



# AGENDA

## CLOVIS CITY COUNCIL

Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559-324-2060)  
[www.cityofclovis.com](http://www.cityofclovis.com)

*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.*

*Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at [www.cityofclovis.com](http://www.cityofclovis.com).*

February 13, 2017

6:00 PM

Council Chamber

**The City Council welcomes participation at Council Meetings. Members of the public may address the Council on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic.**

Meeting called to order by Mayor Pro Tem Whalen  
Flag salute led by Councilmember Ashbeck

### ROLL CALL

**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** Consent Calendar items are considered routine in nature and voted upon as one item unless a request is made to give individual consideration to a specific item. (See Attached Consent Agenda.) **Requires Unanimous Vote for Approval.**

## 1. PUBLIC HEARINGS

- A. Consider Approval - Res. 17-\_\_\_\_, Amending the City's Master Administrative Fee Schedule Pertaining to Parks and Community Service Fees. (Staff: S. Halterman) **Requires Unanimous Vote for Approval.**
- B. Consider Approval - A request to approve an amendment to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues (1900 Shaw Avenue). (Staff: O. Ramirez) **Requires Unanimous Vote for Approval.**
- C. Consider Approval - A request to initiate an amendment to the Loma Vista Community Centers North and South Master Plan to address local street configurations for the area south of Shaw Avenue. (Staff: D. Kroll) **Requires Unanimous Vote for Approval.**

## 2. CITY MANAGER COMMENTS

## 3. COUNCIL ITEMS

- A. Council Comments

## ADJOURNMENT

Meetings and Key Issues			
Feb. 21, 2017 (Tue.)	6:00 P.M.	Regular Meeting (Cancelled)	Council Chamber
Mar. 6, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Mar. 13, 2017 (Mon.)	6:00 P.M.	Regular Meeting (To Be Cancelled)	Council Chamber
Mar. 20, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Apr. 3, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Apr. 10, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Apr. 17, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
May 1, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
May 8, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
May 15, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber

**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.

**Requires Unanimous Vote for Approval**

**A. CITY CLERK**

- 1) No items.

**B. ADMINISTRATION**

- 1) Approval - Appointment to the Fresno/Clovis Community Media Authority.

**C. COMMUNITY AND ECONOMIC DEVELOPMENT**

- 1) No items.

**D. FINANCE**

- 1) No items.

**E. GENERAL SERVICES**

- 1) No items.

**F. PLANNING AND DEVELOPMENT SERVICES**

- 1) Approval – Design Professional Services for CIP 16-20, Alluvial / Temperance Roundabout, and Authorize the City Manager to execute the contract on behalf of the City.
- 2) Approval – Res. 17-\_\_\_\_, Annexation of Miscellaneous Properties to the Landscape Maintenance District No. 1.

**G. PUBLIC SAFETY**

- 1) No items.

**H. PUBLIC UTILITIES**

- 1) Approval – Waive the City's Formal Bidding Requirements and Authorize the Purchase of a Tarping Machine from Tarpomatic Inc.

**I. REDEVELOPMENT SUCCESSOR AGENCY**

- 1) No items.



AGENDA ITEM NO: **CC-B-1**

City Manager: LS.

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Administration

DATE: February 13, 2017

SUBJECT: Approval - Appointment to the Fresno/Clovis Community Media Authority

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

It is recommended that the Mayor Pro Tem, subject to approval by the City Council, consider the reappointment of Shannon Babb to the Fresno/Clovis Community Media Authority. The appointment is for a remainder of a two-year term which would expire in June of 2018.

### **EXECUTIVE SUMMARY**

The Fresno/Clovis Media Authority serves as the Joint Powers Authority overseeing Digital Infrastructure and Video Competition Act funding for Public, Education, and Government television channels. Shannon Babb has applied to be appointed to the Fresno/Clovis Community Media Authority. Mayor Pro Tem Whalen is recommending the appointment.

### **BACKGROUND**

The Fresno/Clovis Media Authority serves as the Joint Powers Authority overseeing Digital Infrastructure and Video Competition Act funding for public, education, and government television channels. Dr. Robert Watts served on the Authority since its creation in 2008. Dr. Watts resigned from his position and Shannon Babb has applied to be appointed to the Fresno/Clovis Community Media Authority. Mr. Babb would



complete the term, ending in June of 2018. Mr. Babb has extensive experience working in the television and communications industry. Mayor Pro Tem Whalen is recommending the appointment.

**FISCAL IMPACT**

None.

**REASON FOR RECOMMENDATION**

Pursuant to Joint Powers Agreement, the Mayor, with the approval of the City Council, shall make appointment to the Fresno/Clovis Community Media Authority.

**ACTIONS FOLLOWING APPROVAL**

Staff will inform Mr. Babb of the action taken by the City Council.

Prepared by: Andrew Haussler, Community and Economic Development Director

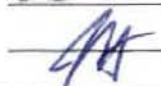


Submitted by: Andrew Haussler, Community and Economic Development Director





AGENDA ITEM NO: **CC-F-1**

City Manager: 

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: February 13, 2017

SUBJECT: Approval – Design Professional Services for CIP 16-20, Alluvial / Temperance Roundabout, and Authorize the City Manager to execute the contract on behalf of the City.

**ATTACHMENTS:**

- (A) Peters Engineering Group Proposal for Design Professional Services
- (B) Proposed Intersection Layout

**CONFLICT OF INTEREST**

None

**RECOMMENDATION**

For the City Council to authorize the City Manager to enter into an Engineering Services Agreement with Peters Engineering Group for the design of project CIP 16-20, Owens Mountain Parkway and Temperance Avenue Roundabout.

**EXECUTIVE SUMMARY**

City of Clovis prepared and sent out a Request for Proposals (RFP) for design professional services on September 30, 2016. Peters Engineering Group met all the qualifications of this RFP and ranked number one after the consultant selection procedure. The project design consists of modifying the intersection of Temperance Avenue and Owens Mountain Parkway. The existing signalized intersection will be replaced with a multi-lane roundabout.

**BACKGROUND**

Caltrans has notified the City of Clovis that the existing intersection located at Alluvial Avenue/Owens Mountain Parkway and N. Temperance Avenue does not meet Caltrans standards for minimum distance an intersection is required to be from a Caltrans on/off ramp. The intersection is approximately 375 feet north of the State Highway System; operations of the intersection can impact the Temperance Avenue interchange on State Route 168 due to

the close spacing and the expected traffic. Caltrans concerns are that queues on the northbound approach to the signalized intersection of Temperance and Alluvial will block the westbound off ramp from State Route 168 in the future, primarily as a result of traffic expected to be generated by the Research and Technology Business Park and other planned land uses in the area. Replacing the signalized intersection with a roundabout will eliminate the operational delay from the signal and Caltrans has indicated that it is an alternative they are willing to accept as a design exception to their standards.

Upon execution of the engineering services agreement with Peters Engineering Group, staff will immediately commence the preliminary engineering work. The project design is estimated to take six months to complete.

### **FISCAL IMPACT**

The scope and not-to-exceed cost estimate to prepare the project design is \$149,957.49. This project was approved in the 2016-2017 fiscal budget. The project is supported by the City Community Investment Program, funded by the Federal Congestion Mitigation and Air Quality Improvements Program (CMAQ) and local funds.


### **REASON FOR RECOMMENDATION**


Peters Engineering Group met all the qualifications of this RFP and ranked number one after the consultant selection procedure. There are sufficient funds available for the anticipated costs of this project.

### **ACTIONS FOLLOWING APPROVAL**

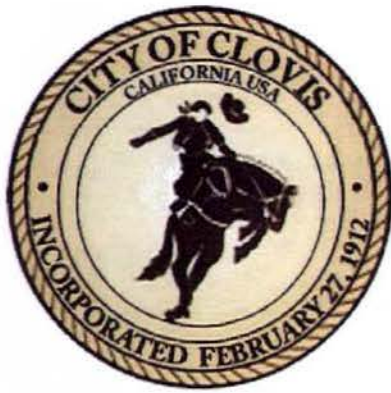
Staff will prepare and execute an Engineering services agreement with Peters Engineering Group for providing a complete design for the project as described in Attachment A.

Prepared by: Fernando Copetti, Project Manager

Submitted by:   
Michael Harrison  
City Engineer

Recommended by:   
Dwight Kroll, AICP  
Director of Planning &  
Development Services





# CITY OF CLOVIS

## *Proposal for Design Professional Services*

Alluvial Avenue / Owens Mountain Parkway and N.  
Temperance Avenue Roundabout



*Submitted: October 18, 2016*



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PETERS ENGINEERING GROUP  
A CALIFORNIA CORPORATION

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ATTACHMENT A





## PETERS ENGINEERING GROUP

A CALIFORNIA CORPORATION

952 Pollasky Avenue, Clovis, California 93612 Phone: 559-299-1544 Fax: 559-299-1722

Mr. Fernando Copetti, PE  
Project Manager  
City of Clovis  
Planning and Developing  
1033 Fifth Street  
Clovis, California 93612

October 18, 2016

### **Design Professional Services: Alluvial Avenue / Owens Mountain Parkway and N. Temperance Avenue Roundabout**

We are pleased to submit our proposal to provide engineering services for the subject project. Having provided engineering services to the City of Clovis on dozens of projects during the past 18 years, we look forward to continuing our successful relationship with the City.

Peters Engineering Group is a general civil and traffic engineering consulting firm and has completed a variety of transportation engineering projects for local agencies since our inception in 1998. Mr. David Peters, PE, TE will serve as the Principal-in-Charge and Project Manager and will be assisted by Mr. John Rowland, PE, TE, and Mr. William Washburn, PE, both of whom have a significant amount of local transportation engineering experience. Our team is also very familiar with the City of Clovis and its needs. Mr. Peters currently serves as contract City Engineer for the cities of Kingsburg and Fowler and therefore has extensive experience with, and understanding of, local agency capital improvement projects involving federal transportation funds.

Peters Engineering Group's project understanding and qualifications to provide engineering services on this project are unparalleled having prepared the project Feasibility Study, Design Exception Fact Sheet, and Permit Engineering Evaluation Report (PEER).

Peters Engineering Group has augmented our in-house capabilities with Placeworks, McPheeters & Associates, Kleinfelder, and Designlab 252, all of whom possess the experience and expertise to successfully provide services for this project. This team includes the staff and expertise to successfully complete this project.

Thank you for your consideration of this proposal. We look forward to further providing our qualifications and experience in an interview with the City.

### **PETERS ENGINEERING GROUP**

David Peters, PE, TE, PTOE  
Principal-in-Charge / Project Manager  
Phone: (559) 299-1544 Ext. 111  
dpeters@peters-engineering.com



## *Proposal for Design Professional Services*

October 18, 2016

Alluvial Avenue / Owens Mountain Parkway  
and North Temperance Avenue Roundabout

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## *Proposal for Design Professional Services*

October 18, 2016

### Alluvial Avenue / Owens Mountain Parkway and North Temperance Avenue Roundabout

## **SECTION 1. WORK PLAN**

Peters Engineering Group (Consultant) will provide the City of Clovis (City) with engineering services for the subject project as described herein. Specifically, Consultant will provide engineering services related to the design of a roundabout at the intersection of Alluvial Avenue/Owens Mountain Parkway and Temperance Avenue in Clovis, California.

### **Project Understanding**

Peters Engineering Group has an excellent understanding of the goals, objectives, and challenges associated with the construction of a roundabout at the intersection of Alluvial Avenue and Temperance Avenue. Our understanding is derived from our experience preparing the project Feasibility Study, Project Engineering Evaluation Report (PEER) and Design Exception Fact Sheet. The primary purpose of the project is to establish an intersection control that is complimentary to the nearby freeway ramp intersection. Through initial consultation with Caltrans staff, City staff has determined a roundabout is desirable because it minimizes vehicle queues between the westbound SR 168 ramp intersection and the project intersection. The roundabout configuration as the preferred intersection control has been validated in the Feasibility Study prepared by Peters Engineering Group. Because the project intersection is less than the required 400 feet from the adjacent ramp intersection, Caltrans must approve a Mandatory Design Exception for this non-standard feature. On behalf of the City, Peters Engineering Group has prepared and submitted to Caltrans the Design Exception Fact Sheet and Preliminary Engineering Evaluation Report for this project. Some of the unique challenges that will require special attention in the design phase are:

- A portion of the proposed roundabout will be located within State right-of-way. Experience with processing projects through Caltrans will be very important to ensure the project is completed according to State standards and on schedule. Peters Engineering Group has processed dozens of Caltrans Encroachment Permit projects and recently successfully completed the Lacey Boulevard / State Route 43 Roundabout project in Hanford, California which is located entirely within State right-of-way and is nearly identical to the City of Clovis project.
- Traffic will need to be accommodated throughout construction due to the adjacent robust commercial center in the east of Temperance Avenue, the professional offices in the northwest corner and the Fire Station in the southwest corner. Special consideration for maintaining traffic through construction will be necessary when developing stage construction and traffic control plans.
- Impacts to existing developments such as the Chevron gas station and City Fire Station should be limited to avoid costly reconfiguration of those developments.
- Right-of-way will likely be required. Prompt establishment of the geometrics and associated concurrence from City and Caltrans staff will be important to avoid right-of-way delays.
- Provide for significant pedestrian traffic from the northeast corner to the southeast corner associated with the future California Health Sciences Campus.
- Provide mountable islands or other features at strategic locations to accommodate emergency vehicle movements from the existing City Fire Station.

Peters Engineering Group's experience with similar roundabout projects provides the City of Clovis with the knowledge to develop workable solutions to these and other potential issues associated with the project.





## *Proposal for Design Professional Services*

October 18, 2016

Alluvial Avenue / Owens Mountain Parkway  
and North Temperance Avenue Roundabout

### **Work Tasks**

#### ***Task 100 - Preliminary Engineering***

##### **101 Kickoff Meeting**

The project team will attend a kickoff meeting with City staff to discuss expectations and objectives for the project. A field review can follow if necessary to clarify any issues.

##### **102 Field Surveys and Mapping**

The City will perform field and boundary surveys within the roadway corridor and develop electronic mapping for development of the design plans. Survey will include right-of-way, planimetric and topographic features as well as visible utilities. Electronic mapping will be developed that incorporates survey data and available record drawings.

Consultant will be responsible for preparation of necessary right-of-way acquisition documents including legal plats and descriptions for property takes. Up to four (4) property acquisitions are included in this scope of services. City will provide title reports for affected parcels and be responsible for appraisals and acquisition of individual right-of-way parcels.

##### **103 Utility Coordination**

Location of existing utilities will be identified through available City and utility company record drawings. Utility companies will be contacted and a request for utility records will be made. Existing utilities will be incorporated in digital topographic mapping and shown in both plan and profile on the construction documents. The City and any other agency affected by the project will be notified through the Preliminary Design Memorandum whether relocation or other mitigations are required. Preliminary plans will be distributed to affected agencies for assistance in utility coordination and possible relocation.

It is anticipated that existing utilities will be affected by the project. Peters Engineering Group will ascertain the location and status of any such facilities and will make recommendations regarding any relocations that may be necessary. Peters Engineering Group will also coordinate acquisition of the PGE Rule 16 necessary for new highway lighting at the intersection.

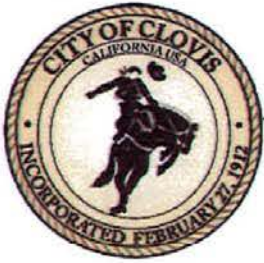
##### **104 Encroachment Permits**

Consultant will apply for and coordinate with the City of Clovis and Caltrans to obtain encroachment permits for construction of the project. The Caltrans encroachment permit will require completion of supplemental documents such as a Storm Water Data Report and Traffic Management Plan as well as participation in the 60% Safety Review and 95% Constructability Review meetings.

##### **105 Geotechnical Analysis**

Consultant will perform a geotechnical analysis to ascertain the depth and composition of the existing structural section within the project limits and will provide subgrade testing to determine the R-Value at four selected locations. A geotechnical report will be prepared that will present the findings of the analysis. It is assumed that a no-fee City encroachment permit will be issued for the field work associated with this task.





## *Proposal for Design Professional Services*

October 18, 2016

### Alluvial Avenue / Owens Mountain Parkway and North Temperance Avenue Roundabout

#### **106 Traffic Analysis**

Consultant will perform new traffic counts and coordinate with the Fresno Council of Governments to obtain traffic modeling to forecast future traffic volumes within the project vicinity. Peters Engineering Group will utilize these volumes and various computer programs based upon the Highway Capacity Manual and the publication Roundabouts – An Informational Guide, including Synchro, HCS, aaSIDRA, and RODEL, to validate the future performance of the roundabout. The analysis will consider future environmental factors that model driver familiarity with roundabouts to ensure that the roundabout is not over-designed.

#### **107 Preliminary Design Memorandum (PDM)**

Consultant will prepare a Preliminary Design Memorandum that will present the traffic analysis and preferred alternative and will discuss various design components including utility relocation, design constraints/issues and preliminary costs.

Five (5) copies of the PDM will be distributed to the City for review. A review meeting will be attended to address City comments.

#### **108 Geometric Approval Drawings – 30% Plans**

Consultant will prepare 30% plans including roadway layout drawings, existing and required right-of-way, easements, if required, and partial detail sheets. Plans will be developed in Civil 3D 2015, or a version acceptable to the City. Seven (7) copies of the 30% plans and a preliminary cost estimate will be submitted for City review. Copies of the 30% plans will be distributed to affected utility companies for use in their design of relocations. A review meeting will be attended to address City comments.

#### **109 CEQA Compliance**

City of Clovis will be Lead Agency for the CEQA process. Caltrans will be the Lead Agency under NEPA and the NEPA documents will be prepared and processed under Caltrans' NEPA requirements (i.e. the Local Assistance Procedures Manual – Chapter 6).

Consultant will prepare CEQA compliance documentation including preparation of special studies, coordination with City of Clovis staff regarding noticing and public review, attendance at public meetings, and preparation of responses to comments.

As the extent of physical change is confined mostly to the existing footprint to the already-established intersection, a Categorical Exemption (CE) is assumed to be the required level of CEQA documentation. The project is intended to relieve congestion rather than increase the capacity of the surrounding roadways. Consultant has reviewed several examples of other jurisdictions who have constructed roundabouts and most have utilized CEs, namely Section 15301 (Existing Facilities) and/or Section 15302 (Replacement or Reconstruction). Consultant will prepare the CE and deliver to the City for signature and filing. A memorandum will be attached to the Exemption that will briefly evaluate the minimal environmental impacts and that will provide supplemental information justifying the use of the CE. The CE will be posted with the Clovis City Clerk. Should the City require an Initial Study / Mitigated Negative Declaration, Consultant can prepare that document as additional services.





## *Proposal for Design Professional Services*

October 18, 2016

Alluvial Avenue / Owens Mountain Parkway  
and North Temperance Avenue Roundabout

### **Task 200 Construction Documents**

#### **201 Preliminary PS&E (65%)**

Sixty-five percent (65%) plans, specifications and estimates will be prepared based on the Preliminary Design Memorandum and approved Geometric Approval Drawings. Plans will be prepared utilizing Caltrans and City standards and will include the proposed roadway improvements and traffic control devices. The project design specifically will include the following:

• Title Sheet / Survey Control	• Drainage Design (FMFCD)
• Horizontal and Vertical Geometric Designs (Plan and Profiles)	• Water Pollution and Erosion Control Plans
• Typical Cross Sections	• Landscape and Irrigation Plans
• Electrical and Highway Lighting	• Construction Details
• Utility Plans	• Traffic Control Plans
• Pavement Delineation and Signing	• Stage Construction Plans

Special provisions will be prepared based on Caltrans SSP's and City Standard Specifications. An updated estimate of probable cost will be prepared. Seven (7) copies of preliminary PS&E (65%) will be submitted to the City for review. Copies of the 65% plans will also be distributed to affected utility companies for use in validating their facility locations and/or finalizing utility relocation plans. A 65% constructability review meeting will be attended to address City comments.

Consultant will also submit the 65% plans to Caltrans Encroachment Permits to facilitate the 65% Safety Review meeting required by Caltrans. The Storm Water Data Report, Traffic Management Plan, and other documents required by Caltrans will also be submitted to Caltrans at this time. Consultant will coordinate the approval of the PEER and Design Exception Fact Sheet at this time if these documents have not been approved prior to the submittal.

#### **202 Final PS&E (100%)**

Sixty-five percent (65%) PS&E review comments received from the City will be addressed and incorporated into the 100% PS&E to be submitted to the City. A 100% constructability review meeting will be attended to address City comments.

Consultant will also submit the 100% plans to Caltrans Encroachment Permits to facilitate the 95% Constructability Review meeting required by Caltrans. Storm Water Data Report, Traffic Management Plan, and other documents required by Caltrans will also be submitted to Caltrans at this time.

### **Task 300 – Bidding & Construction Phase**

#### **301 Construction Documents**

One hundred percent (100%) PS&E review comments received from the City, as well as the applicable constructability review comments received from Caltrans, will be addressed and incorporated into the final construction documents.

Specifications will be prepared in an electronic word processing program compatible with City software.



## *Proposal for Design Professional Services*

October 18, 2016

### Alluvial Avenue / Owens Mountain Parkway and North Temperance Avenue Roundabout

Seven (7) sets of final plans, original specifications, and estimates will be submitted to the City. Construction documents will be stamped and signed by a registered civil engineer. One digital copy (pdf format) of the submittal will be transmitted to the City.

#### **302 Bidding Assistance**

Consultant will assist the City during the bidding phase by providing the following services:

- Prepare addendums for distribution to prospective bidders by the City, as necessary. Addendums shall be submitted no later than five (5) working days prior to the bid opening.
- Assist the City's project manager in evaluating bids.
- Delete or change portions of the construction work at the request of the City's project manager if the lowest responsible bid exceeds the City's approved opinion of probable construction costs and/if the City rejects all bids. The Consultant shall revise the plans and specifications to comply with such modifications and shall assist the City in obtaining new bids from Contractors at no additional cost.

### ***Task 400 – Construction Phase***

#### **401 Construction Phase Support**

Consultant will provide construction phase support and will perform the following tasks:

- Attend the Pre-Construction Conference.
- Assist in responding to Requests for Information (RFI's) within two (2) working days from receipt, including review of any cost or schedule impacts identified in the RFI.
- Prepare exhibits, calculations, costs, and other supporting documentation for review and issuance of necessary change orders associated with the project.
- Perform up to five (5) site visits during construction.
- Review field testing reports as requested by the City's project manager.
- Coordinate with Caltrans during construction as requested by the City.
- Prepare As-Built Drawings.







## *Proposal for Design Professional Services*

October 18, 2016

Alluvial Avenue / Owens Mountain Parkway  
and North Temperance Avenue Roundabout

### **SECTION 3. PROJECT SCHEDULE**

The preliminary project schedule is presented as Figure 1 on the following page. The preliminary schedule has been developed considering the time required to process the project through Caltrans Encroachment Permits and considering the programming of the federal funding in fiscal year 2017/18. Consultant will work with City staff to expedite tasks to shorten the schedule when possible.

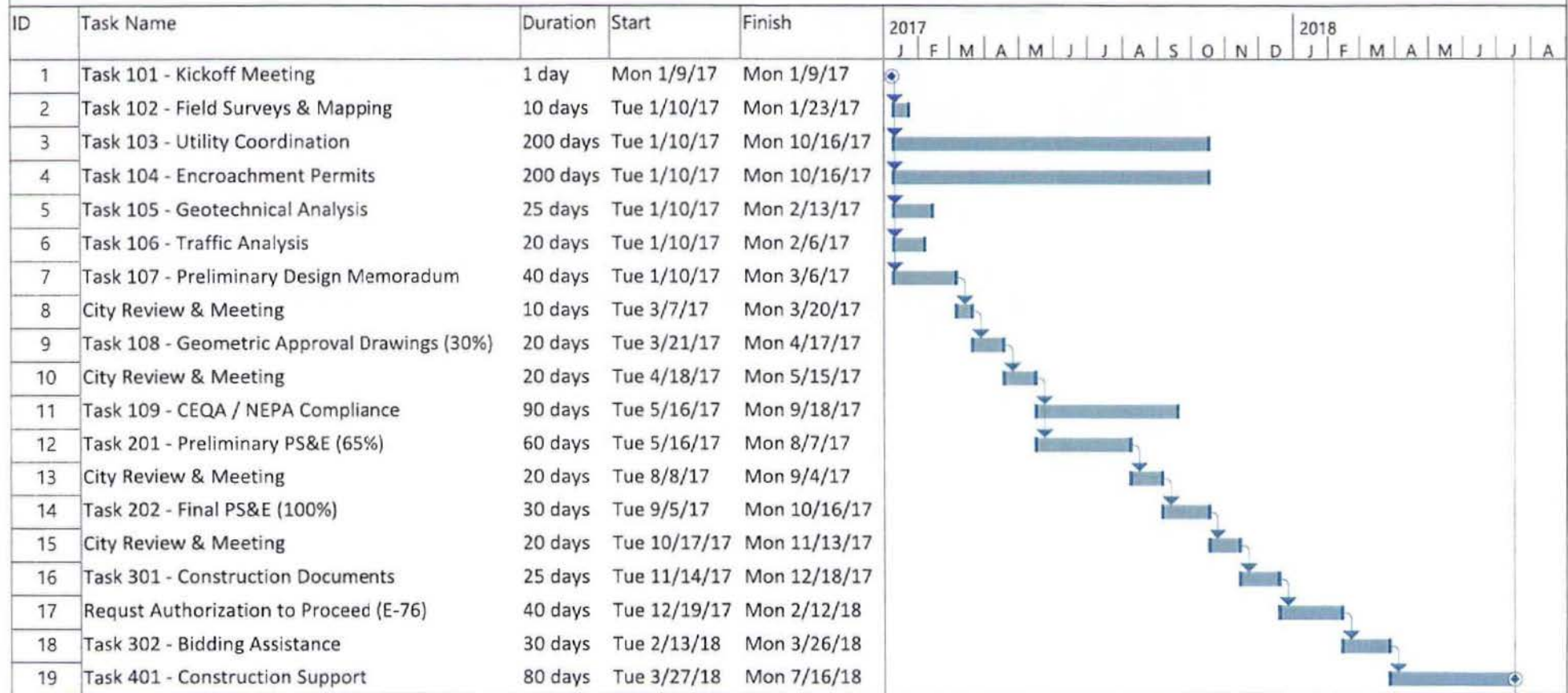
### **SECTION 4. STAFFING PLAN**

Peters Engineering Group's staffing plan was developed to ensure that our team has qualified personnel resources to achieve the project goals and successfully deliver the project on schedule and within budget. Our very qualified staff is presented below, indicating individual availability of each team member during the course of the project.

STAFFING PLAN						
Name	Assignment	Availability				
		2016	2017			
		4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
David Peters	Project Manager	25%	35%	40%	50%	50%
John Rowland	Traffic Design	25%	35%	40%	60%	80%
Will Washburn	Roundabout Design	35%	50%	60%	70%	70%
Phil Ginther	Roundabout Design	40%	60%	70%	80%	80%
Chee Yang	Roundabout/Traffic Design	40%	60%	50%	80%	80%
Kyle Simpson	Environmental	40%	50%	50%	50%	60%
Katrina Olsen	Surveying	30%	40%	50%	60%	60%
Neva Popenoe	Geotechnical	50%	50%	60%	60%	70%
Patrick Boyd	Landscape Design	35%	50%	50%	75%	75%



**FIGURE 1**  
**CITY OF CLOVIS**  
**TEMPERANCE AVE / ALLUVIAL AVE ROUNDABOUT IMPROVEMENTS**  
**PRELIMINARY PROJECT SCHEDULE**





## *Proposal for Design Professional Services*

October 18, 2016

Alluvial Avenue / Owens Mountain Parkway  
and North Temperance Avenue Roundabout

### **SECTION 5. PROJECT TEAM**

#### **Peters Engineering Group Firm Profile**



Peters Engineering Group is a multi-disciplined engineering company specializing in traffic and transportation engineering. We maintain a fully-staffed office located in Clovis, California serving primarily public agency clients in the transportation and general civil engineering field. Since our inception in 1998, Peters Engineering Group has continuously provided traffic and transportation engineering services for various public agencies in California. Our services have assisted in the successful completion of a wide variety of complicated transportation projects, approval of environmental impact studies, adoption of circulation plans and master plans, and the safe and efficient design of numerous intersections and roadways. We have worked with a wide variety of cities, counties, and metropolitan planning organizations including the City of Clovis, County of Fresno, and the Fresno Council of Governments. We have a substantial

history working with Caltrans District 6 and have developed very good relationships with key Caltrans staff. Our goal is to incorporate integrity, ethics, and technical excellence into the civil and traffic engineering field, and we expect to continue this commitment to all of our clients.

Peters Engineering Group utilizes the latest equipment and software, which allows us to provide prompt and technically accurate services to our clients. Peters Engineering Group maintains a trained staff that can work independently, thereby providing redundancy in skills and enhanced access of skilled personnel for our clients.

#### **Placeworks Firm Profile**

PlaceWorks is one of the West's preeminent planning and design firms, with approximately 120 employees in six offices. Formerly known as The Planning Center|DC&E, PlaceWorks' history dates back over 40 years. The Planning Center, established in 1975, was created with the intent to integrate individual design disciplines and work efforts into a greater whole. Similarly, Design, Community & Environment (DC&E) was founded nearly 20 years ago to offer high-quality, personalized, and comprehensive planning, design, and environmental review services. In 2011, these two highly-respected planning and design firms merged, forming a company with an expanded set of disciplines and strengths.

PlaceWorks serves both public- and private-sector clients throughout the state in the fields of comprehensive planning, environmental review, urban design, landscape architecture, community outreach, and Geographic Information Systems (GIS). Their talented, multidisciplinary team thrives on working with communities to tackle complex problems and develop workable solutions.

PlaceWorks is all about places and how they work geographically, environmentally, functionally, aesthetically, and culturally. They are also passionate about how they work with their clients. PlaceWorks brings together people from diverse practice areas, offering best-of-all-worlds capability and connectivity. Just as each place they work on is distinctly different, so is their thinking.







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### **McPheeters & Associates Land Surveying Firm Profile**

McPheeters & Associates is a California corporation, founded in 1957, and owned by operating personnel, with their office located in Clovis, California. The principals of McPheeters & Associates are licensed land surveyors in the state of California, which assures direct supervision of all projects by licensed personnel.

McPheeters & Associates has extensive experience in boundary, topographic, and construction survey, in both rural and urban settings, with particular emphasis in the locale of the Central Valley and the Sierra Nevada. Their familiarity and knowledge of Caltrans manuals and procedures is proven by their current work (year 3 of 3) as the prime consultant on "On-Call Professional and Technical Land Surveying and Right-of-way Engineering Support Services - Districts 6 & 9" for Caltrans. In addition McPheeters & Associates has productively worked with the City of Clovis on over 200 projects throughout the past decade.

McPheeters & Associates' greatest asset is their staff and safety is the first priority. Work that requires staff to be in the travel way (especially the intersections) is scheduled during low traffic times whenever possible and the use of signs, cones, and safety vests to make us more visible to drivers is very important. McPheeters & Associates is very familiar with the project intersection, having staked the Fire Station and Park-n- Ride at the southwest corner, subdivided the property at the northeast corner (PM No. 2006-9), and prepared multiple legal descriptions for the City of Clovis at the northwest corner.

McPheeters & Associates is a woman-owned small business and is certified through the California Unified Certification Program as a Disadvantaged Business Enterprise, Certificate No. 38976 (DBE) and through the California Public Utilities Commission as a Woman-Owned Business Enterprise, Certificate No. 10080217 (WBE), and through the Department of General Services as a Small Business, Supplier ID# 1219621 (SB-Micro).

### **Kleinfelder Firm Profile**

With over 50 years of experience, Kleinfelder's commitment to providing innovative, common sense approaches to the most complex challenges has solidified its reputation as a trusted partner and true leader in the industry. As a provider of professional consulting services, Kleinfelder's breadth of expertise and range of services ensures our ability to serve the most demanding of jobs with the utmost integrity and attention to service while bringing value across multiple aspects and phases of diverse challenges.

The Fresno office was established in 1967 and has provided professional geotechnical consulting services to numerous clients within the Clovis/Fresno area. Kleinfelder has worked on hundreds of projects in the area, providing them not only with knowledge of local site conditions, but also a strong understanding of local agency requirements.

### **Designlab 252 Firm Profile**

Designlab 252 is a full-service landscape architecture firm with over 25 years of combined experience working on transportation system projects and in providing professional consulting services to public works and transportation planners. Prior to starting the company, its principals were employed at the California Department of Transportation followed by a large private civil engineering firm. The core discipline of the firm has always been its close work with civil engineers in the development of large scale, complex projects. Designlab 252, therefore, carries a unique expertise that surpasses other private landscape architecture firms in serving the needs of public works and transportation planners. The principals of Designlab 252 have decades of experience designing large and complex irrigation systems, providing







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landscape design for roundabouts and walking and bike trails, streetscape design, and hardscape design, and has delivered dozens of projects that involved federal funding.

### Related Experience

#### Roundabout Planning & Design

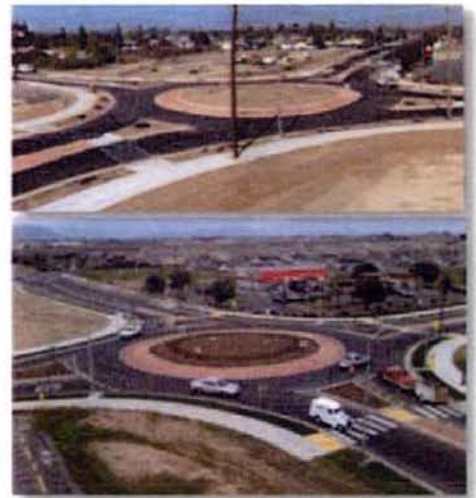
Peters Engineering Group has a significant amount of experience planning, analyzing, and designing roundabouts in the Central Valley. Our projects include constructed roundabouts in Reedley, Modesto, and Fresno as well as planning and design of future roundabouts in Fowler, Hanford, and on State Route 168 in Prather. In particular, the Dinuba Avenue & Buttonwillow Avenue roundabout in Reedley, California has been used as a success story by Caltrans in promoting roundabout projects throughout the state. Roundabouts designed by Peters Engineering Group are currently under construction in Hanford and Reedley, California.

### Similar Projects

The following select projects present the consultant team's experience with local roundabout projects.

#### Buttonwillow Avenue & Dinuba Avenue Roundabout - Reedley, California

Peters Engineering Group performed the traffic analysis, roundabout layout design, full construction plans, and construction management services for the City of Reedley's first roundabout at the intersection of Dinuba Avenue and Buttonwillow Avenue. The project included the construction of a single-lane roundabout where both streets are truck routes. This required the roundabout to be large enough to accommodate large vehicles while also maintaining reduced approach speeds. The improvements included the construction of a mountable truck apron, ADA-compliant crosswalks, bike lanes and bike ramps, road reconstruction, sidewalks, curb and gutter, storm drain system improvements, street lighting, landscaping and irrigation, and striping and signage. Peters Engineering Group was also the lead in coordinating the undergrounding of PG&E, Comcast, and Verizon overhead utilities. Construction was completed and the roundabout had its grand opening on November 22, 2010. The City and residents of Reedley have been very pleased with the new improvements.



#### **Reference: City of Reedley**

**John Robertson, PE**

**City Engineer**

**1733 9th Street**

**Reedley, California 93654**

**(559) 637-4200 Ext. 221**



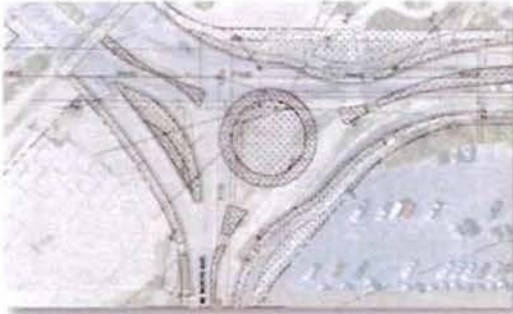


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#### Reed & North Avenues Roundabout - Reedley, California



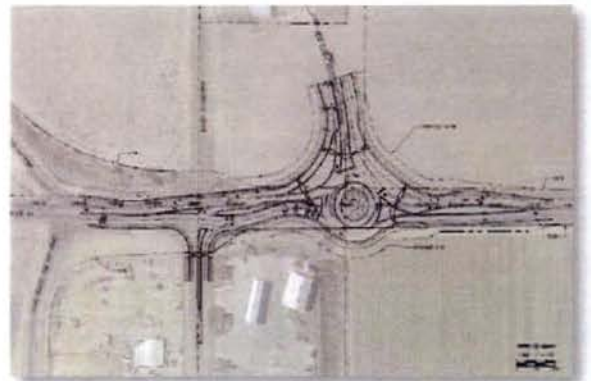
As part of the City of Reedley's Reed Avenue Improvement Project, Peters Engineering Group designed a roundabout at the intersection of Reed Avenue and North Avenue. The roundabout is directly adjacent to an active railroad crossing and required CPUC and railroad approval.

**Reference: City of Reedley**  
**John Robertson, PE**  
**City Engineer**  
**1733 9th Street**  
**Reedley, California 93654**  
**(559) 637-4200 Ext. 221**

#### State Route 43 & Lacey Boulevard Roundabout - Hanford, California

Peters Engineering Group prepared plans, specifications and an estimate for a multi-lane roundabout on State Highway 43 in Hanford, California. The project included a detour roadway for state highway traffic, utility relocation, modification to adjacent freeway ramp signals, and right-of-way acquisition.

**Reference: City of Hanford**  
**Mr. John Doyel, PE**  
**Deputy Public Works Director**  
**900 S. 10th Avenue**  
**Hanford, California 93230**  
**(559) 585-2571**



#### Sylvan Avenue & Litt Road Roundabout - Modesto, California

This project is located in the City of Modesto and involved the design and construction of two modern roundabouts. A large dual-lane roundabout located at Sylvan Avenue and Litt Road was engineered to incorporate bike lane facilities and included approximately one mile of LED street lights located on Sylvan Avenue and Litt Road. A smaller three legged roundabout was also designed near a future access road for the proposed college entrance that currently serves a soccer complex.



**Reference: City of Modesto**  
**Ms. Vicky Dion, PE**  
**City Engineer**  
**1010 10th Street, Suite 3300**  
**Modesto, California 95354**  
**(209) 571-5542**





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#### Merced Street / 10th Avenue Roundabout - Fowler, California

Planning, analysis, design, and community outreach encompassed the proposed roundabout project located in the City of Fowler. The proposed roundabout is located on Merced Street, a busy city corridor near several access locations for nearby businesses, and is also adjacent to State Route 99 on- and off-ramps. The project included the analysis of present and future traffic volumes, traffic simulations, and geometrics to accommodate large vehicles. Working with Caltrans, the City Council, and the public, several exhibits were developed in order to provide support for the City's first roundabout. Peters Engineering Group provided exhibits that included a scaled 3D model of the roundabout, real-time traffic simulations, and a full-scale mockup of the roundabout layout. The full scale mockup was placed and cut into a local field where concerned members of the public were invited to see and test the proposed improvements by driving through the proposed roundabout.



#### **Reference: City of Fowler**

**David Weisser**

**Public Works Director**

**128 S. 5th Street**

**Fowler, California 93625**

**(559) 834-3113 Ext. 121**

#### Chestnut Avenue & Bulldog Lane Roundabout - Fresno, California



Peters Engineering Group provided a geometric and traffic engineering evaluation of this existing roundabout on behalf of Fresno State University. Based upon recommendations developed through this evaluation, Peters Engineering Group prepared plans, specifications and an estimate to upgrade the facility such that it was compliant with the California Manual on Uniform Traffic Control Devices.

#### **Reference: Fresno State University**

**Tom Gaffrey, MBA**

**Parking & Transportation Manager**

**2311 E. Barstow Avenue**

**Fresno, California 93740**

**(559) 278-2950**





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### **SECTION 6. KEY PERSONNEL**

The qualifications of individual personnel are described below.

#### **David Peters, PE, TE, PTOE**

*Principal-in-Charge / Project Manager*

Mr. Peters has been successfully completing civil and traffic engineering projects throughout California for over 26 years. He has a wealth of experience completing projects ranging from large interchange reconstruction and widening projects to smaller overlay, road design, and beautification projects. Mr. Peters personally ensures the successful completion of all projects under the care of Peters Engineering Group. His experience encompasses many aspects of traffic and civil engineering, from the initial planning, analysis, and design stages to construction management and inspection. Mr. Peters is intimately acquainted with construction activities and how design plans translate to actual construction, giving him a well-rounded and objective approach to the design of new projects.

For the last 15 years, Mr. Peters has served as the City Engineer for the City of Kingsburg and, since 2011, has served the City of Fowler in this capacity as well. Mr. Peters, therefore, understands the requirements of municipal public works projects, especially those involving federal funding. His educational background and many years of experience in these fields qualifies him to work on a wide array of projects that range from capital improvement projects to traffic-related projects.

- B.S. Civil Engineering, California State University - Fresno, CA
- Professional Civil Engineer, California, License No. 52685
- Professional Traffic Engineer, California, License No. 2271
- Professional Traffic Operations Engineer, Certificate No. 1333
- Licensed General Contractor No. 827087
- Member of Institute of Transportation Engineers & American Society of Civil Engineers

#### **John Rowland, PE, TE**

*Project Manager*

Mr. Rowland has over 25 years of experience in the fields of civil, traffic, and geotechnical engineering. As the senior traffic engineer for Peters Engineering Group, Mr. Rowland primarily focuses on traffic analysis projects that include traffic impact studies, speed studies, parking studies, and traffic signal warrants. Mr. Rowland has provided services on hundreds of projects throughout California for an array of local agencies. Projects include road and intersection improvements, master-planned communities, residential and commercial buildings, schools, colleges, shopping centers, storage buildings, aggregate mines, restaurants, hotels, processing plants, parking lots, churches, and parks. With many years of experience on such diverse projects, Mr. Rowland understands the intricacies of traffic analyses, which include travel demand forecasting, mitigating significant impacts, performing feasibility studies to improve traffic conditions, and analyzing the most effective traffic control measures. Mr. Rowland is also very experienced with traffic engineering design including pavement delineation, signs, signals and lighting, and traffic handling.

- B.S. Civil Engineering, California State University - Fresno, CA
- Professional Civil Engineer, California, License No. 52753
- Professional Traffic Engineer, California, License No. 2484
- Member of Institute of Transportation Engineers
- Member of American Society of Civil Engineers





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#### **William Washburn, PE**

##### *Project Engineer*

Mr. Washburn is a licensed civil engineer with over 19 years of engineering experience. Mr. Washburn is skilled in design engineering for municipal infrastructure, site development, and improvement projects including streets and roads, sewer, water, grading, storm drainage, storm water basins, and lift stations. He also possesses experience preparing plans, specifications, and estimates for capital improvement projects.

- ♦ B.S. Civil Engineering, California State University - Fresno, CA
- ♦ Professional Civil Engineer, California, License No. 60322

#### **Phil Ginther, EIT**

##### *Staff Engineer*

Mr. Ginther has over 18 years of experience in civil engineering. Mr. Ginther assists in the preparation of plans, specifications, and estimates (PS&E) for municipal public works projects such as road widenings, roundabouts, park improvements, well site improvements, street overlays, trails and pathways, and median improvements. Mr. Ginther has extensive knowledge and understanding of the design of streets and roundabouts, ADA accessibility, and utility infrastructure improvements. He has served as the project engineer on dozens of capital improvement projects for the City of Kingsburg performing construction management and inspection services to ensure that projects are constructed according to city standards.

- ♦ B.S. Civil Engineering, California State University - Fresno, CA
- ♦ Engineer in Training, Certificate No. 127888

#### **Chee Yang, EIT**

##### *Staff Engineer*

Over the past eight years, Mr. Yang has assisted in the preparation and design of project plans and specifications for multiple capital improvement projects including street overlays, pedestrian and bike trails, addition of bicycle lanes, and road widenings and associated improvements. For such projects, Mr. Yang has been the lead design engineer, preparing a plans, specifications, and estimate, answering contractor questions prior to the bid opening, and performing site visits to ensure conformance to plans and specifications.

- ♦ B.S. Civil Engineering, California State University - Fresno, CA
- ♦ Engineer in Training, Certificate No. 129799

#### **Kyle Simpson**

##### *PlaceWorks - Senior Associate*

Mr. Simpson specializes in CEQA and NEPA environmental documentation and maintains an understanding of current practices and case law. He translates his knowledge and experience into legally-defensible environmental review documents by combining technical experience with a background in public service and advocacy.

Over the last decade, Mr. Simpson has evolved from serving as an environmental planner in various projects to managing large and complex environmental projects with multiple technical components. The projects have ranged in size from small-scale site-specific project EIRs and Initial Studies/Mitigated Negative Declarations to large-scale programmatic and project-level EIRs. Mr. Simpson has experience with projects that vary in size and complexity. He has a strong command of the issues and components that frequently come into play when creating or updating environmental review documents.





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Mr. Simpson is currently managing several EIRs and Initial Studies in the San Francisco Bay Area and Central Valley. These projects include the Sonoma Hotel Project EIR, the San Rafael Public Safety Center IS/MND, and the Southwest Fresno Specific Plan EIR. Mr. Simpson has also managed recreational and open space CEQA review projects, including the Saratoga Quarry Park Master Plan IS/MND, the Napa Creek Environmental Assessment/Initial Study, and the San Joaquin River Parkway Master Plan EIR.

- B.S. Political Science, Santa Clara University - Santa Clara, CA

#### **Katrina Olsen, PLS**

*McPheeters & Associates - Surveying*

Ms. Olsen began her career working with McPheeters & Assoc. in January of 1992 upon her graduation from CSU, Fresno. She started at an entry level position and worked her way up through the company, ultimately purchasing the business in January of 2010. Her duties have ranged from office manager to field crew supervisor. Office manager duties included estimating, contract negotiation, calculations, drafting, staffing, payroll and accounts receivable/payable. Ms. Olsen has performed and administered many types of field surveying work including boundary surveys, topographic surveys, and construction surveys. She has been the Project Manager on over 200 projects for the City of Clovis during the past decade along with the Manning Bridge Replacement in Reedley and On-Call Professional and Technical Land Surveying and Right-of-way Engineering Support Services - Districts 6 & 9 - Caltrans.

- B.S. Civil Engineering, California State University - Fresno, CA
- Professional Traffic Engineer, California, License No. 2484

#### **Neva Popenoe, PE**

*Kleinfelder - Geotechnical*

Ms. Popenoe has over 11 years of experience as a geotechnical engineer. Her project experience includes highways, railroad and river bridges; full depth rehabilitation (FDR), flexible and rigid pavements; residential, commercial, and industrial developments; schools and hospitals; pipelines; power facilities; impoundments; landfills; and forensic studies. Ms. Popenoe has been responsible for managing and conducting geotechnical investigations, including developing scope of work and budget, site reconnaissance, field classification of soils, sampling, design, report preparation and review with experience on over 90 bridges in California.

- BS, Civil Engineering, California State Polytechnic University - San Luis Obispo, CA
- Geotechnical (GE) - Geotechnical, No. 3024, California, 2013
- Professional (PE) - Civil, No. 73818, California, 2009

#### **Patrick Boyd, ASLA**

*Designlab 252 - Landscape Architect*

Mr. Boyd is a licensed landscape architect in the State of California with over 13 years of experience and is very familiar with projects that have included all aspects of landscape architecture. His education within the State and employment experience with the California Department of Transportation make him particularly suited to the needs of any large scale agency or commercial project.

- B.S. Landscape Architecture, California Polytechnic State University - San Luis Obispo, CA
- Professional Landscape Architect, California, License No. 4682





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### **SECTION 7. STAFF RESUMES**

Full staff resumes for key team members are provided at the end of this proposal.

### **SECTION 8. PROJECT MANAGER'S STATEMENT**

David Peters, PE, will serve as the Project Manager for this assignment. Mr. Peters is the President/CEO of Peters Engineering Group and is authorized to negotiate the contract on behalf of the firm.

### **SECTION 9. DISADVANTAGED BUSINESS ENTERPRISE COMPLIANCE**

Peters Engineering Group has engaged McPheeters & Associates, a Disadvantaged Business Enterprise (DBE) for surveying services associated with the project. It is anticipated that the DBE goal of 11% on this project will be met; however, it is not guaranteed until a final engineering fee is negotiated with the City and the final participation percentage can be calculated. Peters Engineering Group has also undertaken the efforts to seek DBE participation in other areas of the project and will be able to submit a Good Faith Effort (GFE) in the event the goal is not met after the negotiation of the final engineering fee. Attached on the following pages are Exhibit 10-O1 and 10-O2 as requested in the RFP.

### **SECTION 10. REFERENCES**

REFERENCES		
Name	Company	Contact
Mr. Darren Hays, Public Works Director	City of Kingsburg	559-897-1066
Mr. Fred Lampe, Associate Engineer	City of Visalia	559-713-4270
Mr. Mike Miller, City Engineer	City of Tulare	559 684-4269
Mr. Michael Navarro, Transportation Planner	Caltrans	559-445-5868
Mr. David Weisser, Public Works Director	City of Fowler	559-324-2361
Ms. Jill Gormley, City Traffic Engineer	City of Fresno	559-621-8792
Mr. Jared Carter, Deputy Public Works Director	County of Madera	559-675-7811

### **SECTION 11. FEDERAL FUNDING EXPERIENCE**

David Peters has an extensive amount of experience with federal-aid projects, having been responsible for all phases of several dozen federally-funded projects in the cities of Kingsburg and Fowler over the past 15 years in his role as City Engineer. This experience will assist in ensuring compliance with Local Assistance Procedure Manual (LAPM) requirements and successful completion of the project.

## EXHIBIT 10-O1 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: City of Clovis 2. Contract DBE Goal: 11%
3. Project Description: Alluvial Avenue / Owens Mountain Parkway and N. Temperance Avenue Roundabout
4. Project Location: Alluvial Ave & Temperance Ave, Clovis CA
5. Consultant's Name: Peters Engineering Group 6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Surveying	38976	McPheeters & Associates 1486 Tollhouse Rd, Suite 107 Clovis, CA 93611 (559) 299-9098	11%
<b>Local Agency to Complete this Section</b>		<b>11. TOTAL CLAIMED DBE PARTICIPATION</b>	<b>11%</b>
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____  Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		<b>IMPORTANT:</b> Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.	
20. Local Agency Representative's Signature	21. Date	12. Preparer's Signature	13. Date
22. Local Agency Representative's Name	23. Phone	David Peters	10/18/16
24. Local Agency Representative's Title		14. Preparer's Name	(559) 299-1544
		President	15. Phone
		16. Preparer's Title	

DISTRIBUTION: Original – Included with consultant's proposal to local agency.





**DAVID PETERS, PE, TE, PTOE**  
**PRINCIPAL ENGINEER**

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**Education and Qualifications**

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<b>Fields of Special Competence</b>	Municipal Engineering Site Facilities Transportation Engineering
<b>Education</b>	Bachelor of Science - Civil Engineering California State University, Fresno/1990
<b>Registration</b>	Professional Civil Engineer - California - 52685 Professional Traffic Engineer - California - 2271 Professional Traffic Operations Engineer - 1333 Licensed Class A General Engineering Contractor - California - 827087
<b>Professional Affiliations</b>	Institute of Transportation Engineers American Society of Civil Engineers

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**Background**

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Mr. Peters has over 26 years of experience as a civil engineer and traffic engineer. He has served as a project manager on various types of public-works-related projects. He has been part of several multi-discipline teams preparing designs on large projects. Additionally, he has also served as resident engineer on several large public works projects. Currently Mr. Peters serves as the City Engineer for the cities of Kingsburg and Fowler, California.

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**Related Experience**

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***State Route 168 / Auberry Road Traffic Roundabout, Prather, California***

Project manager for preliminary design and preparation of a Conceptual Approval Report related to a proposed roundabout at the intersection of a state highway and county highway. Project included the preparation of the first Conceptual Approval Report in Caltrans District 6.

***Dinuba / Buttonwillow Roundabout Improvements, Reedley, California***

Project manager for capacity analysis and design of a traffic roundabout at two city arterial streets. Project included undergrounding of electric transmission lines and formation of a Rule 20 undergrounding district.

***Sylvan Avenue / Litt Road Roundabout Improvements, Modesto, California***

Project manager for capacity analysis and design of a traffic roundabout at two city arterial streets. Project included construction of the roundabout directly in front of a high school. Traffic handling and staging plans were developed to maintain traffic through the project area during construction.



**JOHN ROWLAND, PE, TE**  
**SENIOR TRANSPORTATION ENGINEER**

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**Education and Qualifications**

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<b>Fields of Special Competence</b>	Traffic Analysis and Impact Studies Traffic Signal Design Traffic Handling / Stage Construction Pavement Delineation / Signage
<b>Education</b>	Bachelor of Science - Civil Engineering California State University, Fresno  Graduate Courses University of California, Irvine
<b>Registration</b>	Professional Civil Engineer - California 52753 Professional Traffic Engineer - California 2484
<b>Professional Affiliations</b>	American Society of Civil Engineers Institute of Transportation Engineers Tau Beta Pi Engineering Honor Society

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**Background**

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Mr. Rowland has over 25 years of experience in the fields of civil, traffic, and geotechnical engineering. He has served as a project manager for numerous commercial, industrial, residential, and public works projects. As the senior traffic engineer for Peters Engineering Group, Mr. Rowland has performed hundreds of traffic impact studies throughout California. Mr. Rowland is very experienced in traffic engineering design, including traffic signals and lighting, pavement delineation, signage, and stage construction/traffic handling. Mr. Rowland's design experience includes many projects requiring Caltrans encroachment permits.

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**Related Experience**

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***State Route 43 / Lacey Boulevard Roundabout, Hanford, California***

Mr. Rowland was responsible for traffic analyses, pavement delineation, signs, traffic signal modification and removal, and highway lighting for a roundabout on State Route 43 near a proposed Costco shopping center and within a few hundred feet of the interchange of State Routes 43 and 198.

***Temperance and Alluvial Avenues Roundabout Feasibility Study, Clovis, California***

Mr. Rowland prepared the traffic analyses originally requested by Caltrans comparing the operation of a roundabout with the operation of traffic signals. The results were presented in a roundabout feasibility study report.





**WILLIAM WASHBURN, PE**  
**SENIOR CIVIL ENGINEER**

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**Education and Qualifications**

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<b>Fields of Special Competence</b>	Civil Engineering Municipal Infrastructure Land Development Street Improvements
<b>Education</b>	Bachelor of Science - Civil Engineering California State University, Fresno, 1995
<b>Registration</b>	Professional Civil Engineer - California - 60322

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**Background**

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Mr. Washburn is a licensed civil engineer with over 19 years of engineering experience. Mr. Washburn is skilled in design engineering for municipal infrastructure, site development, and improvement projects including streets and roads, sewer, grading, storm drainage, storm water basins, and lift stations. He has served as the engineer-of-record for the development of numerous subdivisions within the Fresno/Clovis area as well as smaller communities including Sanger, Selma, Lemoore, Millerton New Town, Kingsburg and Parlier. His experience encompasses tentative map preparation, entitlements, improvement plans, construction, as-builts, and the design and processing of plans, specifications, and estimates. He has also served as a consultant engineer for the City of Mendota, and currently serves under the City Engineer in the cities of Kingsburg and Fowler.

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**Related Experience**

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***Reed Avenue and North Avenue Roundabout, Reedley, CA***

Project Manager responsible for the preparation of plans, specifications, and estimate for the intersection improvements of a single-lane roundabout located at Reed and North Avenues in Reedley, California. The roundabout not only serves the vehicular traffic on the arterial Reed Avenue, but also supplies a safe crossing for users of the Reedley Parkway Trail. Project location was adjacent to an at grade railroad crossing, and required significant coordination with the California Public Utilities Commission, Union Pacific Railroad, and Genesee and Wyoming Railroad. Project also included significant utility replacement, including storm drain, water main, sewer main, and Rule 20 undergrounding of overhead utilities. Project is currently in construction and is expected to be completed in early 2017.

***Various Road Widening and Reconstruction Projects, Clovis, CA***

Project engineer responsible for preparation of construction plans and drawings, including geometrics, drainage, wet and dry utilities, striping, Class I Bike Trails, probable cost estimates and required right of way in conjunction with subdivision improvements to major streets within the City of Clovis including Shaw Avenue, Temperance Avenue, Ashlan Avenue, Clovis Avenue, Nees Avenue, Minnewawa Avenue, Fowler Avenue, Shepherd Avenue, Locan Avenue, and Armstrong Avenue. Projects required coordination with several other municipalities and organizations, including Fresno County, Fresno Metropolitan Flood Control District, City of Fresno, and Fresno Irrigation District.



**PHIL GINTHER, EIT**  
**STAFF ENGINEER**

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**Education and Qualifications**

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<b>Fields of Special Competence</b>	Street and Roundabout Geometric Design Grading and Drainage Design Infrastructure Improvements
<b>Education</b>	Bachelor of Science - Civil Engineering California State University, Fresno Associate of Arts – Liberal Arts Fresno City College
<b>Registration</b>	Engineer In Training - California 127888

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**Background**

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Mr. Ginther has over 18 years of experience in the fields of civil and traffic engineering. He has served as a project engineer for numerous commercial, industrial, residential, and public works projects.

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**Related Experience**

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***Intersection Improvements / Roundabout Design, Modesto, California***

Project engineer responsible for the preparation of construction plans and drawings including geometrics, drainage, striping plans, analysis, probable cost estimates, and required right of way for the intersection improvements of a multi-lane roundabout located at Sylvan Avenue and Litt Road.

***Intersection Improvements / Roundabout Design, Reedley, California***

Project engineer responsible for the preparation of construction plans and drawings including geometrics, drainage, storm drain, striping plans, probable cost estimates, and required right of way for the intersection improvements of a multi-lane roundabout located at Dinuba and Buttonwillow Avenues.

***Intersection Improvements / Roundabout Design, Reedley, California***

Project engineer responsible for the preparation of construction plans and drawings including geometrics, drainage, storm drain, striping plans, probable cost estimates, and required right of way for the intersection improvements of a multi-lane roundabout located at Reed and North Avenues.

***Intersection Improvements / Roundabout Design, Hanford, California***

Project engineer responsible for the preparation of construction plans and drawings including geometrics, drainage, storm drain, striping plans, probable cost estimates, and required right of way for the intersection improvements of a multi-lane roundabout located at State Route 43 and Lacey Boulevard.





# KYLE SIMPSON

## Senior Associate

### EDUCATION

- » BS, Political Science, Santa Clara University, Santa Clara CA

### AFFILIATIONS

- » Association of Environmental Professionals

### Team member since 2006

Kyle specializes in CEQA and NEPA environmental documentation and maintains an understanding of current practices and case law. He translates his knowledge and experience into legally-defensible environmental review documents by combining technical experience with a background in public service and advocacy. Kyle addresses problems in a practical and resourceful manner.

Over the last decade, Kyle has evolved from serving as an environmental planner on various projects to managing large and complex environmental projects with multiple technical components. The projects have ranged in size from small-scale site-specific project EIRs and Initial Studies/Mitigated Negative Declarations to large scale programmatic and project-level EIRs. Kyle has experience with projects that vary in size and complexity. He has a strong command of the issues and components that frequently come into play when creating or updating environmental review documents.

Kyle is currently managing several EIRs and Initial Studies in the San Francisco Bay Area and Central Valley. These projects include the Sonoma Hotel Project EIR, the San Rafael Public Safety Center IS/MND, and the Southwest Fresno Specific Plan EIR. Kyle has also managed recreational and open space CEQA review projects, including the Saratoga Quarry Park Master Plan IS/MND, the Napa Creek Environmental Assessment/Initial Study, and the San Joaquin River Parkway Master Plan EIR.

### HIGHLIGHTS OF EXPERIENCE

#### INFILL AND REDEVELOPMENT PROJECTS

- » San Leandro Shoreline Development Project EIR, San Leandro CA
- » 2539 Telegraph Avenue Project EIR, Berkeley CA
- » 2129 Shattuck Avenue Project EIR, Berkeley CA
- » Hotel Project Sonoma EIR, Sonoma CA
- » Serramonte Shopping Center Expansion Project EIR, Daly City CA
- » Santa Clara Town Centre CEQA Review, Santa Clara CA
- » Napa Pipe Site EIR, Napa County CA
- » 650 North San Pedro Road Project EIR, Marin County CA
- » Mission Square EIR, Sonoma CA
- » Canyon Springs EIR, Truckee CA
- » Downtown San Leandro Transit-Oriented Development Strategy EIR, San Leandro CA
- » Broadway Plaza Retail Expansion EIR, Walnut Creek CA
- » North Chico Retail and Annexation EIR, Chico CA
- » Seismic Phase Two Project Environmental Services, Lawrence Berkeley National Laboratories, Berkeley CA
- » Hillsdale Shopping Center North Block Reconfiguration Project IS/MND, San Mateo CA
- » Castro Village Environmental Review, Castro Valley CA
- » Santa Rosa Charter School for the Arts IS/MND, Santa Rosa CA
- » Main Street Dock Environmental Assessment, Napa CA
- » Center Street Garage Project IS/MND, Berkeley CA

#### OPEN SPACE AND NATURAL RESOURCE PLANNING

- » San Joaquin River Parkway Master Plan and EIR, Fresno County CA
- » Saratoga Quarry Park Master Plan and EIR, Saratoga CA
- » Bear Gulch Weir Project IS/MND, Woodside CA
- » Mary Avenue Dog Park IS/MND, Cupertino CA
- » Napa Creek Environmental Assessment Initial Study, Napa County CA
- » Wavecrest Coastal Trail Project and IS/MND, Half Moon Bay CA
- » Tennessee Valley Trail Design IS/MND, Marin County CA
- » Trancas Crossing Park and Napa River Trail IS/MND, Napa CA

#### OTHER ENVIRONMENTAL DOCUMENTATION

- » 2598-2600 Shattuck Avenue Addendum, Berkeley CA
- » 3800 Coolidge Avenue Categorical Exemption, Oakland CA
- » Lakeside Green Streets and Harrison/20th Street Intersection Project, Oakland CA
- » Maxwell Bridge Environmental Assessment, Napa CA
- » Canal Neighborhood Lifeline Transportation Program Environmental Documentation, San Rafael CA



PLACEWORKS

# McPheeters & Associates

## LAND SURVEYING

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### Katrina M. Olsen



Ms. Olsen began her career working with McPheeters & Assoc. in January of 1992 upon her graduation from CSU, Fresno. She started at an entry level position and worked her way up through the company, ultimately purchasing the business in January of 2010. Her duties have ranged from office manager to field crew supervisor. Office manager duties included estimating, contract negotiation, calculations, drafting, staffing, payroll and accounts receivable/payable. Ms. Olsen has performed and administered many types of field surveying work including boundary surveys, topographic surveys, and construction surveys. She has been the Project Manager on over 200 projects for the City of Clovis during the past decade along with the Manning Bridge Replacement in Reedley and On-Call Professional and Technical Land Surveying and Right of Way Engineering Support Services - Districts 6 & 9 - Caltrans.

**Registration:**

Licensed Land Surveyor, California, LS 7058

**Certifications:**

CPR/First Aid

**Education:**

BS Surveying Engineering, California State University, Fresno, 1991

**Experience:**

1992 – Present, McPheeters & Associates  
Land Surveyor / Owner

1991 & 1997, Am. Research Center in  
Egypt  
Survey Party Chief



## **NEVA M. POPENOE, PE, GE**

### **Senior Geotechnical Engineer**

#### ***Summary of Experience***

Ms. Popenoe has over 11 years of experience as a geotechnical engineer. Her project experience includes highways, railroad and river bridges; full depth rehabilitation (FDR), flexible and rigid pavements; residential, commercial, and industrial developments; schools and hospitals; pipelines; power facilities; impoundments; landfills; and forensic studies. Ms. Popenoe has been responsible for managing and conducting geotechnical investigations, including developing scope of work and budget, site reconnaissance, field classification of soils, sampling, design, report preparation and review with experience on over 90 bridges in California.

#### ***Education***

BS, Civil Engineering, California State Polytechnic University, San Luis Obispo, 2005

#### ***Registrations***

Professional (PE) – Civil, No. 73818, California, 2009

Geotechnical (GE) – Geotechnical, No. 3024, California, 2013

#### ***Project Experience***

##### ***Road 200 Bridge Replacement, North Fork, California***

Senior Engineer for the widening of Road 200 and replacement of the bridge over Fine Gold Creek. The bridge replacement project consists of a new three-span structure and is anticipated to have a total length of 400 feet with a reinforced concrete superstructure supported on shallow footings on bedrock. Bedrock elevations were estimated based on borings and seismic refraction surveys. In addition, retaining wall design parameters and rock slope analysis for cut slopes were provided.

##### ***Veterans Boulevard, Fresno, California***

Senior engineer for the proposed Veterans Boulevard Improvements project include the Veterans Boulevard Interchange at SR 99, Veteran Boulevard Extension, Golden State Realignment and the Grade Separation with the UPRR and HSR. The approximately 2 ½ mile project extends from Shaw Avenue to Herndon Avenue in Fresno, California. The roadway will be up to 3 lanes in each direction. Bridge structures are required at the Veterans Boulevard Overcrossing at SR 99, SR 99 Off-Ramp and On-Ramp Pedestrian Undercrossings, Golden State Boulevard, Herndon Canal, and the UPRR and HSR. Kleinfelder delivered five foundation reports for the bridge structures, two separate geotechnical design reports, and supplemental reports for pavement evaluation of existing roadway and support of new drainage basin design.

##### ***Plaza Drive/SR 198 Interchange and Widening, Visalia, California***

Awarded 2014 Project of the Year by APWA, this project included widening the interchange overcrossing structure. Relatively high retaining walls were required at the bridge approaches, due to special constraints. In addition to the structure improvements, Plaza Drive was widened from two lanes to six lanes for approximately one mile. A pavement study report was prepared to consider rehabilitation to the existing pavement on Plaza Drive.

##### ***Bakersfield Thomas Roads Improvement Program (TRIP) Westside Parkway, Bakersfield, CA***

Awarded 2014 Overall Project of the Year by APWA. Project engineer for the Westside Parkway, which consists of six miles of new freeway, extending from Mohawk Street to Heath Road. The roadway will vary in width from 4 to 8 lanes. The road profile ranges from about 25 feet of embankment to 25 feet of excavation. Numerous soundwalls, Type 1 retaining walls, and MSE walls are necessary along the alignment.



## Patrick Boyd, ASLA

Principal Landscape Architect

PO Box 27616 Fresno, California 93729 | Phone: 559.472.9966 x102(w) 559.901.8647(m) | eMail: patrick@designlab252.com



**Education:** BLA – Professional Landscape Architecture, Cal Poly, SLO, 1997  
**Licensure:** California Licensed Landscape Architect #4682  
**Experience:** California Department of Transportation (Caltrans) – 8 years  
Quad Knopf – A Private Multidisciplinary A&E Firm – 2 years  
Designlab 252 – Principal Landscape Architect – 9 years  
**Technical Skills:** Specializations include: Transportation Design, Water Conservation Design, Bridge Aesthetics, Visual Impact Assessment (VIA), Mitigation Planning, Historic Landscapes (HALS), Context Sensitive Solutions  
**Professional:** American Society of Landscape Architects (ASLA), *Member*  
Historic Preservation Commission, City of Fresno, *Chair*

Mr. Boyd is very familiar with work throughout the State of California in projects that have included all aspects of landscape architecture. His experience with Caltrans and his continued work has made him a specialist in transportation related design including bridge aesthetics, roadways, trails and mitigation work. While at Caltrans, Patrick contributed to the development of the Caltrans Standard Specifications and Standard Special Provisions, much of which are still in use today, and trained others in its use. He remains very up-to-date on current State policies and procedures, including the Caltrans Construction Manual. His excellent writing skills can be seen in a number of State documents including the State's Highway Beautification Plan for SR99.

### Availability

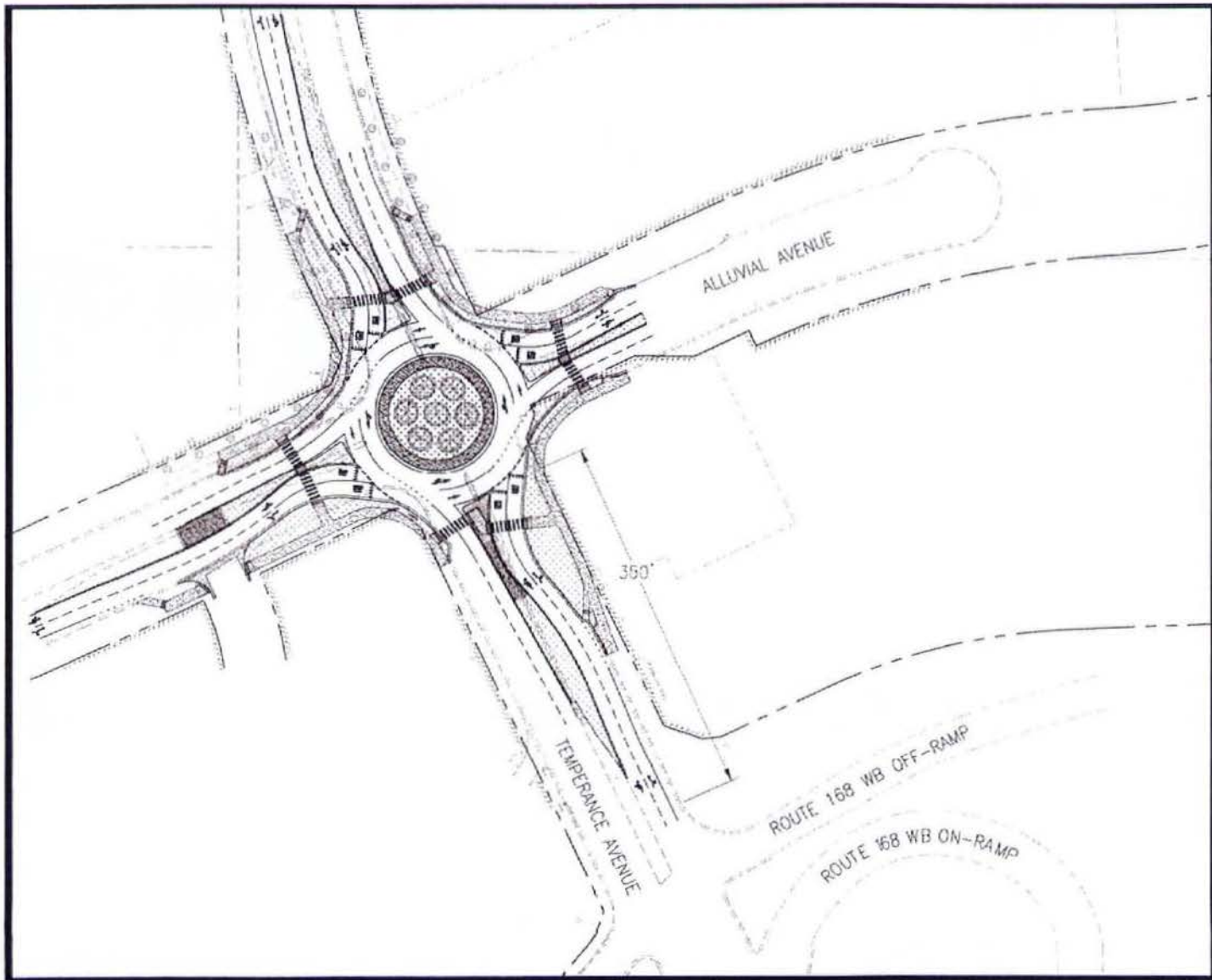
Jul-Dec 2016	Jan-Jun 2017	Jul-Dec 2017	Jan-Jun 2018	Jul-Dec 2018	Jan-Jun 2018
35%	50%	75%	100%	100%	100%

### Sample Project Experience

Project	Title/Duties	Contact	Phone
Reed Avenue Traffic Circle; City of Reedley, CA	Project Landscape Architect; Corridor Revitalization/Rehab – public meetings and prep work, Streetscape design: Reconfiguration of major road, separation of traffic, planting and irrigation design, construction documents.	John Robertson	559.637.4200
Frankwood Avenue; Buttonwillow Roundabout; City of Reedley, CA	Project Landscape Architect; Corridor Revitalization/Rehab – public meetings and prep work, Streetscape design: Reconfiguration of major road, separation of traffic, planting and irrigation design, construction documents.	John Robertson	559.637.4200
City of Tulare – Cartmill Avenue Over-Crossing  City of Tulare – Bardsley Avenue Under-Crossing	Project Landscape Architect; Public outreach and public meetings: formation and identification of stakeholders, coordination of workshops to identify city goals for bridge and planting aesthetics; structural aesthetic, planting, and irrigation design; Construction documentation, Construction supervision.	Mike Miller	559.684.4269
City of Visalia - Plaza Drive Interchange, Highway 198 Phase 1 & 2	Project Landscape Architect; Phase 1: Inventory and analysis of existing trees, Tree mitigation plan development. Phase 2: Landscape and irrigation design, construction documentation.	Fred Lampe	559.713.4270
Jaye Street City of Porterville	Project Landscape Architect; Corridor Revitalization/Rehab – Streetscape design, planting and irrigation design, construction documents.	Mark Imbriani	916.366.0632



## Design Concept





AGENDA ITEM NO: CC-F-2

City Manager: MA

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: February 13, 2017

SUBJECT: Approval – Res. 17- \_\_\_\_\_, Annexation of miscellaneous properties to the Landscape Maintenance District No. 1.

ATTACHMENTS: (A) Res. 17-\_\_\_\_\_

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

For the City Council to approve Resolution 17 - \_\_\_\_\_ approving annexation of miscellaneous properties into City of Clovis Landscape Maintenance District No. 1 (LMD No.1).

### **EXECUTIVE SUMMARY**

The developers / property owners of the properties listed in Exhibit "A" have submitted executed landscape maintenance covenants, copies of which are on file with the City Clerk, indicating consent to annexation of the subject property into the City of Clovis Landscape Maintenance District No. 1.

### **BACKGROUND**

Council formed the original district on July 15, 1985, for the purpose of funding the maintenance of landscaped areas and parks. These properties are being brought to Council for annexation to the district as a group rather than separately in an effort to conserve staff resources and Council's time. Under the provisions of the Landscaping and Lighting Act of 1972, if all the owners of property proposed for annexation provide written consent to annexation, then noticing, hearing, and filing of an Engineer's Report is not required.



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

### **FISCAL IMPACT**

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

	<u>Various LMD's</u>	<u>Year to Date</u>
LMD Landscaping added:	0.000 acres	7.496 acres
Resource needs added:	0.000 person	0.750 person

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

### **REASON FOR RECOMMENDATION**

The property owners for the miscellaneous properties have requested or consented to annexation into the City of Clovis LMD No. 1.

### **ACTIONS FOLLOWING APPROVAL**

The miscellaneous properties shall become a part of the City of Clovis LMD No. 1 and will be assessed next year for maintenance costs.

Prepared by: Hien Ma, Engineering Technician

Submitted by:



Michael J. Harrison  
City Engineer

Recommended by:



Dwight Kroll  
Director of Planning and  
Development Services

**EXHIBIT "A"**

**Miscellaneous properties to be added to the Landscape Maintenance District No. 1 of the City of Clovis:**

	<b>Project Number</b>	<b>Address</b>	<b>Developer/Owner</b>
1	SPR 2012-009	1500 Tollhouse Road	E.C.I Properties LLC
2	SPR 2014-008	2585 Alluvial Avenue	White Ash Broadcasting, Incorporated
3	Parcel Map 2014-05	105 Temperance Avenue	De Young Properties 5418, L.P.
4	SPR 2014-017	320, 342, 368, 392 N Sunnyside Avenue	Stock Five Holdings, LLC
5	SPR 2015-001	1230 & 1250 Sunnyside Avenue	Thomas P Albin & Amanda M. Albin
6	Parcel Map 2015-02	NEC Graybark & Holland Avenues	Samuel A. Lucido & Linda A. Lucido
7	SPR 2012-013A2	352 W Spruce Avenue	DM Holdings, LLC
8	Parcel Map 2015-04	NEC Graybark & Holland Avenues	Bullard Armstrong LP
9	SPR 2015-007	1840 & 1850 Herndon Avenue	Buchanan Crossroads SEC LP
10	SPR 2015-008	660 Barstow Avenue	Roger F. Bonk



## RESOLUTION 17-

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

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

WHEREAS, all of the owners of property proposed to be annexed to the District consisting of proposed developments as described in Exhibit "A" attached hereto and incorporated herein by reference, have consented to said annexation and such annexation may be ordered without notice and hearing or filing of engineer's report, or both.

NOW, THEREFORE, IT IS RESOLVED AND ORDERED, as follows:

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

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

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on February 13, 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

ATTACHMENT "A"



AGENDA ITEM NO: **CC-H-1**

City Manager: 

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: February 13, 2017

SUBJECT: Approval – Waive the City's Formal Bidding Requirements and Authorize the Purchase of a Tarping Machine from Tarpomatic Inc.

ATTACHMENTS: None

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

Approve waiving the City's formal bidding requirements and authorize the purchase of a tarping machine from Tarpomatic Inc.

### **EXECUTIVE SUMMARY**

At the Clovis Landfill the active work area is tarped up to 21 days before the waste is covered with soil. This allows the landfill to be operated economically and efficiently by reducing the amount of soil required for cover. The Department has utilized a tarping machine from Tarpomatic Inc. since 1998 for this purpose. Due to its age, it is time to replace the equipment and move the old unit to a backup resource. Tarpomatic is the only company that produces this type of product. There is another similar product but it requires special additional equipment to pull the tarping machine. The Tarpomatic is pulled by existing landfill equipment such as a dozer, which makes it very economical to operate. Staff is therefore recommending a sole source procurement of this equipment from Tarpomatic Inc.



## **FISCAL IMPACT**


The cost of the automatic tarping machine is \$74,272.76 including shipping and sales tax. The user, Solid Waste Landfill has adequate funds in the fleet replacement account and in the 2016-17 Fleet Capital budget to pay for this equipment.

## **REASON FOR RECOMMENDATION**

The existing tarping equipment is 19 years old and in need of replacement. The Tarpomatic tarping machine is similar to the existing equipment and the existing City owned tarps will fit in the machine. The equipment does not require special equipment to pull the machine and is therefore the most economical choice for tarping.

## **ACTIONS FOLLOWING APPROVAL**

Staff will prepare a purchase order for the equipment and the equipment will be ordered.

Prepared and Submitted by: Lisa Koehn, Assistant Public Utilities Director 



AGENDA ITEM NO: 1-A  
City Manager: LS

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor Pro Tem and City Council

FROM: General Services Department

DATE: February 6, 2017

SUBJECT: Consider Approval - Res. 17-\_\_\_\_, Amending the City's Master Administrative Fee Schedule Pertaining to Parks and Community Service Fees

ATTACHMENTS: Resolution 17-\_\_\_\_  
Exhibit A - City of Clovis Master Administrative Fee Schedule Including Proposed Revisions

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

Consider Approval - Res. 17-\_\_\_\_, Amending the City's Master Administrative Fee Schedule pertaining to Parks and Community Service Fees.

### **EXECUTIVE SUMMARY**

In order to provide adequate sports fields, turf, lighting, and picnic facilities, a portion of the maintenance and staff costs need to be recuperated through user fees. The proposed revisions to the Master Fee Schedule allow for moderate charges to users of these facilities and help to offset some of the costs of maintaining the facilities. The proposed fee schedule allows for fee ranges which vary depending upon the type of event and the number of fields or facilities involved. The proposed fees for Bicentennial Park fields are new fees but allow for improved facilities and guarantee reserved facilities for sports teams and events. In addition, current fees for picnic sites are increased moderately but adequately cover the costs associated with cleaning, posting, and maintaining the picnic sites.

### **BACKGROUND**

Field improvements are planned for Bicentennial Park fields in Spring 2017. The improvements include overall turf and baseball infield rehabilitation and an increase in the size of the baseball infield. In the past, these fields were reserved at no charge by groups for practice and games. Considering Bicentennial Park is one of the few parks with lighting, use of the fields is in high demand. In order to maintain the field on a consistent basis, a fee is being



proposed for use of the fields. To offer all segments of the community the opportunity to enjoy the fields, there will be both reserved field times and open field times. During open field times, the fields are available for use on a first come, first served basis.

Recreation staff from the Community Services Division of the General Services Department will post each reservation at the fields and ensure that the fields are available for those with reservations.

Current field configuration includes two softball/baseball fields and a large open grass area often used for soccer. The open grass area is only lighted on the north half. The south half is difficult for regular play or practice due to inadequate lighting.

Recreation staff has applied for a state grant to further rehabilitate the two existing softball/baseball fields and the soccer field. If the grant is approved, a third softball/baseball field will be added to Bicentennial Park as well as new lighting on the south end of the park, and retrofitting existing lighting with directional LED lighting.

The proposed fees would provide funding for continual maintenance of the fields as well as cover staff costs for cleaning, set-up, scheduling and regular maintenance. The reservation fee allows for Recreation section field monitors who would ensure that the group reserving the field has access to the field and another group has not taken the field without authorization. Most teams are accustomed to paying for field space in other cities and we expect little feedback regarding this change.

As with many programs and services, offsetting City costs can vary annually or even by event. For example, similar staffing is required when a group rents two fields or the whole park. Therefore, the proposed fees are ranges rather than set exact fees. In addition, the fee schedule range begins with "Free" in order to allow greatly reduced fees to groups whose volunteer services to the City render significant monetary value. Also, this prevents annual updates to fees as slight changes occur. For reference, the chart below includes the Master Fee Schedule ranges as well as the starting fee that will be published to the public when the proposed fees become effective July 1, 2017.

The proposed fees vary depending upon the residency of the renter. Since general fund dollars (funded by Clovis resident tax dollars) help maintain the park fields, reservation fees are higher for non-Clovis residents.

Program/Activity	Proposed Fee Range for City of Clovis residents	Resident rates effective July 1, 2017	Proposed Fees for non-City of Clovis residents	Non-resident rates effective July 1, 2017
Softball/Baseball Field #1	Free to \$40.00 per hour	\$25.00 per hour	Free to \$50.00 per hour	\$35.00 per hour
Softball/Baseball Field #2	Free to \$40.00 per hour	\$25.00 per hour	Free to \$50.00 per hour	\$35.00 per hour
Softball/Baseball Field #3 (when constructed)	Free to \$40.00 per hour	\$25.00 per hour	Free to \$50.00 per hour	\$35.00 per hour
Soccer Field	Free to \$40.00 per hour	\$25.00 per hour	Free to \$50.00 per hour	\$35.00 per hour
Field Lighting	\$15.00 to \$30.00 per hour in addition to field rental fee	\$15.00 per hour	\$15.00 to \$30.00 per hour in addition to field rental fee	\$15.00 per hour
Snack Bar Rental (In conjunction with park facility rental)	Free to \$100.00	\$100.00	Free to \$100.00	\$100.00

In addition to fee revisions for sports fields, Parks staff is proposing fee changes to picnic area rentals at all park sites. The last update to the picnic area rental fee was in April 2009. During the last update, each individual park and picnic site was listed. For simplicity and in the event new facilities are built, the fees are now categorized by the number of picnic tables at the site. Fees for Clovis residents and non-Clovis residents are equal; however, picnic area reservations for Clovis residents may be made 90 days in advance while reservations for non-Clovis residents may be made only 30 days in advance. The proposed fee schedule reflects approximately a 10% to 14% increase.



Half Day Reservations are for 6-7 hours, full day rentals are for 14 hours. Rentals are available 7 days a week.

Picnic Area Facility Size	Half Day Rental			Full Day Rental		
	Current Half Day Rental Fee	Proposed fee effective July 1, 2017	Proposed Fee Range Half Day Rental	Current Full Day Rental Fee	Proposed fee effective July 1, 2017	Proposed Fee Range Full Day Rental
Picnic Area Rental 5 or more tables	\$48.00	\$53.00	Half Day Rental: Free to \$65.00	\$96.00	\$106.00	Full Day Rental: Free to \$130.00
Picnic Area Rental 4 or fewer tables	\$36.00	\$41.00	Half Day Rental: Free to \$60.00	\$72.00	\$82.00	Full Day Rental: Free to \$120.00

#### **FISCAL IMPACT**

Increased revenue will help offset the costs of maintenance, staffing and cleaning of the fields and picnic sites. The revenue will also allow for long-term annual rehabilitation of the fields and turf and reduce dependency on the general fund.

#### **REASON FOR RECOMMENDATION**

In order to properly maintain fields and picnic facilities, user fees are needed to supplement the general fund allocation.

#### **ACTIONS FOLLOWING APPROVAL**

The City's Master Fee Schedule will be revised to include the proposed fees effective July 1, 2017. Revised fliers and website information will be updated accordingly.

Prepared by: Shonna Halterman, General Services Director

Submitted by:  Shonna Halterman, General Services Director

**RESOLUTION 17-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
APPROVING CHANGES TO THE MASTER ADMINISTRATIVE FEE  
SCHEDULE**

**WHEREAS**, it is necessary to establish fee schedules to appropriately fund programs and services provided in the Parks Division of the Public Utilities Department and Recreation Section of Community Services Division in the General Services Department; and,

**WHEREAS**, it has been determined that it is appropriate to create or adjust the fees for reserved use of sports fields, field lighting, the snack bar, and picnic areas; and,

**WHEREAS**, fees and fee adjustments are required properly maintain the facilities for the community.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Clovis does hereby authorize changes to the Master Administrative Fee Schedule as it relates to the Public Utilities and General Services Departments as described in the attached Exhibit "A".

\* \* \* \* \*

The foregoing resolution was approved at the regularly scheduled meeting of the Clovis City Council on the 13<sup>th</sup> day of February 2017, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: February 13, 2017

\_\_\_\_\_  
Mayor Pro Tem

\_\_\_\_\_  
City Clerk



**MASTER ADMINISTRATIVE FEE SCHEDULE****Effective Date: July 1, 2017****Description Fee**

Standard Photocopying for Black and White (per page – standard 8 ½ x 11)	\$ .10
Standard Photocopying for Color (per page– standard 8 ½ x 11)	\$ .15
Blue Line Map	
24 x 36	4.00
30 x 48	5.00
Each successive sheet	2.50
Map of Developable Areas	30.00
Standard Specifications (per set)	20.00
Research Fee (1/2 hr. minimum)	45.00/hr.
Facility Use Permit	(minimum) \$100.00
Lobbyist Registration (annual)	25.00
Amendment to Lobbyist Registration	10.00
Annual Financial Report	20.00
Annual Budget	20.00
Copy of Fire Report (made immediately)	25.00
Copy of Fire Reports (mailed within 5 days)	5.00
Copy of Clovis Municipal Code (full copy)	125.00
Copy of Clovis Municipal Code Supplements	20.00
Video Tape Copy	25.00
Reproduction of Photographs	40.00
Standby Fireworks Fee (3 hr. minimum)	369.92
Fire Permit	15.00

**→ Park Facility Reservation Fees**

	Half day rate	Full day rate
Picnic sites with 4 or fewer tables:	Free to \$60.00	Free to \$120.00
Picnic sites with 5 or more tables:	Free to \$65.00	Free to \$130.00

**Hydrant Water - Metered**

First 30 days, plus 5,000 gallons	20.00
Per 1,000 gallons over 5,000 gallons	1.00
Late Return Charge - Per day	15.00
Lost or stolen meter	500.00

Administrative Charge pertaining to Administrative Citations	50.00
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**General Services Department****Community Services Division****Transit Section****Stageline Service:**

General Public (age 6-64) (per one-way trip)	\$1.25
Seniors age 65 and over with I.D. (per one-way trip)	Free
Persons with disability with proof of disability (per one-way trip)	Free
Attendant to assist a person with a disability (one attendant per disabled person)	Free
Children under age 6 with fare paying adult (up to 4 children)	Free
<b>10-ride pass</b>	<b>\$11.50</b>
<b>Stageline/FAX Metro Pass – Valid 31-days from first use</b>	<b>\$48.00</b>
Roundup Service (Disabled residents of Clovis):	
<b>\$27.50 value smart card</b>	<b>\$25.00</b>

**Trolley Fee Schedule:**

Non Holiday Hourly Rate (minimum of two hours).....	125.00
Holiday Hourly Rate (all holidays recognized by the City of Clovis, minimum of two hours).....	140.00
Reduced hourly rate after four hours at full rate.....	\$75.00
Wait time (vehicle not in motion) after two hours at full rate.....	\$50.00
Clean-up of any bodily fluid spills on a per incident basis .....	100.00

**Senior Services Section**

Banquet Hall Rental .....	\$700.00 for first 5 hours; \$75.00 each additional hour
Banquet Hall Rental (non-profit rate) .....	\$75.00 per hour
Classroom Rental .....	\$375.00 for first 5 hours; \$50.00 each additional hour
Classroom Rental (non-profit rate) .....	\$50.00 per hour
Senior Center Classes .....	\$1.00 to \$5.00 per day per activity
Senior Center Class Registration .....	Free to \$35.00 per 8-week session
Ceramic Firing Fee (one class) .....	\$15.00 per month
Ceramic Firing Fee (two or more classes) .....	\$20.00 per month
Senior Trips and Tours .....	\$5.00 administrative fee plus actual activity cost
Lifeline Service (City owned units) .....	\$30.00 per month
Lifeline Service (leased units) .....	\$35.00 per month
Notary Public Service .....	\$5.00
Event Table Sponsorship .....	\$75.00 to \$150.00

**Recreation Section**

Batting Range Fees .....	\$1.50-\$2.50 for 20 pitches, exclusive of special promotions
Youth Program Fees .....	Fee Range: Free to \$85.00 per program
Youth Leagues and Tournaments .....	Fee Range: \$85.00 to \$125.00
Adult Program Fees .....	Fee Range: \$1.00 to \$125.00 per program
Adult Leagues and Tournaments .....	Fee Range: \$50.00 to \$500.00
Special Events and Camps .....	Fee Range: Free to \$250.00 per event/camp
Recreation Facility Reservations (north portion of building) .....	Fee Range: \$40.00 to \$90.00
Recreation Facility Reservations (south portion of building) .....	Fee Range: \$40.00 to \$90.00
Sponsorship Banners .....	\$150.00 to \$2,000.00
→ Softball/baseball/soccer field at Bicentennial Park: Clovis Resident .....	Free to \$40.00 per hour per field
Softball/baseball/soccer field at Bicentennial Park: Non-Clovis Resident .....	Free to \$50.00 per hour per field
Field lighting .....	\$15.00 to \$30.00 per hour
Snack bar rental (in conjunction with other park facility rental) .....	Free to \$100.00

**Police Department Fees**

**Entertainment Permit Fees**

Application Fee .....	\$500.00
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**Annual Permits**

Heavy Use (annual) .....	\$1,000.00 per year
Medium Use (annual) .....	\$500.00 per year
Light Use (annual) .....	\$250.00 per year
Single Event Permit .....	\$250.00

**Appeal Fees:**

Heavy Use (per appeal) .....	\$250.00 per appeal
Medium Use (per appeal) .....	\$125.00 per appeal
Light Use (per appeal) .....	\$60.00 per appeal

**Other Fees:**

Copy of Police Report .....	\$5.00
Fingerprinting (Clovis residents or works in Clovis only), per card .....	10.00
ABC License Review .....	\$200.00
ABC Permit - Special Event Alcohol Permit: Profit .....	22.00



ABC Permit - Special Event Alcohol Permit: Non Profit.....	No Charge
Local Background Check.....	40.00
Audio Dispatch Recording (with case # and time of call) .....	39.00
Audio/ Video Dispatch Recording (with name only) single camera view and time increment.....	68.00
Audio/ Video Dispatch Recording (involving staff time up to 1.5 hrs).....	247.00
Audio or Video Dispatch Recording (involving staff time of 1.5 hrs+) .....	425.00
Card Room Permit (includes fingerprinting) .....	258.00
Card Room Permit Renewal (includes fingerprinting) .....	228.00
Production of Records - Video Tapes, CD's, DVD's.....	54.00
Reproduction of Photographs (Digital).....	40.00
Reproduction of Photographs (35 mm).....	142.00
Report - Discovery (Reports or Audio or Video) .....	170.00
Second Hand Dealer License.....	44.00
Vehicle Impound Release .....	206.00
Per Tow Administration Fee.....	40.00
Gun Storage - Clovis Resident \$55.00 First Gun \$35 Each Additional Gun.....	55.00
Gun Storage - Non-Clovis Resident \$75.00 First Gun \$35 Each Additional Gun.....	75.00
Massage Therapist Permit Application Fee .....	250.00
Shopping Cart Pick Up Fee .....	25.00
Shopping Cart Daily Storage Fee .....	5.00

**False Alarms:**

False Alarms, first 2 alarms .....	No Charge
False Alarms, 3 – 5 alarms.....	100.00 each
False Alarms, 6 or more.....	250.00 each

**Animal Services Fees**

**Dog License (Unaltered)**

One year .....	25.00
2 years .....	50.00
3 years .....	75.00
Replacement Tag .....	1.00

**Dog and Vietnamese pot bellied pig License**

(Spayed or neutered or owned by Senior Citizen)

One year.....	5.00
2 years.....	10.00
3 years .....	15.00

Additional Animal Fees (see Table 1 below)

**TABLE 1**

**IMPOUND FEES**

Type	1 <sup>st</sup> Time	2 <sup>nd</sup> Time	3 <sup>rd</sup> & Subsequent
Altered dog with license	Free*	\$35.00*	\$65.00*
Unaltered dog with license	Free* & \$35 State	\$60.00* & \$50 State	\$85.00* & \$100 State
Altered dog – no license	\$35.00*	\$60.00*	\$85.00*
Unaltered dog – no license	\$35.00* & \$35 State	\$60.00* & \$50 State	\$85.00* & \$100 State
Altered Cat	Free *	\$30.00*	\$30*
Unaltered Cat	Free* & \$35 State	\$25.00 * & \$50 State	\$35.00 * & \$100 State
Other animals	Free*	\$30.00*	\$55.00*
Animal returned to owner by Field Officer	\$65.00*	65.00*	65.00*
* plus \$15.00 per day board			

OTHER ANIMAL SHELTER FEES	
Cat trap	\$60.00 deposit
Skunk trap	\$100.00 deposit
Large Animal Trap Deposit	\$100.00
Owner surrendered altered dog	\$20.00
Owner surrendered unaltered dog	\$ 30.00
Owner surrendered altered cat	\$15.00
Owner surrendered unaltered cat	\$20.00
Owner surrendered litter	\$25.00
Owner surrendered Pocket Pets (hamster, mice guinea pig, etc)	\$5.00
Dog/cat euthanasia	\$100.00
Dead animal disposal (under 10 pounds)	\$10.00
Dead animal disposal (over 10 pounds)	\$20.00
Pick-up fee (surrender fee separate)	\$65.00
Dog Adoption	\$150.00
Transfer Dog License	\$5.00
Dog License Late Fee	\$10.00
Cat Adoption	\$75.00
Quarantined Animals – Daily board	\$25.00
After Hour Service	\$50.00
Dangerous and Vicious Animal Registration	\$100.00
Spay and Neuter Deposit	\$100.00
Obedience Training Deposit	\$100.00

### Fire Department Fees

Front Counter Fees	Office Use	Rate
Incident Report	61000-46310	\$0
Records & Fee For Copies (20 pages - ¢5 per copy after)	61000-46310	\$0
Photographs/ Electronic Format / CD	61000-46310	\$0
WAV (Western Audio Format) File on CD	61000-43610	\$0
Fireworks Booth	62000-46001	\$300
Fire Investigation Report and Photos	62000-46310	\$159

Construction Permits	Office Use	Rate
Underground	62000-46001	\$372
Overhead (Up to 20 heads)	62000-46001	\$163
Overhead (21 – 50 heads)	62000-46001	\$297
Overhead (each additional 50 heads after 51+)	62000-46001	\$224
Fire Pump	62000-46001	\$290
Fire Standpipes (per standpipe)	62000-46001	\$114
Fire Alarm (Base Fee)	62000-46001	\$325
Fire Alarm (Per 25 Devices)	62000-46001	\$7
Fire Sprinkler System Alarms	62000-46001	\$163
5yr Sprinkler System Certification (Compliant)	62000-46001	\$0
5yr Sprinkler System Certification (non-Compliant)	62000-46001	\$363
Fire Suppression Hood System	62000-46001	\$363



LP Gas	62000-46001	\$172
Above Ground Tank Installation	62000-46001	\$297
Plan Review Re-submittal (Ea. Additional 1/2 hour)	62000-46001	\$66
Re- Inspection Fee (Ea. Additional 1/2 hour)	62000-46001	\$99
Expedited Plan Review	62000-46001	\$132
Investigation Fee for Work Started Without Permits is the Total Cost of the Construction Permit Fee Doubled.	62000-46001	\$661

<b>Annual Occupancy Fire and Life Safety Inspections (3<sup>rd</sup> Visit Non-Compliant)</b>	<b>Office Use</b>	<b>Rate</b>
<i>Annual Inspection - (Occupancy type: B, F, M, S) Factory/Industrial, Retail, Business/Office, except for combustible dust producing operations and repair garages.</i>		
Up to 5,000 sq. ft.	62000-46001	\$161
5,001 - 40,000 sq. ft.	62000-46001	\$149
40,001 sq. ft. and Above	62000-46001	\$287

<b>Annual Occupancy Fire and Life Safety Inspections (3<sup>rd</sup> Visit Non-Compliant; Schools 1<sup>st</sup> Visit)</b>	<b>Office Use</b>	<b>Rate</b>
<i>Annual Inspection - (Occupancy type: A, E) (Excludes R-1 apartments, hotels/motels), Assembly (Theatre, Churches, Auditorium, Restaurant), Education (any school), Excessive Hazardous Material - Welding, Open - flame, High Hazard Storage:</i>		
Up to 5,000 sq. ft.	62000-46001	\$113
5,001 - 20,000 sq. ft.	62000-46001	\$218
20,001 sq. ft. and Above	62000-46001	\$357

<b>Annual Occupancy Fire and Life Safety Inspections (3<sup>rd</sup> Visit Non-Compliant)</b>	<b>Office Use</b>	<b>Rate</b>
<i>Annual Inspection - (Occupancy type: H) Excessive Hazardous Material - Welding, Open - flame, High Hazard Storage:</i>		
Up to 5,000 sq. ft.	62000-46001	\$297
5,001+.	62000-46001	\$694

<b>Annual Occupancy Fire and Life Safety Inspections (Hospitals and Fire Clearances 1<sup>st</sup> Visit)</b>	<b>Office Use</b>	<b>Rate</b>
<i>Annual Inspection - (Occupancy type: I)* Hospitals, nursing homes with medical care, prisons and mental facilities:</i>		
Hospitals	62000-46001	\$3,998
Other I Occupancies	62000-46001	\$430
Fire Clearances	62000-46001	\$231

<b>Annual Occupancy Fire and Life Safety Inspections (3<sup>rd</sup> Visit Non-Compliant)</b>	<b>Office Use</b>	<b>New Rate</b>
<i>Annual Inspection / each per year - Occupancy type R-1 (Hotels/Motels)</i>		
3 - 19 units	62000-46001	\$89
20 - 49 units	62000-46001	\$129

50 + units	62000-46001	\$169
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<b>Annual Occupancy Fire and Life Safety Inspections (3<sup>rd</sup> Visit Non-Compliant)</b>	<b>Office Use</b>	<b>Rate</b>
<i>Annual Inspection / each per year - Occupancy type R-2 (Apartments)</i>		
3 – 19 units	62000-46001	\$69
20 – 49 units	62000-46001	\$109
50 + units	62000-46001	\$129

<b>Residential Care Facilities Pre-Inspection</b>	<b>Office Use</b>	<b>Rate</b>
6 or less clients	62000-46001	\$109
7 or more clients	62000-46001	\$208

<b>Fire Suppression Hood System - Existing</b>	<b>Office Use</b>	<b>Rate</b>
Compliant	62000-46001	\$0
Non-Compliant (2 <sup>nd</sup> visit)	62000-46001	\$69

<b>Operational Permits (1-Day Event)</b>	<b>Office Use</b>	<b>Rate</b>
Base Fee for 1/2 hour Plan Review and One (1) Inspection	62000-46001	\$114
Each Additional Plan Review Per 1/2 hour	62000-46001	\$57
Each Additional Inspection Per 1/2 hour	62000-46001	\$57

<b>False Alarm Response</b>	<b>Office Use</b>	<b>Hourly Rate</b>
Prevention (1 unit)	62000-46001	\$165
Suppression (1 BC unit)	62000-46001	\$316

<b>Fireworks Standby / Special Events Code Enforcement</b>	<b>Office Use</b>	<b>Hourly Rate</b>
Prevention Staff (1 unit)	62000-46001	\$91

<b>Plan Review</b>	<b>Office Use</b>	<b>Rate</b>
Plan Review per ½ hours (1/2 hour minimum)	62000-46001	\$66
Inspection	62000-46001	\$66

<b>Miscellaneous Fees</b>	<b>Office Use</b>	<b>Rate</b>
Emergency Response – Admin (plus equipment)	62000-46001	\$45
HazMat Response – Admin (plus equipment)	62000-46001	\$45
Electronic Gate	62000-46001	\$109
Firefighter Standby Fee	62000-46001	\$586





AGENDA ITEM NO: 1-B

City Manager: [Signature]

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: February 13, 2017

SUBJECT: Consider Approval - A request to approve an amendment to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues (1900 Shaw Avenue). (Staff: O. Ramirez)

### **ATTACHMENTS:**

Figure 1:	Location Map
Exhibit "A.:"	Conditions of Approval
Attachment 1:	Draft Rezone Ordinance
Exhibit "B.:"	Revised Sign Program
Exhibit "C"	Proposed Sign

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

Planning Commission and staff recommend that the City Council approve R89-19A5 subject to the conditions of approval listed as Exhibit "A."

### **EXECUTIVE SUMMARY**

The applicant is requesting a rezone amendment R89-19A5 to the Planned Commercial Center (P-C-C) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign within the center. If approved, this request will allow for the installation of a freestanding sign for property located at 1900 Shaw Avenue.

## BACKGROUND

- General Plan Designation: General Commercial
- Specific Plan Designation: Shaw Avenue Specific Plan
- Existing Zoning: P-C-C (Planned Commercial Center)
- Current Land Use: Commercial & Senior Living
- Adjacent Land Uses: North: Office & Vacant  
South: Residential Subdivision  
East: Office & Residential  
West: Office and Commercial
- Previous Entitlements: GPA1985-01, R1989-19 (A-A4)

On March 5, 1990 the Clovis City Council adopted Ordinance 90-3 approving the Mountain View planned commercial center located on the south side of Shaw Avenue between Fowler and Ash Avenues. The approval of this center adopted a development plan, architectural elevations, a use schedule, and a sign program. Later, on January 6, 1992, the Clovis City Council adopted Ordinance 92-4 approving an amendment request to modify the various sections of the Planned Commercial Center Zone District including the sign criteria.

The Mountain View Planned Commercial Center sign program identifies sign criteria for the commercial phase, office phase, and pad buildings within the center.

## PROPOSAL AND ANALYSIS

### Request

The applicant is requesting an amendment to the sign criteria for the planned commercial center. This request to modify the previously approved sign criteria is to allow for an additional freestanding sign along Shaw Avenue, specifically for the property located at 1900 Shaw Avenue. 1900 Shaw Avenue is Pad one of the office phase of the Mountain View Planned Commercial Center where a dental office was recently constructed.

Specifically, the section to be modified is section "G" "Office Phase" of the sign program. Section G (1) of the sign criteria restricts the office phase to one freestanding identification sign along Shaw Avenue. Section G of the sign criteria will be modified to include a second freestanding monument sign within the office phase of the Mountain View Planned Commercial Center, specifically for property located at 1900 Shaw Avenue.



### Proposed Sign

The applicant is proposing a monument style freestanding sign that is roughly 5 ½ feet in height and 8 ½ feet in width with a two-foot tall base. The proposed freestanding sign has a total sign area of 38.30 square feet with two internally illuminated sign cabinets. It will serve both tenants currently occupying the building located on the property: California Kidds Pediatric Dentistry and Mavericks Orthodontics Associates.

As stated, this property is zoned P-C-C, where the master development plan submitted by the original developer regulates the sign criteria. If this were an office development constructed in a C-P (Professional Office) zoned property, the Code would permit individual monument signs for each tenant. If the applicant would have requested a similar program allowed in the C-P Zone District, it would have been recommended by staff.

The proposal does not include an individual sign for each tenant, however a single multiple-tenant sign. Due to the limited area along the street frontage, a single multi-tenant sign would be a practical solution over an individual sign for each tenant.

### Easements

There are at least two utility easements that exist on the street frontage of the property which could impact the placement of monument signs (Fresno Irrigation District and Clovis Public Utilities Department). The applicant has been in discussion with the responsible agencies to allow the sign to encroach into one or both easements. A condition of approval has been included to address this issue.

### Public Comments

A public notice was sent to area residents within 600 feet of the property boundaries. Staff has not received comments or concerns from the public upon finalization of this report.

### Planning Commission Comments

The Planning Commission considered this rezone at their January 26, 2017, meeting. After a brief discussion, the rezone was unanimously approved.



Review and Comments from Agencies

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

Comments received are attached only if the agency has provided concerns, conditions, or mitigation measures. Routine responses and comment letters are placed in the administrative record and provided to the applicant for their records.

California Environmental Quality Act (CEQA)

The Project Item is exempt from CEQA pursuant to a Class 32 categorical exemption. Class 32 exemptions consist of in-fill development less than 5 acres in size meeting the conditions described in California Government Code Section 15332(a), (b), (c), (d) and (e). A Notice of Exemption has been completed during the preliminary review and is kept for public review with the project file during the processing of the project application. Staff will file the notice with the County Clerk if the project is approved.

The City published notice of this public hearing in The Business Journal on Wednesday, January 30, 2017.

**FISCAL IMPACT**

None

**REASONS FOR RECOMMENDATION**

The intent of a planned commercial center is to provide development which is master planned to provide a high degree of developmental quality. Staff feels that this rezone amendment request to allow for an additional freestanding sign would not adversely affect the integrity of this development.

In light of this discussion, the Planning Commission and staff recommend approval of Rezone R89-19A, subject to the attached conditions.

**ACTIONS FOLLOWING APPROVAL**

The second reading of this Ordinance will be heard by the City Council at its next regular meeting and if approved, will go into effect 30 days from its passage and adoption.

**NOTICE OF HEARING**

Property owners within 600 feet notified:	141
Interested individuals notified:	10

Prepared by: Lily Cha, Assistant Planner

Submitted by: d.k. Dwight Kroll, AICP, Director of PDS

F:\Planning Projects\Rezone\R Pre-2000\R89-19A5 (Fluoresco Services)\Documents\PDS - CC Staff Report R89-19A5.doc



**FIGURE 1  
PROJECT LOCATION MAP**



**EXHIBIT "A"**  
**Conditions of Approval – R89-19A5**

**Planning Division Conditions**

**(Lily Cha, Division Representative – (559) 324-2335)**

1. All conditions of R89-19 through R89-19A4 shall be made part of this application approval.
2. Signs for the planned commercial center shall be allocated in accordance with the sign program attached as Exhibit "B."
3. The applicant shall submit for sign review and permitting with the Planning and Development Services Department.
4. The applicant shall obtain approval from responsible agencies if the sign is placed within or near a utility easement.
5. The sign shall not be placed within ten feet of a fire hydrant.

**Engineering Division Conditions**

**(Sean Smith, Division Representative – (559) 324-2363)**

6. The applicant shall enter into an encroachment agreement with the City prior to issuance of a building permit.

**Fresno Irrigation District**

**(Chris Lundeen, Division Representative – (559) 233-7161)**

7. The applicant shall refer to the attached Fresno Irrigation District correspondence. If the list is not attached, please contact the District for the list of requirements.



**DRAFT  
ORDINANCE 17-\_\_**

**AN ORDINANCE AMENDING AND CHANGING THE OFFICIAL ZONE MAP OF THE CITY OF CLOVIS IN ACCORDANCE WITH SECTIONS 9-8.020 AND 9-86.020 OF THE CLOVIS MUNICIPAL CODE TO AMEND THE PLANNED COMMERCIAL CENTER DEVELOPMENT STANDARDS FOR PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF SHAW AND ASH AVENUES AND CONFIRMING ENVIRONMENTAL FINDINGS**

**LEGAL DESCRIPTION:**

See the attached Exhibit "One."

**WHEREAS**, Fluoresco Services, LLC, 3484 W. Gettysburg Avenue, Fresno, CA 93722, has applied for Rezone R89-19A5; and

**WHEREAS**, R89-19A5, is a request to amend the Planned Commercial Center development standards to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues (1900 Shaw Avenue), in the City of Clovis, County of Fresno, California; and

**WHEREAS**, the Planning Commission held a noticed Public Hearing on January 26, 2017, to consider the Project Approval, at which time interested persons were given opportunity to comment on the Project; and

**WHEREAS**, the Planning Commission recommended that the Council approve Rezone R89-19A5; and

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

**WHEREAS**, the City published Notice of a City Council Public Hearing for January 30, 2017, to consider Rezone R89-19A5. A copy of the Notice was delivered to interested parties within 600 feet of the project boundaries and published in The Business Journal; and

**WHEREAS**, the City Council held a noticed public hearing on February 13, 2017, to consider the approval of Rezone R89-19A5; and

**WHEREAS**, on February 13, 2017, the City Council considered testimony and information received at the public hearing and the oral and written reports from City staff, as well as other documents contained in the record of proceedings relating to Rezone 89-19A5, which are maintained at the offices of the City of Clovis Planning and Development Services Department; and

**WHEREAS**, the City Council has evaluated and considered all comments, written and oral, received from persons who reviewed Rezone R89-19A5, or otherwise commented on the Project; and

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

**SECTION 1: FINDINGS.** The Council finds as follows:

1. That the recitals set forth herein are true and correct.
2. General Plan Consistency Finding. That the rezoning is consistent with the General Plan of the City of Clovis.

**ATTACHMENT 1**



3. Zoning Ordinance Consistency Finding. That the rezoning is in keeping with the intent and purpose of the Zoning Ordinance and is compatible with surrounding properties.
4. CEQA Finding. That the Clovis Planning Commission does recommend approval of an Exemption pursuant to CEQA guidelines.
5. Conditions of Approval Finding. Said rezoning is granted subject to performance of the conditions of approval as set forth in "Exhibit A," which is on file with the City Clerk's office. Said conditions of approval are deemed necessary to protect the public health, safety, and general welfare.

SECTION 2: The Official Map of the City is amended in accordance with Sections 9-8.020 and 9-86.020 of the Clovis Municipal Code by reclassification of certain land in the City of Clovis, County of Fresno, State of California, to wit:

Amending the P-C-C Zone District to amend the master sign program to allow for an additional freestanding sign for property located at 1900 Shaw Avenue.

The property so reclassified is located near the southwest corner of Shaw and Ash Avenues in the City of Clovis, County of Fresno, California, and is more particularly described as shown in "Exhibit One."

SECTION 3: This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

SECTION 4: The record of proceedings is contained in the Planning and Development Services Department, located at 1033 Fifth Street, Clovis, California 93612, and the custodian of record is the City Planner.

APPROVED: February 13, 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

\* \* \* \* \*

The foregoing Ordinance was introduced at a regular meeting of the City Council held on February 13, 2017, and was adopted at a regular meeting of said Council held \_\_\_\_\_, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: February 13, 2017

\_\_\_\_\_  
City Clerk

## EXHIBIT "B"

### RECOMMENDED EXTERIOR SIGN CRITERIA

(\*Requested revision)

These criteria have been established for the purpose of assuring an outstanding shopping center and for the mutual benefit of all Tenants. Conformance will be strictly enforced; and any installed nonconforming or unapproved signs must be brought into conformance at the expense of the Tenant.

#### A. GENERAL REQUIREMENTS

1. Tenant shall submit or cause to be submitted to the Project Architect for approval before fabrication one (1) set of detailed drawings indicating the location, size, layout, design and color of the proposed signs, including all lettering and/ or graphics, and the method of illumination and mounting, including all hardware to be used. In addition, material samples(s) indicating color(s) and finish(es) of exposed sign components shall be submitted at the Project Architect's request.

2. All permits for sign and their installation shall be obtained by Tenant or its representative.

3. All signs shall be constructed and installed at the Tenant's expense.

4. Tenants shall be responsible for the fulfillment of all requirements of these criteria, and shall submit samples of sign materials as requested by the Project Architect.

5. The tenant shall submit to the City of Clovis a sign drawing approved by the Owner and/ or Project Architect for all exterior signs which shall be subject to Sign Review Approval by the City of Clovis. Such approval shall be received prior to the start of any sign construction or fabrication.

#### B. GENERAL SPECIFICATIONS

1. No animated, flashing or audible signs will be permitted.

2. All signs shall bear the UL label, and their installation shall comply with all local and electrical codes.

3. No exposed raceways, crossovers or conduits will be permitted.

4. All cabinets, conductors, transformers and other equipment shall be concealed. Visible fasteners will be permitted, subject to the Project Architect's approval.

5. Electrical services to all signs shall be on the Tenant's meter.



6. Painted lettering directly onto building surfaces will not be permitted, except as specified under paragraph 1.1.

7. No signs otherwise prohibited under the sign regulations of the City of Clovis shall be permitted, unless specifically provided for as part of this sign program.

#### C. CONSTRUCTION REQUIREMENTS

1. All exterior signs, bolts fastenings and clips shall be of enameling iron with porcelain enamel finish, stainless steel aluminum, brass or bronze. No unfinished iron materials of any type will be permitted.

2. All exterior letters or signs exposed to the weather shall be mounted at least  $\frac{3}{4}$ " from the building wall to permit proper dirt and water drainage.

3. All letters shall be fabricated using full-welded construction.

4. Location of all openings for conduit and sleeves in sign panels of building walls shall be indicated by the sign contractor on drawings submitted to the Project Architect.

5. All penetrations of the building structure required for sign installation shall be neatly sealed in a watertight manner.

6. No labels will be permitted on the exposed surface of signs except those required by local ordinance which shall be applied in an inconspicuous location.

7. Tenant's sign contractor shall repair any damage to any work caused by his work.

8. Tenant shall be fully responsible for the operations of the Tenant's sign contractors.

9. Threaded rods or anchor bolts shall be used to mount sign letters which are spaced out from background panel. Angle clip attached to letter sides will not be permitted.

#### D. DESIGN REQUIREMENTS

1. Primary Signage shall consist of typical internally illuminated Individual Channel Letters.

2. The face of the individual letter and logos shall be constructed of acrylic plastic (3/6" thick minimum) and fastened to the individual channelized metal letter in any and approved manner. All surrounds or trim in a single sign shall be a single color with matte finish.

3. All Tenant store identification designs shall be subject to the approval of the Project Architect. Imaginative designs will be encouraged.

4. Wording of signs for minor Tenants shall not include the project sold except as part of the Tenant's trade name or insignia. Major Tenants shall be permitted up to two supplemental signs indicating the type, but not the brand name or logo, of product(s) sold. (Total sign area is not to exceed the maximum area allowed for on-building signs).

5. Brand names or symbols of products sold or services offered shall not be permitted except those which are the Tenant's trade name or insignia.

#### E. COMMERCIAL PHASE

1. Each major Tenant shall be permitted one wall-mounted identification sign, two supplemental wall-mounted signs indicating the type of products sold, one under canopy sign and one window sign. In addition, major Tenants at a corner located may be permitted a second identification sign mounted on a separate wall perpendicular to the main sign panel. (Total sign area of identification sign, supplemental signs and window signs shall not exceed the maximum area allowed for on-building signs).

2. Each minor Tenant shall be permitted up to one wall-mounted identification sign, one under-canopy sign and one window sign. (Total sign area of identification sign and window sign shall not exceed the maximum area allowed for on-building signs).

3. An architecturally integrated project name sign shall be allowed at the two Shaw Avenue corners (Fowler and Ash) with the following restrictions; not more than three feet six inches in height, incorporated into a landscaped earth berm, externally or halo illuminated and not exceeding 20 square ft. Specific design to be approved by the Director of Planning.

4. Two monument signs identifying the center and or major tenants shall be allowed. One, located on Shaw Avenue and the second at the middle drive on Fowler Avenue, the specific location to be approved with the final development plan. Maximum area to be 100 square feet and maximum height to be 8 feet. The Shaw Avenue sign may be used to identify the Pad B building if it is a single use.

5. Wall-mounted signs shall be located in the designated sign panel area.

6. Under-canopy signs shall be mounted on and perpendicular to the building storefront or the inside face of the canopy support with a minimum vertical clearance of seven (7) feet. The sign shall be placed at the storefront or office entry.

7. Window signs shall be placed no higher than six (6) feet above the height of the adjacent sidewalk. Window signs, other than temporary, shall be counted against the permanent sign area.

#### F. ALLOWABLE SIGN AREA AND SIZE



1. Each business frontage having a public entrance shall be permitted on-building identification signs with the allowable area computed as follows:

Structure Entrance Setback (from street frontage property line)	Allowable Sign Area Formula	Minor Tenants Maximum Allowable Sign Area	Major Tenants Maximum Allowable Sign Area*
150 feet or less to the intended service street property line.	One sq. ft. per each linear foot of lease space.	50 sq. ft.	100 sq. ft.
More than 150 feet to the intended service street property line.	One and one-half sq. ft. per each linear foot of lease space.	75 sq. ft.	150 sq. ft.

2. Each business occupying the end of a building, having a street frontage without a public entrance, shall be permitted one-half (1/2) square foot of sign area for each one foot of leased building frontage. The maximum area shall be limited to twenty-five (25) square feet.

3. Wall-mounted identification signs for major Tenants shall have a maximum height of six (6) feet. Supplemental wall-mounted (product type) signs shall not exceed 42 inches in height.

4. Wall-mounted identification signs for minor Tenants shall have a maximum height of 30 inches.

5. Under-canopy signs shall not exceed six (6) square feet in area.

#### G. OFFICE PHASE

1. One freestanding identification sign limited to the name and or address of the Office Development shall be allowed at the Shaw Avenue drive entrance not to exceed 6 feet in height and 25 square feet in area.

2. The Shaw avenue Pad Buildings if developed with a restaurant, bank or savings and loan use shall be allowed on-building sign area per the commercial uses listed above. If developed as an office use on-building signs for each business frontage having a public entrance shall be allowed an area of one-half (1/2) square foot per front of building, up to fifty (50) square feet of maximum area.

3. Buildings A, B, C, and D will be allowed additional internal directory signs (Not intended to be seen from the street). On-building identification signs will be allowed for each business frontage having a public entrance at an area of one-half (1/2) square foot per front foot

of building, up to fifty (50) square feet of maximum area. Location of signs shall be as shown in the elevations (Exhibit B) of the Preliminary Development approval.

\*4. An additional freestanding monument style identification sign is permitted for Pad 1 (located at 1900 Shaw) of the office phase. The sign shall not exceed 8 feet in height and 68 square feet in area.

#### H. PAD BUILDINGS

1. Pad buildings A, B, and C shall be allowed sign area per sections E and F above.

#### I. MISCELLANEOUS PROVISIONS

1. If Tenant has a non-customer door for receiving merchandise, it may have uniformly applied on said door in location as directed by the Project Architect, in two inch (2") high block letter, the Tenant's name and address. Where more than one (1) Tenant uses the same door, each name and address shall be applied. Color of letter will be selected by the Project Architect.

2. Temporary Signs: Temporary signs shall be limited to banner, poster, or pennants. Such signs may be used in conjunction with any event or sale and shall be displayed for fourteen (14) days maximum and shall be limited to one (1) such display four (4) times a year, and shall not list individual project prices, with written notification given to the Director of Planning and the center management.

3. Grand opening signs: A-frame signs, I-frame signs and portable changeable copy signs shall be limited to only one (1) grand opening and a maximum display time of fourteen (14) days per business, with written notification given to the Director in Planning and the center management.

4. Except as provided herein, no advertising placards, banners, pennants, names insignia, trademarks, or other descriptive material shall be affixed or maintained upon the glass panes and supports of the show windows and doors, or upon the exterior walls of the building or storefront.

5. Decorative banners and pennants which may be supplied by the center management shall be permitted in locations specifically designated for them.

6. Major Tenant: A major Tenant is defined as one which occupies a minimum of 7,000 square feet of contiguous floor space.

7. Minor Tenant: A minor Tenant is defined as one which occupies less than 7,000 square feet of contiguous floor space.





# One Sycamore Properties



## Monument Signage Program

1900 Shaw Avenue  
Clovis, California

December 28, 2015

					
Project: One Sycamore Properties		City: Clovis, CA		County: Fresno	
Location: 1900 Shaw Avenue, Clovis, CA		Submitted: Joanne Parvin		Submitted: Miguel Raiman	
Name: As Noted		File Name: One Sycamore Properties.cdr		Page: 1 of 5	
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				Don't let your business slip away. Call us today for a FREE quote on your business. We'll be there for you.	
COMPANY: One Sycamore Properties ADDRESS: 1800 Shaw Avenue, Clovis CA CONTACT: Jacqueline Joanne Pervin PHONE: As Noted FAX:		ORDER # ACCOUNT SPECIAL AGENT FIRST NAME: One Sycamore Properties.cdr		2 3 4 5 6 7 8 9 10 11 12	





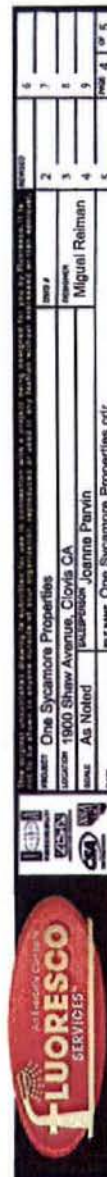
**A INTERNALLY ILLUMINATED D/F MONUMENT SIGN**  
One unit required

38.30' sq ft  
Scale: 3/4" = 1'-0"

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<p>Client: One Sycamore Properties          Designer: Joanne Parlin          Date: 10/10/07          File Name: One Sycamore Properties.cdr</p>									



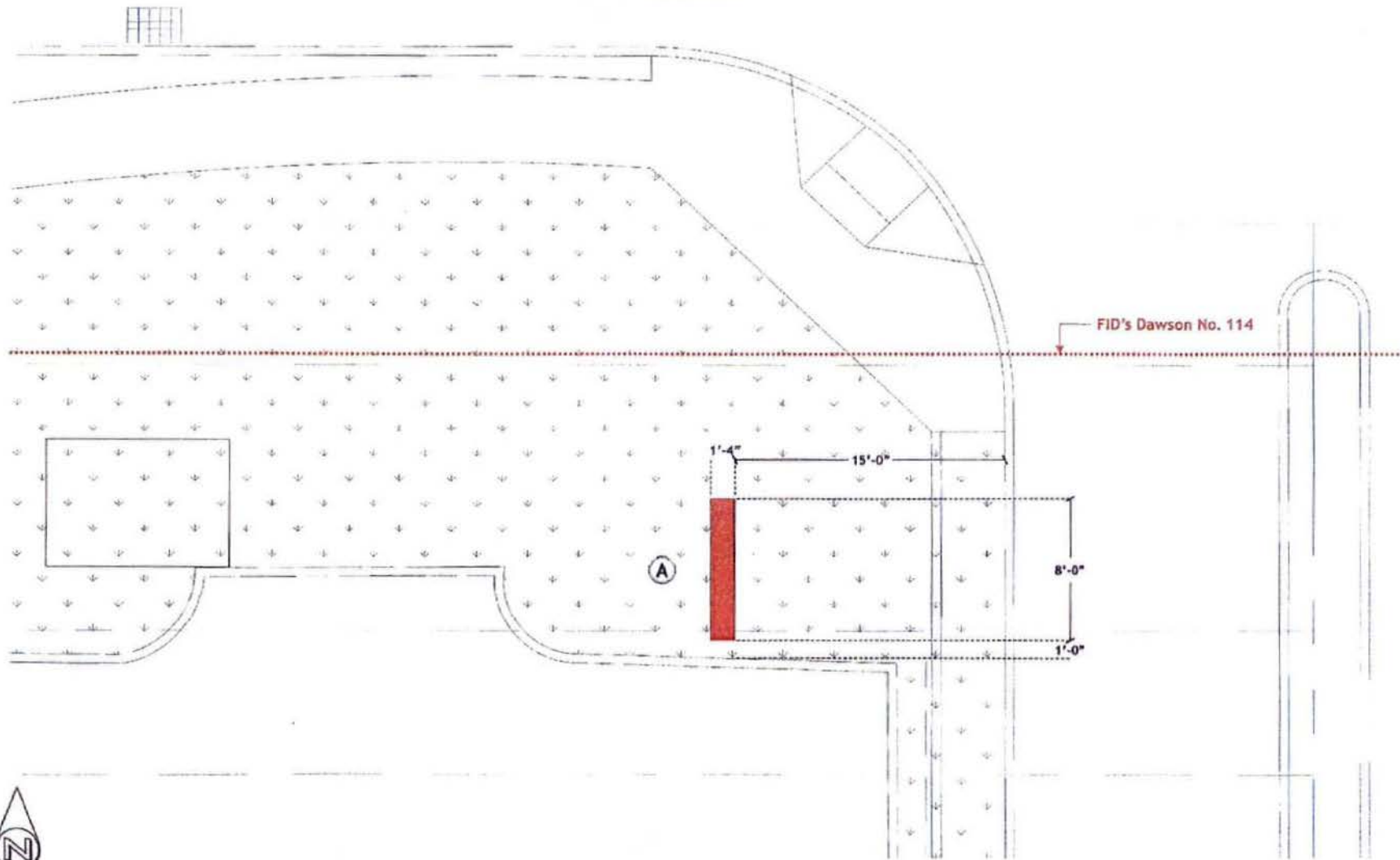




NTS



SHAW AVENUE



1 MONUMENT SIGN PLACEMENT

Scale: 3/16" = 1'-0"



**FLUORESCO**  
SERVICES

<p><small>THIS PLAN IS THE PROPERTY OF FLUORESCO SERVICES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF FLUORESCO SERVICES, INC.</small></p>	
<p><small>PROJECT: One Sycamore Properties</small></p>	
<p><small>LOCATION: 1800 Shaw Avenue, Clavis CA</small></p>	
<p><small>DESIGNER: Joanne Parvin</small></p>	
<p><small>DATE: As Noted</small></p>	
<p><small>FILE NAME: One Sycamore Properties.cdr</small></p>	
<p><small>DATE: 11/11/11</small></p>	<p><small>DATE: 11/11/11</small></p>
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AGENDA ITEM NO: 1-C

City Manager: MA

## **- CITY OF CLOVIS - REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: February 13, 2017

SUBJECT: Consider Approval - A request to initiate an amendment to the Loma Vista Community Centers North and South Master Plan to address local street configurations for the area south of Shaw Avenue. (Staff: D. Kroll)

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

For the City Council to initiate a rezone amendment to modify the Loma Vista Community Centers North and South Master Plan.

### **EXECUTIVE SUMMARY**

Staff is requesting the City Council to initiate a rezone amendment to modify the circulation system for a portion of Loma Vista Community Centers North and South Master Plan. The area of interest is the north half of the south village.

### **BACKGROUND**

The Community Centers North and South (CCNS) Master Plan, adopted May 2009, implements the land uses described by the Loma Vista Specific Plan (adopted March 2003) by establishing a zoning overlay and development standards. The CCNS is the heart of Loma Vista and is designed as a pedestrian oriented community with a mix of land uses including a central park. With substantial development occurring around the CCNS, development interest is picking up, prompting discussion of the feasibility of the basic street component described in the Master Plan. Additionally the Fire Department is interested in constructing Fire Station #6 within the Public Facility portion of the village which favors a more conventional street design.



Staff met with the property owners of the four parcels of the project area. Each expressed marketing challenges as well as development constraints with the radial street layout suggested by the CCNS Master Plan (see figure below). Staff recommends a modification to the Plan eliminating the radial design in favor of a less detailed concept which could continue to permit development similar to the original layout while providing flexibility based on development trends.

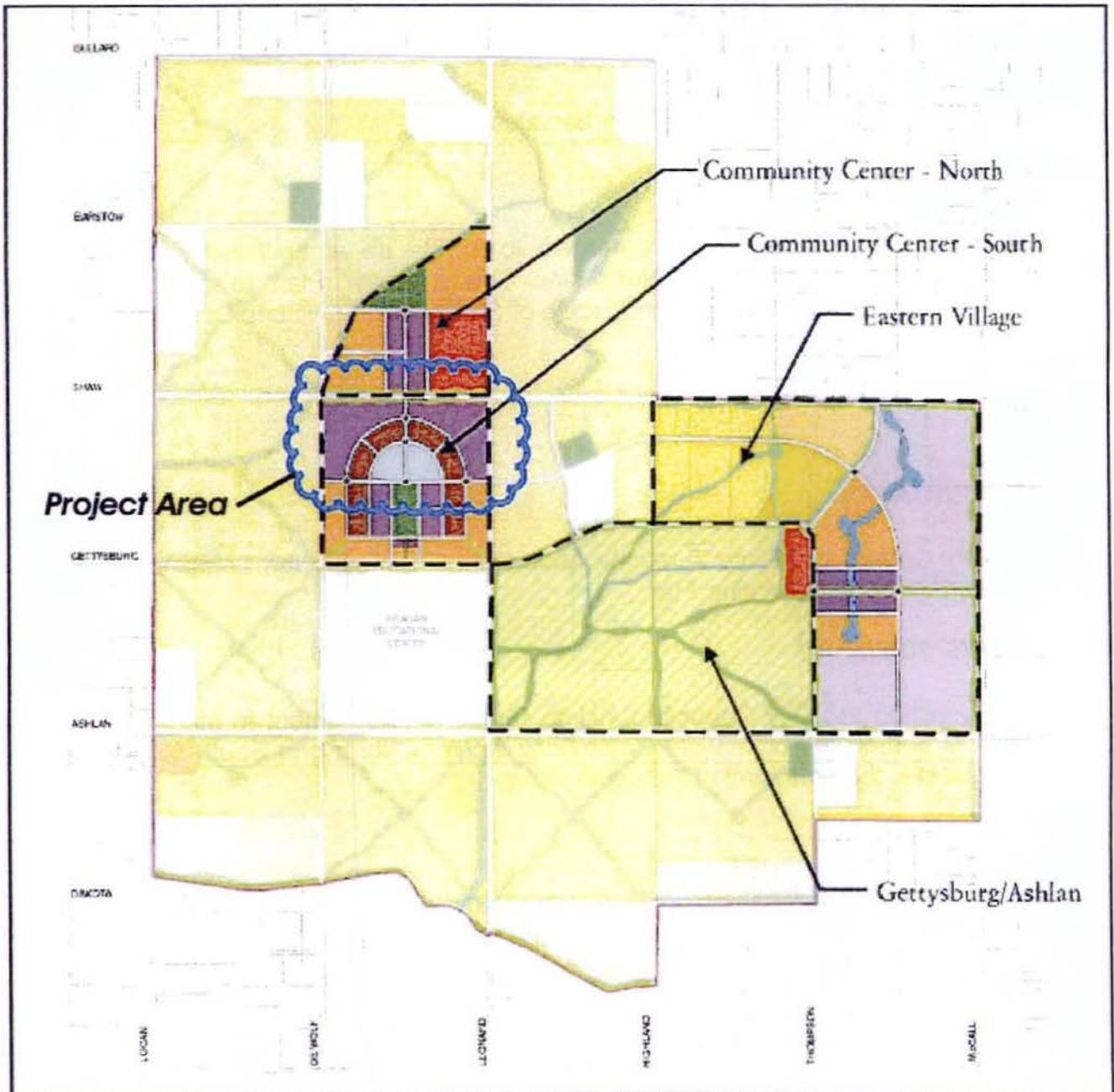
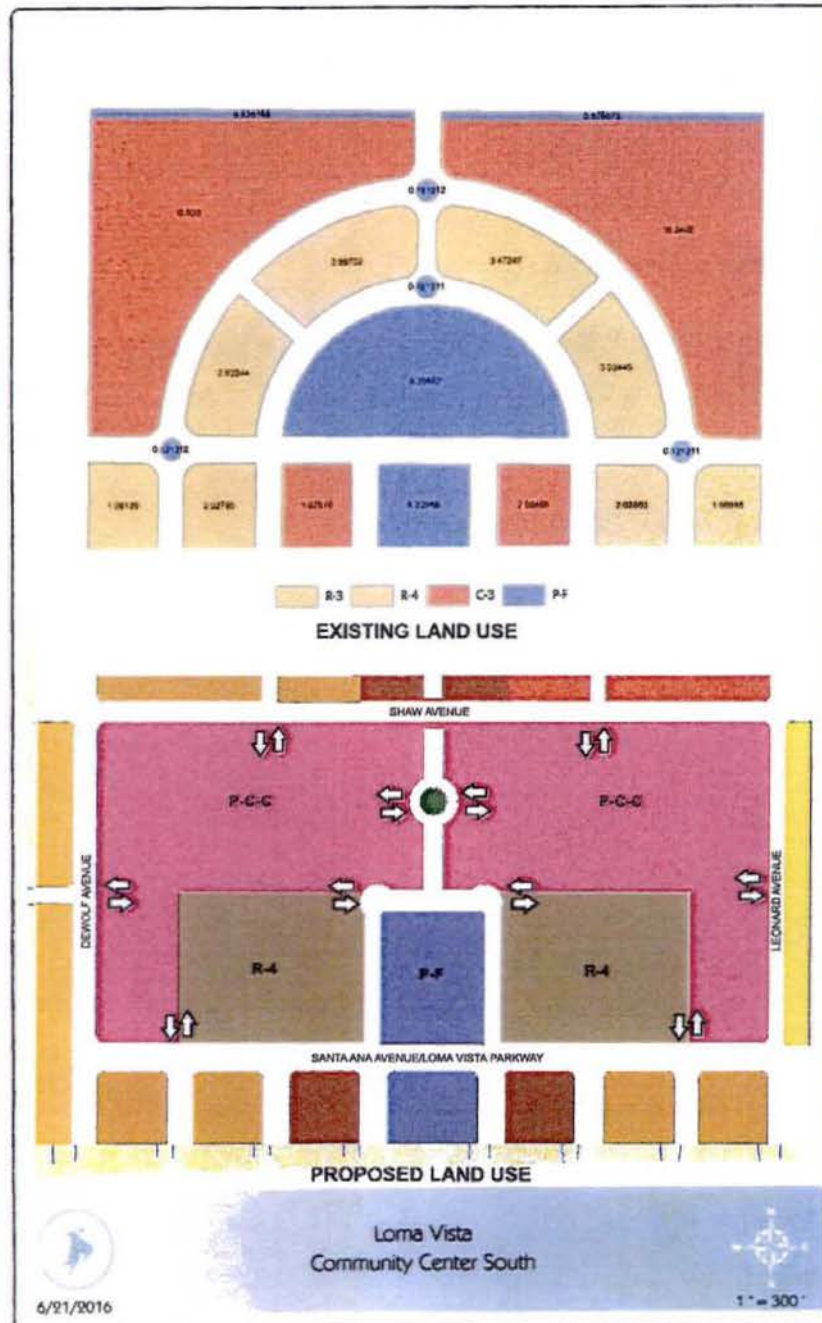


Figure – Project Area

Staff prepared a concept exhibit that was presented to the property owners as well as the Fire Chief, who all support the concept citing the modification will make it much easier to market and develop the village (see figure below). There are no anticipated changes to the land uses or development standards. Additionally there is no desire to eliminate the grade separated crossing under Shaw Avenue which provides vehicle and pedestrian connection between the north and south villages.



**Figure – Proposed Circulation**



## **FISCAL IMPACT**

None

## **REASON FOR RECOMMENDATION**

The proposal to modify the Loma Vista CCNS Master Plan will provide flexibility with development design while maintaining the purpose and intent of the village concept. The General Plan land uses will not be changed and vehicle and pedestrian connectivity will continue to be the main focus of the Plan. Staff recommends that the Council approve the initiation of the rezone amendment.

## **ACTIONS FOLLOWING APPROVAL**

If Council approves the rezone initiation, staff will prepare the staff reports and schedule the item for public hearings.

Prepared by: Bryan Araki, City Planner

Submitted by: g.k. Dwight Kroll, AICP, Director of PDS