023-2024 Goals

The goals of the Facilities Maintenance Section are to maintain, preserve, and repair all City-owned buildings and facilities in a professional and cost-effective manner while continuing to provide exceptional customer service.

Specific goals include the following:

- Improve the maintenance, appearance and comfort of City facilities.
- Provide safe facilities for the public and City employees.
- Provide a high level of service to all City departments.
- Assist City departments with their facility maintenance needs in a cost-efficient and prompt manner.
- Automate facility maintenance tasks through computerized maintenance schedules.
- Continue to upgrade and/or enhance existing mechanical systems with energy efficient replacements or modifications.

Objectives to Meet the Goals

- Continue staff computer training to track and schedule facility maintenance more efficiently.
- Ensure that facilities are in compliance with the Americans with Disabilities Act (ADA).
- Monitor energy use to ensure that the City's energy efficiency measures are producing the projected savings in energy consumption and costs, and explore energy saving rebate incentives provided by the local public utility.
- Continue to improve the security of City facilities.
- Reduce energy use in all areas to the extent possible without compromising safety.
- Coordinate, plan, and implement all facility related energy efficiency projects.
- Analyze long-term facility repair needs.

Five-Year Outlook

Increasing facility operational costs will necessitate additional efforts to ensure that City facilities are operating as efficiently as possible. The cost of energy continues to rise each year, prompting the need to explore alternative long-term energy strategies to lower facility operating costs. The need for facility security measures continues to increase as the City purchases additional computers and sophisticated electronic equipment. Modifications to existing City buildings and the addition of new facilities will add significant square footage to the facilities maintained by the City and will increase the workload of the Section. The Civic Center facilities are approaching 47 years of age and will require on-going preventative maintenance to keep them in proper condition. The need to modernize facility systems of older City buildings will result in increased building and maintenance demands.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	710,722	755,900	857,800
Overtime	4,457	7,000	7,000
Benefits	316,984	294,700	354,700
Vehicle Charges	95,053	94,300	105,000
Communications	6,672	5,000	7,100
Professional Services	156,883	203,200	236,100
Repairs & Maintenance	1,226,442	2,007,600	1,548,900
Materials & Supplies	39,310	60,400	80,300
Supplies - Safety	14,044	20,000	22,000
Supplies - Shop	8,402	8,000	8,000
Travel & Meeting Expense	0	2,000	8,800
Training	500	2,000	14,000
Dues & Subscriptions	0	500	1,000
Admin & Overhead	75,400	94,400	129,900
Debt Service	1,630,691	1,357,000	1,354,000
Lease Purchases	140,483	147,000	153,000
Capital Outlays - Public Works	5,000	5,000	15,000
Capital Outlays - Government Facilities	0	29,000	37,000
TOTAL FACILITIES MAINTENANCE	4,431,043	5,093,000	4,939,600

SOURCES OF FUNDING			
Rents & Concessions	46,341	54,000	54,000
Facility Reimb - County	32,483	35,000	35,000
Miscellaneous Income	303	0	0
General Services Charges	4,351,916	5,004,000	4,850,600
TOTAL	4,431,043	5,093,000	4,939,600

DETAIL OF POSITIONS			
Administrative Assistant	0.500	0.500	0.500
Assistant Building Technician	3.000	3.000	4.000
Building Maintenance Leadworker	1.000	1.000	1.000
Building Maintenance Worker	1.000	1.000	1.000
Department Support Manager	0.600	-	-
Facilities Maintenance & Purchasing Mgr	-	0.600	0.600
Facilities Maintenance Supervisor	1.000	1.000	1.000
General Services Director	0.250	0.250	0.250
Senior Custodian	1.000	1.000	1.000
TOTAL	8.350	8.350	9.350

2023-2024 Goals

The Department Support Section is responsible for the purchase and acquisition of goods and services utilized for internal department support functions. Specific responsibilities of the Section include: development of bid specifications and request for proposals, administration of the City’s Purchasing Ordinance and Procedures, and administration of various contracts for goods and services provided to the City from outside vendors.

Specific goals include the following:

- Provide goods and services to City user departments in a timely manner.
- Ensure compliance with the City’s Purchasing Ordinance and Procedures.
- Provide quality goods and services for City needs.
- Ensure the highest overall value in the purchase of goods and services.

Objectives to Meet the Goals

- Continue to utilize cooperative purchasing arrangements for the acquisition of goods and services to maximize City purchasing power.
- Improve professional procurement processes through attainment of nationally recognized purchasing certification(s).
- Maintain the City’s e-procurement/bid-management system and provide training to all designated staff members.
- Implement purchasing system upgrades to meet the City’s future needs.

Five-Year Outlook

As the City’s purchasing and procurement processes become more automated, additional staff training throughout City departments will be necessary to maintain skill levels with the attendant technology. The use of cooperative purchasing agreements and the expanded use of electronic technology as a purchasing strategy will provide opportunities to the City for reducing supply costs and improving services to City departments. Continuing education for employees assigned to the Department Support Section will be necessary to maintain skills and to accommodate changing technologies.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
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BUDGET DETAIL

Salaries - Regular	135,819	152,800	156,400
Overtime	0	0	800
Overtime	0	0	10,000
Benefits	50,985	54,600	59,600
Vehicle Charges	4,074	4,900	5,000
Energy	1,025,201	1,227,900	1,449,700
Professional Services	75,616	67,000	125,000
Repairs & Maintenance	35,144	50,000	64,000
Office Supplies	412,664	394,000	480,000
Materials & Supplies	5,701	12,000	19,500
Travel & Meeting Expense	754	1,000	2,000
Training	1,487	2,300	3,000
Dues & Subscriptions	793	700	1,300
Admin & Overhead	273,900	294,800	331,200
Debt Service	1,017,892	1,204,000	1,185,000
Lease Purchases	391,146	406,000	420,000
Capital Outlays - Office Equip/Furn	241,115	134,000	93,000
Capital Outlays - Fire Equip	0	950,000	0
TOTAL DEPARTMENT SUPPORT	<u><u>3,672,291</u></u>	<u><u>4,956,000</u></u>	<u><u>4,405,500</u></u>

SOURCES OF FUNDING

Interfund Charges	3,672,134	4,956,000	4,405,500
Miscellaneous Income	<u>157</u>	<u>0</u>	<u>0</u>
TOTAL	<u><u>3,672,291</u></u>	<u><u>4,956,000</u></u>	<u><u>4,405,500</u></u>

DETAIL OF POSITIONS

Administrative Assistant	0.500	0.500	0.500
Department Support Manager	0.400	-	-
Facilities Maintenance & Purchasing Mgr	-	0.400	0.400
General Services Director	<u>0.250</u>	<u>0.250</u>	<u>0.250</u>
TOTAL	<u><u>1.150</u></u>	<u><u>1.150</u></u>	<u><u>1.150</u></u>

2023-2024 Goals

The City's Senior Services programs are designed to provide quality senior-oriented education, recreation, and social services. The Senior Services Section seeks to offer a wide variety of services and to make those services accessible to the community's older adult population. The Senior Services Section continues to evaluate funding alternatives and creative methods of delivering services to seniors at a low cost.

Specific goals include the following:

- Administer a comprehensive Older Adult program for citizens 50 and better that supports independence, improves health, and encourages involvement in the community.
- Utilize software that tracks participation and activity at the Senior Center and evaluate the data for short- and long-term program planning.
- Effectively manage the move of operations from Fourth Street facility to new Clovis Senior Activity Center on Third Street during FY2023-2024.
- Continue to expand existing networks with local volunteers, community service groups and merchants to provide support for Senior Activity Center programs.

Objectives to Meet the Goals

- Continue to locate new sources of program revenues: i.e., grants, fundraisers, and cooperative sponsorship of programs between the City, other agencies, community groups and the public.
- Maintain current participation of volunteers and service groups to increase the delivery of program services and provide additional opportunities in anticipation of move to new facility.
- Evaluate new potential programs for their ability to be financially self-supporting and well-attended.
- Continue to promote the Clovis Senior Activity Center as a place for those 50 or better to discover opportunities for enrichment and engagement.

Five-Year Outlook

The Clovis Senior Activity Center has recovered from a complete shut-down during the coronavirus pandemic and has reestablished programming, volunteer corps, and educational classes. While providing a safe environment through enhanced cleaning, the Center is fully functional with the exception of the hot lunch program. There are plans to bring this program back after the operation moves into its new facility in the Landmark Square project located on Third Street and Clovis Avenue.

Staff will continue to develop new programs and classes for the new Senior Activity Center which is expected to be completed in late 2023. Many programs will be offered with a new fee structure that will meet the needs of various senior ages, income levels and abilities. The new Senior Activity Center will provide opportunities for community and business partnerships in addition to strengthening its current community partnerships with the Fresno County Social and Supportive Services, the Fresno Madera Area Agency on Aging, the San Joaquin College of Law, Clovis Unified School District, St. Agnes Medical Center, local hospitals and medical schools, and the many civic and service organizations that supplement the programs offered by the City of Clovis.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	173,000	195,400	190,300
Overtime	1,183	1,300	1,500
Extra Help	137,554	178,900	200,000
Benefits	117,915	120,900	129,100
Professional Services	43,245	35,300	54,600
Office Supplies	25,689	32,200	54,500
Travel & Meeting Expense	3,703	5,000	5,000
Training	30	300	300
Dues & Subscriptions	290	300	600
Admin & Overhead	715,000	834,100	852,300
Capital Outlays - Office Equip/Furn	<u>0</u>	<u>0</u>	<u>200,000</u>
TOTAL SENIOR SERVICES	<u><u>1,217,609</u></u>	<u><u>1,403,700</u></u>	<u><u>1,688,200</u></u>

SOURCES OF FUNDING

Rents and Concessions	38,793	40,600	235,000
User Fees	54,769	72,700	95,000
Senior Service Charges	37,920	30,000	30,000
Miscellaneous Income	1,974	202,000	302,000
Use of Discretionary Funds	<u>1,084,153</u>	<u>1,058,400</u>	<u>1,026,200</u>
TOTAL	<u><u>1,217,609</u></u>	<u><u>1,403,700</u></u>	<u><u>1,688,200</u></u>

DETAIL OF POSITIONS

Administrative Assistant	0.800	0.800	0.800
Recreation Specialist	1.000	1.000	1.000
Senior Center Nutrition Svs Worker	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
TOTAL	<u><u>2.800</u></u>	<u><u>2.800</u></u>	<u><u>2.800</u></u>

2023-2024 Goals

The Recreation Section will focus on administering activities at the Clovis Recreation Center, the Clovis Rotary Skatepark, the Clovis Batting Range, and Bicentennial Park, as well as promoting volunteer development. In addition, the Section will pursue long-term funding solutions for community recreation programming.

Objectives to Meet the Goals

- Offer consistent hours of operation for City recreation facilities, including the Clovis Recreation Center, Clovis Batting Range and Clovis Rotary Skatepark.
- Expand full-time staffing to ensure recreational opportunities remain in-step with demand from the growing Clovis community and ensure the public is assisted during posted office hours to meet increased demand.
- Coordinate with Parks Division staff to expand outdoor programs and activities.
- Establish mobile recreation trailer program.
- Expand the use of volunteers to administer services.
- Analyze opportunities to secure stable funding for community recreation services.
- Continue to maximize all available space at the existing Recreation Center for community programs and revenue generation.

Five-Year Outlook

Affordable and accessible recreation is at a high-demand and the recreation staff continues to provide a wide variety of activities inside the Recreation Center. As the City grows, the demands for community recreation and leisure activities continue to increase, so outdoor programs are planned to utilize available park space. Additionally, a mobile recreation van is under development which will bring sports and activities into neighborhoods and special events. The City's ability to provide adequate community recreation and leisure services in the future will continue to require creative solutions and joint efforts between the City, the public, the business community, and other local public agencies. The City will evaluate and research additional opportunities to expand outdoor recreational facilities, including the addition of much-needed sports fields.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
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BUDGET DETAIL

Salaries - Regular	225,366	244,400	286,000
Overtime	3,689	3,400	5,000
Extra Help	203,534	340,900	377,000
Benefits	156,402	194,200	243,300
Vehicle Charges	22,736	26,100	28,200
Communications	779	1,200	1,200
Professional Services	163,567	341,500	360,500
Repairs & Maintenance	938	1,000	1,000
Office Supplies	5,413	8,300	8,000
Travel & Meeting Expense	3,247	4,500	5,000
Dues & Subscriptions	2,477	3,000	3,000
Admin & Overhead	180,900	232,100	324,700
Capital Outlays - Public Works	0	42,000	45,000
Capital Outlays - Miscellaneous	4,815	25,500	27,500
	<u>973,863</u>	<u>1,468,100</u>	<u>1,715,400</u>
TOTAL RECREATION	<u>973,863</u>	<u>1,468,100</u>	<u>1,715,400</u>

SOURCES OF FUNDING

User Fees	486,545	515,000	550,000
Taxable Sales	0	1,000	1,000
Use of Discretionary Funds	<u>487,318</u>	<u>952,100</u>	<u>1,164,400</u>
TOTAL	<u>973,863</u>	<u>1,468,100</u>	<u>1,715,400</u>

DETAIL OF POSITIONS

Recreation Leader	1.000	1.000	2.000
Recreation Specialist	1.000	1.000	1.000
Recreation Supervisor	1.000	1.000	1.000
	<u>3.000</u>	<u>3.000</u>	<u>4.000</u>
TOTAL	<u>3.000</u>	<u>3.000</u>	<u>4.000</u>

2023-2024 Goals

The City's demand-response transit system (Roundup) and fixed-route transit system (Stageline) are designed to meet the local transit needs of all community residents. These programs strive to provide dependable, safe and affordable transit services throughout the community. Specific transit goals include the following:

- Continue to provide a safe transportation environment for passengers and employees through enhanced cleaning protocols.
- Improve the quality of transit services provided by the City by reviewing Stageline and Roundup services in order to provide on-time, efficient, and safe public transit that serves the largest segment of the population as reasonably as possible while maintaining minimum productivity standards within budgetary constraints.
- Increase community awareness of the City's transit services through advertising and outreach and continue coordination between Fresno Area Express, Fresno County Rural Transit, and Clovis Transit.
- Continue service delivery and route structure assessment through a comprehensive study that includes incorporation of electric vehicles and new technology.

Objectives to Meet the Goals

- Continue a community-wide marketing plan designed to increase awareness and ridership of the Roundup and Stageline services, including a focus on web-based information. Coordinate advertising with FAX, including printed schedules and radio advertising.
- Coordinate with the Clovis Unified School District, FAX, and other public transit agencies in order to identify/resolve transportation issues.
- Continue to maximize features and upgrades of the Roundup dispatch software and mobile terminals to improve efficiency on Roundup service. An analysis of new software features available on the market is on-going with a focus on efficiency and enhanced customer service features.
- Plan for the opening of the new transit hub facility that will be located within the Landmark Square project, including routing of Clovis, FAX, and Fresno County Rural Transit Agency buses to the site.
- Continue comprehensive fixed-route service evaluation for a redesign project providing connections to the new transit hub facility and other points of interest within the City.
- Continue to evaluate data provided by the on-going pilot project of two small zero-emission battery electric shuttle buses in relation to the California Air Resources Board requirement to convert to a zero-emission bus fleet.

Five-Year Outlook

Ridership has begun to improve as many employers and educational institutions resume in-person work and classes. Projections indicate that it may take as long as ten years for public transit ridership to recover to pre-pandemic levels. Transit will continue to emphasize safe transportation for the community and employees through enhanced cleaning, security, and efficient operations. There will also be a focus on providing information about routes and bus location in an easy and accessible format utilizing technology solutions.

Clovis will continue coordination with transit providers in the Clovis-Fresno Metropolitan area to meet the demand for inter-city transportation. The addition of a centrally located Clovis Transit Center in 2023 will allow for better customer contact, easier transfers, and much-needed training and office space. The new facility will also allow adequate space for travel training to increase ridership and shift some Roundup passengers to the Stageline service.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	1,689,335	1,927,100	2,168,000
Overtime	81,408	65,000	99,100
Extra Help	1,047,080	1,551,800	1,598,000
Benefits	1,186,664	1,315,800	1,465,000
Vehicle Charges	1,180,083	1,267,500	1,383,700
Communications	59,439	163,000	172,500
Professional Services	417,418	495,600	554,400
Materials & Supplies	25,233	8,000	11,000
Travel & Meeting Expense	11,501	18,000	18,000
Training	3,433	6,500	6,500
Dues & Subscriptions	1,810	2,200	2,400
Admin & Overhead	1,225,600	1,263,700	1,393,600
Capital Outlays - Office Equip/Furn	158,309	324,800	170,000
Capital Outlays - Computer Equipment	0	0	245,000
Capital Outlays - Vehicles	106,810	1,388,000	1,000,000
TOTAL TRANSIT	<u>7,194,123</u>	<u>9,797,000</u>	<u>10,287,200</u>

SOURCES OF FUNDING			
Rents & Concessions	46,812	57,000	40,000
Taxes	2,132,680	2,173,000	2,527,000
Transit Fares	1,455	2,000	1,000
State Grants	91,820	186,000	0
Local Transportation	4,921,356	7,379,000	7,719,200
TOTAL	<u>7,194,123</u>	<u>9,797,000</u>	<u>10,287,200</u>

DETAIL OF POSITIONS			
Administrative Assistant	0.200	0.200	0.200
Bus Driver	16.000	16.000	18.000
Communications & Marketing Analyst	-	0.100	0.100
Deputy General Services Director	-	-	1.000
General Services Director	0.125	0.125	0.125
General Services Manager	1.000	1.000	-
Lead Bus Driver	4.000	4.000	4.000
Management Analyst	2.000	2.000	1.000
Principal Office Assistant	1.000	1.000	1.000
Public Affairs & Information Manager	0.100	-	-
Transit Dispatcher	2.000	2.000	2.000
Transit Manager	-	-	1.000
Transit Supervisor	1.000	1.000	1.000
TOTAL	<u>27.425</u>	<u>27.425</u>	<u>29.425</u>

FINANCE

DEPARTMENT SUMMARY

The Finance Department includes the functions of Finance Administration and Debt Service. The department is a support department that provides financial services to all City departments and the public. The responsibilities of the department include: financial system accounting and reporting, billing, accounts receivable, accounts payable, payroll, business licensing, banking and investments, and debt issuance and administration.

Finance

Section 35100

The Finance Administration Section is responsible for maintaining the financial accounting system, budgeting, forecasting, financial reporting, utility billing and collection, business license administration, accounts receivable, accounts payable, payroll, banking and investments, and debt issuance and administration. The Division provides support to the operating divisions regarding finance issues. The Section is also responsible for arranging all long-term financing.

Department Goals 2023-2024

- Provide support to other operating departments.
- Enhance training for key departmental personnel.
- Obtain long-term financing as needed.
- Refund existing bonds as appropriate.
- Implement a new Utility Billing system for the City.
- Implement online utility billings to move toward a paperless office.
- Continue to utilize volunteers where appropriate to have both community involvement and shared responsibility.
- Provide accurate and timely financial information to facilitate a fair and equitable wage and benefit package for employees.
- Continue succession planning for key staff positions to make sure all major sections of the Finance Department have documented processes and procedures in place.
- Cross-train staff in key Finance positions.
- Implement a new Financial Accounting system upgrade.

FINANCE DEPARTMENT SUMMARY

Budgetary Highlights

- Review and audit revenues and departmental budgets.
- Prepare the Annual Comprehensive Financial Report (ACFR) and the Annual Budget in conformance with established award criteria and submit for consideration of the Government Finance Officers Association (GFOA) awards.
- Prepare the annual Five-year Financial Forecast.
- Continue to implement investment strategies to take advantage of safe investments and maximize yields within cash flow constraints.
- Continue to have front counter staff cross-trained so that adequate coverage can be maintained when absences occur.
- Continue to implement a process to scan accounting documentation to continue progress on the Finance “Go Green” efforts.
- Obtain long-term financing for capital acquisitions as needed.
- Limit overtime in Finance with the use of more efficient work processes.
- Attract top qualified candidates to Finance positions with the Clovis culture of excellent employment opportunities.
- Implement new Governmental Accounting Standards Board (GASB) pronouncements as applicable to the City.
- Dedicate resources to implementing new Utility Billing and Financial Accounting systems and provide support to departments in their implementation of these new systems.

FINANCE

DEPARTMENT PERFORMANCE MEASURES

The mission of the Finance Department is to safeguard the assets and resources of the City through reasonable controls and to provide support services for the citizens, City Council, and other City departments.

- Investment of the City’s idle cash will continue to be performed in a manner consistent with the City’s investment objective, with primary emphasis upon preservation of principal while obtaining a reasonable rate of return. As a benchmark, the City’s rate of return should be equal to or greater than 120% of the annualized 90-day Treasury-bill rate:

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
City Rate of Return	.97%	2.34%	3.75%
Greater than 120% of Treasury rate	1039%	162%	191%

- On an annual basis, complete an Annual Comprehensive Financial Report (ACFR) prepared in conformity with generally accepted accounting principles, facilitate the conducting of an audit by an independent accounting firm, and receive an unqualified opinion that indicates that the financial statements presented fairly, in all material respects, the financial position of the City.

Achieving an Unqualified Opinion	Unqualified Opinion	Unqualified Opinion	Unqualified Opinion
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- Submit for consideration an ACFR and receive a Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

Receive a Certificate of Achievement for Excellence In Financial Reporting	Certificate	Certificate	Certificate
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- On an annual basis, complete an annual budget book; present it to the City Council and present it to the GFOA for a Distinguished Budget Presentation Award.

Distinguished Budget Presentation Award	Budget Award	Budget Award	Budget Award
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- All accounting-related functions such as accounts receivable, accounts payable, payroll, business license, utility billing, and monthly financial reports are to be completed by the predetermined established deadlines. The benchmark is 98% on time.

On-time	98.8%	98.9%	98.9%
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FINANCE DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Administration	<u>3,308,140</u>	<u>3,637,800</u>	<u>3,982,100</u>
TOTAL ALL ACTIVITIES	<u><u>3,308,140</u></u>	<u><u>3,637,800</u></u>	<u><u>3,982,100</u></u>
BUDGET BY FUND			
General Fund	<u>3,308,140</u>	<u>3,637,800</u>	<u>3,982,100</u>
TOTAL ALL FUNDS	<u><u>3,308,140</u></u>	<u><u>3,637,800</u></u>	<u><u>3,982,100</u></u>

2023-2024 Goals

The goals of the Finance Administration Section are to provide quality financial information for the public, City Council, and the operating departments of the City and to safeguard the assets and resources of the City. These goals include:

- Providing support to departments for finance-related questions, budget analysis and internal auditing.
- Investing the City's idle cash to maximize the rate of return given the priorities of safety and liquidity.
- Developing long-range financing plans as needed.
- Providing timely billing and collection for the City's enterprise operations.
- Providing for the timely recording of new business license applications and existing business license renewals and searching relevant financial information for businesses who have not obtained business licenses.
- Providing summary financial and budgetary reports for department and general public use as needed.
- Completing upgrades to the utility billing and financial accounting systems.

Objectives to Meet the Goals

- Analyze the department budgets quarterly for conformance with budgeted appropriations and revenue availability.
- Invest the City's cash in conformance with the adopted Investment Policy.
- Work with underwriters and other consultants to arrange the most advantageous terms for any financing and review for refinancing opportunities.
- Maintain the billing and collection of the utility charges in accordance with established guidelines.
- Maintain the business license system in accordance with existing business license policies.
- Maintain existing financial reports and continue to develop summary financial and budgetary reports on a periodic basis.
- Implement a new Utility Billing system for the City.
- Implement a new Financial Accounting system upgrade.
- Use temporary staffing and volunteers to remain current on all financial activities.

Five-Year Outlook

This 2023-2024 budget is a precautionary budget as the nation faces economic uncertainty, including the potential of a recession. The existing inflationary environment has contributed to a flattening of sales tax revenue after two years of robust growth from the acceleration of online sales due to the pandemic. This growth is not budgeted to continue as inflationary pressures may affect consumers spending less on discretionary items and shift these dollars to essentials such as food, transportation and housing. In the meantime, expenditures will continue to rise partially due to inflation. Property taxes are projected to increase slightly, but there is a two-year lag before that revenue will be received. Rising interest rates are putting pressure on home sales resulting in fewer residential units coming online. Meanwhile, CalPERS rates will continue to rise thereby increasing expenditures. As a result, revenue and expenditure monitoring continues to be a high priority. Finance activity will continue to include servicing new and existing utility accounts, business licenses, accounts receivable, accounts payable, payroll, and investments. Finance will continue to be integrally involved in the long-term financing, as necessary, for the City's capital needs. The Finance Department will also assist in monitoring capital projects and the various assessment districts within the City. Revenue enhancements will be a top priority.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	1,804,746	1,941,100	2,113,400
Overtime	3,727	7,900	14,000
Extra Help	72,300	100,700	108,000
Benefits	814,688	855,300	997,800
Vehicle Charges	24,780	28,900	28,800
Professional Services	114,636	160,000	167,000
Office Supplies	1,245	1,700	2,800
Materials & Supplies	135	0	0
Travel & Meeting Expense	419	5,000	8,000
Training	7,370	27,500	20,000
Dues & Subscriptions	1,694	2,000	1,900
Admin & Overhead	462,400	507,700	520,400
	<u>3,308,140</u>	<u>3,637,800</u>	<u>3,982,100</u>
TOTAL FINANCE ADMINISTRATION	<u><u>3,308,140</u></u>	<u><u>3,637,800</u></u>	<u><u>3,982,100</u></u>

SOURCES OF FUNDING

Licenses	71,000	71,000	71,000
Annexation Processing Fee	45,000	0	15,000
Capital Development - Streets	60,000	60,000	60,000
User Fees	188,975	202,000	203,000
Interfund Charges	2,565,369	2,747,000	2,904,000
Miscellaneous Income	54,507	20,000	20,000
Use of Discretionary Funds	<u>323,289</u>	<u>537,800</u>	<u>709,100</u>
	<u>3,308,140</u>	<u>3,637,800</u>	<u>3,982,100</u>
TOTAL	<u><u>3,308,140</u></u>	<u><u>3,637,800</u></u>	<u><u>3,982,100</u></u>

DETAIL OF POSITIONS

Accountant/Senior	3.00	3.00	3.00
Accounting Supervisor	1.00	-	-
Acctg Systems Tech/Senior/Principal	4.00	4.00	4.00
Assistant Finance Director	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00
Finance Director/Treasurer	1.00	1.00	1.00
Finance Manager	-	1.00	1.00
Principal Office Assistant	1.00	1.00	1.00
Senior Account Clerk/Principal	9.00	9.00	9.00
	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>
TOTAL	<u><u>21.00</u></u>	<u><u>21.00</u></u>	<u><u>21.00</u></u>

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT SUMMARY

The Planning and Development Services Department is responsible for implementing the Clovis General Plan. It performs this duty by integrating City development's planning, engineering, and building inspection activities under a single department. The department prepares and implements the Community Investment Program for all City departments. Planning and Development Services is also responsible for all land-use planning for future development and adherence to city, state, and federal codes.

In 2019, Planning and Development Services staff developed the following mission for the Department:

“The Planning and Development Services Department is loyal to preserving the Clovis Way of Life by employing excellence in cooperative planning, reliable engineering, and sustainable building controls.”

Planning Division

Section 74100

The mission of the Planning Division is to provide courteous and timely service to the citizens and clients of the City of Clovis to assure a safe and well-planned community. The Planning Division is responsible for developing and implementing the General Plan and analyzing development requests to ensure consistency with the General Plan, various Specific Plans, and the Development Code. The Planning staff is also responsible for preparing policies to carry out the goals and objectives of the General Plan, Specific Plans, Master Plans, and policy documents while assuring a thorough environmental analysis of each project.

Building Division

Section 74200

The Building Division was created under Title 8 of the Clovis Municipal Code with the further authority provided by the State of California building statutes and applicable federal codes. The Building Division's mission is to provide minimum standards for the community that safeguards health, property, and public welfare by regulating the design, construction, quality of materials, use occupancy, accessibility, location, and maintenance of all buildings and structures within the City.

Engineering Division

Sections 74500-74550

The mission of the Engineering Division is to provide the City of Clovis with professional engineering services that ensure short and long-range plans are implemented efficiently and cost-effectively. The Engineering Division continually strives to provide the highest level of quality services with the least impact in all project development cycles. The focus of the Division is to provide solution-oriented services that facilitate sustainable growth in the local economy, enhance the quality of life for Clovis citizens, and offer secure and reliable infrastructure throughout our City. Of utmost importance to the Division is the management and efficient delivery of the City's Community Investment Projects, and ensuring private development adheres to all City requirements, standards, and conditions. Through careful planning, funding, and delivery of streets, sewer, water, parks, refuse, general government projects, and private development projects, this Division ensures the safety and usability of all the City's investments.

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Planning	2,556,936	4,523,100	4,587,700
Building	2,697,875	2,928,600	3,198,000
Engineering	<u>5,888,034</u>	<u>6,951,100</u>	<u>7,563,200</u>
TOTAL ALL ACTIVITIES	<u><u>11,142,845</u></u>	<u><u>14,402,800</u></u>	<u><u>15,348,900</u></u>
BUDGET BY FUND			
Planning & Development Services Fund	<u>11,142,845</u>	<u>14,402,800</u>	<u>15,348,900</u>
TOTAL ALL FUNDS	<u><u>11,142,845</u></u>	<u><u>14,402,800</u></u>	<u><u>15,348,900</u></u>

Planning Division Goals 2023-2024

The goals of the Planning Division are focused on implementing the Clovis General Plan and Specific Plans, managing the Planning Program activities that support the General Plan, ensuring that all public and private development is consistent with the General Plan, the Development Code, City policies and state law, and coordinating public and private projects so that they result in a high-quality, sustainable community.

Planning goals for 2023-2024 include:

- Provide accurate information to the public regarding land development.
- Implement 2014 General Plan policies and General Plan EIR mitigation measures in conjunction with development proposals.
- Commence work on an update to the General Plan as directed by the Council.
- Implement programs related to the Housing Element.
- Work with the local stakeholders to update the Housing Element (with completion by the end of 2023).
- Complete the City-initiated Willow Avenue Corridor Annexation (by the end of 2023).
- Implement the Central Clovis Specific Plan.
- Implement the Heritage Grove Master Plan Community Design Guidelines.
- Implement the Loma Vista Specific Plan and related Master Plans within the Loma Vista Urban Center.
- Provide for orderly development and logical growth of the City through infill development and processing of applications to amend the Sphere of Influence and expand the City boundaries through annexation.
- Provide timely processing of applications to the Planning Commission and City Council in a manner consistent with the Division’s current abilities and resources.
- Maintain effective communication with citizens, the business community, and interest groups on planning, building, and development-related issues.

Objectives to Meet the Goals

- Implement the Development Code Update and continue to make modifications as necessary.
- Prepare and distribute a request for proposals (RFP) for the preparation of a General Plan update and establish and implement a public outreach strategy based on the direction of the Council.
- Work with property owners and the development community to prepare and update Master Plans for General Plan focus areas and urban centers.
- Implement the Central Clovis Specific Plan by creating pedestrian and bike facilities, and continue creating opportunities for alley cottage homes.
- Implement the no-net-loss analysis process for development applications and rezone properties as necessary to maintain the Regional Housing Needs Allocation.
- Implement an electronic application process for planning applications.
- Provide high-quality, excellent customer service to community members.
- Participate in the City’s multi-department code enforcement team.
- Evaluate existing Specific Plans and Master Plans, and retire those that are out-of-date or no longer meet the City’s goals and objectives.
- Develop and publish materials for the public to provide information and increase transparency regarding entitlement processes and related topics.

The Planning Division is charged with the timely processing of development application requests. Application processing time includes staff review, any additions or corrections necessary, and notification of public hearings as required. The following benchmarks have been set:

- | | |
|---|----------|
| 1. Processing of applications for Planning Commission action with CEQA exemption: | 10 weeks |
| 2. Processing of applications for Planning Commission action with the negative declaration: | 16 weeks |
| 3. Processing of applications for City Council action with CEQA exemption: | 14 weeks |
| 4. Processing of applications for City Council action with the negative declaration: | 20 weeks |
| 5. Projects that include a general plan amendment with neighborhood meetings: | 22 weeks |
| 6. Processing of Site Plan Review applications: | 8 weeks |

Planning Division Performance Measures

	<u>2021-2022</u> <u>(actual)</u>	<u>2022-2023</u> <u>(estimated)</u>	<u>2023-2024</u> <u>(proposed)</u>
Applications processed to Planning Commission within the target time	85%	75%	80%
Applications processed to City Council within the target time	86%	75%	80%
Site Plan Reviews processed within the target time	70%	70%	75%

Data summarizing activity within the Planning Division is provided below:

<u>Criteria</u>	<u>Estimated 2022-2023 Activity</u>
Planning Commission Meetings Conducted	11 Meetings
Applications Considered by the Planning Commission	34 Applications
City Council Meetings Where Items Were Considered	27 Meetings
Applications Considered by the City Council	36 Applications
Neighborhood/Community Meetings Attended	16 Meetings

Five-Year Outlook

New residential subdivision activity continues to be relatively slow during the current fiscal year. Three applications for tentative maps were received in FY 2019-2020, six applications were submitted in FY 2020-2021, six applications were received in FY 2021-2022, and no new applications had been received in FY 2022-2023 through March. Over the last two years, subdivision proposals have tended to focus on smaller infill projects of less than 50 lots, or as described below, larger projects each comprised of several hundred lots.

While traditional subdivision activity over the next few years is likely to follow recent experience, interest in large-scale development continues to be strong. In September of 2022, the Home Place Master Plan and Tentative Map were approved by the Council, creating approximately 1,200 new residential lots in Loma Vista. Two more tentative maps are currently in the process, each proposing approximately 600 new lots north of Shepherd Avenue. These larger maps require a longer and more expensive environmental compliance process, and in one instance a sphere of influence expansion. Significant staff time over the next year and beyond is expected to be dedicated to a small group of major projects that have been initiated (or are in the process of being initiated) by area property owners and/or developers. In addition to the two large tract maps described above, the Vista Ranch Master Plan will propose approximately 3,300 residential lots north of Shepherd at Temperance, and the Villages at Heritage Grove will provide capacity for approximately 6,500 single and multi-family units in Heritage Grove. All of these major projects will be built out over several years.

In addition to the applications submitted by the development community, the Planning Division continues to work on City-led initiatives that will facilitate compliance with state laws and lay the groundwork for future development and growth of the City. The draft Sixth Cycle Housing Element was published in March of 2023, with submittal to the State Department of Housing and Community Development (HCD) anticipated in April of 2023. At least two rounds of submittals and responses are typically required before the document is in its final form. Completion of the Housing Element by the end of the calendar year 2023 is required to achieve conformance with State Housing Law. The Planning Division is also working on an overall update to the General Plan, beginning with an initial phase which consists of a review and audit of the existing General Plan. Based on the results of the initial phase, which should be presented to the Council by June of 2023, staff will seek direction from the Council on initiating a full update to the General Plan, a process that generally takes 2 to 3 years or longer to complete.

Over the next several years, continued annexation and development within the Sphere of Influence should be expected, particularly in Heritage Grove and the remaining undeveloped portion of Loma Vista. The Planning Division's work program will combine developer-initiated applications with a series of long-term programs that will help the City facilitate development. Examples of such programs, in addition to those described above, include reconciling General Plan and zoning conflicts, retiring outdated Specific Plans, and updating Parks Master Plans.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	969,795	1,090,200	1,376,900
Overtime	11,318	8,000	8,000
Extra Help	0	10,000	40,000
Benefits	377,068	432,300	577,000
Vehicle Charges	27,197	39,100	47,500
Communications	2,221	2,200	3,000
Professional Services	403,171	2,099,000	1,718,000
Special Events	663	2,000	2,000
Office Supplies	934	2,100	3,000
Travel & Meeting Expense	4,062	23,000	23,000
Training	0	3,000	3,000
Dues & Subscriptions	1,052	6,000	6,000
Admin & Overhead	757,400	752,200	762,300
Capital Outlays - Office Equip/Furn	1,680	53,000	17,000
Capital Outlays - Computers	375	1,000	1,000
	<u>2,556,936</u>	<u>4,523,100</u>	<u>4,587,700</u>
TOTAL PLANNING	<u>2,556,936</u>	<u>4,523,100</u>	<u>4,587,700</u>

SOURCES OF FUNDING			
State Grants	135,809	397,000	120,000
User Fees	2,392,324	4,075,100	4,416,700
Interfund Charges	1,581	5,000	5,000
Miscellaneous Income	2,222	21,000	21,000
Use of Discretionary Funds	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
TOTAL	<u>2,556,936</u>	<u>4,523,100</u>	<u>4,587,700</u>

DETAIL OF POSITIONS			
Assistant/Associate Planner	3.00	3.00	3.00
Business Workflow Analyst	0.30	0.30	0.30
Business Workflow Specialist	0.30	0.30	0.30
City Planner	1.00	1.00	1.00
Communications & Marketing Analyst	-	0.10	0.10
Deputy City Planner	1.00	1.00	1.00
Dir of Planning & Development Services	0.40	0.40	0.40
Geographic Information Systems Analyst	0.30	0.30	0.20
Geographic Information Systems Tech.	0.40	0.40	0.40
PDS Admin Services Manager	0.40	0.40	0.40
Planning Technician I/II	2.00	2.00	2.00
Principal Office Assistant	0.40	0.40	0.40
Public Affairs & Information Manager	0.10	-	-
Senior Planner	1.00	3.00	3.00
Staff Analyst	0.40	0.40	0.40
	<u>11.00</u>	<u>13.00</u>	<u>12.90</u>
TOTAL	<u>11.00</u>	<u>13.00</u>	<u>12.90</u>

Building Division Goals 2023-2024

The goals of the Building Division, interrelated with the goals of other City departments, are to serve the public by carrying out the safety checks and inspections required by the California Building Codes and the Clovis Municipal Code.

Building goals for 2023-2024 include:

- Ensure compliance with all codes for the construction, use, and occupancy of buildings and all of their various components.
- Maintain effective communication with citizens, the business community, and interest groups on planning, building, and development-related issues.
- Ensure that new development and construction conform to development standards, design guidelines, and Accessibility requirements.
- Process all single-family residential plans within three weeks and all submitted commercial projects within four weeks.
- Respond to all field inspection requests within eight working hours.
- Respond to all informational requests and housing complaints from the public within 72 hours.
- Expand the use of new technology to keep pace with the increases in documentation requirements and to facilitate the retrieval of documents.
- Keep the community informed about current California Building Code requirements.

Objectives to Meet the Goals

- Provide expertise on the 2019 California Building, Electrical, Energy, Mechanical, and Plumbing Codes along with new state-mandated programs. Starting on January 1, 2023, we began using the 2022 California Codes.
- The Building Division continues to expand the electronic services provided to our citizens and developers by allowing plans to be submitted, reviewed, and issued through our Citizen Self-Service (CSS) portal. Currently, all plan types may be submitted through the online portal. The State of California has mandated a new program that will allow us to provide real-time online approval and issuance of residential roof-top solar projects that meet specific criteria. We are working towards the launch of this new program by September 2023.

Building Division Performance Measures

- Continue training on new codes and systems to perform the regulatory enforcement role of the department. Increase training in the areas of accessibility, fire suppression, energy, and electrical systems to ensure compliance with new state and federal regulations. The benchmark for Certified Building Division personnel training is 24 hours/per person/year required by state law.

	2021-2022 (actual)	2022-2023 (estimated)	2023-2024 (proposed)
Hours of Training	32 hrs./ person	32 hrs./person	32 hrs./person
Building permit plan checks processed within the target time	95%	95%	95%
Inspections Performed within the target time	95%	95%	95%

The citizenry looks to the department for enforcement of violations of the Clovis Municipal Code. With full staffing, the established goal is to resolve all of the violations reported within the budget year. The Division responds to a high degree of development requests and provides a focused response to code enforcement requests that pose a threat to life or safety.

Five-Year Outlook

Commercial construction has resumed to a historical level. Since 2012, there has been an average of approximately \$47 million in commercial valuation each year. The 2022-2023 cycle is expected to be above that number at approximately \$58 million. We expect fiscal year 2023-2024 to be above this number because we already have \$80 million in valuation submitted and in for review which should be issued in this cycle.

Residential development has slowed this cycle, while solar system permitting is still very strong. Our historical average for residential units is approximately 800 units, comprising both single-family and multi-family units. The 2021-22 cycle produced 859 units (527 single-family and 332 multi-family units). We expect the 2022-2023 cycle to be slower with approximately 420 single-family units and 230 multi-family units being issued, for a total of about 650 units. The following years seem to indicate that we will be more in line with the 800 units in our historical average as we already have approximately 600 units in the queue that have been applied for but will not be issued until the 23-24 cycle.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	1,129,729	1,322,700	1,524,900
Overtime	21,438	18,000	18,000
Extra Help	56,630	62,500	65,000
Benefits	532,151	586,900	697,000
Vehicle Charges	61,077	73,500	85,600
Communications	9,634	16,000	16,000
Professional Services	382,794	267,000	267,000
Special Events	501	2,000	2,000
Office Supplies	4,899	4,000	4,000
Supplies - Shop	3,194	1,000	1,000
Travel & Meeting Expense	8,388	20,000	20,000
Training	508	3,500	3,500
Dues & Subscriptions	3,603	11,000	7,000
Admin & Overhead	479,900	449,500	454,000
Liability Insurance Prog - ISF	0	3,000	3,000
Capital Outlays - Office Equip/Furn	1,689	87,000	29,000
Capital Outlay - Computers	1,740	1,000	1,000
TOTAL BUILDING	<u><u>2,697,875</u></u>	<u><u>2,928,600</u></u>	<u><u>3,198,000</u></u>

SOURCES OF FUNDING			
User Fees	2,673,776	2,908,600	3,178,000
Miscellaneous Income	24,099	20,000	20,000
Use of Discretionary Funds	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
TOTAL	<u><u>2,697,875</u></u>	<u><u>2,928,600</u></u>	<u><u>3,198,000</u></u>

DETAIL OF POSITIONS			
Building Inspector/Senior Bldg Inspector	5.00	4.00	5.00
Building Official	1.00	1.00	1.00
Business Workflow Analyst	0.40	0.40	0.40
Business Workflow Specialist	0.40	0.40	0.40
Deputy Building Official/Plan Checker	1.00	1.00	1.00
Dir of Planning & Development Services	0.30	0.30	0.30
Geographic Information Systems Analyst	0.20	0.20	0.15
Geographic Information Systems Tech.	0.30	0.30	0.30
PDS Admin Services Manager	0.30	0.30	0.30
Permit Technician	2.00	2.00	2.00
Plans Examiner/Senior Plans Examiner	4.00	5.00	4.00
Principal Office Assistant	0.30	0.30	0.30
Staff Analyst	0.30	0.30	0.30
TOTAL	<u><u>15.50</u></u>	<u><u>15.50</u></u>	<u><u>15.45</u></u>

Engineering Division Goals 2023-2024

The Engineering Division will continue to concentrate on coordinating the orderly construction of public and private projects within the Clovis community. The Division’s responsibility for review and approval of proposed development projects ensures that all development meets current City standards.

Engineering goals for 2023-2024 include:

- Deliver all activities scheduled in the Community Investment Program utilizing the best technology and equipment for the design, review, and improvement of infrastructure.
- Achieve and maintain the highest level of customer service by actively responding to service requests from other departments and citizens.
- Ensure that private development activities meet City requirements, conditions, and standards.
- Provide quick development project plan review and processing.
- Implement and manage a fair and cost-effective impact fee program that funds the necessary infrastructure to accommodate new development.
- Provide knowledgeable inspection services that assure quality construction, protecting the City’s interests.
- Maintain an active traffic management program in cooperation with the Clovis Police Department that ensures transportation safety and that supports traffic enforcement.
- Establish an updated and fiscally sound annual five-year Community Investment Program to provide for appropriate infrastructure repair and enhancements.

Objectives to Meet the Goals

- Implement efficiency and accountability standards to consistently guide project delivery.
- Implement streamlined procedures for the design and review of projects.
- Implement appropriate public safety and convenience through design review measures.
- Evaluate Division costs and update as necessary to ensure that the development processing fees charged are fair, equitable, and representative of the actual costs for the services provided.
- Employ and train professional engineers to handle a dynamic workload and fluctuating market demands.

Engineering Division Performance Measures

- Complete Capital Investment projects on schedule. The current goal is to meet the schedule on 85% of projects. The Capital Investment Program fell a little short of its goal in 2021-2022. This was attributed to the high complexity of many of the projects currently underway, and the fluctuation in staffing levels.
- Complete development project reviews within benchmark turnaround times. For most projects, the goal is to achieve a 4-week turnaround on first submittals and a 2-week turnaround on subsequent submittals. For larger, more complex projects, staff will work with project proponents on an agreeable turnaround time that may be longer.
- Keep traffic counting and speed studies up-to-date. The current goal is to have 100% of the studies up-to-date.
- Provide pertinent training to each engineering staff member.

	2021-2022 (actual)	2022-2023 (Estimated)	2023-2024 (Proposed)
Completion of CIP projects on schedule	78%	85%	85%
Development Plan Check First submittal	45%	80%	95%
Development Plan Check subsequent submittals	44%	95%	95%
Traffic Studies Up-to-date	100%	83%	100%
Training (percent of staff receiving training)	54%	75%	100%

Five-Year Outlook

The City's Engineering Division will continue its work on community service and public facilities planning in support of the upcoming General Plan update and subsequent community Master Plans. This includes identifying strategies to keep development moving despite challenges in providing timely infrastructure capacity and continuing work on the implementation of the Parks Master Plan.

As the City grows, constant efforts are made to keep up with the preservation of our increasing inventory of aging streets. At the same time, the City is facilitating expanded connections to the City of Fresno and the County of Fresno by building out regional corridors, such as Herndon and Shaw Avenues, to the edges of our City's sphere ahead of development.

Staff education and training continue to be essential to enhance overall staff abilities and technical competence. Scarce resources and increased staff workloads require a constant search for ways to increase staff productivity. Increased knowledge and skills will lead to increases in staff efficiency and effectiveness.

Engineering will continue to work on maintaining expedient turnaround times for plan checks and project reviews, addressing public concerns, looking for ways to streamline and reduce costs for development, and delivering projects promptly. As the City continues to grow and as new federal and state laws are continually imposed, the complexity and number of tasks and processes necessary to complete a project and remain in compliance continue to increase. This is increasingly true for grant-funded projects, which are administered by Caltrans. This state and federal influence affects all aspects of the engineering program. As a result, the Engineering Division must be nimble and will continually reevaluate the staffing needs and goals in the coming years.

The pace of development did slow in 2022-2023. This slowdown has put a strain on the budget. The development community has indicated the slowdown is partially due to the uncertainty created by the implementation of VMT under CEQA, causing many developers to go into a wait-and-see mode. In addition, the pre-recession conditions have slowed the pace of home-buying. There remains a high demand for housing, but interest rates are on the rise, the effects of the constrained supply chain, inflation, and current world events are still being realized in all aspects of housing and capital project delivery. Despite this, the department has planned for a rebound in activity. If a sustained slowdown occurs, engineering staff that is currently assigned in other areas can be reassigned to capital projects, which are well-funded for the next few years.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	2,962,479	3,530,400	4,003,100
Overtime	51,364	69,400	72,000
Extra Help	12,654	72,000	44,000
Benefits	1,339,496	1,439,700	1,709,700
Vehicle Charges	133,992	178,100	205,100
Communications	24,985	31,000	31,000
Professional Services	64,972	146,600	95,000
Special Events	310	4,000	4,000
Office Supplies	4,210	10,000	10,000
Supplies - Safety	1,687	6,000	6,000
Supplies - Shop	2,766	7,000	7,000
Travel & Meeting Expense	3,399	11,000	11,000
Training	12,775	45,000	41,000
Dues & Subscriptions	5,248	14,000	14,000
Admin & Overhead	1,234,701	1,214,900	1,244,300
Capital Outlays - Office Equip/Furn	31,229	160,000	54,000
Capital Outlays - Computers	1,767	7,000	7,000
Capital Outlays - Public Utilities	0	5,000	5,000
TOTAL ENGINEERING	<u>5,888,034</u>	<u>6,951,100</u>	<u>7,563,200</u>

SOURCES OF FUNDING			
Taxes	10,000	10,000	10,000
State Grants	12,978	17,000	17,000
User Fees	5,528,679	6,572,400	7,196,200
Miscellaneous Income	11,377	26,700	15,000
Use of Discretionary Funds	<u>325,000</u>	<u>325,000</u>	<u>325,000</u>
TOTAL	<u>5,888,034</u>	<u>6,951,100</u>	<u>7,563,200</u>

DETAIL OF POSITIONS			
Business Workflow Analyst	0.30	0.30	0.30
Business Workflow Specialist	0.30	0.30	0.30
City Engineer	1.00	1.00	1.00
City Surveyor	1.00	1.00	1.00
Construction Manager	1.00	1.00	1.00
Deputy City Engineer	-	-	1.00
Dir of Planning & Development Services	0.30	0.30	0.30
Engineer I/ Engineer II/ Civil Engineer	14.00	14.00	14.00
Engineering Inspector/Senior Eng Inspector	6.00	6.00	7.00
Engineering Program Supervisor	1.00	1.00	1.00
Engineering Tech/Senior Engineering Tech	3.00	3.00	3.00
Geographic Information Systems Analyst	0.25	0.25	0.20
Geographic Information Systems Tech	0.30	0.30	0.30
Management Analyst	1.00	2.00	2.00
PDS Admin Services Manager	0.30	0.30	0.30
Permit Technician	1.00	-	-
Principal Office Assistant	0.30	0.30	0.30
Staff Analyst	1.30	0.30	0.30
Supervising Civil Engineer	2.00	2.00	2.00
Traffic Signal Operations Specialist	-	-	1.00
TOTAL	<u>34.35</u>	<u>33.35</u>	<u>36.30</u>

POLICE DEPARTMENT SUMMARY

The responsibility of the Police Department is to provide superior protection and service in a manner that builds public confidence and improves the quality of life in our community. To those we serve, we want to be the best! The department is organized into three major divisions which are comprised of seven budgetary sections as shown below.

Patrol

Section 51000

The Patrol section is the most highly visible section of the Police Department. It is overseen by a captain and lieutenants. Each shift or team is directly supervised by a sergeant. Uniformed patrol and community service officers respond to calls for service, enforce all laws including City municipal codes, provide for safety and security of the public, and represent the Police Department in their daily contact with the citizens of Clovis. They also deal effectively and appropriately with the criminals they apprehend. The Police Chaplain Program assists our department members and the victims of crime during traumatic events or at times of grief. The Traffic Division focuses on traffic safety, education, enforcement of traffic laws and implements DUI check points and DUI saturations. The Patrol Division's effective and proactive approach toward eliminating criminal activity and protecting its citizens has helped create a safe community for the citizens of Clovis. Specialty units within the department such as SWAT, K-9 Unit, Crisis Negotiations, Bike Unit, EOD, UAV, and Jail operations fall under the Patrol Division as well.

Communications

Section 51100

The Communications section provides dispatch services for the Police Department and serves as the central location for emergency and non-emergency calls made from within the city limits and surrounding areas. Dispatchers receive calls from citizens and businesses, which are prioritized based on a series of questions. They provide the appropriate resources and dispatch a police response when appropriate. Dispatchers monitor the regular activity, provide telecommunication support, and assist with incident coordination for the field units. They serve as an information resource to police officers, CSOs, investigators, other agencies, and the public. Dispatchers provide these services while utilizing the radio, telephone, computer, internet, camera systems, and other law enforcement database programs.

Investigations

Section 52000

The Investigations section is overseen by a police captain, and is responsible for follow-up on all felony cases, cases of a sensitive nature, and preparing the cases for submittal to the District Attorney's Office. The Division is comprised of two main components: general investigations and the Special Enforcement Team (SET). The types of investigations conducted range from computer crime and identity theft cases to sexual assault and sex offender programs, homicide investigations, robberies, property crimes, domestic violence follow-up and tracking, missing persons, and crime analysis and predictive policing. The unit also takes on special details when necessary, including assistance to SET, internal investigations, and officer-involved shooting investigations. The focus of SET tends to be on mid-level and street-level drug dealers and users causing blight in our City. They also focus on cases involving gang members, narcotics trafficking, human trafficking, prostitution, and pimping. They focus their investigations on those who are actively engaged in the gang lifestyle and committing crimes in our City. These units will also partner with other local, State, and Federal agencies for larger scale investigations where more detectives are needed for a safe and successful outcome.

Youth Services

Section 53000

The Youth Services Division is committed to providing services and programs that deter juvenile crime. The foundation of our service is consistent accountability for juvenile misbehavior and education about alcohol, drugs, and tobacco. The Youth Services Division is committed to supporting parents by providing information about parenting and education about juvenile trends related to alcohol, drugs, and tobacco use. The Youth Services Division will continue to work closely with the Clovis Unified School District (CUSD) and other agencies to encourage youth to improve their ability to make good decisions at home, at school, and in the community to consistently hold juveniles accountable and to support parents. The success for this service will be determined by maintaining a low juvenile rate of recidivism.

POLICE

DEPARTMENT SUMMARY

Support Services/Records, Property and Evidence

Section 54000

This unit encompasses many diverse duties that focus on providing outstanding service to its customers and the citizens of Clovis. Functions include the department's records maintenance function, citizen and business services, fleet management, equipment and supplies, report typing, court liaison, service of subpoenas, records requests, and distribution of records and reports to allied agencies. The Property and Evidence unit processes, catalogues, and stores all the evidence collected in various cases, holds property that has been collected by the department, and determines the proper disposition for that property and evidence. Neighborhood corporals work closely with other city departments and businesses. Together they issue alcohol and entertainment permits within the City. They also work closely with the Planning Division on new development in the City. The Community Liaison works closely with the rental management and property owners to resolve any problems within the community.

Administrative Services

Section 56000

The Administrative Services Unit is the office of the Chief of Police which provides leadership and general direction and oversight for the entire department. The Administrative Services Division is responsible for several functions, including administrative support to the Chief, special projects, research, internal audits and compliance, internal investigations, Homeland Security, grant administration, public information officer duties, hiring, employee injury, and oversight of workers' compensation issues. The office support staff also performs a variety of personnel functions regarding recruitment and hiring and provides support for other division commanders.

Animal Services

Section 59100

The Clovis Animal Services Division consists of the Animal Response Team, the Animal Receiving and Care Center, and the Miss Winkles Pet Adoption Center. The Animal Response Team is responsible for responding to calls for service in the community, investigating cruelty, issuing municipal code violations, and representing the City in Administrative Hearings. The Animal Receiving and Care Center is responsible for caring for approximately 3,000 animals per year. This includes pets that are released by their owners, stray dogs, injured animals, and deceased animals. The Miss Winkles Pet Adoption Center is responsible for adopting approximately 1,000 pets to citizens throughout the Central Valley. The Animal Services Division also provides public education about spaying/neutering pets, information about proper pet care, and information on both State and local animal laws.

2023-2024 Goals

- Meet response time goals for Priority 1, 2, and 3 calls.
- Meet or exceed our goal of high customer satisfaction (90% or better) ratings.
- Keep the City of Clovis the "Safest city in the Valley."
- Increase our efforts at combating gang and drug activity.
- Conduct effective Traffic Safety programs and reduce traffic collisions and injury rates through effective enforcement practices.
- Develop future leaders in the department through succession planning.
- Continue to engage with our community stakeholders through social media platforms.
- Restart up our Drone First Responder (DFR) program with new technological advancements and obtain approval from the FAA.
- Provide continuous and developmental training for all officers.
- Actively pursue State and Federal grants for sworn officers and technology enhancements.
- Increase community outreach through planned events in neighborhoods, parks, and schools.

Budgetary Highlights

- Increase sworn police officer positions by five.
- Add a Community Service Officer to focus on Municipal Code enforcement.
- Improve fleet by replacing older vehicles.

POLICE DEPARTMENT PERFORMANCE MEASURES

The mission of the Police Department is to provide exceptional protection and police-related services in a manner that builds public confidence and enhances the quality of life in Clovis.

- To protect the victims of crimes and to maintain the public's confidence, a quick response time to emergency (Priority One) calls for service is critical. The benchmark is an average response time for emergency calls not to exceed 5 minutes.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Priority 1 Average Response Times	4.11 Min	4.15 Min	<5 Min
Priority 2 Average Response Times	8.49 Min	9.61 Min	<10 Min
Priority 3 Average Response Times	9.76 Min	13.36 Min	<15 Min

- Public support and satisfaction with our services are essential in maintaining a safe community. As an indicator, we strive to have Citizen Survey responses show either "Above Average" or "Excellent" service ratings at least 90% of the time.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
Citizen Surveys (Above Average or Excellent)	93%	94%	90%

- The comparative crime rate is a good indicator of how well the prevention and protection efforts are in addressing the criminal challenges to the community. Rates for both Fresno County and State-wide are not available for comparison purposes.

California Crime Index (Crimes/100,000 Population)

	<u>2022 (actual)</u>	<u>2023 (estimated)</u>	<u>2024 (proposed)</u>
Clovis	559	906*	<1500

**Effective January 1, 2023, the FBI changed the requirements for crime reporting to provide and maintain more detailed statistics by switching crime reporting from the UCR (Uniformed Crime Reporting) to NIBRS (National Incident-Based Reporting System). Due to this recent change, this number is estimated until a full year's data is available.*

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POLICE DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Patrol	23,579,563	27,127,700	29,904,200
Communications	3,468,191	3,478,200	3,789,100
Investigations	4,931,075	6,219,700	6,807,100
Youth Services	748,790	754,600	828,700
Support Services	4,133,511	5,507,300	5,540,700
Administration	3,538,170	4,296,100	5,000,000
Animal Shelter	<u>1,947,587</u>	<u>2,401,100</u>	<u>2,654,200</u>
TOTAL ALL ACTIVITIES	<u><u>42,346,887</u></u>	<u><u>49,784,700</u></u>	<u><u>54,524,000</u></u>
BUDGET BY FUND			
General Fund	<u>42,346,887</u>	<u>49,784,700</u>	<u>54,524,000</u>
TOTAL ALL FUNDS	<u><u>42,346,887</u></u>	<u><u>49,784,700</u></u>	<u><u>54,524,000</u></u>

2023-2024 Goals

- Meet response time goals for Priority 1, 2, and 3 calls.
- Meet or exceed our goal of high customer satisfaction (90% or better) ratings.
- Address all quality-of-life issues to maintain a healthy community.
- Monitor and address gang, parole, and probation related incidents.
- Increase community outreach through planned events in neighborhoods, parks, and schools.
- Expand the coverage of our DFR program throughout the City.
- Receive approval through the FAA to operate our DFR Program BVLOS with new technology minimizing the amount of personnel needed to operate the program.

Objectives to Meet the Goals

- Review crime rates, response times, and officer productivity to assess deployment, shift schedules and beat alignment to provide optimum service.
- Continue to plan and staff DUI checkpoints, increase DUI saturation patrols, and improve public awareness and comprehension of the seriousness of DUI.
- Continue aggressive traffic enforcement to reduce collisions and injuries related to collisions.
- Evaluate and respond to neighborhood quality of life issues. Work with other City departments to ensure that CSO enforcement efforts have the greatest impact.
- Analyze property crime data and develop special enforcement plans, including stakeouts, forecasted crime patterns, saturation patrol, and parole/probation searches.
- Utilize patrol volunteers to handle non-emergency calls for service (i.e., house checks and Municipal Code violations) to keep patrol officers available to respond to higher priority calls for service.
- Increase enforcement on gang members and gang-related activity.
- Utilize the Beat Corporal Program to continue the monitoring of parolees living in the City.
- Strive to meet all the expectations of our department's mission and philosophy.
- Involve officers in school programs to enhance relationships between students of all ages and the Police Department.
- Continue to provide community outreach events (i.e., Clovis Night Out, Cops and Kids Camp, etc.).
- Actively engage in solving quality of life issues within the community.
- Assign an officer to conduct mental health follow-up with members of our community.
- Continue progress toward funding new technology to authorize our DFR Program to operate Beyond Visual Line of Sight utilizing one officer.
- Continue to add Camera's allowing DFR to cover more of the City.

Five-Year Outlook

Population growth and development remain a concern because of increased demand on law enforcement services without sufficient resources to meet those needs in a timely manner. The Patrol division has reached critical levels, limiting the ability to engage in proactive long-term solutions. Workload study recommendations are being considered for re-deployment of resources to meet these demands. Leadership development and succession training will be of key importance. In the coming five years, we will continue to evaluate the need to develop additional patrol sectors to manage resources, meet community expectations, and prepare for growth associated with development within the proposed neighborhood communities. It will also be crucial for the Police Department to remain engaged in the development process to assist in creation of safe neighborhoods and commercial development. We will also address challenges posed in existing neighborhoods to ensure safety and well-being for all the citizens of Clovis.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	10,201,816	11,895,900	13,086,400
Overtime	1,440,373	1,469,900	1,519,000
Extra Help	250,578	399,500	435,000
Benefits	7,941,351	9,265,500	10,527,000
Communications	116,577	125,000	125,000
Professional Services	454,087	470,300	571,600
Repairs & Maintenance	17,874	19,100	3,600
Office Supplies	168,206	138,500	108,500
Supplies - Safety	81,579	100,000	70,000
Travel & Meeting Expense	19,662	62,000	26,000
Training	136,196	180,900	154,700
Dues & Subscriptions	5,239	6,400	5,600
Admin & Overhead	2,547,500	2,694,900	2,963,900
Capital Outlays - Computers	3,119	9,000	5,000
Capital Outlays - Police Equipment	172,637	256,100	270,900
Capital Outlays - Communications	22,769	34,700	32,000
TOTAL PATROL	<u><u>23,579,563</u></u>	<u><u>27,127,700</u></u>	<u><u>29,904,200</u></u>

SOURCES OF FUNDING

Taxes	1,921,997	2,301,000	2,531,000
Other Permits	7,500	12,000	12,000
Fines & Fees	176,682	175,000	175,000
State Grants	301,678	328,000	335,000
Federal Grants	12,278	0	0
Program Participation	129,037	484,000	509,000
Mandated Claims	53,684	0	0
Planning & Processing Fees	6,341	16,000	13,000
User Fees	228,069	240,000	171,000
Miscellaneous Income	5,562	10,000	11,000
Use of Discretionary Funds	<u><u>20,736,735</u></u>	<u><u>23,561,700</u></u>	<u><u>26,147,200</u></u>
TOTAL	<u><u>23,579,563</u></u>	<u><u>27,127,700</u></u>	<u><u>29,904,200</u></u>

DETAIL OF POSITIONS

Community Service Officer	11.00	11.00	12.00
Police Captain	3.00	1.00	1.00
Police Corporal	13.00	16.00	16.00
Police Lieutenant	4.00	5.00	5.00
Police Officer/Recruit	64.00	59.00	64.00
Police Sergeant	6.00	10.00	10.00
TOTAL	<u><u>101.00</u></u>	<u><u>102.00</u></u>	<u><u>108.00</u></u>

2023-2024 Goals

- Meet response time goals for Priority 1, 2, and 3 calls.
- Meet or exceed our goal of high customer satisfaction ratings.
- Improve radio communication coverage and reliability.
- Strategize with State and local agencies to implement and refine inter-operability of radio, phone, and data systems.
- Explore options for increasing and improving the City camera system, which includes monitoring capabilities.
- Implement and maintain software and hardware consistent with State requirements for NextGen 911.
- Develop site plans for new alternative dispatch center.

Objectives to Meet the Goals

- Continue to hire and train qualified communications personnel.
- Continue to refine the use and workflow related to the New World CAD system.
- Continue to add radio receiver sites to enhance coverage in the metropolitan and adjacent rural areas.
- Continue to work with the City of Clovis I.T. Division, State, County, and various product vendors to ensure the equipment utilized in the Communications Center is compatible with the most current technology available to support the City's future growth.
- Expand wireless video capabilities.
- Complete the upgrade of the Zetron radio and phone system in accordance with NextGen 911 state mandates.
- Work with Cal OES, Clovis I.T. Division, product vendors, and allied agencies to successfully incorporate all aspects of NextGen 911 relative to State timelines. This includes choosing a vendor to move our phones to a cloud-based system.

Five-Year Outlook

The department will continue to upgrade equipment to meet or exceed State standards and work to keep our environment a positive and efficient workplace. As the community grows and calls for service increase, it will be necessary to expand staffing levels in the Communications Center to maintain the quality of service we provide to our citizens. Communications will continue to refine the use of the new CAD system, and its component parts, during this next fiscal year.

	2021-2022	2022-2023	2023-2024
	Actual	Revised Estimate	Budget

BUDGET DETAIL

Salaries - Regular	1,551,527	1,678,600	1,813,300
Overtime	305,462	317,400	326,500
Extra Help	1,639	0	200
Benefits	947,133	985,700	1,112,300
Communications	64,652	60,200	60,200
Professional Services	35,228	32,100	28,300
Repairs & Maintenance	16,989	19,500	18,500
Office Supplies	8,554	4,000	9,000
Materials & Supplies	2,592	2,500	2,000
Travel & Meeting Expense	222	2,100	2,400
Training	8,593	17,100	13,000
Dues & Subscriptions	0	0	1,300
Admin & Overhead	525,600	359,000	402,100
	<u>3,468,191</u>	<u>3,478,200</u>	<u>3,789,100</u>
TOTAL COMMUNICATION	<u>3,468,191</u>	<u>3,478,200</u>	<u>3,789,100</u>

SOURCES OF FUNDING

Use of Discretionary Funds	<u>3,468,191</u>	<u>3,478,200</u>	<u>3,789,100</u>
TOTAL	<u>3,468,191</u>	<u>3,478,200</u>	<u>3,789,100</u>

DETAIL OF POSITIONS

Communications Supervisor	-	-	1.00
Lead Public Safety Dispatcher	4.00	5.00	5.00
Public Safety Dispatcher/PSO	18.00	17.00	17.00
	<u>22.00</u>	<u>22.00</u>	<u>23.00</u>
TOTAL	<u>22.00</u>	<u>22.00</u>	<u>23.00</u>

2023-2024 Goals

- Continue to explore new technology to enhance the functions and goals of investigations.
- Reimplement Domestic Violence programs and prevention.
- Continue using crime analysis to find crime trends and attack those issues.
- Monitor and analyze criminals associated with AB 109.
- Explore ways to enhance communication within the department.
- Enhance knowledge and expertise within the Investigations Unit.
- Continue to ensure that drug and gang activities in the community are not tolerated.
- Continue to focus on the street level dealers within our community.
- Increase tactical expertise of the Special Enforcement Team (SET) and General Investigations.
- Enhance computer forensic equipment (Gray Key 2).
- Increase the number of investigators with high technology investigative experience.
- Utilize forensic analysts.
- Work with other agencies to attack the issues related to street gangs within our city.
- Utilize narcotics K-9s.
- Add additional detectives to the Investigations Division.

Objectives to Meet the Goals

- Utilize the full-time Computer Forensic Analyst position dedicated to processing computer and high technology evidence. Collaborate with other law enforcement agencies to share resources in targeting high-tech criminals.
- Gain and retain membership to online databases to increase our sources of information and intelligence.
- Continue providing advanced technology training to investigators and disseminate acquired knowledge to patrol officers to combat criminal activity.
- Continue the partnership with the District Attorney's Office, U.S. Marshal's Service, DEA Taskforce, the A.T.F., the F.B.I. and allied units such as MAGEC and ACT to track, arrest, and prosecute more criminals.
- Continue to aggressively seek out opportunities to seize assets obtained from the illegal sales of narcotics.
- Train with other units to provide a cohesive base of tactical knowledge for improved officer safety.

Five-Year Outlook

The General Investigations and SET unit will need to continue to build expertise and investigative preparedness to meet the challenges of tomorrow.

The use of advanced technology by suspects to commit criminal acts is exploding. Over the next five years we can expect advanced technology will continue to be used by suspects to manufacture documents that will then be used in criminal activity. Identity theft continues to be one of the fastest growing crimes and by all indications will continue over the next several years.

Drug use is the basis for many property and violent crimes within our community. There is a nexus between drug sales and gang activity as well. We will continue to investigate allegations and utilize officers from other divisions to assist in investigations and operations that are related to drug use and sales.

Gang activity has increased. Much of this has to do with AB 109, prison realignment, and overcrowding issues at the local level. The SET Unit will be focusing on preventing gangs from overtaking neighborhoods and gaining strength or influence in any specific area.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	2,328,273	2,967,300	3,248,700
Overtime	200,958	214,900	214,000
Extra Help	58,363	52,000	52,000
Benefits	1,783,783	2,360,500	2,528,000
Vehicle Charges	6,060	7,300	7,200
Communications	33,890	23,000	23,000
Professional Services	85,138	114,800	131,600
Materials & Supplies	4,320	4,500	4,500
Supplies - Police	14,347	30,000	30,000
Supplies - Safety	1,079	5,000	5,000
Travel & Meeting Expense	5,372	6,300	13,800
Training	28,242	21,000	21,000
Dues & Subscriptions	2,482	1,400	2,200
Admin & Overhead	378,200	403,600	524,100
Capital Outlays - Police Equipment	568	8,100	2,000
	<u>4,931,075</u>	<u>6,219,700</u>	<u>6,807,100</u>
TOTAL INVESTIGATIONS	<u>4,931,075</u>	<u>6,219,700</u>	<u>6,807,100</u>

SOURCES OF FUNDING

Miscellaneous Income	92	0	0
Use of Discretionary Funds	<u>4,930,983</u>	<u>6,219,700</u>	<u>6,807,100</u>
TOTAL	<u>4,931,075</u>	<u>6,219,700</u>	<u>6,807,100</u>

DETAIL OF POSITIONS

Community Service Officer	1.00	1.00	2.00
Crime Specialist	-	1.00	1.00
Digital Forensic Analyst	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
Police Captain	-	1.00	1.00
Police Corporal	2.00	2.00	2.00
Police Officer/Recruit	14.00	14.00	14.00
Police Sergeant	2.00	2.00	2.00
Public Safety Dispatcher/PSO	1.00	1.00	1.00
	<u>22.00</u>	<u>24.00</u>	<u>25.00</u>
TOTAL	<u>22.00</u>	<u>24.00</u>	<u>25.00</u>

2023-2024 Goals

- Deter and prevent juvenile crime by holding youth accountable through the Juvenile Work Program.
- Maintain a fifteen percent recidivism rate for juveniles referred to the Diversion Program.
- Keep the City clean of graffiti.
- Provide opportunities for youth to get involved in positive activities.

Objectives to Meet the Goals

- Plan and coordinate juvenile proactive Police operations to identify, prevent, and intervene when juveniles engage in underage drinking and/or drug use.
- Provide youth leadership opportunities through the Police Explorer Post.
- Provide juvenile drug and alcohol education.
- Remove graffiti within 24-48 hours after the initial report.

Five-Year Outlook

Youth Services will continue to provide services that prevent crime, reduce the calls for service to our patrol unit, and encourage youth to engage in positive behavior and activities. Youth Services is focused and dedicated to the delivery of meaningful crime prevention and crime reduction services for the next five years.

	2021-2022	2022-2023	2023-2024
	Actual	Revised Estimate	Budget

BUDGET DETAIL

Salaries - Regular	285,332	325,500	323,600
Overtime	40,468	10,400	30,000
Extra Help	79,068	70,000	100,000
Benefits	174,230	179,900	194,900
Vehicle Charges	6,060	7,300	7,200
Communications	2,061	2,000	2,000
Professional Services	15,840	12,100	11,100
Office Supplies	1,594	1,800	1,800
Materials & Supplies	7,598	3,000	3,000
Supplies - Police	1,354	2,000	2,000
Supplies - Safety	5,283	0	0
Supplies - Shop	17,126	15,300	10,000
Travel & Meeting Expense	0	4,600	2,700
Training	0	5,000	5,000
Dues & Subscriptions	0	0	1,100
Admin & Overhead	104,800	107,700	126,300
Capital Outlays - Computers	7,976	8,000	8,000
	<u>748,790</u>	<u>754,600</u>	<u>828,700</u>
TOTAL YOUTH SERVICES	<u>748,790</u>	<u>754,600</u>	<u>828,700</u>

SOURCES OF FUNDING

Miscellaneous Income	1,543	1,000	0
Use of Discretionary Funds	<u>747,247</u>	<u>753,600</u>	<u>828,700</u>
TOTAL	<u>748,790</u>	<u>754,600</u>	<u>828,700</u>

DETAIL OF POSITIONS

Community Service Officer	1.00	1.00	1.00
Police Service Manager	1.00	1.00	1.00
Staff Analyst	1.00	1.00	1.00
TOTAL	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

2023-2024 Goals

- Continue to provide a high level of both in-house and offsite training that enhances the professional skills of Police Department personnel by collaborating with supervisors to select the proper and necessary training for individuals.
- Continue to provide a high level of service to those customers who utilize our permit process and maintain local and State policies and ordinances that apply to our Clovis businesses.
- Continually look for new ways to manage the costs associated with the fleet and to provide the highest visibility of patrol presence in our community.
- Research and implement new products and services to keep the Police Department on the cutting edge of new tools and technologies to provide citizens with a greater level of service.
- Continue to work with the District Attorney to provide the best possible cases for prosecution.
- Assist officers when possible with data entry.
- Continue to improve and monitor feedback from citizens on the quality of service they receive from our employees.

Objectives to Meet the Goals

- Continue to obtain POST certification for both skills and knowledge training and perishable skills training.
- Utilize the Leads software program to create efficiencies and analyze data related to Fleet, Records, and Training goals.
- Train department personnel on new technology.
- Work with staff to update and create the department's website for access to public records.
- Continue to audit the property room to employ the best practices.
- Continue the destruction of unnecessary property and evidence.
- Utilize the on-line auctioning of unclaimed property.
- Continue to improve workflow and keep National Incident-Based Reporting System (NIBRS) timely.
- Gather the data from our new customer service survey technology to improve service levels.

Five-Year Outlook

Technology will continue to drive the majority of the Support Services Division's new initiatives as well as improvements on current systems. We must look at obtaining POST certification of many of our in-house training classes to increase training opportunities and to reduce the negative fiscal impact of non-reimbursed training for our personnel. In order to assist in crime analysis, case management, and the transfer of information both in-house and in the field, the Records Section must utilize advanced technology to create efficiencies for the Records Section and the Police Department. We will work with the New World system, adapt to new methods of reporting crimes and other incidents, and work on the storage of records and the entry of data into the system.

The Neighborhood Services Corporals will become more involved in City growth and development giving much needed input to City planners. They will also use their expertise in City event planning and assist the Patrol and Investigative Divisions with criminal investigations and neighborhood blight issues that are often products of the economy. The Community Liaison Corporal will work with beat corporals, officers, and CSOs to address blight issues and problem properties in our community.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	915,240	1,167,000	1,226,400
Overtime	24,434	35,600	31,500
Extra Help	185,078	183,000	192,400
Benefits	443,485	479,100	558,100
Vehicle Charges	1,664,241	2,573,100	2,637,000
Communications	7,908	11,000	11,000
Professional Services	251,500	347,400	151,900
Repairs & Maintenance	49,994	48,500	44,200
Office Supplies	1,861	3,700	2,000
Materials & Supplies	5,100	9,600	8,400
Supplies - Police	90,462	103,000	96,000
Supplies - Safety	2,786	0	100
Travel & Meeting Expense	13,890	22,000	2,100
Training	17,127	18,300	17,000
Dues & Subscriptions	1,834	3,000	2,900
Admin & Overhead	308,000	340,000	401,700
Capital Outlays - Computers	150,571	163,000	158,000
	<u>4,133,511</u>	<u>5,507,300</u>	<u>5,540,700</u>
TOTAL SUPPORT SERVICES			

SOURCES OF FUNDING

Other Permits	31,322	42,000	42,000
Mandated Claims	51,521	0	0
User Fees	64,347	65,000	65,000
Miscellaneous Income	9,401	18,000	18,000
Use of Discretionary Funds	<u>3,976,920</u>	<u>5,382,300</u>	<u>5,415,700</u>
TOTAL	<u>4,133,511</u>	<u>5,507,300</u>	<u>5,540,700</u>

DETAIL OF POSITIONS

Administrative Assistant	2.00	2.00	2.00
Communications Supervisor	-	1.00	-
Crime Specialist	1.00	-	-
Principal Office Assistant	6.00	6.00	6.00
Property & Evidence Supervisor	1.00	1.00	1.00
Property & Evidence Technician	1.00	1.00	1.00
Records Supervisor	1.00	1.00	1.00
Senior Property/Evidence Technician	1.00	1.00	1.00
Senior Systems Video Analyst	-	2.00	2.00
Systems Video Technician	2.00	-	-
	<u>15.00</u>	<u>15.00</u>	<u>14.00</u>
TOTAL			

2023-2024 Goals

- Look for solutions to minimize on-duty injuries through effective fitness programs and training.
- Encourage new physical fitness activities for Police Department employees.
- Continue to work with and establish public-based relationships to deter and detect crime.
- Utilize social media and mainstream media to promote the Police Department mission to all segments of the community.
- Encourage, support, and strive for creative ways to do Police work.
- Develop leaders within the Police Department.
- Continue to build trust and working relationships with citizens and the business community.

Objectives to Meet the Goals

- Establish leadership training and succession planning within the supervisor ranks.
- Promote the department through the preparation of the department's monthly and annual reports.
- Produce public service announcements, news releases, and special presentations designed to inform the community about services and programs that the Police Department offers.
- Assist other City departments with public service announcements, news releases, and other special presentations designed to inform the community about services and programs that the City of Clovis offers.
- Research new State and Federal grants available to local municipalities.
- Utilize data from our New World CAD/RMS system to examine and evaluate all aspects of our department's functions.

Five-Year Outlook

Administrative Services Division is essentially the Office of the Chief of Police, and all the functions and tasks which are the responsibility of Administrative Services and are in support of the Office of the Chief of Police. This office will continue to cast a vision and set a direction for the department. The goal of this office is to encourage and support the employees of the Police Department to find and implement creative solutions to Police work and problem solving.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	575,366	734,500	857,700
Overtime	1,003,817	1,178,600	1,137,400
Benefits	540,937	712,000	978,300
Vehicle Charges	10,920	13,300	13,200
Communications	7,050	8,600	8,000
Professional Services	81,111	122,200	288,400
Office Supplies	0	0	16,000
Materials & Supplies	8,612	7,000	39,000
Travel & Meeting Expense	13,093	20,000	16,000
Training	181,689	156,000	156,000
Dues & Subscriptions	4,184	3,600	4,500
Admin & Overhead	966,700	1,052,300	1,235,500
Capital Outlays - Police Equipment	144,691	288,000	250,000
	<u>3,538,170</u>	<u>4,296,100</u>	<u>5,000,000</u>
TOTAL ADMINISTRATION			

SOURCES OF FUNDING

State Grants	20,871	49,000	189,000
Federal Grants	229,773	215,200	20,000
Project Participation	220,639	189,200	190,000
Other Revenues	0	0	122,000
User Fees	62,821	251,000	231,000
Use of Discretionary Funds	<u>3,004,066</u>	<u>3,591,700</u>	<u>4,248,000</u>
	<u>3,538,170</u>	<u>4,296,100</u>	<u>5,000,000</u>
TOTAL			

DETAIL OF POSITIONS

Administrative Assistant	-	1.00	1.00
Community Service Officer	1.00	1.00	-
Crime Analysis Supervisor	1.00	1.00	1.00
Crime Specialist	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
Police Captain	-	1.00	1.00
Police Chief	1.00	1.00	1.00
Principal Office Assistant	1.00	-	-
	<u>6.00</u>	<u>7.00</u>	<u>6.00</u>
TOTAL			

2023-2024 Goals

- To develop a Clovis Animal Care System that is responsive to animal calls for service from citizens and that provides excellent care to animals.
- The Animal Services Division will increase the ability to communicate with and educate citizens about animal-related issues.
- To provide public education about proper pet care.

Objectives to Meet the Goals

- Increase the number of citizens and businesses who actively support Clovis Animal Services.
- Provide information about the importance of spaying and neutering pets to help manage the over-population of domestic dogs and cats.
- Develop brochures, presentations, and social media sites to provide education, increase adoptions, and create opportunities to financially support the Miss Winkles Clovis Pet Adoption Center.
- Continue to provide volunteer opportunities for citizens.
- Develop multiple fundraising opportunities for citizens and businesses.
- Continue to provide high quality animal care and adoptions.
- Continue to educate the public about proper animal care.

Five-Year Outlook

Clovis Animal Services will work toward increasing our community's understanding about proper care for animals and increasing the number of public-private partnerships to raise money for animal care.

	2021-2022	2022-2023	2023-2024
	Actual	Revised Estimate	Budget

BUDGET DETAIL

Salaries - Regular	586,589	824,100	853,700
Overtime	75,418	87,700	70,000
Extra Help	146,856	200,000	200,000
Benefits	292,394	405,100	492,000
Vehicle Charges	6,060	12,200	13,800
Communications	6,941	8,500	7,000
Professional Services	165,612	154,800	144,800
Repairs & Maintenance	8,410	8,700	2,400
Materials & Supplies	22,255	15,300	15,300
Supplies - Safety	74,494	83,500	74,500
Travel & Meeting Expense	994	1,000	1,000
Training	4,014	5,000	5,000
Dues & Subscriptions	2,650	1,300	1,500
Admin & Overhead	554,900	593,900	773,200
	<u>1,947,587</u>	<u>2,401,100</u>	<u>2,654,200</u>
TOTAL ANIMAL SHELTER	<u>1,947,587</u>	<u>2,401,100</u>	<u>2,654,200</u>

SOURCES OF FUNDING

Licenses	30,646	50,000	50,000
Fines & Fees	7,233	10,000	10,000
Miscellaneous Income	1,895	3,000	3,000
Use of Discretionary Funds	<u>1,907,813</u>	<u>2,338,100</u>	<u>2,591,200</u>
TOTAL	<u>1,947,587</u>	<u>2,401,100</u>	<u>2,654,200</u>

DETAIL OF POSITIONS

Animal Control Officer	6.00	6.00	6.00
Animal Services Aide	1.00	1.00	1.00
Principal Office Assistant	1.00	1.00	1.00
Staff Analyst	1.00	1.00	1.00
Supervisor of Animal Services	2.00	2.00	2.00
	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
TOTAL	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

FIRE DEPARTMENT SUMMARY

The Fire Department is responsible for providing Fire Suppression, Technical Rescue, Hazardous Materials Spill/Release Mitigation, Emergency Medical Services (EMS), Life Safety and Enforcement Services and Emergency Preparedness for the citizens of Clovis. These responsibilities are distributed through three divisions. The department continues to promote sound planning, economic efficiency, and effective use of City resources while providing essential and valuable services.

Emergency Operations

Section 61000

The Emergency Operations Division is responsible for providing the resources needed by Fire Department personnel who respond daily to requests for emergency and non-emergency services from the citizens of Clovis. The Operations Division activities include: responding to fires, emergency medical services, mutual/automatic aid, motor vehicle accidents, wildland, and public assistance. The Training Bureau activities include training of new employees, in-service training for all department employees, certification and licensure, and coordinated use of the Fire Training Center. Support Services Bureau activities include: apparatus maintenance, facilities maintenance, and station supplies. The Communications Bureau has the responsibility for coordinating dispatch services to the Fire Department. Fire dispatch services are provided via a contract with the Fresno County Emergency Medical Services Division. Dispatch services coordinate the emergency response of all City fire resources and mutual or automatic aid resources.

Community Risk Reduction

Section 62000

The Community Risk Reduction Division is responsible for providing community risk reduction activities through two bureaus: Fire Prevention and Emergency Preparedness. The Fire Prevention Bureau supports local businesses and building development through activities such as inspections and plan review to ensure occupancies comply with fire codes, standards and local ordinances. Additional risk reduction is performed through public education where citizens learn about actions they can take to reduce their fire risk and learn emergency preparedness skills that are essential during times of crisis. Within the Division, the Investigations Team has the responsibility to investigate all fires for cause and origin.

Emergency Preparedness

Section 63000

The Emergency Preparedness Bureau has the responsibility for preparing and carrying out emergency plans to protect property and the citizens of Clovis in case of actual or threatened conditions of disaster or extreme peril. This includes having an emergency plan in place, maintaining an Emergency Operations Center (EOC), and ensuring that policies and procedures are compliant with the National Incident Management System (NIMS) guidelines and exercises are conducted to evaluate system effectiveness. Within the Emergency Preparedness section are the Hazardous Materials Team and Urban Search and Rescue Team. These teams are capable of responding throughout California to emergency incidents that require specialized tools, equipment and personnel.

Fire Administration

Section 64000

The Fire Administration Division is responsible for supporting all department operations, administering the Accreditation program, and the development and administration of the Fire Department budget. Fire Administration provides administrative analysis, report preparation, coordination of programs, incident response data management, timekeeping, and other routine duties performed daily that support the delivery of emergency and non-emergency services. Fire Administration also identifies, writes, and manages grants to supplement funding for all department programs.

FIRE DEPARTMENT SUMMARY

2023-2024 Goals

- Continue to provide an effective emergency response delivery system that provides the necessary resources to minimize the loss of life, property damage, loss of tax revenue, and damage to the environment.
- Continue to make community risk reduction efforts by enforcing fire and life safety codes.
- Continue to maintain an emergency and non-emergency response capability that maximizes public and private resources to deal with human-caused or natural-caused disasters.
- Continue to maintain and evaluate community outreach programs focused on education, hazard mitigation, and abatement that meet the varying needs of our customers.
- Maintain an accredited status through the Center for Public Safety Excellence (CPSE).
- Continue to explore all applicable grant sources and private partnerships to fund programs, services, equipment, and personnel.

Budgetary Highlights

- Take receipt of the department's new NFPA compliant Self-Contained Breathing Apparatus (SCBA) and complete in-service training, which will be in service for the next 15 years.
- Purchase and outfit two emergency command vehicles.
- Complete the demolition and rebuild of Fire Station #2 to be re-opened in Summer 2024.
- Continue to review the cost recovery efforts for State Mandated fire inspections, new development, developer impact fees (DIF), weed abatement, and incidents caused by gross negligence.

FIRE

DEPARTMENT PERFORMANCE MEASURES

The **Mission** of the Clovis Fire Department is to provide for the fire and life safety of the community in the most professional, courteous, and efficient manner possible.

Performance measures that are indicative of the mission of the Clovis Fire Department are as follows:

Emergency Services

- It is documented that cardiac arrest survival rates decline rapidly with every passing minute and fires grow significantly every minute. After seven (7) minutes, less than 50% of heart attack victims will survive without CPR, and a fire can reach a point of a flashover. It is documented that flashover is the point where temperatures in the area (room/building) of the fire reach 1,500 degrees, causing all combustible materials within the room to suddenly ignite, dramatically reducing a victim’s chance of survival and increasing the loss of property.

	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
First Arrival, Total Response			
EMS in under 6:30	8:00	7:35	7:28
Fire in under 7:00	8:00	7:43	7:30
MVA/Rescue in under 7:00	7:43	7:31	7:15
ERF in under 10:30	11:53	11:54	10:30
Fires Contained to Room of Origin	61%	67%	80%
Total Number of Calls for Service	10,911	12,244	11,000
Total Number of EMS Calls	7,155	7,844	7,188

Life Safety and Enforcement

- Maintaining property values and protecting the community from significant destruction of property by fire provides a safe and secure and economically vibrant environment for the citizens of Clovis. Sprinkler requirements for residential and commercial occupancies, greater than 2,500 square feet, are examples of how simple requirements can have a major impact on community risk reduction. Public education has demonstrated the benefit of reducing the impacts that emergencies have on the community. Performing life safety inspections in all public buildings, has been shown to reduce fire loss, and sustains the local economy through continued employment and sales of goods.

State Mandated Fire Inspections Completed	327 of 342 – 96%	337 of 346 – 97%	335 of 347 – 97%
Number of Children Receiving Life Safety Information	6,200	6,400	6,500

Fire Department Financial Benchmarks

Percentage of Discretionary Funds	89%	89%	89%
Total Injury Claim Costs	\$40,351	\$40,406	\$50,000
Total Fire Loss	\$2,936,340	\$3,089,260	\$2,500,000

FIRE DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY ACTIVITY			
Emergency Services	19,132,032	22,059,500	21,840,400
Life Safety and Enforcement	636,569	699,300	714,100
Emergency Preparedness	104,449	225,800	147,100
Fire Administration	<u>1,077,271</u>	<u>1,188,700</u>	<u>1,339,000</u>
TOTAL ALL ACTIVITIES	<u><u>20,950,321</u></u>	<u><u>24,173,300</u></u>	<u><u>24,040,600</u></u>
BUDGET BY FUND			
General Fund	<u>20,950,321</u>	<u>24,173,300</u>	<u>24,040,600</u>
TOTAL ALL FUNDS	<u><u>20,950,321</u></u>	<u><u>24,173,300</u></u>	<u><u>24,040,600</u></u>

2023-2024 Goals

- Provide the first unit on the scene of an emergency medical call with a Total Response Time of six minutes and thirty seconds (6:30), 90% of the time. This includes one minute and thirty seconds of call processing, 1 minute for turnout, and four minutes for travel.
- Provide the first unit on the scene of a fire call, following dispatch, with a Total Response Time of seven minutes (7:00), 90% of the time. This includes one minute and thirty seconds of call processing, one minute and thirty seconds for turnout, and four minutes for travel.
- Provide an Effective Response Force (currently 16 to 19 firefighters) on-scene of a fire call within a Total Response Time of ten minutes and thirty seconds (10:30), 90% of the time.
- Continue to implement response time improvements in the Loma Vista area, as Station 6 response numbers increase. Review of data occurs on a monthly and annual basis.
- Continue to implement recommendations within the adopted Standards of Cover Plan regarding distribution, concentration, and staffing of emergency response resources.
- Provide efficient and effective 9-1-1 call processing and dispatch of the Fire Department through the contract service agreement with Fresno County EMS. Dispatch emergency units within two minutes (2:00) of receiving the 9-1-1 call, 90% of the time.
- Continue to save property and contents at a value greater than the Department's total annual budget.
- Continue to focus on attaining a 90% or higher "excellent" rating on customer service satisfaction surveys through the delivery of professional emergency and non-emergency services to the citizens of Clovis.

Objectives to Meet the Goals

- Maintain minimum staffing of emergency response resources distributed to meet community needs. Provide quality service to the community.
- Confine fires to room of origin for 80% of incidents.
- Lower demand for fire services from above average service users through code amendment processes and other enforcement strategies.
- Reduce and prioritize activities that pull fire apparatus out of their first due response districts.
- Ensure that personnel is adequately trained and prepared to respond to "all-risk" emergency situations through ongoing training.
- Maintain dispatch performance standards for the contract period through a Continuous Quality Improvement (CQI) program.

Five-Year Outlook

The challenge over the past couple of years, which will continue for the foreseeable future, is the required funding to provide industry best practice fire protection and emergency medical services to a community that has grown significantly over the last ten years. The Department's cost per capita is below the average of comparable fire departments within the Central Valley by an average of \$9.00. Developing additional funding for public safety services is needed to meet the current service demand. Over the last four years, the Department has failed to meet the adopted benchmark response time goals. The demand for services continues to increase each year and the Department is at a critical point of needing additional staffing to meet current and future demands.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	7,491,173	8,316,200	8,406,300
Overtime	2,728,846	2,669,600	1,909,400
Extra Help	32,541	62,500	52,000
Benefits	5,270,639	5,837,500	6,118,800
Vehicle Charges	990,799	1,759,600	1,902,900
Communications	22,247	25,500	26,000
Professional Services	436,563	509,000	529,000
Repairs & Maintenance	65,996	150,500	99,800
Special Events	20	2,000	2,000
Office Supplies	3,361	8,500	7,500
Materials & Supplies	41,084	65,300	39,000
Supplies - Safety	90,020	215,000	135,000
Supplies - Shop	543	1,500	1,500
Travel & Meeting Expense	5,923	65,000	35,000
Training	48,022	155,000	148,500
Dues & Subscriptions	1,272	3,300	4,100
Admin & Overhead	1,830,100	1,963,500	2,298,600
Liability Insurance Program - ISF	3,435	0	0
Capital Outlays - Fire Equipment	44,731	205,500	85,000
Capital Outlays - Communications	18,748	39,500	35,000
Capital Outlays - Vehicles	5,969	5,000	5,000
TOTAL EMERGENCY SERVICES	<u>19,132,032</u>	<u>22,059,500</u>	<u>21,840,400</u>

SOURCES OF FUNDING			
Taxes	716,272	895,000	942,000
State Grants	1,864,029	1,200,000	300,000
Federal Grants	1,443,130	1,580,000	750,000
Project Participation	77,170	50,000	45,000
User Fees	45,222	25,000	25,000
Miscellaneous Income	5,998	2,000	2,000
Use of Discretionary Funds	<u>14,980,211</u>	<u>18,307,500</u>	<u>19,776,400</u>
TOTAL	<u>19,132,032</u>	<u>22,059,500</u>	<u>21,840,400</u>

DETAIL OF POSITIONS			
Battalion Chief	3.00	3.00	3.00
Deputy Fire Chief	1.00	1.00	1.00
Fire Captain	18.00	18.00	18.00
Fire Engineer	18.00	18.00	18.00
Firefighters	24.00	24.00	24.00
Training Officer (Captain)	2.00	2.00	2.00
TOTAL	<u>66.00</u>	<u>66.00</u>	<u>66.00</u>

2023-2024 Goals

- Provide fire and life safety education classes with use of selected on-duty personnel and other community partners targeting youth, seniors, and high-risk groups.
- Inspect 90% of all non-State Mandated occupancies on a bi-annual basis.
- Complete 90% or higher of all State Mandated Inspections and continue with cost recovery for this unfunded mandate.
- Maintain metrics and data maintenance system for public education efforts and community risk reduction activities.
- Ensure all plan checks are completed within ten (10) days of submission, 90% of the time.
- Ensure new construction and tenant improvement inspections are completed within one day of the initial request, 90% of the time.
- Provide a weed abatement program to ensure that vacant lots/properties meet health, fire hazard, and appearance standards with available staff.
- Fully investigate and determine the cause and origin of all fires.
- Research and secure grant opportunities with favorable cost/benefit ratios.
- Update and review all Fire Prevention-related codes and standards to reflect changes in state, federal, and local codes.

Objectives to Meet the Goals

- Return all fire protection system plans for permit issuance within ten (10) days of submittal and provide inspections within 24 hours of the request.
- Ensure that vacant lots and properties are cleaned to City municipal code weed abatement standards.
- Continue to inspect all public occupancies at least every two years using on-duty crews and Fire Prevention staff.
- Present life safety messages through various forms of media to maintain community awareness.
- Conduct fire investigations to determine fire cause and origin and maintain skill levels of Fire Investigators.
- Use a team approach to enforce code compliance for special events or hazards.
- Implement an approved Master Fee Schedule for specific activities provided for users that place inordinate or unnecessary demand for service on the public safety system.

Five-Year Outlook

New development plan checks and inspections will continue to be a priority for the Life Safety and Enforcement Division. After analyzing annual inspection results for the past three years, our focus continues to be comprehensive evaluation of occupancies to ensure the safety of customers and response personnel. The Department will continue performing life safety inspections on all public occupancies and State Mandated occupancies. We will continue our public education program in conjunction with the Alisa Ann Ruch Burn Foundation and the Clovis Unified School District. This program will allow us to reach approximately 9,000 K-6th graders annually, which has a measurable impact on one of our most at-risk populations. Conducting thorough fire cause investigations, prosecuting for suspected arson crimes, and providing juvenile fire-setter intervention programs are additional functions to maintaining a fire-safe community.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	330,851	369,300	368,400
Overtime	31,091	47,300	38,000
Extra Help	22,107	0	0
Benefits	149,266	153,200	155,500
Vehicle Charges	6,060	7,300	7,200
Professional Services	15,085	28,100	33,000
Repairs & Maintenance	0	500	500
Office Supplies	559	2,000	3,000
Material & Supplies	3,634	500	500
Supplies - Police	0	500	500
Supplies - Safety	96	1,500	1,500
Supplies - Shop	1,678	500	500
Travel & Meeting Expense	6,154	7,500	12,500
Training	6,826	6,500	8,000
Dues & Subscriptions	4,974	6,100	7,000
Admin & Overhead	56,100	65,500	74,500
Capital Outlays - Vehicles	2,088	3,000	3,500
TOTAL LIFE SAFETY AND ENFORCEMENT	<u>636,569</u>	<u>699,300</u>	<u>714,100</u>

SOURCES OF FUNDING			
Other Permits	16,693	17,000	17,000
Planning & Processing Fees	112,110	115,000	115,000
User Fees	123,688	101,000	101,000
Miscellaneous Income	5,620	5,000	4,000
Use of Discretionary Funds	<u>378,458</u>	<u>461,300</u>	<u>477,100</u>
TOTAL	<u>636,569</u>	<u>699,300</u>	<u>714,100</u>

DETAIL OF POSITIONS			
Fire & Life Safety Specialist	1.00	1.00	1.00
Fire Inspector I	1.00	1.00	1.00
Special Proj/Life Safety Enforce Mgr	1.00	1.00	1.00
TOTAL	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

2023-2024 Goals

- Provide mitigation and response planning for large-scale natural and man-made disasters.
- Provide simulated and classroom emergency preparedness training to identified City personnel consistent with the NIMS.
- Provide leadership and training for the coordinated use of civilian volunteers in emergency and non-emergency responses.
- Ensure local hazard mitigation and emergency operations plans are effective and represent current capabilities. Mitigation and emergency operation plans will represent an all-hazard approach based on critical infrastructure, risk analysis of hazards present within the community, and functional access the population requires.
- Provide the support necessary to ensure the Clovis Emergency Response Team (CERT) continues to serve the citizens when called upon.

Objectives to Meet the Goals

- Conduct interdepartmental training sessions related to the City's Emergency Plan, EOC Operations, Incident Command, Standardized Emergency Management System (SEMS), and NIMS guidelines.
- Provide essential training to specialty team personnel in the handling and mitigation of hazardous conditions and technical rescue emergencies. Participate in regional training exercises.
- Continue the use of CERT volunteers in supporting field operations and public events.
- Maintain minimum tools and equipment necessary for our specialized teams to respond effectively and safely to hazardous conditions, specialized rescues, building collapses, and other results of natural and man-made disasters.
- Maintain the City of Clovis Hazardous Materials Incident Response Plan, Emergency Operations Plan (EOP), and Municipal Code to reflect current SEM/NIMS mandates.
- Maintain the use of GIS/FireView data software to be utilized for community risk reduction, emergency response analysis, and planning purposes.

Five-Year Outlook

The City will maintain minimum capabilities for the EOC, as mandated by SEMS and NIMS. Alternative funding from various federal/state grants will be targeted to ensure that essential staff receives training in EOC operations. Increased volunteer development and deployment throughout the City have helped support emergency response and support activities, as appropriate. Specialty team personnel will seek grant funding and other external financial resources to secure equipment and necessary training essential to maintain current capabilities in the handling of hazardous materials and urban search and rescue emergencies. Utilize analytic and data software in measuring outputs against performance level objectives for many Department responsibilities.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Overtime	22,071	31,500	44,000
Benefits	320	800	1,600
Professional Services	2,017	8,500	8,500
Repairs & Maintenance	0	8,000	7,000
Materials & Supplies	5,635	27,500	2,500
Supplies - Safety	4,710	5,000	6,000
Travel & Meeting Expense	4,396	3,500	5,000
Training	10,433	46,500	26,500
Dues & Subscriptions	1,495	1,500	2,000
Admin & Overhead	4,000	4,500	5,500
Capital Outlays - Fire Equip	47,518	87,000	37,000
Capital Outlays - Vehicles	1,854	1,500	1,500
	<u>104,449</u>	<u>225,800</u>	<u>147,100</u>
TOTAL EMERGENCY PREPAREDNESS	<u>104,449</u>	<u>225,800</u>	<u>147,100</u>

SOURCES OF FUNDING

Federal Grants	31,019	31,000	31,000
Use of Discretionary Funds	<u>73,430</u>	<u>194,800</u>	<u>116,100</u>
TOTAL	<u>104,449</u>	<u>225,800</u>	<u>147,100</u>

2023-2024 Goals

- Maintain accreditation through the CPSE for the years 2018-2023, reaccreditation will be finalized this fiscal year for the period of 2024-2029.
- Maintain an ISO rating of Class 2.
- Maintain a cost per capita ratio of less than \$170 per year.
- Manage the Fire Department budget to maximize revenues and pursue alternative funding sources to maintain services at the highest level possible.
- Identify and implement efficiencies in the Fire Department budget, payroll, administrative support, and other program activities.
- Attain and manage grants to support all Department activities.
- Assist and monitor the Emergency Operations and Community Risk Reduction Divisions with program development and monitor performance with true data analytics.
- Provide administrative support for the Emergency Operations and Community Risk Reduction Divisions.

Objectives to Meet the Goals

- Monitor the Fire Department budget and programs monthly to determine the continued need for actions and the availability of funding.
- Continue cross-training administrative support personnel in key areas to improve coverage and workflow.
- Complete annual Accreditation Compliance Report for the CPSE to maintain accreditation status.
- Maintain the Fire Department planning documents including the Self-Assessment document, Strategic Plan, and the Standards of Coverage Life Safety Services Plan.
- Continue to aggressively investigate, document, and recover costs on incidents where cost recovery for services is allowed by law.
- Manage a comprehensive succession plan and promotional testing process for the Fire Department.

Five-Year Outlook

Meeting service demands with limited resources will be the Fire Administration Division's greatest challenge. Developing efficiencies in how the Fire Department provides service is a key factor in mitigating the challenges of increased service demands and increases in new development areas.

	2021-2022	2022-2023	2023-2024
	Actual	Revised Estimate	Budget

BUDGET DETAIL

Salaries - Regular	410,305	492,400	587,400
Overtime	14,084	16,500	17,000
Extra Help	43,914	45,400	56,000
Benefits	256,789	281,600	305,800
Vehicle Charges	149,597	168,900	155,100
Professional Services	78,607	48,500	65,500
Repairs & Maintenance	348	500	500
Special Events	1,769	2,600	4,000
Office Supplies	3,425	5,000	5,000
Materials & Supplies	692	1,000	1,500
Travel & Meeting Expense	9,185	12,000	15,000
Training	19,196	15,000	9,500
Dues & Subscriptions	1,960	2,500	3,500
Admin & Overhead	86,200	94,800	111,200
Capital Outlays - Fire Equip	1,200	2,000	2,000
	<u>1,077,271</u>	<u>1,188,700</u>	<u>1,339,000</u>
TOTAL FIRE ADMINISTRATION	<u>1,077,271</u>	<u>1,188,700</u>	<u>1,339,000</u>

SOURCES OF FUNDING

Use of Discretionary Funds	<u>1,077,271</u>	<u>1,188,700</u>	<u>1,339,000</u>
TOTAL	<u>1,077,271</u>	<u>1,188,700</u>	<u>1,339,000</u>

DETAIL OF POSITIONS

Fire Administrator	-	-	1.00
Fire Chief	1.00	1.00	1.00
Management Analyst	1.00	1.00	-
Principal Office Assistant	2.00	-	-
Staff Analyst	-	2.00	2.00
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
TOTAL	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

PUBLIC UTILITIES DEPARTMENT SUMMARY

The Public Utilities Department is a service, operations, and maintenance organization with the principal duty of providing essential municipal services and maintaining the City's investment in infrastructure. These services include water supply and distribution, wastewater collection and treatment, solid waste collection and disposal, street repair and cleaning, parks maintenance, City utility engineering and inspection, and administration of landscape and facility districts. The infrastructure maintained by the department includes the City's street system, traffic signals, street lighting, parks and street landscaping, and operational facilities, including the City's landfill, surface water treatment plant, and wastewater treatment plant. Services also include procurement and maintenance of the City's fleet of vehicles and equipment. The department plays the leading role in planning for water, wastewater, solid waste disposal and diversion, and utility infrastructure to ensure that these essential services are available and properly operating when needed. Public Utilities manages the City's valuable assets and resources while complying with environmental, regulatory, and sustainability challenges.

The department is organized into three major divisions, which are comprised of 14 sections with operational and budgetary responsibilities shown below.

Street Maintenance

Section 71000

Responsible for providing preventative and corrective maintenance on City streets, sidewalks, and alleys. Provides oversight and administration of the City's Pavement Management System including selection of street projects for preventative maintenance. This section also maintains pavement markings such as lane lines, legends, crosswalks, and limit lines, as well as regulatory, warning, information, and street name signs.

Signals and Street Lighting

Section 72000

Responsible for maintenance of traffic signals, the cost of energy/repairs/replacements for PG&E-owned streetlights within the City, energy and materials for City-owned streetlights, and maintenance of City-owned streetlights.

Storm Drain

Section 72500

This unit is comprised of Public Utilities department-wide personnel that are on call for after-hours emergency response to storm events and flooding. Funding is separate from the operations budget and pays the overtime costs for after-hours emergency response teams. This unit's work includes providing sandbags, pumping flooded areas, monitoring stream channels, placing warning signage, and pumping temporary storm drainage basins when needed.

Parks

Section 73000

Responsible for providing maintenance to City parks, trails, street landscaping, trees, and numerous recreational facilities, including playgrounds, picnic sites, and park restrooms. Maintains Old Town streetscape and provides grounds maintenance at City administrative facilities. Some of these areas are maintained by Parks personnel, while others are maintained through contracts administered by the Parks Section. Also provides support for civic activities, such as hanging banners and decorating for Christmas, Rodeo Weekend, Big Hat Days, and Farmer's Market. The Parks Section administers the Landscape Maintenance District (LMD), which provides funding for maintenance of certain parks, trails, street landscaping, streetlights, and neighborhood architectural enhancement features for areas within the LMD.

Landscape Maintenance District

Section 73200

Provides a source of funds and an account for revenue derived from assessments through the Landscape Maintenance District (LMD). These assessments fund personnel and expenses for maintaining LMD landscaping, architectural, and recreational features. These features are incorporated into the Parks expenditure budget.

Fleet Maintenance**Section 75000**

Responsible for maintaining the City's fleet of vehicles and equipment. Planning and implementation of fleet electrification.

Fleet Acquisition**Section 75100**

Acquires vehicles and equipment and administers the fleet depreciation account.

Refuse Collection**Section 76100**

Responsible for collection, disposal, and diversion of municipal solid waste generated by residential and commercial customers located within City limits. For improved cost accounting and control, the Refuse Collection Unit is further organized into four sub-accounts identified as 76100 Administration, 76110 Residential, 76120 Commercial, and 76130 Community Cleanup.

Refuse Landfill**Section 76200**

Responsible for all operations necessary to dispose of municipal waste at the City's landfill in accordance with county, state, and federal requirements.

Refuse Contracts**Section 76300**

Provides an account for municipal refuse-related services to the community through contracts with private vendors. These include refuse compactor and roll-off services for larger businesses, along with residential and commercial recycling and organics collection programs.

Wastewater**Section 76500**

Responsible for operating and maintaining the City's sewer collection system consisting of sewer pipelines and lift stations, and manages the contract for maintenance and operation of the City's Water Reuse Facility. Manages the City's 11.6% ownership and capacity rights in the Fresno-Clovis Wastewater Treatment Plant, and also performs rate analysis and master planning.

Community Facilities District (CFD) No. 2020-1**Section 42800**

Provides a funding source separate from the wastewater operations budget to pay for the operation and maintenance of temporary sewer facilities which serve new development in the Dry Creek Preserve Service Area. This includes maintenance of a temporary lift station, administration of the CFD, accumulation of funds and planning for future permanent master planned wastewater facilities, and accumulation of funds for decommissioning of temporary facilities.

Water**Section 77000**

Responsible for the procurement, production, and distribution of the City's water supply via a network of water mains, wells, and a surface water treatment plant. Maintains treatment and/or disinfection facilities on all wells, ensuring pure and safe drinking water that meets all state and federal standards. This Section conducts groundwater recharge and aquifer programs, rate analysis, master planning, and compliance with the Sustainable Groundwater Management Act (SGMA). Operation and maintenance of the recycled water system is also performed by this Section.

Street Cleaning**Section 77500**

Responsible for providing routine sweeping for all City streets to remove dirt and debris left on roadways and gutters, and to reduce debris in local waterways. Residential streets are swept twice per month and downtown streets are swept twice per week. The street sweeping operation contributes greatly toward reducing particulate matter and improves air quality, storm water quality, and the overall quality of life for residents of Clovis.

PUBLIC UTILITIES DEPARTMENT SUMMARY

2023-2024 Goals

The major goals of the Department are to:

- Strategically plan for and manage the City of Clovis water supply in a safe and effective manner while monitoring and maintaining the local aquifer within the Kings Basin by employing operational methods of direct and indirect recharge, conjunctive use, and effective use of surface water supply in maintaining and ensuring future sustainability.
- Conduct modeling and engineering of the City's utility infrastructure for current and future City needs.
- Focus service delivery on the needs of our customers, conduct maintenance activities as effectively and efficiently as possible to provide reliable and cost-effective service to our citizens, and prolong the useful life of the City's infrastructure and fleet.
- Keep abreast of county, state, and federal regulations relating to water, recycled water, wastewater, refuse, fleet operations, and storm runoff, as well as monitor changing compliance requirements and adjust operations as needed.
- Conduct landfill operations in an effective, efficient, and safe manner to conserve landfill space and comply with federal and state regulations.
- Enhance recycling programs to maintain the City's diversion rate above the State-required minimums and employ new programs and processes to increase municipal solid waste diversion.
- Actively inventory and replace missing and expired plant material and increase the inspection rate of City landscaped areas. Maintain the current level of service in the General Fund areas and maintain City landscape at an acceptable level, balancing water usage, potential drought restrictions, and available resources.
- Expand operation of the recycled water distribution system.
- Protect the City's investment in infrastructure by maximizing the condition of the City street network through the use of the City's pavement management system (PMS). Take full advantage of any available street improvement funding sources.

Budgetary Highlights

- Maximize the use of available surface water supply at the Surface Water Treatment Plant and in the City-owned recharge facility and flood control basins for groundwater replenishment. Develop strategic plans for additional water supplies and continue implementation of the Sustainable Groundwater Management Act (SGMA).
- Start design of the recharge basin to be located near Barstow and Leonard avenues. Apply for grants that could offset costs for full design and construction of the facility.
- Begin the gradual implementation and conversion of City water meter services to Advanced Metering Infrastructure (AMI) that allows for smart connectivity and interfacing with the City's customers and their water usage.
- Finish the analysis of the City's Surface Water Treatment Plant's current operational conditions and limitations to provide for increased improvements with water capacity and water production.
- Continue contracting services for street-side and median landscaping, focusing in-house staff on maintenance of City parks, Old Town, Civic Center, tree hazard mitigation, and landscape restoration. Appropriately use LMD funds for periodic plant material replacement. Utilize available resources to meet

peak seasonal maintenance demands. Prepare staffing for maintenance of the Village Green Loma Vista.

- Utilize more efficient compaction methods to increase the lifespan of the landfill. Acquire and utilize additional cover material for the active phase of the landfill by continuing import of suitable soil and sorting and refining of on-site material through a contractual agreement.
- Increase the level of service provided by the Refuse Residential section to address growth in the City through the addition of one Sanitation Operator position. Complete implementation of a routing software program to maximize customer service for residential, commercial, and street sweeping operations.
- Operation of granular activated carbon treatment facilities for the removal of contaminants from the groundwater.

PUBLIC UTILITIES

DEPARTMENT PERFORMANCE MEASURES

The mission of the Public Utilities Department is to provide for the well-being and enjoyment of the citizens and businesses of Clovis through the delivery of essential, dependable, and sustainable services. These services include potable and recycled water supply, wastewater and solid waste disposal, beautification of parks and other open spaces, maintenance of streets and traffic systems, utilities planning and engineering, and maximization of City infrastructure’s useful life through planned preventative maintenance. In addition, it is also the Department’s mission to assist all City departments in their service delivery by providing a well-maintained and reliable fleet of vehicles and equipment. It is the Department’s goal to provide these services as efficiently and effectively as possible. Public Utilities provides meaningful and necessary support to all other City departments.

<u>Street Maintenance – 71000</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Weighted Average PCI	74	74	74
• Prepare streets for slurry/cape seal	325,000 sy	450,000 sy	400,000 sy
• Repair AC pavement as needed	325 tons	450 tons	375 tons
• Repair concrete sidewalks as needed	75 cu. yds.	70 cu. yds.	70 cu. yds.
• Repaint all lane striping as needed	75%	100%	100%
• Replace/repair/install signs	2,000 signs	1,400 signs	1,400 signs

Approximately 64% of Street Maintenance is funded by impact fees and easement rental charges, and the remaining 36% is funded by gas taxes and Measure C. Streets Maintenance does not budget for any General Fund use. This past year, effort was shifted from lane striping and painting crosswalks to sign replacement due to material shortage. The 2023-2024 fiscal year focus will shift back to normal lane striping and sign replacement operations.

Signals and Street Lighting – 72000

- Provide traffic signal maintenance to 88 traffic signals and strive to keep approximately 11,450 streetlights working. Approximately 9,900 of these streetlights are owned and maintained by PG&E, and service requests for PG&E-owned lights are routed to them. The street lighting section maintains approximately 1,550 City-owned streetlights, of which approximately 750 are decorative style lights, and the remaining 800 are standard cobra head style lights.

Storm Drain – 72500

- Provide off-hour emergency response during significant rainfall events. This is a random function and performed as needed. FMFCD ultimately designs, operates, and maintains the storm drainage system; however, City staff will respond to storm events to maintain the safety and health of Clovis residents.

<u>Parks/Landscape Maintenance – 73000/73200</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
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(Includes Landscape Maintenance District)

- Efficiently use City resources and contract services to maintain an increasing inventory and intensity of parks/landscaping:

• Total acres maintain (as of July 1)	532	544	569
• Maintenance cost/acre/year	\$12,124	\$12,628	\$13,330
• General Fund acres maintained	207	207	207
• Maintenance cost/acre/year	\$8,751	\$11,434	\$10,417
• LMD acres maintained	325	337	362
• Maintenance cost/acre/year	\$13,100	\$13,785	\$14,612

<u>Refuse Collection – 76100</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Perform refuse pickup (excludes CCU) – Tons collected	56,600 tons	57,000 tons	57,000 tons
• Achieved %	100%	100%	100%
• Monitor system costs (\$/ton)	\$186	\$196	\$207

Refuse Collection includes all residential and commercial collection.

<u>Refuse Landfill – 76200</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Landfill refuse received (including CCU) – Tons landfilled	65,000 tons	65,000 tons	64,000 tons
• Compliance %	100%	100%	100%
• Monitor system costs (\$/ton)	\$58	\$64	\$67

Landfill performance is based on landfill operations receiving all residential, commercial, sweeping, and Community Cleanup debris, as well as wastewater and Surface Water Treatment Plant waste.

<u>Recycling Contracts – 76300</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Total tons recycled through private vendor contracts for curbside recycling and organics programs (does not include all waste diverted from City’s landfill)	25,990 tons	26,500 tons	27,000 tons
• Monitor costs (\$/ton)	\$165	\$190	\$185
• City AB 939, AB 341, & AB 1826 diversion compliance	Yes	Yes	Yes

Contracting includes all residential recycling. Roughly 25% is for the blue recycling cart and 75% is for the green organics cart.

<u>Fleet Maintenance – 75000</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Fleet Availability	92%	93%	94%
• Preventative Maintenance (% of Scheduled Work)	61%	62%	65%

<u>Wastewater – 76500</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Clean all City sewers every two years	197%	159%	170%
• Provide high level of customer satisfaction by keeping system complaints (stoppages) below 2 per 1,000 population	0.01%	0.01%	0.00%

<u>Water Service – 77000</u>	<u>2021-2022 (actual)</u>	<u>2022-2023 (estimated)</u>	<u>2023-2024 (proposed)</u>
• Meet all demands for water consumption (acre-feet delivered)	25,700	25,000	26,500
• Monitor system costs (\$/acre-foot delivered)	\$600	\$650	\$700
• Provide high level of customer satisfaction by keeping complaints under 2 per 1,000 population	1.8	1.5	2.0

Street Cleaning – 77500

2021-2022 (actual)

2022-2023 (estimated)

2023-2024 (proposed)

• Sweep 100% of residential streets twice monthly, major street sweeping weekly – Total miles swept	58,900 mi.	56,000 mi.	56,000 mi.
• Achieved %	100%	100%	100%
• Monitor service costs (\$/mile)	\$30	\$32	\$34

PUBLIC UTILITIES DEPARTMENT SUMMARY

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET BY CATEGORY			
Street Maintenance	2,601,829	2,945,100	3,091,000
Street Lighting	2,119,389	2,690,400	2,935,000
Storm Drain	9,730	58,800	90,900
Parks	6,280,161	7,223,600	7,651,200
Landscape Maintenance District	4,270,093	4,658,000	5,298,000
Fleet Maintenance	11,201,514	17,606,200	12,084,100
Community Sanitation	24,028,216	26,342,300	27,625,000
Wastewater	14,210,951	18,017,600	19,499,400
Community Facilities Dist 2020	5,700	5,700	32,700
Water	<u>18,338,694</u>	<u>23,801,200</u>	<u>24,140,800</u>
TOTAL ALL ACTIVITIES	<u><u>83,066,277</u></u>	<u><u>103,348,900</u></u>	<u><u>102,448,100</u></u>

BUDGET BY FUND			
General Fund	11,011,109	12,917,900	13,768,100
Landscape Maintenance District	4,270,093	4,658,000	5,298,000
Community Sanitation Fund	24,028,216	26,342,300	27,625,000
Sewer Service Fund	14,210,951	18,017,600	19,499,400
Community Facilities Dist 2020	5,700	5,700	32,700
Fleet Maintenance Fund	11,201,514	17,606,200	12,084,100
Water Service Fund	<u>18,338,694</u>	<u>23,801,200</u>	<u>24,140,800</u>
TOTAL ALL FUNDS	<u><u>83,066,277</u></u>	<u><u>103,348,900</u></u>	<u><u>102,448,100</u></u>

2023-2024 Goals

The goals of the Street Maintenance Section are to provide a well-maintained street system for the orderly, safe, and convenient travel of vehicles within and throughout the City, and to protect the City's infrastructure investment through the application of appropriate preventative maintenance and repair strategies.

Specifically, these goals include:

- Provide efficient maintenance of City streets, sidewalks, and alleys.
- Provide timely and efficient repairs of potholes and tripping hazards in the City's streets and sidewalks.
- Protect the safety of the public through well-maintained street striping, legends, and street signs.
- Structure the preventative maintenance and repair program to maximize the City's average Pavement Condition Index.

Objectives to Meet the Goals

- Re-stripe the entire City street system as needed.
- Provide structural repair of streets in preparation for application of slurry seal.
- Crack seal streets included in slurry seal project in addition to selected streets needing treatment.
- Apply slurry seal to streets after 10 years of service.
- Maintain the inventory of the City's signs and computerize the data to manage sign replacement.
- Provide landscape maintenance along street right-of-ways through contract services.
- Provide repairs to concrete curb, gutter, and sidewalks.
- Provide regular inspections of the City's streets and evaluate the need for maintenance using the Pavement Management System.
- Utilize new procedures to maintain and repair pavement to maximize return on investment.
- Work with Engineering Division to identify key priority areas for capital improvement projects.

Five-Year Outlook

Many streets in the City are reaching their maturity and will require significant attention over the next five years. These streets were installed in the '60s, '70s, and '80s, and while preventative maintenance has done much to prolong their life, many need more costly overlay or reconstruction. This will require focused effort by the Street Maintenance Section, working with the City's Capital Improvement Program, to ensure that all available funds are allocated where the most benefit will be derived. The City's strategy is to allocate these limited resources in a manner that maximizes the average Pavement Condition Index (PCI), rather than fixing the worst streets first. The City will continue to use preventative maintenance methods such as rubberized asphalt cape seals and slurry seals to keep the overall Pavement Condition Index as high as possible and to maximize the limited funds available. City staff continues to utilize a Pavement Management System which tracks repairs and estimates the PCI. The estimated PCI number is approximately 74.

The passage of SB1 has increased funding opportunities, and as a result, the Street Maintenance Section does not budget any general funds. Streets Maintenance may encumber minimal funds in a prior year, which would show as a General Fund rollover the subsequent year. At the currently projected funding level, the overall condition of the City's street system (as measured by the Pavement Condition Index) is predicted to decline slowly over the next 5 years and will continue to decline unless additional funding sources are identified. The City is exploring additional funding methods in order to maintain the existing system, as well as the expansion of the system as laid out in the General Plan.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	1,011,512	1,124,400	1,154,600
Overtime	29,622	32,500	31,500
Benefits	546,411	551,500	595,900
Vehicle Charges	326,653	367,300	375,600
Communications	4,242	6,900	7,000
Professional Services	146,249	181,600	219,100
Repairs & Maintenance	14,242	21,500	21,800
Building & Equipment Rental	291	12,000	12,000
Office Supplies	181	100	300
Materials & Supplies	221,558	332,600	304,900
Supplies - Shop	4,169	5,000	5,000
Travel & Meeting Expense	859	1,000	3,000
Training	6,345	6,500	9,500
Dues & Subscriptions	431	100	500
Admin & Overhead	245,630	271,100	310,600
Capital Outlays - Office Equip/Furn	31	0	2,700
Capital Outlays - Public Utilities	8,586	17,000	12,000
Capital Outlays - Vehicles	34,817	14,000	15,000
Capital Outlays -Miscellaneous	0	0	10,000
	<u>2,601,829</u>	<u>2,945,100</u>	<u>3,091,000</u>
TOTAL STREET MAINTENANCE			

SOURCES OF FUNDING

Taxes	727,900	1,026,100	1,085,000
Planning & Processing Fees	1,024	3,000	3,000
Engineering Processing Fees	30,182	31,000	32,000
Interfund Charges	1,827,000	1,872,000	1,958,000
Miscellaneous Income	15,723	13,000	13,000
Use of Discretionary Funds	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>2,601,829</u>	<u>2,945,100</u>	<u>3,091,000</u>

DETAIL OF POSITIONS

Administrative Assistant	0.05	0.05	0.05
Assistant Public Utilities Director	0.10	0.10	0.10
Engineer I/Engineer II/Civil Engineer	0.20	0.20	0.20
Engineering Inspector/Senior Eng Inspector	0.25	0.25	0.35
Maintenance Leadworker	2.00	2.00	2.00
Maintenance Worker/Senior Maint Worker	9.00	9.00	9.00
Management Analyst	0.14	0.14	0.14
Principal Office Assistant	0.30	0.25	0.25
Staff Analyst	-	0.10	0.10
Street Maintenance Manager	1.00	1.00	1.00
Supervising Civil Engineer	0.05	0.05	0.05
Utility Worker	2.00	2.00	2.00
	<u>15.09</u>	<u>15.14</u>	<u>15.24</u>
TOTAL			

2023-2024 Goals

The goal of the Signals and Street Lighting Section is to provide functional traffic signals and well-illuminated streets for the safety of motorists and pedestrians.

Specifically, these goals include:

- Maximize the public's convenience and safety.
- Aid law enforcement in crime prevention.

Objectives to Meet the Goals

- Ensure that all City-owned traffic signals are properly maintained by City staff.
- Ensure that PG&E-owned streetlights are properly maintained by PG&E. Ensure that City-owned streetlights are properly maintained by City staff.
- Pay energy costs for all PG&E- and City-owned streetlights.
- Provide accurate underground service alert marking of traffic signals and City-owned street lighting facilities.

Five-Year Outlook

Costs to fund streetlight and traffic signal maintenance will continue to increase due to the ever-increasing number of lights and signals that are installed as the City grows, as well as increasing PG&E energy and maintenance costs. Most City-owned streetlights have been retrofitted with LED fixtures to reduce energy costs and maintenance, and all new streetlights are going in as LEDs to reduce long-term costs. Existing PG&E lights were retrofitted to LED during 2016-2017, improving the lighting in the City due to the longer life of the LED bulbs, which require less maintenance. Public Utilities staff is exploring opportunities to decrease street lighting costs.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	111,405	193,700	221,800
Overtime	11,842	19,300	19,400
Benefits	43,787	77,000	89,200
Vehicle Charges	40,550	74,500	81,800
Energy	1,704,689	1,830,000	2,200,000
Repairs & Maintenance	88,862	143,000	151,000
Materials & Supplies	28,368	39,700	35,700
Supplies - Safety	32	2,000	2,000
Training	254	1,100	1,100
Admin & Overhead	89,600	107,200	133,000
Capital Outlays - Vehicles	<u>0</u>	<u>202,900</u>	<u>0</u>
TOTAL STREET LIGHTING	<u><u>2,119,389</u></u>	<u><u>2,690,400</u></u>	<u><u>2,935,000</u></u>

SOURCES OF FUNDING

Taxes	847,424	1,162,100	1,417,000
User Fees	12,310	12,300	12,000
Miscellaneous Income	16,898	16,000	6,000
Use of Discretionary Funds	<u>1,242,757</u>	<u>1,500,000</u>	<u>1,500,000</u>
TOTAL	<u><u>2,119,389</u></u>	<u><u>2,690,400</u></u>	<u><u>2,935,000</u></u>

DETAIL OF POSITIONS

Assistant Public Utilities Director	0.10	0.10	0.10
Electrician	2.00	2.00	2.00
Principal Utilities Engineer	<u>-</u>	<u>0.05</u>	<u>0.05</u>
TOTAL	<u><u>2.10</u></u>	<u><u>2.15</u></u>	<u><u>2.15</u></u>

2023-2024 Goals

The goal of the Storm Drain Section is to protect the health, welfare, safety, and property of Clovis residents, to protect storm water quality, and to protect property from the hazards of flooding.

Specifically, these goals include:

- Provide a well-maintained storm drain system by performing annual maintenance.
- Prevent flooding of private and public property by responding quickly to emergency situations.
- Protect storm water quality through implementation of and compliance with the National Pollutant Discharge Elimination System (NPDES) program.

Objectives to Meet the Goals

- Maintain temporary storm water basins.
- Provide sandbags and assistance to residents during flooding.
- Set up pumps in flooded areas.
- Ensure maintenance of all storm drain systems in cooperation with the Fresno Metropolitan Flood Control District (FMFCD).
- Continue to work with the FMFCD on NPDES issues.

Five-Year Outlook

The transfer of all permanent flood control facilities to the Fresno Metropolitan Flood Control District was completed in 1991-1992. Implementation of the Storm Drain Master Plan is a joint activity between Clovis and FMFCD. FMFCD is included in the preliminary review of development projects to provide advice on appropriate conditions necessary to implement the master plan and the NPDES regulations. The City is a co-permittee with FMFCD, City of Fresno, Fresno County, and CSUF in the municipal permit for storm water discharge. The agencies currently operate under a permit related to a State Order issued in 2016. The City's role under the permit includes implementation of development design conditions, inspection during construction, annual reporting, employee training, and cooperation with FMFCD in program enforcement. Most costs in this budget activity are largely a function of the rainfall amounts received during each winter, as overtime costs are funded from this budget. Lighter rainfall years usually result in lower expenditures.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Overtime	1,218	25,000	15,000
Benefits	220	200	500
Vehicle Charges	2,371	3,100	3,100
Professional Services	884	2,700	7,200
Repairs & Maintenance	0	500	500
Office Supplies	0	100	100
Materials & Supplies	4,237	22,000	62,000
Admin & Overhead	800	1,200	1,500
Capital Outlays - Public Utilities	0	4,000	1,000
TOTAL STORM DRAIN	<u>9,730</u>	<u>58,800</u>	<u>90,900</u>

SOURCES OF FUNDING			
Use of Discretionary Funds	<u>9,730</u>	<u>58,800</u>	<u>90,900</u>
TOTAL	<u>9,730</u>	<u>58,800</u>	<u>90,900</u>

2023-2024 Goals

- The goal of the Parks Section is to maintain City recreational facilities, streetscaping, parks, and other landscaped open space areas, trees, and building grounds at a reasonable cost and in the best possible condition, commensurate with available funding.
- Maintain 544 acres consisting of:
 - 74 parks totaling 153 acres. Two of these parks include active recreational areas with lighted baseball diamonds, lighted soccer fields, snack bars, restroom buildings, and beach volleyball and basketball courts. Twelve are medium-sized parks that include picnic areas, play lots, restrooms, and open spaces. The remaining 62 parks are passive neighborhood and mini-parks, most with tot lots that are scattered throughout the community.
 - 274 acres of green belts, street gardens, and landscaped median islands.
 - 100 acres of trails and paseos.
 - Architectural neighborhood entry lighting and structural features.
 - 6 acres of building grounds at the Civic Center, Old Town Clovis, Senior Center, the Los Altos Corporation Yard, the new Police/Fire Headquarters, and miscellaneous City properties.
 - 11 acres of undeveloped park land and miscellaneous public right-of-way property.
 - Approximately 42,000 City street trees.
- Participate in landscape plan design and review, as well as landscape construction inspection services, to ensure quality landscapes at reasonable maintenance costs.
- Participate in master planning for future growth and infill areas to implement sustainable and maintainable landscape that is consistent with operational constraints and limited budgets.
- Coordinate and schedule park facility use for picnics, special park events, and sports activities.

Objectives to Meet the Goals

- Continue to implement productivity-enhancing landscape design standards.
- Continue contracting for maintenance services for street-side and median landscaping, focusing in-house staff on maintenance of City parks, Old Town, Civic Center, and tree hazard pruning.
- Continue to develop the GIS landscape layer and implement paperless cost accounting and maintenance activity documentation.
- Maintain a cost accounting system for maintenance activities that will assist with cost containment, future design of facilities and landscapes, and cost recovery.
- Implement efficient strategies and defer some periodic maintenance activities in order to maximize the level of service consistent with funding levels.
- Utilize volunteers and community service personnel to assist City forces when available.
- Improve the maintainability of currently landscaped areas through specific revisions to the planting palette and irrigation systems.
- Develop and implement new landscape designs to comply with water-efficient landscape standards.
- Develop and implement a refurbishing plan for deferred areas within the General Fund parks and grounds.

Five-Year Outlook

City parks and recreational facilities will continue to be heavily used by the public, creating a demand for additional facilities. The level of service in the LMD areas will continue to be high, consistent with the LMD funding levels. There will continue to be a noticeable difference between the level of service in the LMD areas and the General Fund areas. Cost-saving measures are no longer adequate to cover maintenance and capital replacement costs within certain benefit zones in the LMD. LMD elections will need to occur in the benefit zones that do not have an automatic escalation adjustment to maintain sufficient funding levels. Grant funding will continue to be sought for the conversion of older irrigation systems and playground replacement.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	1,278,361	1,503,100	1,731,600
Overtime	85,749	51,500	58,500
Extra Help	34,787	41,500	0
Benefits	767,683	757,300	896,400
Vehicle Charges	452,502	453,000	510,700
Energy	849,206	926,600	996,600
Communications	8,996	12,400	12,500
Professional Services	1,929,559	2,506,200	2,327,000
Repairs & Maintenance	30,034	38,300	34,500
Building & Equipment Rental	2,734	2,800	3,000
Office Supplies	451	600	500
Materials & Supplies	366,887	361,100	401,500
Supplies - Safety	14,523	13,500	15,000
Supplies - Shop	11,141	9,900	12,000
Travel & Meeting Expense	268	4,400	5,800
Training	6,368	5,300	6,500
Dues & Subscriptions	1,734	1,400	1,500
Admin & Overhead	426,700	517,700	620,100
Capital Outlays - Office Equip/Furn	31	200	0
Capital Outlays - Public Utilities	12,447	16,800	17,500
TOTAL PARKS	6,280,161	7,223,600	7,651,200

SOURCES OF FUNDING			
Rents & Concessions	6,753	19,100	13,000
Facility Reimbursements	90,565	88,000	88,000
Planning & Processing Fees	10,090	25,000	30,000
Engineering Processing Fees	23,232	19,000	19,000
User Fees	4,315,964	4,694,700	5,335,000
Miscellaneous Income	22,026	11,000	10,000
Use of Discretionary Funds	1,811,531	2,366,800	2,156,200
TOTAL	6,280,161	7,223,600	7,651,200

DETAIL OF POSITIONS			
Administrative Assistant	0.05	0.05	0.15
Assistant Public Utilities Director	0.30	0.30	0.30
Engineer I/Engineer II/Civil Engineer	0.15	0.15	0.15
Engineering Inspector/Senior Eng Inspector	-	-	0.15
Maintenance Worker/Senior Maint Worker	10.40	11.40	12.40
Management Analyst	0.18	0.18	0.18
Parks Maintenance Leadworker	3.00	3.00	3.00
Parks Manager	1.00	1.00	1.00
Principal Office Assistant	1.05	0.80	0.80
Staff Analyst	-	0.15	0.15
Utility Worker	6.00	7.00	7.00
TOTAL	22.13	24.03	25.28

2023-2024 Goals

The goal of the City's Landscape Maintenance District (LMD) is to keep the parks, greenbelts, streetscapes, urban forests, and lighting systems located within the LMD in good condition for the enjoyment of the citizens of Clovis at reasonable costs to property owners in the LMD. Approximately 61% of the City's landscaped acreage is within the LMD.

Specific goals include:

- Provide quality, cost-effective maintenance services for LMD parks, landscape, and other facilities.
- Manage the benefit zone fees and budgets to ensure that charges are adequate to provide the required level of service along with adequate replacement reserves, while at the same time ensuring that excessive funds are not collected.
- Monitor water use on public open spaces through deployment of water-wise landscape plans, drought-tolerant plantings, and irrigation delivery technology.

Objectives to Meet the Goals

- Apply design and productivity strategies that provide aesthetically pleasing facilities and landscaping at a reasonable cost.
- Apply cost accounting measures that accurately identify costs, facilitate full cost recovery, and identify inefficiencies.
- Adjust LMD assessments annually, consistent with the covenants.
- Manage benefit zone reserves such that they are adequate to provide for replacement of enhancement features as required.
- Continue contracting for maintenance services for street-side and median landscaping, focusing in-house staff on maintenance of City parks, Old Town, Civic Center, and tree hazard pruning.

Five-Year Outlook

Outdoor recreation activity is steadily increasing. The Loma Vista area is showing growth, with new housing tracts springing up around the now under-construction Loma Vista Village Green. Zone 1 (north of Herndon Avenue to Shepherd Avenue) is also showing significant growth. In addition, Heritage Grove is beginning development north of Shephard Avenue and west of Sunnyside Avenue. Several of the benefit zones have accumulated sufficient reserves and are adjusted annually, if needed, to coincide with maintenance costs. Some of the benefit zones still need to build reserves.

The LMD continues to have adequate reserves to carry it through 2023. Benefit zones without the capability of an automatic assessment will periodically require an assessment increase election.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Professional Services	<u>4,270,093</u>	<u>4,658,000</u>	<u>5,298,000</u>
TOTAL LANDSCAPE MAINTENANCE DISTRICT	<u><u>4,270,093</u></u>	<u><u>4,658,000</u></u>	<u><u>5,298,000</u></u>
SOURCES OF FUNDING			
Tax Assessments	<u>4,270,093</u>	<u>4,658,000</u>	<u>5,298,000</u>
TOTAL	<u><u>4,270,093</u></u>	<u><u>4,658,000</u></u>	<u><u>5,298,000</u></u>

2023-2024 Goals

The goal of the Fleet Maintenance Section is to maintain, in a cost-effective manner, the City's vehicles and related equipment at a safe and dependable level.

Objectives to Meet the Goals

- Maximize useful life of vehicles and equipment.
- Minimize callbacks.
- Provide quality and competitive services to City departments.
- Monitor and evaluate vehicle/equipment operational costs.
- Consider life-cycle costs when adding or replacing vehicles.
- Administer the capital depreciation account to ensure timely replacement of all equipment and vehicles.
- Utilize private vendors as appropriate for specific fleet servicing needs.
- Plan and budget to transition fleet vehicles to zero-emission vehicles (ZEVs) to comply with state and federal regulations.

Five-Year Outlook

As the state and federal governments adopt more stringent pollution control regulations, especially as they relate to diesel-fueled on-road and off-road heavy equipment and zero-emission vehicles (ZEVs), the City is being tasked with repairing and maintaining emission control devices or replacing vehicles with new vehicles with compliant engines, planning for the installation of zero-emission fueling infrastructure, and planning for the purchase of ZEVs to transition to a zero-emission fleet. This means that vehicles are occasionally replaced earlier than normal, and there are higher replacement costs.

The California Air Resources Board adopted the Innovative Clean Transit (ICT) regulation in December 2018, requiring large transit agencies to begin purchasing zero-emission buses (ZEBs) as soon as 2023, with the goal of transitioning all transit buses in California to zero-emission technology by 2040. The City is considered a small transit agency and will be required to purchase only zero-emission transit vehicles after 2030. Additionally, the California Air Resources Board adopted the Advanced Clean Cars II regulation in 2022 and they are working toward the adoption of additional legislation, called Advanced Clean Fleet, which together require the City to transition the City fleet to ZEVs.

The Fleet Maintenance Section will continue participation in cooperative purchasing arrangements for fleet parts and services to save money and to improve efficiency. The City's current cooperative purchasing agreement with Sourcewell continues to provide the City with quality parts at significantly reduced prices.

In 2021-2022, sufficient funds were transferred from the General Fund to the Fleet Capital Fund to add the Police and Fire Departments back into the fleet renewal program beginning in fiscal year 2022-2023. This allows City staff to plan for the replacement of aging police and fire vehicles strategically and financially. Each department will also ultimately save money by not having to pay the increasing interest rates with lease-purchase financing.

	2021-2022	2022-2023	
	Actual	Revised Estimate	2023-2024 Budget

BUDGET DETAIL

Salaries - Regular	1,370,236	1,381,400	1,622,000
Overtime	14,467	16,200	15,000
Extra Help	13,265	40,000	0
Benefits	745,400	685,300	810,300
Vehicle Charges	54,530	64,800	70,400
Communications	949	1,000	2,000
Professional Services	98,060	100,800	170,000
Repairs & Maintenance	984,671	1,020,500	890,500
State Mandates	30,104	25,000	25,000
Office Supplies	1,919	2,200	1,500
Materials & Supplies	3,122	4,300	3,300
Supplies - Safety	19,589	15,000	15,000
Supplies - Shop	3,206,764	3,527,500	3,789,500
Travel & Meeting Expense	646	2,500	4,000
Training	14,055	12,500	12,500
Dues and Subscriptions	48	1,100	1,100
Admin & Overhead	1,167,900	1,181,000	1,225,400
Liability Insurance Program - ISF	2,000	0	0
Debt Service	69,006	64,000	44,000
Lease Purchases	791,329	813,000	584,000
Capital Outlays - Office Equip/Furn	0	1,100	1,100
Capital Outlay - Computers	0	5,000	5,000
Capital Outlays - Public Utilities	33,325	82,000	265,000
Capital Outlays - Vehicles	2,580,129	8,560,000	2,527,500
TOTAL FLEET MAINTENANCE	<u>11,201,514</u>	<u>17,606,200</u>	<u>12,084,100</u>

SOURCES OF FUNDING

State Grants	0	317,000	0
Fleet Maintenance Charges	11,193,968	16,900,000	12,084,100
Miscellaneous Income	7,546	389,200	0
TOTAL	<u>11,201,514</u>	<u>17,606,200</u>	<u>12,084,100</u>

DETAIL OF POSITIONS

Administrative Assistant	0.05	0.05	-
Assistant Mechanic/Service Worker	5.00	5.00	5.00
Assistant Public Utilities Director	0.15	0.15	0.15
Equipment Mechanic	6.00	7.00	7.00
Fleet Maintenance Leadworker	2.00	2.00	2.00
Fleet Maintenance Service Writer	1.00	1.00	1.00
Fleet Manager	1.00	1.00	1.00
Management Analyst	0.16	0.16	0.16
Parts Clerk	2.00	2.00	2.00
Parts Runner	-	1.00	1.00
Principal Office Assistant	1.00	1.00	1.00
Principal Utilities Engineer	-	0.10	0.10
TOTAL	<u>18.36</u>	<u>20.46</u>	<u>20.41</u>

2023-2024 Goals

- Provide a clean and healthy environment for the community to support economic development and quality of life by efficiently collecting municipal solid waste generated by City commercial and residential customers, and by routinely removing dirt and debris from all City streets, curbs, and gutters.
- Provide efficient, effective, and environmentally sound collection services to our customers.
- Collect, haul, and dispose of municipal solid waste in compliance with local, county, state, and federal regulations.
- Increase recycling and waste reduction.
- Maintain accurate records and monitor all outsourced service contracts.
- Provide resources, superior customer service, and operational efficiency, including increasing public awareness for proper disposal of waste and recycling and waste reduction programs.
- Ensure compliance with local, state, and federal laws.
- Provide financial assurance for landfill closure costs, post-closure care costs, and corrective action costs.

Objectives to Meet the Goals

- Provide recycling and organics services to residential and commercial customers. Encourage and educate customers about keeping our environment clean and preserving resources, along with compliance with state recycling and organics mandates.
- Provide collection of all residential and commercial/industrial municipal waste at competitive rates by continuing to evaluate and monitor the operational processes.
- Utilize on-board technology to meet or exceed industry standards for collection services.
- Sweep all residential streets twice per month and the Downtown Central Business District twice per week.
- Conduct leaf removal from City streets during fall months.
- Continue to conduct the Community Cleanup program twice annually for Clovis residential neighborhoods.
- Continue to utilize professional consultants and contractors to assist the City with compliance to county, state, and federal regulations.
- Implement and operate programs to comply with state regulations relating to the control of groundwater, surface water degradation, and landfill gas migration.
- Provide customer service representatives to meet with new commercial customers to discuss their individual needs to provide the most economical and logical service available.
- Maintain compliance with the landfill gas regulations.
- Meet financial test requirements established by the State of California, Title 27.

Five-Year Outlook

The current landfill cell in use was completed in the spring of 2013 and is anticipated to provide disposal capacity for the City until the year 2030. Implementation of new, effective techniques in operations have extended the timeline by a few years. Current projections of the five-year funding outlook indicate that all known operational and environmental compliance issues can be managed with an adjustment in rates at or below the current 4% annual increase approved by a Proposition 218 election in 2004 for collection rates and in 2021 for street sweeping rates, which are incorporated into the Clovis Municipal Code. Solid Waste operations will continue to require the services of professional consultants/vendors, as many facets of the solid waste industry require expertise and resources not available in-house. Private consultants or vendors will be utilized throughout the next five years to provide needed services. Methods to extend the life of the landfill will continue to be pursued. The City continues to comply with the State's waste diversion goals, including an outreach program to notify businesses of the State's mandatory commercial recycling and organics requirements. Solid Waste revenues have not declined significantly because of these new regulations, but it is possible that they could decline in the future as more businesses utilize recycling and organics services and subsequently reduce their refuse service. The sweeping operation is affected by current and pending federal storm water regulations and air quality regulations. Street cleaning is being viewed as a good management practice to reduce pollutants entering the air and storm water runoff. Street Sweeping operations are managed under a separate budget section for accountability and control.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	4,429,457	5,003,400	5,601,300
Overtime	426,486	481,000	488,500
Extra Help	74,172	103,000	149,000
Benefits	2,465,171	2,397,700	2,823,100
Vehicle Charges	4,870,198	5,212,500	5,642,800
Energy	20,943	20,000	26,000
Communications	6,955	11,300	12,500
Professional Services	5,046,184	5,987,400	5,857,500
Repairs & Maintenance	36,648	158,900	89,400
State Mandates	1,024,606	1,040,000	1,055,000
Building & Equipment Rental	0	10,000	50,000
Office Supplies	153,979	320,300	274,600
Travel & Meeting Expense	47,252	69,200	84,000
Dues & Subscriptions	14,098	13,100	18,500
Admin & Overhead	4,063,400	3,596,300	4,037,300
Capital Outlays - Public Utilities	867,052	1,125,900	1,070,300
Capital Outlays - Vehicles	420,397	357,800	245,200
Capital Improvements	61,218	434,500	100,000
TOTAL COMMUNITY SANITATION	<u><u>24,028,216</u></u>	<u><u>26,342,300</u></u>	<u><u>27,625,000</u></u>

SOURCES OF FUNDING			
User Fees	<u>24,028,216</u>	<u>26,342,300</u>	<u>27,625,000</u>
TOTAL	<u><u>24,028,216</u></u>	<u><u>26,342,300</u></u>	<u><u>27,625,000</u></u>

DETAIL OF POSITIONS			
Administrative Assistant	0.30	0.30	0.30
Assistant Public Utilities Director	1.05	1.05	1.05
Communications & Marketing Analyst	-	0.10	0.10
Disposal Leadworker	3.00	3.00	3.00
Engineer I/Engineer II/Civil Engineer	1.70	1.70	1.70
Engineering Inspector/Senior Eng Inspector	0.25	0.25	0.50
Engineering Tech/Senior Engineering Tech	-	0.20	0.20
Equipment Operator	2.00	2.00	2.00
Landfill Leadworker	1.00	1.00	1.00
Landfill Supervisor	1.00	1.00	1.00
Maintenance Worker/Senior Maint Worker	1.00	1.00	1.00
Management Analyst	0.65	0.65	0.65
Principal Office Assistant	2.05	1.05	1.05
Principal Utilities Engineer	-	0.30	0.30
Public Affairs & Information Manager	0.10	-	-
Public Utilities Director	0.50	0.50	0.50
Sanitation Operator/Senior San Operator	25.00	26.00	27.00
Solid Waste Manager	1.00	1.00	1.00
Staff Analyst	-	0.25	0.25
Street Sweeper Operator	6.00	6.00	6.00
Supervising Civil Engineer	0.35	0.35	0.35
Utility Worker	15.00	19.00	20.34
TOTAL	<u><u>61.95</u></u>	<u><u>66.70</u></u>	<u><u>69.29</u></u>

2023-2024 Goals

The goals of the Wastewater Section are to collect, treat, and dispose of all wastewater generated within the City and to ensure compliance with all appropriate local, state, and federal regulations.

Specifically, these goals include:

- Provide adequate maintenance of the City's sewer mains and lift stations, which allows for the efficient collection of wastewater.
- Provide for the treatment of wastewater generated within the City.

Objectives to Meet the Goals

- Operate, clean, and repair 432 miles of sanitary sewer mains and seven existing sewer lift/pump stations, including a new temporary lift station added in fiscal year 2021-2022.
- Record video of the City sewer mains to identify problems and to make recommendations for capital improvement projects.
- Provide accurate underground service alert marking of sewer facilities.
- Utilize up-to-date telemetry to monitor sewer lift station operations in the most efficient and economical manner.
- Upgrade outdated supervisory control and data acquisition (SCADA) software that is no longer supported and does not adhere to current industry security standards for industrial control systems (ICS). Modern SCADA will provide ease of use and advanced functionality for operators, developers, and system administrators.
- Operate the ST-WRF for the City's new growth areas through the City's design, build, and operation contractor (JACOBS, formerly CH2MHill).
- Monitor and report to the Regional Water Quality Control Board data from the discharges from the Water Reuse Facility to the recycled water use areas and the NPDES-permitted discharge points.
- Operate the sewer lift stations and the recycled water pump station and distribution system constructed to serve the new growth areas of the City.
- Work with consultants on the Wastewater System Master Plan and the Recycled Water Master Plan Updates to evaluate service delivery to future growth associated with the current General Plan.

Five-Year Outlook

The Fresno-Clovis Regional Wastewater Treatment Plant continues to upgrade and replace various components and facilities. The City of Clovis will continue to share in most of these costs. New growth areas that are outside the current service areas will ultimately be served by the Clovis Water Reuse Facility. This facility provides tertiary treated recycled water that is used in the City as an additional water source in lieu of potable water. The NPDES permit for the facility was adopted on April 4, 2019. It became effective on June 1, 2019, and is set to expire on May 31, 2024. Additional monitoring and studies will occur during this five-year permit term and will result in additional requirements in the next permit term. A 3% rate increase is included in the forecast period to keep up with rising operational, maintenance, and capital costs, and to maintain a sufficient fund balance for future bonding capacity. There remain sufficient funds in the bond charge fund balance collected in prior years to continue the full \$7.30 per month rebate to customers. The amount of the rebate is evaluated each year and the bond charge may be needed depending on the number of development units and the corresponding revenue.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	1,094,234	1,314,700	1,480,700
Overtime	22,333	19,300	19,300
Extra Help	0	5,000	3,700
Benefits	558,593	586,000	679,600
Vehicle Charges	285,441	307,900	332,300
Energy	1,272,708	1,500,000	1,875,000
Communications	1,940	2,500	2,500
Professional Services	5,786,167	6,569,000	6,726,200
Repairs & Maintenance	73,778	202,600	402,600
Office Supplies	0	4,000	5,500
Materials & Supplies	97,500	237,500	332,500
Travel & Meeting Expense	11,655	17,700	24,200
Dues and Subscriptions	3,012	5,000	5,000
Admin & Overhead	3,191,100	2,794,700	3,000,300
Debt Service	1,238,036	1,239,700	1,239,000
Capital Outlays - Office Equip/Furn	123	2,500	2,500
Capital Outlays - Public Utilities	47,826	309,500	218,500
Capital Impr - Sewer	526,505	2,900,000	3,150,000
TOTAL SEWER	14,210,951	18,017,600	19,499,400

SOURCES OF FUNDING

User Fees	14,210,951	18,017,600	19,499,400
TOTAL	14,210,951	18,017,600	19,499,400

DETAIL OF POSITIONS

Administrative Assistant	0.20	0.20	0.25
Assistant Public Utilities Director	0.60	0.60	0.60
Communications & Marketing Analyst	-	0.10	0.10
Engineer I/Engineer II/Civil Engineer	1.50	1.60	1.60
Engineering Inspector/Senior Eng Inspector	0.25	0.25	0.50
Engineering Tech/Senior Engineering Tech	0.25	0.65	0.65
Maintenance Leadworker	1.00	1.00	1.00
Maintenance Worker/Senior Maint Worker	6.00	7.00	7.00
Management Analyst	0.28	0.28	0.28
Principal Office Assistant	0.35	0.50	0.50
Principal Utilities Engineer	-	0.20	0.20
Public Affairs & Information Manager	0.10	-	-
Public Utilities Director	0.20	0.20	0.20
Staff Analyst	-	0.25	0.25
Supervising Civil Engineer	0.25	0.25	0.25
Utility Manager	0.50	0.50	0.50
Utility Worker	2.00	2.00	2.33
TOTAL	13.48	15.58	16.21

2023-2024 Goals

The goal of Community Facilities District No. 2020-1 (Dry Creek Preserve Sewer Facilities and Services) is to collect the appropriate funds to finance all costs associated with the maintenance and operation of certain temporary public sewer facilities and the eventual replacement of those temporary facilities with permanent public sewer facilities. This includes maintenance of a temporary lift station, administration of the CFD, accumulation of funds for future permanent master planned wastewater facilities, and accumulation of funds for decommissioning of temporary facilities.

Specific goals include:

- Provide quality, cost-effective maintenance services for temporary sewer facilities.
- Manage the CFD tax assessment and budget to ensure that charges are adequate to provide the required level of service along with adequate replacement reserves, while at the same time, ensuring that excessive funds are not collected.

Objectives to Meet the Goals

- Operate, clean, and repair temporary facilities to the same level of service as permanent facilities.
- Apply cost accounting measures that accurately identify costs, facilitate full cost recovery, and identify inefficiencies.
- Manage reserves such that they are adequate to provide for replacement of temporary facilities as required.

Five-Year Outlook

The formation of CFD 2020-01 was adopted via Council resolution in 2020, authorizing the levy of a special tax each fiscal year on property within the CFD. The special tax is to be levied through Fiscal Year 2119-2120 for authorized facilities or until all authorized facilities have been constructed or acquired, whichever occurs first.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Professional Services	5,700	5,700	5,700
Repairs & Maintenance	<u>0</u>	<u>0</u>	<u>27,000</u>
TOTAL COMMUNITY FACILITIES DIST 2020-1	<u>5,700</u>	<u>5,700</u>	<u>32,700</u>
SOURCES OF FUNDING			
Tax Assessments	<u>5,700</u>	<u>5,700</u>	<u>32,700</u>
TOTAL	<u>5,700</u>	<u>5,700</u>	<u>32,700</u>

2023-2024 Goals

The goal of the Water Section is to deliver pure and safe drinking water meeting or exceeding state and federal standards. Specifically, these goals include:

- Produce and efficiently deliver enough water to serve our customers and ensure that the water delivered meets or exceeds all state and federal standards.
- Provide high-level customer satisfaction regarding complaint response and meter reading.
- Maintain a level of system pressure for adequate fire flow and meeting peak customer demands.
- Preserve and manage our groundwater supplies to meet the future needs of our customers.
- Implement appropriate demand reduction methods to both preserve our supplies and to minimize costs for our customers.
- Increase production at the Surface Water Treatment Plant (SWTP).
- Increase groundwater recharge at the Marion Basins.

Objectives to Meet the Goals

- Continue to monitor production wells and the distribution system for constituents as required by state and federal regulations.
- Utilize up-to-date telemetry to monitor demands and program well operations in the most efficient and economical manner.
- Upgrade outdated supervisory control and data acquisition (SCADA) software that is no longer supported and does not adhere to current industry security standards for industrial control systems (ICS). Modern SCADA will provide ease of use and advanced functionality for operators, developers, and system administrators.
- Install and maintain meters that are compatible with Advanced Metering Infrastructure (AMI).
- Maintain and rehabilitate wells to provide a stable water supply, maintain and update the SWTP, and protect the quality of the water provided to our customers by aggressively implementing the backflow prevention program.
- Increase utilization of surface water and the SWTP to decrease reliance on groundwater.
- Continue to expand radio read meters in the system.
- Provide treatment facilities for wells which do not meet state standards; expand delivery of recycled water from the ST-WRF to select customers for irrigation in lieu of potable water.
- Maximize use of the City's dedicated recharge facility to preserve the groundwater aquifer.
- Encourage water conservation through various programs and rate structures.
- Work with consultants on the Water System Master Plan Update to evaluate service delivery to future growth associated with the current General Plan.
- Work with other agencies in the Kings Basin as a member of the North Kings Groundwater Sustainability Agency (NKGSA) to implement the Sustainable Groundwater Management Act (SGMA).

Five-Year Outlook

New state and federal regulations continue to be reviewed and adopted. This makes it increasingly challenging and costly to furnish water that meets or exceeds quality standards established by the Safe Drinking Water Act. Monitoring for Per- and Polyfluoroalkyl Substances (PFAS) began in 2019 and is continuing. 1,2,3 TCP monitoring began in 2018 and is continuing. The results of this monitoring (and previous monitoring) will likely result in additional water quality standards that the City's sources may not meet without additional treatment, such as granular activated carbon (GAC). Due to the 2014-2015 drought conditions and court decisions related to water rates around that same time, revised rates were adopted in the 2015-2016 fiscal budget year. The rate schedules include a normal schedule and a schedule that may be utilized when drought or mandated reductions in water sales are required. These rate structures will allow the enterprise fund to better weather reduced demand conditions. The City is a member of the NKGSA and is working cooperatively with the agency in order to implement the Sustainable Groundwater Management Act (SGMA) passed in 2014. These imposed regulations have increased costs to the City through the purchase of additional surface water supplies and intentional recharge to meet the sustainability requirements developed in the Groundwater Sustainability Plan (GSP), which was adopted by the NKGSA Board and submitted to the State in 2020. The five-year forecast shows a projected 3% increase in rates annually.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
BUDGET DETAIL			
Salaries - Regular	3,189,324	3,662,500	4,069,600
Overtime	131,527	147,100	147,600
Extra Help	0	18,700	4,500
Benefits	1,652,930	1,692,900	1,952,200
Vehicle Charges	612,631	630,300	719,300
Energy	3,808,193	3,500,000	4,375,000
Communications	13,655	18,000	18,000
Professional Services	1,438,356	1,974,600	2,237,600
Repairs & Maintenance	1,809,199	1,018,500	1,133,500
Office Supplies	960,886	1,531,500	1,749,500
Travel & Meeting Expense	42,012	64,300	72,200
Admin & Overhead	3,768,348	3,370,400	3,848,300
Liability Insurance - ISF	167	850,000	0
Capital Outlays - Office Equip/Furn	216	5,000	5,000
Capital Outlays - Public Utilities	777,245	2,003,500	3,238,500
Capital Outlays - Vehicles	71,714	762,000	420,000
Capital Improvements	62,291	2,551,900	150,000
TOTAL WATER	<u>18,338,694</u>	<u>23,801,200</u>	<u>24,140,800</u>

SOURCES OF FUNDING

User Fees	<u>18,338,694</u>	<u>23,801,200</u>	<u>24,140,800</u>
TOTAL	<u>18,338,694</u>	<u>23,801,200</u>	<u>24,140,800</u>

DETAIL OF POSITIONS

Administrative Assistant	0.35	0.35	0.25
Assistant Public Utilities Director	0.70	0.70	0.70
Assistant Water Systems Technician	4.00	4.00	4.00
Communications & Marketing Analyst	-	0.10	0.10
Electrician	1.00	1.00	1.00
Engineer I/Engineer II/Civil Engineer	2.45	2.35	2.35
Engineering Inspector/Senior Eng Inspector	0.25	0.25	0.50
Engineering Tech/Senior Engineering Tech	0.75	1.15	1.15
Maintenance Leadworker	3.00	3.00	3.00
Maintenance Worker/Senior Maint Worker	12.60	13.60	13.60
Management Analyst	0.59	0.59	0.59
Meter Reader	4.00	4.00	4.00
Principal Office Assistant	1.25	1.40	1.40
Principal Utilities Engineer	-	0.35	0.35
Public Affairs & Information Manager	0.10	-	-
Public Utilities Director	0.30	0.30	0.30
Staff Analyst	-	0.25	0.25
Supervising Civil Engineer	0.35	0.35	0.35
Utility Manager	0.50	0.50	0.50
Utility Worker	5.00	5.00	6.33
Water Production Manager	1.00	1.00	1.00
Water System Supervisor	1.00	1.00	1.00
Water System Technician	1.00	1.00	1.00
Water Treatment Plant Operator	3.00	3.00	3.00
TOTAL	<u>43.19</u>	<u>45.24</u>	<u>46.72</u>

CLOVIS SUCCESSOR AGENCIES TRUST FUND SUMMARY

The purpose of the Clovis Successor Agencies is to wind down the activities of the former Redevelopment Agency. The Successor Agencies' activities are reported as a trust fund and are therefore not included in the City of Clovis' budget. These schedules are presented for informational purposes.

In April 2008 the former Clovis Community Development Agency issued tax allocation bonds in the amount of \$19,100,000 at interest rates varying from 3.25% to 4.75%. The proceeds are being utilized to aid in the financing of the former Clovis Community Development Agency's projects and were used for the refunding of \$7,170,000 aggregate principal amount of the Agency's outstanding 1996 tax allocation bonds. Due to the elimination of redevelopment, the City is acting as the Successor Agency. The City has completed the necessary requirements, and applied to the State Department of Finance for the "finding of completion". Upon award of the finding of completion from the Department of Finance, the remaining bond proceeds will be used for the original intended purposes. The last debt service payment is scheduled for the fiscal year 2037/38. Included in the 2023/24 budget is \$915,000 for principal and \$422,000 for interest.

The following is a schedule of debt service payments for the 2008 Tax Allocation Bonds:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
23/24	915,000	422,000	1,337,000
24/25	960,000	379,181	1,339,181
25/26	995,000	333,972	1,328,972
26/27	1,050,000	286,681	1,336,681
27/28	1,095,000	237,078	1,332,078
28/29	1,150,000	185,163	1,335,163
29/30	1,205,000	130,703	1,335,703
30/31	230,000	97,375	327,375
31/32	240,000	86,213	326,213
32/33	250,000	74,575	324,575
33/34	265,000	62,344	327,344
34/35	275,000	49,519	324,519
35/36	290,000	36,100	326,100
36/37	300,000	22,088	322,088
37/38	315,000	7,481	322,481
Total	<u><u>\$9,535,000</u></u>	<u><u>\$2,410,473</u></u>	<u><u>\$11,945,473</u></u>

CLOVIS SUCCESSOR AGENCIES TRUST FUND SUMMARY

Per AB 1X26, the City of Clovis became the Successor Agency for the purpose of winding down the activities of the former Redevelopment Agency. The operational activities are limited to administering the housing and urban development loans, a tax sharing agreement with Sierra Vista Mall, and the administrative costs associated with the oversight of the elimination of the former Redevelopment Agency.

	2021-2022 Actual	2022-2023 Revised Estimate	2023-2024 Budget
ADDITIONS			
Redevelopment Property Tax Trust Fund	<u>1,367,802</u>	<u>1,367,000</u>	<u>1,362,000</u>
TOTAL SUCCESSOR AGENCIES	<u><u>1,367,802</u></u>	<u><u>1,367,000</u></u>	<u><u>1,362,000</u></u>
DEDUCTIONS			
Professional Services	20,000	20,000	20,000
Debt Service	<u>1,347,802</u>	<u>1,347,000</u>	<u>1,342,000</u>
TOTAL SUCCESSOR AGENCIES	<u><u>1,367,802</u></u>	<u><u>1,367,000</u></u>	<u><u>1,362,000</u></u>

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COMMUNITY *INVESTMENT PROGRAM*

The Community Investment Program is presented for each of the community investment funds. Each proposed project for the current budget year is listed.



COMMUNITY INVESTMENT PROGRAM BUDGET SUMMARY

The 2023 - 2024 Community Investment Program represents a major portion of the total recommended budget and is devoted to improvements to the physical infrastructure that supports and sustains continued community development.

Some of the more noteworthy proposed projects in the 2023 - 2024 Community Investment Program are:

- Ongoing American with Disabilities Act (ADA) improvements throughout the City of Clovis.
- Design and construction of asphalt overlays and roadway rehabilitation for arterial, collector and local neighborhood streets.
- Continue securing water for current climate conditions and future development in accordance with the General Plan.
- Continued assistance in the repair and rehabilitation of affordable housing.

The projects included in the proposed 2023 - 2024 budget are summarized on the following pages. The prior and future year expenditures are shown only for those specific projects that are phased over multiple years. Prior and future year expenditures for nonspecific, recurring projects, such as miscellaneous extensions and preventative maintenance are not typically shown. The projects included in the 2023 - 2024 budget may increase or decrease the burden to the current operating budgets depending on the project. Each section summary includes an explanation of the impact to the operating budget. The Five-Year Community Investment Program follows the budget summary.

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
GENERAL GOVERNMENT FACILITIES**

The capital projects for the General Government Services Facilities Program are comprised of acquisition and development of new facilities, improvements to existing facilities, and maintenance of existing improvements required by City departments to enable them to adequately carry out their mission.

The major projects proposed for 2023 - 2024 are:

- Upgrades and repairs to Fire Station Facilities.

The proposed government facilities projects should reduce or have a minimal effect on the cost of general services and other departmental operations.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
GENERAL GOVERNMENT FACILITIES

<u>General Government Facilities:</u>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Section 90000</i>			
<i>Public Safety Services</i>			
Fire Station 3 - Gym	15,000	83,000	70,000
<i>Debt Services</i>			
Interfund Loan Interest	<u>30,000</u>	<u>125,000</u>	<u>560,000</u>
TOTAL	<u>45,000</u>	<u>208,000</u>	<u>630,000</u>

Budget Year Revenues:

General Fund	83,000
Development Impact Fees	<u>125,000</u>
TOTAL	<u>208,000</u>

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
SEWER CAPITAL PROJECTS – ENTERPRISE AND DEVELOPER**

The Sewer Capital Projects - Enterprise budget includes projects that will repair and/or replace existing sanitary sewer mains that are severely deteriorated or are not adequately sized for the flows now being experienced. These sewer mains present continual maintenance problems.

The Sewer Capital Projects - Developer budget includes the debt service payments for the 2013 Wastewater Revenue Bond, the 2015 Wastewater Revenue Bond, and the 2017 Sewer Revenue Bond which is the previous 2007 Sewer Revenue Bond for the Sewage Treatment and Water Reuse Facility (ST-WRF) and related components that has been refinanced. Also included in this budget are improvements associated with the Recycled Water System and construction of sewer projects driven by new development.

The sewer capital projects planned for 2023 - 2024 include:

- Design and reconstruction of sanitary sewer mains in various streets.
- Design of wastewater master plan diversions.
- Work on the Sewer and Recycled Water Master Plans.

The sewer main improvement projects for 2023 - 2024 are intended to repair the existing mains that have the highest maintenance or service call frequency. It is expected that repairing these mains will result in a reduction in the time spent by City maintenance personnel, thereby reducing the maintenance cost to the sewer enterprise operation.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
SEWER PROJECTS

<u>Sewer Capital Project - Enterprise:</u>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Section 91000</i>			
<i>Sewer Facility Improvements</i>	30,000	560,000	0
Subtotal	<u>30,000</u>	<u>560,000</u>	<u>0</u>
 <u>Sewer Capital Projects - Developer:</u>			
<i>Section 92000</i>			
<i>Extensions</i>			
Miscellaneous Extensions	50,000	50,000	200,000
<i>Master Planning</i>			
Wastewater Master Plan	500,000	405,000	2,203,000
<i>Sewer System Improvements</i>			
Pump Stations	378,000	385,000	0
<i>Debt Services</i>			
Bond Handling Charges	64,000	64,000	15,019,000
Interfund Loan Interest	149,000	242,000	1,010,000
2013 Wastewater Revenue Bond	1,019,000	1,018,000	8,165,000
2015 Wastewater Revenue Bond	1,046,000	1,046,000	26,393,000
2017 Wastewater Revenue Bond	3,836,000	3,837,000	59,628,000
Subtotal	<u>7,042,000</u>	<u>7,047,000</u>	<u>112,618,000</u>
 TOTAL	 <u>7,072,000</u>	 <u>7,607,000</u>	 <u>112,618,000</u>

Budget Year Revenues:

Sewer Enterprise	560,000
Major Sewer Fees	7,037,000
Sewer Connections	<u>10,000</u>
 TOTAL	 <u>7,607,000</u>

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
PARK IMPROVEMENTS**

The Park program consists of master planning, design and construction of park improvements. Community park improvements are funded by development fees and state grants when available. Neighborhood parks are installed by development. Park development fees are paid by all new developments constructed within the City of Clovis.

Major projects planned for 2023 - 2024 include:

- Acquire property for the development of future parks and trails designated in the General Plan.
- Continued development of and/or updating Master Plans for City Parks.
- Continued preliminary Master Planning for a Regional park in the Northeast.

Maintenance of acquired land for future parks and the construction of a newly paved trail will have a minimal effect initially on the annual operational costs to Parks and the General Fund account. Upon the build out of these facilities, funding should be increased to meet the additional burden placed on the maintenance and operations budget. The proposed 2023 - 2024 Parks maintenance and operational budget is balanced to meet the level of service expected by the Community.

This year's budgeted projects will continue to make major contributions to the development of park facilities throughout the City.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
PARK IMPROVEMENT PROJECTS

<u>Park Improvements:</u> <i>Section 93000</i>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Park Improvements</i>			
Park Property Acquisition	0	1,000,000	4,000,000
Miscellaneous Park Improvements	617,000	120,000	400,000
Recharge Basin Park	0	100,000	5,000,000
Trail System Survey	<u>20,000</u>	<u>20,000</u>	<u>80,000</u>
 TOTAL	 <u><u>637,000</u></u>	 <u><u>1,240,000</u></u>	 <u><u>9,480,000</u></u>

Budget Year Revenues:

Measure "C" Funding	414,000
Park Fees	<u>826,000</u>
 TOTAL	 <u><u>1,240,000</u></u>

2023 - 2024 COMMUNITY INVESTMENT PROGRAM STREET IMPROVEMENTS

Street Improvement Projects are funded by state and federal gas taxes, state and local sales taxes, major street development fees, Community Development Block Grants, and reimbursements from other agencies for work completed in their jurisdictions. Funding for street projects is also provided by federal transportation grants.

Traffic signal installations are partially determined by a traffic signal priority list. The highest priority projects are based on traffic volumes, accidents, pedestrian numbers, vehicle speeds, and congestion.

Not all of the street programs that are ranked high on a priority list are placed in the current year budget. Many of these facilities are tied to funding sources or to other programs that are required to occur prior to, or concurrently with, the needed street improvement (such as underground improvement installation, new development and right of way purchase constraints).

Project priorities and street locations were determined using the Pavement Management System (PMS). Arterial, collector and local street reaches throughout the City were given a Pavement Condition Index (PCI) rating. The PMS was then used to develop a long term maintenance solution using the designated PCI values. Technical and Management teams evaluated the PMS recommendations to validate project necessity. Many of the recommended projects were shifted to later years due to funding constraints in the street improvement account.

Major projects planned for 2023 - 2024 include:

- Improvements of City owned public right of way for compliancy with the American with Disabilities Act (ADA).
- Sealing and rejuvenation programs of the various street surfaces to increase longevity and reduce deterioration.
- Continued installation of pedestrian and bicycle improvements at various locations.
- Design and construction of traffic signal improvements at various intersections.
- Design of signal interconnect and adaptive signalization for major street corridors.
- Reconstruction and street widening of various streets to improve safety and traffic flow. These streets have been identified as part of the City's Pavement Management System.

This budget provides for an aggressive schedule of street repair, overlay and reconstruction. Street overlay projects as identified in this year's budget and five-year plan have provisional estimated costs for construction. Some of the projects may not be of acceptable condition for overlaying and may be considered for street reconstruction. Estimated funding for these projects will be re-evaluated as street reconstruction is more costly than a street overlay. This may have an impact on the delivery of projects that have been identified in the Community Investment Program for street improvements.

Staff continues to investigate alternative construction methods for street rehabilitation to reduce project expenditures. The alternative construction methods will be administered through pilot projects in which a rigorous inspection program will be used to evaluate project success. The success factors include projects costs, pavement condition, pavement resilience and pavement longevity.

With the reconstruction of some of the proposed streets, new paved lanes may be added to the street maintenance inventory. However, those same projects will be designed with a minimum twenty-year life expectancy and may involve reconstructing older, lower standard streets. Overall, the impact on the street maintenance fund is expected to be nominally reduced.

SUMMARY

2023 - 2024 COMMUNITY INVESTMENT PROGRAM

STREET IMPROVEMENT PROJECTS

<u>Street Improvements:</u>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Section 95000</i>			
<i>Reimbursement</i>			
Miscellaneous Street Widening	580,000	250,000	1,000,000
<i>Preventative Maintenance</i>			
Slurry & Crack Seals	1,610,000	730,000	5,575,000
<i>Bridge and Stream Crossings</i>			
Leonard/Enterprise Canal Bridge	200,000	1,800,000	10,220,000
<i>Pedestrian Facilities</i>			
Bicycle, Pedestrian and Handicap Facilities	571,600	325,000	4,577,000
ADA Survey and Projects	160,000	240,000	4,362,000
<i>Traffic Signal/Intersection Improvements</i>			
Adaptive Signalization	0	185,000	1,813,000
DeWolf/Owens Mountain Roundabout	175,000	2,400,000	0
<i>Reconstruction, Overlay and Widening Projects</i>			
Miscellaneous Repairs & Alleys	1,204,000	350,000	1,120,000
Armstrong Avenue Improvements	990,000	1,165,000	3,825,000
Barstow Avenue Improvements	1,252,000	200,000	4,045,000
Bullard Avenue Improvements	983,000	60,000	3,405,000
Clovis Avenue Improvements	15,100	950,000	285,000
Herndon Avenue Improvements	6,335,000	45,000	5,641,000
Minnewawa Avenue Improvements	1,200,000	2,680,000	1,827,000
Nees Avenue Improvements	0	70,000	5,275,000
Shaw Avenue Improvements	8,800,000	10,180,000	3,275,000
Sierra Avenue Improvements	35,000	1,060,000	19,010,000
Sunnyside Avenue Improvements	3,025,000	110,000	8,015,000
Temperance Avenue Improvements	35,000	50,000	4,310,000
Willow Avenue Improvements	35,000	190,000	2,655,000
Local Streets and ADA Ramps	2,449,000	1,825,000	7,500,000
TOTAL	29,654,700	24,865,000	97,735,000

<u>Budget Year Revenues:</u>	
Gas Tax Funding including SB1	4,032,000
Developer Funding	279,000
Measure "C" Funding	12,116,000
Federal/State/Other Agency Grants	5,320,000
Street Improvement Fund Balance	3,118,000
TOTAL	24,865,000

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
WATER CAPITAL PROJECTS – ENTERPRISE AND DEVELOPER**

The proposed Water Capital Projects budget for 2023 - 2024 contains projects that will improve the water distribution system. Projects are also scheduled to improve water quality by the addition of treatment facilities at existing wells and increase the reliability of the water supply by the addition of auxiliary power generators.

The Water Capital Projects - Developer budget includes the debt service payments for the Water Revenue Bond. Projects include installation of well facilities, well site development and surface water treatment plant enhancements. Also included is reimbursement for developer constructed projects serving new areas of the community.

Major projects planned for 2023 - 2024 include:

- Investment for Water Development.
- Construction of new water mains, install/replace water services, and make new connections to improve the City's water distribution system at various locations throughout the City.
- Construction and improvements at various well sites.
- Continued examination and development for new well sites throughout the City of Clovis.
- Design for an additional storage tank at the Surface Water Treatment Plant.
- Construction of granular activated carbon treatment facilities for removal of 1,2,3-Trichloropropane (TCP) from groundwater wells.

The projects included in the proposed budget are necessary in order to maintain adequate service, accommodate continued growth, and comply with state and federal regulations. These projects further enhance the overall supply and distribution system.

The new facilities proposed in the 2023 - 2024 programs are anticipated to impact the water enterprise operation budget. The impacts consist of the increased load on human resources, energy costs, and material costs, which are anticipated to be approximately \$50,000 in the first year of operation.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
WATER PROJECTS

<u>Water Capital Projects - Enterprise Fund:</u>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Section 96000</i>			
<i>Water Mains</i>			
Various Water Main Replacement	29,000	25,000	515,000
<i>Well Site Improvements</i>			
Well Replacements	750,000	755,000	143,000
Well Upgrades	205,000	1,000,000	2,340,000
Subtotal	<u>984,000</u>	<u>1,780,000</u>	<u>2,998,000</u>
 <u>Water Capital Projects - Developer:</u>			
<i>Section 97000</i>			
<i>Extensions</i>			
Miscellaneous Extensions	50,000	50,000	200,000
<i>Master Planning</i>			
Water Conveyance System	25,000	200,000	100,000
<i>Water Storage Facilities</i>			
Water Revenue Bond - Debt Service	3,044,000	3,051,000	12,079,000
Water Storage Reservoir #10	1,800,000	1,500,000	27,000,000
<i>Water Well Improvements</i>			
Various Well Site Development	220,000	445,000	625,000
Subtotal	<u>5,139,000</u>	<u>5,246,000</u>	<u>40,004,000</u>
TOTAL	<u><u>6,123,000</u></u>	<u><u>7,026,000</u></u>	<u><u>43,002,000</u></u>

Budget Year Revenues:

Water Enterprise	1,780,000
Water Major Facilities	5,236,000
Water Connections	<u>10,000</u>
TOTAL	<u><u>7,026,000</u></u>

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
COMMUNITY SANITATION**

The capital projects for the Community Sanitation Program consist of improvements to the existing landfill site as mandated by state law, and expansion of the landfill.

The projects proposed for 2023 - 2024 are:

- Improvements to the landfill flare onsite to meet new requirements by San Joaquin Valley Air Pollution Control District.

The new projects proposed in the 2023 - 2024 programs are not anticipated to impact the Community Sanitation operation budget.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
COMMUNITY SANITATION PROJECTS

<u>Community Sanitation Improvements:</u> <i>Section 99500</i>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
<i>Community Sanitation Improvements</i>	<u>2,575,000</u>	<u>1,000,000</u>	<u>17,755,000</u>
TOTAL	<u>2,575,000</u>	<u>1,000,000</u>	<u>17,755,000</u>

Budget Year Revenues:

Community Sanitation Enterprise Fund	<u>1,000,000</u>
TOTAL	<u>1,000,000</u>

**2023 - 2024 COMMUNITY INVESTMENT PROGRAM
HOUSING AND COMMUNITY DEVELOPMENT**

The Housing and Community Development budget consists of projects related to self-help and Low-to-Moderate income home building.

Major expenses for 2023 - 2024 include:

- Assistance in the repair and rehabilitation of affordable housing.
- Assist Low-to-Moderate income families with their first home purchase.

The Agency continues to focus resources on owner-occupied single-family housing projects for housing rehabilitation and new construction through the Low and Moderate Income Housing Program. These projects will have no operational cost impacts.

SUMMARY
2023 - 2024 COMMUNITY INVESTMENT PROGRAM
HOUSING & COMMUNITY DEVELOPMENT

<u>Housing and Community Development:</u> <i>Section 42750/49210</i>	<u>PRIOR YEARS</u>	<u>BUDGET YEAR</u>	<u>FUTURE YEARS</u>
Home Repair Loans	539,800	4,094,000	320,000
Home Improvement Grants	71,600	283,000	600,000
First Time Homebuyer Loans	300,000	1,150,000	400,000
Affordable Housing Project	<u>300,000</u>	<u>1,533,000</u>	<u>600,000</u>
 TOTAL	 <u><u>1,211,400</u></u>	 <u><u>7,060,000</u></u>	 <u><u>1,920,000</u></u>

Budget Year Revenues

Federal/State/Other Agency Grants	7,010,000
Housing Successor Agency Fund Balance	<u>50,000</u>
 TOTAL	 <u><u>7,060,000</u></u>

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FIVE-YEAR COMMUNITY INVESTMENT PROGRAM

The Five-Year Community Investment Program is presented for each of the community investment funds. The projects are listed for the current year, for the next four years, and beyond. Information is presented for acquisition of land or right-of-way (a), engineering or architectural design (d), construction (c), and development fees (f).



FIVE-YEAR COMMUNITY INVESTMENT PROGRAM

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FIVE-YEAR COMMUNITY INVESTMENT PROGRAM

The Five-Year Community Investment Program represents an effort to identify major capital needs and schedule projects consistent with community priorities and available funding. The Capital Program will continue to provide major investments into the community within the identified funding. Most of the funding for these projects will come from grants, development fees and tax revenues. The implementation of the parks and open space master plan is contingent on obtaining new funding sources.

Major projects include:

- Design, construction and replacement of water mains and wells to serve the current capacity and new development.
- Site acquisition in the Southeast and Northwest areas for future City parks.
- Continuing design, construction and maintenance of the trail system within the Clovis area.
- Assisting the Community in the development, repair and rehabilitation of affordable housing.
- Continued improvement to the City's infrastructure including street reconstruction and sewer and water collection/distribution facilities.
- Design and construction of various traffic signals throughout the City.
- Construction of bike lanes on various streets throughout the City.

Implementation of the Five-Year Community Investment Program will require new sources of financing. Several important projects are identified in the Government Facilities, Streets and Water Programs for which there is no assured funding. Without increased participation by local, state and federal governments and agencies, accomplishment of these projects will be delayed.

A summary of revenue and expenditures for the Five-Year Program is presented on the facing page, followed by individual project sheets with greater detail on scope and financing.

**SUMMARY OF
FIVE-YEAR COMMUNITY INVESTMENT PROGRAM**

<u>Projects</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028 or Later</u>
General Services	208,000	3,875,000	5,220,000	735,000	32,208,000
Sewer	7,607,000	11,360,000	8,454,000	8,509,000	168,125,000
Parks	1,240,000	3,080,000	1,815,000	1,260,000	38,100,000
Streets	24,865,000	16,060,000	13,782,000	11,716,000	23,213,000
Water	7,026,000	19,276,000	29,371,000	7,378,000	254,435,000
Community Sanitation	1,000,000	0	75,000	300,000	17,380,000
Housing and Community Development	7,060,000	480,000	480,000	480,000	480,000
TOTAL	49,006,000	54,131,000	59,197,000	30,378,000	533,941,000

Sources of Funding

Fund Balance	7,394,000	8,405,000	2,927,000	75,000	32,197,000
Revenue from Agencies	28,898,000	16,976,000	15,140,000	13,192,000	24,611,000
Developer Capital Fees	10,404,000	20,378,000	19,221,000	13,210,000	24,235,000
Enterprise Revenues	2,310,000	2,508,000	1,325,000	2,808,000	3,498,000
Long-Term Financing	0	0	0	0	0
Property Sale Proceeds	0	0	0	0	0
*Unfunded	0	5,864,000	20,584,000	1,093,000	449,400,000
TOTAL	49,006,000	54,131,000	59,197,000	30,378,000	533,941,000

*Unfunded projects in future years will require adjustments in rates and changes, or savings in prior year projects.

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>PUBLIC SAFETY SERVICES</u>							
71057	Facilities Administration Master Plan					80,000	d Master plan for relocation of Fire Administration headquarters. (General Fund)
71440	Fire Station 7 Northwest Area			600,000	a	1,100,000 9,000,000 150,000	d Design and construction of a new fire station in the northwest area, adjacent to a major street. c f (Development Fees)
	Fire Station 3						
71063	Temp Workout Gym	6,000	d				Construct an additional building on site for use as a workout room. (General Fund)
	Remodel	77,000	c			500,000 3,500,000	d Remodel Fire Station 3 based on needs by c future assessment. (General Fund)
	Fire / Police Training Site						
	Onsite Roads			25,000	d		Construct 30' wide x 150' long street east of training center. (General Fund)
				75,000	c		
	Gate on North End					15,000 40,000	d Install automatic rolling gate to access c easement on the north property line. (General Fund)

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
Police/Fire Headquarters							
71456	Gym Patio Cover					20,000 d 115,000 c	Install permanent cover over the outdoor area next to the gym to expand the exercise area. Approximately 30'x100'. (General Fund)
	Property Room Expansion					200,000 d 1,500,000 c	Expand the current storage space within current building for property and evidence. (General Fund)
Police Substation							
	Loma Vista Location		200,000 a 500,000 d		3,500,000 c		Building north of Fire Station 6 that would house an alternate dispatch site, community room, and briefing room. (Development Fees)
	Heritage Grove Location					450,000 a 350,000 d 2,500,000 c	Building near Fire Station 7 that would house an alternate dispatch site, community room, and briefing room. (Development Fees)
71380 Shooting Range							
	Locate Site					10,000 d 250,000 a	Conduct a feasibility study for a shooting range and acquire land. (General Fund)
	Site Development					175,000 d 1,150,000 c 2,900,000 c	Develop site for shooting range. Phase I: Pistol range, Phase II: Civil improvements, shotgun and rifle ranges. (General Fund)
	Phase I						
	Phase II						
Animal Services							
	Replace 908 Villa Facility		450,000 d			5,000,000 c	Expand Miss Winkles to replace current facility at 908 Villa to meet the increased needs of animal control. (General Fund)

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Downtown Special Event						
71341	Street Bollards Phase II				40,000 d 400,000 c		Install removable bollards at downtown intersections for public safety during downtown events. Phase II: Pollasky from Fifth to Ninth. (Contingent on Grant Funding)
	<u>PUBLIC SERVICES AND UTILITIES</u>						
71359	Civic Center Expansion Acquire State Facility		450,000 a				Acquisition of State courthouse for office expansion and demolition of the building. (General Fund)
71361	Civic Center Plaza Landscape/Irrigation Replacement			250,000 c			Develop master plan, design and install replacement irrigation and landscaping for the Civic Center including the Courthouse, Senior Center, PDS, City Hall and Library. (General Fund)
71362	Light Bollard Replacement			150,000 c			Remove/replace all existing pedestrian light bollards with higher density & efficiency for night security. (General Fund)
71392	Hardscape Replacement			50,000 d 550,000 c			Address ADA compliancy standards, usefulness and flow of the hardscape on the Civic Center campus. (General Fund)
71363	Tree Planter Rehabilitation Parking Lot					5,000 d 70,000 c	Rehabilitate parking lot tree planters between the library and Information Technology building. (General Fund)

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Corporation Yard						
	Parking Improvement					1,300,000 a	Improvements to Public Utilities parking facilities.
						150,000 d	(Sewer, Water, and Refuse Fund)
71417	Yard lighting, Safety and Security			70,000 c			Improve the lighting for the transit bus area for safety and security purposes. (Proposition 1B funded)
71397	ADA Master Planning		20,000			20,000	Continue ADA Master Plan compliance and upgrades. (General Fund)
	Landscape Improvements						
	Willow - Shaw to Ashlan & Ashlan - Willow to Winery			35,000 d			Install landscape and irrigation in the median island.
				315,000 c			(Contingent on CalFire Grant)
	Park Maintenance						
	Sierra Bicentennial Park Sunnyside and Sierra						
75031	Accessibility Improvements				5,000 d		ADA Master Plan Improvements.
					70,000 c		(Contingent on CDBG Grant)
75030	Play Field and Lighting					30,000 d	Construct a baseball/soccer field and install sports lighting.
						750,000 c	(Contingent upon a future grant and General Fund)
	Parking Lot Lighting					15,000 d	Install additional lights to improve security.
						60,000 c	(Contingent upon a future grant and General Fund)

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
Sierra Bicentennial Park Sunnyside and Sierra							
	Upgrade Existing Sports Field Lighting			20,000 d 170,000 c			Replace the existing sports field lights with LED lights to lower maintenance costs. (General Fund)
	Stadium Lighting					15,000 d 80,000 c	Install additional lighting to existing poles to increase visibility on the playing field. (General Fund)
	Multi-purpose Pad Replacement			25,000 d 250,000 c			Replace the basketball multi-purpose pad which is deteriorating. (General Fund)
	Volleyball Court		25,000 d 110,000 c				Install one additional sand volleyball court to facilitate tournament play. (General Fund)
Rotary Park							
	Upgrade Existing Sports Field Lighting		70,000 d 700,000 c				Replace the existing sports field lights with LED lights to lower maintenance costs. (General Fund)
	Security Lighting		20,000 d 200,000 c				Install security lighting. (General Fund)
Kiwanis Park Tenth and DeWitt							
75540	Irrigation and Lighting					5,000 d 35,000 c	Remove and replace irrigation system and install security lighting. (Community Donations)
Temperance/Gettysburg							
	Northwest Corner-Greenbelt					15,000 d 125,000 c	Remove and replace existing landscape and irrigation of greenbelt. (Contingent Upon Funding)

GENERAL GOVERNMENT FACILITIES

90000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>Fiber Optics/Communications</u>							
71408	Citywide Public Safety Fiber Optics System				10,000 d 65,000 c	10,000 d 65,000 c	Installation of fiber and hubs for Public Safety connection throughout the City. (Information Technology Funding)
	Fire Station No.2 to Letterman Park Water Tower					15,000 d 86,000 c	Upgrade existing limitation of fiber system for camera's and City network. (Contingent Upon Funding)
	Shaw Avenue - Clovis to Fowler Clovis Avenue - Shaw to Fourth					19,000 d 183,000 c	Current system is limited due to all lines being used, a link is needed to Sierra Vista Mall's cameras for public safety. (Contingent Upon Funding)
<u>Debt Services</u>							
	Interfund Loan Interest	125,000	130,000	135,000	145,000	150,000	Interfund Loan Interest for Fire Station #6 (Development Fees)
TOTAL- GENERAL GOVERNMENT FACILITIES		<u>208,000</u>	<u>3,875,000</u>	<u>5,220,000</u>	<u>735,000</u>	<u>32,208,000</u>	

SEWER CAPITAL PROJECTS - ENTERPRISE FUND

91000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>SEWER FACILITY IMPROVEMENTS</u>							
72632	Sewer Main Replacement Santa Ana w/o Clovis	560,000 c					Replace sewer main in Santa Ana from DeWitt to Clovis Avenue.
TOTAL - SEWER CAPITAL PROJECTS - ENTERPRISE		<u>560,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	

SEWER CAPITAL PROJECTS - DEVELOPER

92000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>EXTENSIONS</u>							
72010	Miscellaneous Extensions	50,000 c	50,000 c	50,000 c	50,000 c	50,000 c	Install sewer mains and laterals at various locations.
MASTER PLANNING							
Wastewater Collection System							
73200	Master Plan	25,000 d	25,000 d	25,000 d	25,000 d	25,000 d	Master planning for the conveyance of wastewater and required facilities for new General Plan update. (Development & GPA Consultant Fees)
<u>SEWAGE TREATMENT - WATER REUSE FACILITY</u>							
Sewage Treatment - Water Reuse Facility							
	Phase 2					1,500,000 d 22,000,000 c	Increase plant capacity from 2.84 MGD to 5.68 MGD. (Development Fees)
	Phase 3					2,500,000 d 32,500,000 c	Increase plant capacity from 5.68 MGD to 8.34 MGD. (Development Fees)
Clovis Sewage Treatment - Water Reuse Facility - Offsite Improvements							
73205	Shepherd Pump Station with Force Main		1,500,000 a				Pump Station located at Willow/Shepherd. 1,500,000 d Force main in Shepherd from Willow to DeWolf. Needed to serve the Northwest. 18,250,000 c (Development Fees)
	DeWolf Trunk Sewer			500,000 d			Sewer in DeWolf from Owen's Mountain to Bullard. Needed to serve the Northwest. 6,800,000 c (Development Fees)

SEWER CAPITAL PROJECTS - DEVELOPER

92000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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WASTEWATER MASTER PLAN DIVERSIONS

73201	Scenario 1 Project	364,000 d	2,020,000 c				Diverts about 0.25 MGD of flow from the Herndon trunk main to the Peach trunk main to allow development to continue in Heritage Grove (Development Fees)
73202	Scenario 2A Project	8,000 d	43,000 c				Diverts about 0.12 MGD of flow from the Herndon trunk main to the Sierra trunk main to allow development to continue in Heritage Grove (Development Fees)
73203	Scenario 3 Project	8,000 d	40,000 c				Diverts about 0.30 MGD of flow from the Fowler trunk main to the Peach trunk (Development Fees)
	Scenario 5 Project		87,000 d 566,000 c				Diverts about 0.347 MGD of flow from the Northeast Triangle Development Area into the Fowler Service Area. (Development Fees)

RECYCLED WATER SYSTEM IMPROVEMENTS

	Pump Station No. 1 Shepherd/Dry Creek				100,000 d 450,000 c		Construct pump station to help serve the northwest area. (Development Fees)
73225	Pump Station No. 3 DeWolf/Owens Mountain				40,000 d 450,000 c		Construct pump station at DeWolf Avenue and Owens Mountain Parkway. (Development Fees)

SEWER CAPITAL PROJECTS - DEVELOPER

92000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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Recycled Water Mains

Shepherd Avenue

Willow to Temperance

300,000 d Install master planned recycled water main
3,000,000 c in Shepherd Avenue to serve the northwest
area. (Development Fees)

Sunnyside Avenue

Shepherd to Marion Basin

200,000 d Install master planned recycled water main
1,800,000 c in Sunnyside Avenue for basin discharge.
(Development Fees)

State Route 168

Temperance to Shepherd

300,000 d Install master planned recycled water main.
3,000,000 c
(Development Fees)

SEWER SYSTEM IMPROVEMENTS

72597 **Pump Station E**

Pump Addition

385,000 c

Install additional pump to keep up with
demand. (Development Fees)

Wastewater Pump Station

Herndon/Clovis

100,000 d Partial construction of pump station and
266,000 c related connection to sewer main.
(Development Fees)

Sewer Mains

Nees Avenue

Dry Creek to Sunnyside

50,000 d
500,000 c

Install 15 inch PVC sewer main per the
Master Plan.

Sewer Mains

Heritage Avenue

E/O Temperance

15,000 d Install new 8 inch PVC sewer main and
180,000 c services.
(Reimbursement from property owners)

SEWER CAPITAL PROJECTS - DEVELOPER

92000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Enterprise Avenue W/O Locan					15,000 180,000	d Install new 8 inch PVC sewer main and c services. (Reimbursement from property owners)
	DEBT SERVICES						
67201 63390	Bond Handling Charges	64,000	50,000	50,000	50,000	50,000	Handling Charges.
67898	Interfund Loan Interest	242,000	245,000	250,000	255,000	260,000	Interfund Loan Interest
	<u>2013 Wastewater Revenue Bonds</u>						
67750	Principal	645,000	675,000	1,500,000	1,575,000	3,405,000	Debt Service Principal.
67850	Interest	373,000	340,000	287,000	210,000	173,000	Debt Service Interest.
	<u>2015 Wastewater Revenue Bonds</u>						
67757	Principal	190,000	1,060,000	495,000	520,000	18,185,000	Debt Service Principal.
67857	Interest	856,000	825,000	788,000	768,000	3,752,000	Debt Service Interest.
	<u>2017 Wastewater Revenue Bonds</u>						
67775	Principal	1,720,000	1,805,000	2,590,000	2,720,000	34,360,000	Debt Service Principal.
67875	Interest	2,117,000	2,029,000	1,919,000	1,786,000	12,419,000	Debt Service Interest.
	TOTAL - SEWER CAPITAL PROJECTS - DEVELOPER	<u>7,047,000</u>	<u>11,360,000</u>	<u>8,454,000</u>	<u>8,509,000</u>	<u>168,125,000</u>	

PARK IMPROVEMENTS

93000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
75600	Park Property Acquisition	1,000,000 a	1,000,000 a	1,000,000 a	1,000,000 a	1,000,000 a	Acquire property for the future development of City park sites and trails. (Development Fees)
75015	Misc. Park Improvements	120,000 c	100,000 c	100,000 c	100,000 c	100,000 c	City participation in miscellaneous projects and unforeseen expenses that are development related.
<u>COMMUNITY PARKS</u>							
(15 acres or greater)							
Sierra Bicentennial Park							
Sunnyside and Sierra							
	Sports Field Area Modifications					25,000 d 160,000 c	Modification and improvement of existing sports field per Master Plan. (Contingent Upon Funding)
Sierra and Temperance							
	Security Lighting, Landscaping Irrigation, Hardscape, Structures					60,000 d 500,000 c	Continued site grading and installation of turf, trees, irrigation, security lighting, hardscape and structures. (Contingent upon Grant Funding and Community Contributions)
76071	Playlot					65,000 c	Construct playlot with play equipment. (Development Fees)
	Amphitheater					40,000 d 300,000 c	Construct cover over stage. (Contingent upon Grant Funding and FMFCD Participation)

PARK IMPROVEMENTS

93000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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Regional Park Northeast area							
75065	Master Plan					25,000	d Continue development of master plan for a City of Clovis regional park site. (Development Fees)
	Sports Complex Located within Regional Park					65,000 1,250,000 1,000,000	d Develop facilities, including lighting, for soccer fields and baseball diamonds. a c (Contingent upon Funding)

AREA PARKS

(3 to 20 acres)

Railroad Park

Peach and Alluvial

Workout Station

15,000 d
45,000 c

Install a fitness workout station.
(Contingent upon Funding)

BASIN PARKS

Recharge Basin Park

75126 Barstow/Agua Dulce 100,000 d

5,000,000 c Develop master of acquired site for a joint recharge basin and park and construct the park amenities.
(Developer Fees and Water Funding)

Basin 1E

Ashlan and Gould Canal

75122 Landscaping and Play Fields

40,000 d Construction of baseball and soccer facilities, irrigation, trees, and turf.
450,000 c
(Development Fees and FMFCD Participation)

PARK IMPROVEMENTS

93000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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**Basin 1E
Ashlan and Gould Canal**

75123	Recreation Facilities					17,000 d 114,000 c	Install recreation fields, parking lot ramps. (Development Fees and FMFCD Participation)
75124	Restroom				15,000 d 125,000 c		Construct restroom. (Contingent upon Grant Funding)
75125	Field "Sports" Lighting					25,000 d 208,000 c	Construct sports lighting.(Contingent upon Grant Funding)

TRAILS

75591	Trail System Survey	20,000 d	20,000 d	20,000 d	20,000 d	20,000 d	Bike and pedestrian survey and counting data for Clovis trail system. (Measure C Funded)
75592	Trail Counter Display		50,000 c				Install bike and pedestrian counting display on the Clovis trail system. (Measure C Funded)
71415	Clovis Old Town Trail Restroom			40,000 d 200,000 c			Construct a handicap unisex restroom adjacent to Fire Station 3 for trail users to alleviate use of Station restrooms. (Contingent upon Funding)

Dry Creek Trail
Willow to Old Town Trail

						83,000 d 455,000 a 828,000 c	Complete unfinished portion of trail. (Contingent Upon Grant Funding)
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PARK IMPROVEMENTS

93000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Dry Creek Trail Lighting						
	Minnewawa to Cottonwood Park			25,000 d 215,000 c			Install lighting along trail. (Contingent upon Funding)
	Dry Creek/Enterprise Canal Trail Connection						
	W/O Fowler		25,000 d 85,000 c				Construct connection between the two existing trails west of Fowler. (Measure C Funded)
	Enterprise Canal Trail						
	E/O Sunnyside			35,000 d 120,000 c			Complete unfinished portion of the trail on the bank of the canal. Contingent on an agreement with Fresno Irrigation District. (Contingent upon Measure C Funding)
75580	Fowler to DeWolf					250,000 a	Purchase property for the future development of the Gould Canal Trail. (Development Fees)
	Sierra Gateway Regional Trail						
	Shepherd to DeWolf						
75630	Phase II					20,000 d 750,000 c	Install trail lighting. (Contingent upon Grant Funding)
	SR 168/Enterprise Canal Pedestrian Bridge						
74980	Phase II - Final Design Phase III - Construction		1,800,000 d			250,000 a 25,000,000 c	Construct pedestrian bridge over SR168 east of Temperance along the Enterprise Canal Trail. (Contingent upon Funding)
TOTAL - PARKS		<u>1,240,000</u>	<u>3,080,000</u>	<u>1,815,000</u>	<u>1,260,000</u>	<u>38,100,000</u>	

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>REIMBURSEMENTS</u>							
74010	Misc. Street Widening	250,000 c	250,000 c	250,000 c	250,000 c	250,000 c	City participation in miscellaneous projects and provisions for unforeseen expenses. (HUTA Funded)
<u>PREVENTATIVE MAINTENANCE</u>							
74020	Slurry Seals and Pavement Rejuvenation	40,000 d 550,000 c	40,000 d 560,000 c	40,000 d 570,000 c	40,000 d 580,000 c	40,000 d 590,000 c	Asphalt/sand slurry sealing and pavement rejuvenation of various City streets. Locations prioritized on a yearly basis using Pavement Management System. (Measure C Funded)
74561	Trail Pavement Maintenance	10,000 d 70,000 c	10,000 d 70,000 c	10,000 d 70,000 c	10,000 d 70,000 c	10,000 d 70,000 c	Asphalt/sand slurry sealing and pavement rejuvenation of the City Trails. Locations prioritized on a yearly basis using Pavement Management System. (Measure C Funded)
74971	Pavement Maintenance Crack Seal	10,000 d 50,000 c	10,000 d 50,000 c	10,000 d 50,000 c	10,000 d 50,000 c	10,000 d 50,000 c	Crack sealing of various city streets. Locations prioritized on a yearly basis using Pavement Management System. (HUTA Funded)
<u>BRIDGE AND STREAM CROSSINGS</u>							
74529	Leonard/Enterprise Canal	1,800,000 c					Replace and widen bridge section at Leonard and Enterprise Canal. (HBRR Grant Funded)
<u>RESEARCH AND TECHNOLOGY PARK</u>							
	Phase 2 Alluvial e/o Armstrong					372,000 a 25,000 d 3,082,000 c	Westerly extension of Phase 1 improvements along Alluvial Avenue, including Armstrong Avenue. (Street Fee Reimbursement)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>PEDESTRIAN / BICYCLE FACILITIES</u>							
74110	Bicycle and Pedestrian Facilities	75,000 c	75,000 c	75,000 c	75,000 c	75,000 c	Construct pedestrian and bicycle facilities at various locations. (LTF Article 3 Funding)
74210	Misc. Concrete Improvements	10,000 d 100,000 c	10,000 d 100,000 c	10,000 d 100,000 c	10,000 d 100,000 c	10,000 d 100,000 c	Curb, gutter, sidewalk improvements and repairs at various locations. Includes ADA compliance. (HUTA Funded)
74211	ADA Survey	50,000 d	50,000 d	50,000 d	50,000 d	50,000 d	Citywide survey of City facilities located within the City's public right-of-way. (HUTA Funded)
74886	Misc. Wheelchair Ramps Various Locations	100,000 c	150,000 c	150,000 c	150,000 c	150,000 c	Install wheelchair accessible (ADA) ramps at various locations. (CDBG & Measure C ADA Funding)
74016	ADA Transit Various Locations					15,000 d 95,000 c	Improve existing bus stop locations to meet ADA compliance. (Contingent on LCTOP Funding)
74201	Sidewalk Improvements Sierra Vista School Neighborhood	90,000 d	897,000 c				Install sidewalk and access ramps on neighborhood streets around Sierra Vista school. (ATP funded)
74417	Crosswalk Enhancements Various Locations	50,000 d	185,000 c				Install Rectangular Rapid Flashing Beacons at select crossings. (HSIP funded)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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PEDESTRIAN / BICYCLE FACILITIES

Santa Ana Sidewalk Repair	Peach to Villa			15,000 d			Replace sidewalk for ADA compliance and accessibility concerns. (Contingent on CDBG funding)
				75,000 c			
Villa Avenue Sidewalk Repair	Gettysburg to Santa Ana				20,000 d		Replace sidewalk for ADA compliance and accessibility concerns. (Contingent on CDBG funding)
					90,000 c		

LANDSCAPING IMPROVEMENTS

74023	LMD Landscape Improvements						Modify soil and re-landscape to improve the current median and outside travel lane areas. (LMD Funded)
	Sunnyside - Fwy. 168 to Alluvial Alluvial - Clovis to Sunnyside				5,000 d	75,000 c	
74866	Landscape Maintenance District - Area 2						Evaluate existing landscaping, design and install new landscaping and irrigation. (General Government Services Fund and LMD Reserves)
	Fowler Landscaping Gettysburg to Ashlan				19,000 d	188,000 c	
74024	Shaw Avenue Improvements						Modify soil and re-landscape to improve the current median and outside travel lane areas. (LMD Funded)
	Willow - Clovis				25,000 d	115,000 c	
74564	LMD - Benefit Zone 1 & 3						Remove and replace existing landscape and irrigation. (LMD Reserves)
	Clovis Center Median Sierra to Herndon				5,000 d	75,000 c	

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>TRAFFIC SIGNAL/INTERSECTION IMPROVEMENTS</u>							
74585	Armstrong/Nees Traffic Signal		1,875,000 c				Install traffic signal. (CMAQ Grant Funded)
	Sunnyside /Nees Traffic Signal		120,000 d	50,000 a		1,270,000 c	Install traffic signal. (Contingent on CMAQ Funding)
74767	DeWolf/Owens Mountain Roundabout	2,400,000 c					Install roundabout at the intersection. (CMAQ Grant Funded)
74595	Shepherd Signal Interconnect Peach to DeWolf		1,300,000 c				Install signal interconnect in Shepherd. (CMAQ Grant Funded)
74687	Shaw & Herndon Adaptive Signalization Willow to Clovis	65,000 d	738,000 c				Install adaptive signalization in Shaw from Willow to Clovis and Herndon from Helm to DeWitt. (HSIP Grant Funded)
74218	Shaw Adaptive Signalization Cole to DeWolf	60,000 d	545,000 c				Install adaptive signalization in Shaw from Cole to DeWolf. (CMAQ Grant Funded)
74185	Herndon Adaptive Signalization Clovis to Locan	60,000 d	530,000 c				Install adaptive signalization in Herndon from Clovis to Locan. (CMAQ Grant Funded)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>RECONSTRUCTION AND WIDENING PROJECTS</u>							
74215	Miscellaneous Repairs	125,000 c	125,000 c	125,000 c	125,000 c	125,000 c	Perform miscellaneous repairs at various locations. (HUTA Funded)
<u>Alley Improvements</u>							
74936	Brookhaven/Rosebrook Alley Jefferson to Brookside	170,000 c					Alley reconstruction. (CDBG Funded)
	Brookfield Alleys n/o Jefferson Jefferson to Brookside	55,000 d					Alley reconstruction. (CDBG Funded)
	Brookfield/Cole Alley Jefferson to Brookside		30,000 d	170,000 c			Alley reconstruction. (Contingent on CDBG Funding)
	Rosebrook/Brookfield Alley Jefferson to Estabrook		25,000 d	125,000 c			Alley reconstruction. (Contingent on CDBG Funding)
	San Jose/Beverly Alley Minnewawa to Harvard					40,000 d 230,000 c	Alley reconstruction. (Contingent on CDBG Funding)
<u>Alluvial Avenue Improvements</u>							
74667	Sunnyside to Fowler	70,000 d	900,000 c				Reconstruct/overlay street. (Measure C Funded)
<u>Armstrong Avenue Improvements</u>							
	Ashlan to Gould Canal					25,000 d 150,000 c	Overlay street. (Contingent upon Funding)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
74692	Bullard to Sierra	1,100,000 c					Reconstruct/overlay street. (SB1 Funded)
	Shaw to Gettysburg					65,000 d 565,000 c	Reconstruct/overlay street. (Contingent upon Funding)
74832	Shaw to Barstow	70,000 d	1,050,000 c				Reconstruct/overlay street. (SB1 Funded)
	Herndon to Alluvial			60,000 d	350,000 c		Reconstruct/overlay street. (Contingent upon HUTA Funding)
74691	Alluvial to Nees	65,000 d		660,000 c			Reconstruct/overlay street. (Measure C Funded)
	<u>Ashlan Avenue Improvements</u>						
	Winery to Willow			70,000 d 515,000 c			Reconstruct/overlay street. (Contingent upon Funding)
74554	Willow to Peach					125,000 d 1,365,000 c	Reconstruct/overlay street. (Contingent upon Funding)
	Temperance to Locan					70,000 d 720,000 c	Overlay street. (Contingent upon Funding)
	<u>Barstow Avenue Improvements</u>						
	Fowler to Armstrong					35,000 d 310,000 c	Overlay street. (Contingent upon Funding)
74301	Sunnyside to Fowler	60,000 d	1,050,000 c				Reconstruct/overlay street. (SB1 Funded)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
74911	Clovis to Sunnyside	70,000 d		1,250,000 c			Reconstruct/overlay street. (Contingent upon Measure C Funding)
74302	Willow to Villa	70,000 d		1,400,000 c			Reconstruct/overlay street. (Contingent upon SB1 Funding)
<u>Bullard Avenue Improvements</u>							
74071	Villa to Minnewawa	60,000 d	600,000 c				Reconstruct/overlay street. (SB1 Funded)
74151	Minnewawa to DeWitt				250,000 c		Restripe and modify the connection and transition of Bullard to Fifth Street. (Contingent upon Funding)
<u>Clovis Avenue Improvements</u>							
74596	Shepherd to Teague	950,000 c					Overlay street. (SB1 Funded)
	Sierra to Fifth				35,000 d 250,000 c		Overlay street. (Contingent upon HUTA Funding)
<u>DeWolf Avenue Improvements</u>							
	Bullard to Barstow					35,000 d 200,000 c	Overlay street. (Contingent upon Funding)
<u>Fifth Street Improvements</u>							
	Woodworth to Clovis					25,000 d 120,000 c	Overlay street. (Contingent upon Funding)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>Fowler Avenue Improvements</u>							
	Alluvial to Herndon					35,000 d 320,000 c	Overlay street. (Contingent upon Funding)
<u>Gettysburg Avenue Improvements</u>							
	Temperance to Armstrong					60,000 d 570,000 c	Reconstruct/overlay street. (Contingent upon Funding)
<u>Herndon Avenue Improvements</u>							
	Armstrong to Temperance				55,000 d 490,000 c		Overlay street. (Contingent upon Funding)
74186	Fowler to Armstrong	45,000 d		1,750,000 c			Reconstruct/overlay street. (Measure C Funded)
	Villa to Clovis			65,000 d	726,000 c		Overlay street. (Contingent upon SB1 Funding)
<u>Locan Avenue Improvements</u>							
	Bullard to Barstow					30,000 d 335,000 c	Overlay street. (Contingent upon Funding)
	Shaw to Barstow					30,000 d 320,000 c	Overlay street. (Contingent upon Funding)
<u>Minnewawa Avenue Improvements</u>							
74059	Alluvial to Herndon	2,680,000 c					Reconstruct and Widening. (RSTP Grant Funded)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	South of Herndon					15,000 d	Reconstruct street.
						42,000 c	(Contingent upon Funding)
	Nees to Teague					70,000 d	Reconstruct/overlay street.
						840,000 c	(Contingent upon Funding)
	Barstow to Bullard					60,000 d	Reconstruct/overlay street.
						565,000 c	(Contingent upon Funding)
	Gettysburg to Ashlan					35,000 d	Reconstruct/overlay street.
						200,000 c	(Contingent upon Funding)
	<u>Nees Avenue Improvements</u>						
74509	Temperance to Locan			120,000 d			Street Widening.
					500,000 a		(Contingent upon Funding)
					1,750,000 c		
74427	Clovis to Sunnyside	70,000 d					Reconstruct/overlay street.
				350,000 c			(Measure C Funded)
	<u>Peach Avenue Improvements</u>						
	Shepherd to Teague					45,000 d	Overlay street.
						440,000 c	(Contingent upon Funding)
	Teague to Nees					35,000 d	Overlay street.
						290,000 c	(Contingent upon Funding)
	Gettysburg to Ashlan		70,000 d				Reconstruct/overlay street.
				964,000 c			(Contingent upon SB1 Funding)
74729	Ashlan to Dakota					55,000 d	Reconstruct/overlay street.
						515,000 c	(Contingent upon Funding)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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Pollasky Avenue Improvements

Third to Sierra
 25,000 d Overlay street.
 210,000 c (Contingent upon Funding)

Shaw Avenue Improvements

74057 DeWolf to Leonard
 8,600,000 c
 Street Widening.
 (Regional Measure C Funded)

74844 Armstrong to Temperance
 1,580,000 c
 Reconstruct/overlay street.
 (STBG Grant Funded)

Temperance to Locan
 45,000 d Overlay street.
 440,000 c (Contingent upon Funding)

Peach to Villa
 35,000 d Overlay street.
 200,000 c (Contingent upon Funding)

Shepherd Avenue Improvements

Fowler to Temperance
 70,000 d Reconstruct/overlay street.
 1,900,000 c (Contingent upon Funding)

Sierra Avenue Improvements

74993 Willow to Peach
 1,060,000 c
 Overlay street.
 (Measure C Funded)

Villa to Clovis
 75,000 d Reconstruct/overlay street.
 1,050,000 c (Contingent upon Funding)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>Sunnyside Avenue Improvements</u>							
	Nees to Alluvial			70,000 d		935,000 c	Reconstruct/overlay street. (Contingent upon Measure C Funding)
74483	Barstow to Shaw	60,000 d	1,020,000 c				Reconstruct/overlay street. (SB1 Funded)
<u>Teague Avenue Improvements</u>							
	Willow to Peach		70,000 d	1,078,000 c			Reconstruct/overlay street. (Contingent upon SB1 Funding)
	Minnewawa to Clovis					35,000 d 305,000 c	Overlay street. (Contingent upon Funding)
<u>Temperance Avenue Improvements</u>							
74512	Herndon to SR168	50,000 d	800,000 c				Reconstruct/overlay street. (STBG Grant Funded)
	Bullard to Barstow					40,000 d 320,000 c	Overlay street. (Contingent upon Funding)
	Alluvial to Herndon					60,000 d 535,000 c	Reconstruct/overlay street. (Contingent upon Funding)
<u>Third Street Improvements</u>							
74286	Clovis to Tollhouse			70,000 d	1,200,000 c		Replace curb & gutter. Coordinate with installation of water main. (Contingent upon SB1 Funding)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>Tollhouse Improvements</u>							
	Herndon to Temperance					25,000 d 150,000 c	Overlay street. (Contingent upon Funding)
	Fowler to Armstrong					35,000 d 260,000 c	Overlay street. (Contingent upon Funding)
	Sunnyside to Fowler					35,000 d 375,000 c	Overlay street. (Contingent upon Funding)
<u>Villa Avenue Improvements</u>							
	Gettysburg to Swift					25,000 d 170,000 c	Overlay street. (Contingent upon Funding)
<u>Willow Avenue Improvements</u>							
	Alluvial to Herndon			70,000 d	400,000 c		Reconstruct/overlay street. (Contingent upon Measure C Funding)
	Sierra to Herndon					35,000 d 270,000 c	Reconstruct/overlay street. (Contingent upon Funding)
74514	Shaw to Barstow	50,000 d	880,000 c				Reconstruct/overlay street. (STBG Funded)
74513	Sierra to Bullard	70,000 d		400,000 c			Reconstruct/overlay street. (Measure C Funded)
74516	Bullard to Barstow	70,000 d		1,070,000 c			Reconstruct/overlay street. (Measure C Funded)

STREET IMPROVEMENTS

95000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>Local Streets</u>							
74995	Local Street Improvements Various Streets Cape Seal Program Rehabilitation Program	50,000 d 1,450,000 c	50,000 d 1,500,000 c	50,000 d 1,500,000 c	50,000 d 1,500,000 c	50,000 d 1,500,000 c	d Overlay various streets in local neighborhoods as programmed through the Pavement Management System (PMS) - per separate document.
74567	ADA Ramps for Local Street Improvements	25,000 d 300,000 c	25,000 d 300,000 c	25,000 d 300,000 c	25,000 d 300,000 c	25,000 d 300,000 c	d Improve access ramps at the same locations as the local street Improvement project to satisfy ADA requirements.
TOTAL - STREET IMPROVEMENTS		<u>24,865,000</u>	<u>16,060,000</u>	<u>13,782,000</u>	<u>11,716,000</u>	<u>23,213,000</u>	

WATER CAPITAL PROJECTS - ENTERPRISE FUND

96000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
76010	Various Water Main Replacement	25,000	25,000	25,000	25,000	25,000	Replace water mains within the City that need to be upsized, relocated, or replaced.
	<u>WATER MAINS</u>						
	Clovis Avenue Gettysburg to Donner			30,000 d 85,000 c			Install 12 inch main in accordance with the Water Master Plan.
76509	Sierra Avenue DeWitt to SR168					140,000 c	Replace 12 inch main in the current alignment.
	Tarpey Service Area Meter & Redundancy			30,000 d 130,000 c			Install new meter and additional water mains for redundancy.
	<u>SURFACE WATER SUPPLY</u>						
	Rotary Park Pump, Motor, Electrical and Piping					25,000 d 225,000 c	Install pump, motor, electrical facilities and purple piping to provide surface water for park irrigation from Dry Creek.
76615	Railroad Park (Peach/Alluvial) Pump, Motor, Electrical and Piping					30,000 d 350,000 c	Extend purple piping from Cottonwood to Peach/Alluvial Park.
	Cottonwood Park & Dry Creek Trail Pump, Motor, Electrical and Piping					25,000 d 225,000 c	Install pump, motor, electrical facilities and purple piping to provide surface water for irrigation from Basin 7C at Alluvial and Clovis Avenues.

WATER CAPITAL PROJECTS - ENTERPRISE FUND

96000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>SURFACE WATER TREATMENT PLANT IMPROVEMENTS</u>							
77528	SWTP Pretreatment			6,500,000	c		Add pretreatment to existing facilities to maximize surface water allocation during winter months.
77531	SWTP Process Addition		1,650,000	c			Add ozone treatment process to minimize the positive bacteria and alleviate taste and odor concerns.
<u>WELL SITE IMPROVEMENTS</u>							
77572	Well 14 - Peach n/o Sierra		45,000	d			Install GAC facilities. (DBCP Settlement Fund)
	GAC		550,000	c			
Well Panel Upgrades							
77516	Wells 8A, 23, 25		40,000	d			Upgrade electrical panels at well sites due to deterioration of well functionality.
			660,000	c			
77459	Well 31 - Ashlan/Leonard						Install facilities for Iron and Manganese treatment.
	Treatment	1,000,000	c				
77761	Well 40 - Fowler/Gettysburg		45,000	d			Install facilities for Iron and Manganese treatment.
	Treatment			1,000,000	c		
<u>WELL REPLACEMENT</u>							
77650	Well 6 Replacement						Acquire property, drill and develop well.
	Willow/Barstow Avenues				50,000	a	
	Drill and Develop				25,000	d	
					400,000	c	
	Pump and Motor				25,000	d	Install pump and motor.
					500,000	c	

WATER CAPITAL PROJECTS - ENTERPRISE FUND

96000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Chlorination Facilities				15,000 d 155,000 c		Install chlorination facilities.
	Well 35 - DeWitt/Santa Ana						
77600	Pump and Motor	600,000 c					Install pump and motor, water main and site improvements.
77600	Chlorination	155,000 c					Install chlorination facilities.
	Well 35 - DeWitt/Santa Ana						
77600	Auxiliary Power				20,000 d 123,000 c		Install auxiliary power.
	Well T9 Gettysburg/Minnewawa						
	Drill and Develop			50,000 a 45,000 d 450,000 c			Acquire property, drill and develop well.
	Pump and Motor			25,000 d 500,000 c			Install pump and motor.
	Chlorination Facilities			15,000 d 155,000 c			Install chlorination facilities.
	Various Well Replacement					45,000 d 730,000 c	Replacement of various wells within the City to maintain water production.
TOTAL - WATER CAPITAL PROJECTS - ENTERPRISE		<u>1,780,000</u>	<u>3,015,000</u>	<u>9,040,000</u>	<u>1,338,000</u>	<u>1,820,000</u>	

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
<u>EXTENSIONS</u>							
76010	Miscellaneous Extensions	50,000	50,000	50,000	50,000	50,000	Install water mains and services at various locations.
76184	Nees Tie-In Clovis to 500' East					50,000	c Connect existing 12 inch water main in Nees and install fire hydrant, check valve and air release valves.
<u>MASTER PLANNING</u>							
Water Conveyance System							
77091	Master Plan	200,000	d 25,000	25,000	25,000	25,000	Master planning for the conveyance of potable water and required facilities for new General Plan update. (Development & GPA Consultant Fees)
<u>WATER MAINS</u>							
Barstow Avenue							
	Peach to Minnewawa					8,000 d 125,000	c Upgrade to 12 inch main including valves in accordance with the Water Master Plan.
76635	Villa Avenue Barstow to Ninth					7,500 d 75,000	d Install 12 inch main in accordance with the Water Master Plan. c
	Heritage Avenue E/O Temperance					15,000 d 160,000	d Install 8 inch water main and services. c (Reimbursement from property owners)
	Enterprise Avenue W/O Locan					15,000 d 160,000	d Install 8 inch water main and services. c (Reimbursement from property owners)
	Saginaw Avenue W/O DeWolf					15,000 d 159,000	d Install 8 inch water main and services. c (Reimbursement from property owners)

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Raw Water Main Southeast SWTP to the Northeast SWTP			700,000 d 14,300,000 c			Install 42 inch raw water main between the treatment plants.
<u>WATER STORAGE FACILITIES</u>							
2013 Water Revenue Bond Debt Service							
67751	Principal	2,385,000	2,500,000	2,620,000	2,755,000	2,875,000	Debt Service Principal.
67201	Bond Handling Charges	30,000	10,000	10,000	10,000	10,000	Handling Charges.
67851	Interest & Handling Charges	636,000	516,000	391,000	260,000	122,000	Debt Service Interest.
	Water Storage Reservoir #2 Villa n/o Barstow					25,000 d 450,000 c	Install a 500 GPM pump station to boost water pressure during peak hour demands. Install 18 inch water main in Villa to Bullard Avenue per Water Master Plan.
	Water Storage Reservoir #7 Northeast SWTP					1,000,000 d 20,000,000 c	Construct a 7 million gallon water storage tank at the Northeast SWTP.
	Water Storage Reservoir #8 Friant-Kern Canal					2,000,000 a 1,000,000 d 8,000,000 c	Acquire property and construct a 3 million gallon water storage tank by the Friant-Kern Canal.
78045	Water Storage Reservoir #9 Near Sunnyside & Perrin					17,000,000 c	Acquire property and construct a 7 million gallon water storage tank in the northwest village area.
78050	Water Storage Reservoir #10 Near Willow/Perrin					800,000 d 10,000,000 c	Construct a 3.5 million gallon water storage tank in the northwest village area.

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
77725	Water Development	1,500,000	1,500,000	1,500,000	1,500,000	22,500,000	Secure water to serve areas within the City of Clovis General Plan.
<u>WATER STORAGE FACILITIES</u>							
	Recharge Basin Northwest Area					8,000,000 500,000 4,500,000	a Acquire property and construct a 40 acre d recharge basin in the Northwest area. c
	Recharge Basin California State University Fresno Property					300,000 1,200,000	d Construct a 40 acre recharge basin on c existing California State University Fresno property.
<u>SURFACE WATER TREATMENT PLANT IMPROVEMENTS</u>							
77531	Southeast-SWTP Process Addition		550,000				c Add ozone treatment process to minimize the positive bacteria and alleviate taste and odor concerns.
77529	Southeast-SWTP Expansion					66,000,000	c Expand capacity of plant from 22.5 MGD to 45 MGD. Project needs to be established in the Urban Water Management Plan.
	Southeast-SWTP Pump Station					6,000,000	c Install a 42,000 gpm Pump Station at the Southeast SWTP.
77532	Water Storage Reservoir #6 Additional Reservoir at SE-SWTP		10,360,000				c Install an additional 3.5 million gallon water storage tank at the treatment plant.
77536	Northeast SWTP					2,500,000 63,000,000	d c Construct a 20 MGD surface water treatment plant in the northeast area of the city sphere, per the City Water Master Plan.

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
	Northeast SWTP Pump Station						Install a 22,000 gpm Pump Station at the 3,300,000 c Northeast SWTP.
	<u>WELL IMPROVEMENTS</u>						
77605	Landscape Improvements Well 29, 31, 36, 38, 42 and Reservoir 4					125,000 c	Install water service, backflow devices, irrigation valves and landscaping at Reservoir 4, Well 29, 31, 36, 38, and 42.
77670	Well 36 - Nees E/O Willow Auxiliary Power					75,000 c	Install auxiliary power.
77680	Well 39 - Willow/Magill Pump and Motor					35,000 d 450,000 c	Install pump and motor, water main and site improvements.
	Chlorination					15,000 d 155,000 c	Install chlorination facilities.
	Well 44 - Willow/Shepherd Drill and Develop			200,000 a 35,000 d 450,000 c			Drill and develop well.
	Pump and Motor				25,000 d 500,000 c		Install pump and motor, water main and site improvements.
	Chlorination				15,000 d 155,000 c		Install chlorination facilities.
	Auxiliary Power					20,000 d 123,000 c	Install auxiliary power.

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
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WELL IMPROVEMENTS

77600	Well 45 - Willow/Perrin Drill and Develop	350,000 a 35,000 d	700,000 c				Drill and develop well.
77600	Pump and Motor				25,000 d 500,000 c		Install pump and motor, water main and site improvements.
	Chlorination Facilities				15,000 d 155,000 c		Install chlorination facilities.
	Auxiliary Power					20,000 d 123,000 c	Install auxiliary power.
	Well 46 - Willow/Behymer Well & Site Development					150,000 a 150,000 d 1,850,000 c	Complete well development including drill, site development, pump & motor, chlorination facilities, & auxiliary power.
	Well 47 - Willow/International Well & Site Development					150,000 a 150,000 d 1,850,000 c	Complete well development including drill, site development, pump & motor, chlorination facilities, & auxiliary power.
	Southeast Area Well Well & Site Development					150,000 a 150,000 d 1,850,000 c	Complete well development including drill, site development, pump & motor, chlorination facilities, & auxiliary power.
	Well at Armstrong/SR 168 Well & Site Development					150,000 a 150,000 d 1,850,000 c	Complete well development including drill, site development, pump & motor, chlorination facilities, & auxiliary power.

WATER CAPITAL PROJECTS - DEVELOPER

97000 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
77090	Various Well Site Development						
	1. Test Hole	20,000 d 40,000 c	15,000 d 35,000 c	15,000 d 35,000 c	15,000 d 35,000 c	20,000 d 45,000 c	Drill test hole.
	2. Land Banking					130,000 a	Land acquisition of acceptable sites.
	3. Well Construction					20,000 d 500,000 c	Construct well.
	4. Construct Chlorination Facilities					13,500 d 60,000 c	Construct chlorination unit and building.
	5. Auxiliary Power					16,000 d 123,000 c	Install generator.
	TOTAL - WATER CAPITAL PROJECTS - DEVELOPER	<u><u>5,246,000</u></u>	<u><u>16,261,000</u></u>	<u><u>20,331,000</u></u>	<u><u>6,040,000</u></u>	<u><u>252,615,000</u></u>	

COMMUNITY SANITATION IMPROVEMENTS - ENTERPRISE FUND

99500 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
81130	Clovis Landfill Corrective Action Program					150,000	c Construction of monitoring equipment, evaluation of groundwater extraction pumps, gas extraction pumps, and water filtration system. (Refuse Enterprise Fund)
81180	Landfill Wireless Link					5,000 20,000	d Install wireless communication from City c network capable of receiving/transmitting phone, fax and internet services. (Refuse Enterprise Fund)
81120	Landfill Site Acquisition					20,000	a Purchase remnant parcel to avoid private development in close proximity to vicinity of landfill. (Refuse Enterprise Fund)
	Landfill Access Road Pave Bridge Access Road			10,000 65,000	d c		Pave access road with asphalt concrete from bridge approach to landfill property line. (Refuse Enterprise Fund)
81211	Landfill Solar						Install solar panels on landfill buffer area. (Refuse Enterprise Fund)
81212	Landfill Flare Phase II		1,000,000				c Install new low NOx flare onsite to meet new requirements by San Joaquin Valley Air Pollution Control District. (Refuse Enterprise Fund)
	Landfill Security System Install Chain Link Fence, Interior Lighting and Video					15,000 185,000	d Install chain link fence, interior lighting and c video to prevent unauthorized entry and protect equipment and facilities from vandalism. (Refuse Enterprise Fund)

COMMUNITY SANITATION IMPROVEMENTS - ENTERPRISE FUND

99500 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
81205	Landfill Transfer Station Green Waste					50,000 d 250,000 c	Acquire land and build green waste transfer station. (Refuse Enterprise Fund)
81200	Villa Corporation Yard Master Plan					5,000 d 80,000 c	Develop short and long range Master Plans for the ongoing use of the corporation yard and make grading and drainage improvements. (Refuse Enterprise Fund)
81147	Clovis Landfill Liner Liner System (Stage II)				300,000 d	5,000,000 c	Landfill expansion as needed for City growth. Expansion estimated to occur in 2025 - 2026. (Refuse Enterprise Fund)
	Liner System (Stage III)					100,000 d 1,000,000 c	Landfill expansion as needed for City growth. Expansion estimated to occur in 2043 - 2044. (Refuse Enterprise Fund)
	Clovis Landfill Closure					300,000 d 7,200,000 c	Place impermeable cover over entire landfill, complete drainage system, and install gas vents. Estimate closure to occur in 2050. (Landfill Closure/Post Closure Reserve)
	Clovis Landfill Post Closure					3,000,000 c	30-year post closure monitoring and maintenance. Estimate post closure to occur in 2050. (Landfill Closure/Post Closure Reserve)
	TOTAL - REFUSE	<u>1,000,000</u>	<u>0</u>	<u>75,000</u>	<u>300,000</u>	<u>17,380,000</u>	

HOUSING & COMMUNITY DEVELOPMENT

42750/49210 ACCT	PROJECT LOCATION	2023-24	2024-25	2025-26	2026-27	2027-28 or Later	DESCRIPTION
80100	Home Repair Loans/Grants	4,094,000	80,000	80,000	80,000	80,000	Agency participation in the repair and rehabilitation of affordable housing. Replace substandard mobile homes for low income senior citizens in the mobile home parks. (CalHome)
80101	First Time Home Buyer Loans	1,150,000 c	100,000	100,000	100,000	100,000	Assist low to moderate income families with first home purchase. (HOME Grant)
80105	Home Improvement Grants	283,000 c	150,000	150,000	150,000	150,000	Home improvement and repair grants. (CDBG)
80170	Affordable Housing Project	1,533,000 c	150,000	150,000	150,000	150,000	Gap financing for development of affordable housing. (Housing Successor Funding / PLHA Funding)
TOTAL - HOUSING AND COMMUNITY DEVELOPMENT		<u><u>7,060,000</u></u>	<u><u>480,000</u></u>	<u><u>480,000</u></u>	<u><u>480,000</u></u>	<u><u>480,000</u></u>	

COMMUNITY INVESTMENT PROGRAM GLOSSARY OF TERMS, ACRONYMS, & ABBREVIATIONS

<p>a Property Acquisition</p> <p>c Construction</p> <p>d Design</p> <p>f Development Fees</p> <p>s Construction Supervision</p> <p>u Underground Service Alert</p> <p>N/O or n/o North of</p> <p>S/O or s/o South of</p> <p>E/O or e/o East of</p> <p>W/O or w/o West of</p> <p>ADA Americans with Disabilities Act. A federal act requiring accessibility for the disabled to all facilities.</p> <p>ATP Active Transportation Plan</p> <p>BTA Bicycle Transportation Account</p> <p>CalFire California Department of Forestry and Fire Protection</p> <p>CalHome A program to enable low and very low-income households to become or remain homeowners.</p> <p>CDBG Community Development Block Grant. A source of federal funding for improvements in low income or blighted areas.</p> <p>CIP Community Investment Program</p> <p>CHIP Clovis Housing Improvement Program</p>	<p>CMAQ Congestion Mitigation and Air Quality Program. A federal source of funding under "SAFETEA-LU" for projects that reduce air pollution emissions caused by transportation activities through increased efficiency of transportation systems.</p> <p>CUSD Clovis Unified School District</p> <p>DBCP Dibromochloropropane Pesticide used in the past by farmers for Nematodes. Has now been found in the groundwater.</p> <p>FID Fresno Irrigation District</p> <p>FMFCD Fresno Metropolitan Flood Control District</p> <p>GAC Granular Activated Carbon. Large (20,000 gallon ±) vessels filled with Granular Activated Carbon for removal of DBCP.</p> <p>GPA General Plan Amendment</p> <p>GPM Gallons per Minute</p> <p>Hardscape Landscaping such as patios, sidewalks, and paths.</p> <p>HSIP Highway Safety Improvement Program</p> <p>HBRR Highway Bridge Rehabilitation and Repair. A federal funding source for repair and replacement of bridges.</p> <p>HOPE Housing Opportunities through Education</p> <p>HOME Federal block grant to state and local governments designed to create affordable housing for low-income households.</p> <p>HUTA Highway Users Tax Account (2010)</p> <p>LCTOP Low Carbon Transit Operations Program. A state source of funding under Senate Bill 862 to provide operating and capital assistance for transit agencies.</p>
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COMMUNITY INVESTMENT PROGRAM GLOSSARY OF TERMS, ACRONYMS, & ABBREVIATIONS, CONT.

LMD	Landscape Maintenance District	R&T Park	Research and Technology Park
LTF	Local Transportation Fund. A state funding source for street and transit projects- Article 3 is for bicycle and pedestrian facilities, Article 8 is for street construction.	RSTP	Regional Surface Transportation Program
Maganese	Maganese is a common mineral found naturally in the environment and is one of the most abundant metals on the earth's surface, in air, water and soil. It can be found in both groundwater and surface water.	SB1	Senate Bill 1 – The Road Repair and Accountability Act (2017)
Measure C	In 2007, Fresno County voters passed a half-cent sales tax extension for twenty years to improve the County's and all cities within the County's overall transportation systems.	SR 168	State Route 168 Is an east-west state highway in California that is separated into two distinct segments by the Sierra Nevada mountains.
MGD	Million Gallons per Day	STBG	Surface Transportation Block Grant
NFPA	National Fire Protection Association	STP	Surface Transportation Program. A federal source of funding under "SAFETEA-LU" for street construction and reconstruction activities.
NOx	Nitrogen oxides are two gases, nitric oxide (NO), which is a colorless, odorless gas and nitrogen dioxide (NO2), which is a reddish-brown gas with a pungent odor.	Streetscape	The visual elements of a street that defines its character, such as building façade, landscaping, sidewalks, street furniture, signs, lighting, etc.
PCI	Pavement Condition Index	ST-WRF	Sewage Treatment and Water Reuse Facility
PD	Police Department	SWTP	Surface Water Treatment Plant
PDS	Planning and Development Services Department	TCP	1,2,3-Trichloropropane is an exclusively man-made chlorinated hydrocarbon commonly used as an industrial solvent, cleaner, degreaser, and in two commonly used soil fumigants used in California to manage nematodes. Contamination of TCP occurred in drinking water wells and is on the State of California's list of chemicals known to cause cancer.
PLHA	Permanent Local Housing Allocation	TE	Transportation Enhancement Activity. A federal source of funding under "SAFETEA-LU" for enhancement of transportation facilities through beautification or restoration of historic facilities.
PMS	Pavement Management System. A computer-based pavement management and inventory system, which helps staff, identify street project priorities.	UGOH	Underground Overhead. The undergrounding of overhead facilities such as electric, phone and cable.
PVC	Polyvinyl Chloride. A pipe material used for sewer and water main construction.	VCP	Vitrified Clay Pipe. A pipe material used for sewer main construction.
RDA	Redevelopment Agency		

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APPENDIX SECTION

The Appendix Section provides demographic information, phone numbers of City offices, listing of elected officials, miscellaneous statistics and a glossary of terms used in this document.



OFFICIALS

CLOVIS CITY COUNCIL

The City Council meets regularly on the first, second, and third Mondays of each month in the Council Chamber; City Hall, 1033 Fifth Street at 6:00 p.m. Council meetings are open to the public and citizens are encouraged to attend and participate.

Lynne Ashbeck, Mayor
LynneA@cityofclovis.com

Vong Mouanoutoua, Mayor Pro Tem
VongM@cityofclovis.com

Matt Basgall, Council Member
MattB@cityofclovis.com

Drew Bessinger, Council Member
DrewB@cityofclovis.com

Diane Pearce, Council Member
DianeP@cityofclovis.com

FRESNO COUNTY BOARD OF SUPERVISORS

Nathan Magsig, Supervisor
 Room 300, Hall of Records
 2281 Tulare Street
 Fresno, CA 93721-2198
 (559) 600-5000

Steve Brandau, Supervisor
 Room 300, Hall of Records
 2281 Tulare Street
 Fresno, CA 93721-2198
 (559) 600-2000

STATE

ASSEMBLY MEMBER

Jim Patterson
 6245 N. Fresno St., Ste. 106
 Fresno, CA 93710
 (559) 446-2029

SENATOR

Shannon Grove
 567 W. Shaw Ave, Suite A-3
 Fresno, CA 93704
 (559) 243-8580

UNITED STATES

REPRESENTATIVE

Kevin McCarthy
 4100 Empire Drive, Ste. 150
 Bakersfield, CA 93309
 (661) 327-3611

SENATORS

Alex Padilla
 112 Hart Senate Office Building
 Washington DC 20510
 (202) 224-3553

Dianne Feinstein
 2500 Tulare St., Ste. 4290
 Fresno, CA 93721
 (559) 485-7430

FREQUENTLY CALLED NUMBERS (Area Code 559)

Emergency	911	Personnel Job Line	324-2733
City Hall Information	324-2000	Utility Billing	324-2130
Clovis Branch Library	600-9531		

CITY OF CLOVIS DEPARTMENTS (Area Code 559)

Administration	324-2060	General Services	324-2767
Animal Control Officer	324-2450	Water/Sewer/Streets/Parks	324-2600
Building Inspection	324-2390	Personnel	324-2725
City Clerk	324-2060	Planning/Development Services	324-2340
Clovis of Clovis Recreation	324-2780	Police (Non-Emergency)	324-2400
Finance	324-2130	Senior Services	324-2750
Fire	324-2200	Solid Waste	324-2604

MISCELLANEOUS DEMOGRAPHIC INFORMATION

POPULATION	Year	City of Clovis	Fresno County	Year	City of Clovis	Fresno County
	1950	2,766	276,550	2014	102,188	964,040
1960	5,546	365,945	2015	104,339	972,297	
1970	22,133	413,329	2016	108,039	984,541	
1980	33,021	514,621	2017	110,762	995,975	
1990	49,300	667,490	2018	113,883	1,007,229	
2000	70,746	805,005	2019	117,003	1,018,241	
2010	95,480	923,373	2020	119,175	1,023,358	
2011	96,848	940,220	2021	121,834	1,026,681	
2012	98,377	938,467	2022	123,665	1,011,273	
2013	99,983	952,166	2023	123,795	1,012,334	

Source: City of Clovis, U.S. Bureau of the Census, State Department of Finance

CLIMATE

	2022 Average Daily Temperature (Degrees)			Precip. (Inches)
	Maximum	Minimum	Average	
January	67.0	33.0	50.1	0.00
February	82.0	33.0	53.8	0.04
March	90.0	37.0	60.5	0.74
April	96.0	40.0	64.4	0.30
May	103.0	45.0	71.5	0.00
June	107.0	55.0	81.3	0.00
July	110.0	58.0	85.7	0.00
August	107.0	67.0	86.7	0.05
September	114.0	60.0	82.2	0.06
October	95.0	46.0	71.0	0.00
November	71.0	36.0	52.1	0.66
December	63.0	32.0	47.3	4.59
YEAR	114.0	32.0	73.0	6.44

Source: <https://www.weather.gov/hnx/fatmain>

AREA (SQUARE MILES)

Year	City of Clovis	Year	City of Clovis
1950	1.05	2013	23.42
1960	2.88	2014	24.02
1970	4.22	2015	24.15
1980	9.02	2016	24.36
1990	14.34	2017	24.40
2000	17.28	2018	25.50
2009	23.14	2019	25.50
2010	23.14	2020	25.91
2011	23.14	2021	25.98
2012	23.14	2022	25.98

Source: City of Clovis, Planning and Development Services

RETAIL SALES INFORMATION

2021 RETAIL SALES (In Thousands of Dollars)	<u>Type of Business</u>	<u>City of Clovis</u>	<u>Fresno County</u>
		General Consumer Goods	666,173
	Autos and Transportation	599,652	3,296,390
	Building and Construction	282,563	1,314,006
	Restaurants and Hotels	410,628	2,660,472
	Fuel and Service Stations	148,619	1,435,685
	Business and Industry	159,666	4,401,391
	Food and Drugs	315,545	6,288,079
	TOTAL	2,582,846	22,960,963

Source: Ca Dept of Tax and Fee Administration

ANNUAL TAXABLE SALES (In Thousands of Dollars)	<u>Year</u>	<u>City of Clovis</u>	<u>Fresno County</u>	<u>Year</u>	<u>City of Clovis</u>	<u>Fresno County</u>
		1970	25,012	883,810	2013	1,509,721
	1980	165,377	3,131,515	2014	1,582,858	13,277,800
	1990	448,565	5,739,359	2015	1,708,193	14,189,429
	2000	930,608	8,472,055	2016	1,790,890	14,184,097
	2008	1,284,915	11,729,171	2017	1,852,313	14,755,751
	2009	1,158,887	9,966,448	2018	1,936,041	15,386,256
	2010	1,201,964	10,154,265	2019	2,007,586	16,218,883
	2011	1,278,684	11,179,478	2020	2,072,599	17,078,806
	2012	1,373,070	12,020,630	2021	2,582,846	22,960,963

Source: Board of Equalization 1970 - 2016/HdL Companies 2017; Ca Dept of Tax and Fee Administration 2018 - Current

MISCELLANEOUS BUILDING INFORMATION

DWELLING UNITS*	<u>Year</u>	<u>City of Clovis</u>	<u>Year</u>	<u>City of Clovis</u>
		1970		4,347
	1980	13,357	2014	38,016
	1990	19,379	2015	38,927
	2000	25,494	2016	39,624
	2007	34,226	2017	40,607
	2008	34,750	2018	41,957
	2009	35,197	2019	42,805
	2010	35,671	2020	43,917
	2011	36,101	2021	45,155
	2012	36,579	2022	46,014

Source: City of Clovis, County of Fresno

NEW DWELLING UNITS AUTHORIZED*	<u>Year</u>	<u>City of Clovis</u>		
		<u>Single</u>	<u>Multiple</u>	<u>Total</u>
	2008	408	116	524
	2009	431	16	447
	2010	474	0	474
	2011	370	60	430
	2012	378	100	478
	2013	522	23	545
	2014	703	189	892
	2015	794	117	911
	2016	697	0	697
	2017	925	58	983
	2018	1,046	304	1,350
	2019	848	0	848
	2020	884	228	1,112
	2021	1,148	90	1,238
	2022	531	328	859

Source: City of Clovis CAFR

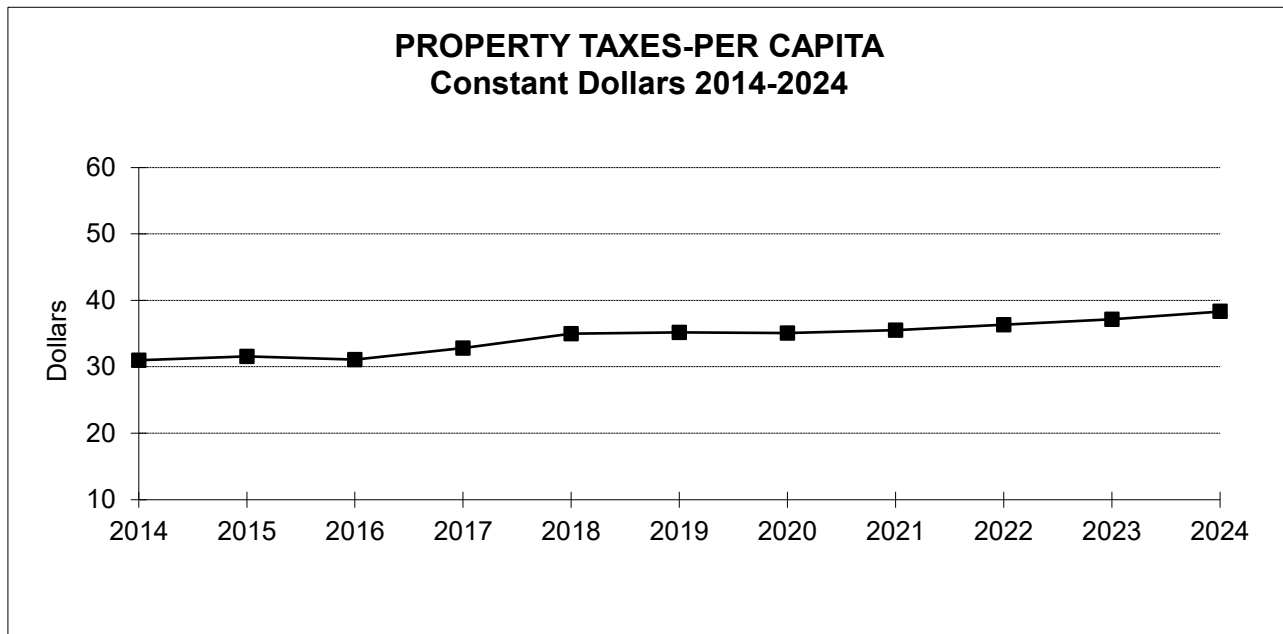
BUILDING PERMITS --- VALUATIONS*	<u>Year</u>	<u>City of Clovis</u>
		2008
	2009	190,479,000
	2010	193,394,000
	2011	130,706,000
	2012	155,097,000
	2013	169,722,000
	2014	240,301,000
	2015	251,287,000
	2016	233,588,000
	2017	310,024,000
	2018	354,387,000
	2019	348,837,000
	2020	385,697,000
	2021	389,542,000
	2022	252,836,000

Source: City of Clovis CAFR

* Prior Fiscal Year information updated to properly reflect historical quantities and values.

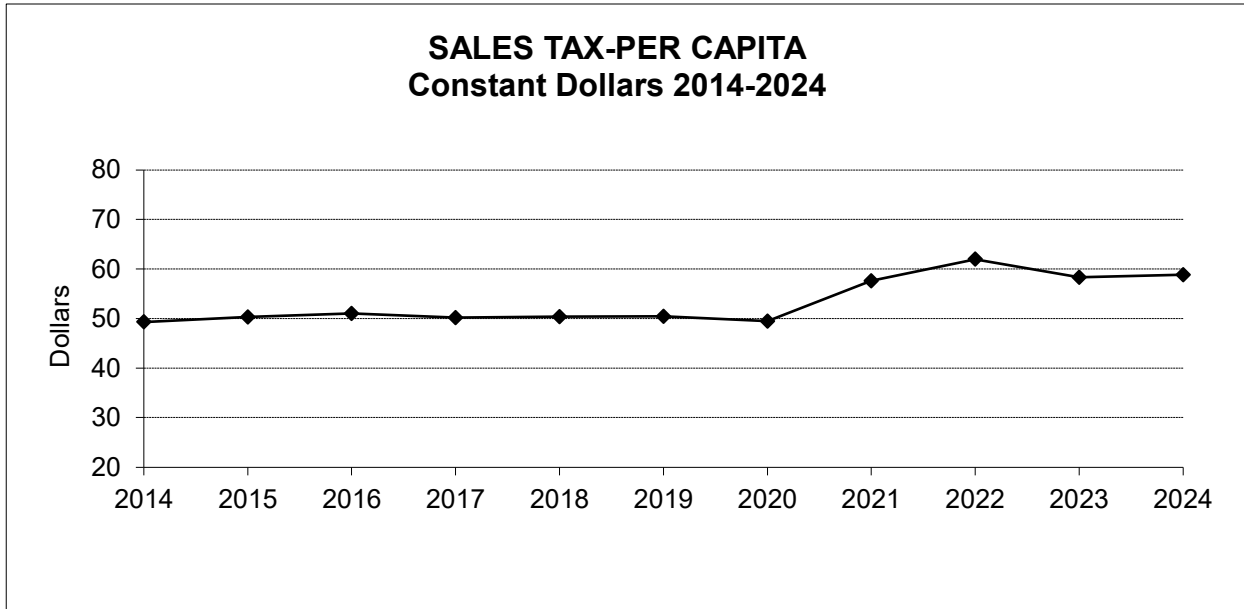
REVENUE BY CATEGORY GENERAL FUND PROPERTY TAXES

	<u>AMOUNT RECEIVED</u>	<u>% OF TOTAL REVENUE</u>	<u>PER CAPITA</u>	<u>PER CAPITA (ADJUSTED FOR INFLATION)</u>
2013-14	10,631,129	19.29%	106.33	31.00
2014-15	11,322,526	19.25%	110.80	31.57
2015-16	11,649,632	18.89%	111.65	31.10
2016-17	12,873,288	20.29%	119.15	32.82
2017-18	14,184,858	20.28%	128.07	34.99
2018-19	15,071,954	20.64%	132.35	35.20
2019-20	15,883,160	21.14%	135.75	35.08
2020-21	16,964,759	18.02%	142.35	35.50
2021-22	18,227,378	17.56%	149.61	36.31
2022-23 (EST)	19,549,000	19.38%	157.61	37.17
2023-24 (EST)	20,857,000	19.83%	165.22	38.34



REVENUE BY CATEGORY GENERAL FUND SALES TAX

	<u>AMOUNT RECEIVED</u>	<u>% OF TOTAL REVENUE</u>	<u>PER CAPITA</u>	<u>PER CAPITA (ADJUSTED FOR INFLATION)</u>
2013-14	16,916,615	30.69%	169.19	49.33
2014-15	18,037,580	30.67%	176.51	50.29
2015-16	19,119,633	31.00%	183.25	51.04
2016-17	19,675,483	31.01%	182.11	50.17
2017-18	20,425,341	29.20%	184.41	50.38
2018-19	21,597,179	29.58%	189.64	50.44
2019-20	22,393,757	29.81%	191.39	49.46
2020-21	27,526,307	29.23%	230.97	57.60
2021-22	31,105,966	29.97%	255.31	61.97
2022-23 (EST)	31,211,000	30.93%	247.25	58.31
2023-24 (EST)	31,995,000	30.42%	253.46	58.81



CITY OF CLOVIS PRINCIPAL EMPLOYERS JUNE 30, 2022

<u>Employer</u>	<u>Approximate Number of Employees</u>
Clovis Unified School District	5,196
Clovis Community Hospital	3,074
County of Fresno	1,402
Wal-Mart	750
City of Clovis	702
Wawona Frozen Foods	590
Anlin Industries	583
Cen Cal Builders	500
Target	459
Costco	423

GLOSSARY

AB 109 - Assembly Bill 109 also known as the Public Safety Realignment Act passed by California voters in 2011 shifted responsibility for supervising certain populations of offenders and parolees from state prisons to county jails.

AB 147 - Assembly Bill 147 also known as the Marketplace Facilitator Act was signed on April 25, 2019 creating new sales and use tax collection requirements for remote sellers and all retailers.

Accrual - A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

ACFR (Annual Comprehensive Financial Report) - The annual financial statements for the City of Clovis.

ACT - Adult Compliance Team. A multi-agency alliance with local law enforcement agencies that provides an additional layer of offender accountability and supervision as a result of AB109.

ADA - Americans with Disabilities Act. A Federal Act requiring accessibility for the disabled to all facilities.

Admin & Overhead Expenditures - Indirect departmental expenses such as administration, building operations and maintenance, office supplies, computer services, and depreciation.

Appropriation - A legal authorization granted by a legislative body to make expenditures and to incur obligations for a specific purpose.

Appropriations Limit - Passed by voters in 1979 establishing the maximum amount of tax proceeds that State or local governments may appropriate in a fiscal year.

ARPA - American Rescue Plan Act of 2021 which provides funding for state and local governments in response to the COVID-19 pandemic.

Assessed Value - The value placed on property by the County Assessor. Special assessment amounts levied against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

ATF – Alcohol, Tobacco, and Firearms.

ATP - Active Transportation Plan.

AV - Audio Video.

Balanced Budget - The financial position where available resources meet or exceed expenditures.

BEAT – For police purposes, the city is divided into areas called “beats”.

Benefits - Payment to which participants may be entitled under a pension plan including pension benefits, death benefits, and benefits due on termination of employment.

Benefit Zone Reserves - Zones within the City's Landscape Maintenance District that property owners pay assessment fees to maintain public landscape improvements. Reserves are maintained to address replacement of enhancement features and repair projects.

Bonds - A debt investment in which an investor loans money to an entity that borrows the funds for a defined period of time at a stated interest rate to finance a variety of projects.

Budget - A major expense control device used to monitor expenses. A governmental budget generally carries the force of law when spending limits are established in a legally adopted budget.

CAD - Computer Aided Dispatch.

CalFire - California Department of Forestry and Fire Protection.

CalHome - A program to enable low and very low-income households to become or remain homeowners.

Capital Improvements - Permanent improvements that add value to land (e.g., fences, retaining walls, sidewalks, pavements, gutters, water and sewer lines, and bridges).

Capital Outlay - Expenditures resulting in the acquisition of or additions to the government's fixed assets that typically last more than one year.

CAR - Clovis Area Recreation.

CARES Act - Coronavirus Aid, Relief and Economic Security Act. An economic stimulus bill passed by

Congress and signed by President Trump on March 27, 2020.

CCDA - Clovis Community Developmental Agency. The City of Clovis' former redevelopment agency.

CCU - Community Clean-Up.

CDBG - Community Development Block Grant. A source of federal funding for improvements in low income or blighted areas.

CEA - Clovis Employees Association.

CERT - Clovis Emergency Response Team.

CEQA - Clovis Environmental Quality Act.

CFD - Community Facilities District which is a district formed in new growth areas to provide funding for public safety and/or public utility infrastructure.

CFFA - Clovis Fire Fighters Association.

CNT - Crisis Negotiation Team.

Community Investment Program (CIP) - A plan for capital expenditures to be incurred each year over a period of years to meet capital needs arising from the long-term work program or other capital needs.

COPs (Certificates of Participation) - A type of financing where an investor purchases a share of the lease revenues of a program rather than the bond being secured by those revenues.

COVID-19 - Coronavirus disease 2019.

CPI (Consumer Price Index) - An index measuring the change in the cost of typical wage-earner purchases of goods and services expressed as a percentage change in the cost of these same goods and services in the same base period.

CPOA - Clovis Police Officers Association.

CPSE - Center for Public Safety Excellence.

CPSEA - Clovis Public Safety Employees Association.

CPTA - Clovis Professional & Technical Association.

CPWEA - Clovis Public Works Employee Association.

CSO - Community Service Officer.

CTFP - Confidential Technical and Financial Professionals.

Current Resources - Sources of funds that are received in the current period.

CUSD - Clovis Unified School District.

DBCP - Dibromochloropropane, pesticide used in the past by farmers for Nematodes. This was found in the groundwater.

Debt Service - The interest and principal payments on long-term debt.

Depreciation - The portion of the cost of plant assets that is deducted from revenue for asset services used in the operations of the business.

Designated Fund Balance - Segregation of a portion of fund balance to indicate plans for future use.

DIF - Development Impact Fees.

Discretionary Funds - Those funds that are not specifically restricted to their uses and over which the Council has complete control.

Diversion - Intervention programs to redirect youths away from formal processing in the juvenile justice system, while still holding them accountable.

EMS - Emergency Medical Services.

Encumbrances - Commitments related to unperformed contracts for goods and services. Used in budgeting, encumbrances are not GAAP expenditures or liabilities but represent the estimated amount of expenditures ultimately to result if contracts in process are completed.

Enterprise Fund - Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EDD - Employment Development Department.

EIR - Environmental Impact Report.

EOC - Emergency Operations Center.

EOD - Explosive Ordinance Disposal.

EOP - Emergency Operations Plan.

ERP - Enterprise Resource Planning which is software designed to integrate an organization's business processes into a single system.

ETC - Estimate To Close.

Extra Help - Cost of employees who are hired on a temporary or substitute basis.

FAX - Fresno Area Express Transit System.

FBI – Federal Bureau of Investigation.

FEMA - Federal Emergency Management Agency.

Fiduciary Fund - Fiduciary funds are used to account for assets held by the government as an agent for individuals, private organizations, other governments and/or other funds.

Fiscal Year - A 12-month period to which the annual operating budget applies and for which a government determines its financial position and the results of its operations.

Five-Year Forecast - A projection of operating position for a five-year period.

Fleet Fund - The internal service fund that is for fleet purchases and maintenance.

FMFCD - Fresno Metropolitan Flood Control District.

Franchise Fees - Payments to the city from a utility company for use of the city's streets and rights of way for its services provided. The City of Clovis receives franchise fees from Pacific Gas & Electric, Comcast Cable, and AT&T/DirecTV.

Fund - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, and residual equities or balances and changes therein are recorded and segregated to carry out specific activities or attain certain objectives in accordance with special regulation, restrictions, or limitations.

Fund Balance - The difference between fund assets and fund liabilities of governmental and similar trust funds.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

General Fund - The primary fund for the City in which all assets and liabilities are recorded that are not assigned to a special purpose fund.

General Government Facilities Fund - The internal service fund that is responsible for building maintenance.

General Obligation Debt - A long-term debt that has been approved by the voters and for which a property tax rate may be assessed.

General Plan - A plan that provides the guidelines under which development can occur.

GFOA – Government Finance Officers Association.

GIS - Geographic Information System.

HCD - The Department of Housing and Community Development is California's principal housing agency. The mission is to provide leadership, policies and programs to expand and preserve safe and affordable housing opportunities and promote strong communities for all Californians.

HEAT - Help Eliminate Auto Theft.

Heritage Grove - The future housing development located between Willow and Sunnyside Avenues and Shepherd and Copper Avenues.

HQ - Headquarters.

HUTA - Highway Users Tax Account. Cities and counties receive revenue from the motor vehicle fuel taxes imposed pursuant to California's Revenue and Taxation Code Section 7360(a) and (b).

ICS - Industrial Control Systems. An information system used to control industrial processes.

Industrial Park - An area designated for industrial production and service.

ISF (Internal Service Funds) - Established to finance, administer, and account for departments of a government whose primary purpose is to provide goods or services to the government's other departments on a cost-reimbursement basis.

ISO Rating - Insurance Service Office issues ratings to Fire Departments for the effectiveness of their fire protection services and equipment. The rating is a numerical grading system used by the insurance industry to develop premium rates for residential and commercial businesses.

K9 – A dog specifically trained to assist police.

LAFCO - Local Agency Formation Commission.

Landmark Square - The future site of the new Senior Center, Transit hub and County Library to be located north of Third Street and Veterans Parkway.

LCTOP - Low Carbon Transit Operations Program.

LIS - Land Information System.

LMD - Landscape Maintenance District.

LTF (Local Transportation Funding) - Derived from $\frac{1}{4}\phi$ of the retail sales tax collected statewide and used for transportation purposes specified under the Transportation Development Act.

MAGEC - Multi-Agency Gang Enforcement Consortium.

Major Fund - The General Fund is always a major fund. Major funds have revenues, expenditures/expenses, assets, or liabilities that are at least 10% of the corresponding totals of all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental or enterprise funds for the same item.

Measure C - County wide $\frac{1}{2}\phi$ sales tax used to fund street improvements and transit operations approved by voters for a twenty-year extension on this tax in November 2006.

Modified Accrual - An accounting method commonly used by government agencies that combines accrual basis accounting with cash-basis accounting.

NIMS - National Incident Management System.

NKGSA - North Kings Groundwater Sustainability Agency.

Non-discretionary Funds - Those funds that are specifically restricted as to their use and may not be utilized for other purposes.

NPDES - National Pollutant Discharge Elimination System as authorized by the Clean Water Act permit program controls water pollution by regulation point sources that discharge pollutants into waters of the United States.

NRC - Non-Residential Construction.

Old Town - The restored business sector of downtown Clovis.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled.

PCI - Pavement Condition Index indicates the condition of a pavement, for prioritizing repairs and rehabilitation of the road network.

PCI - Per Capita Income.

PDS - The enterprise fund Planning and Development Services.

PERS - Public Employees' Retirement System.

PG&E - Pacific Gas & Electric.

PITCHESS - A request made by the defense in California to obtain information from a police officer's confidential employment file.

PIO - Public Information Officer.

PLHA – Permanent Local Housing Allocation.

PMS - Pavement Management System.

POST - Peace Officer Standards & Training.

Preemption Devices - A system to allow public safety vehicles to activate traffic signals.

Public Hearing - A forum where citizens of a government have the opportunity to be heard, present, and listen to argument on a specific matter.

REAP - Retention, Expansion, & Attraction Program.

Reappropriation - Expenditures that were not expected to occur over more than one fiscal year but in fact do occur in the following fiscal year and were not included in the current budget.

Recommended Budget - The budget presented to the Council by the City Manager.

Regional Wastewater Treatment Facility - The sewage treatment facility owned by the cities of Clovis and Fresno.

Reserved Fund Balance - The portion of fund balance that is: (1) not available for appropriation or expenditure; and/or (2) is segregated legally for a specific future use.

Resolution - A formal expression of an opinion, will, or intent voted by the City Council.

RMS - Records Management System.

ROPS (Required Obligation Payment Schedule) - Schedule listing payments of enforceable obligations.

Roundup - Para transit services providing demand response service for disabled residents ages 6 and up.

R&T- Research and Technology.

SAFER Grant - Staffing for Adequate Fire and Emergency Response grant. A grant from FEMA to provide funding directly to Fire Departments to help increase or maintain the number of trained front line firefighters.

SB1 (Senate Bill 1) - A transportation funding package which increased several taxes, starting in November 2017, for the state's transportation network.

SCADA - Supervisory Control and Data Acquisition. A control system for gathering and analyzing real time data to monitor and control equipment.

SCBA - Self-Contained Breathing Apparatus.

SEMS - Standard Emergency Management System.

SET - Special Enforcement Team.

SGMA - Sustainable Groundwater Management Act.

South Dakota v. Wayfair - The United States Supreme Court ruling that states can mandate that businesses without a physical presence in a state with more than 200 transactions or \$100,000 in-state sales collect and remit sales taxes on transactions in the state.

Special Assessment Debt With Governmental Commitment - The face value of special assessment bonds not due within one year when the government is secondarily obligated for repayment of the bonds.

Special Assessment District Debt - The face value of special assessment bonds not due within one year when the government is primarily obligated for repayment of the bonds.

Specific Plans - Sub-areas of the City utilizing specific plans to focus on defined areas of the City for more precise guidelines on land use and development.

STA (State Transit Assistance) - Derived from sales tax collected on diesel fuel statewide and used for transportation purposes specified under the Transportation Development Act.

Stageline - Transit buses that operate along fixed routes with regularly scheduled stops.

Streetscape - The visual elements of a street that defines its character, including building façade, landscaping, sidewalks, street furniture, signs, lighting, etc.

STWRf - Sewage Treatment and Water Reuse facility. The sewage and water reuse facility owned by the City.

Successor Agency - State Legislature passed AB1X 26 on June 29, 2011 to completely dissolve all Redevelopment Agencies in the State, effective February 1, 2012. Successor Agencies were created and charged with handling outstanding debts and the winding down of redevelopment activities, under the direction of an Oversight Board. The City of Clovis is the Successor Agency to the former Clovis Community Development Agency.

SWAT - Special Weapons and Tactics.

TCP (Trichloropropane) - a chemical compound manufactured by Shell Chemical Company and Dow Chemical Company.

TEBU - Transit Employees Bargaining Unit.

TOT - Transient Occupancy Tax. Tax levied by cities on persons staying 30 days or less in a room(s) in a hotel, inn, motel, tourist home, or other lodging facility.

Transfers - The movement of resources between funds.

UAV - Unmanned Aerial Vehicle (drone).

UCR - Uniform Crime Reporting.

Unreserved Fund Balance - Those portions of fund balance that are not appropriated for expenditure or are legally segregated for specific future use.

UOF - Use of Force.

VMT- Vehicle Miles Traveled.

Watch – Time of day during the week a police officer is assigned to a beat.

W/C - Worker's Compensation.

Working Capital - The excess of current assets over current liabilities.

WWTP - Wastewater Treatment Plant.

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